

CALENDAR FOR THE BOARD OF SUPERVISORS
CONTRA COSTA COUNTY
AND FOR SPECIAL DISTRICTS, AGENCIES, AND AUTHORITIES GOVERNED BY THE BOARD
**BOARD CHAMBERS ROOM 107, ADMINISTRATION BUILDING, 651 PINE STREET
MARTINEZ, CALIFORNIA 94553-1229**

CANDACE ANDERSEN, *CHAIR*, 2ND DISTRICT
MARY N. PIEPHO, *VICE CHAIR* 3RD DISTRICT
JOHN GIOIA, 1ST DISTRICT
KAREN MITCHOFF, 4TH DISTRICT
FEDERAL D. GLOVER, 5TH DISTRICT

DAVID J. TWA, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 335-1900

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO
AN ITEM THAT IS ON THE AGENDA, WILL BE LIMITED TO THREE (3) MINUTES.

The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of
the day. Your patience is appreciated.

A lunch break or closed session may be called at the discretion of the Board Chair.

Staff reports related to open session items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

AGENDA
March 1, 2016

**9:00 A.M. Convene and announce adjournment to closed session in Room 101.
Closed Session**

9:30 a.m. Call to order and opening ceremonies.

Inspirational Thought- *"The question is whether or not you choose to disturb the world around
you, or if you choose to let it go on as if you had never arrived."* ~Ann Patchett

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.98 on the following agenda) –
Items are subject to removal from Consent Calendar by request of any Supervisor or on request
for discussion by a member of the public. **Items removed from the Consent Calendar will be
considered with the Discussion Items.**

PRESENTATIONS (5 Minutes Each)

PR.1 PRESENTATION honoring Dr. Henry Clark for His Service on the Contra Costa
County Hazardous Materials Commission. (Supervisor Gioia)

PR.2 PRESENTATION from the Contra Costa Historical Society to thank the County
Supervisors for their support of the archives and highlight future activities planned
for 2016. (Scott Saftler, President, Contra Costa Historical Society)

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (3 Minutes/Speaker)

- D. 3** CONSIDER accepting actuarial valuation of future annual costs of proposed changes to Other Post-Employment Benefits, changing the County health care medical premium tier structure and subsidy for groups affected by the potential settlement agreement in the Retiree Support Group lawsuit, as provided by the County's actuary in letter of February 17, 2016. (Lisa Driscoll, County Finance Director)
- D. 4** HEARING to consider the proposed formation of Zone 1515 within County Service Area P-6 (Police Services) in the unincorporated area of Walnut Creek for County File #SD07-9167. (Jennifer Cruz, Conservation and Development Department)
- D. 5** HEARING to consider adoption of Resolution No. 2016/95 and Ordinance No. 2016-03, authorizing the levy of a special tax for police protection services in Zone 1515 of County Service Area P-6 for Subdivision No. 9167 (County File #SD07-9167) in the unincorporated area of Walnut Creek , and fixing an election on May 3, 2016, to obtain voter approval. (Jennifer Cruz, Conservation and Development Department)
- D. 6** HEARING to consider adoption of Ordinance No. 2016-06, which increases fees for registration of weighting and measuring devices and point-of-sale system inspections, pursuant to California Business and Professions Code Sections 12240 and 13350. (Chad Godoy, Agriculture Commissioner)
- D. 7** HEARING on proposed implementation of the property tax cost recovery provisions of Revenue and Taxation Code 95.3; CONSIDER adopting report from the Auditor-Controller filed on January 19, 2016, of the 2014/15 fiscal year property tax-related costs, including the proposed charges against each local jurisdiction excepting school entities, and CONSIDER adopting Resolution No. 2016/55 regarding implementation of Revenue and Taxation Code 95.3 for fiscal year 2015/16. (Lisa Driscoll, County Administrator's Office)
- D. 8** CONSIDER approving and authorizing the County Administrator, or designee, to enter into a memorandum of understanding with the cities of Brentwood and Oakley and the East Contra Costa County Fire Protection District to fund the Knightsen Fire Station and adopt agreed upon recommendations from the Fire and Medical Services Task Force. (David Twa, County Administrator)

D. 9 CONSIDER adopting Resolution No. 2016/87, which supersedes Resolution No. 2015/386, regarding compensation and benefits for the County Administrator, County Elected and Appointed Department Heads, Management, Exempt, and Unrepresented employees to reflect changes, as recommended by the County Administrator. (David Twa, County Administrator)

D.10 CONSIDER accepting report regarding the mid-year status of the FY 2015/16 County Budget. (Lisa Driscoll, County Finance Director)

D. 11 CONSIDER reports of Board members.

Closed Session

A. CONFERENCE WITH LABOR NEGOTIATORS

1. Agency Negotiators: David Twa and Bruce Heid.

Employee Organizations: Contra Costa County Employees' Assn., Local No. 1; Am. Fed., State, County, & Mun. Empl., Locals 512 and 2700; Calif. Nurses Assn.; Service Empl. Int'l Union, Local 1021; District Attorney's Investigators Assn.; Deputy Sheriffs Assn.; United Prof. Firefighters, Local 1230; Physicians' & Dentists' Org. of Contra Costa; Western Council of Engineers; United Chief Officers Assn.; Service Empl. Int'l Union United Health Care Workers West; Contra Costa County Defenders Assn.; Probation Peace Officers Assn. of Contra Costa County; Contra Costa County Deputy District Attorneys' Assn.; and Prof. & Tech. Engineers, Local 21, AFL-CIO; Teamsters Local 856.

2. Agency Negotiators: David Twa.

Unrepresented Employees: All unrepresented employees.

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 1700 Oak Park Blvd., Pleasant Hill

Agency Negotiator: Karen Laws, Principal Real Property Agent

Negotiating Parties: Contra Costa County and Pleasant Hill Recreation & Park District

Under negotiation: Price and payment terms

ADJOURN IN MEMORY OF

Pittsburg Police Officer Donnie Pearman,

Richmond Police Officer Gus Vegas,

and

East Bay Arts Advocate Robert R. Rezak

CONSENT ITEMS

Road and Transportation

- C. 1** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with AECOM in an amount not to exceed \$250,000 to provide on-call civil engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 2** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Drake Haglan & Associates, Inc., in an amount not to exceed \$250,000 to provide on-call civil engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 3** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Mark Thomas & Associates, Inc., in an amount not to exceed \$250,000 to provide on-call civil engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 4** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Wood Rodgers in an amount not to exceed \$250,000 to provide on-call civil engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 5** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with BSK Associates in an amount not to exceed \$250,000 to provide on-call geotechnical engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 6** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Cal Engineering & Geology, Inc., in an amount not to exceed \$250,000 to provide on-call geotechnical engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 7** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with ENGEO Inc., in an amount not to exceed \$250,000 to provide on-call geotechnical engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 8** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Geocon Consultants, Inc., in an amount not to exceed \$250,000 to provide on-call geotechnical engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)

- C. 9** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Hultgren-Tillis Engineers in an amount not to exceed \$250,000 to provide on-call geotechnical engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 10** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Biggs Cardosa Associates, Inc., in an amount not to exceed \$250,000 to provide on-call structural engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 11** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with CH2M HILL Engineering Services, Inc., in an amount not to exceed \$250,000 to provide on-call structural engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 12** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Drake Haglan & Associates, Inc., in an amount not to exceed \$250,000 to provide on-call structural engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 13** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Mark Thomas & Company, Inc., in an amount not to exceed \$250,000 to provide on-call structural engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 14** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Quincy Engineering, Inc., in an amount not to exceed \$250,000 to provide on-call structural engineering services for the period March 1, 2016 through March 1, 2019, Countywide. (100% Various Funds)
- C. 15** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Hanna Engineering, Inc., (dba The Hanna Group), effective August 3, 2015, to increase the payment limit by \$25,000 to a new payment limit of \$225,000 and amend the payment provisions with no change to original term, for construction management services for the Alhambra Valley Road Safety Improvements Project, Martinez area. (44% Federal Highway Safety Improvement Program, 38% Federal High Risk Rural Road Program, and 18% Local Road Funds)
- C. 16** ADOPT Traffic Resolution No. 2016/4436 to prohibit parking between 8:30 a.m. and 9:30 a.m., and 2:30 p.m. and 3:30 p.m. on school days, within the Alamo Crest subdivision, which includes Golden Grass Drive, Golden Grass Court and Treetop Terrace Court, as recommended by the Public Works Director, Alamo area. (No fiscal impact)

Engineering Services

- C. 17** ADOPT Resolution No. 2016/98 accepting completion of warranty period for the Road Improvement Agreement and release of cash deposit for faithful performance, Road Agreement RA04-01172, for a project developed by Windemere BLC Land Company, LLC, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (No fiscal impact)
- C. 18** ADOPT Resolution No. 2016/99 approving the Parcel Map and Subdivision Agreement for minor subdivision MS13-00006, for a project being developed by Kevin Degnan, as recommended by the Public Works Director, Alamo area. (No fiscal impact)
- C. 19** ADOPT Resolution No. 2016/100 approving the Final Map and Subdivision Agreement for subdivision SD14-09376, for a project being developed by MOMO Development, LLC, as recommended by the Public Works Director, Walnut Creek area. (No fiscal impact)

Special Districts & County Airports

- C. 20** APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control & Water Conservation District, or designee, to execute an Interagency Agreement, including modified indemnification, with the Regents of the University of California, in the amount of \$125,000 to perform a study of Grayson Creek and the larger Walnut Creek Watershed to help implement the Flood Control Districts 50-Year Plan for the period beginning January 1, 2016 through November 30, 2017, in the Walnut Creek Watershed area. (100% Flood Control Zone 3B funds)
- C. 21** APPROVE and ACCEPT, on behalf of the Contra Costa County Flood Control and Water Conservation District, two Grant Deeds from the East Bay Regional Park District, and take related actions under the California Environmental Quality Act, to acquire access easements in the Rheem Creek area of Richmond, as recommended by the Public Works Director. (100% Flood Control)
- C. 22** APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with William Crouse for a Large T-hangar at Buchanan Field Airport effective March 1, 2016 in the monthly amount of \$748.23. (100% Airport Enterprise Fund)
- C. 23** AUTHORIZE the Director of Airports, or designee, to negotiate and execute a monthly rental agreement between the County, as landlord, and Delux Public Charter, LLC, dba JetSuiteX, as the tenant, for the property located at 181 John Glenn Drive, commonly referred to as the Terminal Building, on the east side of Buchanan Field Airport. (100% Airport Enterprise Fund)

Claims, Collections & Litigation

- C. 24** AUTHORIZE payment to HiTech in the amount of \$154,283.07 incurred in connection with property damage involving a Rodeo-Hercules Fire Protection District fire engine on March 15, 2015, as recommended by the Risk Manager. (100% General Liability Self-Insurance Fund)
- C. 25** RECEIVE public report of litigation settlement agreements that became final during the period of December 15, 2015 through January 31, 2016.
- C. 26** DENY claims filed by Karla Fratus, Luis Granados, Kameron Johnson, Michael Landy, and Leonard Nicholls.

Statutory Actions

- C. 27** ACCEPT Board members' meeting reports for January 2016.

Honors & Proclamations

- C. 28** ADOPT Resolution No. 2016/108 honoring Dr. Henry Clark for His Service on the Contra Costa County Hazardous Materials Commission, as recommended by Supervisor Gioia.
- C. 29** ADOPT Resolution No. 2016/92 to recognize the winners of the Contra Costa County "Poetry Out Loud" 2016 Competition, as recommended by the County Administrator.

Appointments & Resignations

- C. 30** APPOINT George Carter to the Community #4 seat on the Advisory Council on Equal Employment Opportunity, as recommended by the Hiring Outreach Oversight Committee.
- C. 31** RE-APPOINT Mike Bruno of Sterling Aviation as the Contra Costa Airports Business Association representative to the Aviation Advisory Committee, as recommended by the Buchanan Field Airport Fixed Base Operators. (No fiscal impact)
- C. 32** APPOINT Doug Leich to the Faith Community Representative seat on the Contra Costa Council on Homelessness, as recommended by the Health Services Director.

Intergovernmental Relations

- C. 33** APPROVE and AUTHORIZE the Conservation and Development Director, as fiscal agent for a portion of the East Bay Regional Park District Measure WW Local Grant funds, to execute a Joint Use Agreement in an amount not to exceed \$600,000 with Byron Union School District (BUSD) to develop the BUSD Family Playground at 1401 Byron Highway in Byron; and ADOPT related findings under the California Environmental Quality Act, as recommended by the Conservation and Development Director. (100% East Bay Regional Park District Measure WW Local Grant Funds)
- C. 34** ADOPT a "Support" position on AB 1665 (Bonilla), *Transactions and use taxes: County of Alameda, County of Contra Costa, and Contra Costa Transportation Authority*, a bill to shift the authority from the County to the Contra Costa Transportation Authority ("CCTA") to place a special tax measure on the ballot for the purpose of asking the County's voters to approve a transactions and use tax for the support of countywide transportation programs, as recommended by the Legislation Committee.

Personnel Actions

- C. 35** ADOPT Position Adjustment Resolution No. 21831 add one Account Clerk – Advanced Level (represented) position and cancel one Collection Enforcement Officer II (represented) position in the Health Services Department. (Cost savings)
- C. 36** ADOPT Position Adjustment Resolution No. 21830 to reallocate the salaries of the following unrepresented classifications: CCRMC Chief Executive Officer, Medical Director, Chief Nursing Officer, and Chief Medical Officer. (Cost neutral)
- C. 37** ADOPT Position Adjustment Resolution No. 21832 to add two Health Services Clinical Systems Analyst I positions (represented) and cancel two vacant Health Services Systems Analyst II positions (represented) in the Health Services Department. (100% Hospital Enterprise Fund I)
- C. 38** ADOPT Position Adjustment Resolution No. 21829 to reallocate the salary of the EHS Chief Financial Officer - Exempt classification. (45% State, 45% Federal, 10% County)
- C. 39** ADOPT Resolution No. 2016/110 reallocating the exempt classifications of Chief Assistant County Administrator and County Finance Director on the Salary Schedule; ADD a position of Chief Assistant County Administrator and CANCEL a Senior Management Analyst effective March 1, 2016; APPOINT Allison Picard and Eric Angstadt to the position of Chief Assistant County Administrator effective April 1, 2016 and May 2, 2016 respectively. (100% General Fund)

Grants & Contracts

APPROVE and AUTHORIZE execution of agreements between the County and the following agencies for receipt of fund and/or services:

- C. 40** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept California Governor's Office of Emergency Services, Elder Abuse Program grant funding in an amount not to exceed \$400,000 to expand the multidisciplinary community response to elder and dependent adult abuse for the period July 1, 2016 through June 30, 2018. (20% In-kind match)
- C. 41** APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the California Department of Food and Agriculture for pay the County an amount not to exceed \$766,211, to provide pest detection services for the period July 1, 2015 through June 30, 2016. (No County match)
- C. 42** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept the California Governor's Office of Emergency Services, Unserved/Underserved Victim Advocacy and Outreach Program grant funding in an amount not to exceed \$175,000 to identify underserved socially isolated populations, fund awareness, and improve knowledge about accessing local services available to crime victims, for the period April 1, 2016 through March 31, 2017. (20% In kind match)
- C. 43** ADOPT Resolution No. 2016/88 to approve and authorize the Employment and Human Services Director, or designee, to execute a contract with the California Department of Aging, to pay the County an amount not to exceed \$29,688 for Supplemental Nutrition Assistance Program-Education services for the period October 1. 2015 through September 30, 2016. (No County match)
- C. 44** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Little Angels Country Day School, LLC, to pay the County an amount not to exceed \$39,000 to provide food services to the childcare program at Little Angels Country Day School, for the period February 1 through December 31, 2016. (No County match)
- C. 45** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with California Department of Community Services and Development, including modified indemnification language, to extend the term to through June 30, 2016 and increase the payment limit by \$49,368 to a new payment limit of \$152,541 to provide for Department of Energy Weatherization Assistance Program/Low-Income Home Energy Assistance. (No County match)

APPROVE and AUTHORIZE execution of agreement between the County and the following parties as noted for the purchase of equipment and/or services:

- C. 46** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Family Support Services of the Bay Area, effective February 1, 2016, to extend the term from March 31, 2016 through June 30, 2016 and increase the payment limit by \$37,500 to a new payment limit of \$150,000 to provide continued respite services to foster parents and relative caregivers through the Heritage Project. (30% County, 70% State)
- C. 47** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a purchase order with Baker & Taylor in an amount not to exceed \$252,979 for book leasing services for the Contra Costa County Library, for the period January 1 through December 31, 2016. (100% Library Fund)
- C. 48** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Garland/DBS, Inc., effective March 1, 2016, to increase the payment limit by \$3,500,000 to a new payment limit of \$6,500,000, with no change to the original term of June 1, 2015 through May 31, 2018, to provide roofing repair services, Countywide. (100% General Fund)
- C. 49** APPROVE and AUTHORIZE the County Risk Manager to execute a contract with Bold, Polisner, Maddow, Nelson & Judson for legal services for the period January 1 through December 31, 2016, in accordance with a specified fee schedule. (100% Self-Insurance Internal Service Funds)
- C. 50** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Cesar M. Calderon in an amount not to exceed \$108,000 to provide consulting and technical assistance to the Materials Management Unit at Contra Costa Regional Medical and Health Centers, for the period February 16, 2016 through February 15, 2017. (100% Hospital Enterprise Fund I)
- C. 51** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a construction contract with Cornerstone Detention Products, Inc., in the amount of \$5,497,000 for the Security Renovations of West County Detention Facility, 5555 Giant Highway, Richmond Project (52% AB109, 26% General Fund – Facilities Life-Cycle Improvement Program Funds, and 22% General Fund – Plant Acquisition)

- C. 52** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Telecare Corporation, effective January 15, 2016, to modify the payment provisions to allow for additional gero-psychiatric and subacute mental health care services to severely and persistently mentally ill clients in the Villa Flex unit, with no change to the payment limit of \$1,352,909 and original term of July 1, 2015 through June 30, 2016, and no increase in the automatic extension amount of \$676,455 through December 31, 2016. (76% Mental Health Realignment and 24% Hospital Utilization Review)
- C. 53** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with STAND! For Families Free of Violence, a Non-Profit Corporation, effective March 1, 2016, to decrease the payment limit by \$133,616 to a new payment limit of \$373,913 to provide Phase II Lethality Assessment Program Implementation for Domestic Violence Homicide Prevention for the period December 5, 2014 through September 30, 2016. (100% Federal)
- C. 54** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Prism Services Group, LLC, in an amount not to exceed \$110,000 to provide a hosted solution to automate certain health plan provider network operations and related services for the period November 1, 2015, through October 31, 2018. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 55** APPROVE clarification of Board action of January 12, 2016 (C.25), which authorized a contract amendment with Environmental Science Associates, Inc., regarding services related to the preparation of an Environmental Impact Report (EIR), to correctly state that the payment limit was increased by \$140,000 to a new payment limit of \$271,605, as recommended by the Conservation and Development Director. (100% Land Use Permit fees)
- C. 56** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with NMRR, Inc. (dba Brightstar Healthcare), effective February 1, 2016, to extend the term from August 31, 2016 through September 30, 2016 and increase the payment limit by \$88,994 to a new payment limit of \$183,324, to provide additional temporary nursing care. (100% County General Fund)
- C. 57** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Alhambra Electric in an amount not to exceed \$2,000,000 for electrical maintenance and repair, for the period February 1, 2016 through January 31, 2019, Countywide. (100% General Funds)
- C. 58** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Metropolitan Van and Storage, Inc., in an amount not to exceed \$200,000 to provide moving services and office furniture installation at 625 Court Street, Martinez, for the period February 1, 2016 through January 31, 2017. (100% General Fund)

- C. 59** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Charles Kopp, Inc., (dba Continental Electric), in an amount not to exceed \$3,000,000 for electrical maintenance and repair, for the period of February 1, 2016 through January 31, 2019, Countywide. (100% General Fund)
- C. 60** APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Public Works Director, a purchase order with Lehr Auto Electric, Inc., in an amount not to exceed \$250,000 for emergency services vehicle parts and accessories, for the period February 1, 2016 through January 31, 2017, Countywide. (100% Fleet Internal Service Fund)
- C. 61** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Employment and Human Services Director, a purchase order with OmniPro, Inc., of San Francisco in an amount not to exceed \$856,113, to purchase 600 personal computers over the period February 1 through June 30, 2016. (10% County; 45% State; 45% Federal)
- C. 62** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Firm Revenue Cycle Management Services, Inc., in an amount not to exceed \$120,000 to provide billing services to process out-of-state Medicaid and commercial medical insurance claims, for the period February 1, 2016 through January 31, 2017. (100% Hospital Enterprise Fund I)
- C. 63** APPROVE and AUTHORIZE the Auditor Controller to pay Walnut Creek Yellow Cab the amount of \$1,842.87 for services rendered during the period June 4, 2013 through September 21, 2015 that were formerly paid under a Purchase Order, as recommended by the Health Services Director. (100% Hospital Enterprise Fund I)
- C. 64** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Henry Schein Dental, Inc., in the amount of \$350,000 for dental supplies, equipment and repairs at Contra Costa Regional Medical and Health Centers for the period January 1, 2016 through December 31, 2018. (100% Hospital Enterprise Fund I)
- C. 65** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Alcon Laboratories, Inc., in the amount of \$500,000 for instruments, sutures and supplies at the Contra Costa Regional Medical Center, for the period January 1, 2016 through December 31, 2019. (100% Hospital Enterprise Fund I)
- C. 66** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to apply for and accept a grant from the California Office of Traffic Safety in an initial amount of \$323,726 for the Sheriff's Forensic Services Unit replacement of breath alcohol instruments beginning October 1, 2016 to the end of the grant period. (100% State)

- C. 67** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Resource Development Associates, Inc., in an amount not to exceed \$400,000 to provide consultation and technical assistance to the Department with regard to County's Assertive Community Treatment, for persons with serious mental illness who demonstrate resistance to voluntarily participating in services that have been offered, for the period November 16, 2015 through June 30, 2019. (100% State Mental Health Services Act)
- C. 68** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order amendment with Philips Healthcare, Inc., to increase the payment limit by \$3,785 to a new payment limit of \$277,726 for patient monitors and installation for the Intermittent Care Unit and Critical Care Unit at the Contra Costa Regional Medical Center, with no change in the term of May 1, 2015 through April 30, 2016. (100% Hospital Enterprise Fund I)
- C. 69** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order amendment with Philips Healthcare, Inc., to increase the payment limit by \$19,798 to a new payment limit of \$184,400 for patient monitors and installation for the Telemetry Unit at the Contra Costa Regional Medical Center, with no change in the term of May 1, 2015 through April 30, 2016. (100% Hospital Enterprise Fund I)
- C. 70** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute contract amendment with Cross Country Staffing, Inc. (dba medical Staffing Network), effective November 1, 2015, to modify the rate sheet to include hourly rates for X-Ray Tech and Registered Nurse Specialty services with no change in the payment limit of \$8,000,000, at Contra Costa Regional Medical and Health Centers, and no change in the original term July 1, 2015 through June 30, 2016. (100% Hospital Enterprise Fund I)
- C. 71** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with McKesson Health Solutions, LLC, in the amount of \$332,000 for InterQual software maintenance for Contra Costa Health Plan and Contra Costa Regional Medical Center systems for the period January 22, 2016 through January 21, 2017. (100% Hospital Enterprise Fund I)
- C. 72** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Contra Costa ARC in an amount not to exceed \$180,000 to provide mental health services to recipients of the CalWORKs Program and their children, including socialization therapy groups and infant-parent therapy sessions, for the period January 1 through December 31, 2016. (100% State)

- C. 73** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Adolescent Treatment Centers, Inc. (dba Thunder Road), in an amount not to exceed \$179,419 to provide mental health services for seriously emotionally disturbed dually-diagnosed adolescents at its Thunder Road Facility for the period January 1 through June 30, 2016, with a six-month automatic extension through December 31, 2016 in an amount not to exceed \$179,419. (50% Federal; 50% State)
- C. 74** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Anka Behavioral Health, Inc., effective March 1, 2016, to increase the payment limit by \$60,000 to a new payment limit of \$1,177,822 to provide additional mental health outreach services for the homeless mentally ill, with no change in the original term of July 1, 2015 through June 30, 2016, and no change in the automatic extension amount of \$558,911, through December 31, 2016. (40% Mental Health Realignment, 48% Substance Abuse and Mental Health Services Administration, and 12% Project for Assistance in Transition from Homelessness Grant)
- C. 75** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Portia Bell Hume Behavioral Health and Training Center in an amount not to exceed \$672,600 to provide comprehensive case management services to adults suffering from severe mental illness, for the period from March 1 through June 30, 2016. (50% Federal, 50% State)
- C. 76** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay Yovino-Young, Inc., the amount of \$18,726.50 for the provision of expert real estate appraisal services, as recommended by the County Risk Manager. (100% Self-Insurance Internal Service Fund)
- C. 77** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a blanket purchase order with National Food Group, Inc., in an amount to not exceed \$250,000 to provide frozen/dry food and related items as needed for the West County, Martinez and Marsh Creek detention facilities for the period December 1, 2015 through November 30, 2016. (100% General Fund)
- C. 78** APPROVE and AUTHORIZE the Chief Information Officer (Department of Information Technology), or designee, to increase the payment limit under the IBM Agreement for Software Maintenance by \$70,000 to a new payment limit of \$270,000 for maintenance and support of County mainframe computer software, with no change in the term of July 1, 2015 through June 30, 2016. (100% Department User fees)
- C. 79** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment with Hammons Supply Company, to increase the payment limit by \$55,000 to a new payment limit of \$154,999 for miscellaneous janitorial supplies used in the County's detention facilities. (100% General Fund)

Other Actions

- C. 80** ACCEPT the January 2016 update of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human Services Department Director.
- C. 81** APPROVE Appendix A, the list of reporting officials, to the Conflict of Interest Code for the Mt. View Sanitary District, as amended, as recommended by the County Counsel.
- C. 82** AUTHORIZE relief of cash shortage in the Treasurer-Tax Collector's Office in the amount of \$1,337.00. (100% General Fund)
- C. 83** APPROVE the list of providers recommended by the Contra Costa Health Plan's Peer Review and Credentialing Committee on January 14, 2016, and by the Health Services Director, as required by the State Departments of Health Care Services, the Managed Health Care, and the Centers for Medicare and Medicaid Services.
- C. 84** APPROVE the medical staff appointments and reappointments, privileges, advancement, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their January 6, 2016 meeting, and by the Health Services Director.
- C. 85** ACCEPT 2015 Annual Report from the Hazardous Materials Commission, as recommended by the Health Services Director.
- C. 86** ADOPT Resolution No. 2016/102 conditionally providing for the issuance of revenue bonds in an aggregate amount not to exceed \$80 million to finance the Twenty One and Twenty Three Nevin Apartments, Richmond Multifamily Residential Rental Housing Development, and approving related actions, as recommended by the Conservation and Development Director. (100% Special Revenue funds)
- C. 87** AUTHORIZE the Chair of the Board of Supervisors to sign the Certification Statement for the California Children's Services Program as required by the State of California and recommended by the Health Services Director.
- C. 88** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay Kiara Chatman a stipend in the amount of \$150 for expenses related to representing Contra Costa County at the Statewide Poetry Out Loud competition in Sacramento as required by the Poetry Out Loud grant from the State of California, as recommended by the County Administrator. (100% State)

- C. 89** REFER to the Finance Committee a review of a request from the Rodeo Hercules Fire Protection District for a portion of the County allocation of Proposition 172 sales tax revenue, as recommended by the County Administrator.
- C. 90** REFER to the Finance Committee review of a grant application to the California Board of State and Community Corrections for the "Pay for Success" program submitted by Impact Justice, in the name of Contra Costa County, and determine whether to formally support the application as submitted, as recommended by the County Administrator.
- C. 91** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute an agreement with the U.S. Department of the Navy, to allow the Sheriff's Office to use the streets, buildings and structures within the Administration Area of the former Naval Weapons Station Seal Detachment Concord, to conduct public safety training for the period December 16, 2015 through December 15, 2016. (No fiscal impact)
- C. 92** CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999 regarding the issue of homelessness in Contra Costa County, as recommended by the Health Services Director. (No fiscal impact)
- C. 93** ACCEPT the 2015 Annual Report from the Arts & Culture Commission of Contra Costa County, as recommended by the County Administrator.
- C. 94** RECEIVE the 2015 Annual Report submitted by the Finance Committee, as recommended by the Finance Committee.
- C. 95** APPROVE and AUTHORIZE the allocations of \$2,936,605 in Community Development Block Grant funds; and \$2,267,098 in HOME Investment Partnerships Act funds to support the construction of 180 units in 4 affordable multi-family housing projects located in El Cerrito, North Richmond, Pittsburg and Walnut Creek; and the rehabilitation of 153 units in 3 projects in Bay Point and Concord, as recommended by the Affordable Housing Finance Committee. (100% Federal funds)
- C. 96** ADOPT Resolution No. 2016/89 conditionally providing for the issuance of revenue bonds in an aggregate amount not to exceed \$21 million to finance the Hana Gardens, El Cerrito Multifamily Residential Rental Housing Development and approving related actions, as recommended by the Conservation and Development Director. (100% Special Revenue funds)
- C. 97** ACCEPT the 2015 Annual Report from the Economic Opportunity Council Advisory Board for the period January 1, 2015 through December 31, 2015, as recommended by the Employment and Human Services Director.

- C. 98** ACCEPT quarterly report of the Post Retirement Health Benefits Trust Agreement Advisory Body, as recommended by the Post Retirement Health Benefits Trust Agreement Advisory Body.

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402, including as the Housing Authority and the Successor Agency to the Redevelopment Agency. Persons who wish to address the Board should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, First Floor, Room 106, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Board votes on the motion to adopt.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 335-1900; TDD (925) 335-1915. An assistive listening device is available from the Clerk, Room 106.

Copies of recordings of all or portions of a Board meeting may be purchased from the Clerk of the Board. Please telephone the Office of the Clerk of the Board, (925) 335-1900, to make the necessary arrangements.

Forms are available to anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda. Forms may be obtained at the Office of the County Administrator or Office of the Clerk of the Board, 651 Pine Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 335-1900 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

www.co.contra-costa.ca.us

STANDING COMMITTEES

The **Airport Committee** (Supervisors Mary N. Piepho and Karen Mitchoff) meets monthly on the fourth Wednesday of the month at 1:30 p.m. at Director of Airports Office, 550 Sally Ride Drive, Concord.

The **Family and Human Services Committee** (Supervisors Candace Andersen and Federal D. Glover) meets on the second Monday of the month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Finance Committee** (Supervisors Federal D. Glover and Mary N. Piepho) meets on the second Thursday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Hiring Outreach Oversight Committee** (Supervisors Karen Mitchoff and John Gioia) meets on the second Monday of the month at 9:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Internal Operations Committee** (Supervisors John Gioia and Candace Andersen) meets on the fourth Monday of the month at 11:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Legislation Committee** (Supervisors Federal D. Glover and Karen Mitchoff) meets on the second Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Public Protection Committee** (Supervisors Candace Andersen and John Gioia) meets on the fourth Monday of the month at 9:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Transportation, Water & Infrastructure Committee** (Supervisors Mary N. Piepho and Karen Mitchoff) meets on the second Thursday of the month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

| | | | |
|-------------------------------------|-------------------|---------------|-----------|
| Airports Committee | March 23, 2016 | 1:30 p.m. | See above |
| Family & Human Services Committee | March 14, 2016 | 1:00 p.m. | See above |
| Finance Committee | March 10, 2016 | 10:30 a.m. | See above |
| Hiring Outreach Oversight Committee | March 14, 2016 | 9:00 a.m. | See above |
| Internal Operations Committee | March 28, 2016 | 11:00 a.m. | See above |

| | | | |
|--|----------------|------------|-----------|
| Legislation Committee | March 14, 2016 | 10:30 a.m. | See above |
| Public Protection Committee | March 28, 2016 | 9:00 a.m. | See above |
| Transportation, Water & Infrastructure Committee | March 10, 2016 | 1:00 p.m. | See above |

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB Assembly Bill
ABAG Association of Bay Area Governments
ACA Assembly Constitutional Amendment
ADA Americans with Disabilities Act of 1990
AFSCME American Federation of State County and Municipal Employees
AICP American Institute of Certified Planners
AIDS Acquired Immunodeficiency Syndrome
ALUC Airport Land Use Commission
AOD Alcohol and Other Drugs
ARRA American Recovery & Reinvestment Act of 2009
BAAQMD Bay Area Air Quality Management District
BART Bay Area Rapid Transit District
BayRICS Bay Area Regional Interoperable Communications System
BCDC Bay Conservation & Development Commission
BGO Better Government Ordinance
BOS Board of Supervisors
CALTRANS California Department of Transportation
CalWIN California Works Information Network
CalWORKS California Work Opportunity and Responsibility to Kids
CAER Community Awareness Emergency Response
CAO County Administrative Officer or Office
CCCPSD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CDBG Community Development Block Grant
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer

COLA Cost of living adjustment
ConFire (CCCFPD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
DSRIP Delivery System Reform Incentive Program
EBMUD East Bay Municipal Utility District
ECCFPD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
EPSDT Early State Periodic Screening, Diagnosis and Treatment Program (Mental Health)
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
F&HS Family and Human Services Committee
First 5 First Five Children and Families Commission (Proposition 10)
FTE Full Time Equivalent
FY Fiscal Year
GHAD Geologic Hazard Abatement District
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HIPAA Health Insurance Portability and Accountability Act
HIV Human Immunodeficiency Syndrome
HOME Federal block grant to State and local governments designed exclusively to create affordable housing for low-income households
HOPWA Housing Opportunities for Persons with AIDS Program
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IHSS In-Home Supportive Services
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
LVN Licensed Vocational Nurse
MAC Municipal Advisory Council
MBE Minority Business Enterprise

M.D. Medical Doctor
M.F.T. Marriage and Family Therapist
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission
NACo National Association of Counties
NEPA National Environmental Policy Act
OB-GYN Obstetrics and Gynecology
O.D. Doctor of Optometry
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
Psy.D. Doctor of Psychology
RDA Redevelopment Agency
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
RN Registered Nurse
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
VA Department of Veterans Affairs
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCTAC West Contra Costa Transportation Advisory Committee



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: March 1, 2016

Subject: Presentation by Contra Costa Historical Society updating BOS on current status

RECOMMENDATION(S):

PRESENTATION from the Contra Costa Historical Society to personally thank the County Supervisors for their financial support of the archives through County funds and their monthly newsletters. (Scott Saftler, President, Contra Costa Historical Society)

FISCAL IMPACT:

None

BACKGROUND:

Historical Society presentation.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lauri Byers (925)
957-8860

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Government Code 7507 Compliance - Other Post Employment Benefits - Proposed Changes for Specific Retirees

RECOMMENDATION(S):

ACCEPT actuarial valuation of future annual costs of proposed changes to Other Post-Employment Benefits, changing the County health care medical premium tier structure and subsidy for groups affected by the potential settlement agreement in *Retiree Support Group of Contra Costa County v. Contra Costa County*, as provided by the County's actuary in letter of February 17, 2016.

FISCAL IMPACT:

As shown in the valuation, the result of the health plan changes described herein, if implemented for all current retirees affected by the potential *Retiree Support Group* settlement agreement I (from affected bargaining groups SEIU Local 1021, AFSCME Local 2700, Western Council of Engineers, AFSCME Local 512, CCC Defenders Association, CCC Deputy District Attorneys, Probation Peach Officers of CCC, Employees' Association Local 1, IFPTE/AFL-CIO Local 21 and Management Classified & Exempt) and future retirees from those groups will create a \$1.4 million increase in the Annual Required Contribution, a \$346,000 increase in the Normal Cost, and a \$13.2 million increase in the total Actuarial Accrued Liability.

BACKGROUND:

Government Code, Section 7507 requires with regard to local legislative boards, that the future costs of changes in retirement benefits or other post-employment benefits as determined by the actuary, shall be made public at a public meeting at least two weeks prior to the adoption of any changes in public retirement plan benefits or other post-employment benefits. The February 17, 2016 report from the County's actuary is attached.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll, County Finance
Director, 335-1023

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

By: , Deputy

cc: Ann Elliott, Employee Benefits Manager

BACKGROUND: (CONT'D)

>

Currently, for eligible retirees from the following bargaining units (SEIU Local 1021, AFSCME Local 2700, Western Council of Engineers, AFSCME Local 512, CCC Defenders Association, CCC Deputy District Attorneys, Probation Peace Officers, Employees' Association Local 1, IFPTE/AFL-CIO Local 21 and Management Classified & Exempt), the County subsidizes a portion of the monthly premium up to a specified fixed monthly premium cap. The maximum cap varies depending on the medical plan elected and has not changed since 2011. The attached report contains a summary of the current plan provisions that were valued in the January 1, 2014 actuarial valuation for the affected bargaining groups along with the subsidy caps for each medical plan option.

On March 15, 2016, the Board of Supervisors may consider and may take formal action with respect to proposed changes in health care benefits for the groups of current retirees who are eligible for health care coverage and affected by the potential settlement agreement in *Retiree Support Group of Contra Costa County v. Contra Costa County*, CV 12-00944, a legal challenge to the County's health care changes for retirees.

The proposed changes for this group are as follows:

1. Effective January 1, 2017, the medical premium tier structure will change from two tiers (Retiree Only, Retiree Plus One or More Dependents) to three tiers (Retiree Only, Retiree Plus One Dependent, and Retiree Plus Two or More Dependents) for Non-Medicare Retirees.
2. Effective when the three tier system goes into effect for Non-Medicare retirees (proposed to be January 1, 2017), the County's monthly fixed maximum premium caps established in 2011 will continue to apply: "retiree only" cap for single coverage; "retiree plus one or more dependent" cap for the Retiree Plus One Dependent tier; "retiree plus one or more dependent cap" plus a monthly medical plan premium subsidy increase of \$150 for the new Retiree Plus Two or More Dependents tier.
3. Effective January 1, 2021, the amount of the County monthly medical plan premium subsidy will increase by \$25 for the Medicare retiree only tier and for the Medicare retiree plus all dependents on Medicare tier.

Non-Medicare Retirees would remain blended and pooled with active employees for purposes of establishing premium rates, and there would be no change to dental benefits.

The results are estimated as of January 1, 2016 (based on valuation results as of January 1, 2014, projected to January 1, 2016, and reflect actual health premiums for 2016). The proposed plan costs assume no change in the value of the implicit premium rate subsidy for retirees not yet eligible for Medicare. Under the proposed plan, the active and non-Medicare retiree premium rates would remain pooled and blended meaning an implicit rate subsidy would continue. However, the liability associated with the implicit rate subsidy could increase, decrease, or stay approximately the same depending on the relative premium costs by rate tier for the new three tier premium structure. The relative costs by tier for the proposed three tier structure are not yet known.

CONSEQUENCE OF NEGATIVE ACTION:

Delayed implementation of terms of potential settlement.

ATTACHMENTS

7507 Report dated 2/17/16



650 California Street, 17th Floor
San Francisco, CA 94108-2702
USA

Tel +1 415 403 1333
Fax +1 415 403 1334

milliman.com

February 17, 2016

Ms. Lisa Driscoll
County Finance Director
County Administrator's Office
651 Pine Street, 10th Floor
Martinez, CA 94553

***Contra Costa County Retiree Health Plan
Analysis of Potential Retiree Health Benefit Changes***

Dear Ms. Driscoll:

As requested, we have estimated the cost impact of a proposed change to retiree health benefits for participants in the Contra Costa County Retiree Health Plan. This change would impact all non-PEMHCA covered current and future retirees except those who retire from classifications represented by CNA and PDOCC. Only groups affected by the proposed changes are included in this analysis; employees and retirees represented by CNA, PDOCC, DAIA, DSA, L1230, and UCOA are excluded from this analysis. The purpose of this analysis is to estimate the change in the County's long-term other postemployment liability under GASB 45 (comparison of the present value of benefits, actuarial accrued liability, normal cost, annual required contribution, and projected benefit payments is shown before and after the proposed change) to comply with California Government Code Section 7507.

Current Plan Provisions

Currently, for eligible retirees from the following bargaining units (SEIU Local 1021, AFSCME Local 2700, Western Council of Engineers, AFSCME Local 512, CCC Defenders Association, CCC Deputy District Attorneys, Probation Peace Officers, Employees' Association Local 1, IFPTE/AFL-CIO Local 21 and Management Classified & Exempt), the County subsidizes a portion of the monthly premium up to a specified cap. The cap varies depending on the medical plan elected and has not changed since 2011. The attached appendix contains a summary of the current plan provisions that were valued in the January 1, 2014 actuarial valuation for the affected bargaining groups along with the subsidy caps for each medical plan option.

Proposed Plan

The bargaining groups affected are as follows (SEIU Local 1021, AFSCME Local 2700, Western Council of Engineers, AFSCME Local 512, CCC Defenders Association, CCC Deputy District Attorneys, Probation Peace Officers, Employees' Association Local 1, IFPTE/AFL-CIO Local 21 and Management Classified & Exempt).

The proposed changes are as follows:

1. Effective January 1, 2017, the medical premium tier structure will change from two tiers (retiree only, retiree plus one or more dependents) to three tiers (retiree only, retiree plus one dependent, and retiree plus two or more dependents) for Non-Medicare Retirees.

2. Effective when the three tier system goes into effect for Non-Medicare retirees, the County's premium caps established in 2011 will continue to apply: "retiree only" cap for single coverage and retiree plus one or more dependent cap applies for the retiree plus one dependent tier. Effective January 1, 2017, the County will increase the monthly medical plan premium subsidies for the new Retiree Plus Two or More Dependents tier (defined as Tier III) by \$150.
3. Effective January 1, 2021, the amount of the County monthly medical plan premium subsidy will increase by \$25 for the Medicare retiree only tier and for the Medicare retiree plus one or more dependents on Medicare tier.

Non-Medicare Retirees would remain blended and pooled with active employees for purposes of establishing premium rates, and there would be no change to dental benefits.

Results

The results are estimated as of January 1, 2016. The estimated costs are based on valuation results as of January 1, 2014, projected to January 1, 2016, and reflect actual health premiums for 2016. Only the liabilities for active and retired members of the affected bargaining groups are shown in the comparison below. Note that the proposed plan costs assume no change in the value of the implicit premium rate subsidy for retirees not yet eligible for Medicare. Under the proposed plan, the active and non-Medicare retiree premium rates would remain pooled and blended meaning an implicit rate subsidy would continue under the proposed plan. However, the liability associated with the implicit rate subsidy could increase, decrease, or stay approximately the same depending on the relative premium costs by rate tier for the new three tier premium structure. Since new relative costs by tier for the proposed three tier structure are not yet known, we could not value the effect the proposed three tier structure would have on the implicit rate subsidy liability.

| | Current Plan Est. at 1/1/2016 | Proposal Plan Est. at 1/1/2016 | Difference |
|---|----------------------------------|-----------------------------------|--------------------|
| Present Value of Benefits | | | |
| Active Employees | \$376,570,000 | \$384,360,000 | \$7,790,000 |
| Retirees | <u>\$294,988,000</u> | <u>\$302,240,000</u> | <u>\$7,252,000</u> |
| Total | \$671,558,000 | \$686,600,000 | \$15,042,000 |
| Actuarial Accrued Liability | | | |
| Active Employees | \$272,959,000 | \$278,857,000 | \$5,898,000 |
| Retirees | <u>\$294,988,000</u> | <u>\$302,240,000</u> | <u>\$7,252,000</u> |
| Total | \$567,947,000 | \$581,097,000 | \$13,150,000 |
| Normal Cost Est. at June 30, 2016 | \$17,555,000 | \$17,901,000 | \$346,000 |
| Annual Required Contribution (ARC) Est. at 6/30/16 | \$55,399,000 | \$56,779,000 | \$1,380,000 |

The enclosed Exhibits 1 and 2 show a breakdown for each affected bargaining group of the above comparison of liabilities under the current and proposed plans.

The items shown above are defined as follows:

The **Present Value of Benefits** is the present value of projected benefits (projected claims less retiree contributions) discounted at the valuation interest rate (5.70%).

The **Actuarial Accrued Liability (AAL)** is the present value of benefits that are attributed to past service only. The portion attributed to future employee service is excluded. For retirees, this is equal to the present value of benefits. For active employees, this is equal to the present value of benefits prorated by service to date over service at the expected retirement age.

The **Normal Cost** is that portion of the County provided benefit attributable to employee service in the current year. Employees are assumed to have an equal portion of the present value of benefits attributed to each year of service from date of hire to expected retirement age.

The **Allocated Assets** is the assets we allocated to calculate the Annual Required Contribution for each bargaining unit based on their AAL relative to the total AAL. The Allocated Assets remain unchanged between the various scenarios.

The **Annual Required Contribution (ARC)** is equal to the Normal Cost plus an amount to amortize the unfunded AAL as a level dollar amount over a period of 30 years on a "closed" basis starting January 1, 2008. There are 22 years remaining as of January 1, 2016.

The **Annual Expected County Explicit Subsidy** is equal to the expected County contributions for the 2016 calendar year.

The table below contains a 20 year projection of projected benefit payments under the current and proposed benefit plans. The projected benefit payments are net of required retiree contributions, but include the value of the implicit premium rate subsidy for non-Medicare retirees for whom the same premium rate is charged as for actives. The estimated projected benefit payments are based on employees and retirees as of the valuation date. Future employees are not reflected in the table below.

| Calendar Year | Projected Benefit Payments | | |
|------------------|----------------------------|---------------|------------|
| | Current Plan | Proposed Plan | Difference |
| 2016 | \$ 40,958,000 | \$ 40,958,000 | \$ 0 |
| 2017 | 42,554,000 | 42,972,000 | 418,000 |
| 2018 | 43,724,000 | 44,096,000 | 372,000 |
| 2019 | 45,045,000 | 45,395,000 | 350,000 |
| 2020 | 46,271,000 | 46,587,000 | 316,000 |
| 2021 | 46,837,000 | 48,069,000 | 1,232,000 |
| 2022 | 47,504,000 | 48,790,000 | 1,286,000 |
| 2023 | 48,074,000 | 49,363,000 | 1,289,000 |
| 2024 | 48,739,000 | 50,045,000 | 1,306,000 |
| 2025 | 49,286,000 | 50,635,000 | 1,349,000 |
| 2026 | 49,459,000 | 50,809,000 | 1,350,000 |
| 2027 | 49,243,000 | 50,591,000 | 1,348,000 |
| 2028 | 48,722,000 | 50,054,000 | 1,332,000 |
| 2029 | 47,795,000 | 49,123,000 | 1,328,000 |
| 2030 | 47,271,000 | 48,587,000 | 1,316,000 |
| 2031 | 46,228,000 | 47,522,000 | 1,294,000 |
| 2032 | 45,019,000 | 46,289,000 | 1,270,000 |
| 2033 | 44,355,000 | 45,598,000 | 1,243,000 |
| 2034 | 43,408,000 | 44,624,000 | 1,216,000 |
| 2035 | 41,667,000 | 42,852,000 | 1,185,000 |

Important Notes

Except where noted above, the results in this letter are based on the same data, methods, assumptions, and plan provisions that are used in the January 1, 2014 actuarial valuation report, dated August 8, 2014. Appendices A through C contain a description of the provisions, assumptions and data used in the January 1, 2014 valuation for the affected bargaining groups.

In preparing our report, we relied, without audit, on information (some oral and some in writing) supplied by Contra Costa County's staff. This information includes but not limited to employee census data, financial information and plan provisions. While Milliman has not audited the financial and census data, they have been reviewed for reasonableness and are, in our opinion, sufficient and reliable for the purposes of our calculations. If any of this information as summarized in this report is inaccurate or incomplete, the results shown could be materially affected and this report may need to be revised.

All costs, liabilities, rates of interest, and other factors for the County have been determined on the basis of actuarial assumptions and methods which are individually reasonable (taking into account the experience of the County and reasonable expectations); and which, in combination, offer our best estimate of anticipated experience affecting the County. Further, in our opinion, each actuarial assumption used is reasonably related to the experience of the Plan and to reasonable expectations which, in combination, represent our best estimate of anticipated experience for the County.

This analysis is only an estimate of the Plan's financial condition as of a single date. It can neither predict the Plan's future condition nor guarantee future financial soundness. Actuarial valuations do not affect the ultimate cost of Plan benefits, only the timing of County contributions. While the valuation is based on an array of individually reasonable assumptions, other assumption sets may also be reasonable and valuation results based on those assumptions would be different. No one set of assumptions is uniquely correct. Determining results using alternative assumptions is outside the scope of our engagement.

The estimates as of January 1, 2016, are based on actual health plan premiums for 2016, but are based on census data and assumptions specified in the January 1, 2014 actuarial valuation. Furthermore, future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and changes in plan provisions or applicable law. Due to the limited scope of our assignment, we did not perform an analysis of the potential range of future measurements. The County has the final decision regarding the appropriateness of the assumptions and actuarial cost methods.

This letter is prepared solely for the internal business use of Contra Costa County. To the extent that Milliman's work is not subject to disclosure under applicable public records laws, Milliman's work may not be provided to third parties without Milliman's prior written consent. Milliman does not intend to benefit or create a legal duty to any third party recipient of its work product. Milliman's consent to release its work product to any third party may be conditioned on the third party signing a Release, subject to the following exceptions:

- a) Contra Costa County may provide a copy of Milliman's work, in its entirety, to the County's professional service advisors who are subject to a duty of confidentiality and who agree to not use Milliman's work for any purpose other than to benefit the County.

- b) Contra Costa County may provide a copy of Milliman's work, in its entirety, to other governmental entities, as required by law.

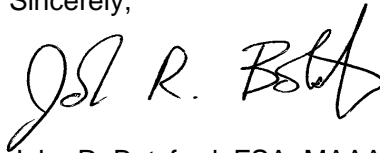
No third party recipient of Milliman's work product should rely upon Milliman's work product. Such recipients should engage qualified professionals for advice appropriate to their own specific needs.

The consultants who worked on this assignment are actuaries. Milliman's advice is not intended to be a substitute for qualified legal or accounting counsel.

The signing actuary is independent of the plan sponsor. We are not aware of any relationship that would impair the objectivity of our work.

On the basis of the foregoing, we hereby certify that, to the best of our knowledge and belief, the report is complete and accurate and has been prepared in accordance with generally recognized and accepted actuarial principles and practices which are consistent with the applicable Actuarial Standards of Practice of the American Academy of Actuaries. The undersigned is a member of the American Academy of Actuaries and meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

Sincerely,

A handwritten signature in black ink, appearing to read "J.R. Botsford". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

John R. Botsford, FSA, MAAA
Principal and Consulting Actuary

JRB:dy

Exhibit 1. Valuation Results by County's Bargaining Units – Current Plan Provisions

The following table shows the breakdown of valuation results rolled forward to 1/1/2016 by various bargaining units within the County affected by the proposed changes. The results shown excluded groups not affected by the change (CNA, PDOCC, DSA, DAIA, L1230, and UCOA).

| Bargaining Unit | Total PVB | Current Active AAL | Current Retiree AAL | Total AAL | Allocated Assets | Normal Cost | 22-Year Amortization | Annual Required Contribution |
|--|---------------|--------------------|---------------------|---------------|------------------|-------------|----------------------|------------------------------|
| (all amounts shown below are in thousands) | | | | | | | | |
| SEIU, Local 1021 | \$78,638 | \$31,321 | \$33,173 | \$64,494 | \$9,731 | \$2,062 | \$4,309 | \$6,371 |
| AFSCME, Local 2700 | 144,516 | 60,888 | 61,249 | 122,137 | 18,375 | 3,942 | 8,164 | 12,106 |
| Western Council of Engineers | 1,714 | 867 | 371 | 1,238 | 174 | 60 | 84 | 144 |
| CCC Defenders Association | 5,744 | 1,916 | 2,510 | 4,426 | 666 | 131 | 296 | 427 |
| AFSCME, Local 512 | 41,149 | 15,717 | 20,609 | 36,326 | 5,677 | 855 | 2,411 | 3,266 |
| CCC Deputy District Attorneys | 5,717 | 2,814 | 1,180 | 3,994 | 547 | 161 | 271 | 432 |
| Probation Peace Officers CCC | 26,494 | 14,507 | 5,928 | 20,435 | 2,807 | 931 | 1,387 | 2,318 |
| CCC Employees' Association Local 1 | 208,837 | 87,602 | 86,687 | 174,289 | 25,994 | 5,884 | 11,668 | 17,552 |
| IFPTE/AFL-CIO, Local 21 | 78,588 | 41,571 | 23,973 | 65,544 | 9,528 | 2,552 | 4,407 | 6,959 |
| Management Classified & Exempt | <u>80,161</u> | <u>15,756</u> | <u>59,308</u> | <u>75,064</u> | <u>13,459</u> | <u>977</u> | <u>4,847</u> | <u>5,824</u> |
| Total | \$671,558 | \$272,959 | \$294,988 | \$567,947 | \$86,958 | \$17,555 | \$37,844 | \$55,399 |

Exhibit 2. Proposed Changes - Results by County's Bargaining Units

The following table shows the breakdown of results for the proposed changes by various bargaining units within the County as of January 1, 2016.

| Bargaining Unit | Total PVB | Current Active AAL | Current Retiree AAL | Total AAL | Allocated Assets | Normal Cost | 22-Year Amortization | Annual Required Contribution |
|--|---------------|--------------------|---------------------|---------------|------------------|--------------|----------------------|------------------------------|
| (all amounts shown below are in thousands) | | | | | | | | |
| SEIU, Local 1021 | \$80,411 | \$31,967 | \$34,078 | \$66,045 | \$9,731 | \$2,100 | \$4,431 | \$6,531 |
| AFSCME, Local 2700 | 147,841 | 62,203 | 62,855 | 125,058 | 18,375 | 4,022 | 8,394 | 12,416 |
| Western Council of Engineers | 1,742 | 884 | 374 | 1,258 | 174 | 61 | 85 | 146 |
| CCC Defenders Association | 5,849 | 1,951 | 2,558 | 4,509 | 666 | 133 | 302 | 435 |
| AFSCME, Local 512 | 42,145 | 16,070 | 21,151 | 37,221 | 5,677 | 873 | 2,482 | 3,355 |
| CCC Deputy District Attorneys | 5,821 | 2,867 | 1,206 | 4,073 | 547 | 163 | 277 | 440 |
| Probation Peace Officers CCC | 26,979 | 14,750 | 6,047 | 20,797 | 2,807 | 939 | 1,415 | 2,354 |
| CCC Employees' Association Local 1 | 213,459 | 89,528 | 88,755 | 178,283 | 25,994 | 6,005 | 11,982 | 17,987 |
| IFPTE/AFL-CIO, Local 21 | 80,359 | 42,477 | 24,585 | 67,062 | 9,528 | 2,605 | 4,527 | 7,132 |
| Management Classified & Exempt | <u>81,994</u> | <u>16,160</u> | <u>60,631</u> | <u>76,791</u> | <u>13,459</u> | <u>1,000</u> | <u>4,983</u> | <u>5,983</u> |
| Total | \$686,600 | \$278,857 | \$302,240 | \$581,097 | \$86,958 | \$17,901 | \$38,878 | \$56,779 |
| Increase / (decrease) from Current Plan Provisions | | | | | | | | |
| SEIU, Local 1021 | \$1,773 | \$646 | \$905 | \$1,551 | \$0 | \$38 | \$122 | \$160 |
| AFSCME, Local 2700 | 3,325 | 1,315 | 1,606 | 2,921 | 0 | 80 | 230 | 310 |
| Western Council of Engineers | 28 | 17 | 3 | 20 | 0 | 1 | 1 | 2 |
| CCC Defenders Association | 105 | 35 | 48 | 83 | 0 | 2 | 6 | 8 |
| AFSCME, Local 512 | 996 | 353 | 542 | 895 | 0 | 18 | 71 | 89 |
| CCC Deputy District Attorneys | 104 | 53 | 26 | 79 | 0 | 2 | 6 | 8 |
| Probation Peace Officers CCC | 485 | 243 | 119 | 362 | 0 | 8 | 28 | 36 |
| CCC Employees' Association Local 1 | 4,622 | 1,926 | 2,068 | 3,994 | 0 | 121 | 314 | 435 |
| IFPTE/AFL-CIO, Local 21 | 1,771 | 906 | 612 | 1,518 | 0 | 53 | 120 | 173 |
| Management Classified & Exempt | <u>1,833</u> | <u>404</u> | <u>1,323</u> | <u>1,727</u> | <u>0</u> | <u>23</u> | <u>136</u> | <u>159</u> |
| Total | \$15,042 | \$5,898 | \$7,252 | \$13,150 | \$0 | \$346 | \$1,034 | \$1,380 |

Appendix A. Summary of Benefits under Current Plan before Proposed Changes

The following description of retiree health benefits is intended to be only a brief summary. For details, reference should be made to labor agreements.

Eligibility

Currently, employees may receive retiree health benefits if they retire from the County, are receiving a pension, and meet certain eligibility requirements as follows:

General employees - age 50 with 10 years of pension service or age 70 with a vested pension, or after 30 years of pension service with no age requirement.

Safety employees - age 50 with 10 years of pension service or age 70 with a vested pension, or after 20 years of pension service with no age requirement.

Employees hired after December 31, 2006 and represented by the following bargaining groups (AFSCME, Deputy District Attorneys' Association, Public Defenders Association, IFPTE, Western Council of Engineers, SEIU, PEU, Probation Peace Officers Association, and Unrepresented) also must have 15 years of County service.

Health Benefits

Currently, eligible retirees and their dependents are covered under the Contra Costa Health Plans, Health Net plans and Kaiser plans. Coverage may be provided for a retiree and surviving spouse as long as retiree and surviving spouse monthly premium contributions are paid. The County may pay a subsidy toward eligible retirees' monthly medical and dental premiums. This subsidy may vary by bargaining unit and date of hire as described in this appendix. Employees hired on or after dates described in the table below and represented by the following bargaining groups must pay the entire cost of premiums to maintain coverage.

| Bargaining Unit Name | Hire Date on or after which eligible retirees must pay entire cost of premiums |
|---|--|
| IFPTE, Unrepresented | January 1, 2009 |
| AFSCME, Western Council of Engineers, SEIU, and PEU | January 1, 2010 |
| Deputy District Attorneys Association | December 14, 2010 |
| Probation Peace Officers Association of CCC | January 1, 2011 |
| CCC Public Defenders Association | March 1, 2011 |

All surviving spouses must pay the entire cost of premiums to maintain coverage,

All other Bargaining Units - County Subsidy Frozen at the 2011 Level

Currently, eligible retirees from the following bargaining units listed receive County subsidies at the same amount agreed upon between the County and the Bargaining Units in 2011 towards the medical and dental premiums with no future increases to this subsidy amount.

| Bargaining Unit Code | Bargaining Unit Name | General / Safety | Bargaining Unit Code | Bargaining Unit Name | General / Safety |
|----------------------|-----------------------------------|------------------|----------------------|---------------------------------|------------------|
| 1X | Phys & Dnts & Optometrist Unit | General | JF | CCC Defenders/Investigators | General |
| 2I* | | General | K2 | Property Appraisers Unit | General |
| 25 | Social Services Unit | General | K5 | Court Professional Svcs Unit | General |
| 51 | Professional Engineers Unit | General | K6 | Supervisory Clerical Unit | General |
| 99 | DEFAULT BARGAINING UNIT | General | KK | Income Maintenance Program Unit | General |
| 2D | Community Aide Unit | General | KL | Engineering Technician Unit | General |
| 2I | Service Line Supervisors Unit | General | KM | Sheriff's Non-Sworn Mgmt Unit | General |
| 2R | Superior Court Reporters-Ex | General | KU | Probation Supervisors Unit | Safety |
| 3A | Superior Court Clerical Unit | General | KZ | Social Svcs Staff Special Unit | General |
| 3B | Superior Court Barg Unit-Loc1 | General | MA | District Attorneys' Unit | General |
| 3G | Deputy Clerks Unit | General | N2 | Property Appraisers Unit | General |
| 3R | General Clerical Unit | General | PP | Probation Unit of CCC | Safety |
| A8 | Elected Department Heads | General | QA | Agriculture & Animal Ctrl Unit | General |
| AJ | Elected Superior Court Judges | General | QB | LVN/Aide Unit | General |
| AM | Elected Municipal Court Judges | General | QC | Fam/Chld Svs Site Supv Unit | General |
| AS | Elected Board of Supvs Members | General | QE | Building Trades Unit | General |
| B8 | Mgmt Classes-Classified & Exem | General | QF | Deputy Public Defender Unit/At | General |
| BA | | General | QG | Deputy Public Defender Unit-In | General |
| BC | Superior Court Exempt Mgmt Gen | General | QH | Family and Children Services | General |
| BD | Mgmt Classified & Ex Dept Head | General | QM | Engineering Unit | General |
| BF | Fire District (MS) Safety Mgmt | Safety | QP | | General |
| BH | Superior Ct Exempt Mgmt-DH | General | QS | General Services & Mtce Unit | General |
| BJ | Sup Ct Judicial Ofcrs Ex-Mgmt | General | QT | Health Services Unit | General |
| BS | Sheriff's Sworn Executive Mgmt | Safety | QV | Investigative Unit | General |
| C8 | Management Project-Other | General | QW | Legal & Court Clerk Unit | General |
| CH | CS Head Start Mgmt-Project | General | QX | Library Unit | General |
| D8 | Unrepresented Proj Class-Other | General | QY | Probation Unit | General |
| F8 | Unrep Classified & Exempt-Other | General | S2 | | General |
| FC | Unrep Superior Ct Clerical Exempt | General | Z1 | Supervisory Project | General |
| FD | Unrep Superior Ct Other Exempt | General | Z2 | Non-Supervisory Project | General |
| FM | Unrep Muni Ct Reporter-Exempt | General | ZA | Supervisory Management | General |
| FR | Unrep Superior Ct Reprts-Exempt | General | ZB | Non-Supervisory Management | General |
| FS | Unrep Cl & Ex Student Workers | General | ZL | Supervisory Nurse | General |
| FX | Unrep Exempt Medical Staff | General | ZN | Non-Supervisory Nurse | General |
| JD | CCC Defenders/Attorneys | General | | | |

* Coded as "21" in census data.

Health Insurance Premium Rates (non-PEMHCA)

The following table shows monthly retiree health insurance premiums for the 2016 calendar year for coverage under various health plans sponsored by Contra Costa County, and the County's subsidies as frozen at the 2011 level for the specified bargaining groups.

| Medical Plan | County's Subsidy (Frozen in 2011) | 2016 Premium Rate | County's Subsidy for 2016 | Retiree's Share for 2016 |
|---|--|----------------------|---------------------------------|-----------------------------|
| <u>Contra Costa Health Plan A</u> | | | | |
| Retiree on Basic Plan | \$509.92 | \$709.06 | \$509.92 | \$199.14 |
| Retiree & 1 or more dependents on Basic Plan | 1,214.90 | 1,689.37 | 1,214.90 | 474.47 |
| Retiree on Medicare COB Plan | 420.27 | 326.13 | 326.12 | 0.01 |
| Retiree & 1 dependent on Medicare COB Plan | 1,035.60 | 652.26 | 652.25 | 0.01 |
| Family, 1 on Medicare COB Plan, and 1 or more on Basic Plan | 1,125.25 | 978.40 | 978.39 | 0.01 |
| <u>Contra Costa Health Plan B</u> | | | | |
| Retiree on Basic Plan | 528.50 | 786.01 | 528.50 | 257.51 |
| Retiree & 1 or more dependents on Basic Plan | 1,255.79 | 1,867.68 | 1,255.79 | 611.89 |
| Retiree on Medicare COB Plan | 444.63 | 335.91 | 335.90 | 0.01 |
| Retiree & 1 dependent on Medicare COB Plan | 1,088.06 | 671.82 | 671.81 | 0.01 |
| Family, 1 on Medicare COB Plan, and 1 or more on Basic Plan | 1,171.93 | 1,007.72 | 1,007.71 | 0.01 |
| <u>Kaiser Permanente – Plan A</u> | | | | |
| Retiree on Basic Plan | 478.91 | 819.43 | 478.91 | 340.52 |
| Retiree & 1 or more dependents on Basic Plan | 1,115.84 | 1,910.33 | 1,115.84 | 794.49 |
| Retiree on Medicare COB Plan | 263.94 | 296.97 | 263.94 | 33.03 |
| Retiree & 1 dependent on Medicare COB Plan | 712.79 | 802.02 | 712.79 | 89.23 |
| Retiree & 2 dependents on Medicare COB Plan | 1,161.65 | 1,305.13 | 1,161.65 | 143.48 |
| <u>Kaiser Permanente – Plan B</u> | | | | |
| Retiree on Basic Plan | 478.91 | 656.63 | 478.91 | 177.72 |
| Retiree & 1 or more dependents on Basic Plan | 1,115.84 | 1,529.95 | 1,115.84 | 414.11 |
| Retiree on Medicare COB Plan | 263.94 | 225.18 | 225.17 | 0.01 |
| Retiree & 1 dependent on Medicare COB Plan | 712.79 | 608.00 | 607.99 | 0.01 |
| Retiree & 2 dependents on Medicare COB Plan | 1,161.65 | 988.89 | 988.88 | 0.01 |
| <u>Health Net HMO – Plan A</u> | | | | |
| Retiree on Basic Plan | 627.79 | 1,294.30 | 627.79 | 666.51 |
| Retiree & 1 or more dependents on Basic Plan | 1,540.02 | 3,175.02 | 1,540.02 | 1,635.00 |
| Retiree on Medicare Seniority Plus Plan | 409.69 | 545.59 | 409.69 | 135.90 |
| Retiree & 1 dependent on Medicare Seniority Plus Plan | 819.38 | 1,091.18 | 819.38 | 271.80 |
| Retiree & 2 dependents on Medicare Seniority Plus Plan | 1,229.07 | 1,636.76 | 1,229.07 | 407.69 |

Health Insurance Premium Rates (continued)

| Medical Plan | County's Subsidy (Frozen in 2011) | 2016 Premium Rate | County's Subsidy for 2016 | Retiree's Share for 2016 |
|--|-----------------------------------|-------------------|---------------------------|--------------------------|
| <u>Health Net HMO – Plan B</u> | | | | |
| Retiree on Basic Plan | \$627.79 | \$900.03 | \$627.79 | \$272.24 |
| Retiree & 1 or more dependents on Basic Plan | 1,540.02 | 2,207.86 | 1,540.02 | 667.84 |
| Retiree on Medicare Seniority Plus Plan | 409.69 | 458.02 | 409.69 | 48.33 |
| Retiree & 1 dependent on Medicare Seniority Plus Plan | 819.38 | 916.04 | 819.38 | 96.66 |
| Retiree & 2 dependents on Medicare Seniority Plus Plan | 1,229.07 | 1,374.06 | 1,229.07 | 144.99 |
| <u>Health Net Medicare COB</u> | | | | |
| Retiree only | 467.13 | 659.04 | 467.13 | 191.91 |
| Retiree & spouse | 934.29 | 1,318.08 | 934.29 | 383.79 |
| <u>Health Net CA & Nat'l PPO – Basic Plan A</u> | | | | |
| Retiree on PPO | 604.60 | 1,699.52 | 604.60 | 1094.92 |
| Retiree & 1 or more dependents on PPO Basic Plan | 1,436.25 | 4,037.34 | 1,436.25 | 2,601.09 |
| Retiree on PPO Medicare Plan with Medicare Part A & B | 563.17 | 987.65 | 563.17 | 424.48 |
| Retiree & 1 or more dependents on PPO Medicare Plan with Medicare Part A & B | 1,126.24 | 1,975.31 | 1,126.24 | 849.07 |
| <u>Health Net CA & Nat'l PPO – Basic Plan B</u> | | | | |
| Retiree on PPO | 604.60 | 1,529.99 | 604.60 | 925.39 |
| Retiree & 1 or more dependents on PPO Basic Plan | 1,436.25 | 3,634.58 | 1,436.25 | 2,198.33 |
| Retiree on PPO Medicare Plan with Medicare Part A & B | 563.17 | 897.02 | 563.17 | 333.85 |
| Retiree & 1 or more dependents on PPO Medicare Plan with Medicare Part A & B | 1,126.24 | 1,794.04 | 1,126.24 | 667.80 |

Dental Plan Premiums

The following table shows monthly retiree dental insurance premiums for the 2016 calendar year. County subsidies vary based on retiree's medical plan enrollment election and bargaining unit upon retirement.

| Plan | Monthly Premiums |
|--|------------------|
| Delta Dental - \$1,800 Annual Maximum | |
| Retiree | \$ 44.27 |
| Family | 100.00 |
| Delta Care (PMI) | |
| Retiree | \$ 29.06 |
| Family | 62.81 |

Appendix B. Actuarial Cost Method and Assumptions

The actuarial cost method used for determining the benefit obligations is the Projected Unit Credit Cost Method. Under this method, the actuarial present value of projected benefits is the value of benefits expected to be paid for current actives and eligible retirees and is calculated based on the assumptions and census data described in this report.

The Actuarial Accrued Liability (AAL) is the actuarial present value of benefits attributed to employee service rendered prior to the valuation date. The AAL equals the present value of benefits multiplied by a fraction equal to service to date over service at expected retirement. The Normal Cost is the actuarial present value of benefits attributed to one year of service. This equals the present value of benefits divided by service at expected retirement. Since retirees are not accruing any more service, their normal cost is zero. The actuarial value of assets is equal to the market value of assets as of the valuation date.

In determining the Annual Required Contribution, the Unfunded AAL is amortized as a level dollar amount over 30 years on a "closed" basis. There are 22 years remaining in the amortization period as of January 1, 2016. The actuarial assumptions are summarized below.

Economic Assumptions

Discount Rate (Liabilities) 5.70%

We have used a discount rate of 5.70% in this valuation to reflect the County's current policy of partially funding its OPEB liabilities. This rate is derived based on the fund's investment policy, level of partial funding, and includes a 2.50% long-term inflation assumption. County OPEB Irrevocable Trust assets are invested in the Public Agency Retirement Services' Highmark Portfolio. Based on the portfolio's target allocation (shown below), the average return of Trust assets over the next 30 years is expected to be 6.25%, which would be an appropriate discount rate if the County's annual contribution is equal to the ARC. If the County were to elect not to fund any amount to a Trust, the discount rate would be based on the expected return of the County's general fund (we have assumed a long term return of 3.50% for the County's general fund). Since the County is partially funding the Trust with a contribution of \$20 million per year, we used a blended discount rate of 5.70%.

| Asset Class | Expected 1-Year Nominal Return | Targeted Asset Allocation |
|--|--------------------------------|---------------------------|
| Domestic Equity Large Cap | 8.14% | 17.0% |
| Domestic Equity Mid Cap | 8.92% | 6.0% |
| Domestic Equity Small Cap | 9.90% | 8.0% |
| U.S. Fixed Income | 4.69% | 38.0% |
| International / Global Equity (Developed) | 8.56% | 16.0% |
| Real Estate | 8.12% | 4.0% |
| Cash | 3.01% | 1.0% |
| Alternatives | 5.71% | 10.0% |
| Expected Geometric Median Annual Return (30 years) | | 6.25% |

Demographic Assumptions

Below is a summary of the assumed rates for mortality, retirement, disability and withdrawal, which are consistent with assumptions used in the December 31, 2012 CCCERA Actuarial Valuation.

Pre / Post Retirement Mortality

Healthy: For General Members: RP-2000 Combined Healthy Mortality Table projected to 2030 with Scale AA, set back one year.

For Safety Member: RP-2000 Combined Healthy Mortality Table projected to 2030 with Scale AA, set back two years.

Disabled: For General Members: RP-2000 Combined Healthy Mortality Table projected to 2030 with Scale AA, set forward six years for males and set forward seven years for females.

For Safety Member: RP-2000 Combined Healthy Mortality Table projected to 2030 with Scale AA, set forward three years.

Beneficiaries: Beneficiaries are assumed to have the same mortality as a General Member of the opposite sex who had taken a service (non-disability) retirement.

Disability

| Age | General Tier 3 | Safety (All Tiers) |
|-----|----------------|--------------------|
| 20 | 0.01% | 0.02% |
| 25 | 0.02% | 0.22% |
| 30 | 0.03% | 0.42% |
| 35 | 0.05% | 0.56% |
| 40 | 0.08% | 0.66% |
| 45 | 0.13% | 0.94% |
| 50 | 0.17% | 2.54% |

Withdrawal – Sample probabilities of terminating employment with the County are shown below for selected years of County service.

| Years of Service | General | Safety |
|------------------|---------|--------|
| Less than 1 | 13.50% | 11.50% |
| 1 | 9.00% | 6.50% |
| 2 | 9.00% | 5.00% |
| 3 | 6.00% | 4.00% |
| 4 | 4.50% | 3.50% |
| 5 | 4.00% | 3.00% |
| 10 | 2.75% | 1.90% |
| 15 | 2.10% | 1.40% |
| 20 or more | 2.00% | 1.00% |

Retirement – For this valuation, we have applied the Tier 3 rates for all General employees and Tier A rates for all Safety employees since nearly all current employees are in these two pension tiers.

| Age | General Tier 3 | Safety Tier A | Age | General Tier 3 | Safety Tier A |
|-----|----------------|---------------|-----|----------------|---------------|
| 45 | 0% | 2% | 60 | 15% | 40% |
| 46 | 0% | 2% | 61 | 20% | 40% |
| 47 | 0% | 7% | 62 | 27% | 40% |
| 48 | 0% | 7% | 63 | 27% | 40% |
| 49 | 0% | 20% | 64 | 30% | 40% |
| 50 | 4% | 25% | 65 | 40% | 100% |
| 51 | 3% | 25% | 66 | 40% | 100% |
| 52 | 3% | 25% | 67 | 40% | 100% |
| 53 | 5% | 25% | 68 | 40% | 100% |
| 54 | 5% | 25% | 69 | 40% | 100% |
| 55 | 10% | 30% | 70 | 40% | 100% |
| 56 | 10% | 25% | 72 | 40% | 100% |
| 57 | 10% | 25% | 73 | 40% | 100% |
| 58 | 12% | 35% | 74 | 40% | 100% |
| 59 | 12% | 35% | 75 | 100% | 100% |

Coverage Election Assumptions

Retiree Coverage – We have assumed 90% of new retirees will elect medical and dental coverage at retirement. For new retirees who were members of certain bargaining units indicated in appendix A and hired after a certain date indicated (eligible retirees must pay entire cost of premium to maintain coverage), we have assumed 50% will elect medical and dental coverage at retirement.

Spouse Coverage – We have assumed 50% of new retirees electing coverage will elect spouse medical and dental coverage at retirement.

Spouse Age – Female spouses are assumed to be three years younger than male spouses.

Dependent Coverage – We have assumed 30% of retirees with no spouse coverage will elect coverage for a dependent child until age 65, and 50% of retirees with spouse coverage will elect coverage for a dependent child until age 65.

Health Plan Election – We have assumed that new retirees will remain enrolled in the same plan they were enrolled in as actives. For actives who waived coverage, we have assumed that they will elect Kaiser plan coverage.

Valuation of Retiree Premium Subsidy Due to Active Health Costs

The County health plans charge the same premiums for retirees who are not yet eligible for Medicare as for active employees. Therefore, the retiree premium rates are being subsidized by the inclusion of active lives in setting rates. (Premiums calculated only based on retiree health claims experience would have resulted in higher retiree premiums.) GASB 45 requires that the value of this subsidy be recognized as a liability in valuations of OPEB costs. To account for the fact that per member health costs vary depending on age (higher health costs at older ages), we calculated equivalent per member per month (PMPM) costs that vary by age based on the age distribution of covered members, and based on relative cost factors by age. The relative cost factors were developed from the Milliman Health Cost Guidelines™. Based on the carrier premium rates and relative age cost factors assumptions, we developed age adjusted monthly PMPM health costs for 2016 to be used in valuing the implicit rate subsidy. The following tables show the age adjusted expected monthly claims cost for a male participant at age 64 for each health plan and relative age factors compared to a male age 64.

| Plan | Monthly Age Adjusted Claims Cost for Age 64 Male | Dependent Child Cost Load |
|------------------|--|---------------------------|
| CCHP A | \$ 1,347 | \$ 182 |
| CCHP B | 1,656 | 381 |
| Kaiser A | 1,478 | 263 |
| Kaiser B | 1,241 | 256 |
| Health Net HMO A | 2,277 | 478 |
| Health Net HMO B | 1,745 | 397 |
| Health Net PPO | 2,369 | 393 |

Relative Claims Cost Factor Compared to Male age 64

| Age | Male | Female |
|-----|-------|--------|
| 50 | 0.458 | 0.572 |
| 55 | 0.604 | 0.668 |
| 60 | 0.786 | 0.789 |
| 64 | 1.000 | 0.915 |

Since retirees eligible for Medicare (age 65 and beyond) are enrolled in Medicare supplemental plans, the premiums for retirees with Medicare are determined without regard to active employee claims experience and no such subsidy exists for this group for medical cost.

Medical Cost Inflation Assumption

We assumed future increases to the health costs and premiums are based on the “Getzen” model published by the Society of Actuaries for purposes of evaluating long term medical trend. Under the Patient Protection and Affordable Care Act of 2010, a Federal excise tax will apply for high cost health plans beginning in 2018. A margin to reflect the impact of the excise tax in future years is reflected in the assumed trend. The following table shows the assumed rate increases in future years for Medical premiums.

| Calendar Year | Pre 65 | Calendar Year | Post 65 |
|------------------|--------|------------------|---------|
| 2016 | 5.75% | 2016 | 6.50% |
| 2017 | 6.50% | 2017 – 2025 | 6.00% |
| 2018 – 2020 | 5.75% | 2026 – 2032 | 5.75% |
| 2021 – 2023 | 6.50% | 2033 | 6.00% |
| 2024 – 2028 | 6.25% | 2034 | 6.75% |
| 2029 | 6.50% | 2035 | 6.50% |
| 2030 – 2035 | 6.25% | 2036 – 2042 | 6.25% |
| 2036 | 6.00% | 2043 – 2045 | 6.00% |
| 2037 – 2040 | 5.75% | 2046 – 2051 | 5.75% |
| 2041 – 2048 | 5.50% | 2052 – 2059 | 5.50% |
| 2049 – 2063 | 5.25% | 2060 – 2070 | 5.25% |
| 2064 – 2074 | 5.00% | 2071 – 2076 | 5.00% |
| 2075 – 2079 | 4.75% | 2077 – 2081 | 4.75% |
| 2080 + | 4.50% | 2082 + | 4.50% |

Dental Cost

We assumed Dental costs will increase 4.0% annually.

Appendix C. Summary of Participant Data

The following census of participants was used in the actuarial valuation and provided by Contra Costa County.

Active Employees

| Age | SEIU, Local 1021 | AFSCME, Local 2700 | Western Council of Engineers | CCC Defenders Association | AFSCME, Local 512 | CCC Deputy District Attorneys | Probation Peace Officers CCC | CCC Employees' Association Local 1 | IFPTE/AFL-CIO, Local 21 | Management Classified & Exempt | Total |
|-----------|------------------|--------------------|------------------------------|---------------------------|-------------------|-------------------------------|------------------------------|------------------------------------|-------------------------|--------------------------------|-------|
| Under 25 | 11 | 9 | 0 | 0 | 0 | 0 | 1 | 14 | 2 | 0 | 37 |
| 25 – 29 | 65 | 89 | 0 | 1 | 6 | 9 | 20 | 105 | 11 | 4 | 310 |
| 30 – 34 | 114 | 129 | 7 | 13 | 19 | 30 | 27 | 218 | 52 | 25 | 634 |
| 35 – 39 | 150 | 153 | 1 | 17 | 28 | 13 | 44 | 220 | 77 | 27 | 730 |
| 40 – 44 | 133 | 172 | 3 | 9 | 39 | 6 | 50 | 243 | 108 | 42 | 805 |
| 45 – 49 | 152 | 205 | 1 | 6 | 49 | 11 | 36 | 304 | 121 | 65 | 950 |
| 50 – 54 | 119 | 244 | 4 | 8 | 56 | 7 | 20 | 371 | 154 | 70 | 1053 |
| 55 – 59 | 98 | 236 | 1 | 3 | 38 | 6 | 8 | 303 | 149 | 48 | 890 |
| 60 – 64 | 75 | 149 | 1 | 0 | 20 | 0 | 4 | 207 | 91 | 31 | 578 |
| 65 & Over | 27 | 75 | 0 | 0 | 4 | 0 | 3 | 92 | 32 | 13 | 246 |
| Total | 944 | 1,461 | 18 | 57 | 259 | 82 | 213 | 2,077 | 797 | 325 | 6,233 |

Current Retirees

| Age | SEIU, Local 1021 | AFSCME, Local 2700 | Western Council of Engineers | CCC Defenders Association | AFSCME, Local 512 | CCC Deputy District Attorneys | Probation Peace Officers CCC | CCC Employees' Association Local 1 | IFPTE/AFL-CIO, Local 21 | Management Classified & Exempt | Total |
|-----------|------------------|--------------------|------------------------------|---------------------------|-------------------|-------------------------------|------------------------------|------------------------------------|-------------------------|--------------------------------|-------|
| Under 50 | 2 | 2 | 0 | 0 | 1 | 0 | 6 | 12 | 0 | 4 | 27 |
| 50 – 54 | 11 | 23 | 0 | 1 | 9 | 0 | 8 | 28 | 9 | 15 | 104 |
| 55 – 59 | 33 | 65 | 0 | 9 | 20 | 3 | 12 | 112 | 54 | 48 | 356 |
| 60 – 64 | 96 | 168 | 0 | 5 | 66 | 1 | 9 | 201 | 93 | 124 | 763 |
| 65 – 69 | 139 | 244 | 1 | 3 | 91 | 2 | 10 | 301 | 73 | 236 | 1100 |
| 70 – 74 | 112 | 201 | 2 | 2 | 48 | 0 | 6 | 240 | 16 | 201 | 828 |
| 75 – 79 | 69 | 147 | 1 | 1 | 38 | 0 | 3 | 147 | 5 | 186 | 597 |
| 80 – 84 | 46 | 74 | 2 | 0 | 37 | 0 | 0 | 126 | 0 | 154 | 439 |
| 85 & Over | 65 | 121 | 3 | 0 | 28 | 0 | 0 | 148 | 0 | 216 | 581 |
| Total | 573 | 1,045 | 9 | 21 | 338 | 6 | 54 | 1,315 | 250 | 1,184 | 4,795 |



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: March 1, 2016

Subject: HEARING TO CONSIDER THE PROPOSED FORMATION OF ZONE 1515 IN THE COUNTY SERVICE AREA OF P-6 IN THE UNINCORPORATED AREA OF WALNUT CREEK (DISTRICT IV)

RECOMMENDATION(S):

1. OPEN the hearing on the proposed formation of Zone 1515 within County Service Area P-6; CONSIDER all oral and written comments; and CLOSE the hearing.
2. DETERMINE whether a majority protest of the voters residing within the boundaries of proposed Zone 1515 exists pursuant to Government Code Section 25217.1(b)(1). In the event that the Board determines a majority protest exists, TERMINATE the proceedings.
3. If the Board determines a majority protest does not exist, ADOPT Resolution No. 2016/94, attached hereto, establishing Zone 1515 of County Service Area P-6 subject to voter approval of a special tax to fund police protection services within the zone.

FISCAL IMPACT:

The cost of establishing the Police Service District and the election is paid for by the subdivider.

BACKGROUND:

Per the conditions of approval for Subdivision #9167 (County File #SD07-9167), prior to recording the final map for the subdivision, the subdivider is required to establish

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Jennifer Cruz 925
674-7790

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

By: , Deputy

cc: Lindy Lavender, Rosa Mena

BACKGROUND: (CONT'D)

a special police services tax district for the subdivision in order to provide additional funding to augment police services in the area of the subdivision. The property to be placed within the special tax district consists of a 9.98-acre site located at 1125 North Gate Road in the unincorporated area of Walnut Creek.

On February 9, 2016, the Board granted conceptual approval for a May 3, 2016, ballot measure seeking approval of a special tax to fund an increase in the level of police protection services that is provided in the unincorporated area of Walnut Creek.

On February 9, 2016, the Board approved Resolution No. 2016/64, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6. The proposed zone would serve as the vehicle to collect special taxes within the proposed zone if a special tax measure is approved by voters on May 3, 2016.

Pursuant to Government Code Section 25217.1, subdivision (a), at the public hearing, the Board is required to hear and consider any protests to the formation of the zone. Pursuant to Government Code Section 25217.1, subdivision (b)(1), in the case of inhabited territory, if at the conclusion of the public hearing, the Board determines that more than 50 percent of the total number of voters residing within the proposed zone have filed written objections to the formation, then the Board shall determine that a majority protest exists and terminate the proceedings.

If there is no majority protest, the Board may continue the proceedings to form the zone by adopting Resolution No. 2016/94, which would establish Zone 1515 subject to voter approval of the special tax. A separate hearing is also scheduled for March 1, 2016, to consider the adoption of an ordinance authorizing the levy of the tax.

CONSEQUENCE OF NEGATIVE ACTION:

Zone 1515 would not be formed and the subdivider would be unable to comply with the conditions of approval of the project. The subdivider would be unable to record the final map for the subdivision

ATTACHMENTS

Resolution No. 2016/94

Exhibit A - Legal Description

Exhibit B- Map

Archived Resolution No. 2016/64

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2016/94

IN THE MATTER OF CREATING ZONE 1515 OF COUNTY SERVICE AREA P-6 IN THE UNINCORPORATED AREA OF WALNUT CREEK

WHEREAS, this Board recognizes the need for increased police protection services in the above subject zone and the difficulty of funding the current or an increased level of services; and

WHEREAS, establishing the subject zone is a necessary step for the Board of Supervisors to seek voter approval of a special tax for increased police protection services in the zone area. Government Code Sections 25217 and 25217.1 establish procedures for the formation of a zone within a county service area;

NOW, THEREFORE, BE IT BY THE BOARD RESOLVED THAT:

1. It is in the public interest to provide an increased level of police protection services in the area of proposed Zone 1515 of County Service Area P-6.
2. A majority protest against the proposed formation of Zone 1515 does not exist, pursuant to Government Code Section 25217.1, subdivision (b).
3. Subject to voter approval of Ordinance No. 2016-03 on May 3, 2016 authorizing the levy of a special tax within proposed Zone 1515, that portion of Contra Costa County Service Area P-6 described in Exhibit A attached hereto and shown in Exhibit B attached hereto is established as Zone 1515 of County Service Area P-6, effective upon this Board's adoption of a resolution declaring the results of the May 3, 2016, election ("Effective Date").
4. No affected properties located in Zone 1515 will be taxed for any existing bonded indebtedness or contractual obligations as a result of the formation of said zone.
5. On or after the Effective Date, the Clerk of this Board shall cause the filing of a statement of the creation of said zone to be made with the County Assessor and the State Board of Equalization (in Sacramento) pursuant to Government Code Sections 54900-54902. The filing shall include a map or plat indicating the boundaries of said zone.

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.

Contact: Jennifer Cruz 925 674-7790

ATTESTED: March 1, 2016

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

By: , Deputy

cc: Lindy Lavender, Rosa Mena

EXHIBIT "A"
LEGAL DESCRIPTION
POLICE ANNEXATION

REAL PROPERTY SITUATE IN THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AND BEING ALL OF THAT CERTAIN PARCEL AS SHOWN ON THAT CERTAIN MAP ENTITLED "RECORD OF SURVEY R.S. NO. 3203" FILED ON MAY 6, 2009 IN BOOK 140 OF RECORD OF SURVEYS, PAGE 49, OFFICIAL RECORDS OF SAID COUNTY, SAME BEING "PARCEL ONE" AS DESCRIBED IN THE GRANT DEED TO COJAM, LLC., A CALIFORNIA LIMITED LIABILITY COMPANY RECORDED ON JULY 31, 2008 UNDER DOCUMENT NUMBER 2008-0169898-00, OFFICIAL RECORDS OF SAID COUNTY, ALSO BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE ABOVEMENTIONED PARCEL; THENCE ALONG THE WEST LINE OF SAID PARCEL FOR THE FOLLOWING TWO (2) COURSES: (1) NORTH 04°52'15" WEST, 81.36 FEET, AND (2) NORTH 5°06'15" WEST, 776.42 FEET TO THE MOST NORTHWEST CORNER OF SAID PARCEL; THENCE ALONG THE NORTHEASTERN LINE OF SAID PARCEL FOR THE FOLLOWING FIVE (5) COURSES: (1) NORTH 51°09'27" EAST, 94.92 FEET, (2) SOUTH 24°26'15" EAST, 105.00 FEET, (3) SOUTH 40°13'45" EAST, 190.20 FEET, (4) NORTH 83°06'45" EAST, 87.40 FEET, AND (5) NORTH 08°27'29" EAST, 75.91 FEET TO A CORNER ON THE EAST LINE OF SAID PARCEL; THENCE ALONG SAID EAST LINE FOR THE FOLLOWING FIVE (5) COURSES: (1) SOUTH 28°00'46" EAST, 556.54 FEET, (2) NORTH 64°47'14" EAST, 55.00 FEET, (3) SOUTH 27°52'46" EAST, 271.40 FEET, (4) NORTH 90°00'00" EAST, 568.06 FEET TO A POINT BEING THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT FROM WHICH POINT THE CENTER BEARS SOUTH 65°38'21" WEST, SAME POINT BEING THE CENTERLINE OF NORTH GATE ROAD, AND (5) ALONG THE ARC OF A 1060.20 FOOT RADUIS, THROUGH A CENTRAL OF 02°59'09", AND AN ARC LENGTH OF 55.25 FEET TO THE MOST SOUTHEAST CORNER OF SAID PARCEL; THENCE ALONG THE SOUTH LINE OF SAID PARCEL, SOUTH 90°00'00" WEST, 1289.74 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 428,071 SQ.FT. OF LAND AREA, MORE OR LESS.

END OF DESCRIPTION

ATTACHED HERETO A PLAT ENTITLED EXHIBIT "B" FOR REFERENCE ONLY.

PREPARED BY:



VINCE J. D'ALO
L.S. 4210, STATE OF CALIFORNIA



5/26/15

DATE

2025/05/18 10:20:28 AM SURVEY \FLA\BNDT FLA1.DWG

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/09/2016 by the following vote:

AYE: ☒ **Candace Andersen**
☒ **Mary N. Piepho**
☒ **Karen Mitchoff**
☒ **Federal D. Glover**

NO: ☐

ABSENT: ☒ **John Gioia**

ABSTAIN: ☐

RECUSE: ☐

ARCHIVED DOCUMENT



Resolution No. 2016/64

RESOLUTION OF INTENTION TO FORM ZONE 1515 OF COUNTY SERVICE AREA P-6 IN THE UNINCORPORATED WALNUT CREEK AREA

The Board of Supervisors of Contra Costa County **RESOLVES:**

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the unincorporated Walnut Creek area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.
2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.
3. The formation of Zone 1515 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.
4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.
5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.
6. The name proposed for the zone is "Zone 1515" of CSA P-6.

At 9:00 a.m. on March 1, 2016, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 1515 of CSA P-6.

The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

Contact: Jennifer Cruz, (925) 674-7790

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: February 9, 2016

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

By: June McHuen, Deputy

cc:

EXHIBIT "A"
LEGAL DESCRIPTION
POLICE ANNEXATION

REAL PROPERTY SITUATE IN THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AND BEING ALL OF THAT CERTAIN PARCEL AS SHOWN ON THAT CERTAIN MAP ENTITLED "RECORD OF SURVEY R.S. NO. 3203" FILED ON MAY 6, 2009 IN BOOK 140 OF RECORD OF SURVEYS, PAGE 49, OFFICIAL RECORDS OF SAID COUNTY, SAME BEING "PARCEL ONE" AS DESCRIBED IN THE GRANT DEED TO COJAM, LLC., A CALIFORNIA LIMITED LIABILITY COMPANY, RECORDED ON JULY 31, 2008 UNDER DOCUMENT NUMBER 2008-0169898-09, OFFICIAL RECORDS OF SAID COUNTY, ALSO BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:


BEGINNING AT THE SOUTHWEST CORNER OF THE ABOVEMENTIONED PARCEL; THENCE ALONG THE WEST LINE OF SAID PARCEL FOR THE FOLLOWING TWO (2) COURSES: (1) NORTH 04°52'15" WEST, 81.36 FEET, AND (2) NORTH 5°06'15" WEST, 776.42 FEET TO THE MOST NORTHWEST CORNER OF SAID PARCEL; THENCE ALONG THE NORTHEASTERN LINE OF SAID PARCEL FOR THE FOLLOWING FIVE (5) COURSES: (1) NORTH 51°09'27" EAST, 94.92 FEET, (2) SOUTH 24°26'15" EAST, 105.00 FEET, (3) SOUTH 40°13'45" EAST, 190.20 FEET, (4) NORTH 83°06'45" EAST, 87.40 FEET, AND (5) NORTH 08°27'29" EAST, 75.91 FEET TO A CORNER ON THE EAST LINE OF SAID PARCEL; THENCE ALONG SAID EAST LINE FOR THE FOLLOWING FIVE (5) COURSES: (1) SOUTH 28°00'46" EAST, 556.54 FEET, (2) NORTH 64°47'14" EAST, 55.00 FEET, (3) SOUTH 27°52'46" EAST, 271.40 FEET, (4) NORTH 90°00'00" EAST, 568.06 FEET TO A POINT BEING THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT FROM WHICH POINT THE CENTER BEARS SOUTH 65°38'21" WEST, SAME POINT BEING THE CENTERLINE OF NORTH GATE ROAD, AND (5) ALONG THE ARC OF A 1060.20 FOOT RADUIS, THROUGH A CENTRAL OF 02°59'09", AND AN ARC LENGTH OF 55.25 FEET TO THE MOST SOUTHEAST CORNER OF SAID PARCEL; THENCE ALONG THE SOUTH LINE OF SAID PARCEL, SOUTH 90°00'00" WEST, 1289.74 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 428,071 SQ.FT. OF LAND AREA, MORE OR LESS.

END OF DESCRIPTION

ATTACHED HERETO A PLAT ENTITLED EXHIBIT "B" FOR REFERENCE ONLY.

PREPARED BY:



VINCE J. D'ALO
L.S. 4210, STATE OF CALIFORNIA



5/26/15
DATE

EXHIBIT "B"

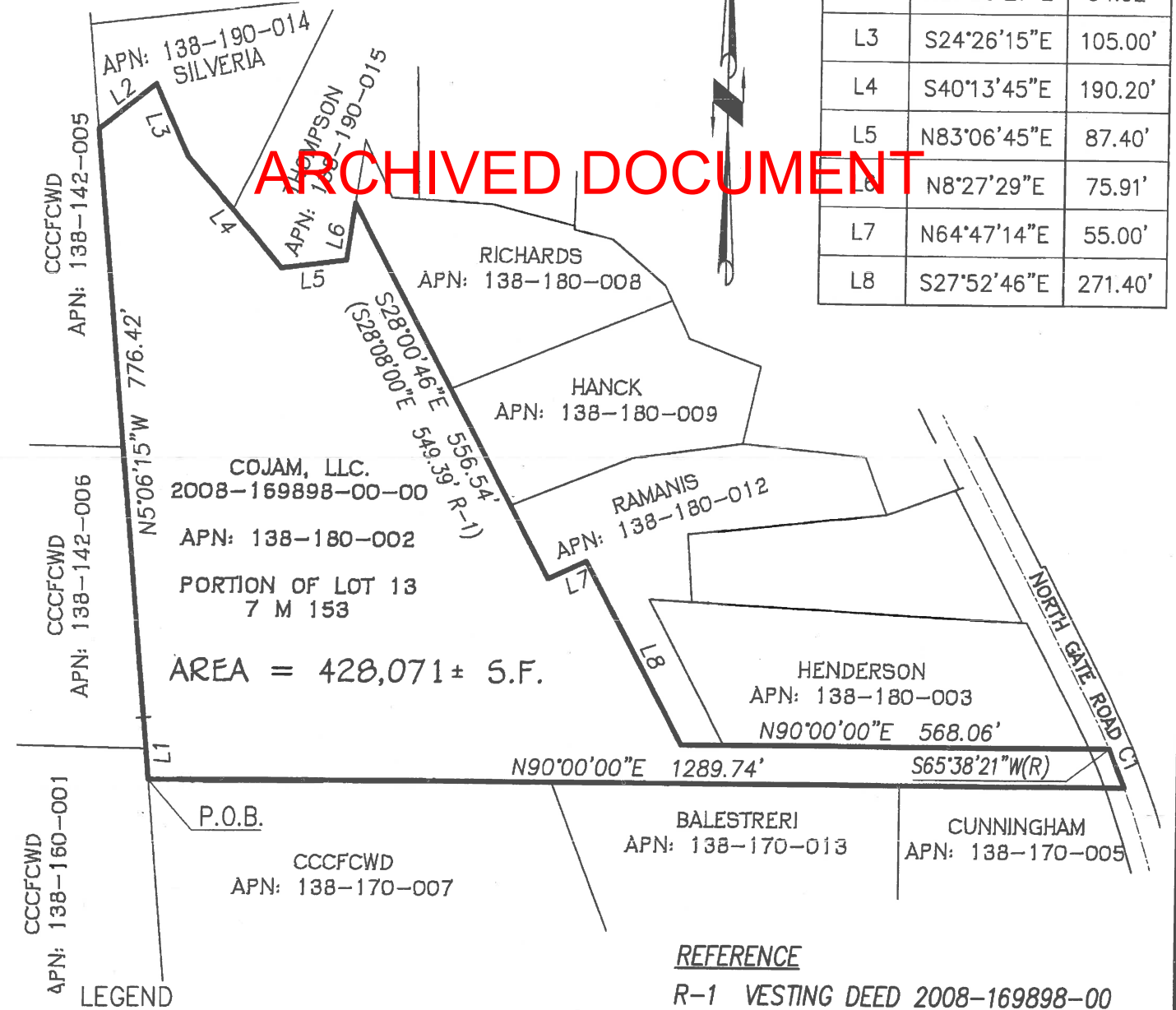
CURVE TABLE

| CURVE# | LENGTH | RADIUS | DELTA |
|--------|--------|----------|----------|
| C1 | 55.25' | 1060.20' | 2°59'09" |

LINE TABLE

| LINE# | DIRECTION | LENGTH |
|-------|-------------|---------|
| L1 | N4°52'15"W | 81.36' |
| L2 | N51°09'27"E | 94.92' |
| L3 | S24°26'15"E | 105.00' |
| L4 | S40°13'45"E | 190.20' |
| L5 | N83°06'45"E | 87.40' |
| L6 | N8°27'29"E | 75.91' |
| L7 | N64°47'14"E | 55.00' |
| L8 | S27°52'46"E | 271.40' |

ARCHIVED DOCUMENT



ALIQUOT

Planners
Civil Engineers
Surveyors

Aliquot Associates, Inc.
1390 S. Main St. - Ste. 310
Walnut Creek, CA 94596
Telephone: (925) 476-2300
Fax: (925) 476-2350

Subject PLAT

Job No. 205016

Scale 1" = 200'

By MM

Date 05-26-2015

Chkd. VJD

SHEET 1 OF 1



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: March 1, 2016

Subject: HEARING TO CONSIDER ADOPTION OF PROPOSED SPECIAL TAX ORDINANCE AND AUTHORIZE
ELECTION TO OBTAIN VOTER APPROVAL (DISTRICT IV)

RECOMMENDATION(S):

1. OPEN hearing to consider adoption of Ordinance No. 2016-03, authorizing the levy of a special tax for police protection services in Zone 1515 of County Service area P-6 in the unincorporated area of Walnut Creek; CONSIDER oral and written comments received; and CLOSE the public hearing.
2. ADOPT Ordinance No. 2016-03, attached hereto.
3. ADOPT Resolution No. 2016/95, attached hereto, authorizing an election in Zone 1515 of County Service Area P-6 to consider approval of Ordinance No. 2016-03.
4. DIRECT the County Clerk, Elections Division, to conduct the election required by Government Code Sections 23027 and 53978. This election shall be held on May 3, 2016.

FISCAL IMPACT:

The cost of establishing the Police Service District and election is paid for by the subdivider.

BACKGROUND:

Per the conditions of approval for Subdivision No. 9167 (County File #SD07-9167), prior to recording the final map for the subdivision, the subdivider is required to establish a special Police Services tax district for the purposes of providing additional funding to augment police services in the area of the subdivision. The property to be subdivided and placed within the proposed special tax district consists of a 9.98-acre site located in the unincorporated area of Walnut Creek.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Jennifer Cruz 925
674-7790

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

By: , Deputy

cc: Lindy Lavender, Rosa Mena

BACKGROUND: (CONT'D)

On February 9, 2016, the Board approved Resolution No. 2016/64, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6 in the unincorporated area of Walnut Creek. The proposed zone would serve as the vehicle to collect special taxes within the boundaries of the zone if a special tax measure is approved by registered voters within the zone area at the May 3, 2016, election.

The Board is scheduled to conduct a separate hearing on March 1, 2016, on the formation of the proposed zone. If the Board determines there is no majority protest to the formation of this new zone, and if the Board adopts Resolution No. 2016/94, establishing CSA P-6, Zone 1515 subject to voter approval of the special tax, the next step in the process is the hearing on the adoption of a special tax ordinance, the adoption of that ordinance and adoption of a resolution submitting the tax measure to the voters.

In this action, the Board is asked to conduct the hearing on, and adopt, the special tax ordinance (Ordinance No. 2016-03), which would authorize the levy of a special tax for police protection services on all taxable parcels in the area of Zone 1515 if a special tax ballot measure is approved by a two-thirds majority of the registered voters in the zone area. Resolution No. 2016/95, the adoption of which is also recommended, sets forth appropriate ballot language, directs the County Clerk, Elections Division, to conduct the aforementioned election as part of the May 3, 2016, election, and supplies appropriate ballot language.

CONSEQUENCE OF NEGATIVE ACTION:

The project developer would be unable to comply with the conditions of approval for the project. The developer would be unable to record the final map for the subdivision.

ATTACHMENTS

Resolution No. 2016/95

Exhibit A - Legal Description

Exhibit B - Map

Exhibit C - Ordinance 2016-03

Archived Resolution No. 2016/64

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐



Resolution No. 2016/95

IN THE MATTER OF AUTHORIZING A SPECIAL TAX IN PROPOSED ZONE 1515 OF COUNTY SERVICE AREA P-6

WHEREAS, this Board recognizes the need for increased police protection services in the above subject zone and the difficulty of funding the current or an increased level of services. Government Code Sections 50077 and 53978 establish procedures for voter authorization of a special tax in order to provide additional funding for police protection;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Ordinance No. 2016-03, adopted this date, is to be presented for approval of the voters of proposed Zone 1515 of County Service Area P-6 at the election to be held on May 3, 2016, according to the following ballot proposition:

"Shall Ordinance No. 2016-03, to provide additional funding for police protection services, be approved to authorize a special tax on property located in Zone 1515 of County Service Area P-6 in the unincorporated area of Walnut Creek, at an initial annual amount of \$200 per parcel for single-family, residential parcels, with higher and lower amounts for properties in other use categories identified in the ordinance, commencing with the tax year beginning July 2017?"

2. The Contra Costa County Registrar of Voters is designated as the Election Official for this election, and the County Clerk, Elections Division, is hereby authorized and directed to provide all notices and take all other actions necessary to hold the election described in this resolution including, but not limited to, providing notices of times within which arguments for and against are to be submitted.

3. The County Administrator, or his designee, shall serve as the Eligible Filer for purposes of filing necessary documents with the Elections Official to facilitate listing of the above ballot proposition.

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 1, 2016

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

Contact: Jennifer Cruz 925 674-7790

By: , Deputy

cc: Lindy Lavender, Rosa Mena

EXHIBIT "A"
LEGAL DESCRIPTION
POLICE ANNEXATION

REAL PROPERTY SITUATE IN THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AND BEING ALL OF THAT CERTAIN PARCEL AS SHOWN ON THAT CERTAIN MAP ENTITLED "RECORD OF SURVEY R.S. NO. 3203" FILED ON MAY 6, 2009 IN BOOK 140 OF RECORD OF SURVEYS, PAGE 49, OFFICIAL RECORDS OF SAID COUNTY, SAME BEING "PARCEL ONE" AS DESCRIBED IN THE GRANT DEED TO COJAM, LLC., A CALIFORNIA LIMITED LIABILITY COMPANY RECORDED ON JULY 31, 2008 UNDER DOCUMENT NUMBER 2008-0169898-00, OFFICIAL RECORDS OF SAID COUNTY, ALSO BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE ABOVEMENTIONED PARCEL; THENCE ALONG THE WEST LINE OF SAID PARCEL FOR THE FOLLOWING TWO (2) COURSES: (1) NORTH 04°52'15" WEST, 81.36 FEET, AND (2) NORTH 5°06'15" WEST, 776.42 FEET TO THE MOST NORTHWEST CORNER OF SAID PARCEL; THENCE ALONG THE NORTHEASTERN LINE OF SAID PARCEL FOR THE FOLLOWING FIVE (5) COURSES: (1) NORTH 51°09'27" EAST, 94.92 FEET, (2) SOUTH 24°26'15" EAST, 105.00 FEET, (3) SOUTH 40°13'45" EAST, 190.20 FEET, (4) NORTH 83°06'45" EAST, 87.40 FEET, AND (5) NORTH 08°27'29" EAST, 75.91 FEET TO A CORNER ON THE EAST LINE OF SAID PARCEL; THENCE ALONG SAID EAST LINE FOR THE FOLLOWING FIVE (5) COURSES: (1) SOUTH 28°00'46" EAST, 556.54 FEET, (2) NORTH 64°47'14" EAST, 55.00 FEET, (3) SOUTH 27°52'46" EAST, 271.40 FEET, (4) NORTH 90°00'00" EAST, 568.06 FEET TO A POINT BEING THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT FROM WHICH POINT THE CENTER BEARS SOUTH 65°38'21" WEST, SAME POINT BEING THE CENTERLINE OF NORTH GATE ROAD, AND (5) ALONG THE ARC OF A 1060.20 FOOT RADUIS, THROUGH A CENTRAL OF 02°59'09", AND AN ARC LENGTH OF 55.25 FEET TO THE MOST SOUTHEAST CORNER OF SAID PARCEL; THENCE ALONG THE SOUTH LINE OF SAID PARCEL, SOUTH 90°00'00" WEST, 1289.74 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 428,071 SQ.FT. OF LAND AREA, MORE OR LESS.

END OF DESCRIPTION

ATTACHED HERETO A PLAT ENTITLED EXHIBIT "B" FOR REFERENCE ONLY.

PREPARED BY:



VINCE J. D'ALO
L.S. 4210, STATE OF CALIFORNIA



5/26/15

DATE

DATE: 2015/05/18 10:20:28 AM

ORDINANCE NO. 2016-03
(Uncodified)

(An Ordinance of the Board of Supervisors of Contra Costa County)
Authorizing a Special Tax for Police Protection Services in Zone 1515
of County Service Area P-6

The Contra Costa County Board of Supervisors ORDAINS as follows:

ARTICLE I. PURPOSE AND INTENT. It is the purpose and intent of this Ordinance to authorize the levy of a tax on parcels of real property on the secured property tax roll of Contra Costa County that are within Zone 1515 of Contra Costa County Service Area No. P-6 in order to augment funding for police protection services.

This tax is a special tax within the meaning of Section 4 of Article XIII A of the California Constitution. Because the burden of this tax falls upon property, this tax also is a property tax, but this tax is not determined according to nor in any manner based upon the value of property; this tax is levied on a parcel and use of property basis. Insofar as not inconsistent with this Ordinance or with legislation authorizing special taxes and insofar as applicable to a property tax that is not based on value, such provisions of the California Revenue and Taxation Code and of Article XIII of the California Constitution as relate to *ad valorem* property taxes are intended to apply to the collection and administration of this tax (Article IV of this Ordinance), as authorized by law.

The revenues raised by this tax are to be used solely for the purposes of obtaining, furnishing, operating, and maintaining police protection equipment or apparatus, for paying the salaries and benefits of police protection personnel, and for such other police protection service expenses as are deemed necessary.

ARTICLE II. DEFINITIONS. The following definitions shall apply throughout the Ordinance:

1. "Parcel" means the land and any improvements thereon, designated by an assessor's parcel map and parcel number and carried on the secured property tax roll of Contra Costa County. For the purposes of the Ordinance, "parcel" does not include any land or improvements outside the boundaries of Zone 1515 of County Service Area P-6 nor any land or improvements owned by any governmental entity.
2. "Fiscal year" means the period of July 1 through the following June 30.
3. Contra Costa County Service Area P-6 Zone 1515 (hereinafter called "Zone") means that portion of unincorporated area of Contra Costa County located within the Zone's boundaries described and shown in Exhibits A and B attached hereto.
4. "Use Code" means the code number assigned by the Assessor of Contra Costa County in order to classify parcels according to use for *ad valorem* property tax purposes. A copy

of the Assessor's use code classifications chart is attached hereto as Exhibit C and incorporated herein.

5. "Consumer Price Index" means the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area (1982-84=100) as published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Consumer Price Index is discontinued or revised, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Consumer Price Index had not been discontinued or revised.

6. "Constant first year dollars" shall mean an actual dollar amount which, in years subsequent to the first fiscal year the tax is levied, shall have the same purchasing power as the base amount in first fiscal year dollars as measured by the Consumer Price Index. The base amount shall be the amount of tax per parcel as specified in Article III 1A herein. The adjustment from actual to constant dollars shall be made by use of the Consumer Price Index, as specified in Section III 1B herein.

ARTICLE III. AMOUNT AND LEVEL OF TAXES

1. The tax per year on each parcel in the Zone shall not exceed the amount applicable to the parcel as specified below.

A. For First Fiscal Year:

The tax per year for the first fiscal year (July 1, 2017 through June 30, 2018) shall be the Amount of Tax per Parcel for the Property Use Code Category as set forth in Exhibit D incorporated herein.

B. For Subsequent Fiscal Years:

In order to keep the tax on each parcel in constant first year dollars for each fiscal year subsequent to the first fiscal year, the tax per year shall be adjusted as set forth below to reflect any increase in the Consumer Price Index beyond the first fiscal year a tax is levied.

In July, the Board of Supervisors of Contra Costa County shall determine the amount of taxes to be levied upon the parcels in the Zone for the then current fiscal year as set forth below.

For each Property Use Category on Exhibit C, the tax per year on each parcel for each fiscal year subsequent to the first fiscal year shall be an amount determined as follows:

$$\begin{array}{llll} \text{Tax Per Parcel} & & \text{Tax Per Parcel} & \\ \text{For Then Current} & = & \text{For Previous} & \times \\ \text{Fiscal Year} & & \text{Fiscal Year} & \end{array} \begin{array}{l} \text{(Consumer Price Index} \\ \text{for April of Immediately} \\ \text{Preceding Fiscal Year)} \\ \text{(Consumer Price Index} \\ \text{For the first Fiscal Year} \\ \text{Of Levy)} \end{array}$$

In no event shall the tax per parcel for any fiscal year be less than the amount established for the first fiscal year.

2. The taxes levied on each parcel pursuant to this Article shall be a charge upon the parcel and shall be due and collectible as set forth in Article IV, below. A complete listing of the amount of taxes on each Zone shall be maintained by the Sheriff-Coroner of the County of Contra Costa at Martinez, California, and be available for public inspection during the remainder of the fiscal year for which such taxes are levied.

ARTICLE IV. COLLECTION AND ADMINISTRATION.

1. Taxes as Liens Against the Property.

The amount of taxes for each parcel each year shall constitute a lien on such property, in accordance with Revenue and Taxation Code section 2187, and shall have the same effect as an *ad valorem* real property tax lien until fully paid.

2. Collection.

The taxes on each parcel shall be billed on the secured roll tax bills for *ad valorem* property taxes and shall be due the County of Contra Costa. Insofar as feasible and insofar as not inconsistent with this Ordinance, the taxes are to be collected in the same manner in which the County collects secured roll *ad valorem* property taxes. Insofar as feasible and insofar as not inconsistent with the Ordinance, the times and procedure regarding exemptions, due dates, installment payments, corrections, cancellations, refunds, late payments, penalties, liens, and collection for secured roll *ad valorem* property taxes shall be applicable to the collection of this tax. Notwithstanding anything to the contrary in the foregoing, as to this tax: 1) the secured roll tax bills shall be the only notices required for this tax, and 2) the homeowner and veterans exemptions shall not be applicable because such exemptions are determined by dollar amount value.

3. Costs of Administration by the County.

The reasonable costs incurred by the County officers collecting and administering this tax shall be deducted from the collected taxes.

ARTICLE V. ACCOUNTABILITY MEASURES.

1. Account.

Upon the levy and collection of the tax authorized by this ordinance, an account shall be created into which the proceeds of the tax will be deposited. The proceeds of the tax authorized by this Ordinance shall be applied only to the specific purposes identified in this Ordinance.

2. Annual Report.

An annual report that complies with the requirements of Government Code section 50075.3 shall be filed with the Board of Supervisors of Contra Costa County no later than January 1 of each fiscal year in which the tax is levied.

ARTICLE V. SEVERABILITY CLAUSE

If any article, section, subsection, sentence, phrase of clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of the Zone hereby declare that they would have adopted the remainder of the Ordinance, including each article, section, subsection, sentence phrase or clause, irrespective of the invalidity of any other article, section, subsection, sentence, phrase or clause.

ARTICLE VI. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon its confirmation by two-thirds of the voters voting within Zone 1515 in an election to be held on May 3, 2016, so that taxes shall first be collected hereunder for the tax year beginning July, 1, 2017. Within 15 days of passage, this Ordinance shall be published once, with the names of the Supervisors voting for and against it, in the Contra Costa Times, a newspaper of general circulation published in this County.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors, County of Contra Costa, State of California, on March 1, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: DAVID J. TWA, Clerk of the Board
of Supervisors and County Administrator

By: _____
Deputy

Chair of the Board of Supervisors

[SEAL]

EXHIBIT "A"
LEGAL DESCRIPTION
POLICE ANNEXATION

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PREPARED BY:



VINCE J. D'ALO
L.S. 4210, STATE OF CALIFORNIA



5/26/15

DATE

| CURVE TABLE | | | |
|-------------|--------|----------|----------|
| CURVE# | LENGTH | RADIUS | DELTA |
| C1 | 55.25' | 1060.20' | 2°59'09" |

| LINE TABLE | | |
|------------|-------------|---------|
| LINE# | DIRECTION | LENGTH |
| L1 | N4°52'15"W | 81.36' |
| L2 | N51°09'27"E | 94.92' |
| L3 | S24°26'15"E | 105.00' |
| L4 | S40°13'45"E | 190.20' |
| L5 | N83°06'45"E | 87.40' |
| L6 | N8°27'29"E | 75.91' |
| L7 | N64°47'14"E | 55.00' |
| L8 | S27°52'46"E | 271.40' |

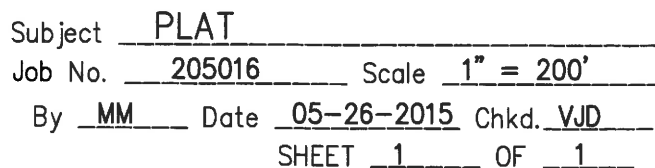


Exhibit C

Zone 1515

| REJECT AND CONFIRMATION CODES | | USE CODES | | | | | | | | RESPONSIBILITY CODES |
|---|--|--|--|---|--|---|---|--|---|-------------------------------------|
| REJECT CODES | | RESIDENTIAL | MULTIPLE | COMMERCIAL | COMMERCIAL | INDUSTRIAL | LAND | INSTITUTIONAL | MISCELLANEOUS | |
| 0 Normal Sale | | 10 Vacant, Unbuildable | 20 Vacant | 30 Vacant Land | 40 Boat Harbors (-4) | 50 Vacant Land | 60 Unassigned | 70 Intermediate Care Facil. (Rehab, Skilled Nursing) (-7) | 80 Mineral Rights (productive/non-productive) | 1 Residential |
| 1 Sold Part of a Split | | 11 Single Family | 21 Duplex | 31 Commercial Stores (not Supermarkets) | 41 Supermarkets (not in shopping centers) | 51 Industrial Park (with structures) | 61 Rural, Residential Improved 1A up to 10A | 71 Churches | 81 Private Roads | 2 Multiple Residential |
| 3 Sales With Other Parcels | | 1 Res on 1 Site & Duets without Common Areas | | | | | | | | |
| 4 Hidden Stamps | | 12 Single Family | 22 Triplex | 32 Small Grocery Stores (7-11, Mom & Pop, Quick-Stop) | 42 Shopping Centers (all pcls incl vac for future shopping center) | 52 Research and Development, with or without structures; flexible use | 62 Rural, with or without Misc. Structures 1A up to 10A | 72 Schools & Colleges (public or private, with or without improvements) | 82 Pipelines and Canals | 3 Commercial/Industrial |
| 5 Investigate Sale | | 1 Res on 2 or More Sites | | | | | | | | |
| 7 Restricted Sale | | 13 Single Family | 23 Fourplex | 33 Office Buildings | 43 Financial Bldgs. (Ins. & Title Companies, Banks, S & L) | 53 Light Industrial | 63 Urban Acreage | 73 Acute Care Hospitals, with or without imps | 83 State Board Assessed Parcels | 4 Commercial/Industrial |
| 8 Assumption | | 2 or More Res on 1 or More Sites | | | | | 10A up to 40A | | | |
| 9 No Exemption Change | | | | | | | | | | |
| U Unrecorded Documents | | 14 Single Family | 24 Combinations; e.g., Single and a Double, etc. | 34 Medical; Dental | 44 Motels, Hotels (-4) & Mobile Home Parks (-7) | 54 Heavy Industrial (-5) Alpha | 64 Urban Acreage 40A and over | 74 Cemeteries (-7) & Mortuaries (-3) | 84 Utilities, with or without bldgs (not assessed by SBE) | 5 Commercial/Industrial |
| NOTE: Reject Codes 0 & 1 "Identify" sales. They do not reject them. Such sales (when confirmed) are used in statistics. Sales with other codes ARE rejected & do not enter into statistics. | | 15 Miscellaneous Improvements, 1 Site | 25 Apartments, 5-12 units, inclusive | 35 Service Stations; Car Washes; Bulk Plants, Mini Lube | 45 Theaters | 55 Mini-Warehouse (Public Storage) | 65 Orchards, Vineyards, Row Crops, Irrig. Past. 10A up to 40A | 75 Fraternal and Service Organizations; Group Homes, Shelters | 85 Public and Private Parking | 6 Land |
| | | 16 Misc. Imps. On 2 or More Sites; includes trees & vines | 26 Apartments, 13-24 units, inclusive | 36 Auto Repair | 46 Drive-In Restaurants (Hamburger, Taco, etc) | 56 Misc. Imps. Including T&V on Light or Heavy Industrial | 66 Orchards, Vineyards, Row Crops, Irrig. Past. 40A & over | 76 Residential Care Facil. (Congregate Housing, Assisted Living) (-7) | 86 Taxable Municipally-Owned Property (Section 11) | 7 Commercial/Industrial |
| | | 17 Vacant, 1 Site (includes PUD sites) | 27 Apartments, 25-59 units, inclusive | 37 Community Facilities; Recreational; Swim Pool Assn. | 47 Restaurants (not drive-in; inside service only) | 57 Unassigned | 67 Dry Farming, Farming, Grazing & Pasturing 10A up to 40A | 77 Cultural Uses (Libraries, Museums) | 87 Common Area pcls in PUD's (Open Spaces, Rec. Facilities) | 8 Residential (Unparcelized Condos) |
| CONFIRMATION CODES | | 18 Vacant, 2 or More Sites | 28 Apartments, 60 units or more | 38 Golf Courses | 48 Multiple and Commercial; Miscellaneous Improved | 58 Unassigned | 68 Dry Farming, Farming, Grazing & Pasturing 40A & over | 78 Parks and Playgrounds | 88 Manufactured Hsng. (-4) Accessories, (-7) MH on local property tax Floating Homes (-8) | (88-8 = Floating Homes) |
| Q = PCOR Received C = SQ Received A = ADJ R = SQ Requested X = SVP (Sales Verification Program) | | 19 Single Family Res, Detached, w/Common Area (normal subdiv. type PUD); Duets w/Common Area | 29 Attached PUD's, Cluster Homes, Co-ops, Condos, Townhouses, etc. (-1,-2) Single Fam. | 39 Bowling Alleys | 49 Auto Agencies | 59 Pipeline Rights-Of-Way | 69 Agricultural Preserves | 79 Government-owned, with or without bldgs (Fed. State, County, City, SFBART, EBRPD) | 89 Other; Split parcels in different tax code areas | 9 Unassigned |
| | | | | | | | | | 90 Awaiting Assignment | |

FOR FISCAL YEAR JULY 1, 2017, THROUGH JUNE 30, 2018**EXHIBIT D**

| <u>PROPERTY USE CODE CATEGORY</u> | <u>EXPLANATION</u> | <u>ANNUAL TAX PER PARCEL</u> |
|--|---|---|
| 11 | Single Family Residence – 1 residence, 1 site | \$200 |
| 12 | Single Family Residence- 1 residence, 2 or more sites | \$200 |
| 13 | Single Family Residence- 2 residences on 1 or more sites | \$200 |
| 14 | Single Family Residence – other than single family land | \$200 |
| 15 | Misc. Improvements – 1 site | \$200 |
| 16 | Misc. Improvements – 2 or more sites | \$200 |
| 17 | Vacant – 1 site | \$100 |
| 18 | Vacant – 2 or more sites | \$100 |
| 19 | Single Family Residence - Det. w/common area | \$200 |
| 20 | Vacant – Multiple | \$100 |
| 21 | Duplex | \$200 |
| 22 | Triplex | \$200 |
| 23 | Fourplex | \$200 |
| 24 | Combination | \$200 |
| 25 | Apartments (5-12 units) | \$400 |
| 26 | Apartments (13-24 units) | \$400 |
| 27 | Apartments (25-59 units) | \$600 |

| | | |
|----|------------------------------------|-------|
| 28 | Apartments (60+ units) | \$800 |
| 29 | Attached PUDs: | \$200 |
| | Cluster Homes, Condos, Etc. | |
| 30 | Vacant – Commercial | \$100 |
| 31 | Commercial Stores – | \$600 |
| | Not Supermarkets | |
| 32 | Small Grocery Stores | \$600 |
| | (7-11, etc.) | |
| 33 | Office Buildings | \$400 |
| 34 | Medical, Dental | \$400 |
| 35 | Service Stations, Car Wash | \$400 |
| 36 | Garages | \$400 |
| 37 | Community Facilities | \$800 |
| | (recreational, etc.) | |
| 38 | Golf Courses | \$400 |
| 39 | Bowling Alleys | \$400 |
| 40 | Boat Harbors | \$400 |
| 41 | Supermarkets | \$600 |
| | (not shopping centers) | |
| 42 | Shopping Centers | \$800 |
| 43 | Financial Buildings | \$400 |
| | (Ins., Title, Banks, S&L) | |
| 44 | Motels, Hotels & Mobile Home Parks | \$600 |
| 45 | Theaters | \$600 |
| 46 | Drive-In Theaters | \$400 |
| 47 | Restaurants (not drive-in) | \$400 |
| 48 | Multiple & Commercial | \$400 |

| | | |
|----|---|-------|
| 49 | New Car Agencies | \$400 |
| 50 | Vacant Land | \$100 |
| 51 | (not part of Ind. Park or P. & D.) Industrial Park | \$800 |
| 52 | Research & Development | \$400 |
| 53 | Light Industrial | \$400 |
| 54 | Heavy Industrial | \$400 |
| 55 | Mini Warehouses (public storage) | \$600 |
| 56 | Misc. Improvements | \$400 |
| 61 | Rural, Res. Improvement 1A-10A | \$200 |
| 62 | Rural, W/or w/o Structure 1A-10A | \$200 |
| 70 | Convalescent Hospitals/Rest Homes | \$400 |
| 73 | Hospitals | \$400 |
| 74 | Cemeteries/Mortuaries | \$400 |
| 75 | Fraternal & Service Organizations | \$400 |
| 76 | Retirement Housing Complex | \$600 |
| 78 | Parks & Playgrounds | \$800 |
| 85 | Public & Private Parking | \$400 |
| 87 | Common Area | \$400 |
| 88 | Mobile Homes | \$200 |
| 89 | Other (split parcels in different tax code areas) | \$200 |
| 99 | Awaiting Assignment | \$200 |

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/09/2016 by the following vote:

AYE: ☒ **Candace Andersen**
☒ **Mary N. Piepho**
☒ **Karen Mitchoff**
☒ **Federal D. Glover**

NO: ☐

ABSENT: ☒ **John Gioia**

ABSTAIN: ☐

RECUSE: ☐

ARCHIVED DOCUMENT



Resolution No. 2016/64

RESOLUTION OF INTENTION TO FORM ZONE 1515 OF COUNTY SERVICE AREA P-6 IN THE UNINCORPORATED WALNUT CREEK AREA

The Board of Supervisors of Contra Costa County **RESOLVES:**

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the unincorporated Walnut Creek area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.
2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.
3. The formation of Zone 1515 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.
4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.
5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.
6. The name proposed for the zone is "Zone 1515" of CSA P-6.

At 9:00 a.m. on March 1, 2016, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 1515 of CSA P-6.

The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

Contact: Jennifer Cruz, (925) 674-7790

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: February 9, 2016

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

By: June McHuen, Deputy

cc:

EXHIBIT "A"
LEGAL DESCRIPTION
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PREPARED BY:



VINCE J. D'ALO
L.S. 4210, STATE OF CALIFORNIA



5/26/15

DATE

EXHIBIT "B"

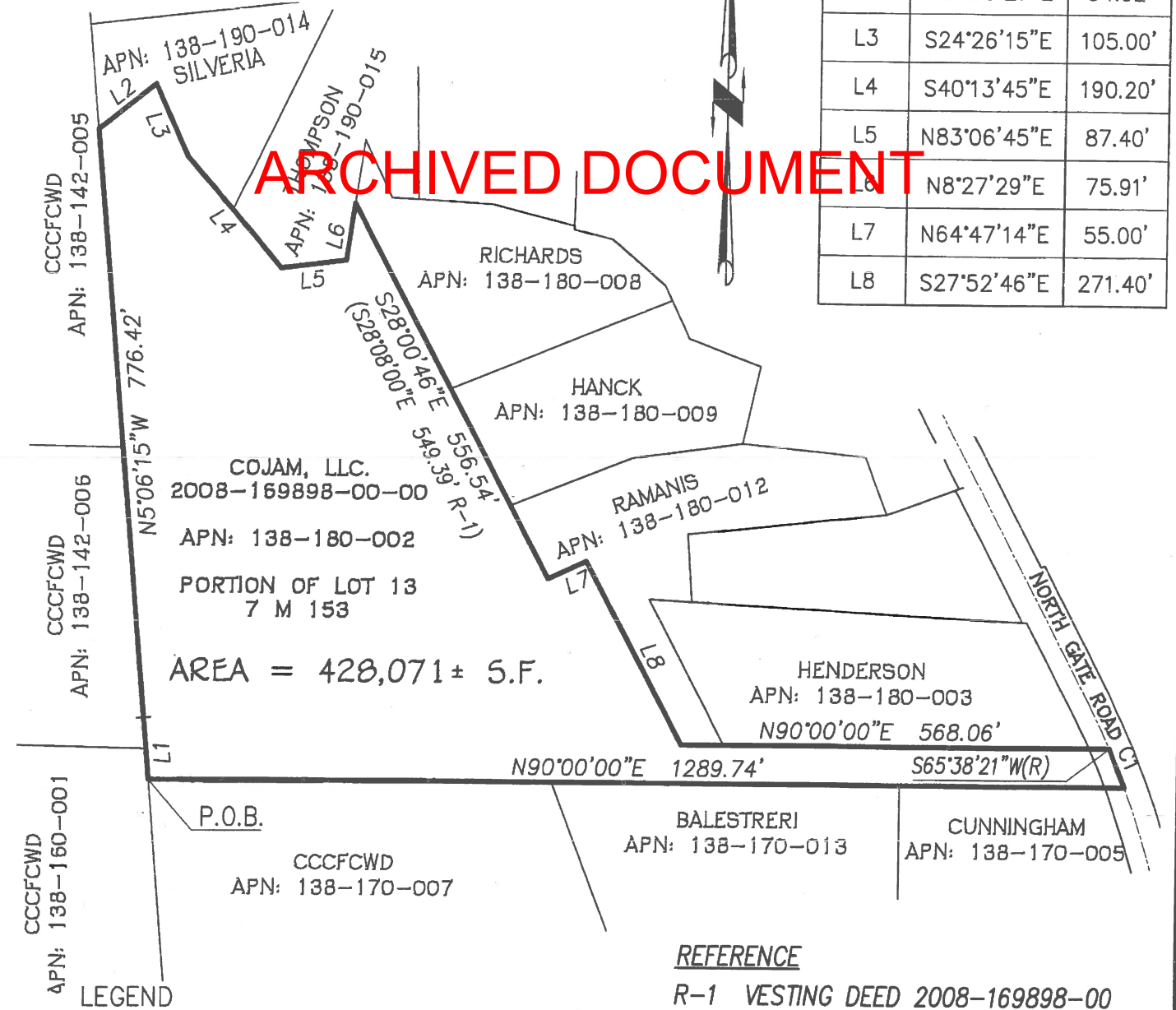
CURVE TABLE

| CURVE# | LENGTH | RADIUS | DELTA |
|--------|--------|----------|----------|
| C1 | 55.25' | 1060.20' | 2°59'09" |

LINE TABLE

| LINE# | DIRECTION | LENGTH |
|-------|-------------|---------|
| L1 | N4°52'15"W | 81.36' |
| L2 | N51°09'27"E | 94.92' |
| L3 | S24°26'15"E | 105.00' |
| L4 | S40°13'45"E | 190.20' |
| L5 | N83°06'45"E | 87.40' |
| L6 | N8°27'29"E | 75.91' |
| L7 | N64°47'14"E | 55.00' |
| L8 | S27°52'46"E | 271.40' |

ARCHIVED DOCUMENT



ALIQUOT

Planners
Civil Engineers
Surveyors

Aliquot Associates, Inc.
1390 S. Main St. - Ste. 310
Walnut Creek, CA 94596
Telephone: (925) 476-2300
Fax: (925) 476-2350

Subject PLAT

Job No. 205016

Scale 1" = 200'

By MM

Date 05-26-2015

Chkd. VJD

SHEET 1 OF 1



Contra
Costa
County

To: Board of Supervisors
From: Chad Godoy, Director of Agriculture/Weights & Measures
Date: March 1, 2016

Subject: Device Registration Fee Ordinance

RECOMMENDATION(S):

1. OPEN public hearing on Ordinance No. 2016-06, which increases fees for registration of weighing and measuring devices and point-of-sale system inspections, pursuant to California Business and Professions Code Sections 12240 and 13350;
2. CONSIDER public testimony concerning the proposed increases; and
3. CLOSE the public hearing ADOPT Ordinance No. 2016-06 amending Chapter 522-2 of the County Ordinance Code to update the annual device and point-of-sale registration fees to be collected in Contra Costa County and provides for inspections of weighing and measuring devices and point-of-sale systems.

FISCAL IMPACT:

Increased fees recover some of the costs for registering and inspecting commercial devices in the County.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF
SUPERVISORS**

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 1, 2016

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

Contact: 646-5250

By: , Deputy

cc:

BACKGROUND:

The 2015 revisions to the California Department of Food and Agriculture, Business and Professions Code 12240, allows for higher fees to partially recover the costs of registering and inspecting commercial weighting and measuring devices. The proposed fee increase will offset some of the current costs of registrations and inspections.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not recover costs of registering and inspecting commercial weighting and measuring devices

CHILDREN'S IMPACT STATEMENT:

No impact

ATTACHMENTS

Device Reg Fee draft

Device Reg Fee FINAL

ORDINANCE NO. 2016-06

DEVICE REGISTRATION AND INSPECTION FEES

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

SECTION I. SUMMARY. This ordinance amends Chapter 522-2 of the County Ordinance Code to update the annual device and point-of-sale registration fees to be collected in Contra Costa County and provides for inspections of weighing and measuring devices and point-of-sale systems.

SECTION II. Chapter 522-2 is hereby repealed in its entirety and replaced with a new Chapter 522-2 to read:

Chapter 522-2
DEVICE REGISTRATION AND INSPECTION FEES

Article 522-2.2. General

522-2.202 State Law

This chapter effectuates ~~the provisions of Chapter 13.5 of the California Business and Professions Code and~~ California Business and Professions Code Sections [12210](#), [12211](#), [12240](#) and following, ~~and 13350~~. (Ords. [2016-06, §2](#), 2006-09 § 2, 83-16).

522-2.204 Basis for Fees.

The fees required by this chapter are to recover the costs ~~of incurred by the county sealer for the~~ inspecting and testing ~~of~~ weighing and measuring devices, and the pricing accuracy of point-of-sale systems, ~~required of the county sealer (director) of weights and measures.~~ The fees required by this chapter do not exceed the actual inspection costs. (Ords. [2016-06, §2](#), 2006-09 § 2, 83-16.)

522-2.205 Definitions.

For purposes of this chapter, the following words and phrases have the following meanings:

- (a) “Annual [device](#) registration fee” means the sum of the business location fee and the device fee.
- (b) "Business location" means each of the following:
 - (1) Each vehicle containing one or more commercial devices.

- (2) Each business establishment operating as a unique entity at a given place or address, and that requires not more than one inspection trip by a weights and measures official.
 - (3) Water vending machines and other similar equipment, placed at the address of one business but owned and operated by another, shall be considered a separate business location.
 - (4) Houses. For electric meters, vapor meters, and water sub-meters, each house, apartment complex or mobile home shall be considered a separate business location, except that a mobile home park shall be considered one business location instead of each of the mobile homes in such mobile home park.
 - (5) Point-of-sale systems. A business located at a given place or address that uses electronic point-of-sale systems shall be considered a single business location.
- (c) "Business location fee" means the fee set forth in Table A of Section 522-2.404 of this chapter, for the respective year.
- (d) "Device" means either of the following:
- (1) "Measuring instrument," which means any device, contrivance, apparatus, or instrument used, or designed to be used, for ascertaining measure and includes any tool, appliance, or accessory used or connected therewith.
 - (2) "Weighing instrument," which means any device, contrivance, apparatus, or instrument used, or designed to be used, for ascertaining weight and includes any tool, appliance, or accessory used or connected therewith.
- (~~de~~) "Device fee" means the fee for each device at a business location as set forth in Table B of Section 522-2.404 of this chapter, next to the respective device.
- (f) "Director" or "county sealer" means the Contra Costa County agricultural commissioner – director of weights & measures.
- (~~eg~~) "Point-of-sale register" means individual and separate equipment that is capable of recovering electronically stored price information that is used to charge consumers for the purchase of commodities.
- (~~fh~~) "Point-of-sale system" means any system used by a retail establishment such as, but not limited to, a Universal Product Code (UPC) scanner or an electronic price look-up system as a means for determining the price of the item being purchased by a consumer.
- (~~gi~~) "Seasonal vendor" means a produce grower who sells its own produce from a fixed location or farmers market, and who sells ~~such that~~ produce for nine months or less in any

calendar year. Commercial fishermen who sell their own catch to the public ~~shall~~are also ~~be~~ considered seasonal vendors. (Ord.s. 2016-06 § 2, 2006-09 § 2.)

522-2.205 Enforcement. The county sealer ~~(director) of weights and measures shall~~ enforces the provisions of this chapter and may promulgate regulations to effectuate it. (Ord.s. 2016-06 §2, 2006-09 § 2, 83-16.)

Article 522-2.4. Fees.

522-2.402 Annual County Wide Fees.

- (a) Annual. The fees specified in this article are charged to and ~~payable must be paid~~ by the owner, possessor, or user of the listed devices. The amount of the annual device registration fee is ~~set by a combination the sum~~ of the business location fee and the device fee ~~that is charged for the number of devices at a business location. No annual registration fee may exceed one thousand dollars per business location.~~
- (b) County wide. The fees specified in this chapter are annual fees due for all or part of each calendar year during any part of which the device is used for weighing or measuring ~~anywhere in this county subject to the county sealer's (director's) jurisdiction.~~ (Ord.s. 2016-06 §2, 2006-09 § 2, 83-16.)

522-2.404 Amounts.

- (a) Annual ~~device R~~registration ~~f~~ees. The annual registration fees due hereunder are adopted pursuant to and under the authority of California Business and Professions Code Section 12240 and 13350. ~~Annual fee amounts established on January 1, 2008 The~~ annual fee amounts established in this chapter shall remain in effect until superseded by a change in California Business and Professions Code Section 12240. Annual registration fees are set by business location and the number of commercial devices and/or point-of-sale registers at each business location under common ownership or management, as follows:

Table A (Annual Business Location Fees)

| <u>Device</u> | <u>Fee Authority</u> | <u>Fee Effective</u> <u>5/11/2006</u> | <u>Fee Effective</u> <u>1/1/2007</u> | <u>Fee Effective</u> <u>1/1/2008</u> |
|------------------------------|--|--|---|---|
| <u>Business location fee</u> | <u>California Business and Professions Code ("B&P") Section 12240(f) and (e)</u> | <u>\$60.00 per business location</u> | <u>\$80.00 per business location</u> | <u>\$100.00 per business location</u> |

| <u>DEVICE</u> | <u>FEE AUTHORITY</u> | <u>FEE</u> |
|------------------------------|--|------------------------------------|
| <u>Business Location Fee</u> | <u>California Business and Professions Code (“B&P”) Section 12240(f) and (u)</u> | <u>\$100 per Business Location</u> |

Table B (Annual Device Fees)

| <u>Device</u> | <u>Fee Authority</u> | <u>Fee Effective 5/11/2006</u> | <u>Fee Effective 1/1/2007</u> | <u>Fee Effective 1/1/2008</u> |
|---|---------------------------------|--------------------------------|-------------------------------|-------------------------------|
| <u>Electric, vapor (gas) and water sub-meters</u> | <u>B&P Section 12240(g)</u> | <u>\$2.00</u> | <u>\$2.00</u> | <u>\$2.00</u> |
| <u>Vehicle mounted and wholesale fuel meters</u> | <u>B&P Section 12240(m)</u> | <u>\$15.00</u> | <u>\$20.00</u> | <u>\$25.00</u> |
| <u>Liquefied petroleum gas meters, truck mounted or stationary</u> | <u>B&P Section 12240(l)</u> | <u>\$105.00</u> | <u>\$140.00</u> | <u>\$175.00</u> |
| <u>Livestock scales</u> | <u>B&P Section 12240(k)</u> | <u>\$40.00</u> | <u>\$60.00</u> | <u>\$80.00</u> |
| <u>Weighing devices, other than livestock scales, =2,000 lb and <10,000 lb</u> | <u>B&P Section 12240(h)</u> | <u>\$90.00</u> | <u>\$120.00</u> | <u>\$150.00</u> |
| <u>Weighing devices, other than livestock scales, =10,000 lb</u> | <u>B&P Section 12240(h)</u> | <u>\$150.00</u> | <u>\$200.00</u> | <u>\$250.00</u> |
| <u>All other</u> | <u>B&P Section</u> | <u>\$12.00</u> | <u>\$16.00</u> | <u>\$20.00</u> |

| | | | | |
|---|-------------------------------------|---------------------|---------------------|---------------------|
| commercial weighing or measuring devices | 12240(n) | | | |
| Point-of-sale systems with 1-3 point-of-sale registers | B&P Section 13350(d) | \$63.00 | \$84.00 | \$105.00 |
| Point-of-sale systems with 4 or more point-of-sale registers | B&P Section 13350(d) | \$111.00 | \$148.00 | \$185.00 |

| <u>DEVICE</u> | <u>FEE AUTHORITY</u> | <u>FEE</u> |
|---|----------------------------------|---|
| <u>Water submeters</u> | <u>B&P §12240(g)</u> | <u>\$2 per device per space or apartment</u> |
| <u>Electric submeters</u> | <u>B&P §12240(g)</u> | <u>\$3 per device per space or apartment</u> |
| <u>Vapor (Gas) submeters</u> | <u>B&P §12240(g)</u> | <u>\$4 per device per space or apartment</u> |
| <u>Vehicle mounted & wholesale fuel meters</u> | <u>B&P §12240(m)</u> | <u>\$75 per device</u> |
| <u>Vehicle odometer used to charge mileage fees, vehicle rentals, or other services</u> | <u>B&P §12240(q) and (s)</u> | <u>\$60 per device (\$340 maximum per location)</u> |
| <u>Liquefied petroleum gas meters, truck mounted or stationary</u> | <u>B&P §12240(1)</u> | <u>\$185 per device</u> |
| | <u>B&P §12240(k)</u> | <u>\$150 per device</u> |

| | | |
|---|--------------------------|---|
| <u>Livestock scales ≥ 10,000 lbs.</u> | | |
| <u>Livestock scales 2,000 – 9,999 lbs.</u> | <u>B&P §12240(k)</u> | <u>\$100 per device</u> |
| <u>Jewelry and prescription scales</u> | <u>B&P §12240(o)</u> | <u>\$80 per device</u> |
| <u>Weighing devices, other than livestock scales, 2,000 – 9,999 lbs.</u> | <u>B&P §12240(h)</u> | <u>\$150 per device</u> |
| <u>Weighing devices, other than livestock scales, ≥ 10,000 lbs.</u> | <u>B&P §12240(h)</u> | <u>\$250 per device</u> |
| <u>Computing scales < 100 lbs.</u> | <u>B&P §12240(n)</u> | <u>\$20 per device (\$1,000 maximum per location)</u> |
| <u>Weighing devices, other than computing and prescription scales, 100 – 1,999 lbs.</u> | <u>B&P §12240(p)</u> | <u>\$50 per device</u> |
| <u>All other commercial weighing and measuring devices not listed in B&P §12240(g) to (r)</u> | <u>B&P §12240(t)</u> | <u>\$20 per device (\$1,000 maximum per location)</u> |
| <u>Point-of-sale systems with 1-3 point-of-sale registers</u> | <u>B&P §13350(d)</u> | <u>\$149</u> |

| | | |
|--|--------------------------|--------------|
| <u>Point-of-sale systems with 4-9 point-of-sale registers</u> | <u>B&P §13350(d)</u> | <u>\$237</u> |
| <u>Point-of-sale systems with 10 or more point-of-sale registers</u> | <u>B&P §13350(d)</u> | <u>\$427</u> |

(b) Point-of-sale systems fees. The point-of-sale system device fees are based on the number of point-of-sale registers at a single business location as set forth in Table B.

(c) Fee Exemptions.

(1) Business location fees will be waived for:

(i) Seasonal vendors who bring their scales in for testing to a central location designated by the Contra Costa County department of agriculture, weights and measures.

(ii) Seasonal agricultural users of stationary scales, if a stationary scale is used no more than thirty days in a calendar year.

~~(2) The business location fee will be reduced by fifty percent for those small businesses that have both (i) a single location in Contra Costa County, and (ii) gross annual revenue that does not exceed fifty thousand dollars. The director of the Contra Costa County department of agriculture, weights and measures shall prescribe the verification methods for the foregoing criteria.~~

~~(32) A business shall be is exempted from having to pay a business location fee in respect of for its use of a point-of-sale system if it is already required under this chapter to pay a business location fee at the same location or address for any other reason required under this chapter.~~

(d) Fee reduction. The business location fee will be reduced by fifty percent (50%) for those small businesses that have both a single location in Contra Costa County and gross annual revenue that does not exceed \$60,000, subject to verification by the director. Businesses must apply annually for this fee reduction by providing records of its gross annual revenue, such as prior year tax returns.

(Ords. 2016 -06 § 2, 2006-09 § 2, 99-09 § 2, 95-9, 94-11, 92-13 § 2, 88-97, 84-2, 83-16.)

522-2.404 Penalties.

~~Upon failure to pay the annual registration fee within sixty days after it is due and payable, a penalty in the amount of fifty percent of the prescribed annual registration fee shall be added to the prescribed annual registration fee and shall be due and payable. Failure to pay the annual registration fee for more than ninety days after it is due and payable, will result in a penalty of one hundred percent of the prescribed annual registration fee being added to the overdue amount.~~

(a) Failure to pay annual registration fee within 60 days. Upon failure to pay the annual registration fee within 60 days after it is due and payable, a penalty in the amount of fifty percent (50%) of the prescribed annual registration fee will be added to the prescribed annual registration fee, and the total sum shall be immediately due and payable.

(b) Failure to pay annual registration fee after 90 days. Upon failure to pay the annual registration fee after 90 days from when it became due and payable, a penalty in the amount of one hundred percent (100%) of the prescribed annual registration fee will be added to the prescribed annual registration fee and the total sum will become immediately due and payable.

(Ord. 2016-06 § 2, 2006-09 § 2, 88-97.)

522-2. 405 Devices, Point-of-Sale Systems and Locations.

Subject devices. All weights, scales, beams, measures of any kind, point-of-sale systems, instruments or mechanical devices for weighing or measuring, and tools, appliances and accessories connected with any or all such instruments or measures, sold, or used by any proprietor, agent, lessee or employee for commercial purposes (as such term is defined in California Business and Professions Code Section 12500), are subject to inspection and testing by the county sealer ~~(director)~~. (Ord. 2016-06 § 2, 2006-09 § 2, 92-13 § 2, 88-97, 84-2, 83-16.)

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 or against it in the Contra Costa Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

| | | |
|---------|-----------------------------------|-------------|
| ATTEST: | DAVID J. TWA | _____ |
| | Clerk of the Board of Supervisors | Board Chair |
| | and County Administrator | |
| | By: _____ | [SEAL] |
| | Deputy | |

CJR:
[H:\Ordinances\Weights & Measures Device Fees\FINAL Device Reg Fee Ordinance Redlined.docx](#)[H:\Ordinances\Weights & Measures Device Fees\Device Reg Fee Ordinance CJR Edit Redlined v2.docx](#)[H:\Ordinances\Weights & Measures Device Fees\Device Reg Fee Ordinance CJR Edit Redlined.docx](#)

ORDINANCE NO. 2016-06

DEVICE REGISTRATION AND INSPECTION FEES

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

SECTION I. SUMMARY. This ordinance amends Chapter 522-2 of the County Ordinance Code to update the annual device and point-of-sale registration fees to be collected in Contra Costa County and provides for inspections of weighing and measuring devices and point-of-sale systems.

SECTION II. Chapter 522-2 is hereby repealed in its entirety and replaced with a new Chapter 522-2 to read:

Chapter 522-2
DEVICE REGISTRATION AND INSPECTION FEES

Article 522-2.2. General

522-2.202 State Law

This chapter effectuates California Business and Professions Code Sections 12210, 12211, 12240 and following, and 13350. (Ords. 2016-06 § 2, 2006-09 § 2, 83-16).

522-2.204 Basis for Fees.

The fees required by this chapter are to recover the costs incurred by the county sealer for the inspection and testing of weighing and measuring devices and the pricing accuracy of point-of-sale systems. The fees required by this chapter do not exceed the actual inspection costs. (Ords. 2016-06 § 2, 2006-09 § 2, 83-16.)

522-2.205 Definitions.

For purposes of this chapter, the following words and phrases have the following meanings:

- (a) "Annual device registration fee" means the sum of the business location fee and the device fee.
- (b) "Business location" means each of the following:
 - (1) Each vehicle containing one or more commercial devices.
 - (2) Each business establishment operated as a unique entity at a given place or address, and that requires not more than one inspection trip by a weights and measures official.

- (3) Water vending machines and other similar equipment, placed at the address of one business but owned and operated by another, shall be considered a separate business location.
 - (4) Houses. For electric meters, vapor meters, and water sub-meters, each house, apartment complex or mobile home shall be considered a separate business location, except that a mobile home park shall be considered one business location instead of each of the mobile homes in such mobile home park.
 - (5) Point-of-sale systems. A business located at a given place or address that uses electronic point-of-sale systems shall be considered a single business location.
- (c) “Business location fee” means the fee set forth in Table A of Section 522-2.404 of this chapter, for the respective year.
- (d) “Device” means either of the following:
- (1) “Measuring instrument,” which means any device, contrivance, apparatus, or instrument used, or designed to be used, for ascertaining measure and includes any tool, appliance, or accessory used or connected therewith.
 - (2) “Weighing instrument,” which means any device, contrivance, apparatus, or instrument used, or designed to be used, for ascertaining weight and includes any tool, appliance, or accessory used or connected therewith.
- (e) “Device fee” means the fee for each device at a business location as set forth in Table B of Section 522-2.404 of this chapter, next to the respective device.
- (f) “Director” or “county sealer” means the Contra Costa County agricultural commissioner – director of weights & measures.
- (g) “Point-of-sale register” means individual and separate equipment that is capable of recovering electronically stored price information that is used to charge consumers for the purchase of commodities.
- (h) “Point-of-sale system” means any system used by a retail establishment such as, but not limited to, a Universal Product Code (UPC) scanner or an electronic price look-up system as a means for determining the price of the item being purchased by a consumer.
- (i) “Seasonal vendor” means a produce grower who sells its own produce from a fixed location or farmers market, and who sells that produce for nine months or less in any calendar year. Commercial fishermen who sell their own catch to the public are also considered seasonal vendors. (Ords. 2016-06 § 2, 2006-09 § 2.)

522-2.205 Enforcement. The county sealer enforces the provisions of this chapter and may promulgate regulations to effectuate it. (Ords. 2016-06 § 2, 2006-09 § 2, 83-16.)

Article 522-2.4. Fees.

522-2.402 Annual County Wide Fees.

- (a) Annual. The fees specified in this article are charged to and must be paid by the owner, possessor, or user of the listed devices. The amount of the annual device registration fee is the sum of the business location fee and the device fee.
- (b) County wide. The fees specified in this chapter are annual fees due for all or part of each calendar year during any part of which the device is used for weighing or measuring. (Ords. 2016-06 § 2, 2006-09 § 2, 83-16.)

522-2.404 Amounts.

- (a) Annual device registration fees. The annual device registration fees due under this chapter are adopted pursuant to and under the authority of California Business and Professions Code Sections 12240 and 13350. The annual fee amounts established in this chapter shall remain in effect unless superseded by a change in California Business and Professions Code Section 12240. Annual registration fees are set by business location and the number of commercial devices and/or point-of-sale registers at each business location under common ownership or management, as follows:

Table A (Annual Business Location Fees)

| DEVICE | FEE AUTHORITY | FEE |
|-----------------------|---|-----------------------------|
| Business Location Fee | California Business and Professions Code (“B&P”) Section 12240(f) and (u) | \$100 per Business Location |

Table B (Annual Device Fees)

| DEVICE | FEE AUTHORITY | FEE |
|--|-----------------------|---|
| Water submeters | B&P §12240(g) | \$2 per device per space or apartment |
| Electric submeters | B&P §12240(g) | \$3 per device per space or apartment |
| Vapor (Gas) submeters | B&P §12240(g) | \$4 per device per space or apartment |
| Vehicle mounted & wholesale fuel meters | B&P §12240(m) | \$75 per device |
| Vehicle odometer used to charge mileage fees, vehicle rentals, or other services | B&P §12240(q) and (s) | \$60 per device (\$340 maximum per location) |
| Liquefied petroleum gas meters, truck mounted or stationary | B&P §12240(1) | \$185 per device |
| Livestock scales ≥ 10,000 lbs. | B&P §12240(k) | \$150 per device |
| Livestock scales 2,000 – 9,999 lbs. | B&P §12240(k) | \$100 per device |
| Jewelry and prescription scales | B&P §12240(o) | \$80 per device |

| | | |
|--|---------------|---|
| Weighing devices, other than livestock scales, 2,000 – 9,999 lbs. | B&P §12240(h) | \$150 per device |
| Weighing devices, other than livestock scales, $\geq 10,000$ lbs. | B&P §12240(h) | \$250 per device |
| Computing scales < 100 lbs. | B&P §12240(n) | \$20 per device (\$1,000 maximum per location) |
| Weighing devices, other than computing and prescription scales, 100 – 1,999 lbs. | B&P §12240(p) | \$50 per device |
| All other commercial weighing and measuring devices not listed in B&P §12240(g) to (r) | B&P §12240(t) | \$20 per device (\$1,000 maximum per location) |
| Point-of-sale systems with 1-3 point-of-sale registers | B&P §13350(d) | \$149 |
| Point-of-sale systems with 4-9 point-of-sale registers | B&P §13350(d) | \$237 |
| Point-of-sale systems with 10 or more point-of-sale registers | B&P §13350(d) | \$427 |

- (b) Point-of-sale systems fees. The point-of-sale system device fees are based on the number of point-of-sale registers at a single business location as set forth in Table B.
- (c) Fee exemptions.
 - (1) Business location fees will be waived for:
 - (i) Seasonal vendors who bring their scales in for testing to a central location designated by the Contra Costa County Department of Agriculture, Weights and Measures.
 - (ii) Seasonal agricultural users of stationary scales, if a stationary scale is used no more than thirty days in a calendar year.
 - (2) A business is exempt from having to pay a business location fee for its use of a point-of-sale system if it is already required under this chapter to pay a business location fee at the same location or address.
- (d) Fee reduction. The business location fee will be reduced by fifty percent (50%) for those small businesses that have both a single location in Contra Costa County and gross annual revenue that does not exceed \$60,000, subject to verification by the director. Businesses must apply annually for this fee reduction by providing records of its gross annual revenue, such as prior year tax returns.
(Ords. 2016-06 § 2, 2006-09 § 2, 99-09 § 2, 95-9, 94-11, 92-13 § 2, 88-97, 84-2, 83-16.)

522-2.404 Penalties.

- (a) Failure to pay annual registration fee within 60 days. Upon failure to pay the annual registration fee within 60 days after it is due and payable, a penalty in the amount of fifty percent (50%) of the prescribed annual registration fee will be added to the prescribed annual registration fee, and the total sum shall be immediately due and payable.
- (b) Failure to pay annual registration fee after 90 days. Upon failure to pay the annual registration fee after 90 days from when it became due and payable, a penalty in the amount of one hundred percent (100%) of the prescribed annual registration fee will be added to the prescribed annual registration fee and the total sum will become immediately due and payable. (Ord. 2016-06 § 2, 2006-09 § 2, 88-97.)

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522-2. 405 Devices, Point-of-Sale Systems and Locations.

Subject devices. All weights, scales, beams, measures of any kind, point-of-sale systems, instruments or mechanical devices for weighing or measuring, tools, appliances and accessories connected with any or all such instruments or measures, sold, or used by any proprietor, agent, lessee or employee for commercial purposes (as that term is defined in California Business and Professions Code Section 12500), are subject to inspection and testing by the County Sealer. (Ord. 2016-06 § 2, 2006-09 § 2, 92-13 § 2, 88-97, 84-2, 83-16.)

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 or against it in the Contra Costa Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: DAVID J. TWA
 Clerk of the Board of Supervisors
 and County Administrator

Board Chair

By: _____
Deputy

[SEAL]

CJR:

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Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Property Tax Administrative Cost Recovery

RECOMMENDATION(S):

1. OPEN a public hearing, previously fixed for March 1, 2016 at 9:30 a.m., on implementation of the property tax cost recovery provisions of Revenue and Taxation Code section 95.3; RECEIVE testimony and CLOSE the public hearing;
2. ADOPT the report of the Auditor-Controller filed on January 19, 2016 of the 2014-2015 fiscal year property tax-related costs of the Assessor, Tax Collector, Auditor, and Assessment Appeals Board, including the proposed charges against each local jurisdiction excepting school entities, for the local jurisdiction's proportionate share of such administrative costs; and
3. ADOPT Resolution No. 2016/55 regarding the implementation of the property tax administrative cost recovery provisions of Revenue and Taxation Code section 95.3 for fiscal year 2015-2016.

FISCAL IMPACT:

The fiscal year 2014-2015 net cost of property tax administration was \$14,713,471. This amounts to approximately 0.62% of all 2014-2015 property taxes levied countywide. This cost is allocated to each taxing entity in the County based on net revenues of each entity as a percentage of total revenues. School districts, community college districts, and the County Office of Education are exempt from cost recovery. As a result, the County absorbs the schools' share, which this year amounts to \$7,133,547. The net recovery to the County is \$5,806,565.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, Gus Kramer, County Assessor

FISCAL IMPACT: (CONT'D)

>

| | |
|---|---------------------|
| Total cost of property tax administration | \$14,713,471 |
| Exempt School share | -\$7,133,547 |
| County share | <u>-\$1,773,359</u> |
| Net recovery to the County | \$5,806,565 |

BACKGROUND:

In 1997, the Board adopted Resolution No. 97/129, which provides procedures for property tax administrative cost recovery. The recommended actions are necessary for implementation of Resolution No. 97/129 for the current fiscal year.

CONSEQUENCE OF NEGATIVE ACTION:

The County would not recover \$5,600,317 in property tax administrative costs.

ATTACHMENTS

Resolution No. 2016/55

2015-16 Property Tax Administration Cost Recovery

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2016/55

and the Auditor-Controller by his following signature.

SUBJECT: Findings and Determination Concerning the Implementation of the Property Tax Administrative Cost Recovery Provisions of Revenue and Taxation Code section 95.3

A public hearing having been held during the Board of Supervisors' meeting of March 1, 2016, on implementation of the property tax cost recovery provisions of Revenue and Taxation Code section 95.3, as provided in Board of Supervisors' Resolution 97/129, the Board of Supervisors, and the Auditor-Controller, hereby make the following findings and determination.

A. PROPERTY TAX ADMINISTRATIVE RECOVERY

1. On January 19, 2016, the Auditor-Controller filed with the Clerk of the Board of Supervisors a report of the 2014-2015 fiscal year property tax-related costs of the Assessor, Tax Collector, Auditor and Assessment Appeals Board, including the applicable administrative overhead costs permitted by federal circular A-87 standards, proportionally attributable to each local jurisdiction and Educational Revenue Augmentation Fund (ERAF) in Contra Costa County, in the ratio of property tax revenue received by each local jurisdiction and ERAF divided by the total property tax revenue received by all local jurisdictions and ERAFs in the county for the current fiscal year. The report included proposed charges against each local jurisdiction excepting school entities, for the local jurisdiction's proportionate share of such administrative costs.
2. On March 1, 2016 at the Board of Supervisors' meeting, a public hearing was held on the Auditor-Controller's report, notice of which was given as required by law and by Board of Supervisors' Resolution No. 97/129.
3. The report of the Auditor-Controller filed on January 19, 2016, is hereby adopted, and the Board of Supervisors and the Auditor-Controller find that amounts expressed in said report do not exceed the actual amount of 2014-2015 fiscal year property tax administrative costs proportionally attributable to local jurisdictions.
4. The additional revenue received by Contra Costa County on account of its 2014-2015 fiscal year property tax administrative costs pursuant to Revenue and Taxation Code section 95.3 shall be used only to fund the actual costs of assessing, equalizing, collecting, and allocating property taxes. An equivalent amount of the revenues budgeted to finance assessing, equalizing, collecting and allocating property taxes in fiscal year 2015-2016 may be reallocated to finance other County services. In the event that the actual 2015-2016 costs for assessing, collecting, equalizing and allocating property taxes plus allowable overhead costs are less than the amounts determined in the January 19, 2016 report by the Auditor-Controller, the difference shall be proportionally allocated to the respective local jurisdictions which paid property tax administration charges.

B. FINDINGS AND DETERMINATION

1. No written objections were received by March 1, 2016 for the public hearing on the Auditor-Controller's report filed on January 19, 2016.
2. The property tax administrative costs proportionately attributable to each local jurisdiction for the 2014-2015 fiscal year are as set forth in the Auditor-Controller's report filed on January 19, 2016, attached hereto as Exhibit A.
3. The amounts expressed in the Auditor-Controller's report are correct.
4. Notice as required by law was given of the public hearing on March 1, 2016

5. The grounds stated herein to support findings are not exclusive and any findings may be supported on any lawful ground, whether or not expressed herein.

6. If any finding herein is held invalid, such invalidity shall not affect findings which can be given effect without the invalid provision, and to this end, the invalid finding is severable.

So found and determined:

Robert Campbell Contra Costa County Auditor-Controller

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.

**Contact: Lisa Driscoll, County Finance Director (925)
335-1023**

ATTESTED: March 1, 2016

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, Gus Kramer, County Assessor

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller


625 Court Street
Martinez, California 94553-1282
Phone (925) 646-2181
Fax (925) 646-2649



Elizabeth A. Verigin
Assistant Auditor-Controller

Harjit S. Nahal
Assistant Auditor-Controller

January 5, 2016

TO: Contra Costa County Board of Supervisors
FROM: Robert Campbell, Auditor-Controller 
SUBJECT: **2015-2016 Property Tax Administration Charges**

Commencing with the 1990-91 fiscal year, Revenue and Taxation Code §95.3 (replacing R&T §97.5), provides for the County Auditor-Controller to annually determine property tax administration costs proportionately attributable to incorporated cities and local jurisdictions for fiscal year 1989-90 and thereafter. For purposes of this section, property tax administration costs are the property tax related costs of the Assessor, Tax Collector, County Assessment Appeals Board, and Auditor-Controller, including applicable administrative overhead costs as permitted by Federal OMB Circular A-87 standards.

The following attachments comprise the 2015-16 Property Tax Administration report of the Auditor-Controller pursuant to the County Board of Supervisors' Resolution No. 97/129.

Attachment I summarizes the direct and overhead costs of the Assessor, Tax Collector, Assessment Appeals Board, and Auditor-Controller for the 2014-15 fiscal year. Also included are all offsetting revenues received by the County for providing property tax related services. The 2014-15 net cost of property tax administration was \$14,713,471. This amounts to approximately .62% of all 2014-15 property taxes levied countywide.

Attachment II allocates the \$14,713,471 net cost to each incorporated city and to each local jurisdiction receiving property tax revenues during the 2015-16 fiscal year. This cost allocation to each entity is based on the net revenues of each entity as a percentage of total revenues. School districts, community college districts, and the County Office of Education are exempt from those provisions authorizing County recovery of their proportionate share of property tax administrative costs. As a result, the County absorbs the Schools' share, which, this year, amounts to \$7,133,547.

CONTRA COSTA COUNTY

AUDITOR-CONTROLLER'S REPORT

on

2015-2016 Property Tax Administration Charges

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CONTRA COSTA COUNTY

2015-2016 Property Tax Administration Charges

SUMMARY CALCULATIONS

NOTE: Per Revenue and Taxation Code Section 95.3, the property tax administration fee to be charged in the 2015-16 Fiscal Year shall be based on the 2014-15 property tax related costs of the Assessor, Tax Collector, Auditor and Assessment Appeals Board including applicable overhead costs as permitted by Federal Circular A-87 standards.

Property Tax Related Cost:

| | | |
|--------------------------|---------------|---------------------|
| Assessor | \$ 14,927,133 | |
| Tax Collector | 3,297,333 | |
| Auditor-Controller | 1,438,457 | |
| Assessment Appeals Board | <u>88,053</u> | |
| Total | | \$19,750,976 |

Overhead Cost per Circular A-87:

| | | |
|--------------------|---------------|--------------------|
| Assessor | \$ 631,772 | |
| Tax Collector | 413,803 | |
| Auditor-Controller | <u>71,944</u> | |
| Total | | \$1,117,519 |

Less: Fees Received for Property Tax Related Services:

| | | |
|--------------------|----------------|---------------------------|
| County General | \$ 2,480,795 | |
| Assessor | 383,235 | |
| Tax Collector | 2,293,967 | |
| Auditor-Controller | <u>997,027</u> | |
| Total | | <u>\$6,155,024</u> |

**Net Property Tax Administration Cost,
2015-2016 Fiscal Year**

\$14,713,471

CONTRA COSTA COUNTY

2015-2016 Property Tax Administration Charges

ASSESSOR'S DEPARTMENT

| <u>DIRECT AND INDIRECT DEPARTMENTAL COST</u> | | <u>ACTUAL 2014-2015</u> |
|--|-----------|-----------------------------|
| Salaries & Employee Benefits | \$ | 12,752,316 |
| Services & Supplies | | 2,375,514 |
| Fixed Assets | | 0 |
| Other Charges | | 0 |
| | | <hr/> |
| Gross Cost | \$ | 15,127,830 |
| Less: | | |
| * Intrafund Transfers | | (200,697) |
| Fixed Assets | | 0 |
| | | <hr/> |
| TOTAL ASSESSOR COST | \$ | 14,927,133 |
| LESS: ASSESSOR REVENUE OFFSETS | | <hr/> |
| | | (383,235) |
| NET ASSESSOR DEPARTMENT COST | | <hr/> <hr/> |
| | | 14,543,898 |

CONTRA COSTA COUNTY

2015-2016 Property Tax Administration Charges

TREASURER-TAX COLLECTOR'S DEPARTMENT

| | DIRECT AND <u>INDIRECT DEPARTMENTAL COST</u> | ACTUAL <u>2014-2015</u> |
|--|---|---------------------------------------|
| Salaries & Employee Benefits | | \$ 3,238,879 |
| Services & Supplies | | 1,438,489 |
| Other Charges | | 7,784 |
| Fixed Assets | | <u>6,123</u> |
| Gross Cost | | \$ 4,691,275 |
| Less: | | |
| * Fixed Assets | | 6,123 |
| Intrafund transfers | | 1,235 |
| Treasury Function Costs | | (1,262,557) |
| Business License Program | | <u>(138,744)</u> |
| TOTAL TAX COLLECTOR COST | | \$ 3,297,333 |
| LESS: TAX COLLECTOR REVENUE OFFSETS | | \$ <u>(2,293,967)</u> |
| NET TAX COLLECTOR COST | | \$ <u><u>1,003,366</u></u> |

* Fixed asset costs included in the A-87 allocation are excluded from direct costs.

CONTRA COSTA COUNTY

2015-2016 Property Tax Administration Charges

AUDITOR-CONTROLLER'S DEPARTMENT

| PROPERTY TAX FUNCTION - DIRECT AND <u>INDIRECT DEPARTMENTAL COSTS</u> | ACTUAL <u>2014-2015</u> |
|--|----------------------------|
| Salaries & Employee Benefits | \$ 737,742 |
| Information Technology Costs | 430,020 |
| Other Services and Supplies | 73,493 |
| Accounts Payable - Supplemental & Other Tax Refunds | 4,164 |
| Department Overhead Allocation | <u>193,038</u> |
| GROSS PROPERTY TAX FUNCTION COSTS | \$ 1,438,457 |
| LESS: TOTAL PROPERTY TAX FUNCTION REVENUE OFFSETS | \$ <u>(997,027)</u> |
| NET AUDITOR-CONTROLLER COST | \$ <u>441,430</u> |

CONTRA COSTA COUNTY

2015-2016 Property Tax Administration Charges

ASSESSMENT APPEALS BOARD

| <u>DIRECT AND INDIRECT COSTS</u> | <u>ACTUAL</u> <u>2014-2015</u> |
|---|-----------------------------------|
| Clerk of the Board | \$ 70,716 |
| Assessment Appeals Board - allowances and postage | 15,662 |
| County Counsel | <u>1,675</u> |
| TOTAL ASSESSMENT APPEALS BOARD COSTS | \$ <u><u>88,053</u></u> |

CONTRA COSTA COUNTY

2015-2016 Property Tax Administration Charges

FEDERAL A-87 OVERHEAD ALLOCATION

| <u>Department</u> | A-87 Plan 2014-2015 <u>Actual</u> | Percent Property Tax <u>Related</u> | Net to <u>Allocate</u> |
|----------------------------------|---|---|---------------------------|
| Assessor | \$ 631,772 | 100% | \$ 631,772 |
| Tax Collector | 413,803 | 70% | 289,662 |
| Auditor-Controller(Tax Division) | <u>71,944</u> | 100% | <u>71,944</u> |
| TOTALS | \$ <u>1,117,519</u> | | \$ <u>993,378</u> |

CONTRA COSTA COUNTY

2015-2016 Property Tax Administration Charges

REVENUE OFFSETSCounty General

| | | | |
|--|----|------------------|--------------|
| 0005 9608 Supplemental Tax Administration Fees | \$ | <u>2,480,795</u> | |
| | | | \$ 2,480,795 |

Assessor

| | | | |
|---|--|----------------|------------|
| 0016 1600 Administration | | 857,598 | |
| 1600 Excludable revenues (Direct credits and non-property tax related revenues) | | (730,000) | |
| 0016 1605 Drafting | | 6,306 | |
| 1610 Appraisal | | 0 | |
| 1647 Roll Maintenance | | <u>249,330</u> | |
| | | | \$ 383,235 |

Tax Collector

| | | | |
|--|--|------------------|--------------|
| 0015 Tax Collector Revenue | | 3,081,312 | |
| Excludable revenues (Direct credits and non-property tax related revenues) | | <u>(787,345)</u> | |
| | | | \$ 2,293,967 |

Auditor-Controller

| | | | |
|--|--|------------------|------------|
| 0010 1004 Tax & Cost Accounting Division Revenue | | 1,312,731 | |
| Excludable revenues (Direct credits and non-property tax related revenues) | | <u>(315,704)</u> | |
| | | | \$ 997,027 |

| | | | |
|-----------------------|--|--|----------------------------|
| TOTAL REVENUE OFFSETS | | | \$ <u><u>6,155,023</u></u> |
|-----------------------|--|--|----------------------------|

**CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION**

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|-----------------------------------|-----------------------------|--|------------------------------------|-------------------------------------|----------------|--|------------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| GENERAL COUNTY JURISDICTION | | | | | | | |
| 1003 | County General | 204,478,202 | 6,064,653 | 312,926 | 210,855,781 | 0.1205263151193 | 1,773,359 |
| COUNTY GOVERNED SPECIAL DISTRICTS | | | | | | | |
| 1206 | County Library | 23,101,005 | 381,449 | 32,106 | 23,514,560 | 0.0134410506025 | 197,765 |
| 2020 | Contra Costa Fire | 95,146,483 | 1,065,907 | 80,914 | 96,293,304 | 0.0550417777883 | 809,856 |
| 2028 | Crockett Carquinez Fire | 457,663 | 8,625 | 0 | 466,288 | 0.0002665327251 | 3,922 |
| 3060 | East Contra Costa Fire | 10,931,098 | 83,638 | 0 | 11,014,736 | 0.0062960831878 | 92,637 |
| 2401 | Service Area L-100 | 751,229 | 15,147 | 30,661 | 797,037 | 0.0004555905725 | 6,703 |
| 2470 | Service Area M-1 | 24,995 | 1,103 | 0 | 26,098 | 0.0000149178221 | 219 |
| 2475 | Service Area M-29 | 93,234 | 589 | 0 | 93,823 | 0.0000536294529 | 789 |
| 2488 | Service Area M-16 Clyde | 25,575 | 209 | 0 | 25,784 | 0.0000147383380 | 217 |
| 2489 | Service Area M-17 Montalvir | 156,363 | 1,736 | 0 | 158,100 | 0.0000903705769 | 1,330 |
| 2492 | Service Area M-20 Rodeo | 10,539 | 117 | 0 | 10,656 | 0.0000060908048 | 90 |
| 2494 | Svc Area RD4Bethel Isle | 6,558 | 100 | 0 | 6,658 | 0.0000038057205 | 56 |
| 2496 | Svc Area M23 Blackhawk | 2,006,552 | 15,844 | 0 | 2,022,396 | 0.0011560126802 | 17,009 |
| 2505 | Flood Control CCC Water | 2,886,222 | 48,001 | 3,767 | 2,937,990 | 0.0016793709379 | 24,709 |
| 2520 | Flood Control Zone 3B | 4,782,472 | 55,997 | 0 | 4,838,469 | 0.0027656954357 | 40,693 |
| 2521 | Flood Cont Z1 Marsh Crk | 1,651,166 | 15,229 | 0 | 1,666,395 | 0.0009525205490 | 14,015 |
| 2527 | Flood Control Zone 7 | 54,548 | 1,057 | 2,293 | 57,899 | 0.0000330951443 | 487 |
| 2530 | Flood Control Zone 8 | 17,213 | 394 | 0 | 17,607 | 0.0000100641201 | 148 |
| 2531 | Flood Control Zone 8A | 22,219 | 337 | 0 | 22,557 | 0.0000128934756 | 190 |
| 2550 | Flood Cont Drainage 290 | 1,780 | 21 | 0 | 1,802 | 0.0000010297529 | 15 |
| 2551 | Flood Cont Drainage 300 | 4,287 | 42 | 0 | 4,329 | 0.0000024743714 | 36 |
| 2552 | Flood Cont Drainage A13 | 286,318 | 2,390 | 0 | 288,709 | 0.0001650275254 | 2,428 |
| 2554 | Flood Cont Drainage 10 | 312,742 | 2,493 | 0 | 315,235 | 0.0001801902290 | 2,651 |

**CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION**

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|------------|-------------------------|--|------------------------------------|-------------------------------------|----------------|--|------------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| 2563 | Flood Cont Drainage 127 | 11,997 | 184 | 0 | 12,182 | 0.0000069630862 | 102 |
| 2583 | Flood Cont Drainage 16 | 73,161 | 627 | 0 | 73,788 | 0.0000421774462 | 621 |
| 2652 | S/A Pl 2 Danville | 355 | 69 | 0 | 424 | 0.0000002423493 | 4 |
| 2653 | S/A Pl-2 Zone A | 134,504 | 1,040 | 0 | 135,544 | 0.0000774777414 | 1,140 |
| 2655 | S/A Pl 5 Round Hill | 231,173 | 1,706 | 0 | 232,878 | 0.0001331145241 | 1,959 |
| 2656 | S/A Police-6 | 3,704,987 | 1,054,910 | 0 | 4,759,896 | 0.0027207827774 | 40,032 |
| 2657 | S/A Pl-2 Zone B | 172,140 | 1,738 | 0 | 173,878 | 0.0000993895450 | 1,462 |
| 2702 | S/A Lib-2 El Sobrante | 96,849 | 1,917 | 0 | 98,766 | 0.0000564554417 | 831 |
| 2710 | S/A Lib-10 Pinole | 1,112 | 15 | 0 | 1,127 | 0.0000006439364 | 9 |
| 2712 | S/A Lib-12 Moraga | 9,744 | 279 | 0 | 10,023 | 0.0000057292301 | 84 |
| 2713 | S/A Lib-13 Ygnacio | 126,538 | 1,303 | 0 | 127,841 | 0.0000730746475 | 1,075 |
| 2751 | Svc Area R-4 Moraga | 28,455 | 814 | 0 | 29,269 | 0.0000167303944 | 246 |
| 2758 | Svc Area R-7 Zone A | 995,414 | 9,525 | 0 | 1,004,939 | 0.0005744285244 | 8,452 |
| 2825 | Co Co Co Water Agency | 548,912 | 9,869 | 971 | 559,752 | 0.0003199571603 | 4,708 |
| | | | | | | | <u>1,276,690</u> |

AUTONOMOUS SPECIAL DISTRICTS

| | | | | | | | |
|------|-----------------------------|------------|---------|---------|------------|-----------------|---------|
| 3005 | San Ramon Valley Fire | 59,954,838 | 845,987 | 309,495 | 61,110,319 | 0.0349309920388 | 513,956 |
| 3007 | Kensington Fire | 3,401,731 | 22,815 | 0 | 3,424,546 | 0.0019574892138 | 28,801 |
| 3011 | Rodeo-Hercules Fire | 2,807,978 | 54,600 | 0 | 2,862,577 | 0.0016362646957 | 24,075 |
| 3074 | Moraga-Orinda Fire District | 20,281,435 | 163,719 | 0 | 20,445,154 | 0.0116865617335 | 171,950 |
| 3102 | Co Co Resource Cons | 233,332 | 4,124 | 890 | 238,346 | 0.0001362398741 | 2,005 |
| 3255 | Kensington Community Svc | 1,531,414 | 11,113 | 0 | 1,542,527 | 0.0008817167757 | 12,973 |
| 3260 | Diablo Community Svc | 388,520 | 2,508 | 0 | 391,028 | 0.0002235138356 | 3,289 |
| 3301 | CCC Mosquito Abate Dst1 | 4,362,550 | 82,187 | 1,698 | 4,446,436 | 0.0025416068508 | 37,396 |
| 3406 | Central CC Sanitary | 14,583,920 | 244,909 | 37,419 | 14,866,248 | 0.0084976283769 | 125,030 |

CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|------------|-----------------------------|--|------------------------------------|-------------------------------------|----------------|--|------------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| 3409 | Mt View Sanitary | 336,211 | 6,654 | 0 | 342,865 | 0.0001959837849 | 2,884 |
| 3411 | Ironhouse Sanitary | 236,338 | 4,750 | 0 | 241,088 | 0.0001378074964 | 2,028 |
| 3414 | Rodeo Sanitary | 231,734 | 4,399 | 0 | 236,132 | 0.0001349744311 | 1,986 |
| 3416 | West Co Wastewater | 995,477 | 15,347 | 5,457 | 1,016,281 | 0.0005809117306 | 8,547 |
| 3418 | Stege Sanitary | 379,373 | 4,448 | 0 | 383,821 | 0.0002193940693 | 3,228 |
| 3422 | Byron Sanitary | 34,036 | 649 | 0 | 34,685 | 0.0000198259180 | 292 |
| 3240 | Crockett-Valona Sanitary | 290,288 | 8,462 | 0 | 298,750 | 0.0001707672444 | 2,513 |
| 3430 | Twn of Discovery Bay (Comr | 568,509 | 5,025 | 0 | 573,533 | 0.0003278347866 | 4,824 |
| 3480 | Delta Diablo Z1 W Pittsburg | 327,209 | 11,680 | 75,544 | 414,433 | 0.0002368922442 | 3,486 |
| 3481 | Delta Diablo Z2 Pittsburg | 443,779 | 4,876 | 60 | 448,715 | 0.0002564877652 | 3,774 |
| 3482 | Delta Diablo Z3 Antioch | 1,045,166 | 14,340 | 0 | 1,059,506 | 0.0006056191307 | 8,911 |
| 3515 | Los Medanos Healthcare | 727,044 | 90,859 | 20,273 | 838,175 | 0.0004791054035 | 7,049 |
| 3520 | Mt Diablo Healthcare | 248,259 | 1,730 | 0 | 249,989 | 0.0001428949564 | 2,102 |
| 3525 | West CCC Healthcare | 3,266,292 | 49,268 | 0 | 3,315,560 | 0.0018951921987 | 27,885 |
| 3601 | Alamo-Lafayette Cemetery | 279,920 | 3,089 | 0 | 283,008 | 0.0001617691400 | 2,380 |
| 3603 | B B K Union Cemetery | 501,618 | 5,945 | 0 | 507,563 | 0.0002901256203 | 4,269 |
| 3700 | Ambrose Rec & Park | 432,201 | 13,860 | 63,168 | 509,229 | 0.0002910780350 | 4,283 |
| 3715 | Green Valley Rec & Park | 48,586 | 384 | 0 | 48,971 | 0.0000279919022 | 412 |
| 3735 | Pleasant Hill Rec & Park | 2,993,608 | 39,884 | 902 | 3,034,393 | 0.0017344757845 | 25,520 |
| 3740 | Rolling-Willart Rec&Park | 26,323 | 325 | 0 | 26,648 | 0.0000152323023 | 224 |
| 3770 | Bethel Isle Muni Imp | 417,362 | 7,027 | 0 | 424,389 | 0.0002425830795 | 3,569 |
| 3803 | Co Co Co Water | 2,497,149 | 82,200 | 5,162 | 2,584,511 | 0.0014773208529 | 21,737 |
| 3830 | Castle Rock Co Water | 12,993 | 107 | 0 | 13,100 | 0.0000074882373 | 110 |
| 4001 | East Bay Muni Utility | 12,925,587 | 180,785 | 50,109 | 13,156,480 | 0.0075203159561 | 110,650 |
| 4002 | EBMUD Special District 1 | 354,858 | 3,319 | 0 | 358,176 | 0.0002047356018 | 3,012 |
| 4007 | A-C Transit Spec Dist 1 | 7,998,283 | 110,316 | 0 | 8,108,599 | 0.0046349195585 | 68,196 |

**CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION**

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB & Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate (6) |
|--|--------------------------|------------------------------------|------------------------------|-------------------------------|-------------|----------------------------------|----------------------------|
| | | (1) | (2) | (3) | (4) | (5) | |
| 4009 | BART | 10,403,271 | 170,632 | 17,281 | 10,591,183 | 0.0060539780333 | 89,075 |
| 4010 | Bay Area Air Management | 3,032,400 | 49,742 | 0 | 3,082,142 | 0.0017617689390 | 25,922 |
| 4025 | Dublin San Ramon Svcs | 596,974 | 1,735 | 0 | 598,709 | 0.0003422255256 | 5,035 |
| 4026 | East Bay Regional Park | 44,648,310 | 764,171 | 41,630 | 45,454,111 | 0.0259818178096 | 382,283 |
| 4110 | Reclamation Dist 800 Exp | 789,153 | 8,082 | 0 | 797,235 | 0.0004557039390 | 6,705 |
| 4111 | Discovery Bay Recl/Drng | 44,366 | 449 | 0 | 44,815 | 0.0000256162756 | 377 |
| 4180 | East Co Co Irrigation | 2,691,168 | 25,087 | 0 | 2,716,255 | 0.0015526260248 | 22,845 |
| 4181 | Byron-Bethany Irrigation | 1,030,807 | 9,879 | 0 | 1,040,686 | 0.0005948618475 | 8,752 |
| | | | | | | | <u>1,784,340</u> |
| CITIES & CITY SPECIAL DISTRICTS | | | | | | | |
| 4201 | City of Clayton | 871,579 | 13,145 | 57,505 | 942,229 | 0.0005385832605 | 7,924 |
| 4202 | City of Concord | 12,880,824 | 197,378 | 0 | 13,078,202 | 0.0074755714755 | 109,992 |
| 4203 | City of Brentwood | 8,778,576 | 59,558 | 22,430 | 8,860,564 | 0.0050647465469 | 74,520 |
| 4204 | City of San Pablo | 329,187 | 11,722 | 0 | 340,909 | 0.0001948651988 | 2,867 |
| 4205 | City of El Cerrito | 6,728,518 | 75,867 | 0 | 6,804,385 | 0.0038894233139 | 57,227 |
| 4206 | City of Walnut Creek | 13,732,652 | 194,802 | 0 | 13,927,454 | 0.0079610087298 | 117,134 |
| 4207 | City of Pleasant Hill | 2,710,381 | 22,268 | 0 | 2,732,649 | 0.0015619973020 | 22,982 |
| 4208 | City of Martinez | 7,616,030 | 114,641 | 0 | 7,730,671 | 0.0044188937715 | 65,017 |
| 4209 | City of Antioch | 9,706,379 | 134,884 | 0 | 9,841,263 | 0.0056253196751 | 82,768 |
| 4210 | City of Pittsburg | 3,361,768 | 52,512 | 0 | 3,414,280 | 0.0019516211408 | 28,715 |
| 4211 | City of Hercules | 1,081,438 | 31,213 | 0 | 1,112,651 | 0.0006359972056 | 9,358 |
| 4212 | City of Pinole | 2,054,986 | 26,689 | 0 | 2,081,675 | 0.0011898967772 | 17,508 |

CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|------------|---------------------------|--|------------------------------------|-------------------------------------|----------------|--|------------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| 4213 | Richmond Tax District 1 | 24,088,855 | 450,715 | 0 | 24,539,571 | 0.0140269524659 | 206,385 |
| 4214 | City of Lafayette | 4,195,010 | 26,671 | 0 | 4,221,681 | 0.0024131358608 | 35,506 |
| 4215 | Town of Moraga | 1,910,566 | 22,655 | 0 | 1,933,221 | 0.0011050397922 | 16,259 |
| 4216 | Town of Danville | 8,479,638 | 75,887 | 0 | 8,555,526 | 0.0048903851274 | 71,955 |
| 4217 | City of San Ramon | 13,756,758 | 289,819 | 0 | 14,046,576 | 0.0080290996293 | 118,136 |
| 4218 | City of Orinda | 4,299,251 | 46,454 | 0 | 4,345,705 | 0.0024840285931 | 36,549 |
| 4219 | City of Oakley | 2,113,140 | 14,242 | 35,605 | 2,162,987 | 0.0012363752458 | 18,191 |
| 4227 | Richmond Tax District 3 | 7,878,895 | 101,419 | 0 | 7,980,314 | 0.0045615910611 | 67,117 |
| 4230 | Richmond Sewer 1 | 215,250 | 3,748 | 0 | 218,997 | 0.0001251800631 | 1,842 |
| 4231 | Brentwood Rec & Park Dist | 1,780,696 | 11,055 | 0 | 1,791,751 | 0.0010241749283 | 15,069 |
| 4232 | San Ramon M-29 | 2,680,850 | 7,809 | 0 | 2,688,658 | 0.0015368518578 | 22,612 |
| 4240 | Pleasant Hill Lgt Dist 1 | 454,707 | 4,126 | 0 | 458,833 | 0.0002622716751 | 3,859 |
| 4241 | Svc Area R-8 Walnut Creek | 560,640 | 6,049 | 0 | 566,690 | 0.0003239228561 | 4,766 |
| 4248 | Clayton Light Mtce 1 | 33,328 | 367 | 0 | 33,696 | 0.0000192606460 | 283 |
| 4252 | Martinez Pine Ridge Mtce | 6,293 | 73 | 0 | 6,366 | 0.0000036387546 | 54 |
| 4253 | Martinez Parking Dist 1 | 49,571 | 547 | 0 | 50,117 | 0.0000286474193 | 422 |
| 4263 | Lafayette Core Area Mtc | 62,966 | 2,441 | 0 | 65,407 | 0.0000373869581 | 550 |
| 4264 | Lafayette St Lt Mtce Z1 | 8,586 | 65 | 0 | 8,651 | 0.0000049449702 | 73 |
| 4271 | Concord Vly Terr StLtMtc | 2,954 | 36 | 0 | 2,989 | 0.0000017087974 | 25 |
| 4272 | Concord Kirkwood Mtce 1 | 49,971 | 467 | 0 | 50,438 | 0.0000288305846 | 424 |
| 4274 | Concord Blhn Terr St Lt | 790 | 13 | 0 | 804 | 0.0000004594736 | 7 |
| 4275 | Pl Hill-Diablo Vista Wtr | 179,738 | 1,458 | 0 | 181,195 | 0.0001035722279 | 1,524 |
| 4280 | Antioch Parking Mtce 1A | 32,364 | 374 | 0 | 32,738 | 0.0000187132252 | 275 |
| 4285 | Moraga St Lt Mtce 1 | 145,828 | 1,078 | 0 | 146,906 | 0.0000839720311 | 1,236 |
| 4294 | Oakley Police Services | 368,902 | 1,445 | 0 | 370,348 | 0.0002116927604 | 3,115 |
| | | | | | | | <u>1,222,246</u> |

**CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION**

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|----------------------------------|---------------------------|------------------------------------|------------------------------|-------------------------------|-------------|----------------------------------|------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| REDEVELOPMENT SUCCESSOR AGENCIES | | | | | | | |
| 4701 | Antioch | 3,986,783 | 130,508 | 0 | 4,117,292 | .0023534664416 | 34,628 |
| 4702 | Antioch Project 2 | 878,987 | 5,023 | 0 | 884,010 | .0005053047738 | 7,435 |
| 4703 | Antioch Project 3 | 39,530 | 360 | (13,001) | 26,889 | .0000153697905 | 226 |
| 4704 | Antioch Project 4 | 571,137 | 8,448 | (49,174) | 530,410 | .0003031852445 | 4,461 |
| 4705 | Antioch Project 4, Amd 1 | 473,466 | 3,231 | (21,207) | 455,490 | .0002603605637 | 3,831 |
| 4706 | Brentwood Project | 1,990,543 | 22,642 | 0 | 2,013,184 | .0011507472165 | 16,931 |
| 4707 | Brentwood Amendment 1 | 631,087 | 9,427 | 0 | 640,514 | .0003661214231 | 5,387 |
| 4708 | North Brentwood | 3,889,435 | 16,030 | (24,325) | 3,881,141 | .0022184811443 | 32,642 |
| 4709 | North Brtwd Amnd 2 | 224,230 | 936 | 0 | 225,166 | .0001287061828 | 1,894 |
| 4710 | Central Concord | 13,992,637 | 798,605 | 0 | 14,791,242 | .0084547545895 | 124,399 |
| 4711 | Concord Commerce | 568,554 | 8,911 | 0 | 577,465 | .0003300818820 | 4,857 |
| 4712 | Cent Concord RDA Amnd | 708,414 | 1,344 | 0 | 709,758 | .0004057017914 | 5,969 |
| 4714 | Clayton | 6,247,228 | 31,840 | (109,549) | 6,169,519 | .0035265309529 | 51,888 |
| 4716 | Hercules Dynamite | 6,206,972 | 55,902 | 0 | 6,262,875 | .0035798932889 | 52,673 |
| 4717 | Hercules RDA Proj 2 | 4,450,144 | 19,120 | 0 | 4,469,264 | .0025546555974 | 37,588 |
| 4718 | Hercules Merged Dyn & Pro | 0 | 0 | 0 | 0 | .0000000000000 | 0 |
| 4720 | El Cerrito | 6,212,462 | 68,091 | 0 | 6,280,552 | .0035899980101 | 52,821 |
| 4721 | El Cerrito Area II | 1,748 | 84 | 0 | 1,832 | .0000010472784 | 15 |
| 4725 | Pinole Vista | 6,395,910 | 74,376 | 0 | 6,470,286 | .0036984509769 | 54,417 |
| 4726 | Pinole Vista 81 | 3,981,952 | 37,117 | 0 | 4,019,070 | .0022973221705 | 33,802 |
| 4728 | Oakley RDA Proj 2 | 109,510 | 511 | 0 | 110,021 | .0000628887297 | 925 |
| 4730 | Pittsburg Marina | 1,593 | 1,299 | 0 | 2,892 | .0000016529687 | 24 |
| 4731 | Pittsburg Riverside | 421,327 | 6,172 | 0 | 427,498 | .0002443603038 | 3,595 |
| 4732 | Pittsburg Neighborhood I | 1,226,252 | 10,564 | 0 | 1,236,815 | .0007069704027 | 10,402 |
| 4733 | Pittsburg Neighborhood II | 527,814 | 6,275 | 0 | 534,089 | .0003052881466 | 4,492 |

**CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION**

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|------------|---------------------------|--|------------------------------------|-------------------------------------|----------------|--|------------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| 4734 | Pittsburg/Los Medanos I | 23,953,580 | 364,361 | 0 | 24,317,942 | .0139002682803 | 204,521 |
| 4735 | Pittsburg/Los Medanos II | 3,567,048 | 63,186 | 0 | 3,630,233 | .0020750612483 | 30,531 |
| 4736 | Pittsburg/Los Medanos III | 12,149,311 | 46,133 | 0 | 12,195,444 | .0069709820887 | 102,567 |
| 4737 | Richmd 8A RDA 2000 Amnc | 1,036,875 | 4,810 | 0 | 1,041,686 | .0005954331672 | 8,761 |
| 4738 | Richmd 10A RDA 2000 Amr | 793,701 | 2,178 | 0 | 795,879 | .0004549286419 | 6,694 |
| 4739 | Richmd 1A RDA 2000 Amnc | 140,299 | 426 | 0 | 140,724 | .0000804388292 | 1,184 |
| 4740 | Richmond 1A | 438,614 | 10,286 | 0 | 448,900 | .0002565936208 | 3,775 |
| 4741 | Richmond 8A | 560,335 | 8,436 | 0 | 568,771 | .0003251126700 | 4,784 |
| 4742 | Richmond 10A | 796,009 | 20,513 | 0 | 816,522 | .0004667283905 | 6,867 |
| 4743 | Richmond 10B | 69,695 | 2,794 | 0 | 72,488 | .0000414348164 | 610 |
| 4744 | Richmond 11A | 11,788,311 | 70,863 | 0 | 11,859,174 | .0067787687392 | 99,739 |
| 4745 | Richmond 12A | 82,008 | 1,481 | 0 | 83,489 | .0000477225679 | 702 |
| 4746 | Richmond 8A Henley | 55,673 | 628 | 0 | 56,301 | .0000321817530 | 474 |
| 4747 | Richmond 1B | 116,994 | 745 | 0 | 117,739 | .0000673003920 | 990 |
| 4748 | Richmond 1C-Potrero | 1,046,798 | 6,795 | 0 | 1,053,592 | .0006022391304 | 8,861 |
| 4749 | Richmond 3A | 957,913 | 5,519 | 0 | 963,431 | .0005507026623 | 8,103 |
| 4750 | Walnut Creek-So Broadway | 1,252,252 | 10,257 | 0 | 1,262,509 | .0007216570618 | 10,618 |
| 4751 | Walnut Creek-Mt Diablo | 0 | 13,467 | 0 | 13,467 | .0000076979936 | 113 |
| 4752 | Richmd 6A RDA 2000 Amnc | 63,887 | 132 | 0 | 64,019 | .0000365934954 | 538 |
| 4753 | Richmd 10B RDA 2000 Amr | 14,725 | 102 | 0 | 14,827 | .0000084753999 | 125 |
| 4754 | Richmond 6-A Amend 1 | 133,234 | 1,019 | 0 | 134,253 | .0000767395930 | 1,129 |
| 4755 | Richmond 6-A | 545,058 | 3,422 | 0 | 548,480 | .0003135143608 | 4,613 |
| 4756 | Danville Downtown | 2,991,870 | 29,101 | (324,093) | 2,696,879 | .0015415506032 | 22,682 |
| 4757 | Richmd 11A RDA 2000 Amr | 379,102 | 728 | 0 | 379,830 | .0002171128034 | 3,194 |
| 4758 | Richmd 10B RDA 2006 Amr | 1,538,877 | 8,861 | 0 | 1,547,738 | .0008846953431 | 13,017 |
| 4760 | San Pablo-So Entrance | 380,339 | 6,772 | 0 | 387,112 | .0002212751714 | 3,256 |

**CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION**

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB & Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|------------|----------------------------|--|------------------------------------|-------------------------------------|----------------|--|------------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| 4761 | San Pablo-El Portal | 2,490,151 | 42,065 | 0 | 2,532,216 | .0014474284140 | 21,297 |
| 4762 | San Pablo-El Portal 79 | 3,157,872 | 46,098 | 0 | 3,203,970 | .0018314065743 | 26,946 |
| 4763 | San Pablo-Oak Park | 874,712 | 9,536 | 0 | 884,248 | .00050544408331 | 7,437 |
| 4764 | San Pablo-Sheffield | 366,438 | 4,448 | 0 | 370,886 | .0002120003356 | 3,119 |
| 4765 | San Pablo-Bayview | 1,892,283 | 18,966 | 0 | 1,911,249 | .0010924805057 | 16,074 |
| 4766 | San Pablo-El Portal 80 | 1,362,179 | 22,547 | 0 | 1,384,726 | .0007915170059 | 11,646 |
| 4767 | San Pablo-Oak Park 79 | 54,930 | 519 | 0 | 55,449 | .0000316947795 | 466 |
| 4768 | San Pablo-Bayview 80 | 132,553 | 665 | 0 | 133,218 | .0000761480157 | 1,120 |
| 4769 | San Pablo-Legacy RDA | 1,463,959 | 6,174 | 0 | 1,470,133 | .0008403359188 | 12,364 |
| 4770 | Pleasant Hill Commons | 3,213,029 | 23,810 | 0 | 3,236,838 | .0018501945140 | 27,223 |
| 4771 | Pleasant Hill Commons 1A | 111,466 | 982 | 0 | 112,448 | .0000642758389 | 946 |
| 4772 | Plsnt Hill Schoolyard Anx | 1,034,305 | 7,075 | 0 | 1,041,380 | .0005952583531 | 8,758 |
| 4773 | Plsnt Hill Comm 2001 Amnd | 923,353 | 2,708 | 0 | 926,061 | .0005293415492 | 7,788 |
| 4774 | Pleasant Hill Commons 200: | 0 | 0 | 0 | 0 | .0000000000000 | 0 |
| 4775 | Lafayette RDA | 5,433,035 | 15,451 | 0 | 5,448,486 | .0031143845443 | 45,823 |
| 4777 | San Ramon | 9,417,631 | 48,547 | (887,113) | 8,579,065 | .0049038401311 | 72,153 |
| 4780 | CoCoCo Pleasant Hill BART | 8,764,583 | 47,332 | 0 | 8,811,915 | .0050369386846 | 74,111 |
| 4781 | CoCoCo West Pittsburg | 3,145,729 | 20,500 | (792,206) | 2,374,023 | .0013570042662 | 19,966 |
| 4782 | CoCoCo North Richmond | 2,263,652 | 12,299 | (310,776) | 1,965,175 | .0011233045300 | 16,528 |
| 4783 | CoCoCo PI H/BART Amnd 1 | 936,627 | 6,447 | (9,992) | 933,082 | .0005333545968 | 7,847 |
| 4784 | Oakley | 3,316,974 | 19,189 | (87,849) | 3,248,314 | .0018567542125 | 27,319 |
| 4785 | Rodeo | 2,298,598 | 11,068 | (245,730) | 2,063,936 | .0011797573081 | 17,358 |
| 4786 | CoCoCo Montalvin | 384,821 | 1,632 | 0 | 386,452 | .0002208981862 | 3,250 |
| | | | | | | | 1,523,289 |

| | |
|------------------------------------|------------------|
| Sub-Total: Recoverable Cost | 5,806,565 |
|------------------------------------|------------------|

CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation | 2015-2016 Unitary Allocation | 2015-2016 Pass-thru H&S 33676 | Net Revenue | 2015-2016 Adj Allocation Factors | 14,713,471 to Allocate |
|--|---------------------------|--|------------------------------------|-------------------------------------|----------------|--|------------------------------|
| | | (1) | (2) | (3) | (4) | (5) | (6) |
| SCHOOL DISTRICTS - EXEMPT FROM COST ALLOCATION | | | | | | | |
| 4016 | Ed Phys Handic'd Elem | 5,066 | 1,078 | 0 | 6,143 | .0000035115209 | 52 |
| 4018 | Livermore Jt Unified | 242,519 | 51,270 | 0 | 293,790 | .0001679316984 | 2,471 |
| 4020 | Chabt-Las Positas Com Col | 293,103 | 7,289 | 0 | 300,392 | .0001717055577 | 2,526 |
| 4022 | Dev Ctr Handi'd Minor | 907 | 193 | 0 | 1,100 | .0000006286117 | 9 |
| 4029 | Trainable M.R. Alameda | 2,285 | 486 | 0 | 2,771 | .0000015839930 | 23 |
| 5001 | Acalanes Union Hi Gen | 38,320,434 | 406,003 | 0 | 38,726,437 | .0221362425847 | 325,701 |
| 5101 | Canyon Elementary Gen | 65,232 | 1,074 | 0 | 66,306 | .0000379009057 | 558 |
| 5201 | Lafayette Elementary Gen | 14,680,031 | 139,587 | 0 | 14,819,618 | .0084709743059 | 124,637 |
| 5301 | Moraga Elementary Gen | 7,274,458 | 74,779 | 0 | 7,349,237 | .0042008639301 | 61,809 |
| 5401 | Orinda Elementary Gen | 9,309,822 | 116,427 | 0 | 9,426,249 | .0053880953568 | 79,278 |
| 5501 | Walnut Creek General | 18,618,457 | 198,871 | 0 | 18,817,328 | .0107560872811 | 158,259 |
| 6001 | Liberty Union Hi Gen | 23,575,750 | 228,971 | 0 | 23,804,722 | .0136069088136 | 200,205 |
| 6101 | Brentwood Elem Gen | 12,862,395 | 106,200 | 9,077 | 12,977,672 | .0074181080704 | 109,146 |
| 6201 | Byron Elementary Gen | 3,949,797 | 46,410 | 5,318 | 4,001,525 | .0022872932498 | 33,654 |
| 6301 | Knightsen Elementary Gen | 1,332,066 | 20,245 | 3,794 | 1,356,105 | .0007751569604 | 11,405 |
| 6401 | Oakley Elementary Gen | 9,707,435 | 96,576 | 0 | 9,804,011 | .0056040261201 | 82,455 |
| 6901 | County Schools Gen | 26,239,898 | 436,433 | 71,273 | 26,747,603 | .0152890759082 | 224,955 |
| 6999 | ERAF K - 12 | 210,456,010 | 0 | 0 | 210,456,010 | .1202978036125 | 1,769,998 |
| 7101 | Antioch Unified Gen | 28,231,365 | 777,234 | 63,100 | 29,071,699 | .0166175417602 | 244,502 |
| 7201 | John Swett General | 6,408,876 | 138,749 | 110,823 | 6,658,447 | .0038060047740 | 56,000 |
| 7401 | Martinez Unified Gen | 16,202,320 | 245,308 | 0 | 16,447,628 | .0094015538537 | 138,329 |
| 7501 | Mt Diablo Unified Gen | 100,508,578 | 1,378,191 | 322,696 | 102,209,465 | .0584234881374 | 859,612 |
| 7601 | Pittsburg Unified Gen | 5,037,451 | 1,110,481 | 14,775 | 6,162,706 | .0035226365534 | 51,830 |
| 7701 | West Co Co Unified Gen | 61,654,365 | 865,948 | 129,222 | 62,649,535 | .0358108161488 | 526,901 |

**CONTRA COSTA COUNTY
2015-2016 ADMINISTRATIVE COST ALLOCATION**

ATTACHMENT II

| Fund No | Jurisdiction | Adjusted 2015-2016 AB 8 Allocation (1) | 2015-2016 Unitary Allocation (2) | 2015-2016 Pass-thru H&S 33676 (3) | Net Revenue (4) | 2015-2016 Adj Allocation Factors (5) | 14,713,471 to Allocate (6) |
|---------|------------------------|---|-------------------------------------|--------------------------------------|--------------------|---|-------------------------------|
| 7801 | San Ramon Valley Unif | 134,476,985 | 1,768,377 | 681,288 | 136,926,651 | .0782680205683 | 1,151,594 |
| 7901 | Co Co Comm College Gen | 76,279,818 | 1,238,969 | 255,382 | 77,774,168 | .0444561390131 | 654,104 |
| 7999 | ERAF Community College | 31,334,636 | 0 | 0 | 31,334,636 | .0179110487599 | 263,534 |
| TOTALS | | 1,723,651,187 | 25,807,270 | 0 | 1,749,458,457 | 1.0000000000000 | 14,713,471 |
| | | Sub-Total: Exempt School Share | | | | | 7,133,547 |



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: MEMORANDUM OF UNDERSTANDING BETWEEN MEMBERS OF THE FIRE AND MEDICAL SERVICES TASK FORCE

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to enter into a memorandum of understanding with the cities of Brentwood and Oakley and the East Contra Costa County Fire Protection District to fund the Knightsen Fire Station and adopt agreed upon recommendations from the Fire and Medical Services Task Force.

FISCAL IMPACT:

No additional fiscal impact. The Board of Supervisors previously approved an appropriations and revenue adjustment in the amount of \$311,617 to fund the County share of the agreement.

BACKGROUND:

Prior to 2002, the primarily volunteer firefighting forces of far East County provided the protection needed to douse the occasional barn or house fire. However, as these rural communities transformed into bedroom communities, their fire-protection needs stretched beyond that of an all-volunteer force.

In 2002, three small East County fire districts were consolidated into a new entity known as the East Contra Costa Fire Protection District (ECCFPD or District), with the Contra Costa County Board of Supervisors as its governing board. The new District eliminated duplicative administrative services, ensured better coordination and communication between the stations, and expanded the training requirements of the firefighters.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Timothy M. Ewell,
925-335-1036

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

By: , Deputy

cc: Gus Vina, Brentwood City Manager, Bryan Montgomery, Oakley City Manager, Hugh Henderson, ECCFPD Fire Chief

BACKGROUND: (CONT'D)

>

In 2008, the ECCFPD had eight stations and 52 full-time sworn personnel with an additional 25 sworn personnel on call. As far East County grew, so did the calls for more local control. In 2009 the County relinquished oversight, giving the city of Brentwood four appointments to the local board, Oakley three representatives, and the Board of Supervisors two representatives, to reflect the needs of the unincorporated areas. At the time, the District had more than \$6 million in reserves, 50% of its annual budget. As the County turned over governance to the local board, it reiterated to the yet-to-be-appointed fire district board that strong consideration be given to establishing an elected fire board in the future. An elected board would move the district another step closer to the original intention — to ensure that local citizens have a voice in the district's operations.

Today, the ECCFPD covers approximately 238 square miles, serves Brentwood, Oakley, and the unincorporated communities of Bethel Island, Discovery Bay, Knightsen, Byron and areas of Marsh Creek and Morgan Territory. The District now has only three stations where there once were eight, and the budget reserve of more than \$6 million is now running at a deficit. A way must be found to increase funding for a district dependent on a 1978 property tax base that reflects agricultural land values, which is not sufficient to pay for today's suburban setting and service needs. There were two attempts at the ballot box but voters rejected additional funding, perhaps not understanding the true nature of the funding crisis and how it came about.

Following the April 2015 election in which property owners rejected an additional fire assessment to maintain the five-station model, East County leaders, in June, formed a task force to discuss how fire and medical services can be enhanced from the current three stations in operation. The Task Force, composed of representatives from Brentwood and Oakley city management, ECCFPD and Contra Costa County Fire Protection District management, the County District III and District IV Supervisors' offices, and IAFF Local 1230 leadership, looked at both short-term relief and long-term solutions.

On November 17, 2015, the Board of Supervisors considered the Task Force report and adopted recommendations 1-3. In addition, the Board conditioned their approval of funding on the ECCFPD Board of Directors taking the following actions:

- (1) initiate action to change the existing Board of Directors from an appointed Board to an elected Board, including application to the Local Agency Formation Commission (LAFCo), if legally required;
- (2) initiate action to form a citizen's oversight committee for any revenue enhancement measure that is sought, including residents and taxpayers within the District;
- (3) initiate action to evaluate changing the District's name to one that more accurately reflects the communities that it serves; and
- (4) approve the recommendation of District Fire Chief Henderson to use the temporary fund allocation to re-open and operate the fire station in Knightsen.

Today's action formally approves the memorandum of understanding between all of the parties.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be a party to the MOU between the members of the Fire and Medical Services Task Force.

ATTACHMENTS

Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF BRENTWOOD, THE CITY OF OAKLEY, CONTRA COSTA
COUNTY, AND THE EAST CONTRA COSTA FIRE PROTECTION DISTRICT
FOR THE IMPLEMENTATION OF RECOMMENDATIONS OF
THE FIRE AND MEDICAL SERVICES TASK FORCE**

This Memorandum of Understanding (MOU) is entered into on the ____ day of _____, 2016 by and between the City of Brentwood (Brentwood), the City of Oakley (Oakley), Contra Costa County (County) and the East Contra Costa Fire Protection District (District), all California public agencies (each a Party; and collectively, Parties).

RECITALS

A. The District provides fire prevention and fire and medical emergency response services to the District, which covers 249 square miles and a population of over 110,000.

B. The District's jurisdiction is comprised of the entire cities of Brentwood and Oakley, as well as several unincorporated communities in Contra Costa County.

C. The District is funded primarily by property taxes, receiving an average of 7 cents per dollar paid, and lacks a dedicated funding source sufficient to provide requisite fire and medical emergency prevention and response services.

D. District voters and property owners have not passed a parcel tax or benefit assessment measure to increase funding for the District.

E. A lack of sufficient funding has required the District to reduce fire and medical response services, including with the recent closure of two fire stations, despite continuously increasing call volumes.

F. The District is currently served with only three fire stations and nine firefighters for any given shift, relying on neighboring agencies and CalFire for additional resources.

G. A task force (the Task Force) was formed to identify and recommend both short-term and long-term solutions to improve fire and medical emergency response capabilities within the District.

H. Task Force members include the Fire Chief for Contra Costa Fire Protection District; the Fire Chief and a Battalion Chief for the District; the Chiefs of Staff from County Supervisors Mary Piepho's and Karen Mitchoff's offices; the President, Vice-President and Board Member for Firefighters Association Local 1230; the City Manager for Oakley, and the City Manager for Brentwood.

I. The Task Force met on multiple occasions, discussed various challenges hampering the District, and identified short and long-term solutions to improve fire and emergency medical responses within the District.

J. The Task Force developed specific recommendations (the Recommendations) that were ultimately adopted by the Parties in the manner further described below.

K. On November 2, 2015, the District's Board of Directors adopted the Recommendations and authorized preparation of this MOU by Resolution 2015-22.

L. On November 10, 2015, the City Council of Brentwood adopted the Recommendations and authorized preparation of this MOU by Resolution 2015-167.

M. On November 10, 2015, the City Council of Oakley adopted the Recommendations and authorized preparation of this MOU by Resolution 127-15.

N. On November 17, 2015, the County Board of Supervisors adopted the Recommendations and authorized preparation of this MOU by Resolution 2015/424.

O. On December 7, 2015, the District's Board of Directors adopted revised Recommendations and reauthorized preparation of this MOU by Resolution 2015-25.

P. On February __, 2016, the City Council of Brentwood authorized execution of this MOU by Resolution 2016-__.

Q. On February __, 2016, the City Council of Oakley authorized execution of this MOU by Resolution __-16.

R. On February __, 2016, the County Board of Supervisors authorized execution of this MOU by Resolution 2016/__.

S. On February __, 2016, the District's Board of Directors authorized execution of this MOU by Resolution 2016-__.

T. The Parties desire to formally memorialize the Final Recommendations as set forth in the attached Exhibit A (the Final Recommendations) and establish a process for funding a fourth fire station within the District and other elements of the Final Recommendations.

AGREEMENT

NOW, THEREFORE, Brentwood, Oakley, the County, and the District agree as follows:

1. Agreement on Final Recommendations. The Parties agree to work cooperatively to implement the Final Recommendations that are set forth in the attached Exhibit A.

2. Term. This MOU will commence on the date that the last party signs it, which will be the date first written above; and, unless earlier terminated or extended, will end on July 31, 2017.

3. Payment. Upon receipt of an invoice from the District, the other Parties will pay in the manner set forth in the attached Exhibit B, Payment; and in the amounts set forth in the Cost Allocation Table also contained in Exhibit B.

4. Notices. Any notice required to be given by any Party, or which any Party may wish to give to another Party, must be in writing and served either by personal delivery or sent by certified or registered mail, postage prepaid, addressed as follows:

To Brentwood:

City of Brentwood
150 City Park Way
Brentwood, CA 94513
Attn: City Manager

To the County:

County of Contra Costa
651 Pine St.
10th Floor, Martinez CA
Attn: County Administrator

To Oakley:

City of Oakley
3231 Main Street
Oakley, CA 94561
Attn: City Manager

To the District:

East Contra Costa Fire Protection District
134 Oak Street
Brentwood, CA 94513
Attn: Fire Chief

Notice will be deemed effective on the date personally delivered or, if mailed, three days after deposit in the United States mail.

5. Successors. This MOU shall be binding upon each Party and any of its successors or assigns. No Party may assign or transfer any part of this MOU without the written consent of the other Parties.

6. Third Parties. This MOU does not confer any benefits on any third party.

7. No Waiver. The failure of any Party to insist upon the strict performance of any of the terms, covenant and conditions of this MOU will not be deemed a waiver of any right or remedy that any Party may have, and will not be deemed a waiver of their right to require strict performance of all of the terms, covenant, and conditions thereafter.

8. Governing Law and Venue. This MOU will be construed and its performance enforced under California law. In the event that a suit is brought by any Party to this MOU, the Parties agree that venue will be exclusively vested in the State courts of the County of Alameda or, if federal jurisdiction is appropriate, exclusively in the United States District Court for the Northern District of California, in Oakland, California.

9. Entire Agreement. This MOU constitutes the entire agreement between the Parties pertaining to its subject matter and supersedes all prior or contemporaneous agreements, representations and understanding of the Parties. The Recitals above and each of the attached Exhibits, are true, correct and made a part this MOU.

10. Amendment. This MOU may be amended or terminated by mutual consent in writing of the Parties.

11. Maintenance of Records. The Parties will retain all digital files, books, documents, papers, accounting records and other evidence pertaining to MOU-related invoice payments for not less than three years after the expiration or termination of this MOU.
12. Review of Records. If requested, the Parties' auditors, or any duly authorized representative of the Parties, will have access to the other Parties' digital files, books, records, and documents that are pertinent to MOU-related invoice payments for audits and examinations for a period of three years after the expiration or termination of this MOU. Timely notice will be provided prior to the conducting of any audit.
13. Severability. If any term, covenant, condition, or provision of this MOU, or the application thereof to any person or circumstance, is to any extent held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the terms, covenants, conditions and provisions of this MOU, or the application thereof to any person or circumstance, will remain in full force and effect and will in no way be affected, impaired or invalidated thereby.
14. Dispute Resolution. Should any dispute arise out of this MOU, including but not limited to claims that any of the Parties has failed to meet its obligations established by this MOU, the Parties may meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. The costs of the mediator, if any, shall be paid for by each Party on an equal basis. If a mediated settlement is reached, no Party shall be the prevailing party for the purposes of the resolution of the dispute. No Party shall be permitted to file legal action without first meeting in mediation and maintaining a good faith attempt to reach a mediation resolution. Each Party will bear its own attorney's fees, if any.
15. Withdrawal of Participation. Any Party may withdraw its participation in this MOU by providing the other Parties no less than 6 months' advance written notice of its decision to withdraw. A Party that withdraws its participation will remain responsible for any claims, demands, damages, or liabilities arising from the Party's participation in this MOU. The withdrawing Party shall not be excused from payment of any pending invoices issued pursuant to Exhibit B, Section A, of this Agreement, nor entitled to receive any refund moneys already paid pursuant to Exhibit B, Section A, of this Agreement.
16. Termination. The Parties may, by mutual written agreement, terminate this MOU.
17. Counterparts. This MOU may be executed simultaneously or in counterparts, each of which is to be deemed to be an original, but all of which shall constitute one and the same MOU.
18. Warranty of Authority to Execute MOU. Each Party to this MOU represents and warrants that each person whose signature appears hereon has been duly authorized and has the full authority to execute this MOU on behalf of the entity that is a Party to this MOU.

CITY OF BRENTWOOD

By: _____

Gustavo Vina
City Manager

Date: _____

ATTESTED BY:

By: _____

City Clerk

Date: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Date: _____

CITY OF OAKLEY

By: _____

Bryan Montgomery
City Manager

Date: _____

By: _____

City Clerk

Date: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Date: _____

CONTRA COSTA COUNTY
PROTECTION DISTRICT

By: _____
David Twa
County Administrator

Date: _____

ATTESTED BY:

By: _____
County Clerk

Date: _____

APPROVED AS TO FORM:

By: _____
County Counsel

Date: _____

EAST CONTRA COSTA FIRE

By: _____
Joel Bryant
Board President

Date: _____

By: _____
Fire Chief/District Clerk

Date: _____

APPROVED AS TO FORM:

By: _____
Attorney for the District

Date: _____

Exhibit A
Final Recommendations

1. A fourth fire station within the East Contra Costa Fire Protection District (District), known as the Knightsen Fire Station, will be commissioned and fully staffed by the District.
2. Two-years of funding for additional and temporary fire and medical emergency response services will be provided by the District, Brentwood, , Oakley, and Contra Costa County in accordance with Exhibit B to the Memorandum of Understanding Between the Cities of Brentwood (Brentwood) and Oakley, Contra Costa County and the East Contra Costa Fire Protection District for the Implementation of Recommendations of the Fire And Medical Services Task Force, in the amounts identified in the Cost Allocation Table therein.
3. A grass roots, community-based group will be formed by the District, Brentwood, Oakley, and Contra Costa County to educate the public on fire and medical response risks and requirements.
4. Consultant(s) will be engaged by Brentwood to explore the possibility of a 2016 ballot initiative to bring more funding for fire and medical emergency response services in the District.
5. Consideration of the potential 2016 ballot initiative will include whether:
 - a. The District will be an independent special district with an elected board
 - b. The District will change its name to make it clear it is not a “county” agency
 - c. A citizen’s oversight committee will be established to oversee implementation of changes as a result of a successful revenue measure.
6. A master plan commissioned by and for the District will be prepared to address the fire and emergency medical service needs for current and future populations of the District.

**Exhibit B
Payments**

Cost Allocation Table

| | <u>1st Year</u> | <u>2nd Year</u> | <u>Total</u> |
|---|-----------------|-----------------|--------------|
| East Contra Costa Fire Protection District | \$399,352 | \$474,626 | \$873,978 |
| City of Brentwood | \$190,485 | \$475,515 | \$666,000 |
| City of Oakley | \$109,315 | \$272,887 | \$382,202 |
| Contra Costa County | \$89,127 | \$222,490 | \$311,617 |
| Totals | \$788,279 | \$1,445,518 | \$2,233,797 |

Payment Procedures

A. Cost Allocation Invoices

1. Issuance of Cost Allocation Invoices. The East Contra Costa Fire Protection District will submit invoices to the other parties for the amounts listed in the above Cost Allocation Table at the following addresses:

To the City of Brentwood:
City of Brentwood
150 City Park Way
Brentwood, CA 94513
Attn: City Manager

To Contra Costa County:
County of Contra Costa
651 Pine St.
10th Floor, Martinez CA
Attn: County Administrator

To the City of Oakley:
City of Oakley
3231 Main Street
Oakley, CA 94561
Attn: City Manager

2. Cost Allocation Invoice Dates. For Year 1, the District will issue invoices by February 29, 2015. For Year 2, the District will issue invoices by July 31, 2015.

3. Payment of Cost Allocation Invoices. Brentwood, Oakley, and Contra Costa County, will pay the amounts on the District's invoices within thirty business days of receipt.

B. Consultant(s) Costs.

1. Payment of Consultant Invoices. Brentwood and the District are each responsible for paying the invoices of the Consultant(s) engaged by each of them to implement Sections 4 and 6, respectively, of the Final Recommendations set forth in Exhibit A to this MOU ("Consultant Invoices").
2. Reimbursement of Consultant Invoices. The District and Brentwood may be reimbursed up to \$290,000, in the aggregate, from the funds outlined in the Cost Allocation Table, above, for actual amounts of Consultant Invoices paid. The District Fire Chief and Brentwood City Manager will establish a formula for dividing the aggregate \$290,000 available for Consultant Invoice reimbursements, subject to their mutual agreement.
3. Submittal and Payment of Brentwood Reimbursements for Consultant Invoices. Brentwood will submit invoices for reimbursements contemplated in this Section B to:

East Contra Costa Fire Protection District
134 Oak Street
Brentwood, CA 94513
Attn: Fire Chief

The District will pay Brentwood's invoices for reimbursement as contemplated by, and limited in, this Section B, within thirty business days of receipt.

4. Payment of District Reimbursements for Consultant Invoices. The District is authorized to reimburse itself, as contemplated by, and limited in, this Section B.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Revised Management Benefits Resolution No. 2016/87, which Supersedes Resolution No. 2015/386

RECOMMENDATION(S):

ADOPT Resolution No. 2016/87, which supersedes Resolution No. 2015/386, regarding compensation and benefits for the County Administrator, County Elected and Appointed Department Heads, Management, Exempt, and Unrepresented employees to reflect changes.

FISCAL IMPACT:

The changes included are administrative and have no net fiscal impact.

BACKGROUND:

Historically, the wages and benefits granted by the County to its department heads, managers, and unrepresented employees have paralleled the wages and benefits negotiated by the County with its various labor organizations. The administrative modifications described below modify and clarify the benefits for specified groups of unrepresented employees, and make technical non-substantive corrections.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, Lisa Lopez, Assistant Director of Human Resources, Mary Ann Mason, Assistant County Counsel, All County Departments (via County Administration)

BACKGROUND: (CONT'D)

> The attached Management Benefits Resolution has been modified in the following ways:

1. Section 1.10 Holidays has been amended to add language concerning observance of holidays by employees working in twenty-four hour facilities.
2. In section 1.11 Definitions, reference to Administrative Bulletin 435 has been included in the definition of '9/80 Work Schedule'.
3. Section 1.22 Accrual Usage Reporting has been added to require employees to report the use of accruals in one minute increments.
4. Section 2.12.1 Medical Plan Cost-Sharing on and after January 1, 2016, has been revised to insert explanatory language that was inadvertently omitted.
5. New section 11.12 Pay Limitations was added to reflect limits on eligibility for hazard, shift, overtime, on-call duty, and call-back pay. Existing sections were renumbered.
6. New section 11.17 Timestamp was added to specify how permanent intermittent (hourly) employees must record their time worked.
7. In section 12 Management Longevity Pay, language from former subsections 12.10 (b) and 12.11 (b), regarding longevity pay for elected department heads receiving such pay as of 10/1/10, was moved to Section 26 Elected Department Head Benefits, subsection D.
8. Section 16 Vacation Buy Back, subsection B, now provides that the classifications of CCRMC Chief Executive Officer- Exempt, Chief Medical Officer-Exempt, Chief Nursing Officer-Exempt and Medical Director may not elect payment for vacation accruals.
9. Section 19 Computer Vision Care (CVC Users Eye Examination) was retitled and the current \$50 subsidy for eyeglasses was inserted.
10. The language from sections 40 Library Differentials, 41 Nursing Shift Coordinator-Per Diem Differentials, and 42 Nursing Shift Coordinator -Per Diem Overtime was moved to new Appendix I Benefits for Unrepresented Temporary and Per Diem Employees.
11. New section 40 Health Services Department On Call Duty and Call Back Time was added to clarify those Health Services Department classifications eligible for these benefits and the requirements for receipt of the benefits. Section numbers 41 and 42 are reserved for future use.
12. Section 43 Podiatrists-Unrepresented Status was omitted in its entirety because there are not any incumbents in the classification. Section number 43 was reserved for future use.
13. Section 44 Probation-Safety Employees Retirement Tiers was modified to reflect the 2% pension COLA applicable to the Safety PEPRA Tier and to add the classification of Institutional Supervisor II to section 44.12, Eligible Classes.
14. Job titles were corrected in sections 45, 49.10, 49.11, 50, and 52.
15. New Section V Temporary and Per Diem Employees Excluded was added to provide that none of the sections in the main body of the Management Benefits Resolution apply to any temporary or per diem employees. New Appendix 1 Benefits for Unrepresented Temporary and Per Diem Employees now contains all of the provisions applicable to such employees.

CONSEQUENCE OF NEGATIVE ACTION:

If the action is not approved, administrative changes will not be made. The largest impact would be that temporary and per diem employees would continue to be included in section of the Management Resolution to which they are not eligible.

ATTACHMENTS

Resolution No. 2016/87

Body of Management Resolution No. 2016/87

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2016/87

In The Matter Of: Benefits and Other Compensation for County Elected and Appointed Department Heads, Management, Exempt, and Unrepresented Employees for the Period from March 1, 2016 through June 30, 2016 and Until Further Order

The Contra Costa County Board of Supervisors acting in its capacity as the governing board of the County of Contra Costa and the Board of Directors of the Contra Costa County Fire Protection District RESOLVES THAT:

Effective upon adoption and continuing to June 30, 2016, and until further order of the Board, the Board adopts the attached program of compensation and benefits for County Elected and Appointed Department Heads, Management Employees, Exempt Employees, and Unrepresented Employees. Except for Resolution No. 2002/608 (excluding inconsistent provisions concerning the amount of employee contributions for retirement benefits), as amended, this Resolution supersedes all previous resolutions providing compensation and benefits for the employees listed herein, including but not limited to Resolution No. 2015/386. Unless expressly provided otherwise, this Resolution is subject to the provisions of resolutions providing general and pay equity salary adjustments, to the 1937 County Employees Retirement Act, and to the Public Employees Pension Reform Act. This Resolution is also subject to the Administrative Bulletins, the County Salary Regulations, and the County Personnel Management Regulations; however, to the extent this Resolution is inconsistent with any of these bulletins or regulations, the terms of this Resolution shall prevail. This Resolution does not authorize compensation and benefits for any employee who is represented by an employee organization with a Memorandum of Understanding. This Resolution does not authorize compensation and benefits for any employees of the Contra Costa Superior Court, the Contra Costa County Employees Retirement Association or for any management employee who is represented by an employee organization with a Memorandum of Understanding. Management, Exempt, and Unrepresented employees include employees in Classified, Project, and Exempt classifications. Unless otherwise expressly provided, compensation and benefits under this Resolution are authorized only for permanent and project employees who work full-time or part-time, twenty (20) or more hours per week.

The full text of this Resolution is attached. Also attached are the following exhibits and appendices:

I. **BENEFITS FOR MANAGEMENT, EXEMPT AND UNREPRESENTED EMPLOYEES** are provided for those classes listed in **Exhibit A**.

II. **BENEFITS FOR MANAGEMENT AND EXEMPT EMPLOYEES** are provided for those classes listed in Exhibit A, except for the classes listed in **Exhibit B**.

III. **BENEFITS FOR ELECTED AND APPOINTED DEPARTMENT HEADS** are provided for those classes listed in **Exhibit C**.

IV. **SPECIAL BENEFITS FOR MANAGEMENT EMPLOYEES BY DEPARTMENT OR CLASS** are provided as indicated in each section.

V. **DEPARTMENT HEADS AND THEIR CHIEF ASSISTANTS** for purposes of Section 23 are listed in **Exhibit D**.

VI. **CALPERS HEALTH PLAN CLASSES** for purposes of Section 2 are listed in **Exhibit E**.

VII. **BENEFITS FOR UNREPRESENTED TEMPORARY AND PER DIEM EMPLOYEES** are provided in **Appendix I** and affected classifications are identified in **Exhibits F and G**.

Contact: Lisa Driscoll, County Finance Director (925) 335-1023

ATTESTED: March 1, 2016

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, Lisa Lopez, Assistant Director of Human Resources, Mary Ann Mason, Assistant County Counsel, All County Departments (via County Administration)

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V. Temporary and Per Diem Employees Excluded

[end]

I. BENEFITS FOR MANAGEMENT, EXEMPT, AND UNREPRESENTED EMPLOYEES

1. Leaves With and Without Pay

- 1.10 Holidays: The County will observe the following holidays during the term covered by this Resolution:

| | |
|----------------------------|------------------------|
| New Year's Day | Labor Day |
| Martin Luther King Jr. Day | Veterans' Day |
| Presidents' Day | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Independence Day | Christmas Day |

Such other days as the Board of Supervisors may designate by Resolution as holidays.

Any holiday observed by the County that falls on a Saturday is observed on the preceding Friday and any holiday that falls on a Sunday is observed on the following Monday.

For employees who work in twenty-four (24) hour facilities and who may be assigned to work on a holiday, any holiday that falls on a Saturday will be observed on a Saturday, and any holiday that falls on a Sunday will be observed on a Sunday.

- 1.11 Definitions:

Regular Work Schedule: The regular work schedule is eight (8) hours per day, Monday through Friday, inclusive, for a total of forty (40) hours per week.

Flexible Work Schedule: A flexible work schedule is any schedule that is not a regular, alternate, 9/80, or 4/10 work schedule and where the employee is not scheduled to work more than 40 hours in a "workweek" as defined below.

Alternate Work Schedule: An alternate work schedule is any work schedule where the employee is regularly scheduled to work five (5) days per week, but the employee's regularly scheduled days off are NOT Saturday and Sunday.

4/10 Work Schedule: A 4/10 work schedule is four (4) ten hour days in a seven (7) day period, for a total of forty (40) hours per week.

9/80 Work Schedule: A 9/80 work schedule is where an employee works a recurring schedule of thirty six (36) hours in one calendar week and forty four (44) hours in the next calendar week, but only forty (40) hours in the designated workweek. In the thirty six hour (36) calendar week, the employee works four (4) nine (9) hour days and has the same day of the

week off that is worked for eight (8) hours in the forty four (44) hour calendar week. In the forty four (44) hour calendar week, the employee works four (4) nine (9) hour days and one eight (8) hour day. Requirements for the evaluation, authorization, and implementation of 9/80 work schedules are set forth in Administrative Bulletin 435.

Workweek for Employees on Regular, Flexible, Alternate, and 4/10

Schedules: For employees on regular, flexible, alternate, and 4/10 schedules, the workweek begins at 12:01 a.m. on Monday and ends at 12 midnight on Sunday. For employees who work in a twenty-four (24) hour facility in the Contra Costa Regional Medical Center and who are not on a 9/80 work schedule, the workweek begins at 12:01 a.m. Sunday and ends at 12:00 midnight on Saturday.

Workweek for Employees on a 9/80 Schedule: The 9/80 workweek begins on the same day of the week as the employee's eight (8) hour work day and regularly scheduled 9/80 day off. The start time of the workweek is four (4) hours and one (1) minute after the start time of the eight (8) hour work day. The end time of the workweek is four (4) hours after the start time of the eight (8) hour work day. The result is a workweek that is a fixed and regularly recurring period of seven (7) consecutive twenty four (24) hour periods (168 hours).

- 1.12 Holidays Observed: Employees are entitled to observe a holiday (day off work), without a reduction in pay, whenever a holiday is observed by the County.
- 1.13 Holidays - Flexible, Alternate, 9/80, and 4/10 Work Schedules: When a holiday falls on the regularly scheduled day off of any employee who is on a flexible, alternate, 9/80, or 4/10 work schedule, the employee is entitled to take the day off, without a reduction in pay, in recognition of the holiday. These employees are entitled to request another day off in recognition of their regularly scheduled day off. The requested day off must be within the same month and workweek as the holiday and it must be pre-approved by the employee's supervisor. If the day off is not approved by the supervisor, it is lost. If the approved day off is a nine (9) hour workday, the employee must use one (1) hour of non-sick-leave accruals. If the approved day off is a ten (10) hour workday, the employee must use two (2) hours of non-sick-leave accruals. If the employee does not have any non-sick-leave accrual balances, leave without pay (AWOP) will be authorized.
- 1.14 Holiday Observed - Part-Time Employees: When a holiday is observed by the County, each part-time employee is entitled to observe the holiday in the same ratio as his/her number of position hours bears to forty (40) hours, multiplied by 8 hours, without a reduction in pay. For example, a part-time employee whose position hours are 24 per week is entitled to 4.8 hours off work on a holiday (24/40 multiplied by 8=4.8). Hereafter, the number of hours

produced by this calculation will be referred to as the “part-time employee’s holiday hours.”

When the number of hours in a part-time employee’s scheduled work day that falls on a holiday (“scheduled work hours”) is less than the employee’s part-time employee’s holiday hours, the employee also is entitled to receive flexible pay at the rate of one (1.0) times his/her base rate of pay (not including differentials) for the difference between the employee’s scheduled work hours and the employee’s part-time employee’s holiday hours.

When the number of hours in a part-time employee’s scheduled work day that falls on a holiday (scheduled work hours) is more than the employee’s part-time employee’s holiday hours, the employee must use non-sick leave accruals for the difference between the employee’s scheduled work hours and the employee’s part-time employee’s holiday hours. If the employee does not have any non-sick leave accrual balances, leave without pay (AWOP) will be authorized.

- 1.15 No Overtime Pay, Holiday Pay, or Comp Time: Unrepresented, management, and exempt employees are not entitled to receive overtime pay, holiday pay, overtime compensatory time, or holiday compensatory time. Employees who are unable or not permitted to observe a holiday (take the day off), are authorized to receive overtime pay ONLY IF the employee is on the Overtime Exempt Exclusion List (see Section 11).
- 1.16 Personal Holiday Credit:
 - a. County Librarian. The County Librarian is entitled to accrue two (2) hours of personal holiday credit each month. The County Librarian may accrue no more than twenty four (24) hours of personal holiday credit. On separation from County service, the County Librarian will be paid for any unused personal holiday credit hours at his/her then current rate of pay, up to a maximum of twenty four (24) hours.
 - b. Other Employees. Employees are entitled to accrue two (2) hours of personal holiday credit each month. This time is prorated for part time employees. No employee may accrue more than forty (40) hours of personal holiday credit. On separation from County service, employees are paid for any unused personal holiday credit hours at the employee’s then current rate of pay, up to a maximum of forty (40) hours.
- 1.17 Vacation: Employees are entitled to accrue paid vacation credit not to exceed the maximum cumulative hours as follows:

| <u>Length of Service</u> | <u>Monthly Accrual Hours</u> | <u>Maximum Cumulative Hours</u> |
|--------------------------|--------------------------------------|---|
| Under 11 years | 10 | 240 |
| 11 years | 10-2/3 | 256 |
| 12 years | 11-1/3 | 272 |
| 13 years | 12 | 288 |
| 14 years | 12-2/3 | 304 |
| 15 through 19 years | 13-1/3 | 320 |
| 20 through 24 years | 16-2/3 | 400 |
| 25 through 29 years | 20 | 480 |
| 30 years and up | 23-1/3 | 560 |

However, for the Director of Employment and Human Services (job code XAA2, County Welfare Director) only, the monthly accrual amount is 12 hours for the first 13 years of County service and the maximum cumulative hours is 240 for the first 11 years of County service. Thereafter, the Director is subject to the maximums set forth in the above chart.

Each employee is eligible to accrue increased vacation hours on the first day of the month following the employee's Service Award Date.

An employee's Service Award Date is the first day of his/her temporary, provisional, or permanent appointment to a position in the County. If an employee is first appointed to a temporary or provisional position and then later appointed to a permanent position, the Service Award Date for that employee is the date of the first day of the temporary or provisional appointment.

- 1.18 Sick Leave: Employees are entitled to accrue paid sick leave credit in accordance with the provisions of the County Salary Regulations and Administrative Bulletin No. 411.7 (Sick Leave Policy) adopted on October 17, 1997, as periodically amended.
- 1.19 Part-Time Employees: Part-time employees are entitled to accrue paid vacation and sick leave credit on a pro-rata basis.
- 1.20 Family Care Leave: The provisions of Section 1006.3 of the Personnel Management Regulations and Resolution No. 94/416, as amended, relating to Leaves of Absence and Family Care Medical Leave apply to all employees covered by this Resolution, except that such employees are not entitled to Family Care or Medical Leave on a calendar year basis. Instead, such employees are entitled to at least eighteen (18) weeks of leave in a "rolling"

twelve (12) month period, which period is to be measured backward from the date the employee uses FMLA leave.

- 1.21 Leave Without Pay - Use of Accruals: The provisions of Section 1006.6 of the Personnel Management Regulations, as amended, relating to the use of accruals while on leave without pay, apply to all employees covered by this Resolution.
- 1.22 Accrual Usage Reporting. Employees must report the use of accruals in one minute increments.

2. Health, Dental, and Related Benefits

2.10 Application:

- a. Employees in classifications who receive health care coverage from County Plans: The following Sections apply to all employees in classifications covered by this Resolution who receive health care coverage from County Plans and do not receive health plan coverage through CalPERS: Section 2.11 "Health Plan Coverages," Section 2.12, "Monthly Premium Subsidy," Section 2.12.1 "Medical Plan Cost-Sharing on and after January 1, 2016," Section 2.13 "Retirement Coverage," Section 2.14 "Layoff and Other Loss of Coverage," Section 2.15 "Health Plan Coverages and Provisions," and Section 2.16 "Family Member Eligibility."
- b. Employees in classifications who receive health care coverage from CalPERS: The following Sections apply to all employees in the classifications listed in Exhibit E: Section 2.17 "CalPERS Controls," Section 2.18 "Contra Costa Health Plan (CCHP)," Section 2.19 "CalPERS Health Plan Monthly Premium Subsidy," Section 2.20 "CalPERS Retirement Coverage," Section 2.21 "CalPERS Premium Payments," and Section 2.22 "Dental Plan - CalPERS Participants."
- c. General provisions: The following Sections apply to all employees in all the classifications covered by this Resolution: Section 2.23 "Dual Coverage," Section 2.24 "Life Insurance Benefit Under Health and Dental Plans," Section 2.25 "Supplemental Life Insurance," Section 2.26 "Catastrophic Leave Bank," Section 2.27 "Health Care Spending Account," Sections 2.28 "PERS Long-Term Care," Section 2.29 "Dependent Care Assistance Program," Section 2.30 "Premium Conversion Plan," and Section 2.31 "Prevailing Section," Section 2.32 "Health Benefit Access for Employees Not Otherwise Covered."

2.A. Employees In Classifications Who Receive Health Care Coverage From County Plans

2.11 Health Plan Coverages: The County will provide the medical and dental coverage for Management, Exempt, and Unrepresented employees and for their eligible family members, expressed in one of the Medical Plan contracts and one of the Dental Plan contracts between the County and the following providers:

- a. Contra Costa Health Plans (CCHP)
- b. Kaiser Permanente Health Plan
- c. Health Net
- d. Delta Dental
- e. DeltaCare (PMI)

Medical Plans:

All employees will have access to the following medical plans:

- 1. CCHP Plan A & Plan B
- 2. Kaiser Permanente Plan A & Plan B
- 3. Health Net HMO Plan A & Plan B
- 4. Health Net PPO Plan A
- 5. Kaiser High Deductible Health Plan

Health Net PPO Plan B will be eliminated for all employees beginning January 1, 2018.

In the event that one of the medical plans listed above meets the criteria for a high cost employer-sponsored health plan that may be subject to an excise penalty (a.k.a. Cadillac Tax) under the federal Patient Protection and Affordable Care Act ("ACA") (42 U.S.C. § 18081), such plan(s) will be eliminated for all employees beginning January 1, 2018.

2.12 Monthly Premium Subsidy:

- a. The monthly premium subsidy in effect on January 1, 2015, for each medical and/or dental plan, is a set dollar amount and is not a percentage of the premium charged by the plan. The County will pay the following monthly premium subsidy:

| <u>Health & Dental Plans</u> | <u>Employee</u> | <u>Employee +1 Dependent</u> | <u>Employee +2 or More Dependents</u> |
|---|------------------------|---|--|
| Contra Costa Health Plans (CCHP), Plan A | \$509.92 | \$1,214.90 | \$1,214.90 |
| Contra Costa Health Plans (CCHP), Plan B | \$528.50 | \$1,255.79 | \$1,255.79 |
| Kaiser Permanente Health Plans | \$478.91 | \$1,115.84 | \$1,115.84 |
| Health Net HMO Plans | \$627.79 | \$1,540.02 | \$1,540.02 |
| Health Net PPO Plans | \$604.60 | \$1,436.25 | \$1,436.25 |
| Kaiser High Deductible Health Plan | \$478.91 | \$1,115.84 | \$1,115.84 |
| Delta Dental with CCHP A or B | \$41.17 | \$93.00 | \$93.00 |
| Delta Dental with Kaiser or Health Net | \$34.02 | \$76.77 | \$76.77 |
| Delta Dental without a Health Plan | \$43.35 | \$97.81 | \$97.81 |
| DeltaCare (PMI) with CCHP A or B | \$25.41 | \$54.91 | \$54.91 |
| DeltaCare (PMI) with Kaiser or Health Net | \$21.31 | \$46.05 | \$46.05 |
| DeltaCare (PMI) without a Health Plan | \$27.31 | \$59.03 | \$59.03 |

- b. If the County contracts with a medical or dental plan that is not listed above, the County will determine the monthly dollar premium subsidy that it will pay to that health plan for employees and their eligible family members.
- c. In the event that the County premium subsidy amounts are greater than one hundred percent (100%) of the applicable premium of any medical or dental plan, for any plan year, the County's contribution will not exceed one hundred percent (100%) of the applicable plan premium.

2.12.1 Medical Plan Cost-Sharing on and after January 1, 2016:

- a. For the plan year that begins on January 1, 2016, the County will pay the monthly premium subsidy for medical plans stated in subsection 2.12., subsection (a) and adjust the amounts paid by the County so that the employee cost for the 2016 plan year does not increase and in recognition of the increases to the Employee Plus Two or More Dependents medical premiums caused by the shift to a three-tier structure. In total, the County will pay the following amounts for the 2016 plan year:

| <u>Medical Plans</u> | <u>Employee</u> | <u>Employee +1 Dependent</u> | <u>Employee +2 or More Dependents</u> |
|--|------------------------|---|--|
| Contra Costa Health Plans (CCHP), Plan A | \$530.56 | \$1,049.81 | \$1,646.89 |
| Contra Costa Health Plans (CCHP), Plan B | \$549.42 | \$1,068.65 | \$1,737.03 |
| Kaiser Permanente Health Plan A | \$435.38 | \$803.96 | \$1,493.79 |
| Kaiser Permanente Health Plan B | \$445.04 | \$881.68 | \$1,407.40 |
| Health Net HMO Plan A | \$669.34 | \$1,131.34 | \$2,280.09 |
| Health Net HMO Plan B | \$662.01 | \$1,280.20 | \$2,060.75 |
| Health Net PPO Plan A | \$727.94 | \$1,112.03 | \$2,755.43 |
| Health Net PPO Plan B | \$715.64 | \$1,144.40 | \$2,623.86 |
| Kaiser High Deductible Health Plan | \$447.04 | \$916.72 | \$1,387.40 |

- b. For the plan year that begins on January 1, 2017, and for the term of this agreement, if there is an increase in the monthly premium, including any plan premium penalty, charged by a medical plan, the County and the employee will each pay fifty percent (50%) of the monthly increase that is above the amount of the 2016 plan premium. The fifty percent (50%) share of the monthly medical plan increase paid by the County is in addition to the amounts paid by the County in subsection 2.12.1.a., above, for medical plans.
- c. 2016 Plan Premium Amounts: For purposes of calculating the County and Employee cost-sharing increases described in 2.12.1.b, above, the following are the 2016 total monthly medical plan premium amounts:

| Medical Plans | Employee | Employee +1 Dependent | Employee +2 or More Dependents |
|--|------------|--------------------------|-----------------------------------|
| Contra Costa Health Plans (CCHP), Plan A | \$657.08 | \$1,314.15 | \$1,971.23 |
| Contra Costa Health Plans (CCHP), Plan B | \$728.38 | \$1,456.77 | \$2,185.15 |
| Kaiser Permanente Health Plan A | \$749.80 | \$1,499.60 | \$2,249.39 |
| Kaiser Permanente Health Plan B | \$585.68 | \$1,171.36 | \$1,757.04 |
| Health Net HMO Plan A | \$1,208.76 | \$2,417.52 | \$3,626.27 |
| Health Net HMO Plan B | \$840.55 | \$1,681.10 | \$2,521.65 |
| Health Net PPO Plan A | \$1,643.40 | \$3,286.80 | \$4,930.20 |
| Health Net PPO Plan B | \$1,479.47 | \$2,958.94 | \$4,438.40 |
| Kaiser High Deductible Health Plan | \$470.10 | \$940.21 | \$1,410.32 |

2.13 Retirement Coverage:

a. Upon Retirement:

1. Upon retirement and for the term of this resolution, eligible employees and their eligible family members may remain in their County health/dental plan, but without County-paid life insurance coverage, if immediately before their proposed retirement the employees and dependents are either active subscribers to one of the County contracted health/dental plans or if while on authorized leave of absence without pay, they have retained continuous coverage during the leave period. The County will pay the health/dental plan monthly premium subsidies set forth in Section 2.12(a) for eligible retirees and their eligible family members.
2. Any person who becomes age 65 on or after January 1, 2009 and who is eligible for Medicare must immediately enroll in Medicare Parts A and B.
3. For employees hired on or after January 1, 2009 and their eligible family members, no monthly premium subsidy will be paid by the

County for any health or dental plan after they separate from County employment. However, any such eligible employee who retires under the Contra Costa County Employees' Retirement Association ("CCCERA") may retain continuous coverage of a county health and/or dental plan provided that (i) he or she begins to receive a monthly retirement allowance from CCCERA within 120 days of separation from County employment and (ii) he or she pays the full premium cost under the health and/or dental plan without any County premium subsidy. This provision does not apply to any member of the Board of Supervisors who was a County employee when elected to the Board of Supervisors with a County employee hire date that is earlier than January 1, 2009.

- b. Employees Who File For Deferred Retirement: Employees, who resign and file for a deferred retirement and their eligible family members, may continue in their County group health and/or dental plan under the following conditions and limitations.
 - 1. Health and dental coverage during the deferred retirement period is totally at the expense of the employee, without any County contributions.
 - 2. Life insurance coverage is not included.
 - 3. To continue health and dental coverage, the employee must:
 - i. be qualified for a deferred retirement under the 1937 Retirement Act provisions;
 - ii. be an active member of a County group health and/or dental plan at the time of filing their deferred retirement application and elect to continue plan benefits;
 - iii. be eligible for a monthly allowance from the Retirement System and direct receipt of a monthly allowance within twenty-four (24) months of application for deferred retirement; and
 - iv. file an election to defer retirement and to continue health benefits hereunder with the County Benefits Division within thirty (30) days before separation from County service.
 - 4. Deferred retirees who elect continued health benefits hereunder and their eligible family members may maintain continuous membership in their County health and/or dental plan group during the period of deferred retirement by paying the full premium for health and dental coverage on or before the 10th of each month, to the Contra Costa County Auditor-Controller. When the deferred retirees begin to

receive retirement benefits, they will qualify for the same health and/or dental coverage pursuant to subsection (a) above, as similarly situated retirees who did not defer retirement.

5. Deferred retirees may elect retiree health benefits hereunder without electing to maintain participation in their County health and/or dental plan during their deferred retirement period. When they begin to receive retirement benefits, they will qualify for the same health and/or dental coverage pursuant to subsection (a) above, as similarly situated retirees who did not defer retirement, provided reinstatement to a County group health and/or dental plan will only occur following a three (3) full calendar month waiting period after the month in which their retirement allowance commences.
 6. Employees who elect deferred retirement will not be eligible in any event for County health and/or dental plan subvention unless the member draws a monthly retirement allowance within twenty-four (24) months after separation from County service.
 7. Deferred retirees and their eligible family members are required to meet the same eligibility provisions for retiree health/dental coverage as similarly situated retirees who did not defer retirement.
 8. This subpart b "Employees Who File for Deferred Retirement" does not apply to any employee in any classification listed in Exhibit E.
- c. Employees Hired After December 31, 2006 - Eligibility for Retiree Health Coverage: All employees hired after December 31, 2006 are eligible for retiree health/dental coverage pursuant to subsections (a) and (b), above, upon completion of fifteen (15) years of service as an employee of Contra Costa County. For purposes of retiree health eligibility, one year of service is defined as one thousand (1,000) hours worked within one anniversary year. The existing method of crediting service while an employee is on an approved leave of absence will continue for the duration of this Resolution.
- d. Subject to the provisions of Section 2.13, subparts (a), (b), and (c), and upon retirement and for the term of this resolution, the following employees (and their eligible family members) are eligible to receive a monthly premium subsidy for health and dental plans or are eligible to retain continuous coverage of such plans: County Elected and Appointed Department Heads, Management Employees, Exempt Employees, Unrepresented Employees, and each employee who retired from a position or classification that was unrepresented at the time of his or her retirement.
- e. For purposes of this Section 2.13 only, "eligible family members" does not

include Survivors of employees or retirees.

2.14 Layoff and Other Loss of Coverage:

- a. If a husband and wife both work for the County and one (1) of them is laid off, the remaining employee, if eligible, will be allowed to enroll or transfer into the health and/or dental coverage combination of his/her choice.
- b. An eligible employee who loses medical or dental coverage through a spouse or partner not employed by the County will be allowed to enroll or transfer into the County health and/or dental plan of his/her choice within thirty (30) days of the date coverage is no longer afforded under the spouse's plan.

2.15 Health Plan Coverages and Provisions: The following provisions are applicable to County Health and Dental Plan participation:

- a. Health, Dental and Life Participation by Other Employees: Permanent part-time employees working nineteen (19) hours per week or less and permanent-intermittent employees may participate in the County Health and/or Dental plans (with the associated life insurance benefit) at the employee's full expense.
- b. Employee Contribution Deficiencies: The County's contributions to the Health Plan and/or Dental Plan premiums are payable for any month in which the employee is paid. If an employee's compensation in any month is not sufficient to pay the employee share of the premium, the employee must make up the difference by remitting the unpaid amount to the Auditor-Controller. The responsibility for this payment rests solely with the employee.
- c. Leave of Absence: The County will continue to pay the County shares of health and/or dental plan premiums for enrolled employees who are on an approved paid or unpaid leave of absence for a period of thirty (30) days or more provided the employee's share of the premiums is paid by the employee.
- d. Coverage Upon Separation: An employee who separates from County employment is covered by his/her County health and/or dental plan through the last day of the month in which he/she separates. Employees who separate from County employment may continue group health and/or dental plan coverage to the extent provided by the COBRA laws and regulations.

2.16 Family Member Eligibility Criteria: The following persons may be enrolled as the eligible Family Members of a medical and/or dental plan Subscriber:

A. Health Insurance

1. Eligible Dependents:

- a. Employee's legal spouse
 - b. Employee's qualified domestic partner
 - c. Employee's child to age 26
 - d. Employee's disabled child who is over age 26, unmarried, and incapable of sustaining employment due to a physical or mental disability that existed prior to the child attainment of age 19.
2. "Employee's child" includes natural child, step-child, adopted child, child of a qualified domestic partner, and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.

B. Dental Insurance

1. Eligible Dependents:

- a. Employee's legal spouse
 - b. Employee's qualified domestic partner
 - c. Employee's unmarried child who is:
 - (1) under age 19; or
 - (2) Age 19 or above, but under age 24; and who
 - i. Resides with the employee for more than 50% of the year, excluding time living at school; and
 - ii. Receives at least 50% of support from employee; and
 - iii. Is enrolled and attends school on a full-time basis, as defined by the school.
 - d. Employee's disabled child who is over age 19, unmarried, and incapable of sustaining employment due to a physical or mental disability that existed prior to the child's attainment of age 19.
2. "Employee's child" includes natural child, step-child, adopted child, child of a qualified domestic partner, and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.

2.B. Employees in Classifications Who Receive Health Care Coverage From CalPERS

- 2.17 CalPERS Controls: The CalPERS health care program, as regulated by the Public Employees' Medical and Hospital Care Act (PEMHCA), regulations issued pursuant to PEMHCA, and the administration of PEMHCA by CalPERS, controls on all health plan issues for employees who receive health care coverage from CalPERS, including, but not limited to, eligibility, benefit plans, benefit levels, minimum premium subsidies, and costs.

- 2.18 Contra Costa Health Plan (CCHP): Because CCHP has met the minimum standards required under PEMHCA and is approved as an alternative CalPERS plan option, employees and COBRA counterparts may elect to enroll in CCHP under the CalPERS plan rules and regulations.
- 2.19 CalPERS Health Plan Monthly Premium Subsidy: The County's subsidy to the CalPERS monthly health plan premiums is as provided below. The employee must pay any CalPERS health plan premium costs that are greater than the County's subsidies identified below.
- a. County Health Plan Premium Subsidy. Beginning on January 1, 2010, and for each calendar year thereafter, the amount of the County premium subsidy that is paid for employees and eligible family members is a set dollar amount and is not a percentage of the premium charged by the plan. The County will pay the CalPERS statutory minimum employer monthly health plan premium subsidy or the following monthly health plan premium subsidy, whichever is greater:
- | | |
|--|-----------|
| Employee/Retiree/Survivor Only | \$472.57 |
| Employee/Retiree/Survivor & One Dependent | \$945.13 |
| Employee/Retiree/Survivor & Two or more Dependents | \$1228.67 |
- b. In the event that the County health plan premium subsidy amounts are greater than one hundred percent (100%) of the applicable premium of any health plan, for any plan year, the County's contribution will not exceed one hundred percent (100%) of the applicable health plan premium.
- 2.20 CalPERS Retirement Coverage: Government Code section 22892 applies to all employees in those classifications listed in Exhibit E.
- 2.21 CalPERS Premium Payments: Employee participation in any CalPERS health plan is contingent upon the employee authorizing payroll deduction by the County of the employee's share of the premium cost. If an employee's compensation in any month (including during a leave of absence) is not sufficient to pay the employee's share of the premium, the employee must pay the difference to the Auditor-Controller. The responsibility for this payment rests solely with the employee.
- 2.22 Dental Plan - CalPERS Participants:
- a. Employees in the classifications listed in Exhibit E may participate in any available County Group Dental Plan. The County may change dental plan providers at any time during the term of this resolution.
- b. Dental Plan Monthly Premium Subsidy. On and after January 1, 2010, the provisions of Section 2.12 "Monthly Premium Subsidy," relating to the

County subsidies for dental coverage, apply to all classifications listed in Exhibit E.

- c. As to dental coverage only, the following Sections apply to all classifications listed in Exhibit E: Section 2.13 "Retirement Coverage," Section 2.14 "Layoff and Other Loss of Coverage," Section 2.15 "Health Plan Coverages and Provisions," and Section 2.16 "Family Member Eligibility Criteria."

2.C. All Employees

2.23 Dual Coverage:

- a. Each employee and retiree may be covered by only a single County health (or dental) plan, including a CalPERS plan. For example, a County employee may be covered under a single County health and/or dental plan as either the primary insured or the dependent of another County employee or retiree, but not as both the primary insured and the dependent of another County employee or retiree.
- b. All dependents, as defined in Section 2.16, Family Member Eligibility Criteria, may be covered by the health and/or dental plan of only one spouse or one domestic partner. For example, when both husband and wife are County employees, all of their eligible children may be covered as dependents of either the husband or the wife, but not both.
- c. For purposes of this Section 2.23 only, "County" includes the County of Contra Costa and all special districts governed by the Board of Supervisors, including but not limited to, the Contra Costa County Fire Protection District.

2.24 Life Insurance Benefit Under Health and Dental Plans: For employees who are enrolled in the County's program of medical or dental coverage as either the primary or the dependent, term life insurance in the amount of ten thousand dollars (\$10,000) will be provided by the County.

2.25 Supplemental Life Insurance: In addition to the life insurance benefits provided by this resolution, employees may subscribe voluntarily and at their own expense for supplemental life insurance. Employees may subscribe for an amount not to exceed five hundred thousand dollars (\$500,000), of which one hundred thousand (\$100,000) is a guaranteed issue, provided the election is made within the required enrollment periods.

2.26 Catastrophic Leave Bank: All employees are included in the Catastrophic Leave Bank and may designate a portion of accrued vacation, compensatory time, holiday compensatory time, or personal holiday credit to be deducted from the donor's existing balances and credited to the bank or to a specific

eligible employee.

- a. The County Human Resources Department operates a Catastrophic Leave Bank which is designed to assist any County employee who has exhausted all paid accruals due to a serious or catastrophic illness, injury, or condition of the employee or family member. The program establishes and maintains a Countywide bank wherein any employee who wishes to contribute may authorize that a portion of his/her accrued vacation, compensatory time, holiday compensatory time or personal holiday credit be deducted from those account(s) and credited to the Catastrophic Leave Bank. Employees may donate hours either to a specific eligible employee or to the bank. Upon approval, credits from the Catastrophic Leave Bank may be transferred to a requesting employee's sick leave account so that employee may remain in paid status for a longer period of time, thus partially ameliorating the financial impact of the illness, injury or condition. Catastrophic illness or injury is defined as a critical medical condition, a long-term major physical impairment or disability that manifests itself during employment.
- b. The plan is administered under the direction of the Director of Human Resources. The Human Resources Department is responsible for receiving and recording all donations of accruals and for initiating transfer of credits from the Bank to the recipient's sick leave account. Disbursement of accruals is subject to the approval of a six (6) member committee composed of three (3) members appointed by the County Administrator and three (3) members appointed by the majority representative employee organizations. The committee will meet once a month, if necessary, to consider all requests for credits and will make determinations as to the appropriateness of the request. The committee will determine the amount of accruals to be awarded for employees whose donations are non-specific. Consideration of all requests by the committee will be on an anonymous requester basis.
- c. Hours transferred from the Catastrophic Leave Bank to a recipient will be in the form of sick leave accruals and will be treated as regular sick leave accruals.
- d. To receive credits under this plan, an employee must have permanent status, have exhausted all time off accruals to a level below eight (8) hours total, have applied for a medical leave of absence, and have medical verification of need.
- e. Donations are irrevocable unless the donation to the eligible employee is denied. Donations may be made in hourly blocks with a minimum donation of not less than four (4) hours from balances in the vacation, holiday, personal holiday, compensatory time or holiday compensatory time accounts. Employees who elect to donate to a specific individual will

have seventy-five percent (75%) of their donation credited to the individual and twenty-five percent (25%) credited to the Catastrophic Leave Bank.

- f. Time donated will be converted to a dollar value and the dollar value will be converted back to sick leave accruals at the recipient's base hourly rate when disbursed. Credits will not be on a straight hour-for-hour basis. All computations will be on a standard 173.33 basis, except that employees on other than a forty (40) hour week will have hours prorated according to their status.
- g. Each recipient is limited to a total of one thousand forty (1040) hours or its equivalent per catastrophic event; each donor is limited to one hundred twenty (120) hours per calendar year.
- h. All appeals from either a donor or recipient will be resolved on a final basis by the Director of Human Resources.
- i. No employee has any entitlement to catastrophic leave benefits. The award of Catastrophic Leave is at the sole discretion of the committee, both as to amounts of benefits awarded and as to persons awarded benefits. Benefits may be denied, or awarded for less than six (6) months. The committee may limit benefits in accordance with available contributions and choose from among eligible applicants on an anonymous basis those who will receive benefits, except for hours donated to a specific employee. In the event a donation is made to a specific employee and the committee determines the employee does not meet the Catastrophic Leave Bank criteria, the donating employee may authorize the hours to be donated to the bank or returned to the donor's account.
- j. Any unused hours transferred to a recipient will be returned to the Catastrophic Leave Bank.

- 2.27 Health Care Spending Account: After six (6) months of permanent employment, full time and part time (20/40 or greater) employees may elect to participate in a Health Care Spending Account (HCSA) Program designated to qualify for tax savings under Section 125 of the Internal Revenue Code, but such savings are not guaranteed. The HCSA Program allows employees to set aside a predetermined amount of money from their pay, before taxes, for health care expenses not reimbursed by any other health benefit plans. HCSA dollars may be expended on any eligible medical expenses allowed by Internal Revenue Code Section 125. Any unused balance is forfeited and cannot be recovered by the employee.
- 2.28 PERS Long-Term Care: The County will deduct and remit monthly premiums to the PERS Long-Term Care Administrator for employees who are eligible and voluntarily elect to purchase long-term care at their personal expense

through the PERS Long-Term Care Program.

- 2.29 Dependent Care Assistance Program: The County will continue to offer the option of enrolling in a Dependent Care Assistance Program (DCAP) designed to qualify for tax savings under Section 129 of the Internal Revenue Code, but such savings are not guaranteed. The program allows employees to set aside up to five thousand dollars (\$5,000) of annual salary (before taxes) per calendar year to pay for eligible dependent care (child and elder care) expenses. Any unused balance is forfeited and cannot be recovered by the employee.
- 2.30 Premium Conversion Plan: The County will continue to offer the Premium Conversion Plan (PCP) designed to qualify for tax savings under Section 125 of the Internal Revenue Code, but tax savings are not guaranteed. The program allows employees to use pre-tax dollars to pay health and dental premiums.
- 2.31 Prevailing Section: To the extent that any provision of this Section (Section 2. Health, Dental, and Related Benefits) is inconsistent with any provision of any other County enactment or policy, including but not limited to Administrative Bulletins, the Salary Regulations, the Personnel Management Regulations, or any other resolution or order of the Board of Supervisors, the provision(s) of this Section (Section 2. Health, Dental, and Related Benefits) will prevail.
- 2.32 Health Benefit Access for Employees Not Otherwise Covered: To access County health plans, an employee who is not otherwise eligible for health coverage by the County, must be eligible to receive an offer of coverage from the County under the federal Patient Protection and Affordable Care Act ("ACA") (42 U.S.C. § 18081). Employees eligible to receive an offer of coverage (and qualified dependents), will be offered access to County health insurance plans. Employees will be responsible for the full premium cost of coverage.
- 3. **Personal Protective Equipment:** The County will reimburse employees for safety shoes and prescription safety eyeglasses in those Management, Exempt and Unrepresented classifications which the County Administrator has determined eligible for such reimbursement.
 - 3.10 Safety Shoes. The County will reimburse eligible employees for the purchase and repair of safety shoes in an amount not to exceed two hundred seventy-five dollars (\$275) for each two (2) year period beginning on January 1, 2002. There is no limit on the number of shoes or repairs allowed.
 - 3.11 Safety Eyeglasses. The County will reimburse eligible Management, Exempt and Unrepresented employees for prescription safety eyeglasses which are approved by the County and are obtained from an establishment approved by the County.

4. **Mileage Reimbursement:** The County will pay a mileage allowance for the use of personal vehicles on County business at the rate allowed by the Internal Revenue Service (IRS) as a tax deductible expense, adjusted to reflect changes in this rate on the date it becomes effective or the first of the month following announcement of the changed rate by the IRS, whichever is later.

5. **Retirement Contributions:**

- 5.10 **No County Subvention.** Effective on October 1, 2011, employees are responsible for the payment of one hundred percent (100%) of the employees' basic retirement benefit contributions determined annually by the Board of Retirement of the Contra Costa County Employees' Retirement Association without the County paying any part of the employees' contribution. Employees are also responsible for the payment of the employees' contributions to the retirement cost-of-living program as determined annually by the Board of Retirement without the County paying any part of the employees' contributions. Except as provided in Section 36 (District Attorney Investigator - Safety Employees Retirement Tier) Section 44 (Probation - Safety Employees Retirement Tiers) and Section 53 (Safety Employees Retirement Tiers- Miscellaneous Safety Classifications), the County is responsible for one hundred percent (100%) of the employer's retirement contributions determined annually by the Board of Retirement.
- 5.11 **414H2 Participation.** The County will continue to implement Section 414(h) (2) of the Internal Revenue Code which allows the County Auditor–Controller to reduce the gross monthly pay of employees by an amount equal to the employee's total contribution to the County Retirement System before Federal and State income taxes are withheld, and forward that amount to the Retirement system. This program of deferred retirement contribution will be universal and non-voluntary as required by statute.

6. **New Retirement Plan:**

- A. **PEPRA for Employees who become CCCERA Members on or after January 1, 2013.** For employees who, under the California Public Employees Pension Reform Act of 2013 (PEPRA) (Chapters 296 and 297, Statutes of 2012), become New Members of the Contra Costa County Employees Retirement Association (CCCERA) on or after January 1, 2013, retirement benefits are governed by PEPRA. To the extent that this resolution conflicts with any provision of PEPRA, PEPRA governs.
- B. **COLA.** For employees hired by the County on and after January 1, 2014, who, under PEPRA, become New Members of CCCERA, the cost of living adjustment to the retirement allowance will not exceed two percent (2%) per year, and the cost of living adjustment will be banked.
- C. **DISABILITY STANDARD.** For employees, who under PEPRA, become New

Members of CCCERA, the disability provisions are the same as the current Tier III disability provisions.

- D. This section 6 does not apply to employees who are safety members of the Contra Costa County Employees Retirement Association.

7. Training:

- 7.10 Career Development Training Reimbursement: All full-time employees (excluding attorney classes) are eligible for career development training reimbursement not to exceed seven hundred fifty dollars (\$750) per fiscal year. The reimbursement of training expenses includes books and is governed by any Administrative Bulletins on Travel or Training.
- 7.11 Management Development Policy: Employees are authorized to attend professional training programs, seminars, and workshops, during normal work hours at the discretion of their Department Head, for the purpose of developing knowledge, skills, and abilities in the areas of supervision, management, and County policies and procedures. Up to thirty (30) hours of such training time is recommended annually.
- a. Departments are encouraged to provide for professional development training exceeding thirty (30) hours annually for people newly promoted to positions of direct supervision.
 - b. To encourage personal and professional growth, the County provides reimbursement for certain expenses incurred by employees for job-related training (required training and career development training/education). Provision for eligibility and reimbursement is identified in Administrative Bulletin 112.9.
 - c. The Department Head is responsible for authorization of individual professional development reimbursement requests. Reimbursement is through the regular demand process with demands being accompanied by proof of payment (copy of invoice or canceled check).

8. **Bilingual Pay Differential:** A monthly salary differential will be paid to incumbents of positions requiring bilingual proficiency as designated by the Appointing Authority and the Director of Human Resources. The differential will be prorated for employees working less than full time and/or on an unpaid leave of absence during any given month. The differential is one hundred dollars (\$100.00) per month.

Designation of positions for which bilingual proficiency is required is the sole prerogative of the County, and such designations may be amended or deleted at any time.

9. **Higher Pay for Work in a Higher Classification:** The County Salary Regulations notwithstanding, when an employee is required to work in a higher paid classification, the employee will receive the higher compensation for such work,

pursuant to the County Salary Regulations, plus any differentials and incentives the employee would have received in his/her regular position. Unless the Board has by Resolution otherwise specified, the higher pay entitlement will begin on the completion of the 40th consecutive hour in the assignment, retroactive to the beginning of the second full day of work in the assignment.

- 10. Workers' Compensation and Continuing Pay:** For all accepted workers' compensation claims filed with the County during calendar year 2007, employees will receive eighty percent (80%) of their regular monthly salary during any period of compensable temporary disability not to exceed one (1) year. For all accepted workers' compensation claims filed with the County on or after January 1, 2008, employees will receive seventy five percent (75%) of their regular monthly salary during any period of compensable temporary disability not to exceed one (1) year. Pay based on accepted workers' compensation claims filed before January 1, 2007, but after December 31, 1999, will be paid as provided in Resolution No. 2006/22. Pay based on accepted workers' compensation claims filed before January 1, 2000, will be paid as provided in resolution No. 96/488. If workers' compensation benefits become taxable income, the County will restore the former benefit level, one hundred percent (100%) of regular monthly salary.

10.10 Waiting Period: There is a three (3) calendar day waiting period before workers' compensation benefits commence. If the injured worker loses any time on the date of injury, that day counts as day one (1) of the waiting period. If the injured worker does not lose time on the date of the injury, the waiting period is the first three (3) days following the date of the injury. The time the employee is scheduled to work during this waiting period will be charged to the employee's sick leave and/or vacation accruals. In order to qualify for workers' compensation the employee must be under the care of a physician. Temporary compensation is payable on the first three (3) days of disability when the injury necessitates hospitalization, or when the disability exceeds fourteen (14) days.

10.11 Continuing Pay: A permanent employee will receive the applicable percentage of regular monthly salary in lieu of workers' compensation during any period of compensable temporary disability not to exceed one year. "Compensable temporary disability absence" for the purpose of this Section, is any absence due to work-connected disability which qualifies for temporary disability compensation under workers' compensation law set forth in Division 4 of the California Labor Code. When any disability becomes medically permanent and stationary, the salary provided by this Section will terminate. No charge will be made against sick leave or vacation for these salary payments. Sick leave and vacation rights do not accrue for those periods during which continuing pay is received. Employees are entitled to a maximum of one (1) year of continuing pay benefits for any one injury or illness.

Continuing pay begins at the same time that temporary workers' compensation benefits commence and continues until either the member is declared medically permanent/stationary, or until one (1) year of continuing pay, whichever comes first, provided the employee remains in an active employed status. Continuing pay is automatically terminated on the date an employee is separated from County service by resignation, retirement, layoff, or the employee is no longer employed by the County. In these instances, employees will be paid workers' compensation benefits as prescribed by workers' compensation laws. All continuing pay must be cleared through the County Administrator's Office, Risk Management Division.

- 10.12 Physician Visits: Whenever an employee who has been injured on the job and has returned to work is required by an attending physician to leave work for treatment during working hours, the employee is allowed time off, up to three (3) hours for such treatment, without loss of pay or benefits. Said visits are to be scheduled contiguous to either the beginning or end of the scheduled workday whenever possible. This provision applies only to injuries/illnesses that have been accepted by the County as work related.
- 10.13 Labor Code §4850 Exclusion: The foregoing provisions for workers' compensation and continuing pay are inapplicable in the case of employees entitled to benefits under Labor Code Section 4850.

11. Other Terms and Conditions of Employment

- 11.10 Overtime Exempt Exclusion: Employees in unrepresented, management, and exempt classifications are overtime exempt and are not eligible for overtime pay, holiday pay, overtime compensatory time, or holiday compensatory time. Instead, these employees are awarded Annual Management Administrative Leave in recognition of the extra burden their job responsibilities may sometimes place on their work schedules. However, unrepresented, management, and exempt employees may be made eligible for overtime pay if their names are placed on the Overtime Exempt Exclusion List by the County Administrator's Office. Employees on the Overtime Exempt Exclusion List are authorized to receive overtime pay, only. These employees are NOT eligible for holiday pay, overtime compensatory time, or holiday compensatory time. Employees on the Overtime Exempt Exclusion List are also NOT eligible for Annual Management Administrative Leave for the quarter they are on the Overtime Exempt Exclusion List. The policies and procedures for the Overtime Exempt Exclusion List are set forth in the County Administrator's memo of November 6, 2002, as may be amended.

Employees may be approved for placement on the Overtime Exempt Exclusion List if and when they are assigned to a special or temporary project or task that requires persistent, excess work hours, without relief from their regular job duties. Overtime pay will not be authorized as a means to address normal staffing or operational issues.

- 11.11 Overtime: Employees on the Overtime Exempt Exclusion List will be compensated at one and one-half (1.5) times their base rate of pay (excluding differentials) for authorized work exceeding eight (8) hours in a day or forty (40) hours in a week.
- 11.12 Pay Limitations. Employees are not entitled to receive hazard pay, shift pay or County overtime pay (except as provided in this Section 11 Other Terms and Conditions of Employment), or on-call duty pay or call-back pay (except as provided in Section IV Special Benefits For Management Employees by Department of Class.)
- 11.13 Length of Service Credits: Length of service credit dates from the beginning of the last period of continuous County employment, including temporary, provisional and permanent status and absences on an approved leave of absence; except that when an employee separates from a permanent position in good standing and is subsequently re-employed in a permanent County position within two (2) years from the date of separation, the period of separation will be bridged. Under these circumstances, the service credits will include all credits accumulated at the time of separation but will not include the period of separation. The service credits of an employee are determined from employee status records maintained by the Human Resources Department.
- 11.14 Mirror Classifications: As determined in the sole discretion of the Director of Human Resources, employees in unrepresented job classifications that mirror Management, represented or unrepresented job classifications may receive the salary and fringe benefits that are received by employees in the mirror classification.
- 11.15 Deep Classes: No provision of this Resolution regarding terms and conditions of employment supersedes any provision of any Deep Class Resolution.
- 11.16 Administrative Provisions: The County Administrator may establish guidelines, bulletins or directives as necessary to further define or implement the provisions of this resolution.
- 11.17 Timestamp: Permanent Intermittent (hourly) employees must time stamp in and out as they begin their work shifts, finish their work shifts, and take meal periods.

II. BENEFITS FOR MANAGEMENT AND EXEMPT EMPLOYEES

Management and Exempt employees will receive the benefits set forth in Part I and also the following additional benefits:

12. Management Longevity Pay:

- 12.10 Ten Years of Service:

- a. Employees who have completed ten (10) years of service for the County are eligible to receive a two and one-half percent (2.5%) longevity differential effective on the first day of the month following the month in which the employee qualifies for the ten (10) year service award.
- b. Effective April 1, 2007, this section does not apply to members of the Board of Supervisors, except those members who earned this benefit while serving on the Board of Supervisors and were receiving this benefit as of March 31, 2007.
- c. Effective November 1, 2007, for employees who were employed by Contra Costa County, became employees of the Contra Costa Superior Court by operation of law, and thereafter are rehired by Contra Costa County in the classification of District Attorney Manager of Law Offices (JJGE), eligibility for this longevity differential will be determined by adding together all service time with Contra Costa County and all service time with the Contra Costa Superior Court. If this sum is more than ten (10) years, this longevity differential will only be paid prospectively from the date the employee is rehired by Contra Costa County.

12.11 Fifteen Years of Service:

- a. Employees who have completed fifteen (15) years of service for the County are eligible to receive an additional two and one-half percent (2.5%) longevity differential effective on the first day of the month following the month in which the employee qualifies for the fifteen (15) year service award. For employees who completed fifteen (15) years of service on or before January 1, 2007, this longevity differential will be paid prospectively only from January 1, 2007.
- b. This section does not apply to employees who are eligible to receive the District Attorney Inspectors Longevity Differential set forth in Section 34 or the Sheriff Law Enforcement Longevity Differential set forth in Section 49.
- c. Effective April 1, 2007, this section does not apply to members of the Board of Supervisors, except those members who earned this benefit while serving on the Board of Supervisors and were receiving this benefit as of March 31, 2007.
- d. Effective November 1, 2007, for employees who were employed by Contra Costa County, became employees of the Contra Costa Superior Court by operation of law, and thereafter are rehired by Contra Costa County in the classification of District Attorney Manager of Law Offices (JJGE), eligibility for this longevity differential will be determined by adding together all service time with Contra Costa County and all service time with the Contra Costa Superior Court. If this sum is more than fifteen (15) years, this longevity differential will only be paid prospectively from the

date the employee is rehired by Contra Costa County.

13. Deferred Compensation:

- A. Deferred Compensation Incentive. The County will contribute eighty-five dollars (\$85) per month to each employee who participates in the County's Deferred Compensation Plan. To be eligible for this Deferred Compensation Incentive, the employee must contribute to the deferred compensation plan as indicated below.

| <u>Employees with Current Monthly Salary of:</u> | <u>Qualifying Base Contribution Amount</u> | <u>Monthly Contribution Required to Maintain Incentive Program Eligibility</u> |
|--|--|--|
| \$2,500 and below | \$250 | \$50 |
| \$2,501 – 3,334 | \$500 | \$50 |
| \$3,335 – 4,167 | \$750 | \$50 |
| \$4,168 – 5,000 | \$1,000 | \$50 |
| \$5,001 – 5,834 | \$1,500 | \$100 |
| \$5,835 – 6,667 | \$2,000 | \$100 |
| \$6,668 and above | \$2,500 | \$100 |

Employees who discontinue contributions or who contribute less than the required amount per month for a period of one (1) month or more will no longer be eligible for the eighty-five dollar (\$85) Deferred Compensation Incentive. To reestablish eligibility, employees must again make a Base Contribution Amount as set forth above based on current monthly salary. Employees with a break in deferred compensation contributions either because of an approved medical leave or an approved financial hardship withdrawal will not be required to reestablish eligibility. Further, employees who lose eligibility due to displacement by layoff, but maintain contributions at the required level and are later employed in an eligible position, will not be required to reestablish eligibility.

B. Special Benefit for Permanent Employees Hired on and after January 1, 2009.

1. Beginning on April 1, 2009 and for the term of this resolution, the County will contribute one hundred and fifty dollars (\$150) per month to an employee's account in the Contra Costa County Deferred Compensation Plan, or other tax-qualified savings program designated by the County, for employees who meet all of the following conditions:
 - a. The employee must be hired by Contra Costa County on or after January 1, 2009.
 - b. The employee must be appointed to a permanent position. The

position may be either full time or part time, but if it is part time, it must be designated, at a minimum, as 20 hours per week.

- c. The employee must have been employed by Contra Costa County for at least 90 calendar days.
 - d. The employee must contribute a minimum of twenty-five dollars (\$25) per month to the Contra Costa County Deferred Compensation Plan, or other tax-qualified savings program designated by the County.
 - e. The employee must complete and sign the required enrollment form(s) for his/her deferred compensation account and submit those forms to the Human Resources Department, Employee Benefits Services Unit.
 - f. The employee may not exceed the annual maximum contribution amount allowable by the United States Internal Revenue Code.
- C. No Cross Crediting. The amounts contributed by the employee and the County pursuant to Subsection B do not count towards the "Qualifying Base Contribution Amount" or the "Monthly Contribution Required to Maintain Incentive Program Eligibility" in Subsection A. Similarly, the amounts contributed by the employee and the County pursuant to Subsection A do not count towards the employee's \$25 per month minimum contribution required by Subsection B.
- D. Maximum Annual Contribution. All of the employee and County contributions set forth in Subsections A and B will be added together to ensure that the annual maximum contribution to the employee's deferred compensation account does not exceed the annual maximum contribution rate set forth in the United States Internal Revenue Code.
- E. Eligibility for Loan Program. All employees are eligible to apply for loans from the Contra Costa County Deferred Compensation Plan loan program established by the Board of Supervisors on June 26, 2012, by Resolution No. 2012/298.

14. Annual Management Administrative Leave:

- A. On January 1st of each year, all full-time unrepresented, management, and exempt employees in paid status will be credited with ninety four (94) hours of paid Management Administrative Leave. All Management Administrative Leave time is non-accruable and all balances will be zeroed out on December 31 of each year.
- B. Permanent part-time employees are eligible for Management Administrative Leave on a prorated basis, based upon their position hours. Permanent-intermittent employees are not eligible for Management Administrative Leave.

- C. Employees appointed (hired or promoted) to unrepresented, management, or exempt positions are eligible for Management Administrative Leave on the first day of the month following their appointment date and will receive Management Administrative Leave on a prorated basis for that first year.
- D. Unrepresented, management, and exempt employees on the Overtime Exempt Exclusion List are authorized to receive overtime pay; therefore, their Management Administrative Leave will be reduced by 25% each time the employee is on the List. The 25% reduction will be deducted from the employee's current leave balance, but if there is no balance, it will be deducted from future awarded Annual Management Administrative Leave. This section does not apply to the unrepresented, management, and exempt attorneys of the Offices of the District Attorney, County Counsel, and Public Defender. (See Section 31.)

15. **Management Life Insurance:** Employees are covered at County expense by term life insurance in the amount of fifty seven thousand dollars (\$57,000) in addition to the insurance provided in Section 2.24.

16. **Vacation Buy Back:**

- A. Employees Hired Before April 1, 2011:
 - 1. Employees hired before April 1, 2011, in classifications other than those listed in subsection B (2) below, may elect payment of up to one-third (1/3) of their annual vacation accrual, subject to the following conditions: (1) the choice can be made only once every thirteen (13) months and there must be at least 12 full months between each election; (2) payment is based on an hourly rate determined by dividing the employee's monthly salary by 173.33; and (3) the maximum number of vacation hours that may be paid in any one sale is one-third (1/3) of the annual accrual.
 - 2. Lump Sum Payments. Where a lump-sum payment is made to employees as a retroactive general salary adjustment for a portion of a calendar year that is subsequent to the exercise by an employee of the vacation buy-back provision herein, that employee's vacation buy-back will be adjusted to reflect the percentage difference in base pay rates upon which the lump-sum payment was computed, provided that the period covered by the lump-sum payment includes the effective date of the vacation buy-back.
- B. Employees Hired On and After April 1, 2011 and In Specified Classifications:
 - 1. Employees hired on and after April 1, 2011, may not elect payment of their vacation accruals, unless the employee was eligible for a Vacation Buy Back benefit before being promoted into any classification (except those listed in subsection 2 below) covered by this Resolution.

2. Specified Classifications. Employees in the following classifications may not elect payment of their vacation accruals under any circumstances:

CCRMC Chief Executive Officer- Exempt (VCB2)
Chief Medical Officer - Exempt (VPS4)
Chief Nursing Officer - Exempt (VWD2)
County Librarian (3AAA)
Medical Director (VCA2)

17. **Professional Development Reimbursement:** Employees (excluding Department Heads, their Chief Assistant(s), Engineering Managers, and all Attorney classes) are eligible for reimbursement of up to six hundred twenty-five dollars (\$625) for each two (2) year period beginning on January 1, 1999, for memberships in professional organizations, subscriptions to professional publications, attendance fees at job-related professional development activities and purchase of job-related computer hardware and software (excludes automation connectivity, support, or subscription fees) from a standardized County-approved list or with Department Head approval, provided each employee complies with the provisions of the Computer Use and Security Policy adopted by the Board of Supervisors and the applicable manuals. In order to receive reimbursement, the employee must have been in an eligible classification when the expense was incurred.

Each professional development reimbursement request must be approved by the Department Head and submitted through the regular demand process. Demands must be accompanied by proof of payment (copy of invoice or receipt). Certification regarding compliance with the County's computer use and security policy may be required. Questions regarding the appropriateness of a request will be answered by the Office of the County Administrator.

18. **Sick Leave Incentive Plan:** Employees may be eligible for a payoff of a part of unused sick leave accruals at separation. This program is an incentive for employees to safeguard sick leave accruals as protection against wage loss due to time lost for injury or illness. Payoff must be approved by the Director of Human Resources, and is subject to the following conditions:

- A. The employee must have resigned in good standing.
- B. Payout is not available if the employee is eligible to retire.
- C. The balance of sick leave at resignation must be at least seventy percent (70%) of accruals earned in the preceding continuous period of employment excluding any sick leave use covered by the Family and Medical Leave Act, the California Family Rights Act, or the California Pregnancy Disability Act.
- D. Payout is by the following schedule:

| <u>Years of Payment Continuous Service</u> | <u>Payment of Unused Sick Leave Payable</u> |
|--|---|
| 3 – 5 years | 30% |
| 5 – 7 years | 40% |
| 7 plus years | 50% |

- E. No payoff will be made pursuant to this section unless the Contra Costa County Employees' Retirement Association has certified that an employee requesting a sick leave payoff has terminated membership in, and has withdrawn his or her contributions from, the Retirement Association.
- F. It is the intent of the Board of Supervisors that payments made pursuant to this section are in lieu of County retirement benefits resulting from employment by this County or by Districts governed by this Board.

19. **Computer Vision Care (CVC) Users Eye Examination:** Employees are eligible to receive an annual eye examination on County time and at County expense provided that the employee regularly uses a video display terminal at least an average of two (2) hours per day as certified by their department.

Employees certified for examination under this program must make their request through the Benefits Service Unit of the County Human Resources Department. Should prescription CVC eyeglasses be prescribed for the employee following the examination, the County agrees to provide, at no cost, basic CVC eye wear consisting of a fifty dollar (\$50) frame and single, bifocal or trifocal lenses. Employees may, through individual arrangement between the employee and the employees' doctor and solely at the employee's expense, include blended lenses and other care, services or materials not covered by the Plan.

20. **Long-Term Disability Insurance:** The County will continue in force the Long-Term Disability Insurance program with a replacement limit of eighty-five (85%) of total monthly base earnings reduced by any deductible benefits.

III. **BENEFITS FOR ELECTED AND APPOINTED DEPARTMENT HEADS**

Department Heads will receive the benefits set forth in Part I and Part II and the following additional benefits:

21. **Executive Automobile Allowance:**

A. **Elected Department Heads**

The below-listed elected Department Heads are eligible to receive a \$600 per month automobile allowance plus mileage for miles driven outside Contra Costa County at the rate per mile allowed by the Internal Revenue Service (IRS) as a deductible expense. Receipt of this automobile allowance means that the elected Department Head must use a private automobile for County

business.

Assessor (DAA1)
Auditor–Controller (SAA1)
Clerk–Recorder (ALA1)
District Attorney (2KA1)
Treasurer–Tax Collector (S5A1)

The Sheriff-Coroner (6XA1) is eligible to receive a \$500 per month automobile allowance plus mileage for miles driven inside and outside of Contra Costa County at the rate per mile allowed by the Internal Revenue Service (IRS) as a deductible expense. Receipt of this automobile allowance means that the Sheriff-Coroner must use a private automobile for County business.

B. Appointed Department Heads appointed prior to February 1, 2012

The below-listed Department Heads who were appointed to their positions prior to February 1, 2012 are eligible to receive a \$600 per month automobile allowance plus mileage for miles driven outside Contra Costa County at the rate per mile allowed by the Internal Revenue Service (IRS) as a deductible expense. Receipt of this automobile allowance means that the appointed Department Head must use a private automobile for County business.

County Administrator (ADA2)
Chief Assistant County Administrator (ADB1)
County Counsel (2EA1)
County Probation Officer (7AA1)
Director of Animal Services (BJA1)
Director of Child Support Services (SMA1)
Director of Conservation and Development (4AA1)
Director of Health Services (VCA1)
Director of Information Technology (LTA1)
Public Defender (25A1)
Public Works Director (NAA1)

C. Appointed Department Heads appointed on and after February 1, 2012

Every appointed Department Head is ineligible to receive an automobile allowance.

D. Temporary Loss of Vehicle

If use of a County vehicle is temporarily required as the result of an emergency, such as an accident or mechanical failure to the recipient's personal automobile, a County vehicle may be used if approved by the County Administrator or his/her designee. The user's department will be

charged for the costs of the temporary use of the County vehicle. Further, the user of the County vehicle will not receive his/her automobile allowance while using the County vehicle.

22. **Executive Life Insurance:** In lieu of the insurance provided under Section 15, Department Heads are covered at County expense by term life insurance in the amount of sixty thousand dollars (\$60,000) additional to the insurance provided under Section 2.24.
23. **Executive Professional Development Reimbursement:** Department Heads and those chief assistants listed in Exhibit D (excluding Attorney classes) are eligible for reimbursement of up to nine hundred twenty-five dollars (\$925) for each two (2) year period beginning January 1, 1999 for memberships in professional organizations, subscriptions to professional organizations, subscriptions to professional publications, attendance fees at job-related professional development activities, and purchase of job-related computer hardware and software, such as blackberries, iPhones, and treos (excluding automation connectivity, support, or subscription fees) from a standardized County-approved list or with Department Head approval, provided each employee complies with the provisions of the Computer Use and Security Policy adopted by the Board of Supervisors and the applicable manuals. In order to receive reimbursement, the employee must have been in an eligible classification when the expense was incurred.

Each executive professional development reimbursement request must be approved by the Department Head and submitted through the regular demand process. Demands must be accompanied by proof of payment (copy of invoice or receipt). Certification regarding compliance with the County's computer use and security policy may be required. Questions regarding the appropriateness of a request will be determined by the Office of the County Administrator.

24. **Appointed Department Heads:** The Appointed Department Heads are the Agricultural Commissioner/Director of Weights and Measures, Chief Assistant County Administrator, County Counsel, County Finance Director, County Librarian, County Probation Officer, County Veteran's Services Officer, Director of Employment and Human Services, Director of Animal Services, Director of Child Support Services, Director of Conservation and Development, Director of Health Services, Director of Human Resources, Director of Information Technology, Public Defender, and the Public Works Director. (The Fire Chief of the Contra Costa County Fire Protection District is also an appointed Department Head, but the benefits for the Fire Chief are set forth in a separate Fire Management Resolution.)
25. **Elected Department Heads:** The Elected Department Heads are the Assessor, Auditor–Controller, Clerk–Recorder, District Attorney, Sheriff–Coroner, and Treasurer–Tax Collector.
26. **Elected Department Head Benefits:** Elected Department Heads will receive only the following benefits under Parts I, II, and III, together with such benefits as may be

authorized under Part IV:

- A. All Elected Department Heads will receive the benefits set forth in Part I, Sections 5, 6, 7, 8, 10, and 11.12.
- B. Elected Department Heads will receive the benefits set forth in Part I, Section 2 in accordance with the following:
 - 1. Those Elected Department Heads who were County employees when elected to County office with a County employee hire date that is earlier than January 1, 2009, will receive the benefits set forth in Part I, Section 2, except the provisions set forth in Section 2.13 (a) (3) do not apply.
 - 2. Those Elected Department Heads who were County employees when elected to County office with a County employee hire date that is on or after January 1, 2009, will receive all of the benefits set forth in Part I, Section 2.
 - 3. Those Elected Department Heads who were not County employees when elected to County office will receive all of the benefits set forth in Part I, Section 2.
- C. All Elected Department Heads will receive the benefits set forth in Part II, Sections 13 and 20.
- D. Elected Department Heads will not receive the benefits set forth in Part II, Section 12. Elected Department Heads who are in their elected office and receiving longevity pay as of October 1, 2010 are eligible for the following benefit:
 - 1. A five percent (5%) longevity differential upon the completion of ten years of service effective on the first day of the month following the month in which the official qualifies for the ten (10) year service award.
 - 2. An additional two and one half (2.5%) longevity differential upon the completion of fifteen (15) years of service effective on the first day of the month following the month in which the official qualifies for the fifteen (15) year service award.
- E. As compensation for not accruing paid vacation credit, in addition to the benefits of Part II, Section 13, twelve thousand dollars (\$12,000) as a deferred compensation contribution will be added to the elected department head's deferred compensation account effective July 1 of each year (commencing July 1, 2007). If after July 1, but prior to June 30 of the next succeeding year, for any reason, the elected department head's occupancy of office terminates and/or expires, the elected department head is entitled to an additional deferred compensation account contribution prorated from July 1 to

include the time period the elected department head served prior to the next June 30. Further, if, for any reason, all or part of such deferred compensation cannot be paid into a deferred compensation account the elected department head is entitled to an equivalent lump-sum payment. None of the County's twelve thousand dollar (\$12,000) contribution may be used to establish eligibility and qualification to receive the additional eighty-five dollars (\$85) monthly Deferred Compensation Incentive contribution otherwise provided by the County.

- F. All Elected Department Heads will receive the benefits set forth in Part III, Sections 21, 22, and 23.
- G. A County employee who becomes a County elected official may receive payment for unused vacation accruals only at the rate of pay that the elected official last earned as a County employee. The elected official may not be paid for unused vacation accruals at the rate of pay earned as an elected official.
- H. Only the Board of Supervisors is authorized to prescribe the compensation of County elected officials pursuant to Government Code section 25300.

IV. SPECIAL BENEFITS FOR MANAGEMENT EMPLOYEES BY DEPARTMENT OR CLASS

- 27. **Accounting Certificate Differential:** Incumbents of Management professional accounting, auditing or fiscal officer positions who possess one of the following certifications in good standing will receive a differential of five percent (5%) of base monthly salary: (1) A valid Certified Public Accountant (CPA) license issued by the State of California, Department of Consumer Affairs, Board of Accountancy; (2) a Certified Internal Auditor (CIA) certification issued by the Institute of Internal Auditors; (3) a Certified Management Accountant (CMA) certification issued by the Institute of Management Accountants; or (4) a Certified Government Financial Manager (CGFM) certification issued by the Association of Government Accountants.
- 28. **Animal Services Search Warrant:** Employees in the management class of Deputy Director of Animal Services (BJD1) will be compensated for time spent in assisting law enforcement agencies in the serving of search warrants. The amount of special compensation per incident is one hundred dollars (\$100) and it will continue to be equal to that paid to Animal Services Officers for performing this duty. Only employees involved in actual entry team activities will be so compensated. The department continues to retain the sole right to select and assign personnel to such search warrant duty.
- 29. **Animal Services Uniform Allowance:** The uniform allowance for employees in the management class of Deputy Director of Animal Services (BJD1) is eight hundred dollars (\$800) effective July 1, 2001, payable one-twelfth (1/12) of the yearly total in

monthly pay warrants. Any other increase in the Uniform Allowance, which may be granted to Animal Services Officers while this Resolution is in effect, is granted to the Animal Services Management classes.

30. Attorney State Bar Dues and Professional Development Reimbursement:

30.10 State Bar Dues Reimbursement. The County will reimburse employees in the classes set forth below for California State Bar Membership dues (but not penalty fees) and, if annually approved in advance by the Department Head, fees for criminal and/or civil specialization.

30.11 Professional Development Reimbursement. The County will reimburse employees in the classes listed in Section 30.12 up to a maximum of seven hundred dollars (\$700) each fiscal year for the following types of expenses:

- A. Purchase of job-related computer hardware and software.
- B. Membership dues in legal professional associations.
- C. Purchase of legal publications.
- D. Training and travel costs for job-related educational courses.
- E. Legal on-line computer services.

Any unused accrual may be carried forward to the next fiscal year up to a maximum of eight hundred dollars (\$800).

30.12 Law School Student Loan Reimbursement Program

A. Eligibility:

- 1. Only Employees in the classes listed in Section 30.13, excluding County Counsel (2EA1), District Attorney (2KA1), and Public Defender (25A1), are eligible. Payments will only be made to employees in paid status as of July 2015, and thereafter.
- 2. Temporary employees are not eligible for payments. Time served as a temporary employee does not count towards eligibility for payments.

B. Qualifying amount and terms: The employee must satisfy all of the following criteria to be eligible for any payments through this Law School Student Loan Reimbursement Program.

- 1. First Payment: The employee must have been hired into one of the listed classes and have worked in one or more of those classes for at least three (3) consecutive years from date of hire to be eligible for the first payment. After completion of the third consecutive year of employment in one or more of those classes, the employee may receive \$2,000 for purposes of reimbursement for law school student loan payments.

2. Second Payment: For an employee who entered County service in one of the listed classes, the employee must work in one or more of those classes during the fourth year of employment from date of hire to be eligible for the second payment. After completion of four (4) years of employment with the County in one or more of those classes, the employee may receive an additional \$3,000 for purposes of reimbursement for law school loan payments.
3. Third Payment: For an employee who entered County service in one of the listed classes, the employee must work in one or more of those classes during the fifth year of employment from date of hire to be eligible for the third payment. After completion of five (5) years of employment with the County in one or more of those classes, the employee may receive an additional \$4,000 for purposes of reimbursement for law school loan payments.
4. For each requested payment: The employee must submit a request for reimbursement on the County's law school loan reimbursement form and attach documentation that establishes to the satisfaction of the department the existence of an outstanding law school student loan to the employee from an educational entity, government entity, or commercial lending institution and the annual payment record for the law school student loan during the preceding twelve months showing payments made by the employee. Employees may not request more than one payment per year, and there must be at least twelve (12) full months between each request for payment.
5. This program is not available to employees who paid off their law school student loans prior to July 1, 2015, to those employees who did not incur law school student loans from an educational entity, government entity, or commercial lending institution, or to participating employees once they have paid off their law school student loans.
6. The law school student loan reimbursement payments will not exceed \$2,000 for the first payment, \$3,000 for the second payment, and \$4,000 for the third payment. No employee may receive more than a total maximum lifetime reimbursement of \$9,000.
7. The law school student loan reimbursement payments are subject to applicable state and federal withholding, if any.
8. The terms and conditions of this law school student loan reimbursement program are subject to procedures approved by the County Auditor-Controller's Office.

30.13 Eligible Classes.

This section applies only to the following classifications:

Assistant County Counsel-Exempt (2ED1)
 Assistant District Attorney-Exempt (2KD3)
 Assistant Public Defender-Exempt (25D2)
 Chief Asst. County Counsel-Exempt (2ED2)
 Chief Asst. Deputy District Atty-Exempt (2KD2)
 Chief Assistant Public Defender-Exempt (25D1)
 Chief Trial Deputy Public Defender (25DB)
 Civil Litigation Attorney-Advanced (2ETG)
 Civil Litigation Attorney-Standard (2ETF)
 Civil Litigation Attorney-Basic (2ETE)
 County Counsel (2EA1)
 Deputy County Counsel-Advanced (2ETK)
 Deputy County Counsel-Standard (2ETJ)
 Deputy County Counsel-Basic (2ETH)
 Deputy County Counsel-Advanced-Exempt (2ET3)
 Deputy County Counsel-Standard-Exempt (2ET2)
 Deputy County Counsel-Basic-Exempt (2ET1)
 District Attorney (2KA1)
 Public Defender (25A1)
 Senior Deputy District Attorney-Exempt (2KD1)
 Senior Financial Counsel-Exempt (2ED3)
 Supervising Attorney-Child Support Services (29HA)
 Attorney Basic-Child Support Services (29VA)
 Attorney Advanced-Child Support Services (29TA)
 Attorney Entry-Child Support Services (29WA)

31. Attorney Management Administrative Leave and Additional Longevity Pay:

31.10 Attorney Management Administrative Leave.

- A. On January 1st of each year, the employees in the classes set forth below who are in paid status, excluding fixed-term employees and contract attorneys, will be credited with ninety four (94) hours of Management Administrative Leave. Management Administrative Leave must be used during the calendar year in which it is credited and any unused hours may not be carried forward.
- B. Attorneys appointed between January 1st and June 30th, inclusive, are eligible for ninety four (94) hours of Management Administrative Leave on the first succeeding January 1st and annually thereafter. Attorneys appointed on or after July 1st are eligible for seventy one (71) hours of Management Administrative Leave on the first succeeding January 1st and

are eligible for ninety four (94) hours annually thereafter.

- C. Permanent part time attorneys are eligible for Management Administrative Leave on a prorated basis, based upon their position hours, beginning on January 1st following their appointment and in the same proportion on each January 1st thereafter. Permanent-intermittent attorneys are not entitled to Management Administrative Leave. Any attorney on a leave of absence will have his/her Management Administrative Leave hours prorated upon his/her return.
- D. Unrepresented, management, and exempt attorneys on the Overtime Exempt Exclusion List are authorized to receive overtime pay; therefore, their Management Administrative Leave will be reduced by 25% each time the attorney is on the List. The 25% reduction will be deducted from the employee's current leave balance, but if there is no balance, it will be deducted from future awarded Management Administrative Leave.

31.11 Additional Longevity Pay at 20 Years of County Service.

In addition to the Longevity Pay provided in Section 12 of this resolution, employees in the classes set forth below are eligible to receive an additional two percent (2%) longevity differential effective on the first day of the month following the month in which the employee qualifies for the twenty (20) year service award, beginning on November 1, 2012. For those employees who have twenty years of service on or before November 1, 2012, this longevity differential will be paid prospectively only from November 1, 2012.

31.12 Eligible Classes.

This section applies only to the following classifications:

- Assistant County Counsel-Exempt (2ED1)
- Assistant District Attorney-Exempt (2KD3)
- Assistant Public Defender-Exempt (25D2)
- Chief Asst. County Counsel-Exempt (2ED2)
- Chief Asst. Deputy District Atty-Exempt (2KD2)
- Chief Assistant Public Defender-Exempt (25D1)
- Chief Trial Deputy Public Defender (25DB)
- Civil Litigation Attorney-Advanced (2ETG)
- Civil Litigation Attorney-Standard (2ETF)
- Civil Litigation Attorney-Basic (2ETE)
- County Counsel (2EA1)
- Deputy County Counsel-Advanced (2ETK)
- Deputy County Counsel-Standard (2ETJ)
- Deputy County Counsel-Basic (2ETH)

Deputy County Counsel-Advanced-Exempt (2ET3)
 Deputy County Counsel-Standard-Exempt (2ET2)
 Deputy County Counsel-Basic-Exempt (2ET1)
 Public Defender (25A1)
 Senior Deputy District Attorney-Exempt (2KD1)
 Senior Financial Counsel-Exempt (2ED3)
 Supervising Attorney-Child Support Services (29HA)
 Attorney Basic-Child Support Services (29VA)
 Attorney Advanced-Child Support Services (29TA)
 Attorney Entry-Child Support Services (29WA)

32. **Assessor Education Differential:** Employees in the management class of Assistant County Assessor-Exempt (DAB1) are entitled to a salary differential of two and one-half percent (2.5%) of base monthly salary for possession of a certification for educational achievement from at least one of the following:
- A. American Institute of Real Estate Appraisers Residential Member designation.
 - B. State Board of Equalization Advanced Appraiser Certification.
 - C. International Association of Assessing Officers Residential Evaluation Specialist.
 - D. Society of Auditor-Appraiser Master Auditor-Appraiser designation.
 - E. Society of Real Estate Appraisers Senior Residential Appraiser designation.
 - F. Any other certification approved by the County Assessor and the Director of Human Resources.
33. **Certified Elections/Registration Administrator Certification Differential:** Employees in the classification of Clerk-Recorder (ALA1) are entitled to receive a monthly differential in the amount of five percent (5%) of base monthly salary for possession of a valid Certified Elections/Registration Administrator Certificate issued by The Election Center-Professional Education Program. Verification of eligibility is by the County Administrator or designee. Eligibility for receipt of the differential begins on the first day of the month following the month in which the County Administrator verifies eligibility.
34. **District Attorney Inspectors Longevity Differential:** Incumbents of the classes of District Attorney Chief of Inspectors-Exempt (6KD1), District Attorney Director of Forensic and Technical Services (6KDC), District Attorney Lieutenant of Inspectors (6KNB), and Lieutenant of Inspectors-Welfare Fraud (6KWG) are eligible for a differential of five percent (5%) of base monthly salary when the following conditions are satisfied: The employee has (1) four (4) years of experience as a peace officer with Contra Costa County; (2) fifteen (15) years of P.O.S.T. experience; and (3) has reached the age of thirty-five (35).

35. District Attorney Inspector P.O.S.T.: Incumbents of the classes of District Attorney Lieutenant of Inspectors (6KNB), District Attorney Director of Forensic and Technical Services (6KDC), District Attorney Lieutenant of Inspectors–Welfare Fraud (6KWG) and District Attorney Chief of Inspectors–Exempt (6KD1) who possess the appropriate certificates beyond the minimum P.O.S.T. qualifications required in their class may qualify for one of the following career incentive allowances:

- A. A career incentive allowance of two and one-half percent (2.5%) of base monthly salary will be paid to DA Lieutenant of Inspectors, DA Director of Forensic and Technical Services, and DA Lieutenant of Inspectors–Welfare Fraud for the possession of an Advanced P.O.S.T. certificate. This allowance will be paid to the DA Chief of Inspectors–Exempt for possession of a Management and/or Executive P.O.S.T. Certificate.
- B. A career incentive allowance of five percent (5%) of base monthly salary will be paid to DA Lieutenant of Inspectors, DA Director of Forensic and Technical Services, and DA Lieutenant of Inspectors–Welfare Fraud for possession of an Advanced P.O.S.T. certificate and an approved Baccalaureate Degree. This allowance will be paid to the DA Chief of Inspectors for possession of a Management and/or Executive P.O.S.T. certificate and possession of an approved Baccalaureate Degree.
- C. A career incentive allowance of seven and one-half percent (7.5%) of base monthly salary will be paid to DA Lieutenant of Inspectors, DA Director of Forensic and Technical Services, and DA Lieutenant of Inspectors–Welfare Fraud for the possession of an Advanced P.O.S.T. certificate and possession of an approved Master’s Degree. This allowance will be paid to the DA Chief of Inspectors–Exempt for possession of an approved Management and/or Executive P.O.S.T. certificate and possession of an approved Master’s Degree. No continuing education is required in order to be entitled to any of the foregoing allowances.

36. District Attorney Investigator - Safety Employees Retirement Tiers; Contribution Toward Cost of Enhanced Retirement Benefit:

36.10 Safety Tier A. The retirement formula of “3 percent at 50” applies to employees in the classifications set forth below who become members of the Contra Costa County Employees Retirement Association (CCCERA) on or before December 31, 2012 or who, under PEPRA, become reciprocal members of CCCERA, as determined by CCCERA. The cost of living adjustment (COLA) to the retirement allowances of these employees will not exceed three percent (3%) per year. The final compensation of these employees will be based on a twelve (12) consecutive month salary average. This retirement benefit is known as Safety Tier A.

- 1. Until July 1, 2012, each employee in Tier A will pay nine percent (9%) of his or her retirement base to pay part of the employer’s contribution for the

cost of Safety Tier A retirement benefits.

2. Effective on July 1, 2012, each employee in Tier A will pay three percent (3%) of his/her retirement base to pay part of the employer's contribution for the cost of Safety Tier A retirement benefits.
3. Effective on June 30, 2016, these payments will cease.

The payments set forth above will be made on a pre-tax basis in accordance with applicable tax laws. "Retirement base" means base salary and other payments, such as salary differential and flat rate pay allowances, used to compute retirement deductions.

36.11 Safety PEPRA Tier. For employees who become safety New Members of the Contra Costa County Employees Retirement Association (CCCERA) on or after January 1, 2013, retirement benefits are governed by the California Public Employees Pension Reform Act of 2013 (PEPRA) (Chapters 296 and 297, Statutes of 2012) and Safety Option Plan Two (2.7% @ 57) applies. For employees hired on or after July 1, 2014, who under PEPRA, become safety New Members of CCCERA, the cost of living adjustment to the retirement allowance will not exceed two percent (2%) per year and will be banked. To the extent that this resolution conflicts with any provision of PEPRA, PEPRA governs.

36.12 Employees with more than 30 years of Service. Commencing on July 1, 2007, eligible employees in the classifications set forth below and designated by the Contra Costa County Employees' Retirement Association as safety members with credit for more than thirty (30) years of continuous service as safety members, will not make payments from their retirement base to pay part of the employer's contribution towards the cost of Safety Tier A.

36.13 Eligible Classes.

This section applies only to the following classifications:

District Attorney Chief of Inspectors-Exempt (6KD1)
District Attorney Lieutenant of Inspectors (6KNB)
Lieutenant of Inspectors-Welfare Fraud (6KWG)
District Attorney Director of Forensic and Technical Services (6KDC)

37. **Engineer Continuing Education Allowance:** Employees in the classification of Deputy Public Works Director-Exempt (NAD0) are eligible to receive a one year Continuing Education Allowance of two and one-half percent (2.5%) of base monthly salary if they complete at least (60) hours of approved education or training or at least three (3) semester units of approved college credit or approved combination thereof, subject to the following conditions.

- A. The specific education or training must be submitted in writing by the employee to the Public Works Director or his designee prior to beginning the course work.
- B. The education or training must be reviewed and approved in advance by the Public Works Director or his designee as having a relationship to the technical or managerial responsibilities of the employee's current or potential County job classifications.
- C. Employees who qualify for this allowance do so for a period of only twelve (12) months, commencing on the first day of the month after proof of completion is received and approved by the Public Works Director or his designee. This allowance automatically terminates at the end of the twelve (12) month period.

38. **Engineer Professional Development Reimbursement:** Employees in the classification of Engineering Managers will be allowed reimbursement for qualifying professional development expenses and professional engineering license fees required by the employee's classification up to a total of seven hundred dollars (\$700) for each two (2) year period beginning on January 1, 2000. Effective July 1, 2007, the allowable reimbursement amount will be increased by one hundred fifty dollars (\$150) for a total of eight hundred fifty dollars (\$850). Effective on January 1, 2008, Engineering Managers will be allowed reimbursement for qualifying professional development expenses and professional engineering license fees required by the employee's classification up to a total of nine hundred dollars (\$900) for each two (2) year period.

Allowable expenses include the following activities and materials directly related to the profession in which the individual is engaged as a County employee:

- A. Membership dues to professional organizations.
- B. Registration fees for attendance at professional meetings, conferences and seminars.
- C. Books, journals and periodicals.
- D. Tuition and text book reimbursement for accredited college or university classes.
- E. Professional license fees required by the employee's classification.
- F. Application and examination fees for registration as a professional engineer, architect or engineer-in-training.
- G. Certain job-related instruments, job-related computer hardware and software from a standardized County approved list or with Department Head approval, provided each Engineer complies with the provisions of the Computer Use and Security Policy adopted by the Board of Supervisors and the applicable manuals.

Individual professional development reimbursement requests require the approval of the Department Head. Reimbursement occurs through the regular demand process

with demands being accompanied by proof of payment (copy of invoice or canceled check).

In order to receive reimbursement, the employee must have been in an eligible classification when the expense was incurred.

39. **Library Department Holidays:** For all management and unrepresented employees in the County Library Department, the day after Thanksgiving is deleted as a holiday and the day before Christmas is added as a holiday.

40. **Health Services Department On Call Duty and Call Back Time:**

40.10 **Eligible Classes:**

Permanent full time and permanent part time employees employed in the Health Services Department (A-18) in the following designated classifications are entitled to On Call Duty and Call Back Time.

Designated Classifications:

Director of HazMat Program-Ex (VLD2)
Deptl Comm & Media Rel Coord (ADSH)
Director of Env Health Svcs-Ex (VLD1)
Asst Dir of Health Svcs (VCB1)
MH Medical Director-Ex (VPD1)
Emergency Medical Svcs Director (VBSC)
Chief Exec Officer CCCHP (VCB3)
Residency Director-Exempt (VPD5)
Chief Operations Officer-Exempt (VWD1)

- 40.11 **On Call Duty:** On Call Duty is when an employee is not scheduled to work on County premises but is ready to immediately report to work. The employee must make arrangements so that his/her supervisor can reach him/her within ten (10) minutes' notice or less.

The Department Head approves those employees who will be assigned to On Call Duty.

An employee assigned to On Call Duty is paid one (1) hour of straight time pay for each four (4) hours designated on call. If an employee's On Call Duty hours are not in increments of four (4) hours, the On Call Duty hours will be prorated. For example, if the employee is assigned to On Call Duty for six (6) hours, the employee would receive one hour and one half (1.5) straight time pay for the six (6) hours designated on call (6/4).

If an employee designated to On Call Duty is called back to work, the On Call Duty hours will not be deducted from the time the employee works.

40.12 Call Back Time: Call Back Time is when an employee is called back to work on County premises. An employee called back to work is entitled to receive pay at the rate of one and one half (1.5) times his/her base rate of pay (not including differentials) for the actual Call Back Time hours worked plus one (1) additional hour. An employee called back to work will be paid a minimum of two (hours) for each Call Back Time.

41. (Reserved)

42. (Reserved)

43. (Reserved)

44. **Probation - Safety Employees Retirement Tiers:**

44.10 Safety Tier A. The retirement formula of "3 percent at 50" applies to employees in the classifications set forth below who become Safety members of the Contra Costa County Employees Retirement Association (CCCERA) on or before December 31, 2012 or who, under PEPRA, become reciprocal members of CCCERA, as determined by CCCERA. The cost of living adjustment (COLA) to the retirement allowances of these employees will not exceed three percent (3%) per year. The final compensation of these employees will be based on a twelve (12) consecutive month salary average.

1. Until July 1, 2012, each employee in Tier A will pay nine percent (9%) of his/her retirement base to pay part of the employer's contribution for the cost of Tier A retirement benefits.
2. For the period of July 1, 2012 through and including December 31, 2014, each employee in Tier A will pay four and one half percent (4.5%) of his/her retirement base to pay part of the employer's contribution for the cost of Tier A retirement benefits.
3. For the period of January 1, 2015 through and including June 29, 2015, each employee will pay two and one quarter percent (2.25%) of his/her retirement base to pay part of the employer's contribution for the cost of Tier A retirement benefits.
4. Effective on June 30, 2015, each employee's payment of two and one quarter percent (2.25%) of his/her retirement base to pay part of the employer's contribution for the cost of Tier A retirement benefits will cease.

The payments set forth above will be made on a pre-tax basis in accordance with applicable tax laws. "Retirement base" means base salary and other payments, such as salary differential and flat rate pay allowances, used to compute retirement deductions.

44.11 Safety PEPRA Tier. For employees who become Safety New Members of the Contra Costa County Employees Retirement Association (CCCERA) on or after January 1, 2013, retirement benefits are governed by the California Public Employees Pension Reform Act of 2013 (PEPRA) (Chapters 296 and 297, Statutes of 2012) and Safety Option Plan Two (2.7% @ 57) applies. For employees who become Safety New Members of CCCERA on and after January 1, 2016, the cost of living adjustment to the retirement allowance will not exceed two percent (2%) per year and will be banked. To the extent that this resolution conflicts with any provision of PEPRA, PEPRA governs.

44.12 Eligible Classes.

This section applies only to the following classifications:

Assistant County Probation Officer-Exempt (7AB1)
County Probation Officer-Exempt (7AA1)
Chief Deputy Probation Officer (7ADC)
Institutional Supervisor II (7KGA)
Probation Manager (7AGB)
Probation Director (7BFA)

45. **Real Property Agent Advanced Certificate Differential:** Employees in the classifications of Assessor (DAA1), Assistant County Assessor-Exempt (DAB1), and Real Estate Manager-Exempt (DYD1) are entitled to receive a monthly differential in the amount of five percent (5%) of base monthly salary for possessing and maintaining either a valid Senior Member Certificate issued by the International Executive Committee of the International Right of Way Association (IRWA) or a certification issued by the Building Owners and Managers Institute (BOMI) with a designation as either a Real Property Administrator (RPA) or Facilities Management Administrator (FMA). Verification of eligibility will be by the Department Head or his/her designee. Eligibility for receipt of the differential begins on the first day of the month following the month in which eligibility is verified by the Department Head.

All employees who qualify for the Senior Member certificate must recertify every five (5) years with the International Right of Way Association in order to retain the Senior Member designation and continue to receive the differential. In order to recertify, a Senior Member must accumulate seventy-five (75) hours of approved education which may include successfully completing courses, attending educational seminars or teaching approved courses.

All employees who qualify for the RPA or FMA designation must recertify every three (3) years with BOMI in order to retain the RPA or FMA designation and continue to receive this differential. In order to retain certification, an employee must achieve eighteen (18) points of continuing professional development, which may include successfully completing courses, attending educational seminars, or teaching approved courses related to the industry.

46. Sheriff Sworn Management P.O.S.T.:

- A. Incumbents of the classes of Sheriff-Coroner (6XA1), Undersheriff-Exempt (6XB4), Assistant Sheriff- Exempt (6XB2) and Commander-Exempt (6XD1) who possess the appropriate certificates beyond the minimum P.O.S.T. qualifications required in their class may qualify for one, and only one, of the following career incentive allowances:
 - 1. A career incentive allowance of two and one-half percent (2.5%) of monthly base pay will be awarded for the possession of a Management and/or Executive P.O.S.T. Certificate and possession of an approved Baccalaureate Degree.
 - 2. A career allowance of five percent (5%) of monthly base pay will be awarded for the possession of a Management and/or Executive P.O.S.T. Certificate and possession of an approved Master's Degree.
- B. Incumbents in the class of Chief of Police-Contract Agency-Exempt who possess the appropriate certificates beyond the minimum P.O.S.T. qualifications required in their class may qualify for one, and only one, of the following career incentive allowances:
 - 1. A career incentive allowance of two and one-half percent (2.5%) of monthly base pay will be awarded for the possession of an Advanced P.O.S.T. Certificate.
 - 2. A career incentive allowance of five percent (5%) will be awarded for the possession of an Advanced P.O.S.T. Certificate and possession of an approved Baccalaureate or Master's Degree.

47. Sheriff Continuing Education Allowance: Sheriff's Department employees in the classifications of Sheriff's Fiscal Officer (APSA) and Sheriff's Chief of Management Services (APDC) are eligible to receive a Continuing Education Allowance of two and one-half percent (2.5%) of base monthly salary for any fiscal year in which they complete at least sixty (60) hours of education or training or at least three(3) semester units of college credit or a combination thereof, approved by the department, subject to all of the following conditions:

- A. An application must be submitted in advance, to the Sheriff's Department prior to the fiscal year in which the education or training will occur.
- B. The education or training must be directly related to the technical or Management duties of the employee's job.
- C. The course must be reviewed and approved in advance by the Sheriff's Department Standards and Resources Bureau.
- D. The employee must show evidence of completion with a passing grade.

48. **Sheriff Emergency Services Standby Differential:** Employees in the classification of Emergency Planning Specialist–Exempt (9GS1) who perform standby duty for the Office of Emergency Services at least one (1) week per month, are entitled to receive a differential in the amount of two and one-half percent (2.5%) of base monthly salary.
49. **Sheriff Law Enforcement Longevity Differential:**
- 49.10. **15 years of sworn County service.** Incumbents in the classifications of Undersheriff-Exempt (6XB4), Assistant Sheriff- Exempt (6XB2), Commander-Exempt (6XD1), and Chief of Police-Contract Agency-Exempt (6XF1) are eligible for a differential of five percent (5%) of base monthly salary upon completion of fifteen (15) years of County service as a full-time, permanent, sworn law enforcement officer.
- 49.11. **20 years of sworn County service.** Incumbents in the classifications of Undersheriff-Exempt (6XB4), Assistant Sheriff- Exempt (6XB2), Commander-Exempt (6XD1), and Chief of Police-Contract Agency-Exempt (6XF1) are eligible for a differential of two percent (2%) of base monthly salary upon completion of twenty (20) years of County service as a full-time, permanent, sworn law enforcement officer. For employees who completed twenty (20) years of such service on or before September 1, 2013, this longevity differential will be paid prospectively only from September 1, 2013.
50. **Sheriff Uniform Allowance:** The Sheriff-Coroner (6XA1), Undersheriff-Exempt (6XB4), Assistant Sheriff- Exempt (6XB2), Commander-Exempt (6XD1), Chief of Police-Contract Agency-Exempt (6XF1) and non-sworn management employees in the Sheriff-Coroner's Department will be paid a uniform allowance in the amount of eight hundred seventy-two dollars (\$872) per year effective July 1, 2007, payable one-twelfth (1/12) of the yearly total in monthly pay warrants. The non-sworn management employees eligible for this uniform allowance are: Sheriff's Fiscal Officer (APSA) and Sheriff's Chief of Management Services (APDC).
51. **Sheriff - Detention Division Meals:** Employees assigned to the Detention Division will have fifteen dollars (\$15.00) per month deducted from their pay checks in exchange for meals provided by the Department. The employee may choose not to eat facility food. In that case, no fees will be deducted.
52. **Sheriff - Safety Employees Retirement Tiers:**
- 52.10. **Safety Tier A.** The retirement formula of "3 percent at 50" applies to employees in the classifications set forth below, who are employed by the County as of December 31, 2006. The cost of living adjustment (COLA) to the retirement allowances of these employees will not exceed three percent (3%) per year. The final compensation of these employees will be based on a twelve (12) consecutive month salary average. Safety Tier A is closed to all employees initially hired by Contra Costa County after December 31, 2006.

- 52.11 Safety Tier C. The retirement formula of "3 percent at 50" applies to employees in the classifications set forth below, who are hired by the County after December 31, 2006 and on or before December 31, 2012, or who, under PEPRA, become reciprocal members of CCCERA, as determined by CCCERA. The cost of living adjustment (COLA) to the retirement allowances of these employees will not exceed two percent (2%) per year. The final compensation of these employees will be based on a thirty-six (36) consecutive month salary average.
- 52.12 Safety PEPRA Tier. For employees who become Safety New Members of the Contra Costa County Employees Retirement Association (CCCERA) on or after January 1, 2013, retirement benefits are governed by the California Public Employees Pension Reform Act of 2013 (PEPRA) (Chapters 296 and 297, Statutes of 2012) and Safety Option Plan Two (2.7% @ 57) applies. The cost of living adjustment to the retirement allowances of these employees will not exceed two percent (2%) per year and will be banked. To the extent that this resolution conflicts with any provision of PEPRA, PEPRA governs.
- 52.13 Employees with more than 30 years of Service. Commencing January 1, 2007, employees in the classifications set forth below and designated by the Contra Costa County Employees' Retirement Association as safety members with credit for more than thirty (30) years of continuous service as safety members, will not make payments from their retirement base to pay part of the employer's contribution towards the cost of Safety Tier A.
- 52.14 Retirement Tier Elections. If members of the Deputy Sheriffs' Association have the opportunity to elect different retirement tiers, employees in the classifications set forth below and employed by the County as of December 31, 2012, will be offered the same opportunity to elect the new Safety PEPRA Tier at the same time and on the same terms and conditions as are applicable to members of the Deputy Sheriffs' Association.
- 52.15 Eligible Classes.

This section applies only to the following classifications:

Sheriff-Coroner (6XA1)
Undersheriff-Exempt (6XB4)
Assistant Sheriff-Exempt (6XB2)
Commander-Exempt (6XD1)
Chief of Police-Contract Agency-Exempt (6XF1)

53. Safety Employees Retirement Tiers (Miscellaneous Safety Classifications) Benefit

- 53.10 Safety Tier A. The retirement formula of "3 percent at 50" applies to employees in the classifications set forth below who become Safety members of the Contra Costa County Employees Retirement Association (CCCERA) on or before December 31, 2012, or who under PEPRA, become reciprocal

members of CCCERA as determined by CCCERA. The cost of living adjustment (COLA) to the retirement allowances of these employees will not exceed three percent (3%) per year. The final compensation of these employees will be based on a twelve (12) consecutive month salary average.

1. Until September 1, 2013, each employee in Tier A will pay nine percent (9%) of his/her retirement base to pay part of the employer's contribution for the cost of Tier A retirement benefits.
2. For the period September 1, 2013, through and including December 31, 2014, each employee in Tier A will pay four and one half (4.5%) of his/her retirement base to pay part of the employer's contribution for the cost of Tier A retirement benefits.
3. For the period January 1, 2015, through and including June 30, 2015, each employee in Tier A will pay two and a quarter percent (2.25%) of his/her retirement base to pay part of the employer's contribution for the cost of the Tier A retirement benefit.
4. Effective June 30, 2015, these payments will cease

The payments set forth above will be made on a pre-tax basis in accordance with applicable tax laws. "Retirement base" means base salary and other payments, such as salary differential and flat rate pay allowances used to compute retirement deductions.

53.11 Safety PEPRA Tier. For employees who become safety New Members of the Contra Costa County Employees Retirement Association (CCCERA) on or after January 1, 2013, retirement benefits are governed by the California Public Employees Pension Reform Act of 2013 (PEPRA) (Chapters 296 and 297, Statutes of 2012) and Safety Option Plan Two (2.7% @ 57) applies. For employees hired by the County on or after January 1, 2014, who under PEPRA, become safety New Members of CCCERA, the cost of living adjustment to the retirement allowance will not exceed two percent (2%) per year and will be banked. To the extent that this resolution conflicts with any provision of PEPRA, PEPRA governs.

53.12 Eligible Classes.

This section applies only to the following classifications:

Assistant Chief Public Service Officer (64BA)
Director of Hazardous Materials Program-Exempt (VLD2)

54. Treasurer-Tax Collector Professional Development Differential: Treasurer-Tax Collector employees in one of the classifications listed below are eligible to receive a monthly differential equivalent to five percent (5%) of base salary for possession of at least one (1) of the following specified professional certifications and for completion of required continuing education requirements associated with the individual certifications. Verification of eligibility for any such differential must be

provided to the Auditor in writing by the Treasurer-Tax Collector or his/her designee. Under this program, no employee may receive more than a single five percent (5%) differential at one time, regardless of the number of certificates held by that employee.

This section applies only to the following classifications:

Treasurer-Tax Collector (S5A1)
Treasurer's Investment Officer-Exempt (S5S3)
Assistant County Treasurer-Exempt (S5B4)
Assistant County Tax Collector (S5DF)
Chief Deputy Treasurer Tax Collector-Exempt (S5B2)

Qualifying Certificates:

Certified Cash Manager (C.C.M.)
Certified Financial Planner (C.F.P.)
Certified Government Planner (C.G.F.P.)
Certified Treasury Manager (C.T.M.)
Chartered Financial Analyst (C.F.A.)

55. **Executive Assistant to the County Administrator Differential.** At the discretion of the County Administrator, an employee in the classification of Executive Assistant II to the County Administrator- Exempt (J3H2) is eligible to receive a monthly differential equivalent to five percent (5%) of base salary while the employee is performing work on special project assignments. Verification of eligibility for any such differential must be provided to the Auditor in writing by the County Administrator or his/her designee.
56. **Countywide Accounting Differential.** Employees in the classifications of Chief Auditor (SFDB), Chief Accountant (SAGC), and Assistant County Auditor Controller (SAB1) working in the Office of the Auditor-Controller are eligible to receive a monthly differential equivalent to five percent (5%) of base salary in recognition of the increased responsibility involved in ensuring the system-wide fiscal integrity of the County and its dependent special districts.

V. TEMPORARY AND PER DIEM EMPLOYEES EXCLUDED.

Parts I through IV above do not apply to temporary and per diem employees. Benefits for temporary and per diem employees are only those provided in Appendix I "Benefits for Temporary and Per Diem Employees," attached.

[EXHIBITS AND APPENDIX ATTACHED]

Exhibit A

| Job Code | Classification |
|----------|--------------------------------|
| AP7A | ADMINISTRATIVE AIDE-DEEP CLASS |
| AP73 | ADMINISTRATIVE AIDE-PROJECT |
| AP9A | ADMINISTRATIVE INTERN-DEEP CLS |
| APDB | ADMINISTRATIVE SVCS OFFICER |
| XQD2 | AGING/ADULT SVCS DIRECTOR-EX |
| VHD1 | ALCOHOL/OTHER DRUG SVCS DIR-EX |
| VAB1 | AMBULATORY CARE CHF EXC OFC-EX |
| BKS1 | ANIMAL CLINIC VETERINARIAN-EX |
| JJNG | ASSESSOR'S CLERICAL STAFF MNGR |
| VCS1 | ASSIST TO HLTH SVC DIR - EX |
| 9MD3 | ASSISTANT DIRECTOR-PROJECT |
| BAB1 | ASST AGR COM/WTS/MEAS-EXEMPT |
| 64BA | ASST CHIEF PUBLIC SVC OFFICER |
| 7AB1 | ASST CO PROB OFF - EXEMPT |
| ADB4 | ASST COUNTY ADMINISTRATOR |
| DAB1 | ASST COUNTY ASSESSOR-EXE |
| SAB1 | ASST COUNTY AUDITOR CONTROLLE |
| ALB3 | ASST COUNTY CLERK-RECORDER -EX |
| 2ED1 | ASST COUNTY COUNSEL-EXEMPT |
| 3AB1 | ASST COUNTY LIBRARIAN-EXEMPT |
| ALB1 | ASST COUNTY REGISTRAR-EXEMPT |
| S5DF | ASST COUNTY TAX COLLECTOR |
| S5B4 | ASST COUNTY TREASURER-EXEMPT |
| 5AH5 | ASST DEP DIR, CONSERV & DEV-EX |
| VCB1 | ASST DIR OF HEALTH SVCS |
| AGB1 | ASST DIR OF HUMAN RESOURCES-EX |
| XAD7 | ASST DIR-POLICY & PLANNING-EX |
| 2KD3 | ASST DISTRICT ATTORNEY-EXEMPT |
| LBD4 | ASST HS IT DIR-APP DEV-EX |
| LBD2 | ASST HS IT DIR-CUSTOMER SUPP-E |
| LBD7 | ASST HS IT DIR-INFO SECURITY-E |
| LBD3 | ASST HS IT DIR-INFRASTRUCT-EX |
| LBD1 | ASST HS IT DIR-PROJECT MGMT-EX |
| 25D2 | ASST PUBLIC DEFENDER-EXEMPT |
| AJDP | ASST RISK MANAGER |
| 6XB2 | ASST SHERIFF-EXEMPT |
| ADBA | ASST TO THE COUNTY ADMIN |
| 29TA | ATTORNEY ADVANCE-CHLD SPPT SVC |
| 29VA | ATTORNEY BASIC-CHILD SPPT SVCS |
| 29WA | ATTORNEY ENTRY-CHILD SPPT SVCS |
| J995 | BD OF SUPVR ASST-CHIEF ASST |
| J992 | BD OF SUPVR ASST-GEN OFFICE |
| J993 | BD OF SUPVR ASST-GEN SECRETARY |
| J994 | BD OF SUPVR ASST-SPECIALIST |
| ADT2 | CAPITAL FACILITIES ANALYST-PRJ |

Exhibit A

| Job Code | Classification |
|----------|---------------------------------|
| VPD4 | CCHP MEDICAL DIRECTOR-EXEMPT |
| VCB2 | CCRMC CHIEF EXEC OFC - EXEMPT |
| 5ABD | CHF, ANEX AND ECON STM PROG |
| SAGC | CHIEF ACCOUNTANT |
| JJDA | CHIEF ASSISTANT CLERK-BOS |
| 2ED2 | CHIEF ASST COUNTY COUNSEL |
| SMBA | CHIEF ASST DIRECTOR/DCSS |
| 2KD2 | CHIEF ASST DISTRICT ATTORNEY-E |
| 25D1 | CHIEF ASST PUBLIC DEFENDER |
| SFDB | CHIEF AUDITOR |
| 7ADC | CHIEF DEP PROBATION OFFICER |
| AXD1 | CHIEF DEP PUBLIC ADMIN-EXEMPT |
| S5B2 | CHIEF DEP TREASURE/TAX COLL-EX |
| XAB1 | CHIEF DEPUTY DIRECTOR-EXEMPT |
| NAB1 | CHIEF DEPUTY PW DIRECTOR-EX |
| VCB3 | CHIEF EXECUTIVE OFFICER-CCHP-E |
| 6EH1 | CHIEF INVESTIGATOR PD-EXEMPT |
| S5BC | CHIEF INVESTMENT OFFICER |
| VPS4 | CHIEF MEDICAL OFFICER - EXEMPT |
| VWD2 | CHIEF NURSING OFFICER-EXEMPT |
| AGD3 | CHIEF OF LABOR RELATIONS - EX |
| VWD1 | CHIEF OPERATIONS OFFICER-EXEMP |
| 6XF1 | CHIEF POLICE-CONTRACT AGENCY-EX |
| ADS2 | CHIEF PUBLIC COMMUN OFFICER-EX |
| VAB2 | CHIEF QUALITY OFFICER-EXEMPT |
| 25DB | CHIEF TRIAL DEPUTY PUBLIC DEF |
| 9JS2 | CHILD NUTRT DIV NUTRI-PROJECT |
| 9JS3 | CHILD NUTRT FOOD OPER SUPV-PRJ |
| 9CDA | CHILD SPRT SVCS MANAGER |
| XAD5 | CHILDREN AND FAMILY SVCS DIR-E |
| 9MH1 | CHILDREN SVCS MGR-PROJECT |
| 2ETG | CIVIL LITIG ATTY-ADVANCED |
| 2ETE | CIVIL LITIG ATTY-BASIC LVL |
| 2ETF | CIVIL LITIG ATTY-STANDARD |
| 6XD1 | COMMANDER-EXEMPT |
| CCD1 | COMMUNITY SVCS DIRECTOR-EXEMPT |
| CCHA | COMMUNITY SVCS PERSONNEL ADMIN |
| 9J71 | COMMUNITY SVCS PERSONNEL TECH |
| 9MS7 | COMPREHENSIVE SVCS ASST MGR-PR |
| 9MS3 | COMPREHENSIVE SVCS MAN -PRJ |
| NAF1 | COUNTY SURVEYOR-EXEMPT |
| CJH3 | CS MENTAL HLTH CLIN SUPV-PROJ |
| APDD | DA CHIEF OF ADMINISTRATIVE SVC |
| 6KD1 | DA CHIEF OF INSPECTORS-EXEMPT |
| 6KDC | DA DIR OF FORENSIC & TECH SVCS |

Exhibit A

| Job Code | Classification |
|----------|--------------------------------|
| 6KNB | DA LIEUTENANT OF INSPECTORS |
| JJGE | DA MANAGER OF LAW OFFICES |
| JJHG | DA OFFICE MANAGER |
| J3T7 | DA PROGRAM ASSISTANT-EXEMPT |
| 4AD1 | DEP DIR OF CONSERV & DEV-EX |
| APSA | DEPARTMENTAL FISCAL OFFICER |
| ADSH | DEPTL COMM & MEDIA REL COORD |
| LTD2 | DEPUTY CIO-GIS-EXEMPT |
| JJHD | DEPUTY CLERK-BOARD OF SUPV |
| ADDG | DEPUTY CO ADMINISTRATOR |
| ALB2 | DEPUTY CO CLERK-RECORDER-EX |
| 2ETK | DEPUTY CO COUNSEL-ADVANCED |
| 2ET3 | DEPUTY CO COUNSEL-ADVANCED-EX |
| 2ETH | DEPUTY CO COUNSEL-BASIC |
| 2ET1 | DEPUTY CO COUNSEL-BASIC-EXEMPT |
| 2ETJ | DEPUTY CO COUNSEL-STANDARD |
| 2ET2 | DEPUTY CO COUNSEL-STANDARD-EX |
| 3AFE | DEPUTY CO LIBRARIAN-PUB SVCS |
| 3AFG | DEPUTY CO LIBRARIAN-SUPT SVCS |
| LWS1 | DEPUTY DIR CHF INFO SEC OFC-EX |
| 5AB2 | DEPUTY DIR COM DEV/CURR-EX |
| 5AH2 | DEPUTY DIR COM DEV/TRANS-EX |
| LTD1 | DEPUTY DIR/INFO TECHNOLOGY-EXE |
| BJD1 | DEPUTY DIRECTOR ANIMAL SVC-EX |
| XAD8 | DEPUTY DIR-WORKFORCE SVC-EX |
| 2KWF | DEPUTY DISTRICT ATTORNEY-FT-FL |
| VCD2 | DEPUTY EXECUTIVE DIR/CCHP-EX |
| NAD8 | DEPUTY GENERAL SVCS DIRECTOR/E |
| NAD0 | DEPUTY PUBLIC WORKS DIRECTOR-E |
| VRG1 | DIR MKTG/MEM SVCS & PR-CCHP-EX |
| VQD4 | DIR OF MENTAL HEALTH SVCS-EX |
| VAD1 | DIR OF PATIENT FIN SVCS-EXEMPT |
| ADD5 | DIR OFFICE CHILD SVCS - EX |
| 9BD1 | DIRECTOR OF AIRPORTS |
| VLD1 | DIRECTOR OF ENV HEALTH SVCS-EX |
| VLD2 | DIRECTOR OF HAZ MAT PROGRAM-EX |
| 5AB1 | DIRECTOR OF REDEVEL-EXEMPT |
| SMD1 | DIRECTOR OF REVENUE COLLECTION |
| ADSB | DIRECTOR OFFICE OF COMM/MEDIA |
| XAD9 | EHS CHIEF FINANCIAL OFF - EX |
| XAD6 | EHS DIRECTOR OF ADMIN-EXEMPT |
| X762 | EHS WORKFORCE DEV YOUTH WKR-PJ |
| XAGB | EHSD PERSONNEL OFFICER |
| VBSC | EMERGENCY MEDICAL SVS DIRECTOR |
| 9GS1 | EMERGENCY PLANNING SPEC-EXEMPT |

Exhibit A

| Job Code | Classification |
|----------|--------------------------------|
| AGD2 | EMPLOYEE BENEFITS MANAGER |
| AGSC | EMPLOYEE BENEFITS SPECIALIST |
| AJHA | EMPLOYEE BENEFITS SUPERVISOR |
| AJDB | EQUAL EMPLOYMENT OPPT OFFICER |
| J3V2 | EXEC ASST I TO CO ADMINIS-EX |
| J3H2 | EXEC ASST II TO CO ADMINIS-EX |
| J3T6 | EXEC SECRETARY/ MERIT BOARD |
| J3T5 | EXEC SECRETARY-EXEMPT |
| J3TJ | EXECUTIVE SECRETARY-DCSS |
| VPS2 | EXEMPT MED STF PODIATRIST |
| APDE | FIRE DISTRICT CHIEF/ADMIN SVCS |
| 6CW1 | FORENSIC ANALYST-PROJECT |
| VASH | HEALTH EQUITY PROGRAM MANAGER |
| VRGC | HEALTH PLAN DIR COMP & GOV REL |
| VCS3 | HEALTH PLAN SERVICES ASST-EX |
| LBB3 | HEALTH SVCS IT DIRECTOR-EX |
| VCN2 | HEALTH SVCS PERSONL OFFICER-EX |
| VQHA | HLTH/HUMAN SVC RES & EVAL MGR |
| AGSE | HR SYSTEMS ANALYST |
| AGTG | HR SYSTEMS SPECIALIST |
| AGVF | HUMAN RESOURCES CONSULTANT |
| AGDF | HUMAN RESOURCES PROJECT MNGR |
| AG7B | HUMAN RESOURCES TECHNICIAN |
| 7KGA | INST SUPERVISOR II |
| ADSI | LABOR RELATIONS ANALYST I |
| ADSJ | LABOR RELATIONS ANALYST II |
| AGVD | LABOR RELATIONS ANALYST II |
| AD7C | LABOR RELATIONS ASSISTANT |
| ADD6 | LABOR RELATIONS MANAGER-EXEMPT |
| 5ASF | LAND INFORMATION BUS OPS MNGR |
| AJHC | LEAVE AND ACA ADMIN |
| 6KWG | LIEUTENANT OF INSP-WELF FRAUD |
| ADVB | MANAGEMENT ANALYST |
| ADD4 | MANAGER CAP FAC/DEBT MGMT-EX |
| VCA2 | MEDICAL DIRECTOR |
| VPD1 | MH MEDICAL DIRECTOR-EX |
| SAHM | PAYROLL SYSTEMS ADMINISTRATOR |
| ARVA | PERSONNEL SERVICES ASST II |
| ARTA | PERSONNEL SERVICES ASST III |
| AGDE | PERSONNEL SERVICES SUPERVISOR |
| AP7B | PERSONNEL TECHNICIAN |
| ADS5 | PRIN MANAGEMENT ANALYST - PROJ |
| ADNC | PRINCIPAL L/R ANALYST |
| ADHB | PRINCIPAL MANAGEMENT ANALYST |
| APDJ | PROBATION CHIEF OF ADMIN SVCS |

Exhibit A

| Job Code | Classification |
|----------|--------------------------------|
| 7BFA | PROBATION DIRECTOR |
| 7AGB | PROBATION MANAGER |
| STD1 | PROCUREMENT SVCS MANAGER-EX |
| ADS1 | PUBLIC INFORMATION OFFICER |
| APDF | PUBLIC WORKS CHIEF OF ADM SVCS |
| 5AH4 | REDEVELOPMENT PROJ MANAGER-PRJ |
| VPD5 | RESIDENCY DIRECTOR-EXEMPT |
| AJD1 | RISK MANAGER |
| AJH1 | RISK MGMT TRAINING COORD-PRJ |
| AVS4 | SBDC BUSINESS CONSULTANT-PRJ |
| AVD3 | SBDC DIRECTOR-PROJECT |
| CCG1 | SCHOOL READINESS PROG COOR-PRJ |
| J3S2 | SECRETARY TO UNDERSHERIFF |
| NSGA | SENIOR LAND SURVEYOR |
| ADTD | SENIOR MANAGEMENT ANALYST |
| APDC | SHERIFF'S CHF OF MGNT SVCS |
| J3T0 | SHERIFF'S EXECUTIVE ASST-EX |
| ADB5 | SPECIAL ASST TO THE CO ADMN-EX |
| ADDH | SR DEPUTY COUNTY ADMINISTRATOR |
| 2KD1 | SR DEPUTY DISTRICT ATTORNEY-EX |
| 2ED3 | SR FINANCIAL COUNSELOR-EXEMPT |
| AGTF | SR HUMAN RESOURCES CONSULTANT |
| 29HA | SUPERVISING ATTORNEY-DCSS |
| S5S3 | TREASURER'S INVEST OFFICER-EX |
| 6XB4 | UNDERSHERIFF-EXEMPT |
| EBW1 | VOTER EDU & ENGMT ASST - PRJ |
| EBV1 | VOTER EDU & ENGMT SPEC-PRJ |
| 9KN3 | WEATHERIZATION/HM REPAIR SUPV |
| XAD4 | WORKFORCE INV BD EXC DIR-EX |
| XAD3 | WORKFORCE SVCS DIRECTOR-EXEMPT |

Exhibit B

| Job Code | Classification |
|----------|--------------------------------|
| 9JS2 | CHILD NUTRT DIV NUTRI-PROJECT |
| 2KWF | DEPUTY DISTRICT ATTORNEY-FT-FL |
| VPS2 | EXEMPT MED STF PODIATRIST |
| 6CW1 | FORENSIC ANALYST-PROJECT |
| EBW1 | VOTER EDU & ENGMT ASST - PRJ |

Exhibit C

| Job Code | Classification |
|----------|--------------------------------|
| BAA1 | AGRICULTURAL COM-DIR WTS/MEAS |
| DAA1 | ASSESSOR |
| SAA1 | AUDITOR-CONTROLLER |
| ADA1 | BD OF SUPVR MEMBER |
| ADB1 | CHIEF ASST COUNTY ADMIN |
| LTA1 | CHIEF INFO OFF/DIR OF INFO TEC |
| ALA1 | CLERK RECORDER |
| ADA2 | COUNTY ADMINISTRATOR |
| 2EA1 | COUNTY COUNSEL |
| ADB6 | COUNTY FINANCE DIRECTOR-EX |
| 3AAA | COUNTY LIBRARIAN |
| 7AA1 | COUNTY PROBATION OFFICER-EX |
| 96A1 | COUNTY VETERANS' SVCS OFFICER |
| 4AA1 | DIR OF CONSERVATION & DEVL-EX |
| BJA1 | DIRECTOR OF ANIMAL SERV-EXEMPT |
| SMA1 | DIRECTOR OF CHILD SUPPORT SVCS |
| NAA2 | DIRECTOR OF GENERAL SERVICES-E |
| VCA1 | DIRECTOR OF HEALTH SERVICES |
| AGA2 | DIRECTOR OF HUMAN RESOURCES-EX |
| XAA2 | DIRECTOR-EHSD-EXEMPT |
| 2KA1 | DISTRICT ATTORNEY |
| 25A1 | PUBLIC DEFENDER |
| NAA1 | PW DIRECTOR |
| 6XA1 | SHERIFF-CORONER |
| S5A1 | TREASURER-TAX COLLECTOR |

Exhibit D

| Department Head | Job Code | Chief Assistant Department Head | Job Code |
|---|----------|---|----------|
| Agricultural Commissioner/ Director of Weights and Measures | BAA1 | Chief Deputy Agricultural Commissioner/Sealer of Weights and Measures | BAB1 |
| Assessor | DAA1 | Assistant County Assessor | DAB1 |
| Director of Human Resources | AGA2 | Assistant Director of Human Resources | AGB1 |
| Auditor-Controller | SAA1 | Assistant County Auditor-Controller | SAB1 |
| Board of Supervisors Member | ADA1 | No Chief Assistant | |
| Chief Information Officer/ Director of Information Technology | LTA1 | Deputy Chief Information Officer - GIS-Exempt | LTD2 |
| Clerk Recorder | ALA1 | Assistant County Registrar | ALB1 |
| | | Assistant County Recorder | ALB3 |
| | | Deputy County Clerk-Recorder-Exempt | ALB2 |
| County Administrator | ADA2 | Chief Assistant County Administrator | ADB1 |
| | | County Finance Director | ADB6 |
| County Counsel | 2EA1 | Excluded Classification | |
| County Librarian | 3AAA | Deputy County Librarian - Public Services | 3AFE |
| | | Deputy County Librarian - Support Services | 3AFG |
| County Probation Officer | 7AA1 | Asst County Probation Officer | 7AB1 |
| County Veterans' Services Officer | 96A1 | No Chief Assistant | |
| County Welfare Director | XAA2 | Aging/Adult Svcs Director | XQD2 |
| | | Children and Family Svcs Director | XAD5 |
| | | Community Svcs Director | CCD1 |
| | | EHS Director of Admin | XAD6 |
| | | Workforce Inv Bd Exec Director | XAD4 |
| Director of Animal Services | BJA1 | Deputy Director of Animal Services | BJDF |
| Director of Child Support Services | SMA1 | Chief Assistant Director of Child Support Services | SMBA |
| Director of Conservation and Development | 4AA1 | Deputy Director of Community Development/Transportation Planning | 5AH2 |
| | | Deputy Director of Conservation and Development | 4AD1 |
| Director of Health Services | VCA1 | No Chief Assistant | |
| District Attorney | 2KA1 | Excluded Classification | |
| Public Defender | 25A1 | Excluded Classification | |
| Public Works Director | NAA1 | Deputy Public Works Director | NAD0 |
| Sheriff-Coroner | 6XA1 | Undersheriff | 6XB4 |
| Treasurer-Tax Collector | S5A1 | Chief Deputy Treasurer-Tax Collector | S5B2 |

Exhibit E

| Job Code | Descr |
|----------|---------------------------------|
| 6XB2 | ASST SHERIFF-EXEMPT |
| 6XF1 | CHIEF POLICE-CONTRACT AGENCY-EX |
| 6XD1 | COMMANDER-EXEMPT |
| 6XA1 | SHERIFF-CORONER |
| 6XB4 | UNDERSHERIFF-EXEMPT |

APPENDIX I

BENEFITS FOR UNREPRESENTED TEMPORARY AND PER DIEM EMPLOYEES

1. Definitions

- 1.10 Temporary Employment:** Any employment which will require the services of an incumbent for a limited period of time, paid on an hourly basis, not in an allocated position or in permanent status.
- 1.11 Per Diem Employment:** Per diem employment is any employment that requires the services of a person on a daily basis, and that person is paid on an hourly basis and his/her classification has "per diem" in its title.
- 1.12 Covered Units.** This Appendix I applies to anyone who is a temporary or per diem employee in one of the units listed on Exhibit G.

2. Days and Hours of Work

- 2.10 Schedule:** Temporary and per diem employees are eligible to work a maximum of twenty five (25) hours per week with the exception of the following:
1. Employees assigned to the Attorney classifications listed in Exhibit F.
 2. Employees assigned to the classification of Deputy Sheriff-Per Diem (6XWC), District Attorney Senior Inspector (6KVA), District Attorney Senior Inspector Welfare Fraud (6KVD), and District Attorney Inspector-Welfare Fraud (6KWF).
 3. Retiree temporary employees.
- 2.11 Workweek:** The workweek begins at 12:01 a.m. on Monday and ends at 12 midnight on Sunday.
- 2.12 Time Reporting/Time Stamping:** Temporary and per diem employees must timestamp in and out as they begin their work shifts, finish their work shifts, and take meal periods.

3. Salary Administration-Payment

- 3.10 Hourly Rate:** The hourly rate paid to temporary and per diem employees will be the "1.00 hourly rate" calculated on the salary schedule by dividing the unrounded monthly salary at any step by 173.33.

- 3.11 New Employee Step:** Except as otherwise permitted in deep class resolutions, temporary and per diem employees will generally be appointed at the minimum step of the salary range established for the particular class to which the appointment is made. However, the Human Resources Director may authorize an appointing authority to make a particular temporary appointment at a step above the minimum of the range.
- 3.12 Payment:** Temporary and per diem employees are paid on the 10th of each month for the previous month (16th to end of the month) and on the 25th of each month for the 1st to the 15th of the current month. Temporary and per diem employees require “Positive” reporting of all hours to be paid.
- 3.13 Pay Warrant Errors:** If an employee receives a pay warrant which has an error in the amount of compensation to be received and if this error occurred as a result of a mistake by the Auditor-Controller’s Office, it is the policy of the Auditor-Controller’s Office that the error will be corrected and a new warrant issued within forty-eight (48) hours, exclusive of Saturdays, Sundays and Holidays from the time the department is made aware of and verifies that the pay warrant is in error.

Pay errors discovered by the County in employee pay will be corrected prospectively as soon as possible as to current pay rate.

No recovery of either overpayments or underpayments to an employee will be made retroactively except for the six (6) month period immediately preceding discovery of the pay error. This provision will apply regardless of whether the error was made by the employee, the Appointing Authority or designee, the Director of Human Resources or designee, or the Auditor-Controller or designee. Recovery of fraudulently accrued over or underpayments are excluded from this section for both parties.

The County will notify an employee of an overpayment and repayment schedule.

When the County notifies an employee of an overpayment and a proposed repayment schedule, the employee may accept the proposed repayment schedule or may request a meeting through the County Human Resources Department. If requested, a meeting shall be held to determine a repayment schedule which shall be no longer than three (3) times the length of time the overpayment occurred.

- 3.14 Overtime Pay:** Temporary and per diem employees will be paid overtime pay in accordance with the Fair Labor Standards Act method for computing overtime for any authorized work performed in excess of forty (40) hours per week. Work performed does not include non-worked hours.

4. Salary Increments within Range

- 4.10 Increment Eligibility and Salary Review:** All temporary and per diem employees will accumulate a record of straight time hours worked for the purpose of a salary review to determine whether the employee will be advanced to the next higher salary step in the salary range for the classification. Advancement to a higher step will be granted only on the affirmative recommendation of the appointing authority, based on satisfactory performance by the employee. The appointing authority may recommend either granting or denying the salary increment for the increment.

Temporary and per diem employees hired at Step 1 of the salary range for their classification will be eligible for a salary review as described above after completion of 1040 straight time hours worked. Employees will be eligible for additional salary review after accumulation of an additional 2080 straight time hours.

No provision of this section will be construed to make the granting of salary increments mandatory on the County.

- 4.11 Frequency of Increments:** Increments within range will not be granted more frequently than once per every 2080 straight time hours worked by a temporary or a per diem employee.
- 4.12 Effective Date:** Step increases resulting from an approved salary review will be effective the first of the month following completion of 2080 straight time hours worked and return of the salary review report to the Human Resources Department.

5. Special Pays and Benefits

Temporary and per diem employees, other than physicians, may be eligible for certain special types of pays and benefits, in addition to wages, under specifically defined circumstances. Those special pays and benefits that are applicable to certain temporary and per diem employees are specified under this Section 5 "Special Pay and Benefits." If a special pay or benefit is not listed in this Appendix then that special pay or benefit does not apply to temporary or per diem employees.

5.10 Overtime Pay Nursing Shift Coordinator- Per Diem (VWHD): Per Diem employees in the classification of Nursing Shift Coordinator- Per Diem (VWHD) who work on a holiday are entitled to receive overtime pay at the rate of one and one-half (1.5) times his/her hourly rate for all hours worked on the holiday, up to a maximum of eight (8) hours.

5.11 Shift Differential: Temporary employees in the classification of Student Worker (999E) and per diem employees in the classification of Nursing Shift Coordinator- Per Diem (VWHD) will receive a shift differential of five percent (5%) of base rate of pay when the employee is scheduled to work for four (4) or more hours between 5:00p.m. and 9:00a.m.

In order to receive the shift differential, the employee must start work between the hours of midnight and 5:00a.m. or between 11:00a.m. and midnight on the day the shift is scheduled to begin. Hours worked in excess of the employee's scheduled workday will count towards qualifying for the shift differential, but the employee will not be paid the shift differential on any excess hours worked.

5.12 Evening Shift Differential: Temporary employees in the classification of Family Nurse Practitioner (VWSB) and a per diem employees in the classification of Nursing Shift Coordinator- Per Diem (VWHD) will receive a shift differential of twelve (12%) of the employee's base hourly rate of pay for the employee's entire shift designation when the employee works four (4) or more hours between 5:00 p.m. and 11:00 p.m. In order to receive the shift differential the employee must start work between 11:00 a.m. and 12:00 midnight on the day the shift is scheduled to begin. Hours worked in excess of the employee's shift designation will count towards qualifying for the shift differential but the employee will not be paid the shift differential on any hours worked in excess of the employee's shift designation.

5.13 Night Shift Differential: Temporary employees in the classification of Family Nurse Practitioner (VWSB) and a per diem employee in the classification of Nursing Shift Coordinator- Per Diem (VWHD) will receive a shift differential of fifteen percent (15%) of the employee's base hourly rate of pay for the employee's entire shift designation when the employee works four (4) or more hours between 11:00 p.m. and 9:00 a.m. In order to receive the shift differential the employee must start work between the hours of 7:00 p.m. and 12:00 midnight or 12:00 midnight and 8:00 a.m. on the day the shift is scheduled to begin. Hours worked in excess of the employee's shift designation will count towards qualifying for the shift differential but the employee will not be paid the shift differential on any hours worked in excess of the employee's shift designation.

- 5.14 Weekend Shift Differentials:** Temporary employees in the classifications Library Student Assistant-Exempt (3KW2) and Library Aide-Exempt (3KW4) may receive a shift differential of five percent (5%) of the employee's base hourly rate of pay for all hours worked on a Saturday. Said five percent (5%) differential will not apply to an overtime hours worked on Saturday.

Temporary employees in the classifications Library Student Assistant-Exempt (3KW2) and Library Aide-Exempt (3KW4) may receive a shift differential of seven and one-half percent (7.5%) of the employee's based rate of pay for all hours worked on a Sunday. Said seven and one-half percent (7.5%) differential will not apply to overtime hours worked on Sundays.

- 5.15 Hospital and Clinics Division Weekend Shift Differential:** Temporary employees in the classification of Family Nurse Practitioner (VWSB) who work in the Hospital and Clinic divisions will be paid an additional ten dollar (\$10.00) per hour if assigned a shift within the following timeframe, FRI 11PM TO SUN 11PM.

- 5.16 Morning Watch Shift Differential:** Temporary employees in the classification of Dispatcher I (64WK) and Dispatcher II (64WM) may receive Morning Watch Shift Differential of three percent (3%) of base rate of pay for the employee's entire scheduled shift when the employee works four (4) or more hours between the hours of 0000 and 0800.

The Morning Watch is defined as time worked between the hours of 0000 hours and 0800 hours.

- 5.17 Evening Watch Shift Differential:** Temporary employees in the classification of Dispatcher I (64WK) and Dispatcher II (64WM) may receive an Evening Watch Shift Differential of five percent (5%) of base rate of pay for the employee's entire scheduled shift when the employee works four (4) or more hours between 1600 and 0000 hours.

The Evening Watch is defined as time worked between 1600 hours and 0000 hours.

Hours worked in excess of the employee's scheduled workday will count toward qualifying for the Morning Watch Shift Differential and Evening Watch Shift Differential, but the employee will not be paid the differential on any excess hours worked.

5.18 Code Gray/STAT Team Differential: Per Diem employees in the classification of Nursing Shift Coordinator- Per Diem (VWHD) who are assigned by hospital administration to respond to emergency Code Gray calls as a member of the STAT Team are entitled to a differential of ten percent (10%) of the employee's base rate of pay (not including differentials).

5.19 School Security Detail: Temporary employees in the classification of Deputy Sheriff Reserve (6XW3) who are assigned to events held within the San Ramon Valley School district will receive \$20.00 per hour.

5.20 County Fair Assignment: Temporary employees in the classification of Deputy Sheriff Reserve (6XW3) who are assigned to the annual Contra Costa County Fair will receive \$25.00 per hour.

6. Special Pays for Temporary Physicians:

6.10. Emergency Room Pay. A temporary physician working in the Emergency Room will be paid the following differentials in addition to his/her regular pay.

Monday – Thursday 7:00 am-11:00 pm \$14 per hour

Friday 7:00 am-7:00 pm \$14 per hour

Monday – Thursday 11:00 pm – 7:00 am \$42 per hour

Friday, Saturday, Sunday 7:00 pm – 7:00 am \$56 per hour

Saturday, Sunday 7:00 am – 7:00 pm \$28 per hour

Holidays worked in the Emergency Room will be paid an additional \$28 per hour between 7:00 am and 7:00 pm. Holidays worked in the Emergency Room will be paid an additional \$56 per hour between 7:00 pm and 7:00 am.

6.11 Weekend Rounds Differential. A temporary physician is eligible for this differential when the temporary physician works unscheduled rounds at the hospital between the hours of 11:00 pm on Friday and 11:00 pm on Sunday.

This differential is paid at the rate of 1.0 times his/her base rate of pay (not including differentials) plus \$42 per hour, with a minimum pay of three (3) hours. However, only a single three (3) hour minimum will be allowed for each 24 hour period.

6.13 Holiday Rounds Differential. A temporary physician is eligible for this differential when the physician works unscheduled rounds at the hospital on a holiday observed by the County.

This differential is paid at the rate of 1.0 times his/her base rate of pay (not including differentials) plus \$42 per hour, with a minimum pay of three (3) hours. However, only a single three (3) hour minimum will be allowed for each 24 hour period.

6.14 Physician On-Call OBGYN In-House Differential. A temporary physician assigned to the In-House OB GYN is eligible to receive the Physician On-Call OBGYN In-House Differential under any one of the following conditions:

- a. Between 5:00 pm and 6:30 am Monday through Friday;
- b. Between 5:00 pm on Friday and 6:30 am on Monday; or
- c. On a holiday observed by the County.

This differential is paid at the rate of 1.0 times his/her base rate of pay (not including differentials) plus \$10 per hour.

6.15 Physician Fall Back Differential. A temporary physician is eligible for this differential when the physician works an extended-hours clinic in the Patients Choice Program.

This differential is paid at the rate of 1.0 times his/her base rate of pay (not including differentials) plus \$42 per hour.

6.16 Call Back Differential. A temporary physician is eligible for this differential when the physician is called back to work and the physician returns to work.

This differential is paid at the rate of 1.0 times his/her base rate of pay (not including differentials) plus \$42 per hour, with a minimum of three (3) hours of pay for each call back.

6.17 On Call at 1.0 (1:4) Differential. A temporary physician is eligible for this differential when the physician is assigned additional On-Call obligations for Anesthesia, Orthopedics, Surgery, Medicine, Pediatrics, OB Joint Venture Health Plan or Advice first call, and other comparable on-call duties as assigned by the appointing authority or his/her designee. This differential pay ends in the event that the physician is called back and the physician returns to the hospital.

This differential is paid at the rate of 1.0 times his/her base hourly rate of pay (not including differential) for each four (4) hours On-Call.

6.18 On Call at 1.0 (1:8) Differential. A temporary physician is eligible for this differential when the physician is assigned additional On-Call obligations for Pathology, GI, Ophthalmology, Health Officer, Plastic Surgery, Hand Surgery, Detention Medical, Psychiatry, Health Plan or Advice Backup, and other comparable

on-call duties as assigned by the appointing authority or his/her designee. This differential pay ends in the event that the physician is called back and the physician returns to the hospital.

This differential is paid at the rate of 1.0 times his/her base hourly rate of pay (not including differentials) for each eight (8) hours On-Call.

6.19 Physician Evening Clinic. A physician is eligible for an additional \$15 per hour for working an evening clinic between the hours of 5:00 pm and 11:00 pm.

6.20 Physician Weekend Clinic. A physician is eligible for an additional \$15 per hour for working a weekend clinic between Friday 11:00 pm and Sunday 11:00 pm.

7. Sick Leave: Refer to Administrative Bulletin 413 "Twenty-four Hour Sick Leave Benefit"

8. Workers' Compensation: Workers' Compensation benefits will be provided pursuant to State Law.

Exhibit F

| Classification |
|---------------------------------------|
| ASST COUNTY COUNSEL-EXEMPT |
| ASST DISTRICT ATTORNEY-EXEMPT |
| ASST PUBLIC DEFENDER-EXEMPT |
| ATTORNEY ADVANCE-CHLD SPPT SVC |
| ATTORNEY BASIC-CHILD SPPT SVCS |
| ATTORNEY ENTRY-CHILD SPPT SVCS |
| CHIEF ASST COUNTY COUNSEL |
| CHIEF ASST DISTRICT ATTORNEY-E |
| CHIEF ASST PUBLIC DEFENDER |
| CHIEF TRIAL DEPUTY PUBLIC DEF |
| CIVIL LITIG ATTY-ADVANCED |
| CIVIL LITIG ATTY-BASIC LVL |
| CIVIL LITIG ATTY-STANDARD |
| DEPUTY CO COUNSEL-ADVANCED |
| DEPUTY CO COUNSEL-BASIC |
| DEPUTY CO COUNSEL-BASIC-EXEMPT |
| DEPUTY CO COUNSEL-STANDARD |
| DEPUTY CO COUNSEL-STANDARD-EX |
| DEPUTY COUNTY COUNSEL ADVANCED-EXEMPT |
| SR DEPUTY DISTRICT ATTORNEY-EX |
| SR FINANCIAL COUNSELOR-EXEMPT |
| SUPERVISING ATTORNEY-DCSS |

Exhibit G

| Unit | Description |
|------|---|
| 1P | Phys & Dentist Unit |
| 1X | Phys & Dentists Optometrist Unit |
| 2I | Local 1021, Service Line Supervisors Unit |
| 4N | Fire Suppression & Prevention Unit |
| A8 | Elected Department Heads |
| B1 | Safety Unrep District Attorney |
| B2 | Safety Unrep Probation Classes |
| B3 | Safety Unrep Misc Classes |
| B8 | Mgmt Classes-Classified & Exempt |
| BD | Mgmt Classified & Ex Dept. Head |
| BS | Sheriff's Sworn Executive Mgmt |
| BT | Merit System Fixed Term Mgmt |
| C8 | Management Project -Other |
| CC | CS Child Development Mgmt-Project |
| CH | CS Head Start Mgmt-Project |
| CL | CS Living Free Mgmt-Project |
| D8 | Unrepresented Proj Class-Other |
| DC | Unrepresented Child Dev-Proj |
| DH | Unrepresented Head Start-Proj |
| DL | Unrepresented Living Free-Proj |
| DP | Unrepresented PIC Special-Proj |
| F8 | Unrep Class & Exempt Other |
| FH | Unrep Hd Start Classified & Ex |
| FK | Unrep CL & Ex -Com Svcs Other |
| FS | Unrep CI & Ex Student Workers |
| FT | Unrep CI & Ex Fixed Term |
| FW | Unrep CL & Ex-sworn Peace Officer |
| FX | Unrep Exempt Medical Staff |
| L3 | CN A Staff Nurses Unit |
| LT | CN A Public Health Nurse Unit |
| MA | District Attorney's Unit |
| QC | Local One, Family Chld Svs Site Supv Unit |
| V# | Sheriff's Sworn Mgmt Unit |
| VA | DSA Non-Sworn Mgmt. Unit |
| VH | Deputy Sheriff's Unit-Sworn |
| VN | Deputy Sheriff's Unit-Non Sworn |
| XJ | DA Investigators Unit |



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: 2015/16 FY MID-YEAR BUDGET STATUS REPORT

RECOMMENDATION(S):

ACCEPT report regarding the mid-year status of the FY 2015/16 County Budget.

FISCAL IMPACT:

This report is informational and will be used for planning purposes and budget development. Additional recommendations will be presented to the Board during Budget Hearings on April 19, 2016.

BACKGROUND:

The Administrator's Office annually reports the status of the Budget as of December 31 to determine whether departmental expenses and revenues to date are consistent with the spending plan adopted, and amended from time to time, by the Board of Supervisors. Mid-year reviews provide an opportunity to identify variances from anticipated expenditures and revenue receipts, and permit budget staff to confer with departments regarding the potential need for budgetary adjustments. The following report is a status of the current year.

The mid-year budget status report is important in that it is based on a sufficient amount of experience during the budget year to permit a reasonably accurate assessment of how closely actual expenses and revenues are likely to track with the approved budget.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll, County Finance
Director 925-335-1023

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND: (CONT'D)

Our review of departmental budgets at this mid-year juncture suggests that departmental expenditures and revenues are performing in accord with expectations and are not projected to exceed the FY 2015/16 Adjusted Budget in any major area. However, as noted later in this report, there are several variables which are affecting this projection. The Board is not being asked to take any corrective action at this time. Recommendations, if needed, will be made as part of the Budget Hearings on April 19. This assessment could change based on intervening factors – e.g., revenue curtailments or program shifts by the State – that could affect current year costs and revenues and negatively impact our outlook for the ensuing fiscal year.

This report provides an overview of the status of the County's FY 2015/2016 Budget as of December 31, 2015. Included in this report are tables that summarize the County's mid-year fiscal condition (Attachments A, B, and C).

As of December 31, 2015, with 50% of the fiscal year having passed, actual expenditures for all County funds totaled 40.8% of planned spending, while actual revenues totaled 44.1% of amounts anticipated for the year. Both our expenditure and revenue positions are improved compared to the same period last year (43.5% and 44.0% respectively). Comparison data for the same period in prior years are 43.6% and 38.1% in fiscal year 2013/14, 42.6% and 38.0% in fiscal year 2012/13, 41.5% and 39.1% in fiscal year 2011/12, 42.9% and 42.8% in fiscal year 2010/11, 45.3% and 44.5% in fiscal year 2009/10, 45.6% and 43.6% in fiscal year 2008/09, 44.5% and 47.9% in fiscal year 2007/08, 43.8% and 45.5% in fiscal year 2006/07, and 42.6% and 44.2% in fiscal year 2005/06.

For the General Fund alone, actual expenditures totaled 41.6% of planned spending, and actual revenues totaled 38.2% of amounts anticipated for the year. As with the all fund comparison, our expenditure and revenue positions have improved compared to the same period last year (43.7% and 37.1% respectively). Comparison data for the same period in prior years are 43.0% and 34.4% in FY 2013/14, 45.5% and 31.7% in fiscal year 2012/13, 46.1% and 32.5% in fiscal year 2011/12, 47.0% and 36.3% in fiscal year 2010/11, 47.7% and 36.9% in fiscal year 2009/10, 50.1% and 37.7% in fiscal year 2008/09, 47.5% and 39.0% in fiscal year 2007/08, 47.0% and 39.7% in fiscal year 2006/07, and 46.4% and 38.6% in fiscal year 2005/06. At mid-year, December 31, 2015, the specific dollar amounts were as follows:

| ALL FUNDS | | | |
|------------------------|------------------|------------------|---------|
| Second Quarter Summary | | | |
| | Budget | Actual | Percent |
| Expenditures | \$ 3,209,282,914 | \$ 1,308,195,498 | 40.8% |
| Revenues | \$ 3,030,170,772 | \$ 1,335,551,247 | 44.1% |

| GENERAL FUND | | | |
|------------------------|------------------|----------------|---------|
| Second Quarter Summary | | | |
| | Budget | Actual | Percent |
| Expenditures | \$ 1,504,945,900 | \$ 626,669,612 | 41.6% |
| Revenues | \$ 1,425,274,836 | \$ 544,076,360 | 38.2% |

| GENERAL FUND | | | |
|------------------------------------|------------------|----------------|---------|
| Second Quarter Expenditure Summary | | | |
| | Budget | Actual | Percent |
| Wages & Benefits | 788,422,357 | 363,056,616 | 46.0% |
| Services & Supplies | 496,693,586 | 191,145,024 | 38.5% |
| Other Charges | 235,987,430 | 109,395,751 | 46.4% |
| Fixed Assets | 65,417,199 | 5,578,495 | 8.5% |
| Inter-departmental Charges | (88,402,902) | (42,506,274) | 48.1% |
| Contingencies | 6,828,230 | 0 | 0.0% |
| Total Expenses | \$ 1,504,945,900 | \$ 626,669,612 | 41.6% |

| GENERAL FUND | | | |
|--------------------------------|------------------|----------------|---------|
| Second Quarter Revenue Summary | | | |
| | Budget | Actual | Percent |
| Taxes | \$ 341,240,000 | \$ 217,200,887 | 63.7% |
| Licenses, Permits, Franchises | 11,476,050 | 3,211,651 | 28.0% |
| Fines, Forfeitures, Penalties | 26,422,960 | 2,062,975 | 7.8% |
| Use of Money & Property | 11,300,770 | 1,158,972 | 10.3% |
| Federal/State Assistance | 551,535,886 | 155,988,059 | 28.3% |
| Charges for Current Services | 217,491,580 | 88,916,696 | 40.9% |
| Other Revenue | 265,807,590 | 75,537,120 | 28.4% |
| Total Revenues | \$ 1,425,274,836 | \$ 544,076,360 | 38.2% |

As noted above, County expenditures and revenues at mid-year were within acceptable parameters given the Board approved budget. The difference between budgeted expenditures and revenues are due to prior year encumbrances, restricted reserves, and other carry forwards. The variances in anticipated expenses and revenue receipts are noted at the mid-year.

Revenues

- Revenue from State and federal sources are typically late in being realized because much of it is based on expenditure claims paid in arrears. Normally departments that rely on State and federal revenue experience a two to three-month lag in revenues.
- Prop 172 combined public safety sales tax revenues were up compared to the same months in 2014. The County's sales tax consultant continues to project positive growth for FY 2015/16 and it is expected that the budgeted amount will be exceeded in the current year even though the County's pro-rata share of the State pool decreased marginally in FY 2015/16. However, the County's pro-rata share of the State pool is expected to increase by 1.322% in FY 2016/17.
- AB109/Public Safety Realignment revenue is budgeted at \$21.5 million and is being allocated by the State on a monthly basis as anticipated.

Expenditures

- Normally salary costs are understated at mid-year. Some reduction in permanent salary costs is anticipated in the second half of the fiscal year due to retirements, which tend to occur in March, however, the majority of these savings will be spent in retiree pay-outs.
- Employee benefit costs are normally understated at mid-year because the budget includes appropriations for health insurance cost increases that do not become effective until the end of the second quarter. Actual expenses for employee health insurance will increase the second half of the year. These increases will be more significant this year due to negotiated changes to healthcare subsidies, which began January 1, 2016 for the majority of represented employees.
- Service and supplies costs are generally understated throughout most of the fiscal year because of the time required to process payments to vendors and contractors. This payment cycle averages one month in arrears. Additionally, departments tend to wait later in the year to make purchases to ensure that resources are not needed elsewhere.

General Purpose Revenue

General Purpose budgeted revenues total \$385.9 million spread over 28 accounts. These revenues consist primarily of \$320.6 million in taxes for current property. Of the taxes for current property, \$191.5 million is current secured, \$4.5 million is supplemental, \$8.8 million is unitary, \$108.8 million is Property Tax in Lieu of Vehicle License Fees (from non-realignment vehicle license fees) and \$7.0 million is current unsecured. The current year budget included a 6.0% property tax growth rate. The actual growth rate was 7.53%. Other significant budgeted revenue is real property transfer tax (\$7.0 million), sales tax (\$14.1 million), and earnings on investments (\$1.1 million). Based on six months of experience, General Purpose Revenues are expected to exceed budgeted amounts by approximately \$10 million, \$5.7 million due to the growth in assessed valuation.

In summary, the over-all County General Fund budget is balanced and all individual departments, with the exception of the Public Defender, balance. At mid-year the Public Defender's Office is projecting a \$125,000 department-wide over expenditure. The department's expenditures are currently projected to exceed the budget for salaries by \$145,000; however, the impact on net County cost is offset by reduced expert witness costs. The County Administrator has recommended reductions in spending in a variety of accounts and expects the department to achieve very close to a balanced budget by year-end.

Conclusion

As noted, the overall County budget including the General Fund budget is balanced. Due to the large number of bargaining groups that will have open contracts July 1, 2016, a hiring freeze was recommended for all departments. County department heads have been provided 2016/17 budget direction that includes compensation increases due to negotiated wage increases. A portion of the increase will be covered by increased revenues. The County Administrator will return to the Board of Supervisors on April 19 with the Recommended Budget for FY 2016/17 and the Planning Budget for FY 2017/18. It is anticipated that the Board will adopt a Final Budget on May 10.

CONSEQUENCE OF NEGATIVE ACTION:

Not applicable.

ATTACHMENTS

Attachments A-C

**Fiscal Year 2015-16
Second Quarter
General Fund**

| Department | Budgeted Revenue | Actual Revenue | Actual as % of Budget | Budgeted Expenses | Actual Expenses | Actual as % of Budget |
|----------------------------------|-------------------------|-----------------------|--------------------------|-------------------------|-----------------------|--------------------------|
| BOARD OF SUPERVISORS | \$ 394,538 | \$ 146,869 | 37.2% | \$ 8,660,907 | \$ 2,878,359 | 33.2% |
| GENERAL COUNTY SERVICES | 5,719,747 | 1,575,337 | 27.5% | 31,522,276 | 10,272,817 | 32.6% |
| COUNTY ADMINISTRATOR | 15,786,675 | 4,705,050 | 29.8% | 35,478,861 | 10,471,726 | 29.5% |
| GENERAL COUNTY REVENUES | 385,969,121 | 228,876,325 | 59.3% | 0 | 0 | 0.0% |
| PERSONNEL | 6,524,333 | 2,673,861 | 41.0% | 9,645,854 | 4,625,865 | 48.0% |
| AUDITOR-CONTROLLER | 5,282,739 | 2,621,438 | 49.6% | 9,310,926 | 4,005,504 | 43.0% |
| PLANT ACQUISITION | 89,548 | 5,347,315 | 0.0% | 57,386,368 | 3,974,472 | 6.9% |
| TREASURER-TAX COLLECTOR | 2,901,850 | 1,644,957 | 56.7% | 4,915,143 | 2,427,574 | 49.4% |
| ASSESSOR | 1,532,184 | 321,533 | 21.0% | 17,296,516 | 7,718,719 | 44.6% |
| COUNTY COUNSEL | 3,741,016 | 1,287,041 | 34.4% | 7,003,326 | 2,798,809 | 40.0% |
| HEALTH SERVICES | 244,302,674 | 63,304,627 | 25.9% | 331,391,388 | 149,088,100 | 45.0% |
| EMPLMNT & HUMAN SVCS | 427,841,754 | 120,986,940 | 28.3% | 448,458,895 | 200,822,213 | 44.8% |
| SUPERIOR COURT-JURY COMM | 6,790,161 | 3,213,495 | 47.3% | 17,321,796 | 8,315,554 | 48.0% |
| JUSTICE SYSTEM PLANNING | 930,000 | 503,468 | 54.1% | 6,804,885 | 2,283,290 | 33.6% |
| COUNTY CLERK-RECORDER | 7,531,726 | 3,267,343 | 43.4% | 15,027,122 | 4,290,625 | 28.6% |
| SHERIFF-CORONER | 143,690,902 | 45,716,125 | 31.8% | 225,394,933 | 105,678,271 | 46.9% |
| PROBATION | 28,899,959 | 6,936,591 | 24.0% | 71,679,703 | 31,671,545 | 44.2% |
| AGRICULTURE-WEIGHTS/MEAS | 3,700,971 | 914,934 | 24.7% | 6,136,646 | 2,818,790 | 45.9% |
| ANIMAL SERVICES | 7,378,326 | 3,886,512 | 52.7% | 11,793,856 | 5,381,394 | 45.6% |
| CONSERVATION & DEVELOPMENT | 11,852,195 | 1,001,350 | 8.4% | 12,919,588 | 1,737,013 | 13.4% |
| DISTRICT ATTORNEY | 19,335,141 | 5,083,490 | 26.3% | 36,141,816 | 17,852,668 | 49.4% |
| PUBLIC DEFENDER | 1,687,467 | 436,862 | 25.9% | 21,387,467 | 10,499,184 | 49.1% |
| PUBLIC WORKS | 93,190,109 | 39,546,209 | 42.4% | 111,405,057 | 36,622,492 | 32.9% |
| MISCELLANEOUS SERVICES | 201,700 | 78,688 | 39.0% | 1,034,341 | 434,628 | 42.0% |
| APPROPRIATIONS FOR CONTINGENCIES | 0 | 0 | 0.0% | 6,828,230 | 0 | 0.0% |
| TOTAL | \$ 1,425,274,836 | \$ 544,076,360 | 38.2% | \$ 1,504,945,900 | \$ 626,669,612 | 41.6% |

**Fiscal Year 2015-16
Mid-Year Budget Status Report**

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---------------------------|---|-------------------------------|
| 100300 0001 | DEPARTMENT OF SUPERVISORS | | |
| E1000 | Salaries and Benefits | 3,984,480 | 1,887,177 |
| E2000 | Services and Supplies | 2,136,485 | 937,660 |
| E3000 | Other Charges | 311,817 | 22 |
| E5000 | Expenditure Transfers | 69,750 | 49 |
| GRSCST | GROSS EXPENDITURES | 6,432,782 | 2,824,860 |
| TOTEXP | TOTAL EXPENDITURES | 6,502,532 | 2,824,908 |
| R9600 | CHARGES FOR SERVICES | 213,579 | 53,885 |
| R9800 | MISCELLANEOUS REVENUE | | 190 |
| TOTREV | GROSS REVENUE | 213,579 | 54,075 |
| NETCOS | NET COUNTY COST (NCC) | 6,288,953 | 2,770,833 |
| 100300 0007 | BOARD MITIGATION PROGRAMS | | |
| E2000 | Services and Supplies | 2,070,416 | 34,888 |
| GRSCST | GROSS EXPENDITURES | 2,070,416 | 34,888 |
| TOTEXP | TOTAL EXPENDITURES | 2,070,416 | 34,888 |
| R9600 | CHARGES FOR SERVICES | 150,000 | 92,794 |
| TOTREV | GROSS REVENUE | 150,000 | 92,794 |
| NETCOS | NET COUNTY COST (NCC) | 1,920,416 | (57,906) |
| 100300 0036 | PERSONNEL MERIT BOARD | | |
| E1000 | Salaries and Benefits | 50,331 | 4,314 |
| E2000 | Services and Supplies | 37,628 | 14,249 |
| GRSCST | GROSS EXPENDITURES | 87,959 | 18,563 |
| TOTEXP | TOTAL EXPENDITURES | 87,959 | 18,563 |
| R9600 | CHARGES FOR SERVICES | 30,959 | |
| TOTREV | GROSS REVENUE | 30,959 | |
| NETCOS | NET COUNTY COST (NCC) | 57,000 | 18,563 |
| 115800 0478 | NO RICH WST&RCVY MTGN FEE | | |
| E2000 | Services and Supplies | 1,014,082 | 894,412 |
| E3000 | Other Charges | 305,085 | 48,598 |
| E5000 | Expenditure Transfers | | 45,002 |
| GRSCST | GROSS EXPENDITURES | 1,319,167 | 943,010 |
| TOTEXP | TOTAL EXPENDITURES | 1,319,167 | 988,012 |
| R9400 | USE OF MONEY & PROPERTY | | 702 |
| R9600 | CHARGES FOR SERVICES | 550,000 | 324,764 |
| TOTREV | GROSS REVENUE | 550,000 | 325,465 |
| NETCOS | NET COUNTY COST (NCC) | 769,167 | 662,547 |
| 100300 0025 | MANAGEMENT INFO SYSTEMS | | |
| E2000 | Services and Supplies | 1,980,776 | 123,758 |
| E4000 | Fixed Assets | 170,000 | 82,484 |
| E5000 | Expenditure Transfers | (150,000) | |
| GRSCST | GROSS EXPENDITURES | 2,150,776 | 206,243 |
| TOTEXP | TOTAL EXPENDITURES | 2,000,776 | 206,243 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | R9600 CHARGES FOR SERVICES | 150,000 | |
| | R9800 MISCELLANEOUS REVENUE | 50,000 | 2,788 |
| | TOTREV GROSS REVENUE | 200,000 | 2,788 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 1,800,776 | 203,455 |
| 100300 0135 | ECONOMIC PROMOTION | | |
| | E2000 Services and Supplies | 29,346 | 18,792 |
| | E3000 Other Charges | 449,828 | 300,000 |
| | GRSCST GROSS EXPENDITURES | 479,174 | 318,792 |
| | TOTEXP TOTAL EXPENDITURES | 479,174 | 318,792 |
| | R9500 INTERGOVERNMENTAL REVENUE | 14,248 | 20,835 |
| | TOTREV GROSS REVENUE | 14,248 | 20,835 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 464,926 | 297,957 |
| 100300 0145 | EMPLOYEE/RETIREE BENEFITS | | |
| | E1000 Salaries and Benefits | 1,053,467 | 537,362 |
| | E2000 Services and Supplies | 18,548,205 | 2,552,155 |
| | E5000 Expenditure Transfers | (354,138) | |
| | GRSCST GROSS EXPENDITURES | 19,601,672 | 3,089,518 |
| | TOTEXP TOTAL EXPENDITURES | 19,247,534 | 3,089,518 |
| | R9600 CHARGES FOR SERVICES | 38,862 | |
| | TOTREV GROSS REVENUE | 38,862 | |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 19,208,672 | 3,089,518 |
| 100300 0150 | INSURANCE AND RISK MGMT | | |
| | E1000 Salaries and Benefits | 3,905,001 | 1,726,215 |
| | E2000 Services and Supplies | 1,513,407 | 2,593,979 |
| | E3000 Other Charges | 4,331,384 | 2,328,154 |
| | E4000 Fixed Assets | 20,000 | |
| | E5000 Expenditure Transfers | 25,000 | 9,916 |
| | GRSCST GROSS EXPENDITURES | 9,769,792 | 6,648,348 |
| | TOTEXP TOTAL EXPENDITURES | 9,794,792 | 6,658,264 |
| | R9800 MISCELLANEOUS REVENUE | 5,466,638 | 1,551,716 |
| | TOTREV GROSS REVENUE | 5,466,638 | 1,551,716 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 4,328,154 | 5,106,548 |
| 135000 0791 | RETIREMENT UAAL BOND FUND | | |
| | E2000 Services and Supplies | 3,000 | |
| | E3000 Other Charges | 47,039,873 | |
| | GRSCST GROSS EXPENDITURES | 47,042,873 | |
| | TOTEXP TOTAL EXPENDITURES | 47,042,873 | |
| | R9400 USE OF MONEY & PROPERTY | 800,000 | |
| | R9800 MISCELLANEOUS REVENUE | 36,117,526 | 14,435,183 |
| | TOTREV GROSS REVENUE | 36,917,526 | 14,435,183 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 10,125,347 | (14,435,183) |
| 135200 0793 | RET LITGTN STLMNT DBT SVC | | |
| | E3000 Other Charges | 2,759,911 | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---------------------------------|------------------------------------|-----------------------|
| | GRSCST GROSS EXPENDITURES | 2,759,911 | |
| | TOTEXP TOTAL EXPENDITURES | 2,759,911 | |
| | R9800 MISCELLANEOUS REVENUE | 2,759,911 | 1,379,958 |
| | TOTREV GROSS REVENUE | 2,759,911 | 1,379,958 |
| | NETCOS NET COUNTY COST (NCC) | 0 | (1,379,958) |
| 135400 0794 | FAMILY LAW CTR-DEBT SVC | | |
| | E2000 Services and Supplies | 1,760,849 | |
| | E5000 Expenditure Transfers | 545,347 | |
| | GRSCST GROSS EXPENDITURES | 1,760,849 | |
| | TOTEXP TOTAL EXPENDITURES | 2,306,196 | |
| | NETCOS NET COUNTY COST (NCC) | 2,306,196 | 0 |
| 100300 0002 | CLERK OF THE BOARD | | |
| | E1000 Salaries and Benefits | 896,264 | 292,904 |
| | E2000 Services and Supplies | 173,236 | 63,091 |
| | E5000 Expenditure Transfers | | 8 |
| | GRSCST GROSS EXPENDITURES | 1,069,500 | 355,995 |
| | TOTEXP TOTAL EXPENDITURES | 1,069,500 | 356,003 |
| | R9500 INTERGOVERNMENTAL REVENUE | 54,200 | 19,860 |
| | R9600 CHARGES FOR SERVICES | 45,300 | 11,143 |
| | TOTREV GROSS REVENUE | 99,500 | 31,003 |
| | NETCOS NET COUNTY COST (NCC) | 970,000 | 325,000 |
| 100300 0003 | COUNTY ADMINISTRATOR | | |
| | E1000 Salaries and Benefits | 5,053,655 | 2,100,547 |
| | E2000 Services and Supplies | 11,845,304 | 3,028,313 |
| | E4000 Fixed Assets | 122,203 | 50,757 |
| | E5000 Expenditure Transfers | (350,566) | (86,273) |
| | GRSCST GROSS EXPENDITURES | 17,021,162 | 5,179,617 |
| | TOTEXP TOTAL EXPENDITURES | 16,670,596 | 5,093,344 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 1,084,218 | 700,035 |
| | R9600 CHARGES FOR SERVICES | 594,533 | 29,395 |
| | R9800 MISCELLANEOUS REVENUE | 5,140,928 | 793,535 |
| | TOTREV GROSS REVENUE | 6,819,679 | 1,522,965 |
| | NETCOS NET COUNTY COST (NCC) | 9,850,917 | 3,570,379 |
| 100300 0004 | CROCKETT-RODEO REVENUES | | |
| | E2000 Services and Supplies | 396,000 | 207,518 |
| | E3000 Other Charges | 284,000 | |
| | GRSCST GROSS EXPENDITURES | 680,000 | 207,518 |
| | TOTEXP TOTAL EXPENDITURES | 680,000 | 207,518 |
| | NETCOS NET COUNTY COST (NCC) | 680,000 | 207,518 |
| 100300 0059 | COMMUNITY ACCESS TV | | |
| | E2000 Services and Supplies | | 81 |
| | GRSCST GROSS EXPENDITURES | | 81 |
| | TOTEXP TOTAL EXPENDITURES | | 81 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | R9200 LICENSE/PERMIT/FRANCHISES | | (780) |
| | TOTREV GROSS REVENUE | | (780) |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | 861 |
| 100300 | 0147 INFORMATION TECHNOLOGY | | |
| | E1000 Salaries and Benefits | 8,878,995 | 3,593,458 |
| | E2000 Services and Supplies | 6,583,288 | 2,359,457 |
| | E3000 Other Charges | 1,439,764 | 222,001 |
| | E5000 Expenditure Transfers | (11,924,142) | (4,895,925) |
| | GRSCST GROSS EXPENDITURES | 16,902,047 | 6,174,915 |
| | TOTEXP TOTAL EXPENDITURES | 4,977,905 | 1,278,990 |
| | R9600 CHARGES FOR SERVICES | 4,860,001 | 964,804 |
| | TOTREV GROSS REVENUE | 4,860,001 | 964,804 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 117,904 | 314,186 |
| 100300 | 0060 TELECOMMUNICATIONS | | |
| | E1000 Salaries and Benefits | 2,675,255 | 1,213,650 |
| | E2000 Services and Supplies | 5,616,311 | 3,602,335 |
| | E3000 Other Charges | 642,178 | 99,444 |
| | E4000 Fixed Assets | 46,100 | 23,601 |
| | E5000 Expenditure Transfers | (4,984,164) | (2,712,858) |
| | GRSCST GROSS EXPENDITURES | 8,979,844 | 4,939,030 |
| | TOTEXP TOTAL EXPENDITURES | 3,995,680 | 2,226,172 |
| | R9400 USE OF MONEY & PROPERTY | 120,525 | 429,027 |
| | R9600 CHARGES FOR SERVICES | 3,757,655 | 1,758,031 |
| | TOTREV GROSS REVENUE | 3,878,180 | 2,187,058 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 117,500 | 39,114 |
| 100300 | 0235 LAW & JUSTICE SYSTEMS DEV | | |
| | E1000 Salaries and Benefits | 376,041 | 163,487 |
| | E2000 Services and Supplies | 7,747,403 | 928,888 |
| | E4000 Fixed Assets | 25,000 | |
| | E5000 Expenditure Transfers | (258,264) | |
| | GRSCST GROSS EXPENDITURES | 8,148,444 | 1,092,374 |
| | TOTEXP TOTAL EXPENDITURES | 7,890,180 | 1,092,374 |
| | R9600 CHARGES FOR SERVICES | 119,850 | 0 |
| | R9800 MISCELLANEOUS REVENUE | 9,465 | |
| | TOTREV GROSS REVENUE | 129,315 | 0 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 7,760,865 | 1,092,374 |
| 100300 | 0356 LOCAL AGENCY FORMATION | | |
| | E3000 Other Charges | 195,000 | 217,243 |
| | GRSCST GROSS EXPENDITURES | 195,000 | 217,243 |
| | TOTEXP TOTAL EXPENDITURES | 195,000 | 217,243 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 195,000 | 217,243 |
| 100300 | 0005 REVENUE - GENERAL COUNTY | | |
| | R8980 FUND BALANCE | 252,504 | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | R9000 TAXES CURRENT PROPERTY | 320,580,000 | 207,028,127 |
| | R9100 TAXES OTHER THAN CUR PROP | 20,660,000 | 10,172,760 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 7,925,000 | 1,265,200 |
| | R9300 FINES/FORFEITS/PENALTIES | 22,500,000 | 303,237 |
| | R9400 USE OF MONEY & PROPERTY | 1,700,000 | 438,793 |
| | R9500 INTERGOVERNMENTAL REVENUE | 6,436,617 | 6,275,044 |
| | R9600 CHARGES FOR SERVICES | 5,665,000 | 1,186,378 |
| | R9800 MISCELLANEOUS REVENUE | 250,000 | 2,206,787 |
| | TOTREV GROSS REVENUE | 385,969,121 | 228,876,325 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | (385,969,121) | (228,876,325) |
| 100300 | 0035 HUMAN RESOURCES | | |
| | E1000 Salaries and Benefits | 5,305,093 | 2,311,417 |
| | E2000 Services and Supplies | 4,740,457 | 2,233,912 |
| | E4000 Fixed Assets | 147,994 | 99,136 |
| | E5000 Expenditure Transfers | (681,601) | |
| | GRSCST GROSS EXPENDITURES | 10,193,544 | 4,644,465 |
| | TOTEXP TOTAL EXPENDITURES | 9,511,943 | 4,644,465 |
| | R9600 CHARGES FOR SERVICES | 1,201,007 | 742,535 |
| | R9800 MISCELLANEOUS REVENUE | 5,308,156 | 1,919,287 |
| | TOTREV GROSS REVENUE | 6,509,163 | 2,661,823 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 3,002,780 | 1,982,642 |
| 100300 | 0038 CHILD CARE | | |
| | E2000 Services and Supplies | 165,327 | |
| | E5000 Expenditure Transfers | (31,416) | (18,600) |
| | GRSCST GROSS EXPENDITURES | 165,327 | |
| | TOTEXP TOTAL EXPENDITURES | 133,911 | (18,600) |
| | R9600 CHARGES FOR SERVICES | 15,170 | 12,038 |
| | TOTREV GROSS REVENUE | 15,170 | 12,038 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 118,741 | (30,638) |
| 115000 | 0009 REVENUE-AUTOMATED SYS DEV | | |
| | R9400 USE OF MONEY & PROPERTY | 15,000 | 3,238 |
| | TOTREV GROSS REVENUE | 15,000 | 3,238 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | (15,000) | (3,238) |
| 100300 | 0010 AUDITOR - CONTROLLER | | |
| | E1000 Salaries and Benefits | 7,350,680 | 3,291,321 |
| | E2000 Services and Supplies | 2,403,962 | 930,854 |
| | E5000 Expenditure Transfers | (443,716) | (216,671) |
| | GRSCST GROSS EXPENDITURES | 9,754,642 | 4,222,175 |
| | TOTEXP TOTAL EXPENDITURES | 9,310,926 | 4,005,504 |
| | R9600 CHARGES FOR SERVICES | 5,082,739 | 2,595,299 |
| | R9800 MISCELLANEOUS REVENUE | 200,000 | 26,138 |
| | TOTREV GROSS REVENUE | 5,282,739 | 2,621,438 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 4,028,187 | 1,384,066 |

| Fund | | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|--------|---------------------------|------------------------------------|-----------------------|
| 115000 | 0011 | AUTOMATED SYSTEMS DVLPMNT | | |
| | E5000 | Expenditure Transfers | 200,000 | |
| | TOTEXP | TOTAL EXPENDITURES | 200,000 | |
| | NETCOS | NET COUNTY COST (NCC) | 200,000 | 0 |
| 100300 | 0080 | MINOR CAP IMPROVEMENTS | | |
| | E2000 | Services and Supplies | 1,558,957 | 80,979 |
| | GRSCST | GROSS EXPENDITURES | 1,558,957 | 80,979 |
| | TOTEXP | TOTAL EXPENDITURES | 1,558,957 | 80,979 |
| | NETCOS | NET COUNTY COST (NCC) | 1,558,957 | 80,979 |
| 100300 | 0085 | FACILITY LIFECYCLE IMPROV | | |
| | E2000 | Services and Supplies | 3,722,776 | 338,164 |
| | E4000 | Fixed Assets | 28,852,475 | 1,538,751 |
| | E5000 | Expenditure Transfers | (660,452) | (374,976) |
| | GRSCST | GROSS EXPENDITURES | 32,575,251 | 1,876,916 |
| | TOTEXP | TOTAL EXPENDITURES | 31,914,799 | 1,501,940 |
| | R9600 | CHARGES FOR SERVICES | 89,548 | |
| | TOTREV | GROSS REVENUE | 89,548 | |
| | NETCOS | NET COUNTY COST (NCC) | 31,825,251 | 1,501,940 |
| 100300 | 0111 | PLANT ACQUIS-GENERAL FUND | | |
| | E2000 | Services and Supplies | | 40,385 |
| | E4000 | Fixed Assets | 23,912,612 | 2,351,168 |
| | GRSCST | GROSS EXPENDITURES | 23,912,612 | 2,391,553 |
| | TOTEXP | TOTAL EXPENDITURES | 23,912,612 | 2,391,553 |
| | R9800 | MISCELLANEOUS REVENUE | | 5,347,315 |
| | TOTREV | GROSS REVENUE | | 5,347,315 |
| | NETCOS | NET COUNTY COST (NCC) | 23,912,612 | (2,955,762) |
| 110600 | 0119 | CRIM JUST FACILITY CNSTRN | | |
| | E3000 | Other Charges | 600,774 | 250,000 |
| | E5000 | Expenditure Transfers | 1,069,873 | |
| | GRSCST | GROSS EXPENDITURES | 600,774 | 250,000 |
| | TOTEXP | TOTAL EXPENDITURES | 1,670,647 | 250,000 |
| | R9300 | FINES/FORFEITS/PENALTIES | 1,125,000 | 508,434 |
| | R9400 | USE OF MONEY & PROPERTY | 300 | 207 |
| | R9800 | MISCELLANEOUS REVENUE | 545,347 | |
| | TOTREV | GROSS REVENUE | 1,670,647 | 508,640 |
| | NETCOS | NET COUNTY COST (NCC) | 0 | (258,640) |
| 110700 | 0122 | COURTHOUSE CONSTRUCTION | | |
| | E3000 | Other Charges | 2,009,173 | 861,392 |
| | GRSCST | GROSS EXPENDITURES | 2,009,173 | 861,392 |
| | TOTEXP | TOTAL EXPENDITURES | 2,009,173 | 861,392 |
| | R9300 | FINES/FORFEITS/PENALTIES | 940,000 | 423,254 |
| | R9400 | USE OF MONEY & PROPERTY | (700) | (359) |
| | R9800 | MISCELLANEOUS REVENUE | 1,069,873 | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | TOTREV GROSS REVENUE | 2,009,173 | 422,894 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | 438,498 |
| 100300 | 0015 | TREASURER-TAX COLLECTOR | |
| | E1000 | Salaries and Benefits | 1,603,146 |
| | E2000 | Services and Supplies | 800,940 |
| | E3000 | Other Charges | 6,420 |
| | E4000 | Fixed Assets | 16,290 |
| | E5000 | Expenditure Transfers | 778 |
| | GRSCST | GROSS EXPENDITURES | 2,426,796 |
| | TOTEXP | TOTAL EXPENDITURES | 2,427,574 |
| | R9200 | LICENSE/PERMIT/FRANCHISES | 65 |
| | R9300 | FINES/FORFEITS/PENALTIES | 102,440 |
| | R9600 | CHARGES FOR SERVICES | 1,456,754 |
| | R9800 | MISCELLANEOUS REVENUE | 85,697 |
| | TOTREV | GROSS REVENUE | 1,644,957 |
| | NETCOS ⁺ | NET COUNTY COST (NCC) | 782,617 |
| 100300 | 0016 | ASSESSOR | |
| | E1000 | Salaries and Benefits | 6,462,532 |
| | E2000 | Services and Supplies | 1,211,264 |
| | E3000 | Other Charges | |
| | E4000 | Fixed Assets | |
| | E5000 | Expenditure Transfers | 16,265 |
| | GRSCST | GROSS EXPENDITURES | 7,673,796 |
| | TOTEXP | TOTAL EXPENDITURES | 7,690,061 |
| | R9600 | CHARGES FOR SERVICES | 321,251 |
| | R9800 | MISCELLANEOUS REVENUE | 282 |
| | TOTREV | GROSS REVENUE | 321,533 |
| | NETCOS ⁺ | NET COUNTY COST (NCC) | 7,368,528 |
| 115100 | 0017 | PROPERTY TAX ADMIN | |
| | E5000 | Expenditure Transfers | |
| | TOTEXP | TOTAL EXPENDITURES | |
| | R9400 | USE OF MONEY & PROPERTY | 2,532 |
| | TOTREV | GROSS REVENUE | 2,532 |
| | NETCOS ⁺ | NET COUNTY COST (NCC) | (2,532) |
| 100300 | 0019 | ASSMT LITIGATION SVCS | |
| | E2000 | Services and Supplies | 28,658 |
| | GRSCST | GROSS EXPENDITURES | 28,658 |
| | TOTEXP | TOTAL EXPENDITURES | 28,658 |
| | NETCOS ⁺ | NET COUNTY COST (NCC) | 28,658 |
| 100300 | 0030 | COUNTY COUNSEL | |
| | E1000 | Salaries and Benefits | 4,399,896 |
| | E2000 | Services and Supplies | 262,134 |
| | E4000 | Fixed Assets | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---------------------------------|------------------------------------|-----------------------|
| | E5000 Expenditure Transfers | (4,012,745) | (1,863,221) |
| | GRSCST GROSS EXPENDITURES | 11,016,070 | 4,662,030 |
| | TOTEXP TOTAL EXPENDITURES | 7,003,326 | 2,798,809 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 95,000 | |
| | R9600 CHARGES FOR SERVICES | 3,646,016 | 1,266,021 |
| | R9800 MISCELLANEOUS REVENUE | | 21,020 |
| | TOTREV GROSS REVENUE | 3,741,016 | 1,287,041 |
| | NETCOS NET COUNTY COST (NCC) | 3,262,310 | 1,511,768 |
| 100300 0301 | HLTH SVCS-DETENTION INMATES | | |
| | E1000 Salaries and Benefits | 14,829,184 | 6,719,266 |
| | E2000 Services and Supplies | 10,283,254 | 5,222,863 |
| | E3000 Other Charges | | 29 |
| | E4000 Fixed Assets | 75,688 | 0 |
| | E5000 Expenditure Transfers | (2,153,535) | 3,607 |
| | GRSCST GROSS EXPENDITURES | 25,188,126 | 11,942,158 |
| | TOTEXP TOTAL EXPENDITURES | 23,034,591 | 11,945,764 |
| | R9500 INTERGOVERNMENTAL REVENUE | 56,492 | 29,691 |
| | R9800 MISCELLANEOUS REVENUE | 1,059,324 | 327,154 |
| | TOTREV GROSS REVENUE | 1,115,816 | 356,845 |
| | NETCOS NET COUNTY COST (NCC) | 21,918,775 | 11,588,919 |
| 100300 0450 | HEALTH SVCS-PUBLIC HEALTH | | |
| | E1000 Salaries and Benefits | 38,360,486 | 17,655,620 |
| | E2000 Services and Supplies | 11,701,084 | 5,529,670 |
| | E3000 Other Charges | 1,200 | |
| | E4000 Fixed Assets | 345,000 | 103,186 |
| | E5000 Expenditure Transfers | (3,245,028) | (812,111) |
| | GRSCST GROSS EXPENDITURES | 50,407,770 | 23,288,476 |
| | TOTEXP TOTAL EXPENDITURES | 47,162,742 | 22,476,365 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 46,000 | 17,469 |
| | R9300 FINES/FORFEITS/PENALTIES | 9,830 | 4,071 |
| | R9400 USE OF MONEY & PROPERTY | 3,633,929 | |
| | R9500 INTERGOVERNMENTAL REVENUE | 22,488,256 | 3,893,329 |
| | R9600 CHARGES FOR SERVICES | 4,970,000 | 2,741,318 |
| | R9800 MISCELLANEOUS REVENUE | 1,545,272 | 1,313,242 |
| | TOTREV GROSS REVENUE | 32,693,287 | 7,969,429 |
| | NETCOS NET COUNTY COST (NCC) | 14,469,455 | 14,506,936 |
| 100300 0451 | CONSERVATOR/GUARDIANSHIP | | |
| | E1000 Salaries and Benefits | 2,365,706 | 1,113,745 |
| | E2000 Services and Supplies | 784,547 | 336,063 |
| | E5000 Expenditure Transfers | 13,705 | 7,768 |
| | GRSCST GROSS EXPENDITURES | 3,150,253 | 1,449,808 |
| | TOTEXP TOTAL EXPENDITURES | 3,163,958 | 1,457,576 |
| | R9500 INTERGOVERNMENTAL REVENUE | 264,367 | (316,553) |
| | R9600 CHARGES FOR SERVICES | 139,317 | 78,720 |
| | R9800 MISCELLANEOUS REVENUE | 175 | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | TOTREV GROSS REVENUE | 403,859 | (237,833) |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 2,760,099 | 1,695,409 |
| 100300 | 0452 HEALTH SVCS-ENVIRON HLTH | | |
| | E1000 Salaries and Benefits | 16,197,445 | 7,087,367 |
| | E2000 Services and Supplies | 4,405,002 | 1,271,196 |
| | E3000 Other Charges | 1,000 | |
| | E4000 Fixed Assets | 44,068 | 30,438 |
| | E5000 Expenditure Transfers | 164,332 | 44,618 |
| | GRSCST GROSS EXPENDITURES | 20,647,515 | 8,389,001 |
| | TOTEXP TOTAL EXPENDITURES | 20,811,847 | 8,433,618 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 140,000 | 63,458 |
| | R9300 FINES/FORFEITS/PENALTIES | 350,000 | 152,578 |
| | R9500 INTERGOVERNMENTAL REVENUE | 250,000 | 26,673 |
| | R9600 CHARGES FOR SERVICES | 19,378,551 | 5,836,218 |
| | R9800 MISCELLANEOUS REVENUE | 30,000 | 494,410 |
| | TOTREV GROSS REVENUE | 20,148,551 | 6,573,336 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 663,296 | 1,860,282 |
| 100300 | 0454 PUBLIC ADMINISTRATOR | | |
| | E1000 Salaries and Benefits | 414,895 | 76,867 |
| | E2000 Services and Supplies | 37,609 | 45,976 |
| | GRSCST GROSS EXPENDITURES | 452,504 | 122,844 |
| | TOTEXP TOTAL EXPENDITURES | 452,504 | 122,844 |
| | R9600 CHARGES FOR SERVICES | 200,000 | |
| | TOTREV GROSS REVENUE | 200,000 | |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 252,504 | 122,844 |
| 100300 | 0460 HLTH SVC-CALIF CHILD SVCS | | |
| | E1000 Salaries and Benefits | 8,319,556 | 3,847,716 |
| | E2000 Services and Supplies | 1,484,730 | 301,304 |
| | E3000 Other Charges | 600 | |
| | GRSCST GROSS EXPENDITURES | 9,804,886 | 4,149,020 |
| | TOTEXP TOTAL EXPENDITURES | 9,804,886 | 4,149,020 |
| | R9500 INTERGOVERNMENTAL REVENUE | 6,696,916 | 3,393,041 |
| | R9600 CHARGES FOR SERVICES | 404,200 | 276,679 |
| | R9800 MISCELLANEOUS REVENUE | | 37,100 |
| | TOTREV GROSS REVENUE | 7,101,116 | 3,706,820 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 2,703,770 | 442,200 |
| 100300 | 0463 HSD HOMELESS PROGRAM | | |
| | E1000 Salaries and Benefits | 1,232,925 | 492,901 |
| | E2000 Services and Supplies | 5,599,891 | 3,161,373 |
| | E5000 Expenditure Transfers | (2,394,439) | (852,239) |
| | GRSCST GROSS EXPENDITURES | 6,832,816 | 3,654,273 |
| | TOTEXP TOTAL EXPENDITURES | 4,438,377 | 2,802,034 |
| | R9400 USE OF MONEY & PROPERTY | 39,944 | 19,125 |
| | R9500 INTERGOVERNMENTAL REVENUE | 2,303,664 | (1,195,761) |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | R9800 MISCELLANEOUS REVENUE | 434,728 | 476,323 |
| | TOTREV GROSS REVENUE | 2,778,336 | (700,314) |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 1,660,041 | 3,502,348 |
| 100300 | 0465 HLTH SVS-HOSPITAL SUBSIDY | | |
| | E3000 Other Charges | 30,908,776 | 15,329,384 |
| | GRSCST GROSS EXPENDITURES | 30,908,776 | 15,329,384 |
| | TOTEXP TOTAL EXPENDITURES | 30,908,776 | 15,329,384 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 30,908,776 | 15,329,384 |
| 100300 | 0466 ALCOHOL & OTHER DRUGS SVC | | |
| | E1000 Salaries and Benefits | 3,527,767 | 1,230,357 |
| | E2000 Services and Supplies | 12,188,507 | 6,118,730 |
| | E5000 Expenditure Transfers | (1,268,963) | (414,844) |
| | GRSCST GROSS EXPENDITURES | 15,716,274 | 7,349,087 |
| | TOTEXP TOTAL EXPENDITURES | 14,447,311 | 6,934,243 |
| | R9300 FINES/FORFEITS/PENALTIES | 86,755 | 119,024 |
| | R9400 USE OF MONEY & PROPERTY | 180,948 | 93,205 |
| | R9500 INTERGOVERNMENTAL REVENUE | 6,957,537 | 4,081,320 |
| | R9600 CHARGES FOR SERVICES | 2,117,361 | 2,291,884 |
| | R9800 MISCELLANEOUS REVENUE | 4,758,830 | (4,331) |
| | TOTREV GROSS REVENUE | 14,101,431 | 6,581,103 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 345,880 | 353,140 |
| 100300 | 0467 HLTH SERVICES-MNTL HLTH | | |
| | E1000 Salaries and Benefits | 52,414,453 | 24,784,878 |
| | E2000 Services and Supplies | 122,910,978 | 48,721,863 |
| | E3000 Other Charges | 4,608,955 | 2,090,289 |
| | E4000 Fixed Assets | 21,531 | 0 |
| | E5000 Expenditure Transfers | (2,789,521) | (159,779) |
| | GRSCST GROSS EXPENDITURES | 179,955,917 | 75,597,030 |
| | TOTEXP TOTAL EXPENDITURES | 177,166,396 | 75,437,251 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 70,000 | 25,485 |
| | R9300 FINES/FORFEITS/PENALTIES | 179,361 | |
| | R9400 USE OF MONEY & PROPERTY | 5,232,372 | 6,625 |
| | R9500 INTERGOVERNMENTAL REVENUE | 31,776,167 | 8,916,030 |
| | R9600 CHARGES FOR SERVICES | 59,175,998 | 21,659,328 |
| | R9800 MISCELLANEOUS REVENUE | 69,326,380 | 8,447,773 |
| | TOTREV GROSS REVENUE | 165,760,278 | 39,055,241 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 11,406,118 | 36,382,010 |
| 113700 | 0468 HLTH SVCS-CHIP AB75 TOBACCO | | |
| | E2000 Services and Supplies | 50 | |
| | GRSCST GROSS EXPENDITURES | 50 | |
| | TOTEXP TOTAL EXPENDITURES | 50 | |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 50 | 0 |
| 113700 | 0469 HLTH-CHIP/AB75 TOBACCO | | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | R9400 USE OF MONEY & PROPERTY | | 229 |
| | TOTREV GROSS REVENUE | | 229 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (229) |
| 113500 | 0471 EMERGENCY MEDICAL SVCS | | |
| | E2000 Services and Supplies | 2,249,231 | 274,447 |
| | GRSCST GROSS EXPENDITURES | 2,249,231 | 274,447 |
| | TOTEXP TOTAL EXPENDITURES | 2,249,231 | 274,447 |
| | R9300 FINES/FORFEITS/PENALTIES | 1,692,088 | 870,177 |
| | R9400 USE OF MONEY & PROPERTY | 315 | 520 |
| | TOTREV GROSS REVENUE | 1,692,403 | 870,697 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 556,828 | (596,250) |
| 114600 | 0475 PROP 63 MH SVCS ACCT | | |
| | E5000 Expenditure Transfers | 47,117,366 | |
| | TOTEXP TOTAL EXPENDITURES | 47,117,366 | |
| | R9400 USE OF MONEY & PROPERTY | 272,122 | 53,724 |
| | R9500 INTERGOVERNMENTAL REVENUE | 42,842,624 | 9,549,626 |
| | TOTREV GROSS REVENUE | 43,114,746 | 9,603,350 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 4,002,620 | (9,603,350) |
| 145000 | 0540 HLTH SVS-HOSPITAL ENTRPSE | | |
| | E1000 Salaries and Benefits | 342,842,105 | 167,287,173 |
| | E2000 Services and Supplies | 174,422,713 | 78,626,997 |
| | E3000 Other Charges | | 0 |
| | E4000 Fixed Assets | | 0 |
| | GRSCST GROSS EXPENDITURES | 517,264,818 | 245,914,170 |
| | TOTEXP TOTAL EXPENDITURES | 517,264,818 | 245,914,170 |
| | R8110 MEDICARE PATIENT SERVICES | 36,350,430 | 31,083,741 |
| | R8120 MEDI-CAL PATIENT SERVICES | 223,781,758 | 124,087,799 |
| | R8130 HLTH PLAN PATIENT SVCS | 116,635,056 | 85,552,457 |
| | R8140 PRIVATE PAY PATIENT SVCS | 10,048,232 | 7,768,737 |
| | R8160 INTERDEPT PATIENT SVCS | 4,263,443 | 3,001,139 |
| | R8180 OTHER PATIENT SVCS | | 20,615 |
| | R8200 OTHER HOSPITAL REVENUES | 62,534,406 | (1,122,785) |
| | R8270 CHARGES TO GEN FUND UNITS | 23,275,487 | 12,112,601 |
| | R8300 EXTERNAL HEALTH PLAN REVENUE | 12,045,577 | 4,211,255 |
| | R8380 ENTERPRISE FUND SUBSIDY | 26,672,488 | 13,336,242 |
| | R8800 SCHOOLS FUNDS REVENUE | 1,657,941 | 439,316 |
| | TOTREV GROSS REVENUE | 517,264,818 | 280,491,116 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (34,576,946) |
| 145000 | 0853 HOSPITAL FIXED ASSETS | | |
| | E3000 Other Charges | 10,874,867 | 4,530,701 |
| | E4000 Fixed Assets | 16,713,505 | 1,602,960 |
| | GRSCST GROSS EXPENDITURES | 27,588,372 | 6,133,661 |
| | TOTEXP TOTAL EXPENDITURES | 27,588,372 | 6,133,661 |
| | R8200 OTHER HOSPITAL REVENUES | 27,588,372 | (1,054,730) |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | TOTREV GROSS REVENUE | 27,588,372 | (1,054,730) |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | 7,188,391 |
| 146000 | 0860 CONTRA COSTA HEALTH PLAN | | |
| | E1000 Salaries and Benefits | 22,730,393 | 9,902,166 |
| | E2000 Services and Supplies | 492,634,578 | 229,971,929 |
| | E3000 Other Charges | 21,124,264 | 7,545,980 |
| | GRSCST GROSS EXPENDITURES | 536,489,235 | 247,420,074 |
| | TOTEXP TOTAL EXPENDITURES | 536,489,235 | 247,420,074 |
| | R8300 EXTERNAL HEALTH PLAN REVENUE | 536,489,235 | 285,693,359 |
| | TOTREV GROSS REVENUE | 536,489,235 | 285,693,359 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | (38,273,285) |
| 146100 | 0861 CCHP-COMMUNITY PLAN | | |
| | E2000 Services and Supplies | 72,131,265 | 47,957,452 |
| | E3000 Other Charges | 411,969 | 496,991 |
| | GRSCST GROSS EXPENDITURES | 72,543,234 | 48,454,442 |
| | TOTEXP TOTAL EXPENDITURES | 72,543,234 | 48,454,442 |
| | R8200 OTHER HOSPITAL REVENUES | 797,275 | 601,451 |
| | R8300 EXTERNAL HEALTH PLAN REVENUE | 65,950,785 | 34,056,092 |
| | R8380 ENTERPRISE FUND SUBSIDY | 4,236,288 | 1,993,142 |
| | TOTREV GROSS REVENUE | 70,984,348 | 36,650,685 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 1,558,886 | 11,803,757 |
| 146200 | 0862 MAJOR RISK MED INS BD PRGM | | |
| | E2000 Services and Supplies | 800,000 | 150 |
| | GRSCST GROSS EXPENDITURES | 800,000 | 150 |
| | TOTEXP TOTAL EXPENDITURES | 800,000 | 150 |
| | R8400 MAJOR RISK MED INS REVENUE | 800,000 | (224,990) |
| | TOTREV GROSS REVENUE | 800,000 | (224,990) |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | 225,140 |
| 112700 | 0586 ZERO TOLRNCE-DOM VIOLENCE | | |
| | E1000 Salaries and Benefits | 259,587 | 129,574 |
| | E2000 Services and Supplies | 419,295 | 45,657 |
| | E3000 Other Charges | 22,368 | 7,865 |
| | E5000 Expenditure Transfers | | 9,867 |
| | GRSCST GROSS EXPENDITURES | 701,250 | 183,096 |
| | TOTEXP TOTAL EXPENDITURES | 701,250 | 192,963 |
| | R9400 USE OF MONEY & PROPERTY | 900 | 260 |
| | R9600 CHARGES FOR SERVICES | 300,000 | 133,043 |
| | R9800 MISCELLANEOUS REVENUE | 56,482 | 1,984 |
| | TOTREV GROSS REVENUE | 357,382 | 135,286 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 343,868 | 57,677 |
| 112500 | 0585 DOM VIOLENCE VICTIM ASIST | | |
| | E2000 Services and Supplies | 149,779 | 46,244 |
| | GRSCST GROSS EXPENDITURES | 149,779 | 46,244 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 149,779 | 46,244 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 120,000 | 60,099 |
| | R9300 FINES/FORFEITS/PENALTIES | 19,000 | 10,877 |
| | TOTREV GROSS REVENUE | 139,000 | 70,976 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 10,779 | (24,732) |
| 100300 0581 | ZERO TLRNCE DOM VIOL INIT | | |
| | E1000 Salaries and Benefits | | 50,673 |
| | E2000 Services and Supplies | 3,287,823 | 510,378 |
| | E5000 Expenditure Transfers | 71,986 | 1,984 |
| | GRSCST GROSS EXPENDITURES | 3,287,823 | 561,051 |
| | TOTEXP TOTAL EXPENDITURES | 3,359,809 | 563,034 |
| | R9500 INTERGOVERNMENTAL REVENUE | 1,991,562 | 20,679 |
| | R9800 MISCELLANEOUS REVENUE | 40,000 | |
| | TOTREV GROSS REVENUE | 2,031,562 | 20,679 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 1,328,247 | 542,355 |
| 100300 0501 | EHSD ADMINISTRATIVE SVCS | | |
| | E1000 Salaries and Benefits | 30,562,389 | 13,292,703 |
| | E2000 Services and Supplies | 20,351,631 | 7,510,094 |
| | E3000 Other Charges | 408,510 | 414,092 |
| | E4000 Fixed Assets | 670,344 | 109,328 |
| | E5000 Expenditure Transfers | (46,508,330) | (9,850,453) |
| | GRSCST GROSS EXPENDITURES | 51,992,874 | 21,326,217 |
| | TOTEXP TOTAL EXPENDITURES | 5,484,544 | 11,475,764 |
| | R9500 INTERGOVERNMENTAL REVENUE | 4,546,850 | 9,274,237 |
| | R9600 CHARGES FOR SERVICES | 133,000 | 55,218 |
| | R9800 MISCELLANEOUS REVENUE | | 59,867 |
| | TOTREV GROSS REVENUE | 4,679,850 | 9,389,322 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 804,694 | 2,086,442 |
| 100300 0502 | EHSD CHILDREN & FAMILY SVCS | | |
| | E1000 Salaries and Benefits | 35,438,274 | 16,619,555 |
| | E2000 Services and Supplies | 15,455,544 | 6,770,457 |
| | E3000 Other Charges | 46,738,168 | 26,331,939 |
| | E5000 Expenditure Transfers | 3,321,377 | (2,069,364) |
| | GRSCST GROSS EXPENDITURES | 97,631,986 | 49,721,951 |
| | TOTEXP TOTAL EXPENDITURES | 100,953,363 | 47,652,587 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 159,000 | 159,000 |
| | R9400 USE OF MONEY & PROPERTY | 24,000 | 14,400 |
| | R9500 INTERGOVERNMENTAL REVENUE | 59,859,227 | 18,314,512 |
| | R9800 MISCELLANEOUS REVENUE | 40,151,513 | 10,552,317 |
| | TOTREV GROSS REVENUE | 100,193,740 | 29,040,229 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 759,623 | 18,612,358 |
| 100300 0503 | EHSD AGING & ADULT SVCS | | |
| | E1000 Salaries and Benefits | 17,280,047 | 7,507,177 |
| | E2000 Services and Supplies | 16,752,230 | 6,612,886 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|-----------------------------------|------------------------------------|-----------------------|
| | E3000 Other Charges | 22,051,070 | 10,396,555 |
| | E5000 Expenditure Transfers | (504,097) | (447,486) |
| | GRSCST GROSS EXPENDITURES | 56,083,347 | 24,516,618 |
| | TOTEXP TOTAL EXPENDITURES | 55,579,250 | 24,069,133 |
| | R9500 INTERGOVERNMENTAL REVENUE | 40,185,642 | 8,857,541 |
| | R9600 CHARGES FOR SERVICES | 557,789 | 159,251 |
| | R9800 MISCELLANEOUS REVENUE | 3,229,053 | 855,974 |
| | TOTREV GROSS REVENUE | 43,972,484 | 9,872,765 |
| | NETCOS NET COUNTY COST (NCC) | 11,606,766 | 14,196,368 |
| 100300 | 0504 EHSD WORKFORCE SVCS | | |
| | E1000 Salaries and Benefits | 88,890,968 | 41,429,000 |
| | E2000 Services and Supplies | 24,515,110 | 9,762,447 |
| | E3000 Other Charges | 65,915,743 | 34,136,576 |
| | E5000 Expenditure Transfers | 39,840,912 | 10,291,893 |
| | GRSCST GROSS EXPENDITURES | 179,321,821 | 85,328,023 |
| | TOTEXP TOTAL EXPENDITURES | 219,162,733 | 95,619,916 |
| | R9400 USE OF MONEY & PROPERTY | 157,320 | 65,550 |
| | R9500 INTERGOVERNMENTAL REVENUE | 193,280,258 | 50,322,500 |
| | R9800 MISCELLANEOUS REVENUE | 19,854,400 | 7,862,239 |
| | TOTREV GROSS REVENUE | 213,291,978 | 58,250,289 |
| | NETCOS NET COUNTY COST (NCC) | 5,870,755 | 37,369,627 |
| 132800 | 0505 COUNTY CHILDRENS | | |
| | E2000 Services and Supplies | 358,043 | 69,668 |
| | GRSCST GROSS EXPENDITURES | 358,043 | 69,668 |
| | TOTEXP TOTAL EXPENDITURES | 358,043 | 69,668 |
| | R9600 CHARGES FOR SERVICES | 185,000 | 88,395 |
| | TOTREV GROSS REVENUE | 185,000 | 88,395 |
| | NETCOS NET COUNTY COST (NCC) | 173,043 | (18,727) |
| 100300 | 0506 CAL HLTH BNFT MARKETPLACE | | |
| | E1000 Salaries and Benefits | 11,886,003 | 3,864,907 |
| | E2000 Services and Supplies | 1,880,959 | 805,591 |
| | GRSCST GROSS EXPENDITURES | 13,766,962 | 4,670,498 |
| | TOTEXP TOTAL EXPENDITURES | 13,766,962 | 4,670,498 |
| | R9500 INTERGOVERNMENTAL REVENUE | 13,766,962 | 2,053,656 |
| | TOTREV GROSS REVENUE | 13,766,962 | 2,053,656 |
| | NETCOS NET COUNTY COST (NCC) | 0 | 2,616,842 |
| 100300 | 0507 EHS - ANN ADLER CHILD & FMLY | | |
| | E2000 Services and Supplies | 80,000 | 27,136 |
| | GRSCST GROSS EXPENDITURES | 80,000 | 27,136 |
| | TOTEXP TOTAL EXPENDITURES | 80,000 | 27,136 |
| | R9800 MISCELLANEOUS REVENUE | 80,000 | 78,441 |
| | TOTREV GROSS REVENUE | 80,000 | 78,441 |
| | NETCOS NET COUNTY COST (NCC) | 0 | (51,305) |

| | | | Current Year | Total |
|-------------|--------------------------|---------------------------|--------------|--------------|
| | | | Adjusted | Year-to-Date |
| Fund | | | Budget | |
| 115500 0508 | IHSS PUBLIC AUTHORITY | | | |
| | E1000 | Salaries and Benefits | 1,326,548 | 580,782 |
| | E2000 | Services and Supplies | 222,325 | 98,744 |
| | E3000 | Other Charges | 814,456 | 303,721 |
| | E4000 | Fixed Assets | 2,000 | |
| | E5000 | Expenditure Transfers | 179,422 | 80,934 |
| | GRSCST | GROSS EXPENDITURES | 2,365,329 | 983,246 |
| | TOTEXP | TOTAL EXPENDITURES | 2,544,751 | 1,064,180 |
| | R9500 | INTERGOVERNMENTAL REVENUE | 2,263,749 | 469,381 |
| | R9800 | MISCELLANEOUS REVENUE | 183,268 | 28,023 |
| | TOTREV | GROSS REVENUE | 2,447,017 | 497,404 |
| | NETCOS | NET COUNTY COST (NCC) | 97,734 | 566,776 |
| 100300 0535 | EHS SERVICE INTEGRATION | | | |
| | E2000 | Services and Supplies | 135,000 | 13,500 |
| | GRSCST | GROSS EXPENDITURES | 135,000 | 13,500 |
| | TOTEXP | TOTAL EXPENDITURES | 135,000 | 13,500 |
| | R9800 | MISCELLANEOUS REVENUE | 135,000 | 30,434 |
| | TOTREV | GROSS REVENUE | 135,000 | 30,434 |
| | NETCOS | NET COUNTY COST (NCC) | 0 | (16,934) |
| 142500 0578 | EHSD-COMMUNITY SERVICES | | | |
| | E2000 | Services and Supplies | 1,000 | |
| | E3000 | Other Charges | 1,000 | |
| | E5000 | Expenditure Transfers | 72,089 | |
| | GRSCST | GROSS EXPENDITURES | 2,000 | |
| | TOTEXP | TOTAL EXPENDITURES | 74,089 | |
| | R9800 | MISCELLANEOUS REVENUE | 74,089 | |
| | TOTREV | GROSS REVENUE | 74,089 | |
| 100300 0583 | EHSD WFRC INVESTMENT BRD | | | |
| | E1000 | Salaries and Benefits | 1,846,681 | 744,654 |
| | E2000 | Services and Supplies | 4,927,085 | 1,657,911 |
| | E3000 | Other Charges | | 74,743 |
| | E5000 | Expenditure Transfers | 2,956,786 | (193,798) |
| | GRSCST | GROSS EXPENDITURES | 6,773,766 | 2,477,307 |
| | TOTEXP | TOTAL EXPENDITURES | 9,730,552 | 2,283,510 |
| | R9500 | INTERGOVERNMENTAL REVENUE | 9,230,552 | (2,649,299) |
| | R9800 | MISCELLANEOUS REVENUE | 500,000 | 158,304 |
| | TOTREV | GROSS REVENUE | 9,730,552 | (2,490,995) |
| | NETCOS | NET COUNTY COST (NCC) | 0 | 4,774,505 |
| 114800 0584 | COMM COLL CHILD DEV-DEPT | | | |
| | E1000 | Salaries and Benefits | | 0 |
| | E5000 | Expenditure Transfers | (20,375) | |
| | GRSCST | GROSS EXPENDITURES | | 0 |
| | TOTEXP | TOTAL EXPENDITURES | (20,375) | 0 |
| | NETCOS | NET COUNTY COST (NCC) | (20,375) | 0 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|--------|------------------------------------|-----------------------|
| 100300 | 0588 | COMMUNITY SERVICES | |
| | E1000 | Salaries and Benefits | 18,278,341 |
| | E2000 | Services and Supplies | 7,020,208 |
| | E3000 | Other Charges | 4,266,497 |
| | E4000 | Fixed Assets | 57,344 |
| | E5000 | Expenditure Transfers | 53,535 |
| | GRSCST | GROSS EXPENDITURES | 10,218,983 |
| | TOTEXP | TOTAL EXPENDITURES | 3,106,897 |
| | R9400 | USE OF MONEY & PROPERTY | 29,987,700 |
| | R9500 | INTERGOVERNMENTAL REVENUE | 11,340,240 |
| | R9800 | MISCELLANEOUS REVENUE | 40,206,683 |
| | TOTREV | GROSS REVENUE | 14,447,137 |
| | NETCOS | NET COUNTY COST (NCC) | 124,766 |
| | | | 36,357 |
| | | | 28,872,563 |
| | | | 8,374,440 |
| | | | 10,962,297 |
| | | | 6,331,324 |
| | | | 39,959,626 |
| | | | 14,742,120 |
| | | | 247,057 |
| | | | (294,983) |
| 111600 | 0589 | CHILD DEV-DEPT | |
| | E1000 | Salaries and Benefits | 7,101,343 |
| | E2000 | Services and Supplies | 3,854,189 |
| | E3000 | Other Charges | 3,867,579 |
| | E4000 | Fixed Assets | 1,036,755 |
| | E5000 | Expenditure Transfers | 4,207,953 |
| | GRSCST | GROSS EXPENDITURES | 2,324,758 |
| | TOTEXP | TOTAL EXPENDITURES | 50,000 |
| | R9400 | USE OF MONEY & PROPERTY | 8,200,270 |
| | R9500 | INTERGOVERNMENTAL REVENUE | 3,121,732 |
| | R9800 | MISCELLANEOUS REVENUE | 8,200,270 |
| | TOTREV | GROSS REVENUE | 15,226,875 |
| | NETCOS | NET COUNTY COST (NCC) | 7,215,702 |
| | | | 23,427,145 |
| | | | 10,337,434 |
| | | | 542 |
| | | | 8,816,030 |
| | | | 3,288,764 |
| | | | 7,029,815 |
| | | | 3,288,764 |
| | | | 23,310,612 |
| | | | 12,105,336 |
| | | | 116,533 |
| | | | (1,767,902) |
| 100300 | 0202 | TRIAL COURT PROGRAMS | |
| | E1000 | Salaries and Benefits | 33,400 |
| | E2000 | Services and Supplies | 227,409 |
| | E3000 | Other Charges | 1,425,953 |
| | E5000 | Expenditure Transfers | 358,649 |
| | GRSCST | GROSS EXPENDITURES | 15,598,943 |
| | TOTEXP | TOTAL EXPENDITURES | 20,000 |
| | R9200 | LICENSE/PERMIT/FRANCHISES | 2,187 |
| | R9300 | FINES/FORFEITS/PENALTIES | 17,058,296 |
| | R9500 | INTERGOVERNMENTAL REVENUE | 8,201,911 |
| | R9600 | CHARGES FOR SERVICES | 8,204,098 |
| | R9800 | MISCELLANEOUS REVENUE | 17,078,296 |
| | TOTREV | GROSS REVENUE | 27,000 |
| | NETCOS | NET COUNTY COST (NCC) | 13,065 |
| | | | 2,440,717 |
| | | | 1,198,013 |
| | | | 60,000 |
| | | | 15,401 |
| | | | 4,262,444 |
| | | | 1,986,477 |
| | | | 539 |
| | | | 6,790,161 |
| | | | 3,213,495 |
| | | | 10,288,135 |
| | | | 4,990,603 |
| 100300 | 0238 | CIVIL GRAND JURY | |
| | E2000 | Services and Supplies | 155,500 |
| | GRSCST | GROSS EXPENDITURES | 77,380 |
| | TOTEXP | TOTAL EXPENDITURES | 155,500 |
| | | | 77,380 |
| | | | 155,500 |
| | | | 77,380 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------------------------|---------------------------------|------------------------------------|-----------------------|
| NETCOS` NET COUNTY COST (NCC) | | 155,500 | 77,380 |
| 100300 | 0239 CRIMINAL GRAND JURY | | |
| | E2000 Services and Supplies | 88,000 | 34,076 |
| | GRSCST GROSS EXPENDITURES | 88,000 | 34,076 |
| | TOTEXP TOTAL EXPENDITURES | 88,000 | 34,076 |
| | NETCOS` NET COUNTY COST (NCC) | 88,000 | 34,076 |
| 112600 | 0246 DISPUTE RESOLUTION PROGRAM | | |
| | E2000 Services and Supplies | 490,840 | 82,593 |
| | E3000 Other Charges | 8,000 | 1,651 |
| | GRSCST GROSS EXPENDITURES | 498,840 | 84,244 |
| | TOTEXP TOTAL EXPENDITURES | 498,840 | 84,244 |
| | R9600 CHARGES FOR SERVICES | 243,000 | 72,212 |
| | TOTREV GROSS REVENUE | 243,000 | 72,212 |
| | NETCOS` NET COUNTY COST (NCC) | 255,840 | 12,032 |
| 100300 | 0248 CONFLICT DEFENSE SERVICES | | |
| | E1000 Salaries and Benefits | 1,500 | |
| | E2000 Services and Supplies | 4,998,500 | 2,077,740 |
| | GRSCST GROSS EXPENDITURES | 5,000,000 | 2,077,740 |
| | TOTEXP TOTAL EXPENDITURES | 5,000,000 | 2,077,740 |
| | NETCOS` NET COUNTY COST (NCC) | 5,000,000 | 2,077,740 |
| 115400 | 0254 OBSCENE MATTER-MINORS | | |
| | R9300 FINES/FORFEITS/PENALTIES | | 52 |
| | TOTREV GROSS REVENUE | | 52 |
| | NETCOS` NET COUNTY COST (NCC) | 0 | (52) |
| 114000 | 0260 AUTOMATED ID & WARRANT | | |
| | E2000 Services and Supplies | 2,588,260 | 595 |
| | E3000 Other Charges | 280,980 | 45,131 |
| | E4000 Fixed Assets | 250,000 | |
| | GRSCST GROSS EXPENDITURES | 3,119,240 | 45,726 |
| | TOTEXP TOTAL EXPENDITURES | 3,119,240 | 45,726 |
| | R9300 FINES/FORFEITS/PENALTIES | 400,000 | 163,098 |
| | R9600 CHARGES FOR SERVICES | 225,000 | 686,875 |
| | R9800 MISCELLANEOUS REVENUE | 1 | |
| | TOTREV GROSS REVENUE | 625,001 | 849,973 |
| | NETCOS` NET COUNTY COST (NCC) | 2,494,239 | (804,247) |
| 114300 | 0264 SLESF-FRONT LINE ENF-CITY | | |
| | E3000 Other Charges | 2,247,469 | 1,235,845 |
| | E5000 Expenditure Transfers | 38,326 | |
| | GRSCST GROSS EXPENDITURES | 2,247,469 | 1,235,845 |
| | TOTEXP TOTAL EXPENDITURES | 2,285,795 | 1,235,845 |
| | R9800 MISCELLANEOUS REVENUE | 2,247,469 | 1,197,519 |
| | TOTREV GROSS REVENUE | 2,247,469 | 1,197,519 |

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|-------------------------------|---------------------------------|------------------------------------|-----------------------|
| NETCOS` NET COUNTY COST (NCC) | | 38,326 | 38,326 |
| 100300 | 0265 VEHICLE THEFT PROGRAM | | |
| | E2000 Services and Supplies | 1,804,885 | 205,551 |
| | GRSCST GROSS EXPENDITURES | 1,804,885 | 205,551 |
| | TOTEXP TOTAL EXPENDITURES | 1,804,885 | 205,551 |
| | R9500 INTERGOVERNMENTAL REVENUE | 930,000 | 503,468 |
| | TOTREV GROSS REVENUE | 930,000 | 503,468 |
| | NETCOS` NET COUNTY COST (NCC) | 874,885 | (297,917) |
| 115600 | 0275 DNA IDENTIFICATION FUND | | |
| | E2000 Services and Supplies | 229,322 | |
| | E5000 Expenditure Transfers | 285,000 | 64,201 |
| | GRSCST GROSS EXPENDITURES | 229,322 | |
| | TOTEXP TOTAL EXPENDITURES | 514,322 | 64,201 |
| | R9300 FINES/FORFEITS/PENALTIES | 285,000 | 119,214 |
| | TOTREV GROSS REVENUE | 285,000 | 119,214 |
| | NETCOS` NET COUNTY COST (NCC) | 229,322 | (55,013) |
| 100300 | 0043 ELECTIONS | | |
| | E1000 Salaries and Benefits | 3,989,580 | 1,651,460 |
| | E2000 Services and Supplies | 6,211,920 | 986,471 |
| | E4000 Fixed Assets | 1,156,797 | |
| | E5000 Expenditure Transfers | 10,397 | 3,916 |
| | GRSCST GROSS EXPENDITURES | 11,358,297 | 2,637,931 |
| | TOTEXP TOTAL EXPENDITURES | 11,368,694 | 2,641,847 |
| | R9600 CHARGES FOR SERVICES | 2,051,076 | 319,533 |
| | R9800 MISCELLANEOUS REVENUE | 15,000 | 4,750 |
| | TOTREV GROSS REVENUE | 2,066,076 | 324,283 |
| | NETCOS` NET COUNTY COST (NCC) | 9,302,618 | 2,317,564 |
| 110100 | 0237 CLERK RECORDS AUTOMATION | | |
| | E2000 Services and Supplies | 36 | |
| | E3000 Other Charges | 42 | |
| | GRSCST GROSS EXPENDITURES | 78 | |
| | TOTEXP TOTAL EXPENDITURES | 78 | |
| | NETCOS` NET COUNTY COST (NCC) | 78 | 0 |
| 110000 | 0353 RECORDER MICRO/MOD | | |
| | E1000 Salaries and Benefits | 1,290,844 | 465,062 |
| | E2000 Services and Supplies | 8,415,698 | 315,272 |
| | E3000 Other Charges | 519,649 | 138,875 |
| | E4000 Fixed Assets | 250,000 | |
| | GRSCST GROSS EXPENDITURES | 10,476,191 | 919,209 |
| | TOTEXP TOTAL EXPENDITURES | 10,476,191 | 919,209 |
| | R9600 CHARGES FOR SERVICES | 1,645,000 | 1,005,746 |
| | TOTREV GROSS REVENUE | 1,645,000 | 1,005,746 |
| | NETCOS` NET COUNTY COST (NCC) | 8,831,191 | (86,537) |

| Fund | | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|--------|---------------------------|------------------------------------|-----------------------|
| 100300 | 0355 | RECORDER | | |
| | E1000 | Salaries and Benefits | 3,111,480 | 1,424,793 |
| | E2000 | Services and Supplies | 554,245 | 226,406 |
| | E3000 | Other Charges | 1,200 | |
| | E5000 | Expenditure Transfers | (8,497) | (2,421) |
| | GRSCST | GROSS EXPENDITURES | 3,666,925 | 1,651,199 |
| | TOTEXP | TOTAL EXPENDITURES | 3,658,428 | 1,648,779 |
| | R9200 | LICENSE/PERMIT/FRANCHISES | | (27) |
| | R9600 | CHARGES FOR SERVICES | 5,438,513 | 2,931,488 |
| | R9800 | MISCELLANEOUS REVENUE | 27,137 | 11,599 |
| | TOTREV | GROSS REVENUE | 5,465,650 | 2,943,060 |
| | NETCOS | NET COUNTY COST (NCC) | (1,807,222) | (1,294,281) |
| 105600 | 0126 | CO LAW ENF COMPTR CAP-PRJ | | |
| | E3000 | Other Charges | 1,000 | 20 |
| | E5000 | Expenditure Transfers | 318,211 | |
| | GRSCST | GROSS EXPENDITURES | 1,000 | 20 |
| | TOTEXP | TOTAL EXPENDITURES | 319,211 | 20 |
| | R9400 | USE OF MONEY & PROPERTY | 2,000 | 1,547 |
| | TOTREV | GROSS REVENUE | 2,000 | 1,547 |
| | NETCOS | NET COUNTY COST (NCC) | 317,211 | (1,527) |
| 105600 | 0129 | CO LAW ENF COMM CAP-PROJ | | |
| | E2000 | Services and Supplies | 200,000 | |
| | E3000 | Other Charges | 20,000 | |
| | E5000 | Expenditure Transfers | 1,224,791 | |
| | GRSCST | GROSS EXPENDITURES | 220,000 | |
| | TOTEXP | TOTAL EXPENDITURES | 1,444,791 | |
| | R9600 | CHARGES FOR SERVICES | 195,000 | 1,650 |
| | TOTREV | GROSS REVENUE | 195,000 | 1,650 |
| | NETCOS | NET COUNTY COST (NCC) | 1,249,791 | (1,650) |
| 105600 | 0131 | CO LAW ENF HLCPTR CAP PRJ | | |
| | E2000 | Services and Supplies | 243,086 | |
| | E5000 | Expenditure Transfers | 534,059 | |
| | GRSCST | GROSS EXPENDITURES | 243,086 | |
| | TOTEXP | TOTAL EXPENDITURES | 777,145 | |
| | R9800 | MISCELLANEOUS REVENUE | 130,000 | |
| | TOTREV | GROSS REVENUE | 130,000 | |
| | NETCOS | NET COUNTY COST (NCC) | 647,145 | 0 |
| 114200 | 0252 | SHER FORFEIT-FED-DOJ | | |
| | E2000 | Services and Supplies | 13,490 | |
| | E3000 | Other Charges | 10 | 1 |
| | E5000 | Expenditure Transfers | 476,836 | |
| | GRSCST | GROSS EXPENDITURES | 13,500 | 1 |
| | TOTEXP | TOTAL EXPENDITURES | 490,336 | 1 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | R9400 USE OF MONEY & PROPERTY | 1,500 | 402 |
| | R9800 MISCELLANEOUS REVENUE | 12,000 | 15,336 |
| | TOTREV GROSS REVENUE | 13,500 | 15,738 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 476,836 | (15,737) |
| 114100 0253 | SHER NARC FRFEIT-ST/LOCAL | | |
| | E2000 Services and Supplies | 49,647 | |
| | E3000 Other Charges | 353 | 176 |
| | E5000 Expenditure Transfers | 164,095 | |
| | GRSCST GROSS EXPENDITURES | 50,000 | 176 |
| | TOTEXP TOTAL EXPENDITURES | 214,095 | 176 |
| | R9800 MISCELLANEOUS REVENUE | 50,000 | 10,666 |
| | TOTREV GROSS REVENUE | 50,000 | 10,666 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 164,095 | (10,490) |
| 100300 0255 | SHERIFF | | |
| | E1000 Salaries and Benefits | 104,519,017 | 51,529,079 |
| | E2000 Services and Supplies | 12,572,896 | 4,356,715 |
| | E3000 Other Charges | 363,833 | 156,824 |
| | E4000 Fixed Assets | 3,046,131 | 398,873 |
| | E5000 Expenditure Transfers | 1,532,105 | 1,098,730 |
| | GRSCST GROSS EXPENDITURES | 120,501,877 | 56,441,492 |
| | TOTEXP TOTAL EXPENDITURES | 122,033,982 | 57,540,222 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 31,500 | 22,345 |
| | R9300 FINES/FORFEITS/PENALTIES | 150,000 | 86,156 |
| | R9500 INTERGOVERNMENTAL REVENUE | 38,062,659 | 12,752,439 |
| | R9600 CHARGES FOR SERVICES | 31,788,190 | 11,739,276 |
| | R9800 MISCELLANEOUS REVENUE | 11,263,599 | 800,868 |
| | TOTREV GROSS REVENUE | 81,295,948 | 25,401,084 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 40,738,034 | 32,139,138 |
| 110400 0256 | CRIMINALISTIC LAB FUND | | |
| | E2000 Services and Supplies | 123,241 | |
| | E3000 Other Charges | 500 | 1 |
| | GRSCST GROSS EXPENDITURES | 123,741 | 1 |
| | TOTEXP TOTAL EXPENDITURES | 123,741 | 1 |
| | R9300 FINES/FORFEITS/PENALTIES | 6,500 | 2,739 |
| | R9400 USE OF MONEY & PROPERTY | 500 | 77 |
| | TOTREV GROSS REVENUE | 7,000 | 2,815 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 116,741 | (2,814) |
| 142000 0258 | SHERIFF LAW ENF TRNG CNTR | | |
| | E1000 Salaries and Benefits | 1,017,573 | 487,939 |
| | E2000 Services and Supplies | 285,549 | 115,479 |
| | E3000 Other Charges | 135,254 | 69,757 |
| | E4000 Fixed Assets | 235,478 | 235,478 |
| | E5000 Expenditure Transfers | 85,353 | 94,571 |
| | GRSCST GROSS EXPENDITURES | 1,673,854 | 908,653 |

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|-------------|---|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 1,759,207 | 1,003,224 |
| | R8980 FUND BALANCE | 239,604 | |
| | R9500 INTERGOVERNMENTAL REVENUE | 180,000 | 123,178 |
| | R9600 CHARGES FOR SERVICES | 773,149 | 401,411 |
| | R9800 MISCELLANEOUS REVENUE | 566,454 | 3,767 |
| | TOTREV GROSS REVENUE | 1,759,207 | 528,356 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | 474,868 |
| 114300 0262 | SLESF-JAIL CONSTR & OPS | | |
| | E5000 Expenditure Transfers | 294,451 | |
| | TOTEXP TOTAL EXPENDITURES | 294,451 | |
| | R9800 MISCELLANEOUS REVENUE | 325,317 | 158,726 |
| | TOTREV GROSS REVENUE | 325,317 | 158,726 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | (30,866) | (158,726) |
| 114300 0263 | SLESF-FRONT LINE ENF-CO | | |
| | E5000 Expenditure Transfers | 262,013 | |
| | TOTEXP TOTAL EXPENDITURES | 262,013 | |
| | R9800 MISCELLANEOUS REVENUE | 260,317 | 81,661 |
| | TOTREV GROSS REVENUE | 260,317 | 81,661 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 1,696 | (81,661) |
| 114500 0268 | SHER FORFEIT-FED TREASURY | | |
| | E3000 Other Charges | 325 | 1 |
| | E5000 Expenditure Transfers | 194,262 | |
| | GRSCST GROSS EXPENDITURES | 325 | 1 |
| | TOTEXP TOTAL EXPENDITURES | 194,587 | 1 |
| | R9400 USE OF MONEY & PROPERTY | 325 | 81 |
| | R9800 MISCELLANEOUS REVENUE | | 27,977 |
| | TOTREV GROSS REVENUE | 325 | 28,057 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 194,262 | (28,056) |
| 136000 0270 | CENTRAL IDENTIFY BUREAU | | |
| | E3000 Other Charges | 1,000 | 20 |
| | E5000 Expenditure Transfers | 2,517,436 | |
| | GRSCST GROSS EXPENDITURES | 1,000 | 20 |
| | TOTEXP TOTAL EXPENDITURES | 2,518,436 | 20 |
| | R9400 USE OF MONEY & PROPERTY | 20,000 | 5,028 |
| | R9500 INTERGOVERNMENTAL REVENUE | 1,150,000 | 1,015,848 |
| | R9800 MISCELLANEOUS REVENUE | 200,000 | 180,473 |
| | TOTREV GROSS REVENUE | 1,370,000 | 1,201,349 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 1,148,436 | (1,201,329) |
| 133400 0271 | CO-WIDE GANG AND DRUG | | |
| | E2000 Services and Supplies | 1,296,271 | |
| | E3000 Other Charges | 1,000 | 20 |
| | E5000 Expenditure Transfers | 80,000 | 25,433 |
| | GRSCST GROSS EXPENDITURES | 1,297,271 | 20 |

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| | TOTEXP TOTAL EXPENDITURES | 1,377,271 | 25,453 |
| | R9400 USE OF MONEY & PROPERTY | 1,000 | 885 |
| | R9500 INTERGOVERNMENTAL REVENUE | 80,000 | 21,444 |
| | TOTREV GROSS REVENUE | 81,000 | 22,328 |
| | NETCOS NET COUNTY COST (NCC) | 1,296,271 | 3,125 |
| 114700 0273 | PRISONERS WELFARE | | |
| | E1000 Salaries and Benefits | 741,849 | 291,008 |
| | E2000 Services and Supplies | 2,358,456 | 404,702 |
| | E3000 Other Charges | 6,347 | 1,745 |
| | E4000 Fixed Assets | 13,800 | 0 |
| | E5000 Expenditure Transfers | | 1,661 |
| | GRSCST GROSS EXPENDITURES | 3,120,452 | 697,455 |
| | TOTEXP TOTAL EXPENDITURES | 3,120,452 | 699,116 |
| | R9400 USE OF MONEY & PROPERTY | 1,000 | 853 |
| | R9600 CHARGES FOR SERVICES | 36,500 | 10,591 |
| | R9800 MISCELLANEOUS REVENUE | 1,539,880 | 665,256 |
| | TOTREV GROSS REVENUE | 1,577,380 | 676,700 |
| | NETCOS NET COUNTY COST (NCC) | 1,543,072 | 22,416 |
| 136000 0274 | AB 879 | | |
| | E5000 Expenditure Transfers | 2,500,000 | |
| | TOTEXP TOTAL EXPENDITURES | 2,500,000 | |
| | R9400 USE OF MONEY & PROPERTY | 2,000 | |
| | R9500 INTERGOVERNMENTAL REVENUE | 1,000,000 | 503,400 |
| | TOTREV GROSS REVENUE | 1,002,000 | 503,400 |
| | NETCOS NET COUNTY COST (NCC) | 1,498,000 | (503,400) |
| 100300 0277 | SHERIFF CONTRACT SVCS | | |
| | E1000 Salaries and Benefits | 19,045,368 | 8,782,009 |
| | E2000 Services and Supplies | 174,416 | 92,067 |
| | E3000 Other Charges | | 362 |
| | E4000 Fixed Assets | 34,000 | 0 |
| | E5000 Expenditure Transfers | (600,261) | (291,693) |
| | GRSCST GROSS EXPENDITURES | 19,253,784 | 8,874,438 |
| | TOTEXP TOTAL EXPENDITURES | 18,653,523 | 8,582,746 |
| | R9300 FINES/FORFEITS/PENALTIES | | 155 |
| | R9600 CHARGES FOR SERVICES | 3,748,759 | 1,500,926 |
| | R9800 MISCELLANEOUS REVENUE | 14,904,764 | 3,714,478 |
| | TOTREV GROSS REVENUE | 18,653,523 | 5,215,559 |
| | NETCOS NET COUNTY COST (NCC) | 0 | 3,367,187 |
| 100300 0300 | CUSTODY SERVICES BUREAU | | |
| | E1000 Salaries and Benefits | 62,762,332 | 30,748,057 |
| | E2000 Services and Supplies | 6,855,103 | 3,790,081 |
| | E3000 Other Charges | 12,000 | 4,281 |
| | E4000 Fixed Assets | 2,969,833 | 39,156 |
| | E5000 Expenditure Transfers | 625,350 | 227,725 |

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| | GRSCST GROSS EXPENDITURES | 72,599,268 | 34,581,575 |
| | TOTEXP TOTAL EXPENDITURES | 73,224,618 | 34,809,300 |
| | R9500 INTERGOVERNMENTAL REVENUE | 27,512,659 | 11,094,386 |
| | R9600 CHARGES FOR SERVICES | 1,657,000 | 1,016,572 |
| | R9800 MISCELLANEOUS REVENUE | 9,708,141 | 1,615,843 |
| | TOTREV GROSS REVENUE | 38,877,800 | 13,726,801 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 34,346,818 | 21,082,499 |
| 100300 | 0359 CORONER | | |
| | E1000 Salaries and Benefits | 2,039,593 | 911,960 |
| | E2000 Services and Supplies | 796,574 | 464,268 |
| | E3000 Other Charges | | 72 |
| | E5000 Expenditure Transfers | 30,392 | 18,185 |
| | GRSCST GROSS EXPENDITURES | 2,836,167 | 1,376,300 |
| | TOTEXP TOTAL EXPENDITURES | 2,866,559 | 1,394,485 |
| | R9600 CHARGES FOR SERVICES | 155,000 | 80,733 |
| | R9800 MISCELLANEOUS REVENUE | 30,000 | 14,500 |
| | TOTREV GROSS REVENUE | 185,000 | 95,233 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 2,681,559 | 1,299,252 |
| 100300 | 0362 EMERGENCY SERVICES | | |
| | E1000 Salaries and Benefits | 3,805,007 | 1,628,927 |
| | E2000 Services and Supplies | 2,593,933 | 1,434,814 |
| | E3000 Other Charges | 80,950 | 78,484 |
| | E4000 Fixed Assets | 1,959,794 | 100,040 |
| | E5000 Expenditure Transfers | 176,567 | 109,253 |
| | GRSCST GROSS EXPENDITURES | 8,439,684 | 3,242,265 |
| | TOTEXP TOTAL EXPENDITURES | 8,616,251 | 3,351,518 |
| | R9500 INTERGOVERNMENTAL REVENUE | 3,333,458 | 841,725 |
| | R9600 CHARGES FOR SERVICES | 1,313,673 | 426,849 |
| | R9800 MISCELLANEOUS REVENUE | 31,500 | 8,874 |
| | TOTREV GROSS REVENUE | 4,678,631 | 1,277,448 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 3,937,620 | 2,074,070 |
| 113900 | 0368 TRAFFIC SAFETY | | |
| | E2000 Services and Supplies | 223,091 | |
| | E3000 Other Charges | 300 | 1 |
| | E5000 Expenditure Transfers | 174,500 | |
| | GRSCST GROSS EXPENDITURES | 223,391 | 1 |
| | TOTEXP TOTAL EXPENDITURES | 397,891 | 1 |
| | R9300 FINES/FORFEITS/PENALTIES | 17,800 | 2,655 |
| | R9400 USE OF MONEY & PROPERTY | 1,600 | 81 |
| | R9600 CHARGES FOR SERVICES | 8,200 | 1,419 |
| | TOTREV GROSS REVENUE | 27,600 | 4,154 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 370,291 | (4,153) |
| 115300 | 0291 JUVENILE JUSTICE | | |
| | R9500 INTERGOVERNMENTAL REVENUE | | 1,256,173 |

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|--------|---|------------------------------------|-----------------------|
| | TOTREV GROSS REVENUE | | 1,256,173 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (1,256,173) |
| 100300 | 0308 PROBATION PROGRAMS | | |
| | E1000 Salaries and Benefits | 29,593,993 | 13,670,101 |
| | E2000 Services and Supplies | 3,493,507 | 1,192,906 |
| | E3000 Other Charges | 28,038 | 21,729 |
| | E4000 Fixed Assets | 196,107 | 262,145 |
| | E5000 Expenditure Transfers | (1,041,619) | (188,751) |
| | GRSCST GROSS EXPENDITURES | 33,311,645 | 15,146,882 |
| | TOTEXP TOTAL EXPENDITURES | 32,270,026 | 14,958,131 |
| | R9500 INTERGOVERNMENTAL REVENUE | 1,521,526 | 457,290 |
| | R9600 CHARGES FOR SERVICES | 967,299 | 464,956 |
| | R9800 MISCELLANEOUS REVENUE | 10,074,394 | 793,700 |
| | TOTREV GROSS REVENUE | 12,563,219 | 1,715,946 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 19,706,807 | 13,242,185 |
| 100300 | 0309 PROBATION FACILITIES | | |
| | E1000 Salaries and Benefits | 25,191,171 | 11,970,110 |
| | E2000 Services and Supplies | 2,747,621 | 1,463,531 |
| | E3000 Other Charges | 10,200 | |
| | E5000 Expenditure Transfers | 197,150 | 29,168 |
| | GRSCST GROSS EXPENDITURES | 27,948,992 | 13,433,641 |
| | TOTEXP TOTAL EXPENDITURES | 28,146,142 | 13,462,810 |
| | R9500 INTERGOVERNMENTAL REVENUE | 7,628,826 | 3,705,639 |
| | R9600 CHARGES FOR SERVICES | 3,500 | 1,530 |
| | R9800 MISCELLANEOUS REVENUE | 3,587,926 | 1,876 |
| | TOTREV GROSS REVENUE | 11,220,252 | 3,709,045 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 16,925,890 | 9,753,765 |
| 100300 | 0310 PROB CARE OF COURT WARDS | | |
| | E2000 Services and Supplies | 2,153,535 | 16,452 |
| | E3000 Other Charges | 9,110,000 | 3,234,153 |
| | GRSCST GROSS EXPENDITURES | 11,263,535 | 3,250,605 |
| | TOTEXP TOTAL EXPENDITURES | 11,263,535 | 3,250,605 |
| | R9500 INTERGOVERNMENTAL REVENUE | 2,316,488 | 473,965 |
| | R9800 MISCELLANEOUS REVENUE | 2,800,000 | 1,037,634 |
| | TOTREV GROSS REVENUE | 5,116,488 | 1,511,599 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 6,147,047 | 1,739,006 |
| 100300 | 0311 SLESF-PROBATION | | |
| | E5000 Expenditure Transfers | 3,932,129 | |
| | TOTEXP TOTAL EXPENDITURES | 3,932,129 | |
| | R9800 MISCELLANEOUS REVENUE | 3,158,420 | 1,541,028 |
| | TOTREV GROSS REVENUE | 3,158,420 | 1,541,028 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 773,709 | (1,541,028) |
| 114900 | 0313 PROBATION OFFICERS SPECIAL FUND | | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | E2000 Services and Supplies | 197,808 | 31,251 |
| | E3000 Other Charges | 32,000 | |
| | GRSCST GROSS EXPENDITURES | 229,808 | 31,251 |
| | TOTEXP TOTAL EXPENDITURES | 229,808 | 31,251 |
| | R9800 MISCELLANEOUS REVENUE | 30,500 | 43,231 |
| | TOTREV GROSS REVENUE | 30,500 | 43,231 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 199,308 | (11,980) |
| 115700 | 0477 CCPIF | | |
| | E4000 Fixed Assets | | 58,737 |
| | E5000 Expenditure Transfers | 3,677,015 | |
| | GRSCST GROSS EXPENDITURES | | 58,737 |
| | TOTEXP TOTAL EXPENDITURES | 3,677,015 | 58,737 |
| | R9500 INTERGOVERNMENTAL REVENUE | 3,868,228 | 2,128,880 |
| | TOTREV GROSS REVENUE | 3,868,228 | 2,128,880 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | (191,213) | (2,070,143) |
| 100300 | 0335 AGRICULTURE-WEIGHTS/MEAS | | |
| | E1000 Salaries and Benefits | 4,837,084 | 2,254,366 |
| | E2000 Services and Supplies | 843,758 | 331,965 |
| | E4000 Fixed Assets | | 27,094 |
| | E5000 Expenditure Transfers | 455,804 | 205,366 |
| | GRSCST GROSS EXPENDITURES | 5,680,842 | 2,613,424 |
| | TOTEXP TOTAL EXPENDITURES | 6,136,646 | 2,818,790 |
| | R9300 FINES/FORFEITS/PENALTIES | 65,797 | 49,445 |
| | R9500 INTERGOVERNMENTAL REVENUE | 2,664,436 | 772,061 |
| | R9600 CHARGES FOR SERVICES | 944,056 | 84,992 |
| | R9800 MISCELLANEOUS REVENUE | 26,682 | 8,436 |
| | TOTREV GROSS REVENUE | 3,700,971 | 914,934 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 2,435,675 | 1,903,856 |
| 100300 | 0366 ANIMAL SERVICES | | |
| | E1000 Salaries and Benefits | 8,435,990 | 3,778,859 |
| | E2000 Services and Supplies | 2,796,350 | 1,227,542 |
| | E3000 Other Charges | | 8,796 |
| | E4000 Fixed Assets | 166,789 | 164,077 |
| | E5000 Expenditure Transfers | 394,727 | 202,119 |
| | GRSCST GROSS EXPENDITURES | 11,399,129 | 5,179,274 |
| | TOTEXP TOTAL EXPENDITURES | 11,793,856 | 5,381,394 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 1,500,000 | 838,879 |
| | R9600 CHARGES FOR SERVICES | 5,775,701 | 2,815,016 |
| | R9800 MISCELLANEOUS REVENUE | 102,625 | 232,618 |
| | TOTREV GROSS REVENUE | 7,378,326 | 3,886,512 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 4,415,530 | 1,494,882 |
| 133200 | 0369 ANIMAL BENEFIT | | |
| | E2000 Services and Supplies | 645,555 | (1,000) |
| | E5000 Expenditure Transfers | 70,000 | 196,700 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | GRSCST GROSS EXPENDITURES | 645,555 | (1,000) |
| | TOTEXP TOTAL EXPENDITURES | 715,555 | 195,700 |
| | R9400 USE OF MONEY & PROPERTY | | 555 |
| | R9800 MISCELLANEOUS REVENUE | 70,000 | 250,393 |
| | TOTREV GROSS REVENUE | 70,000 | 250,948 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 645,555 | (55,248) |
| 112000 0280 | CONSERVATION & DEVELOPMENT | | |
| | E1000 Salaries and Benefits | 20,778,203 | 8,575,746 |
| | E2000 Services and Supplies | 12,221,653 | 1,053,536 |
| | E3000 Other Charges | 1,819,013 | 1,077,368 |
| | E4000 Fixed Assets | 410,000 | 17,167 |
| | E5000 Expenditure Transfers | (4,985,529) | 77,888 |
| | GRSCST GROSS EXPENDITURES | 35,228,869 | 10,723,818 |
| | TOTEXP TOTAL EXPENDITURES | 30,243,340 | 10,801,706 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 13,357,512 | 7,359,286 |
| | R9400 USE OF MONEY & PROPERTY | 17,000 | 11,593 |
| | R9600 CHARGES FOR SERVICES | 7,796,530 | 2,546,711 |
| | R9800 MISCELLANEOUS REVENUE | 5,775,396 | 2,016,061 |
| | TOTREV GROSS REVENUE | 26,946,438 | 11,933,651 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 3,296,902 | (1,131,945) |
| 112000 0285 | ENERGY UPGRADE CA | | |
| | E2000 Services and Supplies | 110,883 | 38,500 |
| | E3000 Other Charges | 20,000 | 9,576 |
| | GRSCST GROSS EXPENDITURES | 130,883 | 48,076 |
| | TOTEXP TOTAL EXPENDITURES | 130,883 | 48,076 |
| | R9600 CHARGES FOR SERVICES | 130,883 | 102,130 |
| | TOTREV GROSS REVENUE | 130,883 | 102,130 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | (54,054) |
| 112000 0114 | PLANT ACQ CONSERV & DEV | | |
| | E4000 Fixed Assets | | 32,402 |
| | GRSCST GROSS EXPENDITURES | | 32,402 |
| | TOTEXP TOTAL EXPENDITURES | | 32,402 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | 32,402 |
| 115900 0479 | L/M HSG ASSET FD-LMIHAF | | |
| | E2000 Services and Supplies | 3,555,000 | 39,081 |
| | E3000 Other Charges | 2,030,000 | 33,953 |
| | E5000 Expenditure Transfers | 2,000,000 | 17,249 |
| | GRSCST GROSS EXPENDITURES | 5,585,000 | 73,034 |
| | TOTEXP TOTAL EXPENDITURES | 7,585,000 | 90,283 |
| | R9400 USE OF MONEY & PROPERTY | 385,000 | 6,493 |
| | R9600 CHARGES FOR SERVICES | 200,000 | |
| | R9800 MISCELLANEOUS REVENUE | 7,000,000 | 499,315 |
| | TOTREV GROSS REVENUE | 7,585,000 | 505,808 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | (415,525) |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|-----------------------------|------------------------------------|-----------------------|
| 100300 0580 | KELLER CNYN MTIGATN FUND | | |
| E1000 | Salaries and Benefits | 100,000 | 17,836 |
| E2000 | Services and Supplies | 1,578,586 | 245,006 |
| E3000 | Other Charges | 160,000 | 2,349 |
| E5000 | Expenditure Transfers | 50,000 | 22,935 |
| GRSCST | GROSS EXPENDITURES | 1,838,586 | 265,191 |
| TOTEXP | TOTAL EXPENDITURES | 1,888,586 | 288,127 |
| R9600 | CHARGES FOR SERVICES | 1,300,000 | 559,696 |
| TOTREV | GROSS REVENUE | 1,300,000 | 559,696 |
| NETCOS | NET COUNTY COST (NCC) | 588,586 | (271,569) |
| 100300 0591 | NPP | | |
| E1000 | Salaries and Benefits | 470,828 | 78,875 |
| E2000 | Services and Supplies | 56,622 | 12,322 |
| E5000 | Expenditure Transfers | 38,109 | 87,692 |
| GRSCST | GROSS EXPENDITURES | 527,450 | 91,197 |
| TOTEXP | TOTAL EXPENDITURES | 565,559 | 178,890 |
| R9200 | LICENSE/PERMIT/FRANCHISES | 4,000 | 948 |
| R9600 | CHARGES FOR SERVICES | 17,602 | |
| R9800 | MISCELLANEOUS REVENUE | 318,957 | 25,481 |
| TOTREV | GROSS REVENUE | 340,559 | 26,429 |
| NETCOS | NET COUNTY COST (NCC) | 225,000 | 152,461 |
| 100300 0590 | HOPWA GRANT | | |
| E2000 | Services and Supplies | 1,895,470 | 14 |
| E5000 | Expenditure Transfers | 68,000 | 12,653 |
| GRSCST | GROSS EXPENDITURES | 1,895,470 | 14 |
| TOTEXP | TOTAL EXPENDITURES | 1,963,470 | 12,667 |
| R9500 | INTERGOVERNMENTAL REVENUE | 1,709,663 | (70,687) |
| TOTREV | GROSS REVENUE | 1,709,663 | (70,687) |
| NETCOS | NET COUNTY COST (NCC) | 253,807 | 83,354 |
| 100300 0592 | HUD BLOCK GRANT | | |
| E2000 | Services and Supplies | 3,612,429 | 390,321 |
| E3000 | Other Charges | 94,885 | 129 |
| E5000 | Expenditure Transfers | 634,854 | 323,016 |
| GRSCST | GROSS EXPENDITURES | 3,707,314 | 390,450 |
| TOTEXP | TOTAL EXPENDITURES | 4,342,168 | 713,466 |
| R9500 | INTERGOVERNMENTAL REVENUE | 4,342,168 | 442,932 |
| R9600 | CHARGES FOR SERVICES | | 6,200 |
| TOTREV | GROSS REVENUE | 4,342,168 | 449,132 |
| NETCOS | NET COUNTY COST (NCC) | 0 | 264,334 |
| 100300 0593 | HUD EMERGENCY SOLUTIONS GRT | | |
| E2000 | Services and Supplies | 218,892 | 49,280 |
| E5000 | Expenditure Transfers | 18,000 | 7,527 |
| GRSCST | GROSS EXPENDITURES | 218,892 | 49,280 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---------------------------------|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 236,892 | 56,807 |
| | R9500 INTERGOVERNMENTAL REVENUE | 236,892 | 2,002 |
| | TOTREV GROSS REVENUE | 236,892 | 2,002 |
| | NETCOS NET COUNTY COST (NCC) | 0 | 54,805 |
| 100300 0594 | HUD HOME BLOCK GRANT | | |
| | E2000 Services and Supplies | 3,629,341 | 402,153 |
| | E3000 Other Charges | 4,000 | 321 |
| | E5000 Expenditure Transfers | 289,572 | 83,983 |
| | GRSCST GROSS EXPENDITURES | 3,633,341 | 402,474 |
| | TOTEXP TOTAL EXPENDITURES | 3,922,913 | 486,457 |
| | R9500 INTERGOVERNMENTAL REVENUE | 3,922,913 | 34,777 |
| | TOTREV GROSS REVENUE | 3,922,913 | 34,777 |
| | NETCOS NET COUNTY COST (NCC) | 0 | 451,680 |
| 111900 0351 | USED OIL RECYCLING GRANT | | |
| | E2000 Services and Supplies | 81,000 | 1,955 |
| | E5000 Expenditure Transfers | 79,000 | 7,168 |
| | GRSCST GROSS EXPENDITURES | 81,000 | 1,955 |
| | TOTEXP TOTAL EXPENDITURES | 160,000 | 9,123 |
| | R9500 INTERGOVERNMENTAL REVENUE | 160,000 | 121,871 |
| | TOTREV GROSS REVENUE | 160,000 | 121,871 |
| | NETCOS NET COUNTY COST (NCC) | 0 | (112,748) |
| 110200 0367 | GAME PROTECTION | | |
| | E2000 Services and Supplies | 308,239 | 22,000 |
| | E3000 Other Charges | 700 | 355 |
| | E5000 Expenditure Transfers | 3,000 | 3,095 |
| | GRSCST GROSS EXPENDITURES | 308,939 | 22,355 |
| | TOTEXP TOTAL EXPENDITURES | 311,939 | 25,450 |
| | R9300 FINES/FORFEITS/PENALTIES | 136,150 | 4,905 |
| | TOTREV GROSS REVENUE | 136,150 | 4,905 |
| | NETCOS NET COUNTY COST (NCC) | 175,789 | 20,545 |
| 133700 0370 | LIVABLE COMMUNITIES | | |
| | E3000 Other Charges | 1,941,374 | |
| | GRSCST GROSS EXPENDITURES | 1,941,374 | |
| | TOTEXP TOTAL EXPENDITURES | 1,941,374 | |
| | R9400 USE OF MONEY & PROPERTY | 10,000 | 5,709 |
| | R9600 CHARGES FOR SERVICES | 790,000 | 352,000 |
| | TOTREV GROSS REVENUE | 800,000 | 357,709 |
| | NETCOS NET COUNTY COST (NCC) | 1,141,374 | (357,709) |
| 111800 0380 | HUD NSP | | |
| | E2000 Services and Supplies | 1,632,347 | |
| | E3000 Other Charges | 18,100 | 1,922 |
| | E5000 Expenditure Transfers | 8,315 | |
| | GRSCST GROSS EXPENDITURES | 1,650,447 | 1,922 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---------------------------------|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 1,658,762 | 1,922 |
| | R9500 INTERGOVERNMENTAL REVENUE | 1,657,447 | 58,914 |
| | TOTREV GROSS REVENUE | 1,657,447 | 58,914 |
| | NETCOS NET COUNTY COST (NCC) | 1,315 | (56,992) |
| 116100 0561 | HOME INVSTMT PRTNRSH ACT | | |
| | E2000 Services and Supplies | 300,115 | |
| | GRSCST GROSS EXPENDITURES | 300,115 | |
| | TOTEXP TOTAL EXPENDITURES | 300,115 | |
| | R9400 USE OF MONEY & PROPERTY | | 329 |
| | R9500 INTERGOVERNMENTAL REVENUE | 300,000 | 423,340 |
| | TOTREV GROSS REVENUE | 300,000 | 423,669 |
| | NETCOS NET COUNTY COST (NCC) | 115 | (423,669) |
| 111100 0595 | PRIVATE ACTIVITY BOND | | |
| | E2000 Services and Supplies | 172,550 | 63,851 |
| | E3000 Other Charges | 198,501 | 73,706 |
| | E5000 Expenditure Transfers | 1,150,000 | 493,448 |
| | GRSCST GROSS EXPENDITURES | 371,051 | 137,556 |
| | TOTEXP TOTAL EXPENDITURES | 1,521,051 | 631,004 |
| | R9400 USE OF MONEY & PROPERTY | | 2 |
| | R9600 CHARGES FOR SERVICES | 1,275,000 | 343,808 |
| | R9800 MISCELLANEOUS REVENUE | 246,051 | |
| | TOTREV GROSS REVENUE | 1,521,051 | 343,810 |
| | NETCOS NET COUNTY COST (NCC) | 0 | 287,194 |
| 111300 0596 | AFFORDABLE HOUSING | | |
| | E3000 Other Charges | | 1 |
| | E5000 Expenditure Transfers | 130,000 | |
| | GRSCST GROSS EXPENDITURES | | 1 |
| | TOTEXP TOTAL EXPENDITURES | 130,000 | 1 |
| | R9400 USE OF MONEY & PROPERTY | 30,000 | 7,833 |
| | R9600 CHARGES FOR SERVICES | 100,000 | 130,914 |
| | TOTREV GROSS REVENUE | 130,000 | 138,747 |
| | NETCOS NET COUNTY COST (NCC) | 0 | (138,746) |
| 134900 0597 | ARRA HUD BLDG INSP NPP | | |
| | E2000 Services and Supplies | 875,000 | 194,928 |
| | E3000 Other Charges | 5,508 | 154 |
| | E5000 Expenditure Transfers | 200,000 | 25,481 |
| | GRSCST GROSS EXPENDITURES | 880,508 | 195,082 |
| | TOTEXP TOTAL EXPENDITURES | 1,080,508 | 220,564 |
| | R9400 USE OF MONEY & PROPERTY | 40,000 | 24,737 |
| | R9500 INTERGOVERNMENTAL REVENUE | 1,036,000 | 8,222,752 |
| | TOTREV GROSS REVENUE | 1,076,000 | 8,247,489 |
| | NETCOS NET COUNTY COST (NCC) | 4,508 | (8,026,925) |
| 100300 0599 | ARRA-HPRP/CDBG-R GRANTS | | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | E2000 Services and Supplies | | 600 |
| | GRSCST GROSS EXPENDITURES | | 600 |
| | TOTEXP TOTAL EXPENDITURES | | 600 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | 600 |
| 110900 0663 | TRANSPRTATN IMPV MEASURE C | | |
| | E2000 Services and Supplies | 270,000 | |
| | E3000 Other Charges | 1,200,000 | 816,031 |
| | E5000 Expenditure Transfers | 800,000 | 117,965 |
| | GRSCST GROSS EXPENDITURES | 1,470,000 | 816,031 |
| | TOTEXP TOTAL EXPENDITURES | 2,270,000 | 933,997 |
| | R9400 USE OF MONEY & PROPERTY | 19,154 | 1,900 |
| | R9500 INTERGOVERNMENTAL REVENUE | 2,250,846 | 4,904,835 |
| | TOTREV GROSS REVENUE | 2,270,000 | 4,906,734 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | (3,972,737) |
| 113200 0664 | WALDEN GREEN MAINTENANCE | | |
| | E5000 Expenditure Transfers | 788,372 | 23,212 |
| | TOTEXP TOTAL EXPENDITURES | 788,372 | 23,212 |
| | R9400 USE OF MONEY & PROPERTY | | 331 |
| | R9800 MISCELLANEOUS REVENUE | 400,000 | |
| | TOTREV GROSS REVENUE | 400,000 | 331 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 388,372 | 22,881 |
| 113400 0249 | CCC DEPT CHILD SPRT SVCS | | |
| | E1000 Salaries and Benefits | 16,785,221 | 7,931,044 |
| | E2000 Services and Supplies | 1,058,301 | 530,852 |
| | E3000 Other Charges | 849,131 | 421,728 |
| | E4000 Fixed Assets | 40,048 | 40,048 |
| | E5000 Expenditure Transfers | 79,097 | (37,474) |
| | GRSCST GROSS EXPENDITURES | 18,732,701 | 8,923,672 |
| | TOTEXP TOTAL EXPENDITURES | 18,811,798 | 8,886,198 |
| | R9400 USE OF MONEY & PROPERTY | | (1,561) |
| | R9500 INTERGOVERNMENTAL REVENUE | 18,769,093 | 3,087,435 |
| | R9800 MISCELLANEOUS REVENUE | | (561) |
| | TOTREV GROSS REVENUE | 18,769,093 | 3,085,313 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 42,705 | 5,800,885 |
| 113300 0233 | R/ESTATE FRAUD PROSECUTE | | |
| | E5000 Expenditure Transfers | 1,294,162 | |
| | TOTEXP TOTAL EXPENDITURES | 1,294,162 | |
| | R9600 CHARGES FOR SERVICES | 500,000 | 299,209 |
| | TOTREV GROSS REVENUE | 500,000 | 299,209 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 794,162 | (299,209) |
| 113100 0234 | DA FORFEITURE-FED-DOJ | | |
| | E2000 Services and Supplies | 276,792 | 22,843 |
| | GRSCST GROSS EXPENDITURES | 276,792 | 22,843 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---------------------------------|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 276,792 | 22,843 |
| | R9400 USE OF MONEY & PROPERTY | | 188 |
| | R9500 INTERGOVERNMENTAL REVENUE | 50,000 | 3,982 |
| | TOTREV GROSS REVENUE | 50,000 | 4,170 |
| | NETCOS NET COUNTY COST (NCC) | 226,792 | 18,673 |
| 114300 | 0241 SLESF-CRIM PROSECUTION | | |
| | E5000 Expenditure Transfers | 324,551 | |
| | TOTEXP TOTAL EXPENDITURES | 324,551 | |
| | R9800 MISCELLANEOUS REVENUE | 325,317 | 158,726 |
| | TOTREV GROSS REVENUE | 325,317 | 158,726 |
| | NETCOS NET COUNTY COST (NCC) | (766) | (158,726) |
| 100300 | 0242 DISTRICT ATTORNEY | | |
| | E1000 Salaries and Benefits | 32,282,256 | 15,889,784 |
| | E2000 Services and Supplies | 4,258,892 | 1,846,956 |
| | E3000 Other Charges | 33,400 | 35,070 |
| | E4000 Fixed Assets | 35,852 | 28,637 |
| | E5000 Expenditure Transfers | (415,792) | (83,054) |
| | GRSCST GROSS EXPENDITURES | 36,610,400 | 17,800,448 |
| | TOTEXP TOTAL EXPENDITURES | 36,194,608 | 17,717,394 |
| | R9300 FINES/FORFEITS/PENALTIES | 183,000 | 47,855 |
| | R9500 INTERGOVERNMENTAL REVENUE | 16,403,563 | 4,527,104 |
| | R9800 MISCELLANEOUS REVENUE | 2,748,578 | 508,530 |
| | TOTREV GROSS REVENUE | 19,335,141 | 5,083,490 |
| | NETCOS NET COUNTY COST (NCC) | 16,859,467 | 12,633,904 |
| 112900 | 0244 D A REVENUE NARCOTICS | | |
| | E2000 Services and Supplies | 70,000 | 53,700 |
| | E3000 Other Charges | 469,110 | |
| | GRSCST GROSS EXPENDITURES | 539,110 | 53,700 |
| | TOTEXP TOTAL EXPENDITURES | 539,110 | 53,700 |
| | R9600 CHARGES FOR SERVICES | 10,000 | 7,209 |
| | R9800 MISCELLANEOUS REVENUE | 180,000 | 30,786 |
| | TOTREV GROSS REVENUE | 190,000 | 37,995 |
| | NETCOS NET COUNTY COST (NCC) | 349,110 | 15,705 |
| 100300 | 0245 D A WELFARE FRAUD | | |
| | E1000 Salaries and Benefits | 264,186 | 69,868 |
| | E2000 Services and Supplies | 3,616 | 5,361 |
| | E5000 Expenditure Transfers | (414,000) | (19,262) |
| | GRSCST GROSS EXPENDITURES | 267,802 | 75,229 |
| | TOTEXP TOTAL EXPENDITURES | (146,198) | 55,967 |
| | NETCOS NET COUNTY COST (NCC) | (146,198) | 55,967 |
| 112400 | 0247 DA CONSUMER PROTECTION | | |
| | E2000 Services and Supplies | 4,274,404 | 277 |
| | E5000 Expenditure Transfers | 350,000 | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
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| | GRSCST GROSS EXPENDITURES | 4,274,404 | 277 |
| | TOTEXP TOTAL EXPENDITURES | 4,624,404 | 277 |
| | R9300 FINES/FORFEITS/PENALTIES | 200,000 | 99,131 |
| | TOTREV GROSS REVENUE | 200,000 | 99,131 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 4,424,404 | (98,854) |
| 113000 | 0251 DA ENVIRON/OSHA | | |
| | E2000 Services and Supplies | 2,149,712 | 0 |
| | E5000 Expenditure Transfers | 306,910 | |
| | GRSCST GROSS EXPENDITURES | 2,149,712 | 0 |
| | TOTEXP TOTAL EXPENDITURES | 2,456,622 | 0 |
| | R9300 FINES/FORFEITS/PENALTIES | 200,000 | 9,000 |
| | TOTREV GROSS REVENUE | 200,000 | 9,000 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 2,256,622 | (9,000) |
| 100300 | 0364 PUBLIC ADMINISTRATOR | | |
| | E1000 Salaries and Benefits | 67,589 | 69,898 |
| | E2000 Services and Supplies | 25,817 | 9,409 |
| | GRSCST GROSS EXPENDITURES | 93,406 | 79,307 |
| | TOTEXP TOTAL EXPENDITURES | 93,406 | 79,307 |
| | R9600 CHARGES FOR SERVICES | 0 | |
| | TOTREV GROSS REVENUE | 0 | |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 93,406 | 79,307 |
| 100300 | 0243 PUBLIC DEFENDER | | |
| | E1000 Salaries and Benefits | 19,384,054 | 9,594,890 |
| | E2000 Services and Supplies | 2,316,046 | 1,013,671 |
| | E4000 Fixed Assets | 29,388 | 0 |
| | E5000 Expenditure Transfers | (342,021) | (109,377) |
| | GRSCST GROSS EXPENDITURES | 21,729,488 | 10,608,561 |
| | TOTEXP TOTAL EXPENDITURES | 21,387,467 | 10,499,184 |
| | R9500 INTERGOVERNMENTAL REVENUE | 150,075 | 19,607 |
| | R9800 MISCELLANEOUS REVENUE | 1,537,392 | 417,255 |
| | TOTREV GROSS REVENUE | 1,687,467 | 436,862 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 19,700,000 | 10,062,322 |
| 115300 | 0295 LAW ENFORCEMENT SVCS ACCT | | |
| | E3000 Other Charges | | 3,750 |
| | E5000 Expenditure Transfers | 49,560,257 | 11,192,473 |
| | GRSCST GROSS EXPENDITURES | | 3,750 |
| | TOTEXP TOTAL EXPENDITURES | 49,560,257 | 11,196,223 |
| | R8980 FUND BALANCE | 2,553,259 | |
| | R9500 INTERGOVERNMENTAL REVENUE | 47,006,998 | 15,788,316 |
| | TOTREV GROSS REVENUE | 49,560,257 | 15,788,316 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (4,592,093) |
| 115300 | 0296 SUPPORT SERVICES | | |
| | E5000 Expenditure Transfers | 97,476,118 | 27,870,672 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 97,476,118 | 27,870,672 |
| | R9500 INTERGOVERNMENTAL REVENUE | 97,476,118 | 41,147,713 |
| | TOTREV GROSS REVENUE | 97,476,118 | 41,147,713 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | (13,277,041) |
| 110800 0006 | GENERAL ROAD FUND REVENUE | | |
| | R9400 USE OF MONEY & PROPERTY | 52,000 | 8,722 |
| | R9500 INTERGOVERNMENTAL REVENUE | 21,722,858 | 7,901,517 |
| | TOTREV GROSS REVENUE | 21,774,858 | 7,910,239 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | (21,774,858) | (7,910,239) |
| 100300 0020 | PURCHASING | | |
| | E1000 Salaries and Benefits | 793,152 | 349,186 |
| | E2000 Services and Supplies | 284,490 | 24,117 |
| | E5000 Expenditure Transfers | (158,653) | (98,583) |
| | GRSCST GROSS EXPENDITURES | 1,077,642 | 373,303 |
| | TOTEXP TOTAL EXPENDITURES | 918,989 | 274,720 |
| | R9600 CHARGES FOR SERVICES | 243,935 | 145,207 |
| | R9800 MISCELLANEOUS REVENUE | 40,000 | 30,977 |
| | TOTREV GROSS REVENUE | 283,935 | 176,184 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 635,054 | 98,536 |
| 100300 0063 | FLEET SERVICES | | |
| | E3000 Other Charges | 429,008 | 231,787 |
| | GRSCST GROSS EXPENDITURES | 429,008 | 231,787 |
| | TOTEXP TOTAL EXPENDITURES | 429,008 | 231,787 |
| | R9800 MISCELLANEOUS REVENUE | 429,008 | 233,475 |
| | TOTREV GROSS REVENUE | 429,008 | 233,475 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 0 | (1,688) |
| 150100 0064 | ISF FLEET SERVICES | | |
| | E1000 Salaries and Benefits | 2,074,441 | 1,141,106 |
| | E2000 Services and Supplies | 7,874,418 | 3,637,267 |
| | E3000 Other Charges | 2,799,048 | 376,872 |
| | E4000 Fixed Assets | 3,659,523 | 1,417,000 |
| | E5000 Expenditure Transfers | (1,506,878) | (883,597) |
| | GRSCST GROSS EXPENDITURES | 16,407,430 | 6,572,245 |
| | TOTEXP TOTAL EXPENDITURES | 14,900,552 | 5,688,648 |
| | R9600 CHARGES FOR SERVICES | 222,000 | 84,512 |
| | R9800 MISCELLANEOUS REVENUE | 13,235,916 | 5,395,870 |
| | TOTREV GROSS REVENUE | 13,457,916 | 5,480,383 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 1,442,636 | 208,265 |
| 100300 0077 | GEN CO BLG OCCUPANCY COST | | |
| | E2000 Services and Supplies | 13,635,751 | 6,932,249 |
| | E5000 Expenditure Transfers | 685,081 | 40,550 |
| | GRSCST GROSS EXPENDITURES | 13,635,751 | 6,932,249 |
| | TOTEXP TOTAL EXPENDITURES | 14,320,832 | 6,972,798 |

| | | Current Year | | |
|--------|--------|---------------------------|--------------------|--------------|
| Fund | | Adjusted Budget | Total Year-to-Date | |
| | R9400 | USE OF MONEY & PROPERTY | 81,966 | 52,890 |
| | R9600 | CHARGES FOR SERVICES | 49,288 | 6,269 |
| | R9800 | MISCELLANEOUS REVENUE | 8,000 | 4,360 |
| | TOTREV | GROSS REVENUE | 139,254 | 63,519 |
| | NETCOS | NET COUNTY COST (NCC) | 14,181,578 | 6,909,279 |
| 100300 | 0078 | GSD OUTSIDE AGENCY SVC | | |
| | E2000 | Services and Supplies | 714,714 | 288,933 |
| | E3000 | Other Charges | | 1,280 |
| | E5000 | Expenditure Transfers | 227,955 | 82,651 |
| | GRSCST | GROSS EXPENDITURES | 714,714 | 290,213 |
| | TOTEXP | TOTAL EXPENDITURES | 942,669 | 372,864 |
| | R9600 | CHARGES FOR SERVICES | 260,455 | 52,952 |
| | R9800 | MISCELLANEOUS REVENUE | 682,214 | 137,424 |
| | TOTREV | GROSS REVENUE | 942,669 | 190,376 |
| | NETCOS | NET COUNTY COST (NCC) | 0 | 182,488 |
| 100300 | 0079 | BUILDING MAINTENANCE | | |
| | E1000 | Salaries and Benefits | 20,100,992 | 9,122,817 |
| | E2000 | Services and Supplies | 43,349,810 | 23,598,073 |
| | E3000 | Other Charges | 31,593,286 | 5,992,124 |
| | E4000 | Fixed Assets | 650,449 | 87,409 |
| | E5000 | Expenditure Transfers | (55,457,732) | (28,680,979) |
| | GRSCST | GROSS EXPENDITURES | 95,694,537 | 38,800,423 |
| | TOTEXP | TOTAL EXPENDITURES | 40,236,805 | 10,119,444 |
| | R9600 | CHARGES FOR SERVICES | 39,407,866 | 20,526,419 |
| | R9800 | MISCELLANEOUS REVENUE | 271,990 | 210,065 |
| | TOTREV | GROSS REVENUE | 39,679,856 | 20,736,484 |
| | NETCOS | NET COUNTY COST (NCC) | 556,949 | (10,617,040) |
| 111000 | 0120 | PLANT ACQ-SNS CRNT DRN FD | | |
| | E2000 | Services and Supplies | 254,533 | |
| | E5000 | Expenditure Transfers | 4,093 | |
| | GRSCST | GROSS EXPENDITURES | 254,533 | |
| | TOTEXP | TOTAL EXPENDITURES | 258,626 | |
| | R9200 | LICENSE/PERMIT/FRANCHISES | 1,500 | 1,575 |
| | TOTREV | GROSS REVENUE | 1,500 | 1,575 |
| | NETCOS | NET COUNTY COST (NCC) | 257,126 | (1,575) |
| 100300 | 0148 | PRINT & MAIL SERVICES | | |
| | E1000 | Salaries and Benefits | 1,631,390 | 771,071 |
| | E2000 | Services and Supplies | 3,103,095 | 1,256,795 |
| | E4000 | Fixed Assets | 505,935 | 65,923 |
| | E5000 | Expenditure Transfers | (4,241,522) | (2,065,298) |
| | GRSCST | GROSS EXPENDITURES | 5,240,420 | 2,093,789 |
| | TOTEXP | TOTAL EXPENDITURES | 998,898 | 28,490 |
| | R9600 | CHARGES FOR SERVICES | 716,505 | 369,283 |
| | R9800 | MISCELLANEOUS REVENUE | | 3,889 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | TOTREV GROSS REVENUE | 716,505 | 373,173 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 282,393 | (344,683) |
| 110500 0161 | SURVEY MONUMENT PRESERV | | |
| | E2000 Services and Supplies | 447,425 | 16,390 |
| | E3000 Other Charges | 200 | 43 |
| | E5000 Expenditure Transfers | 250,000 | 37,206 |
| | GRSCST GROSS EXPENDITURES | 447,625 | 16,433 |
| | TOTEXP TOTAL EXPENDITURES | 697,625 | 53,639 |
| | R9400 USE OF MONEY & PROPERTY | 1,240 | 1,328 |
| | R9600 CHARGES FOR SERVICES | 75,000 | 41,060 |
| | TOTREV GROSS REVENUE | 76,240 | 42,388 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 621,385 | 11,251 |
| 100300 0330 | CO DRAINAGE MAINTENANCE | | |
| | E2000 Services and Supplies | 700,000 | 243,980 |
| | E5000 Expenditure Transfers | 44,000 | 90 |
| | GRSCST GROSS EXPENDITURES | 700,000 | 243,980 |
| | TOTEXP TOTAL EXPENDITURES | 744,000 | 244,070 |
| | R9600 CHARGES FOR SERVICES | 44,000 | 9,564 |
| | TOTREV GROSS REVENUE | 44,000 | 9,564 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 700,000 | 234,506 |
| 112100 0350 | CDD/PWD JOINT REVIEW FEE | | |
| | E3000 Other Charges | 4,784 | 2,361 |
| | E5000 Expenditure Transfers | 1,291,501 | 150,484 |
| | GRSCST GROSS EXPENDITURES | 4,784 | 2,361 |
| | TOTEXP TOTAL EXPENDITURES | 1,296,285 | 152,846 |
| | R9400 USE OF MONEY & PROPERTY | 30,000 | 399 |
| | R9600 CHARGES FOR SERVICES | 610,000 | 131,095 |
| | TOTREV GROSS REVENUE | 640,000 | 131,494 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 656,285 | 21,352 |
| 100300 0473 | KELLER SRCHRG/MITGN PROG | | |
| | E2000 Services and Supplies | 494,132 | 513,726 |
| | E5000 Expenditure Transfers | (35,000) | |
| | GRSCST GROSS EXPENDITURES | 494,132 | 513,726 |
| | TOTEXP TOTAL EXPENDITURES | 459,132 | 513,726 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 384,132 | 106,509 |
| | R9800 MISCELLANEOUS REVENUE | 75,000 | 38,187 |
| | TOTREV GROSS REVENUE | 459,132 | 144,696 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | 369,030 |
| 123100 0631 | HERCUL/RODEO/CROCK A OF B | | |
| | E3000 Other Charges | 100 | |
| | E5000 Expenditure Transfers | 5,000 | |
| | GRSCST GROSS EXPENDITURES | 100 | |
| | TOTEXP TOTAL EXPENDITURES | 5,100 | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | R9600 CHARGES FOR SERVICES | 3,000 | 4,286 |
| | TOTREV GROSS REVENUE | 3,000 | 4,286 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 2,100 | (4,286) |
| 123200 | 0632 WEST COUNTY AREA OF BENEF | | |
| | E3000 Other Charges | 100 | 1 |
| | E5000 Expenditure Transfers | 5,000 | 11,100 |
| | GRSCST GROSS EXPENDITURES | 100 | 1 |
| | TOTEXP TOTAL EXPENDITURES | 5,100 | 11,101 |
| | R9400 USE OF MONEY & PROPERTY | 100 | 4 |
| | R9600 CHARGES FOR SERVICES | 5,000 | 8,049 |
| | TOTREV GROSS REVENUE | 5,100 | 8,053 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | 3,048 |
| 123400 | 0634 NORTH RICHMOND AOB | | |
| | E3000 Other Charges | 500 | 21 |
| | E5000 Expenditure Transfers | 5,000 | 9,185 |
| | GRSCST GROSS EXPENDITURES | 500 | 21 |
| | TOTEXP TOTAL EXPENDITURES | 5,500 | 9,206 |
| | R9400 USE OF MONEY & PROPERTY | 4,500 | 1,490 |
| | R9600 CHARGES FOR SERVICES | 1,000 | |
| | TOTREV GROSS REVENUE | 5,500 | 1,490 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | 7,716 |
| 124000 | 0635 MARTINEZ AREA OF BENEFIT | | |
| | E3000 Other Charges | 500 | 21 |
| | E5000 Expenditure Transfers | 219,500 | 147,887 |
| | GRSCST GROSS EXPENDITURES | 500 | 21 |
| | TOTEXP TOTAL EXPENDITURES | 220,000 | 147,908 |
| | R9400 USE OF MONEY & PROPERTY | 20,000 | 2,953 |
| | R9600 CHARGES FOR SERVICES | 200,000 | 166,344 |
| | TOTREV GROSS REVENUE | 220,000 | 169,297 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (21,389) |
| 124100 | 0636 BRIONES AREA OF BENEFIT | | |
| | E3000 Other Charges | 100 | 76 |
| | E5000 Expenditure Transfers | 2,300 | |
| | GRSCST GROSS EXPENDITURES | 100 | 76 |
| | TOTEXP TOTAL EXPENDITURES | 2,400 | 76 |
| | R9400 USE OF MONEY & PROPERTY | 400 | 81 |
| | R9600 CHARGES FOR SERVICES | 2,000 | |
| | TOTREV GROSS REVENUE | 2,400 | 81 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (5) |
| 124200 | 0637 CENTRAL CO AREA/BENEFIT | | |
| | E3000 Other Charges | 1,000 | 400 |
| | E5000 Expenditure Transfers | 150,000 | 135,247 |
| | GRSCST GROSS EXPENDITURES | 1,000 | 400 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|-------------------------------|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 151,000 | 135,648 |
| | R9400 USE OF MONEY & PROPERTY | 20,000 | 4,280 |
| | R9600 CHARGES FOR SERVICES | 50,000 | 31,260 |
| | TOTREV GROSS REVENUE | 70,000 | 35,540 |
| | NETCOS NET COUNTY COST (NCC) | 81,000 | 100,108 |
| 124300 0638 | SO WAL CRK AREA OF BENEFIT | | |
| | E2000 Services and Supplies | | 578 |
| | E3000 Other Charges | 100 | 1 |
| | E5000 Expenditure Transfers | 55,000 | 927 |
| | GRSCST GROSS EXPENDITURES | 100 | 579 |
| | TOTEXP TOTAL EXPENDITURES | 55,100 | 1,506 |
| | R9400 USE OF MONEY & PROPERTY | 100 | 2 |
| | R9600 CHARGES FOR SERVICES | 55,000 | |
| | TOTREV GROSS REVENUE | 55,100 | 2 |
| | NETCOS NET COUNTY COST (NCC) | 0 | 1,504 |
| 126000 0641 | ALAMO AREA OF BENEFIT | | |
| | E3000 Other Charges | 200 | 2,064 |
| | E5000 Expenditure Transfers | 198,862 | (119,608) |
| | GRSCST GROSS EXPENDITURES | 200 | 2,064 |
| | TOTEXP TOTAL EXPENDITURES | 199,062 | (117,544) |
| | R9400 USE OF MONEY & PROPERTY | 10,000 | 1,161 |
| | R9600 CHARGES FOR SERVICES | 130,000 | 46,206 |
| | TOTREV GROSS REVENUE | 140,000 | 47,367 |
| | NETCOS NET COUNTY COST (NCC) | 59,062 | (164,911) |
| 127000 0642 | SOUTH CO AREA OF BENEFIT | | |
| | E3000 Other Charges | 500 | 21 |
| | E5000 Expenditure Transfers | 500,000 | 125,708 |
| | GRSCST GROSS EXPENDITURES | 500 | 21 |
| | TOTEXP TOTAL EXPENDITURES | 500,500 | 125,729 |
| | R9400 USE OF MONEY & PROPERTY | 10,000 | 4,072 |
| | R9600 CHARGES FOR SERVICES | 150,000 | 96,628 |
| | TOTREV GROSS REVENUE | 160,000 | 100,700 |
| | NETCOS NET COUNTY COST (NCC) | 340,500 | 25,029 |
| 128200 0645 | EAST COUNTY AREA OF BENEF | | |
| | E3000 Other Charges | 1,000 | 21 |
| | E5000 Expenditure Transfers | 520,000 | 836,455 |
| | GRSCST GROSS EXPENDITURES | 1,000 | 21 |
| | TOTEXP TOTAL EXPENDITURES | 521,000 | 836,476 |
| | R9400 USE OF MONEY & PROPERTY | 20,000 | 5,228 |
| | R9600 CHARGES FOR SERVICES | 200,000 | 385,704 |
| | TOTREV GROSS REVENUE | 220,000 | 390,932 |
| | NETCOS NET COUNTY COST (NCC) | 301,000 | 445,544 |
| 112200 0648 | DRAINAGE DEFICIENCY | | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | E2000 Services and Supplies | 2,240,054 | |
| | GRSCST GROSS EXPENDITURES | 2,240,054 | |
| | TOTEXP TOTAL EXPENDITURES | 2,240,054 | |
| | R9200 LICENSE/PERMIT/FRANCHISES | | 2,635 |
| | TOTREV GROSS REVENUE | | 2,635 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 2,240,054 | (2,635) |
| 112300 | 0649 PUBLIC WORKS | | |
| | E3000 Other Charges | 452,300 | 14,186 |
| | E5000 Expenditure Transfers | 6,139,386 | |
| | GRSCST GROSS EXPENDITURES | 452,300 | 14,186 |
| | TOTEXP TOTAL EXPENDITURES | 6,591,686 | 14,186 |
| | R9400 USE OF MONEY & PROPERTY | 165,000 | 2,141 |
| | R9600 CHARGES FOR SERVICES | 4,661,860 | 624,428 |
| | TOTREV GROSS REVENUE | 4,826,860 | 626,569 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 1,764,826 | (612,383) |
| 100300 | 0650 PUBLIC WORKS | | |
| | E1000 Salaries and Benefits | 35,615,983 | 15,033,492 |
| | E2000 Services and Supplies | 9,773,906 | 4,483,179 |
| | E3000 Other Charges | 6,450 | 136 |
| | E4000 Fixed Assets | 45,000 | |
| | E5000 Expenditure Transfers | (4,916,615) | (2,043,092) |
| | GRSCST GROSS EXPENDITURES | 45,441,339 | 19,516,807 |
| | TOTEXP TOTAL EXPENDITURES | 40,524,724 | 17,473,715 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 10,000 | |
| | R9400 USE OF MONEY & PROPERTY | 5,000 | 3,000 |
| | R9500 INTERGOVERNMENTAL REVENUE | 401,780 | 0 |
| | R9600 CHARGES FOR SERVICES | 752,500 | 258,127 |
| | R9800 MISCELLANEOUS REVENUE | 37,496,470 | 16,687,687 |
| | TOTREV GROSS REVENUE | 38,665,750 | 16,948,814 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 1,858,974 | 524,901 |
| 110300 | 0651 PUB WKS-LAND DEVELOPMENT | | |
| | E2000 Services and Supplies | 215,805 | 53,108 |
| | E3000 Other Charges | 40,000 | 13,301 |
| | E5000 Expenditure Transfers | 2,300,000 | 1,366,407 |
| | GRSCST GROSS EXPENDITURES | 255,805 | 66,409 |
| | TOTEXP TOTAL EXPENDITURES | 2,555,805 | 1,432,815 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 600,000 | 181,447 |
| | R9400 USE OF MONEY & PROPERTY | 1,000 | 38 |
| | R9600 CHARGES FOR SERVICES | 652,000 | 576,171 |
| | R9800 MISCELLANEOUS REVENUE | 1,257,000 | 137,625 |
| | TOTREV GROSS REVENUE | 2,510,000 | 895,280 |
| | NETCOS ⁺ NET COUNTY COST (NCC) | 45,805 | 537,535 |
| 129000 | 0653 BETHEL ISLAND AREA OF BENEFIT | | |
| | E3000 Other Charges | 500 | |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|--------|---|------------------------------------|-----------------------|
| | E5000 Expenditure Transfers | 30,000 | 6,748 |
| | GRSCST GROSS EXPENDITURES | 500 | |
| | TOTEXP TOTAL EXPENDITURES | 30,500 | 6,748 |
| | R9400 USE OF MONEY & PROPERTY | 1,000 | |
| | R9600 CHARGES FOR SERVICES | 1,000 | |
| | TOTREV GROSS REVENUE | 2,000 | |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 28,500 | 6,748 |
| 116000 | 0660 BAILEY RD MNTC SURCHARGE | | |
| | E2000 Services and Supplies | 1,553,892 | |
| | E3000 Other Charges | 172,800 | 142,849 |
| | E5000 Expenditure Transfers | 367,200 | |
| | GRSCST GROSS EXPENDITURES | 1,726,692 | 142,849 |
| | TOTEXP TOTAL EXPENDITURES | 2,093,892 | 142,849 |
| | R9200 LICENSE/PERMIT/FRANCHISES | 540,000 | 260,921 |
| | TOTREV GROSS REVENUE | 540,000 | 260,921 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 1,553,892 | (118,072) |
| 100300 | 0661 ROAD CONSTRUCTION | | |
| | E2000 Services and Supplies | 11,723,000 | 378,559 |
| | E3000 Other Charges | 104,000 | 11,575 |
| | E5000 Expenditure Transfers | 3,000 | |
| | GRSCST GROSS EXPENDITURES | 11,827,000 | 390,134 |
| | TOTEXP TOTAL EXPENDITURES | 11,830,000 | 390,134 |
| | R9500 INTERGOVERNMENTAL REVENUE | 11,180,000 | 644,236 |
| | R9600 CHARGES FOR SERVICES | 370,000 | 25,688 |
| | R9800 MISCELLANEOUS REVENUE | 280,000 | |
| | TOTREV GROSS REVENUE | 11,830,000 | 669,924 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (279,790) |
| 110800 | 0662 ROAD CONSTRUCTION-RD FUND | | |
| | E2000 Services and Supplies | 31,515,618 | 12,512,458 |
| | E3000 Other Charges | 428,500 | 104,983 |
| | E5000 Expenditure Transfers | 6,000,000 | 2,567,889 |
| | GRSCST GROSS EXPENDITURES | 31,944,118 | 12,617,442 |
| | TOTEXP TOTAL EXPENDITURES | 37,944,118 | 15,185,330 |
| | R9400 USE OF MONEY & PROPERTY | | 30,650 |
| | R9500 INTERGOVERNMENTAL REVENUE | 13,080,175 | 2,533,485 |
| | R9600 CHARGES FOR SERVICES | 2,500,000 | 257,205 |
| | R9800 MISCELLANEOUS REVENUE | 6,814,377 | 1,084,582 |
| | TOTREV GROSS REVENUE | 22,394,552 | 3,905,922 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 15,549,566 | 11,279,408 |
| 100300 | 0671 ROAD MAINTENANCE-GEN FUND | | |
| | E2000 Services and Supplies | | 744 |
| | GRSCST GROSS EXPENDITURES | | 744 |
| | TOTEXP TOTAL EXPENDITURES | | 744 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | 744 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---------------------------|------------------------------------|-----------------------|
| 110800 0672 | ROAD MAINTENANCE-RD FUND | | |
| E2000 | Services and Supplies | 3,247,180 | 4,744,193 |
| E3000 | Other Charges | 923,617 | 491,843 |
| E4000 | Fixed Assets | 565,000 | 90,956 |
| E5000 | Expenditure Transfers | 12,010,475 | 6,147,989 |
| GRSCST | GROSS EXPENDITURES | 4,735,797 | 5,326,992 |
| TOTEXP | TOTAL EXPENDITURES | 16,746,272 | 11,474,981 |
| R9500 | INTERGOVERNMENTAL REVENUE | 50,000 | 43,564 |
| R9600 | CHARGES FOR SERVICES | 400,000 | 551,957 |
| R9800 | MISCELLANEOUS REVENUE | 1,568,278 | 739,178 |
| TOTREV | GROSS REVENUE | 2,018,278 | 1,334,698 |
| NETCOS | NET COUNTY COST (NCC) | 14,727,994 | 10,140,283 |
| 110800 0674 | MISCEL PROPERTY-ROAD FUND | | |
| E2000 | Services and Supplies | | 100 |
| E3000 | Other Charges | 5,000 | 3,068 |
| E5000 | Expenditure Transfers | 7,500 | 2,881 |
| GRSCST | GROSS EXPENDITURES | 5,000 | 3,168 |
| TOTEXP | TOTAL EXPENDITURES | 12,500 | 6,049 |
| R9400 | USE OF MONEY & PROPERTY | 5,500 | 5,100 |
| TOTREV | GROSS REVENUE | 5,500 | 5,100 |
| NETCOS | NET COUNTY COST (NCC) | 7,000 | 949 |
| 110800 0676 | GEN ROAD PLAN/ADM-RD FUND | | |
| E2000 | Services and Supplies | 2,024,000 | (247,875) |
| E3000 | Other Charges | 1,005,000 | 1,174,777 |
| E5000 | Expenditure Transfers | 4,000,000 | 2,029,694 |
| GRSCST | GROSS EXPENDITURES | 3,029,000 | 926,903 |
| TOTEXP | TOTAL EXPENDITURES | 7,029,000 | 2,956,596 |
| R9400 | USE OF MONEY & PROPERTY | 5,000 | 11,935 |
| R9500 | INTERGOVERNMENTAL REVENUE | 2,000,000 | 931 |
| R9600 | CHARGES FOR SERVICES | 100,000 | 91,176 |
| R9800 | MISCELLANEOUS REVENUE | 505,627 | 138,719 |
| TOTREV | GROSS REVENUE | 2,610,627 | 242,761 |
| NETCOS | NET COUNTY COST (NCC) | 4,418,373 | 2,713,835 |
| 138800 0678 | SPRW FUND | | |
| E2000 | Services and Supplies | 4,034,841 | 194,823 |
| E3000 | Other Charges | 77,200 | 35,108 |
| E4000 | Fixed Assets | 346,575 | 16,951 |
| E5000 | Expenditure Transfers | 291,435 | 115,666 |
| GRSCST | GROSS EXPENDITURES | 4,458,616 | 246,882 |
| TOTEXP | TOTAL EXPENDITURES | 4,750,051 | 362,548 |
| R9400 | USE OF MONEY & PROPERTY | 402,500 | 53,165 |
| R9600 | CHARGES FOR SERVICES | 40,000 | |
| R9800 | MISCELLANEOUS REVENUE | 418,575 | 20,471 |
| TOTREV | GROSS REVENUE | 861,075 | 73,636 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------------------------|---------------------------------|------------------------------------|-----------------------|
| NETCOS` NET COUNTY COST (NCC) | | 3,888,976 | 288,912 |
| 139000 | 0680 RD DVLPMNT DISCOVERY BAY | | |
| E3000 | Other Charges | 300 | 1 |
| E5000 | Expenditure Transfers | 250,200 | 36,032 |
| GRSCST | GROSS EXPENDITURES | 300 | 1 |
| TOTEXP | TOTAL EXPENDITURES | 250,500 | 36,033 |
| R9400 | USE OF MONEY & PROPERTY | 500 | 81 |
| R9600 | CHARGES FOR SERVICES | 250,000 | 207,600 |
| TOTREV | GROSS REVENUE | 250,500 | 207,681 |
| NETCOS` NET COUNTY COST (NCC) | | 0 | (171,648) |
| 139200 | 0682 ROAD IMPRVMNT FEE | | |
| E2000 | Services and Supplies | 100,000 | |
| E3000 | Other Charges | 100,500 | 21 |
| E5000 | Expenditure Transfers | 5,141,500 | 3,275 |
| GRSCST | GROSS EXPENDITURES | 200,500 | 21 |
| TOTEXP | TOTAL EXPENDITURES | 5,342,000 | 3,296 |
| R9400 | USE OF MONEY & PROPERTY | 100,000 | 27,477 |
| R9500 | INTERGOVERNMENTAL REVENUE | 300,000 | 100,000 |
| R9600 | CHARGES FOR SERVICES | 900,000 | 120,541 |
| R9800 | MISCELLANEOUS REVENUE | 100,000 | |
| TOTREV | GROSS REVENUE | 1,400,000 | 248,018 |
| NETCOS` NET COUNTY COST (NCC) | | 3,942,000 | (244,722) |
| 139400 | 0684 RD DEVLPMNT RICH/EL SOBRT | | |
| E3000 | Other Charges | 500 | 1 |
| E5000 | Expenditure Transfers | 15,000 | 12,258 |
| GRSCST | GROSS EXPENDITURES | 500 | 1 |
| TOTEXP | TOTAL EXPENDITURES | 15,500 | 12,259 |
| R9400 | USE OF MONEY & PROPERTY | 500 | 80 |
| R9600 | CHARGES FOR SERVICES | 10,000 | |
| TOTREV | GROSS REVENUE | 10,500 | 80 |
| NETCOS` NET COUNTY COST (NCC) | | 5,000 | 12,179 |
| 139500 | 0685 RD DEVLPMNT BAY POINT AREA | | |
| E3000 | Other Charges | 400 | 21 |
| E5000 | Expenditure Transfers | 33,600 | 6,945 |
| GRSCST | GROSS EXPENDITURES | 400 | 21 |
| TOTEXP | TOTAL EXPENDITURES | 34,000 | 6,966 |
| R9400 | USE OF MONEY & PROPERTY | 4,000 | 1,188 |
| R9600 | CHARGES FOR SERVICES | 30,000 | 30,186 |
| TOTREV | GROSS REVENUE | 34,000 | 31,374 |
| NETCOS` NET COUNTY COST (NCC) | | 0 | (24,408) |
| 139900 | 0687 RD DEVLPMNT PACHECO AREA | | |
| E3000 | Other Charges | 400 | 20 |
| E5000 | Expenditure Transfers | 85,000 | 6,933 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---|------------------------------------|-----------------------|
| | GRSCST GROSS EXPENDITURES | 400 | 20 |
| | TOTEXP TOTAL EXPENDITURES | 85,400 | 6,953 |
| | R9400 USE OF MONEY & PROPERTY | 2,000 | 579 |
| | R9600 CHARGES FOR SERVICES | 5,000 | |
| | TOTREV GROSS REVENUE | 7,000 | 579 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 78,400 | 6,374 |
| 111400 0697 | NAVY TRANS MITIGATION | | |
| | E2000 Services and Supplies | 5,286,118 | |
| | E3000 Other Charges | 100,000 | 20 |
| | E5000 Expenditure Transfers | 356,716 | |
| | GRSCST GROSS EXPENDITURES | 5,386,118 | 20 |
| | TOTEXP TOTAL EXPENDITURES | 5,742,834 | 20 |
| | R9400 USE OF MONEY & PROPERTY | 30,000 | 7,552 |
| | R9800 MISCELLANEOUS REVENUE | | (35) |
| | TOTREV GROSS REVENUE | 30,000 | 7,517 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 5,712,834 | (7,497) |
| 111500 0699 | TOSCO/SOLANO TRANS MTGTN | | |
| | E2000 Services and Supplies | 5,000 | |
| | E3000 Other Charges | 1,000 | 21 |
| | E5000 Expenditure Transfers | 10,000 | |
| | GRSCST GROSS EXPENDITURES | 6,000 | 21 |
| | TOTEXP TOTAL EXPENDITURES | 16,000 | 21 |
| | R9400 USE OF MONEY & PROPERTY | 16,000 | 6,766 |
| | TOTREV GROSS REVENUE | 16,000 | 6,766 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | 0 | (6,745) |
| 140100 0841 | AIRPORT OPERATIONS | | |
| | E1000 Salaries and Benefits | 2,193,690 | 944,961 |
| | E2000 Services and Supplies | 1,087,248 | 543,902 |
| | E3000 Other Charges | 280,931 | 152,326 |
| | E5000 Expenditure Transfers | 199,800 | 86,979 |
| | GRSCST GROSS EXPENDITURES | 3,561,869 | 1,641,190 |
| | TOTEXP TOTAL EXPENDITURES | 3,761,669 | 1,728,169 |
| | R8980 FUND BALANCE | 1,000,000 | |
| | R9400 USE OF MONEY & PROPERTY | 3,683,719 | 2,265,248 |
| | R9600 CHARGES FOR SERVICES | | 11,999 |
| | R9800 MISCELLANEOUS REVENUE | 257,950 | 213,060 |
| | TOTREV GROSS REVENUE | 4,941,669 | 2,490,307 |
| | NETCOS ⁻ NET COUNTY COST (NCC) | (1,180,000) | (762,138) |
| 140100 0843 | AIRPORT FIXED ASSETS | | |
| | E2000 Services and Supplies | | 0 |
| | E3000 Other Charges | | 0 |
| | E4000 Fixed Assets | 1,180,000 | 2,088,759 |
| | E5000 Expenditure Transfers | | 0 |
| | GRSCST GROSS EXPENDITURES | 1,180,000 | 2,088,759 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|---------------------------------|------------------------------------|-----------------------|
| | TOTEXP TOTAL EXPENDITURES | 1,180,000 | 2,088,759 |
| | R9500 INTERGOVERNMENTAL REVENUE | | 90,125 |
| | TOTREV GROSS REVENUE | | 90,125 |
| | NETCOS NET COUNTY COST (NCC) | 1,180,000 | 1,998,634 |
| 140100 0844 | MARIPOSA PROJ COMM BNFT | | |
| | E3000 Other Charges | | 4,817 |
| | GRSCST GROSS EXPENDITURES | | 4,817 |
| | TOTEXP TOTAL EXPENDITURES | | 4,817 |
| | R9400 USE OF MONEY & PROPERTY | | 848 |
| | TOTREV GROSS REVENUE | | 848 |
| | NETCOS NET COUNTY COST (NCC) | 0 | 3,969 |
| 120600 0008 | REVENUE CO LIBRARY TAXES | | |
| | R9000 TAXES CURRENT PROPERTY | 23,969,005 | 23,584,467 |
| | R9100 TAXES OTHER THAN CUR PROP | (225,413) | (94,410) |
| | R9500 INTERGOVERNMENTAL REVENUE | 700,915 | 393,151 |
| | TOTREV GROSS REVENUE | 24,444,507 | 23,883,207 |
| | NETCOS NET COUNTY COST (NCC) | (24,444,507) | (23,883,207) |
| 120600 0113 | PLANT ACQUIS-LIBRARY FUND | | |
| | E4000 Fixed Assets | 676,106 | 0 |
| | GRSCST GROSS EXPENDITURES | 676,106 | 0 |
| | TOTEXP TOTAL EXPENDITURES | 676,106 | 0 |
| | NETCOS NET COUNTY COST (NCC) | 676,106 | 0 |
| 120600 0620 | LIBRARY-ADMIN & SUPPORT SVCS | | |
| | E1000 Salaries and Benefits | 7,994,272 | 3,326,411 |
| | E2000 Services and Supplies | 4,718,853 | 1,127,260 |
| | E3000 Other Charges | 1,007,957 | 342,873 |
| | E4000 Fixed Assets | 482,240 | 85,667 |
| | E5000 Expenditure Transfers | 68,944 | 18,458 |
| | GRSCST GROSS EXPENDITURES | 14,203,322 | 4,882,211 |
| | TOTEXP TOTAL EXPENDITURES | 14,272,266 | 4,900,669 |
| | R9400 USE OF MONEY & PROPERTY | 105,452 | 52,176 |
| | R9500 INTERGOVERNMENTAL REVENUE | 61,000 | 215,137 |
| | R9600 CHARGES FOR SERVICES | 257,849 | 90,887 |
| | R9800 MISCELLANEOUS REVENUE | 25,582 | 32,692 |
| | TOTREV GROSS REVENUE | 449,883 | 390,892 |
| | NETCOS NET COUNTY COST (NCC) | 13,822,383 | 4,509,777 |
| 120600 0621 | LIBRARY-COMMUNITY SERVICES | | |
| | E1000 Salaries and Benefits | 13,218,920 | 5,762,576 |
| | E2000 Services and Supplies | 3,162,599 | 661,038 |
| | E3000 Other Charges | 1,165,979 | 469,495 |
| | E4000 Fixed Assets | 100,000 | |
| | GRSCST GROSS EXPENDITURES | 17,647,498 | 6,893,109 |
| | TOTEXP TOTAL EXPENDITURES | 17,647,498 | 6,893,109 |

| Fund | | Current Year Adjusted Budget | Total Year-to-Date |
|-------------|------------------------------------|------------------------------------|-----------------------|
| | R9400 USE OF MONEY & PROPERTY | | 560 |
| | R9500 INTERGOVERNMENTAL REVENUE | 2,263,888 | 412,492 |
| | R9600 CHARGES FOR SERVICES | 465,033 | 228,221 |
| | R9800 MISCELLANEOUS REVENUE | 255,653 | 321,909 |
| | TOTREV GROSS REVENUE | 2,984,574 | 963,182 |
| | NETCOS` NET COUNTY COST (NCC) | 14,662,924 | 5,929,927 |
| 120700 0622 | CASEY LIBRARY GIFT | | |
| | E3000 Other Charges | 252,020 | 61 |
| | GRSCST GROSS EXPENDITURES | 252,020 | 61 |
| | TOTEXP TOTAL EXPENDITURES | 252,020 | 61 |
| | R9400 USE OF MONEY & PROPERTY | 500 | 478 |
| | TOTREV GROSS REVENUE | 500 | 478 |
| | NETCOS` NET COUNTY COST (NCC) | 251,520 | (417) |
| 100300 0579 | VETERANS SERVICE OFFICE | | |
| | E1000 Salaries and Benefits | 829,958 | 356,748 |
| | E2000 Services and Supplies | 197,496 | 74,574 |
| | E5000 Expenditure Transfers | 6,887 | 3,305 |
| | GRSCST GROSS EXPENDITURES | 1,027,454 | 431,323 |
| | TOTEXP TOTAL EXPENDITURES | 1,034,341 | 434,628 |
| | R9500 INTERGOVERNMENTAL REVENUE | 126,700 | 59,938 |
| | R9600 CHARGES FOR SERVICES | 75,000 | |
| | R9800 MISCELLANEOUS REVENUE | | 18,750 |
| | TOTREV GROSS REVENUE | 201,700 | 78,688 |
| | NETCOS` NET COUNTY COST (NCC) | 832,641 | 355,940 |
| 100300 0990 | CONTINGNCY APPROP-GENERAL | | |
| | E6000 Provisions for Contingencies | 6,828,230 | |
| | GRSCST GROSS EXPENDITURES | 6,828,230 | |
| | TOTEXP TOTAL EXPENDITURES | 6,828,230 | |
| | NETCOS` NET COUNTY COST (NCC) | 6,828,230 | 0 |

List of Funds

| | |
|--|------------------------------------|
| 100300 GENERAL FUND | 115300 CNTY LOCAL REV FUND 2011 |
| 105600 COUNTY LAW ENFRMNT-CAP PROJ | 115500 IHSS PUBLIC AUTHORITY |
| 105900 ELLINWOOD CAP-PROJ | 115600 DNA IDENTIFICATION FUND |
| 110000 RECORDER MODERNIZATION | 115700 COMM CORR PRFMC INCNTV FD |
| 110100 COURT / CLERK AUTOMATION | 115800 NO RICH WST&RCVY MTGN FND |
| 110200 FISH AND GAME | 115900 L/M HSG ASSET FD-LMIHAF |
| 110300 LAND DEVELOPMENT FUND | 116000 BAILEY RD MNTC SURCHARGE |
| 110400 CRIMINALISTICS LABORATORY | 116100 HOME INVSTMT PRNTNRSHIP ACT |
| 110500 SURVEY MONUMENT PRESERVTN | 120600 COUNTY LIBRARY |
| 110600 CRIM JUSTICE FACILITY CONSTR | 120700 CASEY LIBRARY GIFT |
| 110700 COURTHOUSE CONSTRUCTION | 123100 HERCUL/RODEO CROCK A OF B |
| 110800 ROAD | 123200 WEST COUNTY AREA OF BENEF |
| 110900 TRANSPRTATN IMPV MEASURE C | 123400 NORTH RICHMOND AOB |
| 111000 SANS CRAINTE DRAINAGE | 124000 MARTINEZ AREA OF BENEFIT |
| 111100 PRIVATE ACTIVITY BOND | 124100 BRIONES AREA OF BENEFIT |
| 111300 AFFORDABLE HOUSING SPEC REV | 124200 CENTRAL CO AREA/BENEFIT |
| 111400 NAVY TRANS MITIGATION | 124300 SO WAL CRK AREA OF BENEFIT |
| 111500 TOSCO/SOLANO TRNS MITIGATION | 126000 ALAMO AREA OF BENEFIT |
| 111600 CHILD DEVELOPMENT FUND | 127000 SOUTH CO AREA OF BENEFIT |
| 111800 HUD NSP | 128000 PITTS/ANTIOCH AREA/BENEFIT |
| 111900 USED OIL RECYCLING GRANT | 128100 MARSH CRK AREA OF BENEFIT |
| 112000 CONSERVATION & DEVELOPMENT | 128200 EAST COUNTY AREA OF BENEF |
| 112100 CDD/PWD JOINT REVIEW FEE | 129000 BETHEL ISL AREA OF BENEFIT |
| 112200 DRAINAGE DEFICIENCY | 132800 COUNTY CHILDRENS |
| 112300 PUBLIC WORKS | 133200 ANIMAL BENEFIT |
| 112400 D A CONSUMER PROTECTION | 133400 CO-WIDE GANG AND DRUG |
| 112600 DISPUTE RESOLUTION PROG | 133700 LIVABLE COMMUNITIES FUND |
| 112500 DOMESTIC VIOLENCE VICTIM ASST | 134000 AVA SERVICE AUTHORITY |
| 112700 ZERO TOLRNC-DOM VIOLENCE | 134700 CDBG SM BUS&MICROENT LOAN |
| 112900 D A REVENUE NARCOTICS | 134800 CDB 1ST-TIME HMEBYR LOAN |
| 113000 D A ENVIRONMENT/OSHA | 134900 ARRA HUD BLDG INSP NPP |
| 113100 DA FORFEITRE-FED-DOJ | 135000 RETIREMENT UAAL BOND FUND |
| 113200 PH BART GREENSPACE MTCE | 135200 RET LITGTN STLMNT DBT SVC |
| 113300 R/ESTATE FRAUD PROSECUTE | 135400 FAMILY LAW CTR-DEBT SVC |
| 113400 CCC DEPT CHILD SPRT SVCS | 136000 CENTRAL IDENTIFY BUREAU |
| 113500 EMERGENCY MED SVCS FUND | 138800 SPRW FUND |
| 113600 PROP 36-SUB ABUSE CP ACT | 139000 RD DVLPMNT DISCOVERY BAY |
| 113700 AB75 TOBACCO TAX FUND | 139200 ROAD IMPRVMNT FEE |
| 113900 TRAFFIC SAFETY FUND | 139400 RD DEVLPMNT RICH/EL SOBRT |
| 114000 PUB PROTECT-SPEC REV FUND | 139500 ROAD DEVELOPMENT BAY POINT |
| 114100 SHERIFF NARC FORFEIT-ST/LOCAL | 139900 RD DEVLPMNT PACHECO AREA |
| 114200 SHERIFF FORFEIT-FED-DOJ | 140100 AIRPORT ENTERPRISE |
| 114300 SUP LAW ENFORCEMENT SVCS | 142000 SHERIFF LAW ENF TRNG CNTR |
| 114500 SHERIFF FORFEIT-FED TREASURY | 142500 CHILDCARE ENTERPRISE |
| 114600 PROP 63 MH SVCS ACCT | 145000 HOSPITAL ENTERPRISE |
| 114700 PRISONERS WELFARE FUND | 146000 HMO ENTERPRISE |
| 114800 COMM COLL CHILD DEV-FUND | 146100 HMO ENTERPRISE-COMM PLAN |
| 114900 PROBATION OFFICERS SPECIAL FUND | 146200 MAJOR RISK MED INSUR ENT |
| 115000 AUTOMATED SYS DVLPMNT | 150100 FLEET ISF |
| 115100 PROPERTY TAX ADMIN | |



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with AECOM, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with AECOM, in an amount not to exceed \$250,000, for on-call civil engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require civil engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of four firms to provide civil engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring civil engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring civil engineering expertise.



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Drake Haglan & Associates, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Drake Haglan & Associates, Inc., in an amount not to exceed \$250,000, for on-call civil engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require civil engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of four firms to provide civil engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring civil engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring civil engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Mark Thomas & Associates, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Mark Thomas & Associates, Inc., in an amount not to exceed \$250,000, for on-call civil engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require civil engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of four firms to provide civil engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring civil engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring civil engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Wood Rodgers, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Wood Rodgers, in an amount not to exceed \$250,000, for on-call civil engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require civil engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of four firms to provide civil engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring civil engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring civil engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with BSK Associates, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with BSK Associates, in an amount not to exceed \$250,000, for on-call geotechnical engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require geotechnical engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide geotechnical engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring geotechnical engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring geotechnical engineering expertise.



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Cal Engineering & Geology, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Cal Engineering & Geology, Inc., in an amount not to exceed \$250,000, for on-call geotechnical engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require geotechnical engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide geotechnical engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring geotechnical engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring geotechnical engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with ENGEO Incorporated, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with ENGEO Incorporated, in an amount not to exceed \$250,000, for on-call geotechnical engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require geotechnical engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide geotechnical engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring geotechnical engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring geotechnical engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Geocon Consultants, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Geocon Consultants, Inc., in an amount not to exceed \$250,000, for on-call geotechnical engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require geotechnical engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide geotechnical engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring geotechnical engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring geotechnical engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Hultgren-Tillis Engineers, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Hultgren-Tillis Engineers, in an amount not to exceed \$250,000, for on-call geotechnical engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require geotechnical engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide geotechnical engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring geotechnical engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring geotechnical engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Biggs Cardosa Associates, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Biggs Cardosa Associates, Inc., in an amount not to exceed \$250,000, for on-call structural engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require structural engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide structural engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring structural engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring structural engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with CH2M HILL Engineering Services, Inc., Countywide

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with CH2M HILL Engineering Services, Inc., in an amount not to exceed \$250,000, for on-call structural engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require structural engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide structural engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring structural engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring structural engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Drake Haglan & Associates, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Drake Haglan & Associates, Inc., in an amount not to exceed \$250,000, for on-call structural engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require structural engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide structural engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: March 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring structural engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring structural engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Mark Thomas & Company, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Mark Thomas & Company, Inc., in an amount not to exceed \$250,000, for on-call structural engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require structural engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide structural engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring structural engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring structural engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Consulting Services Agreement with Quincy Engineering, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Quincy Engineering, Inc., in an amount not to exceed \$250,000, for on-call structural engineering consulting services for the period of March 1, 2016 through March 1, 2019, Countywide.

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require structural engineering services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide structural engineering services on an "on-call" basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty six months.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring structural engineering services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring structural engineering expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Contract amendment with Hanna Engineering, Inc., d/b/a The Hanna Group, Martinez area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Contract Amendment No. 1 with Hanna Engineering, Inc., d/b/a The Hanna Group (Hanna Engineering), effective August 3, 2015, to increase the payment limit by \$25,000 to a new payment limit of \$225,000 and to update payment provisions (Attachment 1 to Appendix B) with no change to original term, for construction management services for the Alhambra Valley Road Safety Improvements Project, Martinez area. (44% Federal Highway Safety Improvement Program, 38% Federal High Risk Rural Road Program, and 18% Local Road Funds) Project No. 0662-6R4101/Federal Project No. HRRRL/HSIPL-5928(098)

FISCAL IMPACT:

This project is funded by 44% Federal Highway Safety Improvement Program, 38% Federal High Risk Rural Road Program, and 18% Local Road Funds.

BACKGROUND:

On August 18, 2015, the Board of Supervisors approved a CSA with Hanna Engineering for the period of August 3, 2015 through June 30, 2016, for construction management services for the Alhambra Valley Road Safety Improvements Project.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Proposed Amendment No. 1 will amend payment limit of the CSA and update payment provisions so consultant can be compensated for providing construction management services.

CONSEQUENCE OF NEGATIVE ACTION:

The consultant would not be compensated for services needed to complete the project.



Contra
Costa
County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: March 1, 2016

Subject: Prohibit parking in Alamo Crest, incl. Golden Grass Dr. (Rd 4735AH), Golden Grass Ct. (Rd 4735AG) and Treetop Terrace Ct. (Rd 4735AJ), Alamo

RECOMMENDATION(S):

ADOPT Traffic Resolution No. 2016/4436 to prohibit parking between 8:30 a.m. and 9:30 a.m., and 2:30 p.m. and 3:30 p.m. on school days, within the Alamo Crest subdivision, which includes Golden Grass Drive (Road No. 4735AH), Golden Grass Court (Road No. 4735AG), and Treetop Terrace Court (Road No. 4735AJ), as recommended by the Public Works Director, Alamo area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

In August 2015, Public Works staff was contacted by representatives of the Alamo Crest Homeowners Association regarding the possibility of having parking restricted within the neighborhood, due to students from nearby Monte Vista High School using Golden Grass Drive to park their cars on school days. The subsequent investigation conducted at that time revealed only 5-7 students would park their vehicles in the neighborhood on any given school day. It was also noted that other nearby residential areas already had parking restrictions in place regarding off campus school parking. After outreach to the School Administration indicating neighborhood concerns, Public

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Monish Sen
925-313-2187

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Works staff concluded that the neighborhood impact was minimal at that time and no parking restrictions were warranted.

Since then, a follow up investigation was conducted and it was apparent that the amount of students parking in the neighborhood had increased fourfold, causing this neighborhood to bear a greater burden of supporting nearby school parking, for which it was not intended. It was again noted that nearby residential roadways had already had limitations on parking instituted on those roads on school days. With the findings of the new investigation and no apparently successful efforts to discourage student parking in neighboring communities by the Monte Vista School Administration, Public Works Traffic Engineering made the finding that limitations on parking on school days could be supported. With this finding from Public Works staff, the Alamo Crest Homeowners Association has hired an engineering consultant and agreed to fully fund the purchase of and installation of the signage necessary to support this resolution. The signage plan prepared by the Consultant has been reviewed as adequate by the Traffic Engineer.

CONSEQUENCE OF NEGATIVE ACTION:

Nearby School related overflow parking will continue to occur on Alamo Crest roadways.

ATTACHMENTS

Alamo Crest Golden Court Reso

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on March 1, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2016/4436
Supervisory District II

SUBJECT: Prohibit parking from 8:30 a.m. to 9:30 a.m. and from 2:30 p.m. to 3:30 p.m.
on school days in Alamo Crest subdivision, Alamo area.

The Contra Costa County Board of Supervisors **RESOLVES** that:

Based on the recommendations by the County Public Works Department's Transportation Engineering Division and pursuant to County Ordinance Code Sections 46-2.002 – 46-2.012, the following traffic regulation is established:

Pursuant to Section 22507 of the California Vehicle Code parking is hereby declared to be prohibited between the hours of 7:30 a.m. to 8:30 a.m. and between the hours of 2:30 p.m. to 3:30 p.m., on school days only, along the entire length of Golden Grass Drive (Road No. 4735AH), and Golden Grass Court (Road No. 4735AG), and Treetop Terrace Court (Road No. 4735AJ), Alamo area.

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.

MS:mbt

Orig. Dept.: Public Works (Traffic)
Contact: Monish Sen (925-313-2187)

c: California Highway Patrol
Sheriff's Department

ATTESTED: _____
DAVID TWA, Clerk of the Board of Supervisors and
County Administrator

By _____,
Deputy



Contra
Costa
County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: March 1, 2016

Subject: Accept completion of warranty period for the Road Improvement Agreement RA04-01172, San Ramon (Dougherty Valley) area.

RECOMMENDATION(S):

ADOPT Resolution No. 2016/98 accepting completion of warranty period for the Road Improvement Agreement and release of cash deposit for faithful performance, Road Agreement RA04-01172, for a project developed by Windemere BLC Land Company, LLC, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District III)

FISCAL IMPACT:

No fiscal impact to County funds. The funds to be released are developer fees that have been held on deposit.

BACKGROUND:

The road improvements have met the guarantee performance standards for the warranty period following completion and acceptance of the improvements.

CONSEQUENCE OF NEGATIVE ACTION:

The developer will not receive a refund of his cash deposit, the Road Improvement Agreement and performance/maintenance surety bond will not be exonerated, and the billing account will not be liquidated and closed.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Jocelyn LaRocque,
925-313-2315

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2016/98

Recorded at the request of: CCC Board of Supervisors

Return To: Public Works Dept., Engineering Services

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2016/98

Accepting completion of warranty period for the Road Improvement Agreement and release of cash deposit for faithful performance, for Road Improvement Agreement RA04-01172 (cross-reference Subdivision 05-08957), for a project developed by Windemere BLC Land Company, LLC, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area.

On March 18, 2008, this Board resolved that the road improvements in RA04-01172 were completed as provided in the Road Improvement Agreement with Windemere BLC Land Company, LLC (A), and now on the recommendation of the Public Works Director;

The Board hereby FINDS that the road improvements have satisfactorily met the guaranteed performance standards for the period following completion and acceptance.

NOW, THEREFORE, BE IT RESOLVED that the Public Works Director is AUTHORIZED to REFUND the \$ 1,700.00 cash deposit (Auditor's Deposit Permit No. DP484805 , dated June 14, 2007) plus interest to Windemere BLC Land Company, LLC in accordance with Government Code Section 53079, if appropriate, Ordinance Code Section 94-4.406, and the subdivision agreement.

BE IT FURTHER RESOLVED that upon completion of the warranty and maintenance period, the San Ramon City Council shall accept the road improvements for maintenance and ownership in accordance with the Dougherty Valley Memorandum of Understanding.

BE IT FURTHER RESOLVED that the warranty period has been completed and the Road Improvement Agreement and surety bond, Bond No. 08862574 Dated June 4, 2007, issued by Fidelity and Deposit Company of Maryland (B), are exonerated.

Contact: Jocelyn LaRocque, 925-313-2315

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 1, 2016**

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: March 1, 2016

Subject: Approve the Parcel Map & Subdivision Agreement for Minor Subdivision MS13-0006, a project being developed by Kevin Degnan, Alamo area.

RECOMMENDATION(S):

ADOPT Resolution No. 2016/99 approving the Parcel Map and Subdivision Agreement for minor subdivision MS13-00006, for project being developed by Kevin Degnan, as recommended by the Public Works Director, Alamo area. (District II)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Public Works Department has reviewed the conditions of approval for minor subdivision MS13-0006 and has determined that all conditions of approval for the Parcel Map approval have been satisfied.

CONSEQUENCE OF NEGATIVE ACTION:

The Parcel Map and the Subdivision Agreement will not be approved, nor recorded.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Jocelyn LaRocque,
925-313-2315

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2016/99

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2016/99

IN THE MATTER OF approving the Parcel Map and Subdivision Agreement for minor subdivision MS13-0006, for project being developed by Kevin Degnan, Alamo area. (District II)

WHEREAS:

The following documents were presented for Board approval this date:

I. Map

The Parcel Map of minor subdivision MS13-0006, property located in the Alamo area, Supervisorial District II, said map having been certified by the proper officials.

II. Subdivision Agreement

A subdivision agreement with Kevin Degnan, principal, whereby said principal agrees to complete all improvements as required in said subdivision agreement within two (2) years from the date of said agreement. Accompanying said subdivision agreement is security guaranteeing completion of said improvements as follows:

A. Cash Bond Performance amount: \$1,000 Auditor's Deposit Permit No. 703316 Date: 1/28/16 Submitted by: Jeff Dudum B. **Surety Bond** Bond Company: Indemnity Company of California Bond Number: 651323S Date: August 8, 2015 Performance Amount: \$9,000 Labor & Materials Amount: \$5,000 Principal: Kevin Degnan III. Tax Letter Letter from the County Tax Collector stating that there are no unpaid County taxes heretofore levied on the property included in said map and that the 2015-2016 tax lien has been paid in full and the 2016-2017 tax lien, which became a lien on the first day of January 2016, is estimated to be \$13,485.00, with security guaranteeing payment of said tax lien as follows:

• Tax Surety

Financial Institution: Indemnity Company of California Bond Number: 651345S Date: January 8, 2016 Amount: \$13,845.00 Submitted by: Kevin Degnan and Jeff Dudum All deposit permits are on file with the Public Works Department.

NOW, THEREFORE, BE IT RESOLVED:

1. That said minor subdivision, together with the provisions for its design and improvement, is DETERMINED to be consistent with the County's general and specific plans.
2. That said Subdivision Agreement is also APPROVED.

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 1, 2016

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

Contact: Jocelyn LaRocque, 925-313-2315

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Approve the Final Map & Subdivision Agreement for subdivision SD14-09376, a project being developed by MOMO Development, LLC, Walnut Creek area.

RECOMMENDATION(S):

ADOPT Resolution No. 2016/100 approving the Final Map and Subdivision Agreement for subdivision SD14-09376, for project being developed by MOMO Development, LLC, as recommended by the Public Works Director, Walnut Creek area. (District II)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Public Works Department has reviewed the conditions of approval for subdivision SD14-09376 and has determined that all conditions of approval for the Final Map approval have been satisfied.

CONSEQUENCE OF NEGATIVE ACTION:

The Final Map and the Subdivision Agreement will not be approved, nor recorded.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Jocelyn LaRocque,
925-313-2315

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2016/100

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2016/100

IN THE MATTER OF approving the Final Map and Subdivision Agreement for subdivision SD14-09376, for project being developed by MOMO Development 2013, LLC, Walnut Creek area. (District II)

WHEREAS

The following documents were presented for Board approval this date:

I. Map

The Final Map of subdivision SD14-09376, property located in the Walnut Creek area, Supervisorial District II, said map having been certified by the proper officials.

II. Subdivision Agreement

A subdivision agreement with MOMO Development 2013, LLC, principal, whereby said principal agrees to complete all improvements as required in said subdivision agreement within two (2) years from the date of said agreement. Accompanying said subdivision agreement is security guaranteeing completion of said improvements as follows:

A. Cash Bond Performance amount: \$4,000 Auditor's Deposit Permit No. 701464 Date: December 30, 2015 Submitted by: MOMO Development 2013, LLC **B. Surety Bond** Bond Company: Developers Surety and Indemnity Company Bond Number: 651220S Date: October 5, 2015 Performance Amount: \$318,000 Labor & Materials Amount: \$161,000 Principal: MOMO Development 2013, LLC

III. Tax Letter

Letter from the County Tax Collector stating that there are no unpaid County taxes heretofore levied on the property included in said map and that the 2015-2016 tax lien has been paid in full and the 2016-2017 tax lien, which became a lien on the first day of January 2016, is estimated to be \$30,635.00, and the 2014-2015 and 2015-2016 Supplemental Tax is estimated to be \$28,980.00 with security guaranteeing payment of said tax lien as follows:

• **Tax Surety**

Auditor's Deposit Permit: DP704221 Date: February 8, 2016 Amount: \$59,615.00 Submitted by: MOMO Development 2013, LLC All deposit permits are on file with the Public Works Department.

NOW, THEREFORE, BE IT RESOLVED:

1. That said subdivision, together with the provisions for its design and improvement, is DETERMINED to be consistent with the County's general and specific plans.
2. That said final map is APPROVED and this Board does hereby accept subject to installation and acceptance of improvements on behalf of the public any of the streets, paths, or easements shown thereon as dedicated to public use.
3. That said Subdivision Agreement is also APPROVED.

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 1, 2016

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

Contact: Jocelyn LaRocque, 925-313-2315

By: , Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: APPROVE Interagency Agreement with the Regents of the University of California, Berkeley

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control & Water Conservation District, or designee, to execute an Interagency Agreement, including modified indemnification, with the Regents of the University of California, in the amount of \$125,000 to perform a study of Grayson Creek and the larger Walnut Creek Watershed to help implement the Flood Control Districts 50-Year Plan for the period beginning January 1, 2016 through November 30, 2017, in the Walnut Creek Watershed area. (100% Flood Control Zone 3B funds)

FISCAL IMPACT:

This project is funded by Flood Control Zone 3B (100%)

BACKGROUND:

The Contra Costa County Flood Control and Water Conservation District (FC District) owns and operates 79 miles of engineered flood control channels (both concrete and earthen channels) that were built throughout the county starting in the 1950s. As these channels age and approach the end of their service lives, typically 75 years, the County will face rising maintenance costs and increasing risks from these deteriorating structures. At some point, replacement will

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Mike Carlson
925-313-2321

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

By: , Deputy

cc: Mike Carlson, Paul Detjens, Matt Kondolf

BACKGROUND: (CONT'D)

be necessary. There is also a continual and growing environmental awareness and concern for quality of life that is increasing public interest and support for natural channels that provide ecological, open-space, recreational, and water quality benefits.

Recognizing the need to address the future of aging and deteriorating channels in the coming decades, in 2009 the Board of Supervisors adopted the FC District's "Fifty-Year Plan" policy. The policy calls for concrete channels to be replaced wherever possible by natural channels in response to community preferences for the green space, recreational, ecological, and water-quality benefits of natural channels. The Fifty-Year Plan is the FC District's concept level capital replacement program and recognizes the long time frame needed to plan, acquire rights of way, and implement these types of significant changes.

To successfully implement the Fifty-Year Plan the FC District will need to begin the process of community engagement now, developing alternatives, and assessing benefits and costs. The first step in engaging the community is to analyze Contra Costa County's flood protection systems for opportunity sites where conversion to a natural stream system would be feasible, and to develop outreach materials to inform the public of the concept and benefits of implementing the Fifty-Year Plan.

UC Berkeley, through the Interagency Agreement, will develop a study entitled "Walnut Creek Watershed Opportunities Report" that will identify locations where implementation of Fifty-Year Plan type projects are most feasible and develop land-use tools to assist in project planning and working with cities to preserve the necessary right-of-way. The report will also include a communication plan that the FC District can use to reach out and engage the community and cities where projects are feasible. UC Berkeley will initially conduct work within the Grayson Creek watershed and then move on to complete work within the larger Walnut Creek watershed. This report will help the FC District began true implementation of the Fifty-Year Plan policy.

The Interagency Agreement includes a mutual indemnification provision. Each party will indemnify the other party for losses that are attributable to the indemnifying party's negligent or willful misconduct in the performance of its obligations under the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the FC District will not have a study that will identify opportunity areas and develop outreach information to implement the 50-Year Plan.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

UCB Agreement

1. Contract Identification.

Department:

Subject: Interagency Agreement between Contra Costa County Flood Control and Water Conservation District and Agency named below for the Walnut Creek Watershed Opportunities Report

2. Parties. The County of Contra Costa, California (County), for its Department named above, and the following named Agency mutually agree and promise as follows:

Agency: The Regents of the University of California (hereinafter "Agency")

Capacity: A public agency

Address: 2150 Shattuck Avenue, Room 313, Berkeley, CA 94704-5940

3. Term. The effective date of this Agreement is January 1, 2016 and it terminates on November 30, 2017 unless sooner terminated as provided herein.

4. Payment Limit. County's total payments to Agency under this Agreement shall not exceed \$125,000.00.

5. County's Obligations. County shall pay Agency for its provision of the services as set forth in the attached Payment Provisions which are incorporated herein by reference, subject to all the terms and conditions contained or incorporated herein.

6. Agency's Obligations. Agency shall provide those services and carry out that work described in the Service Plan attached hereto which is incorporated herein by reference, subject to all the terms and conditions contained or incorporated herein.

7. General and Special Conditions. This Agreement is subject to the General Conditions and Special Conditions (if any) attached hereto, which are incorporated herein by reference.

8. Project. This Agreement implements in whole or in part the following described Project, the application and approval documents of which are incorporated herein by reference: Project is described in the Service Plan.

9. Legal Authority. This Agreement is entered into under and subject to the following legal authorities: CCCFCWCD Act, § 5 (8), (12).

10. Signatures. These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

| | |
|-------------------------------|---|
| BOARD OF SUPERVISORS | ATTEST: Clerk of the Board of Supervisors |
| By _____ Chairman/Designee | By _____ Deputy |

AGENCY

| | |
|--|--|
| By _____ (Signature of authorized Agency representative) _____ (Print name and title A) | By _____ (Signature of authorized Agency representative) _____ (Print name and title B) |
|--|--|

ACKNOWLEDGMENT/APPROVALS
(Purchase of Services - Long Form)

Number: _____

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF CONTRA COSTA)

On _____ (Date),

before me, _____ (Name and Title of the Officer),
personally appeared, _____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS MY HAND AND OFFICIAL SEAL.

Signature of Notary Public



Place Seal Above

ACKNOWLEDGMENT (by Corporation, Partnership, or Individual)
(Civil Code §1189)

APPROVALS

RECOMMENDED BY DEPARTMENT

FORM APPROVED BY COUNTY COUNSEL

By: _____
Designee

By: _____
Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By: _____
Designee

1. Payment Amounts. Subject to the Payment Limit of this Contract and subject to the following Payment Provisions, County will pay Contractor the following fee as full compensation for all services, work, expenses or costs provided or incurred by Contractor:

[Check one alternative only.]

- ☐ a. \$ _____ monthly, or
- ☐ b. \$ _____ per unit, as defined in the Service Plan, or
- ☐ c. \$ _____ after completion of all obligations and conditions herein.
- ☒ d. Other: As set forth in Exhibit A attached hereto.

2. Payment Demands. Contractor shall submit written demands for payment on County Demand Form D-15 in the manner and form prescribed by County. Contractor shall submit said demands for payment no later than 30 days from the end of the month in which the contract services upon which such demand is based were actually rendered. Upon approval of payment demands by the head of the County Department for which this Contract is made, or his designee, County will make payments as specified in Paragraph 1. (Payment Amounts) above.
3. Penalty for Late Submission. If County is unable to obtain reimbursement from the State of California as a result of Contractor's failure to submit to County a timely demand for payment as specified in Paragraph 2. (Payment Demands) above, County shall not pay Contractor for such services to the extent County's recovery of funding is prejudiced by the delay even though such services were fully provided.
4. Right to Withhold. County has the right to withhold payment to Contractor when, in the opinion of County expressed in writing to Contractor, (a) Contractor's performance, in whole or in part, either has not been carried out or is insufficiently documented, (b) Contractor has neglected, failed or refused to furnish information or to cooperate with any inspection, review or audit of its program, work or records, or (c) Contractor has failed to sufficiently itemize or document its demand(s) for payment.
5. Audit Exceptions. Contractor agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions by appropriate county, state or federal audit agencies resulting from its performance of this Contract. Within 30 days of demand, Contractor shall pay County the full amount of County's obligation, if any, to the state and/or federal government resulting from any audit exceptions, to the extent such are attributable to Contractor's failure to perform properly any of its obligations under this Contract.

Initials: _____
Contractor County Dept.

SERVICE PLAN

Title: Walnut Creek Watershed Opportunities Report

I. Introduction: Opportunities Analysis for Implementing the Fifty-Year Plan

Engineered flood control channels (both concrete box culverts and earthen trapezoidal channels) are efficient ways to convey floodwaters from urban areas and were widely implemented in California and in Contra Costa County during the post-war boom years of the 20th century. However, with growing environmental awareness and concern for quality of life, there is increasing public demand for natural channels that provide ecological, open-space, recreational, and water quality benefits. As the 20th-century engineered channels age and approach the end of their service lives (typically 75 years), flood management authorities will face rising maintenance costs and increasing risks from these deteriorating structures. In many neighborhoods, there will likely be strong public opposition to reconstructing the same kind of channel, and in any event, obtaining the environmental permits for such structures would be challenging to say the least. In many cases the preferred alternative will be to replace existing concrete channels with natural channels.

In recognition of the impending need to address the future of concrete channels in the coming decades, in 2009 the Contra Costa County Flood Control and Water Conservation District (FC District) adopted the "Fifty-Year Plan" as policy, recognizing the long time frame needed to plan, acquire rights of way, and implement changes. The policy calls for concrete channels to be replaced wherever possible by natural channels in response to community preferences for the green space, recreational, ecological, and water-quality benefits of natural channels.

There are nearly 80 miles of engineered flood control channels throughout Contra Costa County, of varying age and condition, and in contexts ranging from dense urban to suburban. To successfully implement the Fifty-Year Plan will require beginning the process of community engagement now, developing alternatives, and assessing benefits and costs. The first step in the Fifty-Year Plan and engaging the community is to analyze Contra Costa County's flood protection systems for opportunity sites where conversion to a natural stream system would be feasible.

This Walnut Creek Watershed Opportunities Report, and the related services and work described herein, ("Project") is meant to provide information to the FC District to begin implementation of the Fifty-Year Plan. The report will provide locations where implementation of projects are most feasible, land use tools to assist in project planning, and a communication plan of the report results and outreach materials, maps, and diagrams to help explain the Fifty-Year Plan policy and concept.

Footnote: UC Berkeley is fully committed to this project and supportive of the Fifty-Year Plan concept and wishes to help with its implementation in as many ways as possible. Not officially part of this proposed project, but in a parallel effort, UC Berkeley will offer to use at least one opportunity site as the topic of one of three projects undertaken in the Environmental Planning Studio course in spring 2016 and/or 2017, with the aim of having a group of about 12 graduate students develop alternatives for future development of the site. The class will collect data on the opportunity site and surrounding region and consult with community leaders and other knowledgeable people, identify objectives for the site, and develop alternative plans, such as conversion to a natural stream corridor. If a second class, focused on site planning, also selects this opportunity site, there will

Initials: _____
Contractor County Dept.

be another set of students focused more on the local site scale. These design students would develop projects within the framework of the larger plans, similar to the work done recently on downtown Walnut Creek in the Ecological Factors Studio, taught by John Roberts. The studio projects are compelling by virtue of the excellent graphic presentation and other advanced tools for visualization of alternatives, including rendering of features on enlarged maps of creeks and the surrounding areas, and proposed new features that could be incorporated in a reconfigured, natural channel, such as new links between schools and streamside parks.

II. Agency's Obligation

- A. Agency will assign Ari Frink, a graduate student of the University of California at Berkeley (Graduate Student), and Jennifer Natali, a doctoral student of the University of California at Berkeley (Doctoral Student), under the supervision of G. Mathias Kondolf, Professor and Chair, Dept. of Landscape Architecture & Environmental Planning, University of California at Berkeley (Principal Investigator) to perform the work described in this Service Plan. The Graduate Student and Doctoral Student, and Principal Investigator will generally perform an opportunities analysis, as described below, first in a small watershed to develop the appropriate procedures and related outcomes, and then expand the analysis to other watersheds throughout the Walnut Creek watershed and prepare a report outlining the project's findings.
- B. Agency (sometimes referred to as "UC Berkeley") will conduct a GIS-based reconnaissance-level analysis ("Analysis") of engineered channels throughout the watershed, to assess consequences of failure, potential for ecological enhancement, potential to integrate recreational trails and parks as components of flood management solutions, and the potential to enhance hydrologic, ecological, and human connectivity along these channels. The engineered channels will be all publicly owned channels in the watershed, those owned by the FC District and those owned by the cities in the watershed. The FC District will assist UC Berkeley in identifying and gaining information on the channels owned by the cities. This watershed analysis will identify opportunity sites for implementing the Fifty-Year Plan.
- C. UC Berkeley will first conduct the Analysis at the scale of a single sub-basin, as a pilot/demonstration analysis on Grayson Creek, which has most of its course and watershed within a single jurisdiction, the City of Pleasant Hill. Working through the process on Grayson Creek will allow the method to be refined before applying it watershed-wide. It is recognized that the Grayson Creek effort will entail more work and provide a more detailed level of analysis than the watershed-wide effort. The additional work and analysis in the Grayson Creek watershed would be outlined in the Work Plan and include development of compelling arguments for community support to implement the Fifty-Year Plan. These arguments could include, for example, the impending need to modify the community's flood protection system due to changing hydrology brought on by climate change, the benefits of a natural stream system, and the potential positive impacts of a redesigned community.
- D. UC Berkeley will identify and analyze possible corridors for conversion to natural systems and identify land-uses affected. UC Berkeley will explore various mechanisms (such as municipal ordinances, through drafting a model ordinance) under which municipalities could 'flag' parcels for future acquisition when they come up for sale.
- E. UC Berkeley will explore and identify land use measures to insure no net loss of tax revenue to local jurisdictions when a wider right of way is acquired to convert a concrete channel to a natural system. (For example, identifying increased density and other zoning changes that could offset tax loss from parcels incorporated into and acquired for an expanded riparian corridor, and assess the potential for increased property values adjacent to restored stream channels. This is necessary as a natural channel often requires a larger 'footprint' than the existing rights of way and conversion to a natural channel can impact the community, structures, and tax base adjacent to the old flood protection channel.)
- F. UC Berkeley will make recommendations, based on the Project's reconnaissance-level analysis, to prioritize areas in which to work first, and to indicate which areas are likely to be most urgent in terms of safety, which

Initials: _____
Contractor County Dept.

have greatest potential for ecological enhancement, and which can be implemented first at least cost and with fewest permitting challenges, to serve as demonstration projects. These recommendations will provide the FC District with a wide range of alternatives to consider when implementing its Fifty-Year Plan.

- G. UC Berkeley will identify which opportunity sites could also qualify as green infrastructure. As the conversion of hardened engineered channels to natural channels will serve to slow, infiltrate, and filter storm runoff, the conversion to natural channels qualifies as a component of 'green infrastructure'. Thus, this analysis will identify which FC District owned parcels could be included in the development of the County's Green Infrastructure Plan, which is a new requirement of the Regional Water Quality Control Board.
- H. UC Berkeley will base Project analysis on prior mapping of channels and watersheds by the FC District, analysis of satellite imagery and other available data layers such as land-use maps, field data collection, and field observation and experience of FC District staff. UC Berkeley shall ensure that field data collection includes observations of the condition of concrete channels, mapping of vegetation and land uses surrounding the channels, ground-truthing of imagery and data layers, and testing specific hypotheses developed from interviews with knowledgeable County staff. The data compiled from diverse sources will be integrated into a GIS platform, in a format compatible with existing County GIS resources.

III. Agency's Deliverables

Agency (UC Berkeley) will provide the FC District the following deliverables:

1. Grayson Creek Work Plan. UC Berkeley will prepare a detailed work plan for review and comment by FC District that outlines the procedures and steps UC Berkeley will take to perform the Grayson Creek opportunities analysis.
2. Draft Grayson Creek Report. UC Berkeley will prepare a draft report for the initial work on Grayson Creek, to include summary of methods used to analyze remotely-sensed imagery and other data layers, field observations, assessment of channel condition and constraints, results of interviews with knowledgeable experts, testing hypotheses developed from expert interview results, and list of opportunity locations to implement the Fifty-Year Plan. The draft report will also include an analysis of the potential benefits to a community if the Fifty-Year Plan was implemented, such as changing hydrology, natural stream system benefits, and potential benefits from a redesigned community.
3. Grayson Creek Communication Plan. UC Berkeley will prepare a plan to communicate out the results of the opportunities analysis performed for Grayson Creek. The plan will include who at the City of Pleasant Hill this information should be presented to, how it should be presented, and what materials are needed.
4. Walnut Creek Watershed-wide Work Plan. UC Berkeley will prepare a detailed work plan for review, and comment by FC District that outlines the procedures and steps planned to be taken to perform the balance of the project's opportunities analysis, utilizing the lessons learned from the Grayson Creek analysis.
5. Final Project Report. UC Berkeley will prepare a final project report to include summary of methods used to analyze remotely-sensed imagery and other data layers, field observations, assessment of channel condition and constraints, results of interviews with knowledgeable experts, testing hypotheses developed from expert interview results, and list of opportunity locations to implement the 50-Year Plan.
6. Walnut Creek Watershed-wide Communication Plan. UC Berkeley will prepare a plan to communicate out the results of the opportunities analysis performed for the County's flood protection system. The plan may include who at the County and other organizations this information should be presented to, how it should be presented, and what materials would be needed.
7. GIS Data. UC Berkeley will provide a GIS layer to the County in a format compatible with existing county GIS resources.

Initials: _____
Contractor County Dept.

8. Diagrams. UC Berkeley will provide diagrams explaining processes in and showing impacts and benefits of engineered vs natural channels, renderings showing possible future states for selected channels (at least some identified as potential priority conversion sites), and maps at both county-wide and individual watershed-wide (Grayson Creek) scale showing the constraints and opportunities for conversion of engineered channels. As these products will be used in an ongoing public outreach effort, UC Berkeley will prepare relevant diagrams/renderings/maps as needed for FC District to communicate concepts and alternatives to the public.
9. Outreach Materials. UC Berkeley will develop outreach materials as specified in the communication plans and to be used later by the FC District to increase awareness and explain the concept of the Fifty-Year Plan. These outreach materials will include a narrative or "brochure" to be used for outreach to communities interested in learning about the Fifty-Year Plan possibilities and potential application to the creek channel within their community.
10. Model Ordinance. UC Berkeley will develop a model ordinance that the FC District can distribute to cities to preserve the right-of-way needed to convert engineered channels to natural systems.

IV. FC District's Obligations

For the duration and purposes of this Contract, FC District will:

1. Provide access to the lands the FC District owns and assist Agency (UC Berkeley) to obtain access on other public lands deemed necessary for the project.
2. Provide contact information for and introduction to other organizations that may be interviewed.
3. Provide a conference room for interviews or meetings and a work space at FC District offices, upon request of UC Berkeley, for UC Berkeley's research purposes.
4. Provide information from and access to FC District files and maps as needed to complete the opportunities analysis.
5. Provide existing geographic information system (GIS) layers for mapping tasks.

Initials: _____
Contractor

_____ County Dept.

Table 1**A. Payment Schedule**

| Date | Services, Supplies and Travel | Deliverables |
|-------------------|--------------------------------------|--|
| March 1, 2016 | \$11,204.84 | <ul style="list-style-type: none"> · Overall Project Summary. · Kickoff field meeting. · Draft Grayson Creek Watershed Work Plan. |
| April 15, 2016 | \$6,652.16 | <ul style="list-style-type: none"> · Grayson Creek Watershed Work Plan. · Draft summary of methods remote sensing. · Draft summary of expert interview results, hypotheses for remote sensing analysis. |
| July 15, 2016 | \$11,974.67 | <ul style="list-style-type: none"> · Generalized project update meeting with FC District to present interviews, list opportunity locations. · Draft literature review of measures to insure no net loss of taxes. · Draft summary of benefits from 50-Year Plan in Grayson Creek watershed. |
| September 1, 2016 | \$5,882.33 | <ul style="list-style-type: none"> · Draft Land Use Measures Work Plan. |
| October 15, 2016 | \$11,974.66 | <ul style="list-style-type: none"> · Draft Grayson Creek report, Grayson Creek Communication Plan. · Progress report on initial field work & remote-sensing analysis. |
| November 1, 2016 | \$5,882.34 | <ul style="list-style-type: none"> · Draft Walnut Creek Watershed-wide Work Plan. |
| January 15, 2017 | \$15,020.00 | <ul style="list-style-type: none"> · Walnut Creek Watershed-wide Work Plan. · Draft summary of expert interviews & hypotheses. · Compilation of prior channel mapping by County, from remote sensing, & field observation. · Progress report on channel mapping, testing hypotheses, and analysis. |
| February 1, 2017 | \$2,837.00 | <ul style="list-style-type: none"> · Draft Walnut Creek Watershed Communication Plan. |
| March 1, 2017 | \$2,837.00 | <ul style="list-style-type: none"> · Draft Model Land Use Ordinance |
| April 15, 2017 | \$15,020.00 | <ul style="list-style-type: none"> · Draft list of opportunity locations for green infrastructure. · Generalized project update meeting with FC District to present hypotheses and results, review initial list of opportunity locations for green infrastructure. |

EXHIBIT A

| | | |
|---------------|---------------------|---|
| May 15, 2017 | \$17,857.50 | · Draft Final Report · Walnut Creek Watershed Communication Plan with diagrams and outreach materials. |
| July 15, 2017 | \$17,857.50 | · Meet with FC District to finalize findings and strategies. · Final Report |
| Totals | \$125,000.00 | |
| | | |

B. Payment Provisions

1. Payment for services rendered will be made upon satisfactory completion of the deliverable(s) listed for each payment date and submittal of an invoice.
2. Invoices for payment shall be submitted to:
Contra Costa County Flood Control and Water Conservation District
Attn: Mitch Avalon
255 Glacier Drive
Martinez, CA 94553-4825

SPECIAL CONDITIONS
(Purchase of Services - Long Form)

Contractor and Agency agree that the following Special Conditions are part of this Contract.

1. Terms. A. As used in this Agreement, the terms "Agency", "Contractor", and "UC Berkeley" each means the Regents of the University of California. As used in this Agreement, the term "Contract" has the same meaning as Agreement (as defined in the first paragraph of this Agreement). As used in this Agreement, the terms "District" or "FC District" mean Contra Costa County Flood Control and Water Conservation District. As used in this Agreement, the term "Contractor's Principal Investigator" means any Agency personnel directly working on the Project.
B. Wherever the word "County" appears in this Agreement, that word is hereby replaced with "District".
2. Employment Status of Contractor's Researchers. Persons performing work under this Agreement are not Contra Costa County or FC District employees. Agency shall be responsible for complying with all laws, regulations and Agency policies concerning employment of graduate student researchers, academic employees, and other persons that perform the Project-related work under this Agreement.
3. Copyrights. General Conditions, paragraph 25, Copyrights, Rights in Data, and Works Made for Hire is deleted in its entirety and replaced with the following paragraph.

"25. Copyrights, Rights in Data, and Works Made for Hire. Agency may assert copyright on materials that it produces in the performance of services under this Agreement. Agency shall grant FC District an irrevocable, worldwide, royalty-free, non-exclusive license to use, reproduce, publish or republish, or otherwise disseminate such copyrighted materials for its non-commercial purposes."

4. Mutual Indemnification. General Conditions, paragraph 18, Indemnification, is deleted in its entirety and replaced with the following paragraph.

"18. Mutual Indemnification

- A. Agency shall defend, indemnify and hold harmless FC District, its officers, employees and agents, from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Agency, its officers, agents, or employees.
- B. FC District shall defend, indemnify and hold harmless Agency, its officers, employees and agents, from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of FC District, its officers, agents, or employees."

Initials: _____
Contractor County Dept.

5. Conflicts of Interest. General Conditions, paragraph 15, Conflicts of Interest., is deleted in its entirety and replaced with the following paragraph.

“15. Conflicts of Interest. The Contractor shall comply with all applicable federal, state and local conflict of interest laws, including, without limitation, the Political Reform Act (Cal. Gov. Code, § 81000 et seq.) and California Government Code Section 1090. The parties understand that UC Berkeley shall comply with this section through its compliance with its own UC Conflict of Interest Policy.”

Initials: _____
Contractor County Dept.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

1. **Compliance with Law.** Contractor is subject to and must comply with all applicable federal, state, and local laws and regulations with respect to its performance under this Contract, including but not limited to, licensing, employment, and purchasing practices; and wages, hours, and conditions of employment, including nondiscrimination.
2. **Inspection.** Contractor's performance, place of business, and records pertaining to this Contract are subject to monitoring, inspection, review and audit by authorized representatives of the County, the State of California, and the United States Government.
3. **Records.** Contractor must keep and make available for inspection and copying by authorized representatives of the County, the State of California, and the United States Government, the Contractor's regular business records and such additional records pertaining to this Contract as may be required by the County.
 - a. **Retention of Records.** Contractor must retain all documents pertaining to this Contract for five years from the date of submission of Contractor's final payment demand or final Cost Report; for any further period that is required by law; and until all federal/state audits are complete and exceptions resolved for this Contract's funding period. Upon request, Contractor must make these records available to authorized representatives of the County, the State of California, and the United States Government.
 - b. **Access to Books and Records of Contractor, Subcontractor.** Pursuant to Section 1861(v)(1) of the Social Security Act, and any regulations promulgated thereunder, Contractor must, upon written request and until the expiration of five years after the furnishing of services pursuant to this Contract, make available to the County, the Secretary of Health and Human Services, or the Comptroller General, or any of their duly authorized representatives, this Contract and books, documents, and records of Contractor necessary to certify the nature and extent of all costs and charges hereunder.

Further, if Contractor carries out any of the duties of this Contract through a subcontract with a value or cost of \$10,000 or more over a twelve-month period, such subcontract must contain a clause to the effect that upon written request and until the expiration of five years after the furnishing of services pursuant to such subcontract, the subcontractor must make available to the County, the Secretary, the Comptroller General, or any of their duly authorized representatives, the subcontract and books, documents, and records of the subcontractor necessary to verify the nature and extent of all costs and charges thereunder.

This provision is in addition to any and all other terms regarding the maintenance or retention of records under this Contract and is binding on the heirs, successors, assigns and representatives of Contractor.

4. **Reporting Requirements.** Pursuant to Government Code Section 7550, Contractor must include in all documents and written reports completed and submitted to County in accordance with this Contract, a separate section listing the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of each such document or written report. This section applies only if the Payment Limit of this Contract exceeds \$5,000.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

5. **Termination and Cancellation.**

- a. **Written Notice.** This Contract may be terminated by either party, in its sole discretion, upon thirty-day advance written notice thereof to the other, and may be cancelled immediately by written mutual consent.
- b. **Failure to Perform.** County, upon written notice to Contractor, may immediately terminate this Contract should Contractor fail to perform properly any of its obligations hereunder. In the event of such termination, County may proceed with the work in any reasonable manner it chooses. The cost to County of completing Contractor's performance will be deducted from any sum due Contractor under this Contract, without prejudice to County's rights to recover damages.
- c. **Cessation of Funding.** Notwithstanding any contrary language in Paragraphs 5 and 11, in the event that federal, state, or other non-County funding for this Contract ceases, this Contract is terminated without notice.

6. **Entire Agreement.** This Contract contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understanding, oral or otherwise, regarding the subject matter of this Contract will be deemed to exist or to bind any of the parties hereto.

7. **Further Specifications for Operating Procedures.** Detailed specifications of operating procedures and budgets required by this Contract, including but not limited to, monitoring, evaluating, auditing, billing, or regulatory changes, may be clarified in a written letter signed by Contractor and the department head, or designee, of the county department on whose behalf this Contract is made. No written clarification prepared pursuant to this Section will operate as an amendment to, or be considered to be a part of, this Contract.

8. **Modifications and Amendments.**

- a. **General Amendments.** In the event that the total Payment Limit of this Contract is less than \$100,000 and this Contract was executed by the County's Purchasing Agent, this Contract may be modified or amended by a written document executed by Contractor and the County's Purchasing Agent or the Contra Costa County Board of Supervisors, subject to any required state or federal approval. In the event that the total Payment Limit of this Contract exceeds \$100,000 or this Contract was initially approved by the Board of Supervisors, this Contract may be modified or amended only by a written document executed by Contractor and the Contra Costa County Board of Supervisors or, after Board approval, by its designee, subject to any required state or federal approval.
 - b. **Minor Amendments.** The Payment Provisions and the Service Plan may be amended by a written administrative amendment executed by Contractor and the County Administrator (or designee), subject to any required state or federal approval, provided that such administrative amendment may not increase the Payment Limit of this Contract or reduce the services Contractor is obligated to provide pursuant to this Contract.
9. **Disputes.** Disagreements between County and Contractor concerning the meaning, requirements, or performance of this Contract shall be subject to final written determination by the head of the county department for which this Contract is made, or his designee, or in accordance with the applicable procedures (if any) required by the state or federal government.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

10. **Choice of Law and Personal Jurisdiction.**

- a. This Contract is made in Contra Costa County and is governed by, and must be construed in accordance with, the laws of the State of California.
- b. Any action relating to this Contract must be instituted and prosecuted in the courts of Contra Costa County, State of California.

11. **Conformance with Federal and State Regulations and Laws.** Should federal or state regulations or laws touching upon the subject of this Contract be adopted or revised during the term hereof, this Contract will be deemed amended to assure conformance with such federal or state requirements.

12. **No Waiver by County.** Subject to Paragraph 9. (Disputes) of these General Conditions, inspections or approvals, or statements by any officer, agent or employee of County indicating Contractor's performance or any part thereof complies with the requirements of this Contract, or acceptance of the whole or any part of said performance, or payments therefor, or any combination of these acts, do not relieve Contractor's obligation to fulfill this Contract as prescribed; nor is the County thereby prevented from bringing any action for damages or enforcement arising from any failure to comply with any of the terms and conditions of this Contract.

13. **Subcontract and Assignment.** This Contract binds the heirs, successors, assigns and representatives of Contractor. Prior written consent of the County Administrator or his designee, subject to any required state or federal approval, is required before the Contractor may enter into subcontracts for any work contemplated under this Contract, or before the Contractor may assign this Contract or monies due or to become due, by operation of law or otherwise.

14. **Independent Contractor Status.** The parties intend that Contractor, in performing the services specified herein, is acting as an independent contractor and that Contractor will control the work and the manner in which it is performed. This Contract is not to be construed to create the relationship between the parties of agent, servant, employee, partnership, joint venture, or association. Contractor is not a County employee. This Contract does not give Contractor any right to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits County provides to its employees. In the event that County exercises its right to terminate this Contract, Contractor expressly agrees that it will have no recourse or right of appeal under any rules, regulations, ordinances, or laws applicable to employees.

15. **Conflicts of Interest.** Contractor covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Contractor further covenants that in the performance of this Contract, no person having any such interests will be employed by Contractor. If requested to do so by County, Contractor will complete a "Statement of Economic Interest" form and file it with County and will require any other person doing work under this Contract to complete a "Statement of Economic Interest" form and file it with County. Contractor covenants that Contractor, its employees and officials, are not now employed by County and have not been so employed by County within twelve months immediately preceding this Contract; or, if so employed, did not then and do not now occupy a position that would create a conflict of interest under Government

GENERAL CONDITIONS
(Purchase of Services - Long Form)

Code section 1090. In addition to any indemnity provided by Contractor in this Contract, Contractor will indemnify, defend, and hold the County harmless from any and all claims, investigations, liabilities, or damages resulting from or related to any and all alleged conflicts of interest. Contractor warrants that it has not provided, attempted to provide, or offered to provide any money, gift, gratuity, thing of value, or compensation of any kind to obtain this Contract.

16. **Confidentiality.** To the extent allowed under the California Public Records Act, Contractor agrees to comply and to require its officers, partners, associates, agents and employees to comply with all applicable state or federal statutes or regulations respecting confidentiality, including but not limited to, the identity of persons served under this Contract, their records, or services provided them, and assures that no person will publish or disclose or permit or cause to be published or disclosed, any list of persons receiving services, except as may be required in the administration of such service. Contractor agrees to inform all employees, agents and partners of the above provisions, and that any person knowingly and intentionally disclosing such information other than as authorized by law may be guilty of a misdemeanor.
17. **Nondiscriminatory Services.** Contractor agrees that all goods and services under this Contract will be available to all qualified persons regardless of age, gender, race, religion, color, national origin, ethnic background, disability, or sexual orientation, and that none will be used, in whole or in part, for religious worship.
18. **Indemnification.** Contractor will defend, indemnify, save, and hold harmless County and its officers and employees from any and all claims, demands, losses, costs, expenses, and liabilities for any damages, fines, sickness, death, or injury to person(s) or property, including any and all administrative fines, penalties or costs imposed as a result of an administrative or quasi-judicial proceeding, arising directly or indirectly from or connected with the services provided hereunder that are caused, or claimed or alleged to be caused, in whole or in part, by the negligence or willful misconduct of Contractor, its officers, employees, agents, contractors, subcontractors, or any persons under its direction or control. If requested by County, Contractor will defend any such suits at its sole cost and expense. If County elects to provide its own defense, Contractor will reimburse County for any expenditures, including reasonable attorney's fees and costs. Contractor's obligations under this section exist regardless of concurrent negligence or willful misconduct on the part of the County or any other person; provided, however, that Contractor is not required to indemnify County for the proportion of liability a court determines is attributable to the sole negligence or willful misconduct of the County, its officers and employees. This provision will survive the expiration or termination of this Contract.
19. **Insurance.** During the entire term of this Contract and any extension or modification thereof, Contractor shall keep in effect insurance policies meeting the following insurance requirements unless otherwise expressed in the Special Conditions:
 - a. **Commercial General Liability Insurance.** For all contracts where the total payment limit of the contract is \$500,000 or less, Contractor will provide commercial general liability insurance, including coverage for business losses and for owned and non-owned automobiles, with a minimum combined single limit coverage of \$500,000 for all damages, including consequential damages, due to bodily injury, sickness or disease, or death to any person or damage to or destruction of property, including the loss of use thereof, arising from each occurrence. Such insurance must be endorsed to include County and its officers and employees as additional insureds as to all services performed by Contractor under this Contract. Said policies must constitute primary insurance as to

GENERAL CONDITIONS
(Purchase of Services - Long Form)

County, the state and federal governments, and their officers, agents, and employees, so that other insurance policies held by them or their self-insurance program(s) will not be required to contribute to any loss covered under Contractor's insurance policy or policies. Contractor must provide County with a copy of the endorsement making the County an additional insured on all commercial general liability policies as required herein no later than the effective date of this Contract. For all contracts where the total payment limit is greater than \$500,000, the aforementioned insurance coverage to be provided by Contractor must have a minimum combined single limit coverage of \$1,000,000.

- b. **Workers' Compensation.** Contractor must provide workers' compensation insurance coverage for its employees.
 - c. **Certificate of Insurance.** The Contractor must provide County with (a) certificate(s) of insurance evidencing liability and worker's compensation insurance as required herein no later than the effective date of this Contract. If Contractor should renew the insurance policy(ies) or acquire either a new insurance policy(ies) or amend the coverage afforded through an endorsement to the policy at any time during the term of this Contract, then Contractor must provide (a) current certificate(s) of insurance.
 - d. **Additional Insurance Provisions.** No later than five days after Contractor's receipt of: (i) a notice of cancellation, a notice of an intention to cancel, or a notice of a lapse in any of Contractor's insurance coverage required by this Contract; or (ii) a notice of a material change to Contractor's insurance coverage required by this Contract, Contractor will provide Department a copy of such notice of cancellation, notice of intention to cancel, notice of lapse of coverage, or notice of material change. Contractor's failure to provide Department the notice as required by the preceding sentence is a default under this Contract
20. **Notices.** All notices provided for by this Contract must be in writing and may be delivered by deposit in the United States mail, postage prepaid. Notices to County must be addressed to the head of the county department for which this Contract is made. Notices to Contractor must be addressed to the Contractor's address designated herein. The effective date of notice is the date of deposit in the mails or of other delivery, except that the effective date of notice to County is the date of receipt by the head of the county department for which this Contract is made.
21. **Primacy of General Conditions.** In the event of a conflict between the General Conditions and the Special Conditions, the General Conditions govern unless the Special Conditions or Service Plan expressly provide otherwise.
22. **Nonrenewal.** Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by Contractor under this Contract will be purchased by County under a new contract following expiration or termination of this Contract, and Contractor waives all rights or claims to notice or hearing respecting any failure to continue purchasing all or any such services from Contractor.
23. **Possessory Interest.** If this Contract results in Contractor having possession of, claim or right to the possession of land or improvements, but does not vest ownership of the land or improvements in the same person, or if this Contract results in the placement of taxable improvements on tax exempt land (Revenue & Taxation Code Section 107), such interest or improvements may represent a possessory interest subject to property tax, and Contractor may be subject to the payment of property taxes levied on such interest. Contractor agrees that this provision complies with the notice

GENERAL CONDITIONS
(Purchase of Services - Long Form)

requirements of Revenue & Taxation Code Section 107.6, and waives all rights to further notice or to damages under that or any comparable statute.

24. **No Third-Party Beneficiaries.** Nothing in this Contract may be construed to create, and the parties do not intend to create, any rights in third parties.
25. **Copyrights, Rights in Data, and Works Made for Hire.** Contractor will not publish or transfer any materials produced or resulting from activities supported by this Contract without the express written consent of the County Administrator. All reports, original drawings, graphics, plans, studies and other data and documents, in whatever form or format, assembled or prepared by Contractor or Contractor's subcontractors, consultants, and other agents in connection with this Contract are "works made for hire" (as defined in the Copyright Act, 17 U.S.C. Section 101 et seq., as amended) for County, and Contractor unconditionally and irrevocably transfers and assigns to Agency all right, title, and interest, including all copyrights and other intellectual property rights, in or to the works made for hire. Unless required by law, Contractor shall not publish, transfer, discuss, or disclose any of the above-described works made for hire or any information gathered, discovered, or generated in any way through this Agreement, without County's prior express written consent. If any of the works made for hire is subject to copyright protection, County reserves the right to copyright such works and Contractor agrees not to copyright such works. If any works made for hire are copyrighted, County reserves a royalty-free, irrevocable license to reproduce, publish, and use the works made for hire, in whole or in part, without restriction or limitation, and to authorize others to do so.
26. **Endorsements.** In its capacity as a contractor with Contra Costa County, Contractor will not publicly endorse or oppose the use of any particular brand name or commercial product without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not publicly attribute qualities or lack of qualities to a particular brand name or commercial product in the absence of a well-established and widely accepted scientific basis for such claims or without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not participate or appear in any commercially produced advertisements designed to promote a particular brand name or commercial product, even if Contractor is not publicly endorsing a product, as long as the Contractor's presence in the advertisement can reasonably be interpreted as an endorsement of the product by or on behalf of Contra Costa County. Notwithstanding the foregoing, Contractor may express its views on products to other contractors, the Board of Supervisors, County officers, or others who may be authorized by the Board of Supervisors or by law to receive such views.
27. **Required Audit.** (A) If Contractor is funded by \$500,000 or more in federal grant funds in any fiscal year from any source, Contractor must provide to County, at Contractor's expense, an audit conforming to the requirements set forth in the most current version of Office of Management and Budget Circular A-133. (B) If Contractor is funded by less than \$500,000 in federal grant funds in any fiscal year from any source, but such grant imposes specific audit requirements, Contractor must provide County with an audit conforming to those requirements. (C) If Contractor is funded by less than \$500,000 in federal grant funds in any fiscal year from any source, Contractor is exempt from federal audit requirements for that year; however, Contractor's records must be available for and an audit may be required by, appropriate officials of the federal awarding agency, the General Accounting Office (GAO), the pass-through entity and/or the County. If any such audit is required, Contractor must provide County with such audit. With respect to the audits specified in (A), (B) and (C) above, Contractor is solely responsible for arranging for the conduct of the audit, and for its cost. County may withhold the estimated cost of the audit or 10 percent of the

GENERAL CONDITIONS
(Purchase of Services - Long Form)

contract amount, whichever is greater, or the final payment, from Contractor until County receives the audit from Contractor.

28. **Authorization**. Contractor, or the representative(s) signing this Contract on behalf of Contractor, represents and warrants that it has full power and authority to enter into this Contract and to perform the obligations set forth herein.
29. **No Implied Waiver**. The waiver by County of any breach of any term or provision of this Contract will not be deemed to be a waiver of such term or provision or of any subsequent breach of the same or any other term or provision contained herein.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: APPROVE and ACCEPT two Grant of Easements from East Bay Regional Park District and APPROVE related actions under CEQA.

RECOMMENDATION(S):

The Board of Supervisors, as the Governing Board of the Contra Costa County Flood Control and Water Conservation District (District):

APPROVE and ACCEPT two Grant of Easements from the East Bay Regional Park District (Park) for ingress and egress purposes over Park's property.

APPROVE related actions under the California Environmental Quality Act; and DETERMINE that the activity is not subject to the California Environmental Quality Act (CEQA), pursuant to Article 5, Section 15061(b)(3) of the CEQA Guidelines;

DIRECT the Director of Conservation and Development to file a Notice of Exemption with the County Clerk;

AUTHORIZE the Chief Engineer to arrange for payment of a \$25 fee to the Department of Conservation and Development for processing, and a \$50 fee to the County Clerk-Recorder for filing the Notice of Exemption.

DIRECT the Real Estate Division to have the above referenced Grant of Easements recorded in the office of the County Recorder.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Jewel Lopez,
925-313-2191

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

By: , Deputy

cc:

FISCAL IMPACT:

The activity is funded by the Flood Control Permit Number 608-14, East Bay Regional Park District.

BACKGROUND:

The District issued a permit to the Park to do work within the District's easement as part of the Park's Breuner Marsh Restoration and Public Access Improvement Project (Project). As part of the Project, the District's access along the Rheem Creek was removed. As a result, the District requires and the Park agrees to provide two access easements to replace the District's access to Rheem Creek.

CONSEQUENCE OF NEGATIVE ACTION:

The District will not have adequate access to Rheem Creek.

ATTACHMENTS

Grant of Easement

Notice of Exemption

Recorded at the request of:
Contra Costa County

Return to:
Contra Costa County
Public Works Department
Real Estate Division
255 Glacier Drive
Martinez, CA 94553
Attn: D. Kramer

Assessor's Parcel No. 408-100-034

GRANT OF EASEMENT

For Ingress/Egress Purposes – Rheem Creek (FCPID 5151)

THIS INDENTURE, made by and between **EAST BAY REGIONAL PARK DISTRICT**, a California special district, hereinafter called "GRANTOR," and **CONTRA COSTA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT**, a political subdivision of the State of California, hereinafter called "GRANTEE,"

WITNESSETH:

That GRANTOR, for value received, hereby grants to GRANTEE, and its successors and assigns, a perpetual easement and right of way for ingress and egress purposes (not to be exclusive) over and across that certain real property in the County of Contra Costa, State of California, described as follows (the "Easement Area"):

FOR DESCRIPTION SEE EXHIBITS "A" AND "A-1" ATTACHED HERETO AND MADE A PART HEREOF.

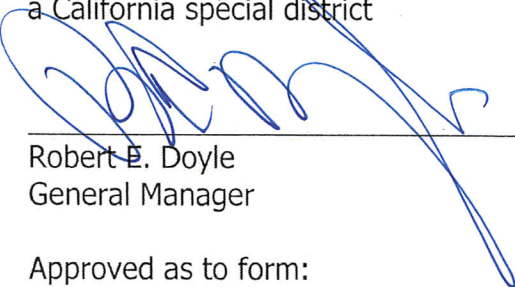
The easement herein granted shall include the right by GRANTEE, its officers, agents and employees, and by persons under contract with it and their employees, to enter upon the Easement Area with personnel, vehicles and equipment whenever necessary to access GRANTEE's Rheem Creek flood control improvements located on GRANTOR's land. GRANTEE shall access said flood control improvements by means of roads and lanes located within the Easement Area. GRANTEE shall have the right to remove all trees and vegetation within and along any roads and lanes within the Easement Area that may otherwise interfere with the purpose for which the easement herein is granted.

It is understood that GRANTEE is not responsible for repairing or replacing any of GRANTOR's improvements within any roads and lanes within the Easement Area, unless the damage is a result of GRANTEE's negligence or misconduct. Except where entry is required due to an emergency, GRANTEE will provide GRANTOR advance notice prior to entry if any of GRANTOR's improvements are obstructing GRANTEE's access and are at risk of being damaged by GRANTEE in gaining access to GRANTEE's Rheem Creek flood control improvements. It is further understood that GRANTOR makes no representations or warranties of any kind or nature concerning the easement area conveyed.

TO HAVE AND TO HOLD, all and singular, the rights above described unto GRANTEE and GRANTEE's successors and assigns forever.

IN WITNESS WHEREOF, GRANTOR has executed this indenture this 21 day of December, 2015.

EAST BAY REGIONAL PARK DISTRICT,
a California special district



Robert E. Doyle
General Manager

Approved as to form:

By: _____
District Counsel

ABOVE SIGNATURE MUST BE NOTARIZED

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

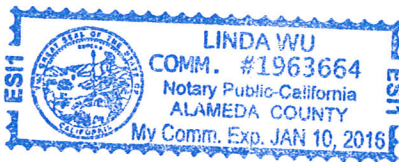
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
 County of Alameda)
 On December 21, 2015 before me, Linda Wu, Notary Public,
 Date Here Insert Name and Title of the Officer
 personally appeared Robert E. Doyle
 Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature [Signature]
 Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____
 Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
 Signer Is Representing: _____

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
 Signer Is Representing: _____

EXHIBIT A

FCPID 5151

REAL PROPERTY IN THE CITY OF RICHMOND, CONTRA COSTA COUNTY, CALIFORNIA, DESCRIBED AS FOLLOWS:

BEING THOSE PORTIONS OF THE LAND CONVEYED IN THE FINAL ORDER OF CONDEMNATION BY THE SUPERIOR COURT OF THE STATE OF CALIFORNIA FOR THE COUNTY OF CONTRA COSTA, CASE NO. C06-00587, RECORDED MARCH 9, 2011, RECORDER'S SERIAL NUMBER 2011-0051223, OFFICIAL RECORDS OF SAID COUNTY.

BEING ALSO A PORTION OF PARCEL "C" AS SHOWN ON THE RECORD OF SURVEY FILED DECEMBER 21, 1967 IN BOOK 50 OF LAND SURVEYORS MAPS AT PAGES 18 AND 19, OFFICIAL RECORDS OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PORTION BOUND ON THE WEST BY THE EASTERLY LINE OF PARCEL "II." (A STRIP OF LAND 15 FEET IN WIDTH) AS DESCRIBED IN THE EASEMENT GRANTED TO CONTRA COSTA COUNTY FOR FLOOD CONTROL PURPOSES, RECORDED MAY 20, 1960 IN BOOK 3624 AT PAGE 205, OFFICIAL RECORDS OF SAID COUNTY AND STATE;

BOUND ON THE NORTHEAST BY THE SOUTHWESTERLY LINE OF PARCEL "I." AS DESCRIBED IN SAID FLOOD CONTROL EASEMENT (3624 OR 205);

BOUND ON THE SOUTH AND EAST BY THE SOUTHERLY AND EASTERLY LINES OF SAID PARCEL C (50 LSM 18) DELINEATED AS "NORTH 85°49'40" WEST, 1669.10 FEET;" "NORTH 48°12'23" EAST, 111.28 FEET;" "NORTH 85°49'40" EAST, 117.40 FEET;" "NORTH, 166.90 FEET;" AND "NORTH 64°49'15" WEST, 667.23 FEET;" THERON.

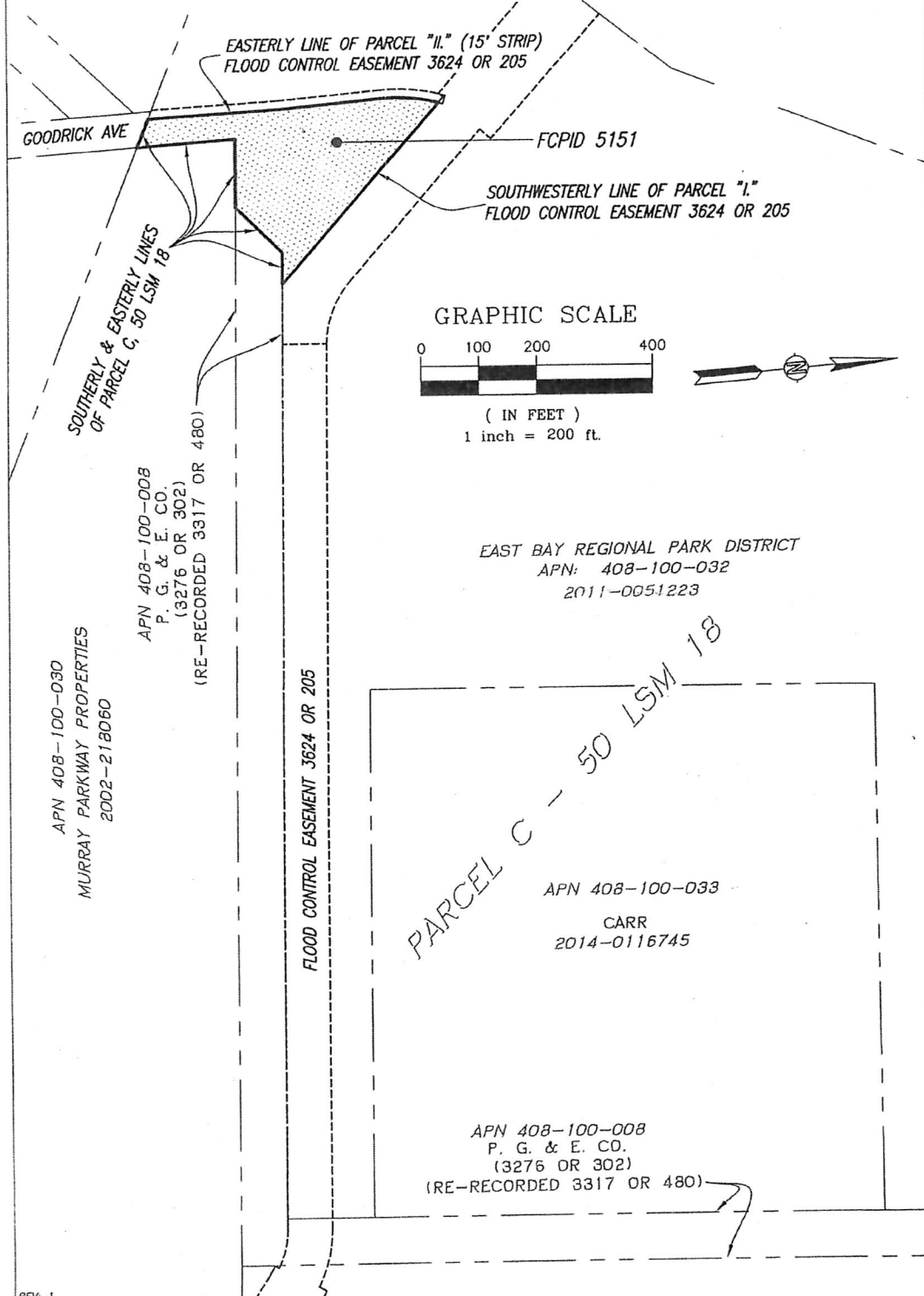
CONTAINING: 65,324 SQ. FT., 1.50 ACRES, MORE OR LESS.

EXHIBIT "A-1" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART OF THIS DESCRIPTION.



DATE: 03/03/2015

EXHIBIT A-1
PLAT TO ACCOMPANY LEGAL DESCRIPTION



REV. 1

| | |
|-------------------------------------|--------------------|
| KISTER, SAVIO & REI, INC | |
| LAND SURVEYORS - CIVIL ENGINEERS | |
| 825 SAN PABLO AVENUE | |
| PINOLE, CA. 94564 | |
| PHONE: (510) 222-4020 | FAX (510) 222-3718 |
| FOR: EAST BAY REGIONAL PARKS | |
| DATE: 03/03/15 | JOB No. 19145 |
| SCALE: 1"=200' | DWG NO. PLAT |

C.C.C.F.C & W.C.D.
DRAWING No. FA-20069

CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

To: ☐ Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

☒ County Clerk
County of: Contra Costa

From: Contra Costa County
Dept. of Conservation & Development
30 Muir Road
Martinez, CA 94553

Project Title (Name & Number): **Flood Control Permit 608-14 (FCP 608-14) / East Bay Regional Park District (EBRPD) - Breuner Marsh Restoration and Public Access Improvement Project, Bridge Construction and Culvert Removal**

Project No.# FCP 608-14 / WO# WL083A EF 1400608/ CP# 15-13

Project Applicant: **Contra Costa County Flood Control and Water Conservation District**

Project Location – **Specific:** **Rheem Creek near Goodrick Avenue, Richmond CA.**

Project Location: **West Contra Costa County**

Project Location – County: **Contra Costa**

Description of Nature, Purpose and Beneficiaries of Project: The purpose of this activity is for Contra Costa County Flood Control and Water Conservation District (District) to issue a Flood Control Permit (FCP 608-14) to East Bay Regional Park District (EBRPD) for access onto portions of District maintained property (Rheem Creek) to install a clear span bridge and remove a culvert crossing within Rheem Creek, in the City of Richmond.

EBRPD intends to construct an approximately 90-foot long by 16-foot wide clear span bridge over District maintained property (Rheem Creek) and remove a culvert crossing within Rheem Creek, in support of the Breuner Marsh Restoration and Public Access Project (Project).

FCP 608-14 will allow EBRPD to remove the existing culvert crossing where Goodrick Avenue currently crosses Rheem Creek, grade creek banks, install rip-rap to stabilize creek banks, install a dewatering system, and install a clear span steel truss bridge over Rheem Creek. EBRPD will allow the District access through EBRPD property (APN 408-100-034; *one of the successor parcels from APN 408-100-032*) to maintain Rheem Creek.

This CEQA documentation covers issuance of FCP 608-14 and associated real property transactions, including right-of-way only. EBRPD will be responsible for any further CEQA documentation necessary to analyze the impacts of the restoration and public access improvement project, as well as obtaining any applicable County or regulatory permits for associated construction activities for the Project.

General Plan Conformance may be necessary from the City of Richmond.

Name of Public Agency Approving Project: **Contra Costa County**

Name of Person or Agency Carrying Out Project: **Contra Costa County Flood Control and Water Conservation District**

Exempt Status:

- | | |
|---|--|
| <input type="checkbox"/> Ministerial Project (Sec. 21080(b) (1); 15268; | <input type="checkbox"/> Categorical Exemption: _____ |
| <input type="checkbox"/> Declared Emergency (Sec. 21080(b)(3); 15269(a)); | <input type="checkbox"/> Other Statutory Exemption, Code No.: _____ |
| <input type="checkbox"/> Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); | <input checked="" type="checkbox"/> General Rule of Applicability [Article 5, Section 15061 (b)(3)] |

Reasons why project is exempt: It can be seen with certainty that there is no possibility that the activity may have a significant adverse effect on the environment, pursuant to Article 5, Section 15061(b)(3) of the CEQA guidelines.

Lead Agency Contact Person: **Trina R. Torres - Public Works Dept.** Area Code/Telephone/Extension: **(925) 313-2176**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature

Title

Applicant:

Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: **Trina R. Torres**
Environmental Services Division
Phone: **(925) 313-2176**

Department of Fish and Game Fees Due

- | | |
|---|--|
| <input type="checkbox"/> EIR - \$3,070. ⁰⁰ | Total Due: <u>\$ 75.⁰⁰</u> |
| <input type="checkbox"/> Neg. Dec. - \$2,210. ²⁵ | Total Paid \$ _____ |
| <input type="checkbox"/> DeMinimis Findings - \$0 | Receipt #: _____ |
| <input checked="" type="checkbox"/> County Clerk - \$50 | |
| <input checked="" type="checkbox"/> Conservation & Development - \$25 | |

**DETERMINATION THAT AN ACTIVITY
IS EXEMPT FROM THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

FILE NO.: **FCP 608-14 / WO# WL083A EF 1400608**

CP NO.: **15-13**

ACTIVITY NAME: **Flood Control Permit 608-14 (FCP 608-14) / East Bay Regional Park District (EBRPD) - Breuner Marsh Restoration and Public Access Improvement Project, Bridge Construction and Culvert Removal**

DATE: March 18, 2015

PREPARED BY: Trina R. Torres, Contra Costa County Public Works Department

This activity is not subject to the California Environmental Quality Act (CEQA) pursuant to Article 5, Section 15061 (b) (3) of the CEQA Guidelines. It can be seen with certainty that there is no possibility that the activity may have a significant adverse effect on the environment.

DESCRIPTION OF THE ACTIVITY:

The purpose of this activity is for Contra Costa County Flood Control and Water Conservation District (District) to issue a Flood Control Permit (FCP 608-14) to East Bay Regional Park District (EBRPD) for access onto portions of District maintained property (Rheem Creek) to install a clear span bridge and remove a culvert crossing within Rheem Creek, in the City of Richmond.

EBRPD intends to construct an approximately 90-foot long by 16-foot wide clear span bridge over District maintained property (Rheem Creek) and remove a culvert crossing within Rheem Creek, in support of the Breuner Marsh Restoration and Public Access Project (Project).

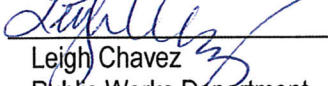
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This CEQA documentation covers issuance of FCP 608-14 and associated real property transactions, including right-of-way only. EBRPD will be responsible for any further CEQA documentation necessary to analyze the impacts of the restoration and public access improvement project, as well as obtaining any applicable County or regulatory permits for associated construction activities for the Project.

General Plan Conformance may be necessary from the City of Richmond.

LOCATION:

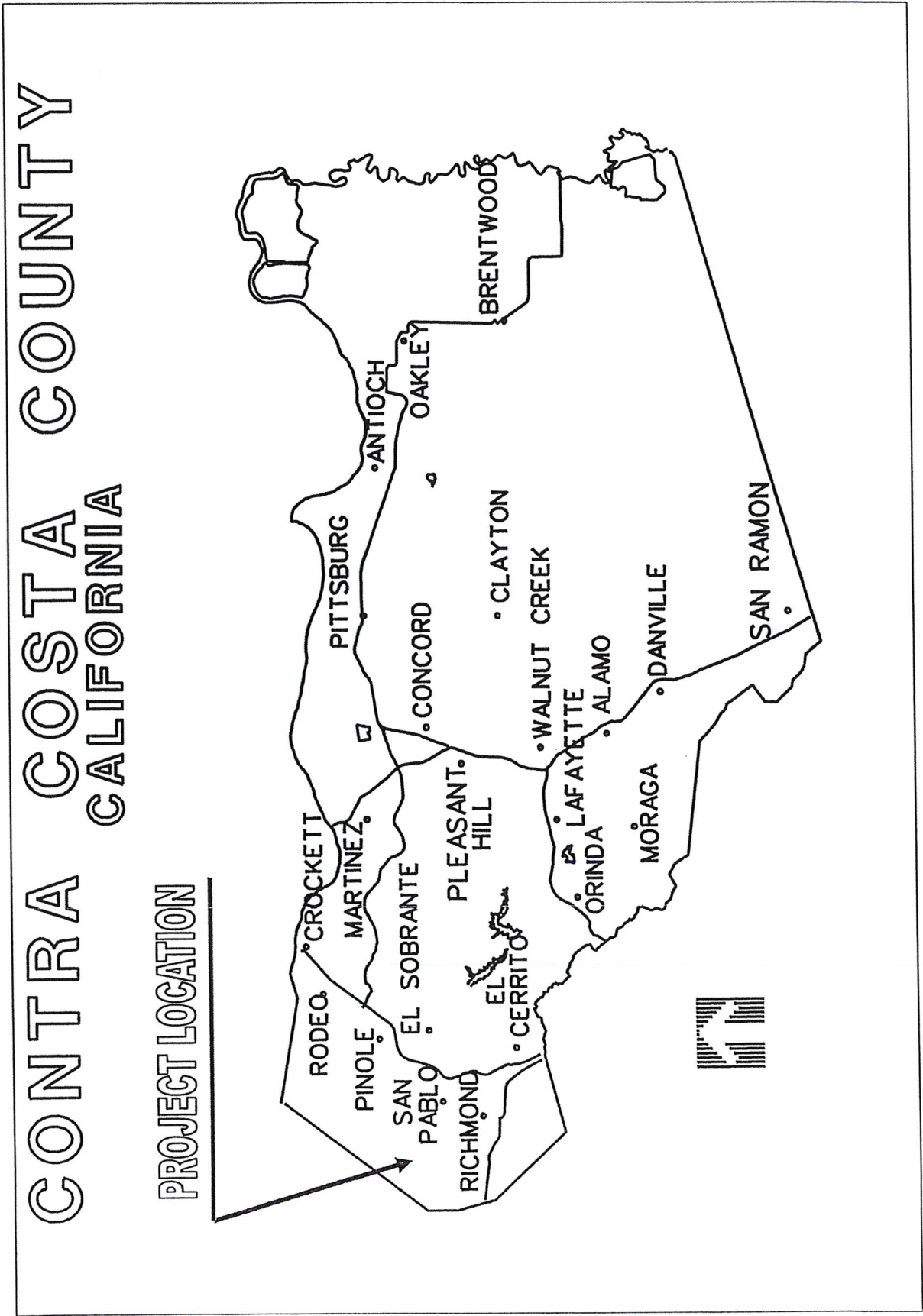
Rheem Creek in Richmond, CA. West Contra Costa County (Figs. 1 – 4)

REVIEWED BY: 
Leigh Chavez
Public Works Department
Environmental Services Division Manager

DATE: 03/18/15

APPROVED BY: 
Dept. of Conservation and
Development Representative

DATE: 4-8-15



LOCATION MAP

February 18, 2014

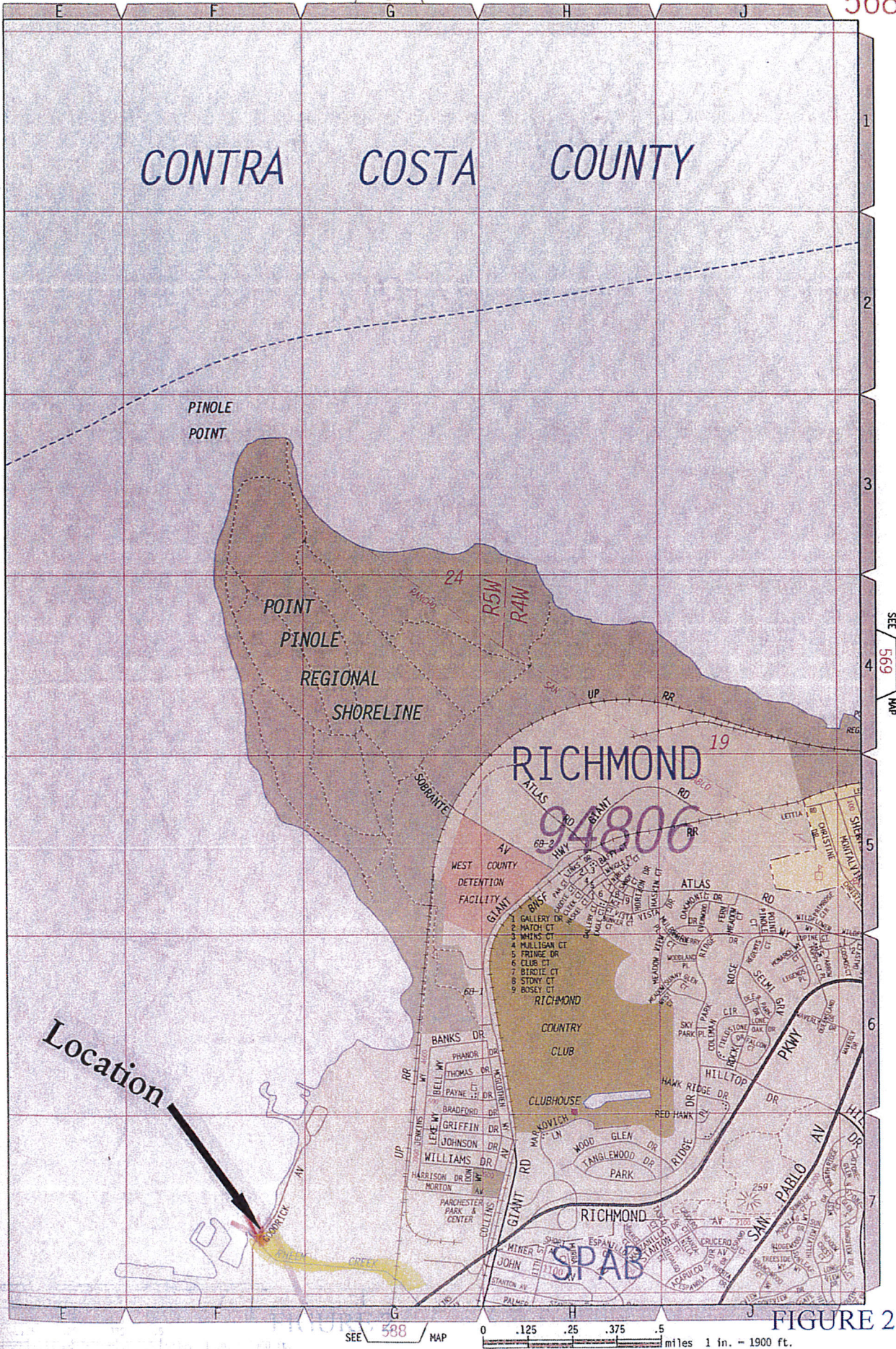


FIGURE 2

FCP 608-14 Breuner Marsh Restoration Vicinity Map

February 18, 2014

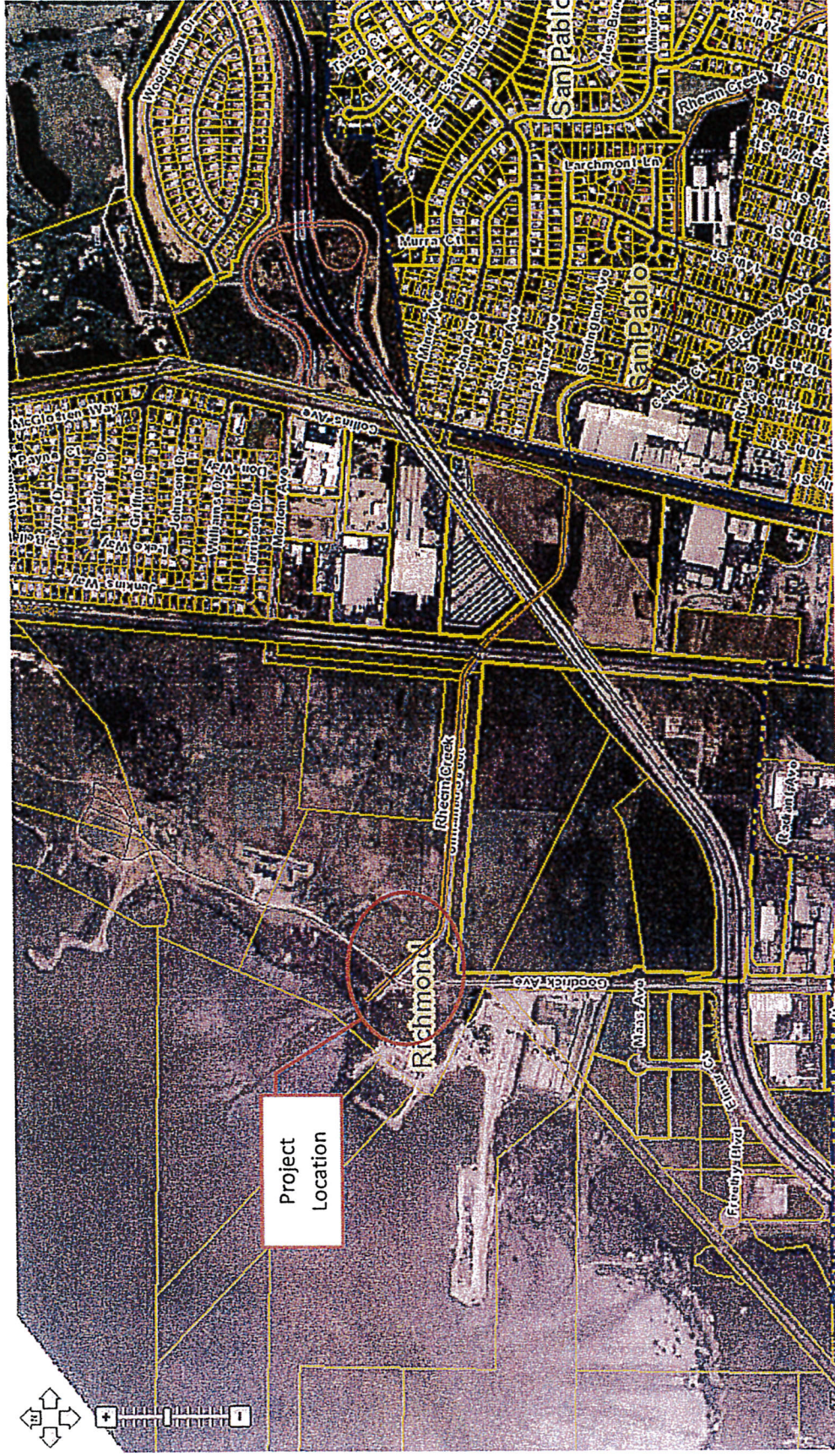


FIGURE 3

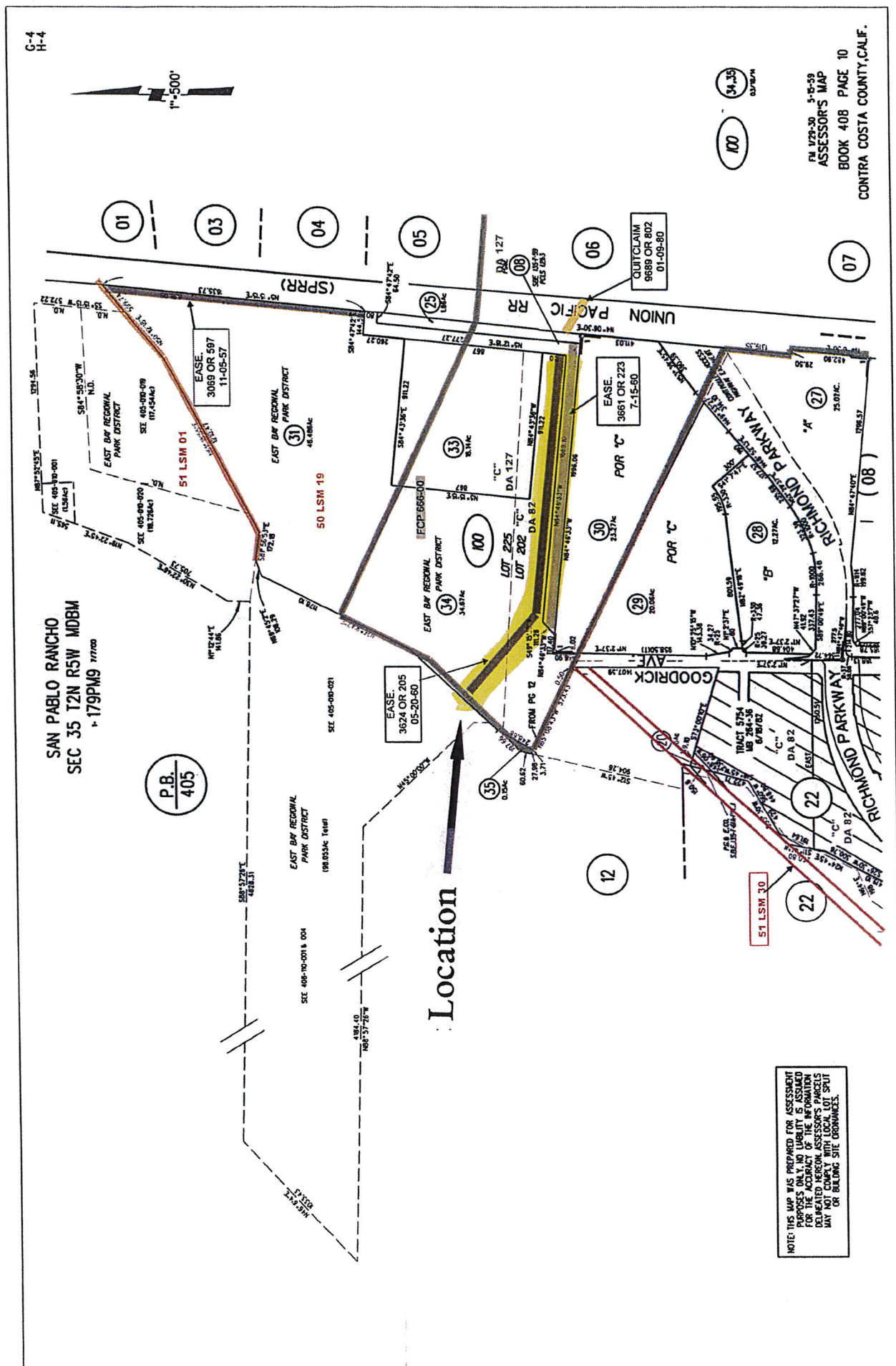


FIGURE 4



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 1, 2016

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a hangar rental agreement with Buchanan Field Airport Hangar tenant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with William Crouse for a Large T-hangar at Buchanan Field Airport effective March 1, 2016 in the monthly amount of \$748.23, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$8,978.76 annually.

BACKGROUND:

On September 1, 1970, Buchanan Airport Hangar Company entered into a 30-year lease with Contra Costa County for the construction of seventy-five (75) hangars and eighteen (18) aircraft shelters at Buchanan Field Airport. Buchanan Airport Hangar Company was responsible

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

for the maintenance and property management of the property during that 30-year period.

On September 1, 2000, the County obtained ownership of the aircraft hangars and shelters, pursuant to the terms of the above lease.

On February 13, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Lease Agreement for use with the larger East Ramp Hangars.

On February 3, 2008, Contra Costa County Board of Supervisors approved the amended T-Hangar Lease Agreement which removed the Aircraft Physical Damage Insurance requirement. The new amended T-hangar Lease Agreement will be used to enter into this aircraft rental agreement.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action will cause a loss of revenue to the Airport Enterprise Fund.

ATTACHMENTS

William Crouse Hangar Agreement

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

LARGE AIRCRAFT HANGAR RENTAL AGREEMENT

1. **PARTIES:** Effective March 1, 2016 (the “**Effective Date**”), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California (“**Airport**”), and William Crouse (“**Renter**”), hereby mutually agree and promise as follows:
2. **RENTER AND AIRCRAFT INFORMATION** Simultaneous with the execution of this Large Aircraft Hangar Rental Agreement (this “**Rental Agreement**”) by Renter, Renter shall complete a Renter and Aircraft Information Form attached hereto as Exhibit A for each of the aircraft to be stored in Renter’s Large Aircraft Hangar. A completed copy of the Renter and Aircraft Information Form is attached hereto as Exhibit A and incorporated herein. Renter must also provide to Airport at that time, for inspection and copying, (1) the original current aircraft registration for each of Renter’s Aircraft or, if any of Renter’s Aircraft described in Exhibit A is under construction, the plans for and proof of ownership of such aircraft; and (2) the insurance information required by Section 16 below for each of Renter’s Aircraft.
3. **PURPOSE:** The purpose of this Rental Agreement is to provide for the rental of a large aircraft hangar space at the Contra Costa County - Buchanan Field Airport for the storage of the aircraft described in the Renter and Aircraft Information Form attached hereto as Exhibit A (individually or collectively, as the case may be, “**Renter’s Aircraft**”).
4. **PREMISES:** For and in consideration of the rents and faithful performance by Renter of the terms and conditions set forth herein, Airport hereby rents to Renter and Renter hereby rents from Airport that large aircraft hangar shown as # F-02 on the Large Aircraft Hangar Site Plan, attached hereto as Exhibit B and incorporated herein (hereinafter referred to as the “**Large Aircraft Hangar.**”).

Renter has inspected the Large Aircraft Hangar and hereby accepts the Large Aircraft Hangar in its present condition, as is, without any obligation on the part of Airport to make any alterations, improvements, or repairs in or about the Large Aircraft Hangar.

5. **USE:** The Large Aircraft Hangar shall be used exclusively by Renter for the storage of Renter’s Aircraft. In addition to the storage of Renter’s Aircraft, Renter may use the Large Aircraft Hangar for (1) the homebuilding, restoration and/or maintenance of Renter’s Aircraft, provided that such homebuilding, restoration and/or

maintenance is performed by Renter only and in conformance with all applicable statutes, ordinances, resolutions, regulations, orders, circulars (including but not limited to FAA Advisory Circular 20-27) and policies now in existence or adopted from time to time by the United States, the State of California, the County of Contra Costa and other government agencies with jurisdiction over Buchanan Field Airport; (2) the storage of and materials directly related to the storage, construction of homebuilt planes homebuilding, restoration, and/or maintenance of Renter's Aircraft; (3) the storage of one boat, or one recreational vehicle, or one motorcycle, or one automobile, provided that Renter first provides to Airport proof of Renter's ownership and original registration of any stored boat or vehicle, for inspection and copying; and/or (4) the storage of comfort items (such as a couch, small refrigerator, etc.) that the Director of Airports, in his sole discretion, determines will not impede the use of the hangar for the storage of Renter's Aircraft, and are not prohibited by applicable building and fire codes. The Large Aircraft Hangar shall not be used for any purpose not expressly set forth in this Section 5. Use.

The use of all or a portion of the Large Aircraft Hangar for the storage of aircraft not owned or leased by Renter is prohibited. (the term "aircraft not owned or leased by Renter" means any aircraft in which Renter does not have an ownership interest or which is not directly leased to Renter). Renter shall present proof of said ownership interest or lease to Airport upon request in addition to that information provided in Exhibit A.

If Renter's Aircraft is or becomes non-operational, it may be stored in the Large Aircraft Hangar only if it is being homebuilt or restored by Renter. Prior to the commencement of any such homebuilding or restoration, Renter shall provide to Airport (1) a copy of the purchase agreement or (2) a valid federal registration number. If Renter's Aircraft is not validly registered with the FAA as of the Effective Date, upon completion of construction, Renter shall register such aircraft and apply for an airworthiness certificate for Renter's Aircraft in accordance with all applicable federal statutes and regulations and provide the original registration and certification to Airport, for inspection and copying, immediately upon receipt by Renter. On or before January 1 of each year, if the homebuilding or restoration has not been completed, Renter shall provide a written annual report to the Director of Airports that details the homebuilding or restoration activity performed, work still required to be completed and an estimate of time of completion.

6. **TERM**: This Rental Agreement shall be from month to month commencing **March 1, 2016**, and shall continue until terminated. This Rental Agreement may be terminated by any party upon thirty (30) days written notice to the other party.

7. **RENT**

- A. **Monthly Rent and Additional Rent.** Renter shall pay \$ 748.23 in rent per month ("**Monthly Rent**") due and payable in advance on the first day of each calendar month, beginning on the commencement date of this Rental Agreement. Unless directed to do otherwise by Airport, Renter shall pay rent only in cash or by personal check, certified check, or money order. If the term of this Rental Agreement begins on a day other than the first day of the month, the Monthly Rent stated above for the first month shall be prorated based on a thirty-day month and shall be due and payable at the time the Renter signs this Rental Agreement.

The Monthly Rent shall be adjusted annually by the change in Consumer Price Index ("**CPI**"), as defined hereinbelow, for the latest one year period ending December 31 of each year. CPI, as used herein, shall mean the Consumer Price Index for all Urban Consumers, All Items, for the San Francisco-Oakland-San Jose Metropolitan Area, as published by the Bureau of Labor Statistics of the U.S. Department of Labor, or its successor. Notwithstanding anything in the foregoing to the contrary, (1) at no time will the Monthly Rent be decreased by CPI adjustment; and (2) no single increase in Monthly Rent shall exceed 6 percent of the applicable Monthly Rent. The new Monthly Rent will take effect thirty (30) days after Airport gives written notice to Renter of the new Monthly Rent amount.

All other payments due from Renter to Airport under this Rental Agreement, including, but not limited to, administrative late charges, interest, and returned check charges, shall be deemed additional rent ("**Additional Rent**"). Airport shall apply any moneys received from Renter to the oldest amount due on Renter's account. Any amounts owed by Renter to Airport prior to the execution of this Rental Agreement shall be deemed due under this Rental Agreement on the commencement date of this Rental Agreement.

- i. **Administrative Late Charge and Interest.** If Renter fails to pay Monthly Rent or Additional Rent by the fifth day after it is due, Renter shall be liable for an administrative late charge in the amount of fifty dollars (\$50.00), plus interest at the rate of 1.5% per month, which shall be due and payable seven (7) days after Airport gives Renter an invoice of said demand for payment of Monthly Rent or Additional Rent that is not paid on its due date. Airport and Renter hereby agree that it



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 1, 2016

Subject: Contra Costa Airports-Authorization to Enter Into a Rental Agreement for 181 JGD at the Buchanan Field Airport

RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to negotiate and execute a monthly rental agreement between the County, as Landlord, and Delux Public Charter, LLC, dba JetSuiteX (JetSuiteX), as the tenant, for the property located at 181 John Glenn Drive, commonly referred to as the Terminal Building, on east side of the Buchanan Field Airport (District IV).

FISCAL IMPACT:

There is no impact on the County General Fund. If Buchanan Field is chosen by JetSuiteX as a site of operation, staff will consider making facility and/or site improvements to accommodate this use at an estimated cost of \$50,000 to the Airport Enterprise Fund. It is expected that any cost incurred by the Airport Enterprise Fund would be recouped within one year in the form of rent and increased fuel flowage fees. Assuming JetSuiteX operates three flights per day, five days per week, with 20 passengers per flight, the expected cash flow to the Airport would be approximately \$10,000 per month (\$3,800 from fuel flowage and the balance from passenger enplanement). In addition, the County General Fund could realize sales tax and other revenues.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Beth Lee, (925)
681-4203

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

By: , Deputy

cc:

BACKGROUND:

JetSuiteX is considering offering a new scheduled charter service that would serve various cities that are within a 90 minute flight distance from the departure airport. Initially, flights are expected to operate between northern and southern California (the Los Angeles Basin). Other connection areas may include Las Vegas, Phoenix, Seattle and San Diego. Buchanan Field is one of the airports JetSuiteX is considering using as part of its operation of this new service. The company's site selection is expected to be publicly announced around March 3, 2016, with service possibly beginning within a few weeks of the announcement.

The company intends to use quiet, modified Embraer 135 jets and to make a maximum of 30 seats available per flight, which will provide passengers with an upscale cabin experience. JetSuiteX advises that it expects to initiate at least one flight per day between the Bay Area and general aviation airports in the Los Angeles basin.

If Buchanan Field is chosen, the company could operate out of the former terminal building on the north end of John Glenn Drive. In order to permit service to begin as soon as possible, JetSuiteX and the County would enter into a month-to-month rental agreement. The final form of the agreement has not been negotiated; certain terms (such as public use of the restrooms) are subject to discussion with JetSuiteX. It is expected that the agreement will be in substantially the form attached. If the proposed business is successful, the County and JetSuiteX may choose to enter into a long-term lease at a future date. If so, that agreement would be subject to the approval of the Board of Supervisors.

The rental agreement that the parties would enter into initially would allow for month-to-month use of the building in exchange for concession rent (in the form of a \$5.00 per passenger enplanement fee).

As the lessor under the rental agreement, the Airport may make necessary improvements to its facility at 181 John Glenn Drive (such as fencing, electrical improvements, and/or structural modifications) to make the building suitable for use as a scheduled charter passenger terminal. The cost of such improvements (which is not estimated to exceed \$50,000) would be funded by the Airport Enterprise Fund. It is expected that the concession rent from the operation of, and the increase in fuel flowage fees related to, this new activity would more than cover these initial costs in the first year of operation (estimated amounts are shown in Section II).

The proposed use and location are consistent with the Buchanan Field Airport Master Plan and the Mitigated Negative Declaration that was adopted by the Board of Supervisors on October 24, 2008.

CONSEQUENCE OF NEGATIVE ACTION:

The Airport may not receive the enhanced service and associated revenue plus another airport may become the recipient.

ATTACHMENTS

JetSuiteX Rental Agreement

RENTAL AGREEMENT
BUCHANAN FIELD AIRPORT

This Rental Agreement ("**Agreement**") is dated _____, 2016, and is between the County of Contra Costa, a political subdivision of the State of California ("**County**") and Delux Public Charter, LLC, a California limited liability company, dba JetSuiteX ("**Tenant**").

Recitals

- A. County is the owner of the real property known and designated as Buchanan Field Airport located in Contra Costa County, California, ("**Airport**").
- B. Tenant desires to rent a portion of the Airport property for the purpose of operating a scheduled charter aviation service. The portion that Tenant desires to rent is 181 John Glenn Drive as shown on Exhibit A (the "**Premises**").

Agreement

- 1. **RENTAL OF PREMISES:** In consideration of the rents and subject to the terms herein set forth, the County hereby rents the Premises to Tenant on a month-to-month basis for the use described below.
- 2. **TERM:** This Agreement is month to month commencing _____, 2016, and will continue until terminated. This Agreement may be terminated by County or Tenant at any time, for any reason, or for no reason, with or without cause, on thirty (30) days written notice. County may terminate this Agreement at any time upon five (5) days written notice to Tenant in the event Tenant violates any term or condition of this Agreement.
- 3. **USE:** Tenant may only use the Premises to operate scheduled charter aviation and related services. The Premises may not be used for any other purpose without the prior

written approval of the Director of Airports. Use of the Premises for purposes other than as provided in this Agreement is cause for the termination of this Agreement.

4. **RENT:** Beginning _____, 2016, as consideration for this Agreement, Tenant shall pay a monthly rent in an amount equal to a concession fee of five dollars (\$5.00) per passenger enplaned (the “**Concession Fee**”) by Tenant on or from the Airport in each calendar month. The County may review the Concession Fee annually and may, at its discretion, adjust the Concession Fee upon thirty (30) days prior written notice to Tenant.
- A. All checks are to be made payable to Contra Costa County and mailed to: Director of Airports, 550 Sally Ride Drive, Concord, CA 94520, or as otherwise specified in writing by County.
 - B. Tenant shall pay the Concession Fee to County not later than the 10^h day of each month representing business completed during the previous month. If County receives the Concession Fee after the 10^h day of the month, the Concession Fee is delinquent and is subject to additional fees as described below.
 - C. Tenant shall submit a gross monthly passenger enplanement report with each Concession Fee payment (the “**Monthly Report**”). Tenant shall cause the Monthly Report to include the total gross monthly passenger enplanement and deplaned totals by Tenant at the Airport during the previous month. The Monthly Report is to be dated, signed, and approved as correct for submission to the Director of Airports by an authorized officer, agent, or representative of Tenant.
 - D. At the end of each calendar year, Tenant shall submit to County an annual report showing all of Tenant’s records for passengers enplaned and deplaned at the Airport for the previous twelve months (the “**Annual Report**”). Tenant shall, at all times, keep and maintain a full and complete set records that accurately show Tenant’s annual passenger enplanement and deplanement totals at the Airport for

the present and three (3) previous income tax years. These records are to be available at all reasonable times for inspection by County's duly authorized representatives.

E. County reserves the right to inspect Tenant's records to determine the accuracy of the Tenant's Monthly Reports.

F. County reserves the right to revise and/or amend Tenant's reporting requirement at any time.

5. **DELINQUENT FEES:** If a Concession Fee payment is Delinquent, Tenant shall pay to County a late fee of Fifty Dollars (\$50.00) (the "**Late Fee**"), plus accrued interest at a rate of one and one-half percent (1.5%) or the maximum legal rate, per month on any unpaid balance. For purposes of calculating accrued interest, the unpaid balance includes the Late Fee, if unpaid, from the date the unpaid balance was due and payable until paid in full.

6. **DEPOSIT:** Prior to the effective date of this Agreement, Tenant shall submit a check payable to Contra Costa County to the Director of Airports in the amount of ____ Thousand and No/100 Dollars (\$__,000). This deposit, less any outstanding amount due to the County, will be returned to Tenant within thirty (30) days following termination of this Agreement.

7. **UTILITY OBLIGATIONS:** Tenant shall pay, on Tenant's own account, all charges for utilities used or consumed on the Premises including, but not limited to, garbage disposal, janitorial services, and telephone services.

8. **ALTERATIONS AND ADDITIONS:** Tenant may not make any alterations, erect any additional structures, or make any improvements on the Premises without the prior written consent of the Director of Airports. In the event Tenant makes alterations or constructs additions that violate the conditions contained in this Agreement (an

“Unauthorized Addition”), at the County’s sole discretion, Tenant shall remove any Unauthorized Addition at Tenant’s sole cost and expense. If Tenant is required to remove any Unauthorized Addition, Tenant, at its sole cost and expense, shall restore the Premises to the condition existing immediately prior to the existence of the Unauthorized Addition, or such other condition designated by Lessor in its election. If Tenant is not required to remove all or any portion of the Unauthorized Addition, then at the Director of Airports sole discretion will advise Tenant if all or any portion of the Unauthorized Addition will remain on and be surrendered with or be removed from the Premises, at the Tenant’s sole cost and expense, on the expiration or termination of the Agreement.

If Tenant wishes to make any alterations, erect any additional structures, or make any additional improvements to the Premises as provided in this Section, Tenant may not commence construction until Tenant has the prior written consent of the County.

9. **MAINTENANCE AND REPAIRS:** Tenant shall maintain the Premises in good order, condition, and repair with ordinary wear and tear excepted. Tenant shall cause all maintenance, repairs, and replacements to be of a quality substantially equal to, or better than, the original material and workmanship.
10. **SECURITY:** County is not responsible for any security for the Premises. Notwithstanding the foregoing, Airport personnel have the right, but not the obligation, to patrol the Premises daily.
11. **SIGNAGE:** Tenant may not install or post any signs of any type, whether permanent or temporary, on the Premises without the prior written consent of the Director of Airports. Any signage installed without the Director of Airport’s prior written approval may be removed at County’s discretion and at Tenant’s expense.
12. **PERMITS AND APPROVALS:** Tenant is responsible for obtaining any permits or approval from any agency having jurisdiction.

13. **INSURANCE:**

- A. Liability Insurance. Throughout the Term, the Tenant shall maintain in full force and effect, at its sole expense, a comprehensive general liability or commercial general liability insurance program covering bodily injury (including death), personal injury, and property damage. The limits must be not less than ____ million dollars per occurrence and ____ million dollars aggregate. The policy must name the County, its officers, agents and employees, individually and collectively, as additional insureds. The liability insurance maintained by the Tenant must be primary.
- B. Worker's Compensation. Tenant shall obtain workers' compensation insurance as required by law, covering all employees of Tenant, and such insurance shall be kept in force during the entire Term of this Agreement.
- C. Form of Policies. Tenant shall cause all policies of insurance required by this Section to be in such standard form and written by such qualified insurance companies as is satisfactory to County. Tenant shall provide evidence of such insurance to Lessor in the form of (i) a copy of the policies, and (ii) a duly executed certificate of insurance. All of such certificates shall name "Contra Costa County, its officers, agents, and employees" as additional insureds. Said policy or policies or certificates shall contain a provision that written notice of policy lapses, cancellation or any changes thereto shall be delivered to County no fewer than thirty (30) days in advance of the effective date thereof.
- D. Waiver of Subrogation. Except as may be specifically provided elsewhere in this agreement, the County and the Tenant hereby each mutually waive any and all rights of recovery from the other in the event of damage to the Premises or any personal property that is caused by acts of God, perils of fire, lightning, and the extended coverage perils, as defined in insurance policies and forms approved for use in the State of California. Each party shall obtain any special endorsements, if

required by their insurer, to evidence compliance with this waiver.

- E. Notice. Tenant shall give Lessor prompt and timely notice of any claim made or suit instituted of which it has knowledge and which could in any way directly, contingently or otherwise, affect either Tenant or County or both, and both Tenant and County shall have the right to participate in the defense of such claim or suit to the extent of its respective interest.
14. **HOLD HARMLESS:** Tenant shall defend, indemnify, save, protect, and hold harmless County and its officers, agents, and employees from and against all liabilities, judgments, claims, costs, and expenses arising directly or indirectly out of or connected with the operations of Tenant, its agents, servants, employees, business invitees, or subcontractors, and any act taken by Tenant, its agents, servants, employees, business invitees or subcontractors, pursuant to this Agreement, or otherwise related to the granting of this Agreement, save and except claims or litigation arising from the sole negligence or sole willful misconduct of County.
15. **STORM WATER DISCHARGED:** The Federal Clean Water Act (the “Act”) provides that the discharge of pollutants to water of the United States from any industrial commercial properties must be in compliance with a National Pollutant Discharge Elimination Permit (“NPDEP”). Under the Act, airports are considered to be “industrial” activities. Therefore, the County, and all tenants located on the Airport, are required to be in compliance with the Act and be NPDEP. County has applied for and received an NPDEP, which covers Tenant’s operations on the Premises.

Tenant shall ensure that no pollution or Hazards Materials (as defined in Section 16. Waste; Hazardous Materials) of any type is discharged into storm water system at the Airport. Tenant is responsible for any such discharge by it or by any of its officers, employees, agents, contractors, guests, or invitees, while this License is in effect. Any

fine or cost of remedial action required of County by any agency or agencies having jurisdiction thereover, as a result of actions on or discharges from the Premises, will be charged to Tenant, and Tenant shall immediately reimburse County for such cost upon demand. In addition, any discharge of pollutants or Hazardous Materials on or from the Premises will be considered a default of this Agreement and grounds for its termination. This Section 15 will survive the termination of this Agreement.

16. **WASTE; HAZARDOUS MATERIALS:** Tenant may not commit, or suffer or permit the commission of any waste upon the Premises, or any nuisance or other act or thing that may disturb the quiet enjoyment of the use of the Airport or surrounding property. Tenant may not, and shall ensure that no others, store or dispose of any Hazardous Materials on the Premises. The term “Hazardous Materials” means any hazardous or toxic substance, hazardous or radioactive material, hazardous waste, pollutant or contaminant at any concentration that is, or during the term of the License becomes, regulated by any local or regional government authority having jurisdiction over the Premises, by the State of California, or by the United States.

Tenant may not permit any activity on the Premises that directly or indirectly produces unlawful amounts or levels of air pollution (gases, particulate matter, odors, fumes, smoke, or dust), water pollution, noise, glare, heat emissions, radioactivity, electronic or radio interference with navigational and communication facilities for the operation of the Airport and for its use by aircraft, trash or refuse accumulation, or vibration or that is hazardous or dangerous by reason or risk of explosion, fire, or harmful emissions. County may enter the Premises at any time to verify Tenant's conformance with the provisions of this Section.

17. **ASSIGNMENT AND TRANSFER:** Tenant may not assign or transfer any of Tenant's right under this Agreement. County may immediately revoke this Agreement if Tenant assigns or transfers any of its rights hereunder.

18. **ALTERATION OF TERMS AND CONDITIONS:** County reserves the right to alter, amend, and/or change the terms and conditions of this Agreement upon thirty (30) days prior written notice to Tenant, and Tenant hereby agrees to execute any document required by County to affect any such alteration, amendment, or change.
19. **INSTRUMENT OF TRANSFER AND NON-DISCRIMINATION COVENANTS:**
- A. Instrument of Transfer: This Agreement is subordinate and subject to the provisions and requirements of the Instrument of Transfer by and between the United States and County dated the 9th day of October, 1947, and recorded in Book 1137, at page 114 of the Official Records of Contra Costa County, California. This Agreement is subordinate to the provisions and requirements of any future agreement between County and the United States relative to the development, operations, and/or maintenance of the Airport.
- B. Non-Discrimination:
- (1) Tenant represents and warrants that it will undertake an affirmative action program as required by 14 Code of Federal Regulations Part 152, Subpart E ("14 CFR Part 152, Subpart E"), to insure that no person shall on the grounds of race, creed, color, national origin, or sex is excluded from participating in any employment activities covered in 14 CFR Part 152, Subpart E. Tenant represents and warrants that no person will be excluded on these grounds from participating in or receiving the services or benefits of any program or activity covered by 14 CFR Part 152, Subpart E. Tenant represents and warrants it will require that its covered suborganizations provide assurances to Tenant that they similarly will undertake an affirmative action program and that they will require assurances from their suborganizations, as required by 14 CFR Part 152, Subpart E, to the same

effect.

- (2) In the event of a breach of any of the above non-discrimination covenants, County may terminate this Agreement as if said Agreement had never been made or issued.
- (3) Tenant agrees to furnish service on a fair, equal, and non-discriminatory basis to all users thereof, and to charge fair, reasonable, and non-discriminatory prices for each unit of sales or service, provided, that Tenant may be allowed to make reasonable and non-discriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. Furthermore, Tenant shall neither discriminate nor permit discrimination against any person or group of persons on the grounds of race, color, national origin, sex or age in any manner, including, but not limited to, discrimination prohibited by applicable Federal Aviation Regulations.
- (4) Non-compliance with paragraph (3) above constitutes a material breach and a default of this Agreement by Tenant. In the event of such non-compliance, (i) County may terminate this Agreement without liability therefore, or (ii) at the election of either government, either or both the County and the United States may judicially enforce the provisions of paragraphs (2) and (3) of this Section.

20. **GENERAL PROVISIONS:**

- A. This Agreement is subject to Section 22. of Airport Ordinance 87-8, as amended by Airport Ordinance 88-82, and any other amendments or successor ordinances thereto.

- B. County hereby reserves the right to further develop or improve the Airport as it sees fit, regardless of the desires or views of Tenant and without interference or hindrance from Tenant.
- C. County hereby reserves the right to hold “special events,” such as air shows, among other events, at the Airport that may involve the temporary closure of all or portions of the Airport. In such event, Tenant may not use any of the ramp areas, taxiways, or other areas of the Airport designated as closed by the Director of Airports in his sole discretion. Such closure does not require notice by the Airport directly to Tenant for this clause to be in effect. In the event of such closure, Tenant may not hold County liable or responsible for any effect such closure may have on Tenant’s operations or business.
- D. County reserves the right to take any action it considers necessary to protect the aerial approaches of the Airport against obstruction, together with the right to prevent Tenant from erecting or permitting to be erected any building or other structure on the Airport that, in the sole opinion of the County, would affect the usefulness of the Airport or constitute a hazard to aircraft.

County, in exercising the rights stated in this subsection, is not liable to Tenant for any expense, loss, or damage to Tenant that results from County's removal of any aerial obstructions.

- E. Neither the failure or delay on the part of County to strictly enforce all the terms and conditions of this Agreement, is a waiver of any rights or remedies accruing to County by law or by this Agreement for any subsequent breach of this Agreement.
- F. In the event that any provisions contained herein is held to be invalid by any court of competent jurisdiction, the invalidity of any such provisions will not materially

prejudice either County or Tenant in their respective rights and obligations contained in the valid provisions of this Agreement.

21. **NOTICES:** Any and all notices, requests, consents, approvals, or communication that either party desires or is required to give to the other party under this Agreement or otherwise must be in writing and either served personally or sent by prepaid first-class mail and will be effective from the date of the mailing of the same. For the purposes thereof, unless otherwise provided in writing by the parties hereto, the address of County is:

Contra Costa County
Director of Airports
550 Sally Ride Drive
Concord, CA 94520

and the address of Tenant is:

[Remainder of Page Intentionally Left Blank]

23. **ENTIRE AGREEMENT:** This instrument contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed. No alterations or variations of this Agreement are valid or binding unless made in writing and signed by both parties hereto.

The parties are executing this Agreement as of the date set forth in the introductory paragraph.

CONTRA COSTA COUNTY,

**Delux Public Charter, LLC
a California limited liability company
dba JetSuiteX**

By: _____
Keith Freitas
Director of Airports

By: _____
Name
Title

RECOMMENDED FOR APPROVAL:

By: _____
Name
Title

By: _____
Beth Lee
Assistant Director of Airports

APPROVED AS TO FORM

Sharon L. Anderson, County Counsel

Note to Tenant:

For corporations, the Agreement must be signed by two officers. The first signature must be that of the Chairperson of the Board, President, or Vice-President, and the second signature must be that of the Secretary, Chief Financial Officer, or Assistant Treasurer (Civ. Code, 1190; Corps. Code 313.)

By: _____
Kathleen M. Andrus
Deputy County Counsel



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: March 1, 2016

Subject: Settlement for Repair of Rodeo Hercules Fire Protection District Fire Engine

RECOMMENDATION(S):

RECEIVE this report and AUTHORIZE payment in the amount of \$154,283.07 as settlement of a property damage claim involving the Rodeo-Hercules Fire Protection District.

FISCAL IMPACT:

Liability Internal Service Fund payment of \$154,283.07.

BACKGROUND:

On March 15, 2015 a Rodeo Hercules Fire Protection District (RHFPD) fire engine was involved in an accident on I-80 when responding to a call for emergency assistance. Repairs were completed by Hi Tech and the truck was returned to RHFPD in January 2016. Hi Tech has forwarded its invoice for \$154,283.07.

An excess claim has been reported to California State Association of Counties (CSAC). The fire engine has a minimum value of \$250,000. There is a deductible of \$100,000. The County will receive approximately \$54,000 back from CSAC once the claim is processed.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Sharon Hymes-Offord
925.335.1450

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Vendor will not be paid for services rendered.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

report

County Administrator
Risk Management Division

2530 Arnold Drive, Suite 140
Martinez, California 94553

Contra Costa County



Liability Claims
Fax Number

(925) 335-1440
(925) 335-1421

TO: Board of Supervisors
FROM: Sharon Hymes-Offord, Risk Manager
DATE: 1/22/16
SUBJECT: Settlement Authority

J.H.O.

RECOMMENDATIONS:

RECEIVE this report and AUTHORIZE payment in the amount of \$154,283.07 as settlement of a property damage claim involving the Rodeo-Hercules Fire Protection District.

FISCAL IMPACT:

Liability Internal Service Fund payment of \$154,283.07.

BACKGROUND:

This is an accident involving a Rodeo Hercules Fire Protection District fire engine and a vehicle driven by Christian Zuniga. This claim seeks coverage for first party collision damages to the District's 2000 Hi Tech Triple Combo Fire Engine.

The accident occurred on 3/15/15 at approx. 1:53am on eastbound I-80 near Willow Avenue. This is an unincorporated area of Contra Costa County that runs along on the Rodeo/Hercules border. Unit E75A had responded to an earlier call for emergency assistance on I-80. E75A was assisting with a vehicle rollover and was positioned about 200 feet behind the scene of that collision and blocking the #3 of 4 lanes with its emergency lights activated. CHP had placed flares to the rear of the Engine, approximately 300 feet back to warn of the truck's presence. This formation was established in order to protect emergency personnel and the person involved in the other accident and was conducted in accordance with the industry's best practices.

Engineer Jerry Short Jr. was seat belted and sitting in the driver's seat of E75A. He reports looking in the side view mirror and seeing headlights in the #3 lane coming straight at the back of his truck. He didn't see the vehicle, a 2013 Ford Fusion, slow down at all before it collided with the rear of E75A.

The driver of the 2013 Ford Fusion, Christian Zuniga, was airlifted from the scene. He was determined to have been driving under the influence of alcohol at the time of the collision. The 2013 Ford Fusion which he was driving was newly registered to him and to Jesse Estrada Bonilla.

CONSEQUENCE OF NEGATIVE ACTION:

The repairs were completed and the truck was returned to RHFPD the first week of January 2016. Hi Tech has forwarded its final invoicing, which is \$154,283.07 and is in line with our appraiser's estimate. The shop charges \$95.00/hour for labor, but it is the original manufacturer of the Engine and the only shop qualified to complete the repairs to this truck. The photos show significant rear end damage to the truck which required the whole box to be removed and rebuilt on the back of the truck. This was a time and labor intensive repair, but based on the valuation of the Engine estimated at \$250,000-\$350,000 by our appraiser, the repair was appropriate.

An excess claim has also been reported to CSAC and is being handled by McLaren's Young International. Since the Engine has a minimum value of \$250,000, the deductible of \$100,000 will apply. We will receive approximately \$54,000 back from CSAC once their claim is processed.

We are hopeful, but not optimistic that we may be able to recover some damages from the at fault party. Mr. Zuniga carried only the California State minimum of \$5,000 in property damage coverage. We may be able to seek some limited additional contribution from him directly as a condition to settlement, or we may be able to have restitution assessed depending upon the status of the District Attorney's DUI case.



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: March 1, 2016

Subject: Public report of litigation settlement agreements that became final during the period of December 15, 2015 through January 31, 2016.

RECOMMENDATION(S):

RECEIVE public report of litigation settlement agreements that became final during the period of December 15, 2015 through January 31, 2016, as recommended by County Counsel.

FISCAL IMPACT:

Settlement amounts are listed below.

BACKGROUND:

Three agreements to settle pending litigation, as defined in Government Code section 54956.9, became final during the period of December 15, 2015 through January 31, 2016.

Lane Bauldry v. County of Contra Costa, et al., USDC Case No. C12-3943 CRB (ND Cal.). On November 17, 2015, the Board approved settlement of this lawsuit arising out of the plaintiff's arrest. Settlement in the amount of \$165,000, inclusive of attorneys fees and costs, was authorized in closed session by unanimous vote of all five members present. The settlement agreement was fully executed on January 4, 2016. The funding source is the Risk Management Liability Internal Service Fund.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Thomas Geiger,
335-1800

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

By: , Deputy

cc: Thomas Geiger, Assistant County Counsel, Sharon Hymes-Offord, Risk Manager

BACKGROUND: (CONT'D)

Theresa Orth v. Contra Costa County, et al., CCC Superior Court Case No. C14-00939. On December 15, 2015, the Board approved settlement of this personal injury lawsuit. Settlement in the amount of \$200,000, inclusive of attorneys fees and costs, was authorized in closed session by unanimous vote of all five members present. The settlement agreement was fully executed on December 15, 2015. The funding source is the Risk Management Liability Internal Service Fund.

Sergio de Jesus Garcia v. Contra Costa County, et al., CCC Superior Court Case No. C14-00484 and USDC Case No. C15-00488 MMC (ND Cal.). On December 15, 2015, the Board approved settlement of these two lawsuits involving civil rights and state law claims. Settlement in the amount of \$140,000, inclusive of attorneys fees and costs, was authorized in closed session by unanimous vote of all five members present. The settlement agreement was fully executed on December 21, 2015. The funding source is the Risk Management Liability Internal Service Fund.

This report includes final settlements of litigation matters handled by the Office of the County Counsel. This report does not include litigation settlements that were reported by the Risk Management Division of the County Administrator's Office as a consent item on the Board's open session agenda.

CONSEQUENCE OF NEGATIVE ACTION:

The report would not be accepted.

CHILDREN'S IMPACT STATEMENT:

N.A.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: claims

RECOMMENDATION(S):

DENY claims filed by Karla Fratus, Luis Granados, Kameron Johnson, Michael Landy, and Leonard Nicholls.

FISCAL IMPACT:

none.

BACKGROUND:

*

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Joellen Balbas
925-335-1906

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: ACCEPT Board Members meeting reports for January 2016

RECOMMENDATION(S):

ACCEPT Board members meeting reports for January 2016.

FISCAL IMPACT:

None.

BACKGROUND:

Government Code section 53232.3(d) requires that members of legislative bodies report on meetings attended for which there has been expense reimbursement (mileage, meals, lodging ex cetera). The attached reports were submitted by the Board of Supervisors members in satisfaction of this requirement. District V had nothing to report. District I attended January 14, CSAC Executive Committee Meeting in Sacramento.

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors will not be in compliance with Government Code 53232.3(d).

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Joellen Balbas
925.335.1906

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

By: , Deputy

cc:

ATTACHMENTS

District III January 2016 report

District IV January 2016 Report

District II January 2016 report

Supervisor Mary Nejedly Piepho - January 2016 AB1234 Report
(Government Code Section 53232.3(d) requires that members of legislative bodies report on meetings attended for which there has been expense reimbursement (mileage, meals, lodging, etc)).

| Date | Meeting Name | Location | Purpose |
|--------|--|--------------|--------------------|
| 5-Jan | Board of Supervisors Meeting | Martinez | Business Meeting |
| 5-Jan | Board of Supervisors Luncheon | Alamo | Community Outreach |
| 6-Jan | Speaking Engagement at the Antioch Rotary Club | Antioch | Community Outreach |
| 7-Jan | Network Video Interview | Martinez | Community Outreach |
| 7-Jan | Meeting with Mabel Lam, SEIU & Arnulfo De La Cruz, Statewide Professional Officer | Martinez | Business Meeting |
| 7-Jan | Meeting with Director of County Airports, Keith Freitas & Beth Lee | Martinez | Business Meeting |
| 7-Jan | Meeting with Major General Daniel E. Helix | Martinez | Business Meeting |
| 7-Jan | Northern Waterfront Ad Hoc Committee Meeting | Martinez | Business Meeting |
| 8-Jan | Protection Commission's Delta Leadership Program | Sacramento | Business Meeting |
| 11-Jan | Meeting with Bruce Baracco, Principal Planner with Baracco & Associates | Brentwood | Business Meeting |
| 11-Jan | Meeting with Environmental Health Director, Marilyn Underwood | Brentwood | Business Meeting |
| 11-Jan | Meeting with Brentwood City Manager, Gus Vina | Brentwood | Business Meeting |
| 11-Jan | Meeting with Animal Services Director, Beth Ward | Brentwood | Business Meeting |
| 12-Jan | Board of Supervisors Meeting | Martinez | Business Meeting |
| 12-Jan | Housing Authority Meeting | Martinez | Business Meeting |
| 12-Jan | Contra Costa County Fire Protection District Meeting | Martinez | Business Meeting |
| 26-Jan | Board of Supervisors - Special Meeting | Danville | Business Meeting |
| 27-Jan | Phone Meeting with Executive Director, Erik Vink, Delta Protection Commission & Richard Denton | Brentwood | Business Meeting |
| 27-Jan | California Contractors Alliance Annual Luncheon | Walnut Creek | Community Outreach |

| | | | |
|--------|--|------------|--------------------|
| 27-Jan | * Phone Meeting with Delta Stewardship Council | Brentwood | Business Meeting |
| 28-Jan | * Delta Stewardship Council Meeting | Sacramento | Business Meeting |
| 28-Jan | Phone Meeting with Kathy Narasaki, Network Manager, Martinez Probation | Brentwood | Business Meeting |
| 29-Jan | Phone Meeting with Delta Counties Coalition | Brentwood | Business Meeting |
| 29-Jan | Constituent Meeting | Antioch | Business Meeting |
| 29-Jan | Building Industry Association Installation Dinner | Berkeley | Community Outreach |
| | | | |

* Reimbursement may come from an agency other than Contra Costa County

Supervisor Karen Mitchoff
January 2016

| DATE | MEETING NAME | LOCATION | PURPOSE |
|-------------|--|-----------------|---------------------------|
| 1/5/2016 | Board of Supervisors Meeting | Martinez | Decisions on agenda items |
| 1/6/2016 | CCTA Planning Committee Meeting | Walnut Creek | Decisions on agenda items |
| 1/12/2016 | Board of Supervisors Meeting | Martinez | Decisions on agenda items |
| 1/14/2016 | California Water Seminar | Sacramento | Water Advocacy |
| 1/15/2016 | Delta Counties Coalition In-Person Meeting | Sacramento | Water Advocacy |
| 1/19/2016 | Board of Supervisors Meeting | Martinez | Decisions on agenda items |
| 1/20/2016 | BAAQMD Board Retreat | San Francisco | Decisions on agenda items |
| 1/20/2016 | CCTA Authority Meeting | Walnut Creek | Decisions on agenda items |
| 1/21/2016 | ABAG Executive Board Meeting | Oakland | Decisions on agenda items |
| 1/26/2016 | Board of Supervisors Retreat | Danville | Decisions on agenda items |
| 1/28/2016 | BAAQMD Mobile Source Committee | San Francisco | Decisions on agenda items |
| 1/28/2016 | CCCSWA Board Meeting | Walnut Creek | Decisions on agenda items |

Supervisor Candace Andersen – Monthly Meeting Report *January 2016*

| Date | Meeting | Location |
|------|--------------------------|----------------|
| 5 | Board of Supervisors | Martinez/Alamo |
| 6 | Mental Health Commission | Concord |
| 7 | Mayors Conference | San Ramon |
| 8 | O & S | Danville |
| 11 | SWAT | Lafayette |
| 12 | Board of Supervisors | Martinez |
| 13 | CCCERA | Concord |
| 13 | LAFCO | Martinez |
| 14 | East Bay EDA | Alameda |
| 15 | EBRCSA | Dublin |
| 19 | Board of Supervisors | Martinez |
| 19 | Traffix | Danville |
| 21 | CCCTA | Concord |
| 21 | CSAC Institute | Martinez |
| 26 | Board of Supervisors | Martinez |
| 26 | Traffix | Danville |



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: March 1, 2016

Subject: Honoring Dr. Henry Clark for His Service on the Contra Costa County Hazardous Materials Commission

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Micheal Kent (925)
313-6587

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.

2016/103

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2016/103

Honoring Dr. Henry Clark for His Service on the Contra Costa County Hazardous Materials Commission.

WHEREAS, Commissioner Dr. Henry Clark was born and raised in North Richmond; and
WHEREAS, Commissioner Clark became the Executive Director of the West County Toxics Coalition in 1986; and
WHEREAS, Commissioner Clark represented the West County Toxics Coalition on the Hazardous Materials Commission from 1993 through 2015; and
WHEREAS, Commissioner Clark served as Chairperson of the Operations Committee for most of those years; and
WHEREAS, Commission Clark championed the principles of Environmental Justice throughout his tenure on the Hazardous Materials Commission, eloquently and passionately standing up for the health and welfare of frontline communities throughout the County; and
WHEREAS, Commissioner Clark was instrumental in the development of the Hazardous Materials Commission's report on Environmental Justice in 2000 to the Board of Supervisors that paved the way for the adoption of the County's Environmental Justice Policy; and
WHEREAS, Commissioner Clark brought insights and information he took from state, national and international efforts to address Environmental Justice and hazardous materials issues back to the Commission for consideration; and
WHEREAS, Commissioner Clark represented the Hazardous Materials Commission on the Safety Culture Assessment of General Chemical and the review of the Contra Costa County Industrial Safety Ordinance; and
WHEREAS, Commissioner Clark set an exemplary standard for participation on the Hazardous Materials Commission through his willingness to listen other perspectives and achieve compromise while developing recommendations to the Board of Supervisors on issues including the development and implementation of the County's Industrial Safety Ordinance, Community Warning System and Environmental Justice Policy, while still being a strong and effective advocate for the communities he served;
NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Contra Costa County hereby extends its sincere congratulations and heartfelt appreciation to Dr. Henry Clark for his many years of service on the Contra Costa County Hazardous Materials Commission.

CANDACE ANDERSEN

Chair,
District II Supervisor

JOHN GIOIA

District I Supervisor

MARY N. PIEPHO

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: March 1, 2016

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Recognizing the Winners of the Contra Costa County "Poetry Out Loud" 2016 Competition

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Enid Mendoza, (925)
335-1039

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2016/92

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2016/92

Recognizing Kiara Chatman, Chloe Dichoso and Madeline Zeiger for placing First, Second, and Third in the Contra Costa County “Poetry Out Loud” 2016 Competition.

WHEREAS, the members of the Board of Supervisors of Contra Costa County are pleased to extend congratulations to Kiara Chatman, Chloe Dichoso and Madeline Zeiger for placing first, second, and third in the Contra Costa County “Poetry Out Loud” 2016 Competition; and

WHEREAS, Kiara Chatman, a junior at Deer Valley High in Antioch, was awarded First Place, Chloe Dichoso, a junior from Salesian College Preparatory in Richmond, was awarded Second Place, and Madeline Zeiger, a senior from Las Lomas High in Walnut Creek, was awarded Third Place in the Contra Costa County “Poetry Out Loud” Competition on February 6, 2016, a competition which emphasizes language skills and public speaking; and

WHEREAS, over 2,500 students countywide memorized a poem for this year’s program, a program started by the National Endowment for the Arts (NEA) and run by the California Arts Council in the State and locally by the Arts and Culture Commission of Contra Costa County (AC5), to engage high school students in the presentation of poetry through memorization and performance; and

WHEREAS, this is Contra Costa County’s ninth year participating in the “Poetry Out Loud” competition; and

WHEREAS, students performed their recitations in front of an audience of over one hundred at the Las Lomas High School Theatre in Walnut Creek; and

WHEREAS, the pool of finalists included students from fifteen county high schools, including: Acalanes High in Lafayette, College Park High in Pleasant Hill, Deer Valley High in Antioch, El Cerrito High in El Cerrito, Independence High in Brentwood, Las Lomas High in Walnut Creek, Monte Vista High in Danville, Mt. Diablo High in Concord, Northgate High in Walnut Creek, Pittsburg High in Pittsburg, Truthtrackers Co-Op in Walnut Creek and Kennedy High, Making Waves Academy, Richmond High and Salesian College Preparatory, all in Richmond; and

WHEREAS, Ms. Chatman, Ms. Dichoso, and Ms. Zeiger gave extraordinary recitations along with a very competitive group of finalists; and

WHEREAS, the “Poetry Out Loud” program seeks to foster the next generation of literary readers by recognizing the latest trends in poetry: recitation and performance; and

WHEREAS, to excel as Ms. Chatman, Ms. Dichoso, and Ms. Zeiger have done, a young person must demonstrate, in addition to a great deal of natural ability, an outstanding spirit of dedication, enthusiasm and hard work.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County, California does hereby recognize Kiara Chatman, Chloe Dichoso and Madeline Zeiger for placing First, Second, and Third in the Contra Costa County “Poetry Out Loud” 2016 Competition and extend this expression of our pride in your accomplishments.

CANDACE ANDERSEN

Chair,
District II Supervisor

JOHN GIOIA

District I Supervisor

MARY N. PIEPHO

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: March 1, 2016

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: HIRING OUTREACH OVERSIGHT COMMITTEE
Date: March 1, 2016

Subject: Appointment to the Advisory Council on Equal Employment Opportunity

RECOMMENDATION(S):

APPOINT George Carter to Community Seat 4 on the Advisory Council for Equal Employment Opportunity to complete the unexpired term ending on November 30, 2018.

FISCAL IMPACT:

None

BACKGROUND:

The Advisory Council for Equal Employment Opportunity (the Council) was established in July 1991 to serve as an advisory committee to the Board of Supervisors regarding the implementation of the County's Affirmative Action Plan, to review the Affirmative Action Program and to recommend actions to facilitate attainment of the County's goal for affirmative action. The Council is composed of 13 members and a Board committee reviews nominations to all seats except those designated for County managers and labor unions. Terms of office for seats reviewed by Board Committee are three years.

In 2013, the Internal Operations Committee reviewed Board Resolution Nos. 2011/497 and 2011/498, which stipulate that applicants for At Large/Non Agency-Specific seats on specified bodies are to be interviewed

☐ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Antoine Wilson,
925-335-1455

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

By: , Deputy

cc: Antoine Wilson, Sharon Hymes-Offord

BACKGROUND: (CONT'D)

by a Board subcommittee. The Resolutions further permit a Board Committee to select a screening committee to assist in interviewing applicants for appointment for certain bodies, including the Council.

For many years, the Internal Operations Committee served as the reviewing committee for the Advisory Council on Equal Employment Opportunity nominations; however, the mission of the Council is more consistent with the Board's Hiring Outreach Oversight Committee, which is now designated as the reviewing committee for the Council's nominations for the following seats: Education (1); Business (1); Labor Involved in Training (1); Veteran (1); Disabled (1); Union (2), Management (2) and Community (4).

The regular process to fill the above seats is that the Equal Employment Opportunity Officer will assist the Council in recruiting new members. The Council or a subcommittee thereof will screen/interview applications or candidates, and then forward its nominations to the Hiring Outreach and Oversight Committee for consideration and possible recommendation to the Board Of Supervisors. The Advisory Council for Equal Employment Opportunity nominates George Carter to Community Seat number 4 which expires November 30, 2018. Attached is Mr. Carter's application.

CONSEQUENCE OF NEGATIVE ACTION:

In an effort to achieve 100% member participation, the Advisory Council for Equal Employment Opportunity is committed to ensuring that it accepts qualified candidates to serve in one of its vacant seats. Currently, there are 8 seats(62%) out of 13 occupied. If the seat is not filled, the Council will fail to reach its goal of 100% participation.

ATTACHMENTS

George Carter Application Form

CONTRA COSTA COUNTY ADVISORY BOARDS, COMMISSIONS, OR COMMITTEES

APPLICATION FORM

Name of Advisory Body applying for: Equal Employment Opportunity

Name of Applicant: George E. Carter III

Signature: George E. Carter III

Personal Experiences, Skills, and Interests

Education/Background:

Studied Business Administration at JFK University in Pleasant Hill, CA; A resident of Contra Costa County for the past 24 years; Served as School Resource Officer for the Pittsburg Police Dept./School District, providing a positive image of the Police Dept. to the students, administration, parents, and community (1992-1995); Director of YES! Concord (Youth Employment Services), connecting continuation High School youth to employment opportunities throughout Contra Costa County (1997-2000); Social Services Employment Placement Counselor for Employment & Human Services Dept. of Contra Costa County, connecting social services clients to employment opportunities with partnering businesses (2000-2006); Business Services Representative/Rapid Response Coordinator for the Workforce Development Board of Contra Costa County, providing information and resources to businesses in an effort to support business retention/growth, participate in planning/implementation of job fair's connecting Contra Costa County residents to businesses recruiting to fill vacancies, respond to company layoff/closures (2006-present).

Occupation/Employer:

Business Services Representative/Rapid Response Coordinator for the Workforce Development Board of Contra Costa County (2006-present).

Community Activities:

Help coordinate Career Day for Contra Costa County Juvenile Hall (speak, and invite professionals to share information, inspiration, and insights to incarcerated youth in an effort to reduce recidivism).

Facilitate employability workshops for Contra Costa County Independent Living Skills Program (ILSP) Foster Youth Program.

Facilitate "How to Get a Job" workshops for Contra Costa County District V Supervisor, Federal Glover's Youth Summit (past 10 years)

Presenting business resource informational sessions to various business/community-based organizations including: Rotary, NAACP, and Chamber's of Commerce throughout Contra Costa County (Received "Most Supportive Member" Award from Hispanic Chamber of Commerce, Dec. 2013)

Special Interests:

Community outreach & engagement, community development , networking, economic development (received "Above & Beyond" Award from the California Association for Local Economic Development (CALED), April 2013).



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 1, 2016

Subject: Contra Costa Airports Business Association Re-appointment to the Aviation Advisory Committee

RECOMMENDATION(S):

RE-APPOINT Mike Bruno of Sterling Aviation as the Contra Costa Airports Business Association representative to the Aviation Advisory Committee (AAC) to a term expiring March 1, 2019, as recommended by the Buchanan Field Airport Fixed Base Operators, Pacheco area.

FISCAL IMPACT:

No Fiscal Impact

BACKGROUND:

On, February 11, 2016, a letter was submitted to the Director of Airports stating that the Fixed Base Operator Managers had agreed to have Mike Bruno continue representing the businesses on the Airport on the Aviation Advisory Committee.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Contra Costa County Airports Business Association will not have representation on the Aviation Advisory Committee regarding Airport matters that could affect their businesses.

ATTACHMENTS

AAC Re-appointment Letter-M Bruno

BUDHANAN
AIRPORT

2016 FEB 11 P 4:47



145 John Glenn Drive, Concord, CA. 94520-5615 - sterlinginfo@sterlingav.com - (925) 676-2100

Dear Keith,

The Business Association has met and voted to have Michael Bruno represent us on the Aviation Advisory Committee. If you have any questions please feel free to contact me at 925-676-2100.

Michael Bruno
925-383-6900
Sterling Aviation



Contra
Costa
County

To: Board of Supervisors

From: FAMILY & HUMAN SERVICES COMMITTEE

Date: March 1, 2016

Subject: Appointments to the Council on Homelessness

RECOMMENDATION(S):

Appoint Doug Leich to the Faith Community Representative seat on the Contra Costa Council on Homelessness with terms expiring 12/31/2016.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lavonna Martin, (925)
313-6736

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

>

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The Contra Costa Council on Homelessness provides a forum for communication and coordination of the County's Strategic Plan to End Homelessness, educate the community on homeless issues, and advocate on federal, state and local policy issues affecting people who are homeless or at-risk of homelessness.

The Council on Homelessness is appointed by the Board of Supervisors and consists of 18 seats representing homeless or formerly homeless persons, educational/vocational services, health care, housing providers law enforcement, local government, the faith community, homeless service providers, and philanthropy. All Council members reside in or are employed in Contra Costa County, demonstrate a professional interest in or personal commitment to addressing and alleviating the impact of homelessness, and be able to contribute unique expertise, opinions and viewpoints on homeless issues. Candidates will serve two-year terms.

The Council on Homelessness continues to make every effort to fill its vacant seats. These efforts include sending a targeted email solicitation via the Continuum of Care mailing list (300+ contacts that include each Supervisors office), announcing vacancies at public Council on Homelessness meetings and posting information about the vacancies and application materials on the Council on Homelessness website.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant.

CHILDREN'S IMPACT STATEMENT:

None



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: March 1, 2016

Subject: Agreement with Byron Union School District for Measure WW Implementation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, as fiscal agent for a portion of the East Bay Regional Park District Measure WW Local Grant funds, to enter into a Joint Use Agreement with the Byron Union School District (BUSD) in an amount not to exceed \$600,000 to develop the BUSD Family Playground at 1401 Byron Highway in Byron; and

DETERMINE the Project is exempt from the California Environmental Quality Act (CEQA) as a Categorical Exemption Class 1, Class 3, and Class 14, pursuant to Article 19, Sections 15301, 15303, and 15314 of the CEQA Guidelines; and DIRECT the Conservation and Development Director to file a Notice of Exemption with the County Clerk; and

AUTHORIZE the Conservation and Development Director to arrange for payment of a \$50 fee to the County Clerk for filing the Notice of Exemption.

FISCAL IMPACT:

No Impact on the General Fund. 100% of the costs will be paid by East Bay Regional Park District Measure WW Local Grant funds.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kristine Solseng (925)
674-7809

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

By: , Deputy

cc:

BACKGROUND:

In November 2008, Alameda and Contra Costa County voters approved the East Bay Regional Park District's (EBRPD) Measure WW Regional Open Space, Wildlife, Shoreline and Parks Bond Extension. From that measure, a total of \$7.93 million is allocated for local park purposes to areas within the unincorporated area of the county. These funds were allocated to specific County Services Areas (CSA) (\$2.49 million), Community Service Districts (CSD) and local Recreation and Park Districts (\$2.39 million), and to unincorporated areas not in a CSA, CSD or local park district (\$3.05 million). On December 15, 2015 the Board of Supervisors adopted a resolution authorizing the Department of Conservation and Development to enter into a Master Contract with EBRPD for the \$3.05 million allocated to the unincorporated areas not in a CSA, CSD, or local park district.

The Master Agreement between the County and EBRPD was finalized on February 1, 2016, thus allowing the County to submit individual project applications to EBRPD for funding. Applications are accepted by EBRPD on an annual basis between February 1 and March 31. Included in the Board Authorization of the EBRPD Master Contract was a proposed project matrix identifying individual projects to be submitted to EBRPD for funding. The project identified in Supervisorial District 3 was the BUSD Excelsior Play Field improvements (now named the BUSD Family Playground), with an estimated cost of \$600,000.

The proposed BUSD Family Playground is located on an approximately 3.5 acre underutilized portion of the Byron Union School District property located at 1401 Byron Highway in Byron, CA. The project site is adjacent to Excelsior Middle School, the Byron Union School District Office, and Byer Road. The project will create a much needed family recreational space in the Byron community. The proposed project includes the design and construction of an all-abilities playground with park features including, but not limited to, benches, tables, accessible picnic tables, sidewalk, and improvements to the existing field area. The project also includes the design and construction of a 960 square foot building to house a multi-purpose room for educational and community activities (science club, scout meetings, etc). The project includes the demolition of existing field infrastructure and other actions that may be necessary for implementation.

Measure WW Grant eligibility requirements state applicants must provide evidence to EBRPD that they have adequate tenure and/or site control of properties to be improved. A Joint Use Agreement (Agreement) is one mechanism allowed to meet the site control requirement. The attached Agreement outlines the responsibilities of the County and BUSD for implementation of Measure WW grants. The major components of the Agreement include the following:

- The project shall be open to the public, at minimum, after 3:30 on weekdays and all day on Saturday,
- The agreement has a term of 25 years per EBRPD requirements,
- BUSD is responsible for completing the improvements identified in the scope,
- BUSD is responsible for maintenance of the site, and
- The County is responsible for grant administration.

If EBRPD approves the project, BUSD is ready to begin the design phase of the project. It is anticipated the BUSD Family Playground will be completed by the December of 2017.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in approving the agreement may result in an inability to secure grant funding, and the project would not move forward.

CHILDREN'S IMPACT STATEMENT:

The proposed project will support the following community outcomes established in the Children's Report Card: 1) Children and youth are healthy and preparing for a productive adulthood; 2) Families are safe, stable and nurturing; 3) Communities are safe and provide a high quality of life for children and families.

ATTACHMENTS

Joint Use Agreement

CEQA - Notice of Exemption

JOINT USE AGREEMENT

Allocation of Measure WW Park Bond Funds Byron Union School District Family Playground

This joint use agreement (“Agreement”) is dated _____, 2016 (the “Effective Date”), and is between the BYRON UNION SCHOOL DISTRICT, a California public school district (the “School District”), and the COUNTY OF CONTRA COSTA, a political subdivision of the State of California (the “County”).

RECITALS

- A. In November 2008, the voters of Alameda County and Contra Costa County approved the East Bay Regional Park District’s (“EBRPD”) Measure WW Park Bond Extension (“Measure WW”). A portion of the proceeds that resulted from the issuance of the Measure WW bonds have been set aside for a local grant program, under which eligible applicants are granted Measure WW funds for eligible projects.
- B. The County and EBRPD are parties to Master Contract No. ____ (the “Master Contract”), under which EBRPD is making a grant of Measure WW funds to the County for the acquisition and development of neighborhood, community and regional parks and recreation lands and facilities in the unincorporated area of Contra Costa County. The amount of such grant is referred to as the “Grant Proceeds.” A copy of the Master Contract is attached as Exhibit A.
- C. The School District owns that certain property located at 14301 Byron Highway, Byron, California, which is the location of the. A portion of the district site consists of approximately 3 acres located on the south west portion of the site (the “Project Site”). An aerial photograph that shows the Project Site is attached as Exhibit B.
- D. The County desires to use a portion of the funds it received from EBRPD under the Master Contract to renovate the Project Site by performing the tasks described on Exhibit C. The performance and completion of such tasks is the “Project.”
- E. California Education Code section 10900 et seq. authorizes counties and school districts to acquire, construct, improve, maintain, and operate recreation centers within or without their territorial limits.
- F. California Education Code section 17527 et seq. authorizes the governing board of any school district to enter into agreements permitting the use of vacant classrooms or other space in operating school buildings, and the permanent improvement of school grounds, by governmental units. To promote general educational and recreational objectives for children and adults of the community at large, the School District and the County desire that the School District and the County jointly provide a school park at the Project Site, to be used by the School District and the County.

The parties therefore agree as follows:

AGREEMENT

1. Joint Use of Project Site. For the Term of this Agreement, the School District and the County will jointly use the Project Site. Once the Project is complete, the School District shall cause the Project Site to be available for general public recreation, at a minimum, during the following times: After 3:30 p.m. on weekdays and all day on Saturday.
2. Term. The “Term” of this Agreement begins on the Effective Date and ends on the date that is twenty-five years after the date the Project is complete. If no record of the Project completion date can be found, the Term of this Agreement ends on the twenty-sixth anniversary of the Effective Date.
3. Consideration. In exchange for the County allocating \$600,000 of the Grant Proceeds to the School District, the School District shall (i) complete the improvements to the Project Site that are identified on Exhibit B, and (ii) permit the County to use the Project Site for the purposes described below.
4. Surrender of Project Site. On the last day of the Term, the County shall peaceably and quietly leave and surrender to the School District the Project Site, along with any improvements thereto.
5. Use. The County may use the Project Site for community park and recreation purposes. In accordance with Section B.10 of the General Provisions of the Master Contract, if the use of the Project Site changes to a use that is not for parks and recreation, or if the Project Site is sold or otherwise disposed of, the School District shall pay to the County the Reimbursement. The “Reimbursement” is an amount that equals (i) the Grant Proceeds, (ii) the fair market value of the Project Site, or (3) the proceeds from the sale or other disposition of the Project Site, whichever is greater. The School District shall pay the Reimbursement to the County within thirty (30) days of a demand from the County. The County shall use the Reimbursement to either make capital improvements related to parks and recreation facilities, in accordance with an agreement between the County and EBRPD, or to reimburse the Grant Proceeds to EBRPD.
6. Maintenance. The School District is responsible for maintaining the Project Site throughout the Term. The School District’s maintenance responsibilities include weed abatement, trash collection, abatement of any illegal dumping on the Project Site, and abatement of any vandalism on the Project Site.
7. Funding Acknowledgment Sign. The School District shall post, or permit the County to post, a funding acknowledgment sign on the Project Site. The funding acknowledgment sign is to remain onsite for at least three years after completion of the improvements described on Exhibit C.

8. Nondiscrimination. In accordance with Section I of the General Provisions of the Master Contract, the School District shall not (i) discriminate against any person on the basis of sex, race, color, national origin, age, religion, ancestry, sexual orientation, or disability in the use of the Project Site during the Term, (ii) discriminate against any person on the basis of residence, except to the extent reasonable differences in admission or other fees based on residence are permitted by law.
9. Site Visits. The School District shall permit representatives of the County and representatives of EBRPD to make periodic inspections of the Project Site to determine that the School District is complying with the terms of this Agreement.
10. Indemnification.
 - a. By County. County shall indemnify, defend and hold the School District harmless from the County's share of any and all claims, costs and liability for any damage, injury or death of or to any person or the property of any person, including attorneys' fees, caused by the willful misconduct or the negligent acts, errors, or omissions of the County, its officers, agents or employees in implementing the Site Improvements, except to the extent caused or contributed to by the negligent acts, errors, or omissions of the School District, its officers, agents or employees. During the term of this Agreement, the County must maintain liability insurance or a self-insurance fund sufficient to protect the School District from the risks stated in this section.
 - b. By School District. The School District shall indemnify, defend and hold the County harmless from School District's share of any and all claims, costs and liability for any damage, injury or death of or to any person or the property of any person, including attorneys' fees, caused by the willful misconduct or the negligent acts, errors or omissions of the School District, its officers, agents or employees with respect to the Project Site, except to the extent caused or contributed to by the negligent acts, errors, or omissions of the County, its officers, agents, or employees. During the term of this Agreement, the School District must maintain liability insurance or a self-insurance fund sufficient to protect the County from the risks stated in this section.
11. Notices. All notices required or permitted under this Agreement are to be in writing and delivered personally, or sent by overnight delivery service, or registered or certified mail, postage prepaid and directed as follows:

If to the District:

Debbie Gold
Byron Unified School District
14301 Byron Highway
Byron, CA 94514

If to County:

John Kopchik
The County of Contra Costa
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Either party may, at any time or from time to time, designate in writing a substitute address for that above set forth, and thereafter notices are to be delivered to such substitute address for that above set forth. Notices to either party are effective on the date of delivery, if delivered personally, on the next business day if sent by overnight courier, and three business days after depositing in the United States Postal system if sent via registered or certified mail.

12. Project Administration. The School District shall cooperate with the County in preparing any Project Status Reports required by EBRPD during the Term.
13. Project Termination. If any portion of the grant being made to the County under the Master Contract that is intended to be used for the Project is terminated for any reason, the County has no obligation to carry out the Project.
14. No Third-Party Beneficiaries. Nothing in this Agreement, express or implied, is intended to, or does, confer upon any other person any right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.
15. Governing Law. The laws of the State of California govern all matters between the parties that relate to this Agreement.

The parties are signing this agreement as of the Effective Date.

COUNTY

COUNTY OF CONTRA COSTA, a
political subdivision of the State of
California

By: _____
John Kopchik
Director of Conservation
and Development

SCHOOL DISTRICT

BYRON UNIFIED SCHOOL DISTRICT, a
California public school district

By: _____
Debbie Gold
Superintendent

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Notice of Exemption

To: ☐ Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From: Contra Costa County
Dept. of Conservation & Development
30 Muir Road
Martinez, CA 94553

☒ County Clerk
County of: Contra Costa

Project Title: Byron Union School District Family Playground

Project Applicant: Contra Costa County

Project Location – Specific: 1401 Byron Highway, Byron, CA

Project Location – City: Byron, CA

Project Location – County: Contra Costa

Description of Nature, Purpose and Beneficiaries of Project:

The proposed project includes the design and construction of an all-abilities playground with park features including, but not limited to, benches, tables, ADA picnic tables, sidewalk, and improvements to existing field. The project also includes the design and construction of a 960 square foot building to house a multi-purpose room for educational and community activities. The project includes demolition of existing field infrastructure and other actions that may be necessary for implementation.

The proposed project is located on a 3.5 acre underutilized portion of the Byron Union School District property, adjacent to Excelsior Middle School, the Byron Union School District Office, and Byer Road. The project will create a much needed family recreational space in the Byron community.

Name of Public Agency Approving Project: Contra Costa County

Name of Person or Agency Carrying Out Project: Contra Costa County

Exempt Status:

- ☐ Ministerial Project (Sec. 21080(b) (1); 15268;
- ☒ Categorical Exemption, Sect. 15301, 15303, and 15314
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Other Statutory Exemption, Code no.:
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ General Rule of Applicability

Reasons why project is exempt:

The project is a Class 1 Exempt (Section 15301(l) – Existing Facilities). Example L includes demolition and removal of individual small structures, including accessory structure. The project includes the demolition of a small, accessory structures on the site (baseball diamond backstop and fencing).

The project is a Class 3 Exemptions (Section 15303 – New Construction or Conversion of Small Structure) which consists of construction or installation of small facilities or structures. The construction will include new playground equipment and 960 square foot building is considered small facilities and structures.

The project is a Class 14 Exemptions (Section 15314 – Minor Additions to Schools) which consists of minor additions to schools providing the addition does not increase the student population by 25% or ten classroom, whichever is less. The addition of the playground and community room does not allow for an increase of the student population by more than 25%.

Lead Agency Contact Person: Kristine Solseng

Area Code/Telephone/Extension: (925) 674-7809

- If filed by applicant:
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: _____

☒ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature

Title

Applicant: Name
Address
Department

Department of Fish and Game Fees Due
☐ EIR - \$3,070.00
☐ Neg. Dec. - \$2,210.00
☐ DeMinimis Findings - \$0
☒ County Clerk - \$50
☒ Conservation & Development - \$25

Total Due: \$ _____
Total Paid \$ _____

Receipt #:



Contra
Costa
County

To: Board of Supervisors
From: LEGISLATION COMMITTEE
Date: March 1, 2016

Subject: Support Position on AB 1665 (Bonilla): Transactions and use taxes: Counties of Alameda & Contra Costa, and Contra Costa Transportation Authority

RECOMMENDATION(S):

ADOPT a "Support" position on AB 1665 (Bonilla), *Transactions and use taxes: County of Alameda, County of Contra Costa, and Contra Costa Transportation Authority*, an act to amend Sections 7291 and 7292 of the Revenue and Taxation Code to shift the authority from the County to the Contra Costa Transportation Authority ("CCTA") to place a special tax measure on the ballot for the purpose of asking the County's voters to approve a transactions and use tax for the support of countywide transportation programs, as recommended by the Legislation Committee.

FISCAL IMPACT:

None.

BACKGROUND:

The Legislature has limited the maximum combined rate of sales, transactions and use taxes that can be imposed in California at 9.5% (the "cap"). The local portion of this combined rate is capped at 2%. In certain circumstances, special legislation has been enacted to allow a city or county to exceed the statutory cap. Revenue and Taxation Code section 7291, as amended in 2013 by AB 210, gave Alameda and Contra Costa Counties each the ability to impose a new, one-half cent (0.5%) transaction and use tax "for support of countywide transportation programs," above the State's maximum sales and use tax rate of 9.5%. A ballot measure proposed under this statute requires two-thirds voter approval. The authority to impose this tax expires if the voters have not approved the new tax by December 31, 2020. Using this authority, in 2014 Alameda voters approved a measure called Measure BB, which proposed a 30-year transportation sales tax measures to the voters of that county. The measure passed by 70.76% vote.

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: L. DeLaney,
925-335-1097

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND: (CONT'D)

>

According to the bill analyses for AB 210 (*see Attachment A*), the Contra Costa “countywide transportation program” referenced in the statute was CCTA’s Countywide Comprehensive Transportation Plan (See, e.g., May 8, 2013, Assembly Floor Analysis). CCTA is considering submitting a transportation tax measure to the Contra Costa County voters in November 2016. To that end, CCTA has proposed a revision to Revenue and Taxation Code section 7291 to transfer the authority from the County to CCTA to propose the special tax. This would be accomplished by AB 1665 (*see Attachment B*). The rationale is that CCTA oversees this County’s “countywide transportation program” and CCTA will have the responsibility to administer the tax proceeds.

At the February 4, 2016 meeting of the CCTA’s Administration and Projects Committee, a position of support was taken on AB 1665 (Bonilla) and Committee members expressed a strong desire that the County would also support the bill.

As a CCTA member agency, the County has a substantial role in CCTA’s current effort to develop a Transportation Expenditure Plan and sales tax planned for November 2016 regardless of the statutory changes proposed in the subject bill. Per the Local Transportation Authority and Improvement Act (Public Utilities Code, § 180206(a)): *A county transportation expenditure plan shall not be adopted until it has received the approval of the board of supervisors and of the city councils representing both a majority of the cities in the county and a majority of the population residing in the incorporated areas of the county.*

Currently, Sections 7291 and 7292 of the Revenue and Taxation Code are the only authority the County has to exceed the sales tax cap.

On February 8, 2016 the Legislation Committee met, considered the needs of both the County and CCTA relative to the bill, and determined that a position of support was appropriate for recommendation to the Board of Supervisors for AB 1665.

CONSEQUENCE OF NEGATIVE ACTION:

Because this bill refers to a “countywide transportation program” that serves Contra Costa County, the author may rely on the County’s legislative position for guidance. A lack of support for this bill may compromise the bill’s chances and, in CCTA’s view, could negatively impact the success of a future ballot measure. If AB 1665 is not passed, only the County would have the authority to propose a new transactions and utility tax measure to the voters for the support of this county’s countywide transportation program. CCTA would not have the independent authority to put the tax measure on the ballot.

ATTACHMENTS

Attachment A

Attachment B: AB 1665

ASSEMBLY THIRD READING

AB 210 (Wieckowski)

As Amended April 23, 2013

Majority vote

| LOCAL GOVERNMENT | 7-2 | REVENUE & TAXATION | 5-3 |
|---|-----|--|-----|
| Ayes: Achadjian, Levine, Alejo, Bradford, Gordon, Mullin, Bonta | | Ayes: Bocanegra, Gordon, Mullin, Pan, Ting | |
| Nays: Melendez, Waldron | | Nays: Dahle, Harkey, Nestande | |

SUMMARY: Extends the current authority for Alameda County to adopt an ordinance imposing a transactions and use tax from January 1, 2014, to December 31, 2020, and allows Contra Costa County to adopt an ordinance imposing a transactions and use tax in the same manner as Alameda County. Specifically, this bill:

- 1) Extends the sunset date, from January 1, 2014, to December 31, 2020, to provide authority to Alameda County to adopt an ordinance to impose a transactions and use tax that exceeds the combined statutory rate of 2%.
- 2) Allows, until December 31, 2020, Contra Costa County to adopt an ordinance to impose a transactions and use tax not to exceed 0.5% for the support of a countywide transportation program at a rate that would, in combination with other taxes, exceed the statutory limit of 2%.
- 3) Allows Alameda County and Contra Costa County to place the ordinance proposing the transactions and use tax to the voters in an election outside the November general election.
- 4) Finds and declares that a special law is necessary because of the unique fiscal pressures experienced in Alameda and Contra Costa County in providing essential transportation programs.

EXISTING LAW:

- 1) Authorizes cities and counties to impose a local sales and use tax.
- 2) Authorizes cities and counties to impose transactions and use taxes.
- 3) Prohibits, in any county, the combined rate of all taxes imposed in accordance with Transactions and Use Tax Law from exceeding 2%.
- 4) Allows the County of Alameda to adopt an ordinance imposing a transactions and use tax not to exceed 0.5% for the support of countywide transportation programs at a rate that would, in combination with all other transaction and use taxes, exceed the 2% limit established in existing law, if all the following conditions are met:
 - a) The local government entity adopts an ordinance proposing the transactions and use tax by any applicable voting requirements;

- b) The ordinance proposing the transactions and use tax is submitted to the electorate on the November 6, 2012, general election ballot and is approved by two-thirds of the voters voting on the ordinance; and,
 - c) The transactions and use tax conforms to the Transaction and Use Tax Law.
- 5) Provides that the authority for the County of Alameda to adopt an ordinance to impose a transactions and use tax that exceeds the combined statutory rate of 2% shall only remain in effect until January 1, 2014.

FISCAL EFFECT: None

COMMENTS: Prior to 2003, cities lacked the ability to place transactions and use taxes before their voters without first obtaining approval by the Legislature to bring an ordinance before the city council, and, if approved at the council level, to the voters. This was remedied by SB 566 (Scott), Chapter 709, Statutes of 2003. SB 566 also contained provisions to increase a county's transactions and use tax cap because of the possibility that certain counties were going to run out of room under their caps if cities within those counties approved transactions and use taxes.

In Alameda County, Union City voters recently passed a transactions and use tax of 0.5%, which in addition to the countywide rate of 1.5% occupy the tax capacity under the 2% combined rate. The existing 2% transactions and use tax limit would have prevented the enactment of a ballot measure in November of 2012 to increase the tax if it was approved by the voters. In order to remedy this AB 1086 (Wieckowski), Chapter 327, Statutes of 2011, allows a one-time exemption from the 2% transactions and use tax combined rate cap that is currently in statute. This one-time exemption was only for Alameda County and only applied if two-thirds of voters, voting in the November 6, 2012, election agreed and only if the transactions and use tax conforms to Transactions and Use Tax Law.

To take advantage of this one-time remedy, Measure B1 was placed on the November 6, 2012, ballot in Alameda County. According to the author, "Measure B1 was supported by an overwhelming majority of voters at 66.53%, but fell .15% short of reaching the two-thirds threshold. Given the clear majority of voters that support continued improvements to meet the county's vast transportation needs, the Alameda County Transportation Commission is seeking approval to take another ballot measure before voters prior to 2020."

This bill allows Alameda County to go back to the voters with another ballot measure by extending their existing authority, from January 1, 2014, to December 31, 2020, to adopt an ordinance to impose a transactions and use tax that exceeds the combined rate of 2%. According to the Alameda County Transportation Commission (Alameda CTC) they are in the process of developing long-term policies and a funding plan to return with another ballot measure prior to 2020. This bill is sponsored by the Alameda CTC.

Additionally, Contra Costa Transportation Authority (CCTA) is currently working on a 2014 update of the Countywide Comprehensive Transportation Plan (CTP). The development of the CTP is underway and includes a public input component, polling, and strategic planning that may inform the CCTA in their decision to develop an expenditure plan that includes a local transportation measure. Without this bill, if the CCTA decides to proceed with an increase, the existing 2% transactions and use tax limit will prevent the enactment of the tax if it is approved

by the voters. The City of El Cerrito recently enacted an additional transactions and use tax of 0.5%, which in addition to the current rate of 0.5% in El Cerrito and the countywide rate of 1% occupy the tax capacity under the 2% combined rate. The CCTA would like the option of placing a ballot measure before the voters to exceed the existing 2% cap by 0.5%.

This bill requires Contra Costa County to abide by requirements established for Alameda County in order to exceed the 2% transactions and use tax cap. Like Alameda County, this bill provides Contra Costa County an exemption to the 2% cap, if two-thirds of voters in an election agree, and only if the transactions and use tax conforms to Transactions and Use Tax Law. This bill allows the two counties to place a ballot measure for a transactions and use tax up to 0.5% in any election until December 31, 2020.

The Legislature may wish to discuss if the 2% transactions and use tax combined rate cap needs to be raised statewide, instead of having counties come to the Legislature on a case by case basis.

Support arguments: While this bill allows Alameda and Contra Costa County to exceed the current 2% combined county rate, it abides by all local voting requirements, and would only take effect if voters approve the new transactions and use tax at an election prior to December 31, 2020.

Opposition arguments: Opponents argue that this bill will further distort the intention and design of California local sales tax by promoting inconsistent rates amongst the counties. Additionally, excessive tax rates put the state at a competitive disadvantage and forestall an economic recovery.

Analysis Prepared by: Misa Yokoi-Shelton / L. GOV. / (916) 319-3958

FN: 0000389

ASSEMBLY BILL**No. 1665****Introduced by Assembly Member Bonilla**

January 14, 2016

An act to amend Sections 7291 and 7292 of the Revenue and Taxation Code, relating to taxation.

LEGISLATIVE COUNSEL'S DIGEST

AB 1665, as introduced, Bonilla. Transactions and use taxes: County of Alameda, County of Contra Costa, and Contra Costa Transportation Authority.

Existing law authorizes the County of Alameda and the County of Contra Costa to impose a transactions and use tax for the support of countywide transportation programs at a rate of no more than 0.5% that, in combination with other specified taxes, exceeds the combined rate of all these taxes that may be imposed, if certain requirements are met, including a requirement that the ordinance proposing the transactions and use tax be submitted to, and approved by, the voters. Existing law repeals this authority on December 31, 2020, if the ordinance is not approved by the voters by that date.

This bill would extend this taxing authority of the County of Alameda until December 31, 2014, and would shift this same taxing authority, or so extended, from the County of Contra Costa to the Contra Costa Transportation Authority.

Vote: majority. Appropriation: no. Fiscal committee: no.
State-mandated local program: no.

The people of the State of California do enact as follows:

SECTION 1. Section 7291 of the Revenue and Taxation Code is amended to read:

7291. Notwithstanding any other law, the County of Alameda and the ~~County of~~ Contra Costa *Transportation Authority* may each impose a transactions and use tax for the support of countywide transportation programs at a rate of no more than 0.5 percent that would, in combination with all taxes imposed pursuant to Part 1.6 (commencing with Section 7251), exceed the limit established in Section 7251.1, if all of the following requirements are met:

(a) The county *or the Contra Costa Transportation Authority* adopts an ordinance proposing the transactions and use tax by any applicable voting approval requirement.

(b) The ordinance proposing the transactions and use tax is submitted to the electorate and is approved by the voters voting on the ordinance pursuant to Article XIII C of the California Constitution.

(c) The transactions and use tax conforms to the Transactions and Use Tax Law, Part 1.6 (commencing with Section 7251), other than Section 7251.1.

SEC. 2. Section 7292 of the Revenue and Taxation Code is amended to read:

7292. If, as of December 31, ~~2020~~, 2024, an ordinance proposing a transactions and use tax has not been approved as required by subdivision (b) of Section 7291, this chapter shall be repealed as of that same date.

SEC. 3. The Legislature finds and declares that a special law is necessary and that a general law cannot be made applicable within the meaning of Section 16 of Article IV because of the unique fiscal pressures being experienced in the County of Alameda and by the Contra Costa Transportation Authority in providing essential transportation programs.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: March 1, 2016

Subject: Add one Account Clerk Advanced Level position and cancel one vacant Collection Enforcement Officer II position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21831 to add one permanent full-time Account Clerk – Advanced Level (JDTD) at salary level 3RX-1133 (\$3,408 - \$4,353) and cancel one permanent full-time Collection Enforcement Officer II (SMVD) at salary level QV5-1304 (\$4,048 - \$4,920) position #14259 in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will result in an annual cost savings of \$10,008.76 with benefits, including pension cost savings of \$2,417.08.

BACKGROUND:

The Health Services Department's Patient Accounting Division is responsible for all of Health Services Patient Accounting. The majority of the Patient Accounting Division's work load is completed by the Account Clerk classification series. There is already

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Melissa Carofanello -
melissa.carofanello@hsd.cccounty.us - 925-957-5248

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 1, 2016

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

an existing Collection Enforcement Officer II position and currently it has been determined there is not enough work or assignments to warrant the additional Collection Enforcement Officer II position in Patient Accounting which has been vacant since 2013. The Department has determined the need for an Account Clerk position is critical and is able to cancel the Collection Enforcement Officer II in its place.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Patient Accounting Unit will not have adequate staff to meet its financial and legal obligations.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P-300 #21831

POSITION ADJUSTMENT REQUEST

NO. 21831
DATE 9/23/2015

Department HEALTH SERVICES

Department No./

Budget Unit No. 0540 Org No. 6569 Agency No. A18

Action Requested: Add one Account Clerk- Advanced Level (JDTD) and cancel one Collection Enforcement Officer II (SMVD) #14259 in the Health Services Department. (Represented)

Proposed Effective Date: 3/9/2016

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost (\$10,109.00)

Net County Cost \$0.00

Total this FY (\$2502.00)

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Savings to EFI

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Melissa Carofanello

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

3/19/2016

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under delegated authority.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

03/19/16

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as requested by Department3

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 2/20/2016

No. _____

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Position Resolution No. 21830 - Reallocating the Salary Schedule of Specific Classifications in the Health Services Department

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 21830 to reallocate the salaries of CCRMC Chief Executive Officer (VCB2) from salary plan grade and level B85-2614 (\$14,816) to B85-2645 (\$24,916), Medical Director (VCA2), Chief Medical Officer (VPS4) from salary plan grade and level B85-2643 (\$15,247) to B85-2645 (\$24,916), and Chief Nursing Officer (VWD2) from salary plan grade and level B8L-2449 (\$13,341) to B8L-2455 (\$19,083).

FISCAL IMPACT:

No net fiscal impact. The cost of this action will be offset by the discontinuance of On-Call duty pay and Sale of Vacation eligibility for employees in these classifications.

BACKGROUND:

The base salaries for these classifications are not competitive to sustain a strong knowledgeable leadership team. The Hospital and Health Centers provides care and services to a large portion of the ever increasing Contra Costa Health Plan membership, which is currently at 190,000 lives. This executive team is responsible for working with the Director of Health Services to maintain and enhance the quality of care for our patients. The state of California and the federal Centers for Medicaid and Medicare Services (CMS) announced that a high-level conceptual agreement

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Dorette McCollum
957-5253

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

By: , Deputy

cc: Lisa Lopez, Assistant Director of Human Resources, Enid Mendoza, Senior Deputy County Administrator, William Walker, Health Services Department, Human Resources

BACKGROUND: (CONT'D)

was reached regarding the renewal of California's Section 1115 Medicaid Waiver. The Public Hospital Redesign & Incentives in Medi-Cal and Whole Person Care programs will require continued innovative improvement and re-design to achieve the necessary outcomes required by the State and CMS. It is critical for the County to maintain a skilled and experienced executive leadership team to ensure that the County services remain a strong public health care safety net for the citizens of Contra Costa County.

While reviewing the salaries of like positions in other Bay Area counties, the Health Services department found Contra Costa County's compensation for these four classifications to be significantly below market. Therefore, the department is requesting to reallocate the salaries of these classifications which will strategically place the Department in a better position to recruit and retain in the future, while offsetting the costs by the discontinuance of On-Call duty pay and sale of vacation for these classifications. By nature of their role in the organization all incumbents are expected to stand ready to report to work at any time, and the department has used on-call duty pay as a mechanism to adequately compensate these individuals. The incumbents will still be expected to stand ready to report to work outside of their normal work hours. However, on-call duty pay and the vacation buy-back program will no longer be available to incumbents in these classifications.

The four specified classifications are: CCRMC Chief Executive Officer (VCB2); Medical Director (VCA2); Chief Medical Officer (VPS4); and Chief Nursing Officer (VWD2).

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved the department will be in jeopardy of retaining a highly skilled and effective executive team, and may have difficulty recruiting in the future.

ATTACHMENTS

P300 - 21830

POSITION ADJUSTMENT REQUEST

NO. 21830
DATE 12/23/15

Department HEALTH SERVICES - Hospital & Clinics Department No./
Budget Unit No. 0540 Org No. 6544 Agency No. A18

Action Requested: Reallocate the salary of CCRMC Chief Executive Officer (VCB2) in org #6544; reallocate the salary of Chief Medical Officer- Exempt (VPS4) in org. #6544; reallocate the salary of Medical Director (VCA2) in org #6544; and reallocate the salary of Chief Nursing Officer (VWD2) in org #6505.

Proposed Effective Date: 3/1/16

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00

Net County Cost _____

Total this FY \$0.00

N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Elimination of on-call duty pay and vacation buy-back

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Dorette McCollum

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

2/23/2016

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/25/2016

Reallocate salaries of CCRMC Chief Executive Officer (VCB2) from salary plan grade and level B85-2614 (\$14,816) to B85-2645 (\$24,916), Medical Director (VCA2) and Chief Medical Officer (VPS4) from salary plan grade and level B85-2643 (\$15,247) to B85-2645 (\$24,916), and Chief Nursing Officer (VWD2) from salary plan grade and level B8L-2449 (\$13,341) to B8L-2455 (\$19,083).

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☒ 3/1/2016(Date)

Marta Goc

2/25/2016

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

2/25/16

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

Lisa Driscoll

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 2/25/2016

No. _____

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: March 1, 2016

Subject: Add one Health Services Clinical Systems Analyst I and cancel two Health Services Systems Analyst II positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21832 to add two (2) Health Services Clinical Systems Analyst I (LBVB) positions (\$8,406-\$9,267) and cancel two (2) vacant Health Services Systems Analyst II (LBVC) positions #14268 and #16022 in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, the costs associated with this action will be approximately \$19,131 annually with benefits including \$4,620 in pension costs. Costs will be funded by Enterprise Fund I (100%).

BACKGROUND:

The Health Services Information Technology unit has identified a need for additional Health Services Clinical Systems Analyst I positions. The two Health Services Systems Analyst II positions the unit is looking to cancel provide ccLink application support to the ASAP (Emergency Department) and Beacon (Oncology) modules. It is critical that these Analyst positions have clinical education and experience as a practicing or former clinician in order to provide support to clinical end-users. The addition of the Health Services Clinical Systems Analyst I positions will be beneficial to the unit in performing these tasks.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kristen Cunningham,
957-5267

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Health Services Information Technology will not have the appropriate personnel to staff its clinical operations.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P300 No. 21832

POSITION ADJUSTMENT REQUEST

NO. 21832
DATE 2/3/2016

Department Health Services – Info Technology Department No./
Budget Unit No. 0540 Org No. 6555 Agency No. A18

Action Requested: Add two Health Services Clinical Systems Analyst I (LBVB) positions and cancel two vacant Health Services Systems Analyst II (LBVC) positions #14268 and #16022 in the Information Technology division of the Health Services Department

Proposed Effective Date: 3/2/2016

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$19,131.99

Net County Cost \$0.00

Total this FY \$6,377.33

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Costs funded 100% by Enterprise Fund I

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Kristen Cunningham

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

2/19/2016

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under delegated authority.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 2/19/2016

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 2/24/2016

No. _____

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Position Resolution No. 21829 - Reallocating the Salary Schedule of the EHS Chief Financial Officer

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21829 to reallocate the salary schedule, B85 2010 (\$8,147.25 - \$10,398.19) of the EHS Chief Financial Officer - Exempt (XAD9) classification to a salary schedule of \$8,147.25 - \$11,126.06.

FISCAL IMPACT:

Upon approval, this action will result in annual costs of approximately \$12,581, which includes \$3,057 in pension costs. (45% State, 45% Federal, 10% County funding)

BACKGROUND:

The Employment and Human Services Department recently recruited and hired a new EHS Chief Financial Officer. Since that time, the incumbent has made a significant contribution to the department, has modernized out-of-date fiscal operations, created the budget management system needed in the 21st century that allows the department to monitor revenue and expenditures in real time and make informed decisions to maximize revenues. Additionally, the department is on the cusp of partnering with other county and community agencies to leverage and braid funding

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll (925)
335-1023

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

By: , Deputy

cc: Lisa Lopez, Assistant Director of Human Resources, Harjit S. Nahal, Assistant County Auditor

BACKGROUND: (CONT'D)

streams in such a way as to enhance the County's ability to provide safety net services without increasing county general fund costs. Although EHSD is still not fully recovered from the effects of the Recession in regard to meeting compliance and audit expectations, the EHS Chief Financial Officer's leadership in this regard has been highly productive.

The requested action is to compensate the employee for the significance of the work being performed that is far and above that of the job specification of the original recruitment.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the County will be negatively impacted by the loss of a highly-trained individual key to the Department of Employment and Human Services' financial operations.

ATTACHMENTS

P300 - 21829

POSITION ADJUSTMENT REQUEST

NO. 21829
DATE 2/19/2016

Department Employment Human Services

Department No./

Budget Unit No. 0501 Org No. 5101 Agency No. A19

Action Requested: ADOPT Position Adjustment Resolution No. 21829 to reallocate the salary schedule, B85 2010 (\$8147.25 - \$10398.19) of the EHS Chief Financial Officer - Exempt (XAD9) classification, to reflect a salary increase of 7%.

Proposed Effective Date: 3/1/2016

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$12,581.15

Net County Cost \$12581.12

Total this FY \$5242.14

N.C.C. this FY \$524.21

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 45% State, 45% Federal, 10% County Funding

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Kathy Gallagher

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Lisa Driscoll, County Finance Director

2/19/2016

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/24/2016

ADOPT Position Adjustment Resolution No. 21829 to reallocate the salary schedule, B85 2010 (\$8147.25 - \$10398.19) of the EHS Chief Financial Officer - Exempt (XAD9) classification, to reflect a salary increase of 7%.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☒ 3/1/2016(Date)

Lisa Lopez

2/24/2016

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

3/1/16

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

Lisa Driscoll

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 2/24/2016

No. xxxxx

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Appointment of two Chief Assistant County Administrator-Exempt

RECOMMENDATION(S):

1. ADOPT Resolution No. 2016/110 reallocating the classifications of Chief Assistant County Administrator – Exempt (ADB1) and County Finance Director-Exempt (ADB6) on the Salary Schedule;
2. ADD the position of Chief Assistant County Administrator –Exempt Job Code (ADB1) and cancel position no. 12832 Senior Management Analyst Job Code (ADTD) in the County Administrator's Office effective March 1, 2016;
3. APPOINT Allison Picard to the position of Chief Assistant County Administrator – Exempt at Step 5 of the salary range effective April 1, 2016 with the following additional terms of employment: Other benefits as provided for the Chief Assistant County Administrator – Exempt in Management Resolution No. 2015/386; and
4. APPOINT Eric Angstadt to the position of Chief Assistant County Administrator – Exempt at Step 5 of the salary range effective May 2, 2016 with the following additional terms of employment: Other benefits as provided for the Chief Assistant County Administrator – Exempt in Management Resolution No. 2015/386.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kathy Ito, (925)
335-1754

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

By: , Deputy

cc: Lisa Lopez, Assistant Director of Human Resources, Harjit S. Nahal, Assistant County Auditor

FISCAL IMPACT:

The cost of reallocating the classifications of Chief Assistant County Administrator - Exempt and County Finance Director-Exempt on the salary schedule to add one additional step would be \$9,816 for each position annually. The addition of one Chief Assistant County Administrator-Exempt and cancellation of one Senior Management Analyst position will result in an estimated annual net cost of \$250,888, of which \$38,256 is due to pension. The fiscal impact for the remainder of the current year is estimated to be \$84,000. All costs are 100% General Fund.

BACKGROUND:

In July of 2015, Chief Assistant County Administrator Theresa Speiker informed the County Administrator that she would be resigning from her position no later than March 31, 2016.

The County contracted with Peckham and McKenney to conduct the recruitment to fill two vacancies, the impending vacancy and another to be created, to assist the County Administrator in making major financial, administrative and policy recommendations to the Board of Supervisors as well as conducting or directing special projects and the analysis of public policy issues that are complex, difficult and sensitive in nature.

On November 6, 2015, the recruitment to fill two (2) Chief County Administrator-Exempt positions commenced. Peckham and McKenney advertised the positions nationwide but with particular emphasis on the west coast region. Ads were placed with the California State Association of Counties (CSAC), Careers in Government, Western City Magazine, California City News, International City/County Management Association (ICMA), National Association of Counties (NACo) News, Municipal Management Association of Northern California (MMANC), Municipal Management Association of Southern California (MMASC), Oregon League of Cities, and Jobs Available.

Invitations and recruitment profiles were sent to 418 potential candidates targeted by Peckham and McKenney. The five (5) week recruitment garnered 106 applications. With the assistance of Peckham and McKenney, the applications were screened and eight (8) semi-finalists were forwarded to the County Selection Committee on January 25, 2016. The County Selection Committee was composed of Nancy Watt, County Executive Officer, Napa County; Monica Nino, County Administrator, San Joaquin County; Lisa Driscoll, County Finance Director, Contra Costa County; and Kathy Ito, President, KMI Human Resources Consulting, Inc.

The County Selection Committee referred four (4) candidates to be interviewed by Candace Anderson, Chair, Contra Costa County Board of Supervisors, District 2; Mary Piepho, Vice Chair, Contra Costa County Board of Supervisors, District 3; and myself. Following the interviews on February 3, 2016, and a series of reference checks, Contra Costa County residents Allison Picard and Eric Angstadt were selected for the positions.

Ms. Picard holds a Bachelor's Degree in History from Loyola Marymount University and a Master's Degree in Public Administration with concentrations in Finance and Urban Planning from California State University, Long Beach. Ms. Picard holds a Certified Labor Relations Master certificated from the California Public Employer Relations Association (CalPELRA). She currently serves as the Assistant General Manager, Employee Relations for San Francisco Bay Area Rapid Transit (BART), after holding posts as Assistant County Administrator and Deputy County Administrator/Human Resources Director for the County of Kings, and Chief Analyst for the County of Los Angeles Administrative Office, Finance and Operations Branch. Ms. Picard also served as an Instructor for Chapman University teaching courses within the Organization Leadership undergraduate and Human Resources graduate programs. Ms. Picard brings with her over 30 years of local government experience in both budget development/administration as well as human resources/labor relations.

Mr. Angstadt earned a Bachelor's Degree in Archaeology from the University of Virginia and a Master's Degree in Archaeology with an emphasis in Economic Archaeology from Arizona State University. Mr. Angstadt has also completed coursework toward his Master of City Planning (MCP) with an emphasis in Economic Development at the University of Tennessee. He currently serves as the Director of Planning and Development for the City of Berkeley, after holding posts as the Deputy Director, Community and Economic Development Agency, for the City of Oakland, and as the Interim Economic Development Director and Principal Planner for the City of Benicia. He also served in the U.S. Army as a Logistics Manager and Investigating Officer. Mr. Angstadt brings with him over 20 years of public sector management experience with expertise in planning, economic development and executive leadership as well as a talent for resolving controversial problems and handling high-level negotiations of sensitive issues.

CONSEQUENCE OF NEGATIVE ACTION:

The Chief Assistant County Administrator position(s) will go vacant and the salary schedule will not be reallocated.

ATTACHMENTS

Resolution No. 2016/110

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2016/110

In the Matter of: Reallocating the salary of the classifications of Chief Assistant County Administrator – Exempt and County Finance Director-Exempt and cancelling the outstanding performance pay steps for the classification of Chief Assistant County Administrator –Exempt.

Whereas, the County Administrator's Office and the Human Resources Department recognized a need to reallocate the salary of the Chief Assistant County Administrator-Exempt classification;

Whereas, the salary of the County Finance Director –Exempt salary was previously reallocated to the salary range of the Chief Assistant County Administrator – Exempt via Resolution No. 2014/196;

The Contra Costa County Board of Supervisors acting solely in its capacity as the Governing Board of the County of Contra Costa **RESOLVES THAT:**

1. ABOLISH outstanding performance steps for classification of Chief Assistant County Administrator-Exempt Job Code (ADB1) in Resolution No. 94/575 effective March 1, 2016;
2. REALLOCATE the classifications of Chief Assistant County Administrator –Exempt (ADB1) and County Finance Director-Exempt (ADB6) from salary level BD5/2565 – 4 steps (\$165,233.47 – \$196,060.34) on the salary schedule to salary level BD5/2565 – 5 steps (\$165,233.47 – \$205,875.86) on the salary schedule effective March 1, 2016;
3. Place incumbent of the County Finance Director-Exempt (ADB6) classification, who was at Step 4 of her previous salary range, at Step 5 of the new salary range established class for the class effective March 1, 2016; and
4. ADD position of Chief Assistant County Administrator-Exempt (ADB1) and CANCEL position no. 12832 Senior Management Analyst (ADTD) in the County Administrator's Office, effective March 1, 2016.

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.

Contact: Kathy Ito, (925) 335-1754

ATTESTED: March 1, 2016

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

By: , Deputy

cc: Lisa Lopez, Assistant Director of Human Resources, Harjit S. Nahal, Assistant County Auditor



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: Governor's Office of Emergency Services, Elder Abuse Program Grant funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept the California Governor's Office of Emergency Services, Elder Abuse Program grant funding in an amount not to exceed \$400,000 to expand the multidisciplinary community response to elder and dependent adult abuse for the period July 1, 2016 through June 30, 2018.

FISCAL IMPACT:

County to receive an amount not to exceed \$400,000 from the California Governor's Office of Emergency Services grant. (100% State) (20% In-kind match)

BACKGROUND:

This funding will provide support to communities to improve the ability to identify the needs of victims of elder and independent adult abuse and to improve the delivery of services by: funding an Elder Abuse Victim Specialist dedicated to serving elder and independent adult victims; providing and coordinating direct services for elder and dependent adult victims; expanding the communities' capacity to serve elder and dependent adult victims; ensuring the elder and dependent adult victims have access to the criminal justice system; and, implementing an outreach awareness program for victims and mandated reporters of elder and dependent adult abuse and others who come into contact with these victims.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Elaine Burres,
313-1717

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, designed expansion of multidisciplinary elder abuse services would be curtailed.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



**Contra
Costa
County**

To: Board of Supervisors
From: Chad Godoy, Director of Agriculture/Weights & Measures
Date: March 1, 2016

Subject: Exotic Pest Detection Trapping Agreement #15-0289

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute Agreement #15-0289 with the California Department of Food and Agriculture for reimbursement in an amount not to exceed \$766,211. to provide pest detection services for the period July 1, 2015 through June 30, 2016.

FISCAL IMPACT:

Agreement #15-0289 will reimbursement the Department for expenses incurred, not to exceed \$766,211, during the period beginning July 1, 2015 through June 30, 2016, for pest detection work performed on behalf of the California Department of Food and Agriculture (CDFA) in Contra Costa County. The total cost of this program is expected to be \$998,923. Cost of \$283,007 will come from the general fund, which should bring an expected \$113,203 revenue from Gas tax in FY16/17. This revenue has been anticipated in the departments 15/16 budget.

BACKGROUND:

The county shall provide services for placing and servicing of traps for the detection of exotic insect pests, which are considered hazardous to agriculture and the economy of California. The insects may include, but are not limited to the Mediterranean Fruit Fly, Mexican

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF
SUPERVISORS**

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 1, 2016

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

Contact: 646-5250

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Fruit Fly, Oriental Fruit Fly, Melon Fly, Gypsy Moth and Japanese Beetle. This list is not inclusive and may contain other invasive exotic pests as identified. This agreement includes delimitation work associated with the detection of one or more life stages of target pests in the county.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action would result in loss of revenue to the Department and possible threat to our local agriculture and residents of Contra Costa County.

CHILDREN'S IMPACT STATEMENT:

No impact

ATTACHMENTS

Pest Detection 2016



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

February 5, 2016

County of Contra Costa
2366 A Starwell Circle,
Concord, CA 94520-4807
Attn: Ag Commissioner

Program: Exotic Pest Detection Trapping
Agreement Number: 15-0289

In regard to the enclosed Standard Agreement, please complete the following item(s) and return to the California Department of Food and Agriculture, Acquisitions Office, 1220 N Street, Room 115, Sacramento, CA 95814 within 15 business days of the date of this letter. Failure to comply may result in delayed payment. If you cannot return the documents within the 15 business days, please contact the analyst named below to inform her of when you will return the contract.

This Agreement cannot be considered binding on either party until fully executed and approved by the Department of General Services, when required. No services should be provided prior to approval, as the State is not obligated to make any payments on any services received prior to contract execution.

☒ Standard Agreement (STD 213) with attached exhibits. Please have the person within your organization, who has full authority to commit to all of the contents of this agreement, review and sign the two signature pages of the Standard Agreement package. **Return ALL originals** to this office. Once the contract is finalized (see above paragraph), the agreement is considered fully executed and an original will be mailed to you.

☐ Amendment to the above referenced Standard Agreement. Sign both copies and return both originals for further processing. A fully executed original will be returned to you when completed.

☒ Contractor Certification Clauses (CCC - 307). The CCC package contains clauses and conditions that may apply to your agreement and to persons doing business with the State of California. The CCC will be kept on file in this office and must be renewed with every contract and as changes occur. Please sign and return the current CCC. Failure to do so will prohibit the State of California from doing business with your company.

☒ A copy of the resolution, order or motion authorizing execution of this Agreement must be included.

☒ A copy of your insurance certification which states coverage will not be canceled without 30 days written notice to the State of California and which also includes the **State of California, its officers, agents, employees, and servants as additional insureds, but only with respect to work performed under the contract. Any required endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.**

☐ Initial all changes on the enclosed Agreement and return the same for further processing.

☐ Other:

If you have any questions regarding this Agreement, please contact the analyst identified below.

Sincerely,

Valerie Roberts, (916) 403-6518
Acquisitions Office
Administrative Services



STATE OF CALIFORNIA
STANDARD AGREEMENT
STD 213 (Rev 08/03)

AGREEMENT NUMBER

15-0289

REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE

CONTRACTOR'S NAME

COUNTY OF CONTRA COSTA

2. The term of this

Agreement is: July 01, 2015 through June 30, 2016

3. The maximum amount
of this Agreement is:

\$ 766,211.00

Seven Hundred Sixty-six Thousand Two Hundred Eleven Dollars and No Cents

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work

1 page(s)

Attachment 1

27 page(s)

Exhibit B – Budget Detail and Payment Provisions

1 page(s)

Attachment 1

7 page(s)

Exhibit C – General Terms and Conditions – GTC 610

3 page(s)

Check mark one item below as Exhibit D:

☒ Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement)

1 page(s)

Exhibit E – Additional Provisions

4 page(s)

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)

COUNTY OF CONTRA COSTA

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

2366 A STANWELL CIRCLE, CONCORD, CA 94520-4807

STATE OF CALIFORNIA

AGENCY NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

JENNIFER CROW, ACQUISITIONS MANAGER

ADDRESS

1220 N STREET, ROOM 115, SACRAMENTO, CA 95814

**California Department of General
Services Use Only**

☐ Exempt per: DGS Ltr 28.7

AGREEMENT NUMBER

15-0289

REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE

CONTRACTOR'S NAME

COUNTY OF CONTRA COSTA

2. The term of this Agreement is: **July 01, 2015 through June 30, 2016**
3. The maximum amount of this Agreement is: **\$ 766,211.00**
Seven Hundred Sixty-six Thousand Two Hundred Eleven Dollars and No Cents
4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

| | |
|--|------------|
| Exhibit A – Scope of Work | 1 page(s) |
| Attachment 1 | 27 page(s) |
| Exhibit B – Budget Detail and Payment Provisions | 1 page(s) |
| Attachment 1 | 7 page(s) |
| Exhibit C – General Terms and Conditions – GTC 610 | 3 page(s) |
| Check mark one item below as Exhibit D: | |
| <input checked="" type="checkbox"/> Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement) | 1 page(s) |
| Exhibit E – Additional Provisions | 4 page(s) |

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)

COUNTY OF CONTRA COSTA

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

2366 A STANWELL CIRCLE, CONCORD, CA 94520-4807

STATE OF CALIFORNIA

AGENCY NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

JENNIFER CROW, ACQUISITIONS MANAGER

ADDRESS

1220 N STREET, ROOM 115, SACRAMENTO, CA 95814

**California Department of General
Services Use Only**

☐ Exempt per: DGS Ltr 28.7

EXHIBIT A
 (County Agreement)

SCOPE OF WORK

1. Contractor agrees to provide the services described herein:

County shall provide services for placing and servicing traps for the detection of exotic insect pests which are considered hazardous to agriculture and to the economy of California. Those insect pests may include but are not limited to Mediterranean fruit fly, Mexican fruit fly, oriental fruit fly, melon fly, gypsy moth, Japanese beetle and other invasive exotic pests. This Agreement includes delimitation work associated with the detection of one or more life stages of the above target pests in a county.

2. Services shall be performed in and throughout the COUNTY OF CONTRA COSTA.

3. The contract managers for this agreement:

| FOR CDFA - | FOR CONTRACTOR - |
|--|---|
| Name: Kevin Hoffman | Name: Chad Godoy |
| Unit: Pest Detection/Emergency Projects | Section/Unit: County Agricultural Commissioner |
| Address: 1220 N Street, Room 315 Sacramento, CA 95814 | Address: 2366 A Stanwell Circle Concord, CA 94520-4807 |
| Phone: (916) 654-1211 | Phone: (925) 646-5250 |
| Fax: (916) 654-0555 | Fax: (925) 646-5732 |

4. See Attachment 1 in Scope of Work for a detailed description of work to be performed and the duties of all parties.

SCOPE OF WORK (#5)

**AGREEMENT SPECIFICATIONS FOR STATE-COUNTY
INSECT PEST DETECTION TRAPPING**

Fiscal Year 2015 - 2016

Effective Dates: July 1, 2015 to June 30, 2016

AGENCY RESPONSIBILITY

Section 1

The California Department of Food and Agriculture (CDFA) shall:

- A. Provide all traps, trap parts and lures.
- B. Provide technical assistance and training to county agricultural commissioner personnel on the use of traps and detection procedures.
- C. Assist with and review the county's trapping programs annually for the purpose of establishing and approving the Commitment Form (60-221), which is attached hereto and made part of this agreement.
- D. Provide county trappers with copies of the CDFA Insect Trapping Guide (ITG).
- E. Provide annual training programs for county trapping supervisors and trappers.
- F. Provide quality control (QC) of the county trapping program via inspections and QC plants. The current county QC plant protocol is attached.
- G. Provide for the disposal of Dibrom® treated wicks according to California Environmental Protection Agency (CalEPA) guidelines.
- H. Provide training on management practices as they relate to CDFA's Statewide Pest Prevention Program Final Programmatic Environmental Impact Report (PEIR) at least one week prior to any covered activity occurring.

Section 2

The County Agricultural Commissioner shall:

- A. Submit a completed financial plan, trapping hours worksheet, and commitment form by fiscal year. The financial plan is attached hereto and made part of this agreement.
- B. Hire and train personnel.
- C. Provide and maintain trapping vehicles.
- D. Ensure that supervisors and trapping personnel attend training provided by CDFA District Entomologists.
- E. Ensure that all trapping activities conform to the current version of the ITG. The current version is on the CDFA website at: www.cdfa.ca.gov/go/ITG.
 - Ensure that a copy of the current version of the ITG is kept in each trapper's vehicle for reference.
 - Should there be a discrepancy between the Scope of Work and the ITG, the Scope of Work shall supersede the ITG.
- F. Place and service the specified number of each trap type as indicated on the FY - Commitment Form (60-221).
- G. Place all traps, except gypsy moth (GM) and Japanese beetle (JB) (see below), beginning on the season start date (versus two weeks prior to the season start date). Remove traps at the last servicing for the season so that all traps have been removed at the end of the season (versus the two weeks after the season).
 - Place GM and JB traps beginning on or prior to the season start date (normally June 1). Remove all GM and JB traps after August 31.
- H. Ensure that all traps are properly identified with a unique trap number and accurately reflect servicing, baiting and rebaiting dates. The unique trap numbering system is based upon the Statewide Trapping Grid, reference <http://maps.cdfa.ca.gov/TrapBooks/MapBookHelp.pdf> for software needs, links to the Map Books and GIS layers, and contacts for assistance.
 - The naming convention for the grid system is alphanumeric. Columns are Alpha (A – UW) and rows are Numeric (001 – 656). The grid name is the combination of column and row names. Naming starts in the northwest corner of the state and runs through the southeast. The remainder of the trap number consists of the quint or subgrid, trap type, and an intra-quint or intra-subgrid designation if more than one trap of that type is present or

it is otherwise needed to track a trap that moves between quint. For example, trap EV241-S-OF1 is in grid EV241, south quint, trap type is oriental fruit fly, and it is designated as number "1" OF trap within that quint.

- Ensure that the unique trap number is placed properly on all traps, along with accurate placement, servicing, baiting, and rebaiting dates, as appropriate. Requirements for the various trap types are as follows.
 - Jackson trap – full trap number and servicing and rebaiting dates on outside.
 - Jackson trap insert – full trap number and placement date on non-sticky side.
 - Delta trap – full trap number and servicing and rebaiting dates on outside.
 - Japanese beetle trap – full trap number and servicing and baiting dates on calendar card in cup of trap or on tape attached to fin or cup.
 - Champ™ trap – full trap number and servicing dates on the top fold.
 - Yellow panel trap – full trap number, date, and initial the trap on white backside when placing; note servicing dates on outside non-sticky margins.
 - McPhail trap – full trap number and servicing dates on calendar card.
- I. Ensure that Jackson Mediterranean fruit fly (Medfly) traps, baited with trimedlure, are serviced every 14 days from July 1 through November 30, 2015, and from date of placement in 2016 (April 1 or later) through June 30.
- J. Ensure that McPhail traps are serviced every seven days from July 1 through November 30, 2015, and from date of placement in 2016 (April 1 or later) through June 30. For San Francisco and Santa Cruz counties only, McPhail traps should be placed in garden sites with melon fly traps June through October; while during April, May, and November, McPhail traps should be placed on properties separate from all other fruit fly traps.
- K. Ensure that Champ™ or yellow panel traps, baited with ammonium bicarbonate or ammonium carbonate, respectively, in rural areas are serviced once each month and relocated at each service from July 1 through November 30, 2015, and from date of placement in 2016 (April 1 or later) through June 30.
- L. Ensure that Jackson oriental fruit fly traps, baited with methyl eugenol, are serviced every 14 days from July 1 through November 30, 2015, and from date of placement in 2016 (April 1 or later) through June 30.
- M. Ensure that Jackson melon fly traps, baited with cue-lure, are serviced every 14 days from July 1 through October 31, 2015, and from date of placement in 2016 (June 1 or later) through June 30.

- N. Ensure that GM and JB traps are serviced every 14 days from July 1 through August 31, 2015, and from June 15 through June 30, 2016, unless determined otherwise by the CDFA District Entomologist and noted on the FY-Commitment Form (60-221).
- O. Ensure that all sticky traps (i.e., Jackson, Champ™, yellow panel, and GM) inspected and removed from the field shall be screened for suspects a second time at the trapping office by a supervisor or other qualified staff before disposal. This should occur daily, but in any event must be done within a week of removal from the field.
- P. Ensure that all suspect sterilized fruit flies from areas where such flies are not being released are brought to the attention of the District Entomologist and sent to the Plant Pest Diagnostic Center in Sacramento with an accompanying Pest and Damage Record (PDR).
- Q. Ensure that all county commitment traps are placed, serviced, maintained, and removed in the same manner as state funded traps and that all data collected from these traps are also maintained in the same manner as state funded traps.
- R. Ensure that all activities are performed following CDFA's management practices and any necessary mitigation measures as required and consistent with CDFA's PEIR, available in its entirety at <http://www.cdfa.ca.gov/plant/peir/>. A summarized list of pertinent practices and measures is attached. Complete the Tiering Checklist prior to conducting trapping activities and mark any mitigation measures as required for each specific activity. The Checklist and descriptions of the CDFA's management practices and mitigation measures are found in PEIR Appendix C (PEIR, Appendix C, at http://www.cdfa.ca.gov/plant/peir/docs/final/Volume-3_Appendices_B-G.pdf), Mitigation Reporting Program at http://www.cdfa.ca.gov/plant/peir/docs/final/Volume-4_Appendices_H-P.pdf, and Findings of Fact at <http://www.cdfa.ca.gov/plant/peir/docs/final/Findings-of-Fact-and-Overriding-Considerations.pdf>. Checklist templates for exotic fruit fly, gypsy moth, and Japanese beetle trapping are attached, and a copy of each completed checklist must be submitted along with the contract. When the contract ends, the county dates and signs a copy of the Checklist and sends that copy to CDFA to signify that the PEIR requirements were implemented.
- S. Maintain a Daily Trapping Summary (DTS) (Form 60-210) for each trapper. This form must be completed daily, signed by the individual who performed the work and submitted to the trapping supervisor. The current DTS (i.e., the DTS completed the day prior to a QC inspection) must be available for immediate review by the CDFA District Entomologist or designee conducting the QC inspection. All DTS forms must be kept on file, for the CDFA Audits Office, for three years.

- T. Complete a monthly Pest Detection Report Number One (Form 66-035), documenting all traps deployed, added, removed and serviced during the month. A servicing is an inspection of the trap for the presence of the target pest. Relocations are considered trap servicings. Do not count trap relocations as "removed" and then "added." A copy of this form must accompany the monthly invoice.
- U. Provide one set of trapping records for all traps. This set, in the form of either the "Trap Book" or electronic records, shall indicate the exact trap location using a site map and all information regarding trap placement, servicing, baiting, relocation and removal.
- V. Maintain an inventory of known host sites. The inventory shall be organized by square mile, contain the addresses of host properties traceable to the nearest cross street, and indicate all known hosts on that property. The inventory shall be updated yearly. The multiple trap card system will suffice for this inventory. This inventory must be available for the trapper to use in the field daily.
- W. Maintain county wall maps with numbered square miles grids based upon the Statewide Trapping Grid, depicting the density of all currently deployed traps.
- X. Allow state detection personnel and/or federal officers to perform quality control inspections on all county trap lines, including any county commitment trap lines.
- Y. Allow state detection personnel and/or federal officers to accompany trappers and/or supervisors in the field. This will be credited as field training for county personnel.
- Z. Counties generating Dibrom® treated wicks from methyl eugenol and cue-lure baited traps shall possess a CAI number issued by CalEPA.
- AA. Submit invoices along with the Report Number One monthly by postal mail or e-mail to:

Joanne Shimada
CDFA- PD/EP
1220 N Street, Room 315
Sacramento, CA 95814

joanne.shimada@cdfa.ca.gov.

1. If the invoice carries a signature block, the block must be signed. Invoices with blank signature blocks cannot be processed.

2. Only authorized charges matching the Financial Plan will be reimbursed; for example salaries, benefits, overhead, supplies, vehicle mileage and vehicle leasing costs. These expenditures must be itemized on the invoice with documentation to support the charges in the event of an audit (federal or state). Any expenditure that is not listed in the Financial Plan is considered unauthorized and cannot be reimbursed.
3. A sample invoice is included with the agreement. The county may use this form or submit their own invoice, but the invoice must contain the following:
 - County name
 - County address
 - Remit to address
 - Date of submittal
 - Agreement name
 - Agreement number
 - Billing period
 - Allowable itemized charges as listed on the Financial Plan.
 - Employee name (or other unique identifying number), classification, hours worked on the pest detection program, hourly rate, benefit rate. NOTE: The number of hours worked claimed on the invoice must match those documented on the Report Number One. Invoices received without an accurate Report Number One will not be paid.
 - Vehicles license plate number (or unique identifying number), driver name, ownership of the vehicle (county, state, or leased), allowable mileage rate for the vehicle, and if leased, the monthly lease rate for the vehicle.
4. Payment of the invoice is contingent upon submission of the Report Number One, and compliance with the required information as listed in #3.
5. To insure payment of work performed, all invoices must be received no later than 30 days after the agreement expires.
6. Please do not submit the invoice as a PDF file or use dark highlights. A low resolution PDF file or dark highlights may make the numbers illegible and the invoice unacceptable to CDFA Finance and Contracts units.
7. Payment will be made monthly, in arrears, upon receipt and approval of invoice.
8. Continue to send monthly invoices even if the fiscal year contract funds are depleted.

9. All invoices, including any amendments, must be received within 45 days of the expiration date of the contract. Invoices received more than 45 days after expiration of the contract will not be paid.

B. SUPPLIES (Itemized such as: trapping poles, office supplies, etc.,)

| Description | | Cost |
|--------------------|--|--------|
| 1 | | \$0.00 |
| 2 | | \$0.00 |
| 3 | | \$0.00 |
| 4 | | \$0.00 |
| TOTAL SUPPLY COST: | | \$0.00 |

C. SUBCONTRACTOR TITLE

| HOURLY RATE | HOURS | COST |
|---------------------------|-------|--------|
| 1 | | \$0.00 |
| 2 | | \$0.00 |
| 3 | | \$0.00 |
| 4 | | \$0.00 |
| TOTAL SUBCONTRACTOR COST: | | \$0.00 |

D. VEHICLE OPERATIONS

| LICENSE # | OWNED BY (County or State) | MILEAGE PER MONTH | RATE* | |
|--------------------------------|----------------------------|-------------------|---------|--------|
| | | 0.00 | \$0.000 | \$0.00 |
| | | 0.00 | \$0.000 | \$0.00 |
| | | 0.00 | \$0.000 | \$0.00 |
| | | 0.00 | \$0.000 | \$0.00 |
| | | 0.00 | \$0.000 | \$0.00 |
| | | 0.00 | \$0.000 | \$0.00 |
| STATE/COUNTY VEHICLE SUBTOTAL: | | | | \$0.00 |

* Mileage rates: County vehicle = Not to exceed \$0.575 per mile. Per federal audit guidelines, this rate cannot be exceeded. However, if your county's internal policy uses a lower rate, that rate may be applied.
 State-owned vehicle = \$0.285 per mile.

| LICENSE # | LEASED | LEASE RATE | MILEAGE PER MONTH | RATE* | |
|--------------------------|--------|------------|-------------------|---------|--------|
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| | | \$0.00 | 0.00 | \$0.285 | \$0.00 |
| LEASED VEHICLE SUBTOTAL: | | | | | \$0.00 |

TOTAL TRANSPORTATION COST: \$0.00

E. OTHER ITEMS OF EXPENSE (e.g., communications, IT services)

| Description | | COST |
|--------------------|--|--------|
| 1 | | \$0.00 |
| 2 | | \$0.00 |
| 3 | | \$0.00 |
| 4 | | \$0.00 |
| TOTAL SUPPLY COST: | | \$0.00 |

TOTAL MONTHLY INVOICE: \$0.00

COMMENTS:

PEST DETECTION/EMERGENCY PROJECTS

FY 2015 / 2016 COMMITMENT FORM

| | |
|---|------------------------|
| AGRICULTURAL COMMISSIONER Chad Godoy | COUNTY Contra Costa |
| DETECTION SPECIALIST J. Sohal | DATE 10/19/2015 |

| PROGRAM | UNITS | COUNTY COMMITMENT | | STATE COMMITMENT | | TOTAL COMMITMENT | |
|-----------------------------------|---------------------|-------------------|-------|------------------|-------|------------------|-------|
| | | UNITS | HOURS | UNITS | HOURS | UNITS | HOURS |
| COMMERCIAL CROF | (PROPERTIES) | 0 | 0 | 0 | 0 | 0 | 0 |
| PUBLIC CONTACT: | (SAMPLE PROPERTIES) | 0 | 0 | 0 | 0 | 0 | 0 |
| SPECIAL SURVEYS: | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 | 0 |
| TRAPPING | | SUMMER/WINTER | | SUMMER/WINTER | | SUMMER/WINTER | |
| JACKSON TRAP - MEDFLY | MF | 0 | / 0 | 891 | / 0 | 891 | / 0 |
| McPHAIL TRAP | MP | 0 | / 0 | 856 | / 0 | 856 | / 0 |
| CHAMP TRAP - Garden | CP | 0 | / 0 | 0 | / 0 | 0 | / 0 |
| CHAMP TRAP - Rural | CP | 0 | / 0 | 0 | / 0 | 0 | / 0 |
| CHAMP TRAP - Rural Residential | CP | 0 | / 0 | 32 | / 0 | 32 | / 0 |
| JACKSON TRAP - ORIENTAL FRUIT FLY | OF | 0 | / 0 | 891 | / 0 | 891 | / 0 |
| JACKSON TRAP - MELON FLY | ML | 0 | / 0 | 891 | / 0 | 891 | / 0 |
| GYPSY MOTH | GM | 0 | | 672 | | 672 | |
| JAPANESE BEETLE | JB | 0 | | 672 | | 672 | |
| MISCELLANEOUS: | | 0 | | 0 | | 0 | |
| | | 0 | | 0 | | 0 | |
| | | 0 | | 0 | | 0 | |
| | | 0 | | 0 | | 0 | |
| | | 0 | | 0 | | 0 | |
| | | 0 | | 0 | | 0 | |
| | | | | | | | |
| | | | | | | | |

SPECIAL TRAPS OR TRAPPING CONSIDERATIONS:

CHAMP traps are used instead of McPhails in high crime and high wind locations.

Attachment 1 - Tiering Strategy Checklist

| | |
|--|--|
| Start Date: | July 1, 2015 |
| Project Leader: | Chad Godoy, Agricultural Commissioner |
| Description of Activity: | Jackson traps (contain trimedlure, methyl eugenol & dibrom, or cue-lure & dibrom), McPhail traps (contain torula yeast), and Champ traps (contain ammonium bicarbonate or carbonate) hung in or near host plants during the prescribed trapping season. Residents notified at time of placement. |
| Activity Surroundings (Residential, agriculture, mixed use, other regulated entities): | Exotic fruit fly trapping conducted within the whole of Contra Costa County. Property types are various (residential, agriculture, mixed use, undeveloped) and have fruit fly host plants on or near them. |

Part A

| | Response | Justification/Rationale |
|---|----------|--|
| Is the proposed activity under CDFA's discretion? | Yes | Detect exotic fruit flies. |
| Is the activity described in the PEIR? | Yes | (If the Response is "Partially" or "No" skip to Part C) PEIR section 3.4.16 |

Part B

| | | Check Applicable Requirements |
|---|----------------------|-------------------------------------|
| General Requirements | | |
| Conduct activity as described in Chapters 2 and 3 of PEIR | | Yes |
| Include applicable PEIR requirements in Compliance Agreements with regulated entities, based on the activities the regulated entities may conduct in response to quarantine | | N/A |
| Activity Site Specific Review | | |
| Database | Date Reviewed | Mitigation If Any |
| California Natural Diversity Database | N/A | |
| 303(d) List of Impaired Waters | N/A | |
| EnviroStor Hazardous Site | N/A | |

| | Check Applicable Requirements |
|--|-------------------------------------|
| Management Practices | |
| MP-SPRAY-1: Conduct a Site Assessment | |
| MP-SPRAY-2: Properly clean and calibrate all equipment to apply chemicals uniformly and in the correct quantities | ✓ |
| MP-SPRAY-3: Follow pesticide application laws and regulations, and label directions | ✓ |
| MP-SPRAY-4: Apply chemicals only under favorable weather conditions | |
| MP-SPRAY-5: Follow Integrated pest management and drift reduction techniques | |
| MP-SPRAY-6: Clean equipment and dispose of rinse water per label directions | ✓ |
| MP-SPRAY-7: Follow appropriate product storage procedures | ✓ |
| MP-AERIAL-1: Use appropriate aerial spray treatment procedures | |
| MP-GROUND-1: Follow appropriate ground-rig foliar treatment procedures | |
| MP-GROUND-2: Follow appropriate low-pressure backpack treatment procedures | |
| MP-GROUND-3: Train personnel in proper use of pesticides | ✓ |
| MP-GROUND-4: Enforce runoff and drift prevention | |
| MP-HAZ-1: Implement a Spill Contingency Plan | ✓ |
| MP-HAZ-2: Use safety and cleanup materials checklist | ✓ |
| MP-HAZ-3: Implement decontamination | ✓ |
| MP-HAZ-4: Follow appropriate disposal procedures | ✓ |
| Mitigation Measures | |
| Mitigation Measure BIO-CHEM-2: CDFA will obtain technical assistance from USFWS, CDFW and NMFS to identify site-specific buffers and other measures to protect habitats utilized by special-status species | |
| Mitigation Measure HAZ-GEN-4a: Determine Potential for Hazardous Materials Exposure | ✓ |
| Mitigation Measure HAZ-GEN-4b: Conduct a Hazardous Materials Records Search before Beginning Proposed Program Activities at a Given Site | ✓ |
| Mitigation Measure HAZ-GEN-4c: Stop work and implement hazardous materials investigations/ remediation for contamination health risks | ✓ |
| Mitigation Measure HAZ-CHEM-1a: Conduct Public Information Sessions Regarding Pesticide Safety Practices | ✓ |
| Mitigation Measure HAZ-CHEM-1b: Conduct Training Sessions and Prepare Educational Materials Regarding Safe Handling and Application of Pesticides | ✓ |
| Mitigation Measure HAZ-CHEM-3: Require Compliance with the Proposed Program's Authorized Chemical Application Scenarios | ✓ |
| Mitigation Measure NOISE-PHYS-1: Conduct Activities during the Daytime | |
| Mitigation Measure WQ-CHEM-2: Track Emerging Water Quality Standards and Implement Additional Mitigation as Appropriate | |
| Mitigation Measure WQ-CHEM-5: Require Implementation of Proposed Program MPs as Part of Compliance Agreements | |
| Mitigation Measure WQ-CUM-1: Identify whether Proposed Program Pesticide Applications May Occur In Proximity to Impaired Waterbodies, and Implement Appropriate MPs | |

Part C

| | Y/N | Justification/Rationale |
|--|--|--|
| Step 1 | | |
| Is the Activity substantially similar to that considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| If a management practice that was not included in the PEIR is being considered, would it be equivalent or more effective to the management practice originally considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| If a mitigation measure that was not included in the PEIR is being considered, would it be equivalent or more effective to the mitigation measure originally considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| Would the activity result in potentially significant impacts which were not considered in the PEIR, not considered to be significant in the PEIR, or would be substantially more significant than disclosed in the PEIR? | | (If yes go to Step 3, If no go to Step 2) |
| Step 2 | Attach supporting documentation for determination, and CEQA Addendum, as applicable | |
| Step 3 | Attach tiered CEQA document, and identify additional requirements from that document | |

Confirmation of Implementation (following completion of activity)

| | |
|----------------------|--|
| Project Leader Name: | |
| Signature*: | |
| End Date: | |

*This signature confirms that all applicable requirements identified on this checklist and related documentation has been properly implemented.

Attachment 1 - Tiering Strategy Checklist

| | |
|---|---|
| Start Date: | July 1, 2015 |
| Project Leader: | Chad Godoy, Agricultural Commissioner |
| Description of Activity: | Gypsy moth traps (contain disparlure) hung in or near host plants during the prescribed trapping season. Residents notified at time of placement. |
| Activity Surroundings (Residential, agriculture, mixed use, other regulated entities): | Gypsy moth trapping conducted within the whole of Contra Costa County. Property types are various (residential, agriculture, mixed use, undeveloped) and have gypsy moth host plants on or near them. |

Part A

| | Response | Justification/Rationale |
|---|----------|--|
| Is the proposed activity under CDFA's discretion? | Yes | Detect gypsy moth. |
| Is the activity described in the PEIR? | Yes | (If the Response is "Partially" or "No" skip to Part C) PEIR section 3.4.19 |

Part B

| Check Applicable Requirements | | |
|---|---------------|-------------------|
| General Requirements | | |
| Conduct activity as described in Chapters 2 and 3 of PEIR | Yes | |
| Include applicable PEIR requirements in Compliance Agreements with regulated entities, based on the activities the regulated entities may conduct in response to quarantine | N/A | |
| Activity Site Specific Review | | |
| Database | Date Reviewed | Mitigation If Any |
| California Natural Diversity Database | N/A | |
| 303(d) List of Impaired Waters | N/A | |
| EnviroStor Hazardous Site | N/A | |
| | | |

| | Check- Applicable Requirements |
|--|--------------------------------------|
| Management Practices | |
| MP-SPRAY-1: Conduct a Site Assessment | |
| MP-SPRAY-2: Properly clean and calibrate all equipment to apply chemicals uniformly and in the correct quantities | ✓ |
| MP-SPRAY-3: Follow pesticide application laws and regulations, and label directions | ✓ |
| MP-SPRAY-4: Apply chemicals only under favorable weather conditions | |
| MP-SPRAY-5: Follow integrated pest management and drift reduction techniques | |
| MP-SPRAY-6: Clean equipment and dispose of rinse water per label directions | ✓ |
| MP-SPRAY-7: Follow appropriate product storage procedures | ✓ |
| MP-AERIAL-1: Use appropriate aerial spray treatment procedures | |
| MP-GROUND-1: Follow appropriate ground-rig foliar treatment procedures | |
| MP-GROUND-2: Follow appropriate low-pressure backpack treatment procedures | |
| MP-GROUND-3: Train personnel in proper use of pesticides | ✓ |
| MP-GROUND-4: Enforce runoff and drift prevention | |
| MP-HAZ-1: Implement a Spill Contingency Plan | ✓ |
| MP-HAZ-2: Use safety and cleanup materials checklist | ✓ |
| MP-HAZ-3: Implement decontamination | ✓ |
| MP-HAZ-4: Follow appropriate disposal procedures | ✓ |
| Mitigation Measures | |
| Mitigation Measure BIO-CHEM-2: CDFA will obtain technical assistance from USEWS, CDFW and NMFS to identify site-specific buffers and other measures to protect habitats utilized by special-status species | |
| Mitigation Measure HAZ-GEN-4a: Determine Potential for Hazardous Materials Exposure | ✓ |
| Mitigation Measure HAZ-GEN-4b: Conduct a Hazardous Materials Records Search before Beginning Proposed Program Activities at a Given Site | ✓ |
| Mitigation Measure HAZ-GEN-4c: Stop work and implement hazardous materials investigations/ remediation for contamination health risks | ✓ |
| Mitigation Measure HAZ-CHEM-1a: Conduct Public Information Sessions Regarding Pesticide Safety Practices | ✓ |
| Mitigation Measure HAZ-CHEM-1b: Conduct Training Sessions and Prepare Educational Materials Regarding Safe Handling and Application of Pesticides | ✓ |
| Mitigation Measure HAZ-CHEM-3: Require Compliance with the Proposed Program's Authorized Chemical Application Scenarios | ✓ |
| Mitigation Measure NOISE-PHYS-1: Conduct Activities during the Daytime | |
| Mitigation Measure WQ-CHEM-2: Track Emerging Water Quality Standards and Implement Additional Mitigation as Appropriate | |
| Mitigation Measure WQ-CHEM-5: Require Implementation of Proposed Program MPs as Part of Compliance Agreements | |
| Mitigation Measure WQ-CUM-1: Identify whether Proposed Program Pesticide Applications May Occur in Proximity to Impaired Waterbodies, and Implement Appropriate MPs | |

Part C

| | Y/N | Justification/Rationale |
|--|-----|--|
| Step 1 | | |
| Is the Activity substantially similar to that considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| If a management practice that was not included in the PEIR is being considered, would it be equivalent or more effective to the management practice originally considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| If a mitigation measure that was not included in the PEIR is being considered, would it be equivalent or more effective to the mitigation measure originally considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| Would the activity result in potentially significant impacts which were not considered in the PEIR, not considered to be significant in the PEIR, or would be substantially more significant than disclosed in the PEIR? | | (If yes go to Step 3, If no go to Step 2) |
| Step 2 | | Attach supporting documentation for determination, and CEQA Addendum, as applicable |
| Step 3 | | Attach tiered CEQA document, and identify additional requirements from that document |

| Confirmation of Implementation (following completion of activity) | |
|---|--|
| Project Leader Name: | |
| Signature*: | |
| End Date: | |

*This signature confirms that all applicable requirements identified on this checklist and related documentation has been properly implemented.

Attachment 1 - Tiering Strategy Checklist

| | |
|--|---|
| Start Date: | July 1, 2015 |
| Project Leader: | Chad Godoy, Agricultural Commissioner |
| Description of Activity: | Japanese beetle traps (contain Japonilure, phenethyl propionate, eugenol, and geraniol) hung in or near host plants during the prescribed trapping season. Residents notified at time of placement. |
| Activity Surroundings (Residential, agriculture, mixed use, other regulated entities): | Japanese beetle trapping conducted within the whole of Contra Costa County. Property types are various (residential, agriculture, mixed use, undeveloped) and have Japanese beetle host plants on or near them. |

Part A

| | Response | Justification/Rationale |
|---|----------|--|
| Is the proposed activity under CDFA's discretion? | Yes | Detect Japanese beetle. |
| Is the activity described in the PEIR? | Yes | (If the Response is "Partially" or "No" skip to Part C) PEIR section 3.4.20 |

Part B

| Check Applicable Requirements | | |
|---|---------------|-------------------|
| General Requirements | | |
| Conduct activity as described in Chapters 2 and 3 of PEIR | Yes | |
| Include applicable PEIR requirements in Compliance Agreements with regulated entities, based on the activities the regulated entities may conduct in response to quarantine | N/A | |
| Activity Site Specific Review | | |
| Database | Date Reviewed | Mitigation If Any |
| California Natural Diversity Database | N/A | |
| 303(d) List of Impaired Waters | N/A | |
| EnviroStor Hazardous Site | N/A | |
| | | |

| | Check Applicable Requirements |
|--|-------------------------------------|
| Management Practices | |
| MP-SPRAY-1: Conduct a Site Assessment | |
| MP-SPRAY-2: Properly clean and calibrate all equipment to apply chemicals uniformly and in the correct quantities | ✓ |
| MP-SPRAY-3: Follow pesticide application laws and regulations, and label directions | ✓ |
| MP-SPRAY-4: Apply chemicals only under favorable weather conditions | |
| MP-SPRAY-5: Follow integrated pest management and drift reduction techniques | |
| MP-SPRAY-6: Clean equipment and dispose of rinse water per label directions | ✓ |
| MP-SPRAY-7: Follow appropriate product storage procedures | ✓ |
| MP-AERIAL-1: Use appropriate aerial spray treatment procedures | |
| MP-GROUND-1: Follow appropriate ground-rig foliar treatment procedures | |
| MP-GROUND-2: Follow appropriate low-pressure backpack treatment procedures | |
| MP-GROUND-3: Train personnel in proper use of pesticides | ✓ |
| MP-GROUND-4: Enforce runoff and drift prevention | |
| MP-HAZ-1: Implement a Spill Contingency Plan | ✓ |
| MP-HAZ-2: Use safety and cleanup materials checklist | ✓ |
| MP-HAZ-3: Implement decontamination | ✓ |
| MP-HAZ-4: Follow appropriate disposal procedures | ✓ |
| Mitigation Measures | |
| Mitigation Measure BIO-CHEM-2: CDFG will obtain technical assistance from USFWS, CDFW and NMFS to identify site-specific buffers and other measures to protect habitats utilized by special-status species | |
| Mitigation Measure HAZ-GEN-4a: Determine Potential for Hazardous Materials Exposure | ✓ |
| Mitigation Measure HAZ-GEN-4b: Conduct a Hazardous Materials Records Search before Beginning Proposed Program Activities at a Given Site | ✓ |
| Mitigation Measure HAZ-GEN-4c: Stop work and implement hazardous materials investigations/ remediation for contamination health risks | ✓ |
| Mitigation Measure HAZ-CHEM-1a: Conduct Public Information Sessions Regarding Pesticide Safety Practices | ✓ |
| Mitigation Measure HAZ-CHEM-1b: Conduct Training Sessions and Prepare Educational Materials Regarding Safe Handling and Application of Pesticides | ✓ |
| Mitigation Measure HAZ-CHEM-3: Require Compliance with the Proposed Program's Authorized Chemical Application Scenarios | ✓ |
| Mitigation Measure NOISE-PHYS-1: Conduct Activities during the Daytime | |
| Mitigation Measure WQ-CHEM-2: Track Emerging Water Quality Standards and Implement Additional Mitigation as Appropriate | |
| Mitigation Measure WQ-CHEM-5: Require Implementation of Proposed Program MPs as Part of Compliance Agreements | |
| Mitigation Measure WQ-CUM-1: Identify whether Proposed Program Pesticide Applications May Occur in Proximity to Impaired Waterbodies, and Implement Appropriate MPs | |

Part C

| | Y/N | Justification/Rationale |
|--|--|--|
| Step 1 | | |
| Is the Activity substantially similar to that considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| If a management practice that was not included in the PEIR is being considered, would it be equivalent or more effective to the management practice originally considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| If a mitigation measure that was not included in the PEIR is being considered, would it be equivalent or more effective to the mitigation measure originally considered in the PEIR? | | (If yes go to Step 2, If no move to the next question) |
| Would the activity result in potentially significant impacts which were not considered in the PEIR, not considered to be significant in the PEIR, or would be substantially more significant than disclosed in the PEIR? | | (If yes go to Step 3, If no go to Step 2) |
| Step 2 | Attach supporting documentation for determination, and CEQA Addendum, as applicable | |
| Step 3 | Attach tiered CEQA document, and identify additional requirements from that document | |

Confirmation of Implementation (following completion of activity)

| | |
|----------------------|--|
| Project Leader Name: | |
| Signature*: | |
| End Date: | |

*This signature confirms that all applicable requirements identified on this checklist and related documentation has been properly implemented.

**PEIR Management Practices (MP) and Mitigation Measures (MM)
For Trapping**

July 2015

MP-SPRAY-2: Properly clean and calibrate all equipment to apply chemicals uniformly and in the correct quantities.

- Use dedicated specific equipment for specific products when appropriate.
- Ensure equipment is cleaned properly per the manufacturer's specifications and any pesticide label directions.

MP-SPRAY-3: Follow pesticide application laws and regulations, and label directions.

- Comply with Pesticide label.
- Be aware of any regulations or internal procedures before application.
- Use appropriate application methods and rates.
- Mix and load chemicals in areas where spills can be contained. Limit mixing and loading in the field.

MP-SPRAY-6: Clean equipment and dispose of rinse water per label directions.

- Rinse equipment according to manufacturer's label instructions.
- Discharge rinse water only in areas that are part of the application site or at a certified waste treatment facility.
- Dispose of surplus chemicals and containers according to label instructions.

MP-SPRAY-7: Follow appropriate product storage procedures.

- Ensure proper storage of all pesticides per label instructions.
- Ensure all pesticides removed from their original container are properly sealed for use within a service container.
- Seal all service containers within a tool box.
- Lock tool boxes when unattended.

MP-GROUND-3: Train personnel in proper use of pesticides.

- Conduct training for personnel in the safe and proper mixing, loading, and application of pesticides, in compliance with both federal and State pesticide regulations and the product label.

MP-HAZ-1: Implement a Spill Contingency Plan.

- Contain spill immediately to minimize the risk of further pesticide exposure to people, animals, and the environment.
- Be prepared to respond to pesticide spills.
- Provide clean-up of small spills (50 gallons or less) and properly dispose of residual materials. For larger spills notify the Chemical Transportation Emergency Center at 800-424-9300.
- Follow instructions for First Aid Measures as listed on the Material Safety Data Sheet.
- Call an ambulance in the event of a spill involving severe personal injury.
- Remove anyone exposed to pesticides to a safe location. If applicable, remove their clothing and wash contaminated skin with soap and water.
- Do not move a seriously injured person unless it is absolutely essential because of the risk of further injury.

- Do not leave injured or incapacitated persons until proper medical assistance arrives.
- Provide a pesticide label and/or material safety data sheet for medical personnel.
- For any spill incident, contact the California State Warning Center/Governor's Office of Emergency Services at 916-845- 8911 or warning.center@oes.ca.gov.
- Call the fire department and notify department personnel of the presence of pesticides for a spill involving fire, if a fire hazard exists. Eliminate all sources of ignition (electric motors, gasoline engines, or smoking) to prevent fire or explosion.
- Contact the California Highway Patrol by calling 911 for a spill occurring on a highway.
- Call local police or the county sheriff for a spill occurring off-road.
- For minor spills of 50 gallons or less:
 - Wear rubber boots, coveralls, rubber gloves, and eye protection.
 - Confine the leak or spill to the smallest area possible by using natural terrain, soil, or absorbent material.
 - Shovel contaminated material into a leak-proof container.
 - Do not hose down the area.
 - Work carefully and safely; do not hurry.
 - Dispose contaminated material in the same manner as for excess pesticides or hazardous wastes.
- For major spills of 50 gallons or more:
 - Follow the steps listed for all above and include the additional number below.
 - If the spill is too big, or uncertainty exists as to the appropriate action, notify the Chemical Transportation Emergency Center at 800-424-9300.

MP-HAZ-2: Use a safety and cleanup materials checklist.

- Follow a checklist for safety and cleanup materials to accompany mixing-loading vehicles during treatment activities, which should include the following:
 - For Safety: a first-aid kit; a fire extinguisher (516, type A-B-C), and goggles.
 - For Clean-up: one shovel, large heavy-duty plastic bags, rubber boots, disposable coveralls, water, rubber gloves, a broom and dust pan, liquid detergent, several bags of "kitty litter" or other absorbent materials.

MP-HAZ-3: Implement decontamination.

- Decontaminate paved surfaces per site specific protocols and Accidental Release Measures on the Material Safety Data Sheet.
- Shovel contaminated material into a leak-proof metal drum for final disposal.

MP-HAZ-4: Follow appropriate disposal procedures.

- Dispose all materials that have been contaminated by spillage or exposed to large volumes of pesticides, including cloth, soil, and wood that cannot be decontaminated, in the same manner as done for excess pesticides.
- Store contaminated absorbent material and materials that cannot be

decontaminated in a leak-proof container and dispose the container at a Class I landfill.

Mitigation Measure HAZ-GEN-4a: Determine Potential for Hazardous Materials Exposure.

- Before conducting any activities under the Proposed Program, CDFA staff (or the entity conducting the activity) shall determine whether the potential exists for the activity, based on its characteristics and location, to result in exposure to existing sites of hazardous materials contamination.

Mitigation Measure HAZ-GEN-4b: Conduct a Hazardous Materials Records Search before Beginning Proposed Program Activities at a Given Site.

- If exposure to hazardous materials contamination is determined to be a possibility, before conducting the activity under the Proposed Program, CDFA staff (or the entity conducting the activity) shall search the EnviroStor database to identify any area that may be on sites containing known hazardous materials. If hazardous sites are encountered, CDFA shall coordinate with the property owners and/or site managers, and regulatory agencies with jurisdiction over these sites for proper protocols to follow to protect worker health and safety. At a minimum, these protocols shall ensure that workers are not subjected to unacceptable health risk or hazards, as determined by existing regulations and standards that have been developed to protect human health.

Mitigation Measure HAZ-GEN-4c: Stop work and implement hazardous materials investigations/ remediation for contamination health risks.

- In the event that during the activity, previously unknown hazardous materials not related to the Proposed Program are encountered that may pose a health risk to those implementing Proposed Program activities, all activities will stop and CDFA (or the entity conducting the activity) shall consult the landowner and appropriate agencies to determine the extent of the hazardous material and determine what safety protocols need to be implemented to continue Proposed Program activities. At a minimum, these protocols will ensure that workers are not subjected to unacceptable health risk or hazards, as determined by existing regulations and standards that have been developed to protect human health.

Mitigation Measure HAZ-CHEM-1a: Conduct Public Information Sessions Regarding Pesticide Safety Practices.

- CDFA shall continue to work with CDPR and CACs to conduct public information sessions in the local communities where Proposed Program chemical management activities are proposed to be conducted. The focus will be on educating residents whose properties are being treated or who live in proximity to areas being treated on MPs for pesticide applications, including an emphasis on notification, signage, re-entry periods, potential adverse health effects, and how to seek proper help if an accident is suspected. As necessary, sessions will be conducted or translated in a language understood by the target audience, such as Spanish.

Mitigation Measure HAZ-CHEM-1b: Conduct Training Sessions and Prepare Educational Materials Regarding Safe Handling and Application of Pesticides.

- CDFA shall continue training sessions for its staff and contractors

- regarding safe pesticide handling and application.
- In addition, for quarantine areas, CDFA shall include materials in its compliance agreements with regulated entities (e.g., growers) with information for pesticide applicators and agricultural workers regarding MPs for pesticide applications, including an emphasis on notification, signage, re-entry periods, potential adverse health effects, and how to seek proper help if an accident is suspected. A regulated entity is defined as someone who has to comply with the quarantine requirements in order to move their products outside of the regulated area. This may include but not be limited to growers, nurseries, and commodity shippers. The compliance agreements will require that regulated entities distribute these materials to applicators and workers.
 - As necessary, all materials will be presented in a language understood by the target audience, such as Spanish.

Mitigation Measure HAZ-CHEM-3: Require Compliance with the Proposed Program's Authorized Chemical Application Scenarios.

- CDFA shall require Proposed Program staff and contractors to conduct chemical applications in a manner consistent with the Proposed Program's authorized chemical application scenarios, resulting in acceptable human health risk as described in Chapter 2, Proposed Program Description and the HHRA (Appendix B). Deviations from the authorized chemical application scenarios may be allowed if:
 - An evaluation is conducted pursuant to the CEQA Tiering Strategy (Appendix C), which concludes that the alternative scenario will not exceed the level of concern for any receptor; or
 - A certified industrial hygienist concludes that the alternative scenario will not result in risk exceeding the level of concern for any potential receptor, and the scenario is implemented by a licensed or certified applicator. This conclusion may be based on site-specific factors that minimize potential for exposure, absence of a particular receptor, use of additional or different PPE, or monitoring of the exposure, such as regular blood tests to ensure blood concentrations in the exposed individuals are below the risk threshold.
 - The results of the evaluation or hygienist's conclusions will be documented, along with any monitoring results.
 - CDFA will conduct training for its staff and contractors on these approaches. CDFA also will require adherence to these scenarios by including requirements in contractual agreements, such as compliance agreements (for quarantines), permits (e.g., for movement of certain materials outside quarantine areas), contracts (e.g., with CDFA contractors), or other similar means.

**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE
PEST DETECTION/EMERGENCY PROJECTS**

**PROTOCOL FOR CONDUCTING QUALITY CONTROL PLANTING
OF DETECTION TRAPPING PROGRAMS**

September 2015

Quality control planting (QCP) is a tool used by the California Department of Food and Agriculture (CDFA) to determine the trapper's ability to identify specific target insects that are placed inside traps in an actual trapping environment and to monitor compliance with protocols as outlined in the CDFA Insect Trapping Guide (ITG) (Gilbert et al. 2013).

Types of Plants

There are two types of plants: Training and General. Training plants are used to evaluate new trappers, and no more than two will occur per trapper for the duration of their employment. When two Training plants are given to the same trapper, the target pests and traps should be of different types (e.g., Medfly and Mexican fruit fly, Jackson and McPhail). All other plants are considered General plants, and are subject to the Missed Plant recommendations below.

Frequency

Frequent planting will ensure that all trappers are able to identify a variety of insects planted in their traps over the course of the trapping season. Planting should occur monthly, especially for counties with five or more trappers. All trappers in a program should be planted as equally as possible over the course of the season, so as not to substantially bias planting towards one or more trappers.

Preparation

1. Six target species are used in routine planting of detection and delimitation trap lines: Mediterranean fruit fly (MF), melon fly (ML), Mexican fruit fly (MX), oriental fruit fly (OF), gypsy moth (GM), and Japanese beetle (JB). Additional species may be used for specific projects.
2. All planting specimens are pre-marked as follows:
 - a. Fruit flies are fluorescent-dyed at the rearing facilities, and have the right wings clipped at the tips under the direction of the District Entomologist. These flies have also been irradiated, so their reproductive organs will show signs of sterility.
 - b. GMs display a red abdomen as a result of a red rearing diet.
 - c. JBs have a mounting-pin hole through the sternum.
3. Trap type – QCP species correlation:

| <u>TRAP</u> | <u>QCP</u> |
|--------------------------------|---|
| a. McPhail or ChamP trap | Any one of the target fly species: MF, ML, MX, OF |
| b. Trimedlure Jackson trap | MF |
| c. Cue-lure Jackson trap | ML |
| d. Methyl eugenol Jackson trap | OF |

6. Sticky traps are required to be double-checked by someone other than the trapper prior to being discarded. Therefore, it is acceptable for QC plants to be placed onto sticky traps removed from the field for discard to determine the effectiveness and the focus of the second checker when double-checking those inserts. This procedure shall only be performed by the District Entomologist, in the presence of the trapping supervisor. If the trapping supervisor serves as the second checker, the trapping supervisor's supervisor must be notified, per the above procedure. On these occasions, the QCPF is completed with the appropriate notations and "Discard" written in the Address column.

Reporting

At the end of each planting day, the planter shall provide (via email, fax or in person) the completed QCPF to the county Agricultural Commissioner (or designee), the Statewide Trapping QC Coordinator, the QCP contact at PD/EP Sacramento, and the District Entomologist (if not the planter). The naming convention to be used for the report is: county number or state office initial as designated in the PDR system (e.g., Shasta County is 45, San Marcos PD/EP office is SM) - date [year (last 2 numbers) - month (2 numbers) - day] - planter's initials (e.g., kh for Kevin Hoffman) - qcp (Quality Control Plant). As an example, 45150618khqcp would be the QCP report for Shasta County on June 18, 2015 as performed by Kevin Hoffman. For those counties, such as San Diego, which are partially trapped by the county and partially by one or more state offices, the county number should be used for county routes and the state office initial used for state routes.

Within two working days of the last date that planted insects should have been discovered and submitted, the District Entomologist shall receive from the trapping supervisor a copy of the QCPF with the final status for each of the planted traps indicated.

If any of the plants were missed, the Missed QC Plant Report shall be submitted as soon as possible. The District Entomologist will send the information to the Statewide QC Coordinator and the QCP contact at PD/EP Sacramento within two working days of receiving all of the above information.

Statewide Trapping QC Coordinator:
Art Gilbert
art.gilbert@cdfa.ca.gov Fax (559) 294-6767

QCP contact at PD/EP Sacramento:
Kevin Hoffman
kevin.hoffman@cdfa.ca.gov Fax (916) 654-0555

Sample Submission

Routine QCP recoveries should not be sent to the CDFA Plant Pest Diagnostics Center (PPDC), provided that the trapping supervisor can confirm the presence of identifying QCP markings on the specimen (e.g., clipped wing, fluorescent dye, pin hole through the sternum, etc.) and the trap information matches that on the QCPF. Such recovered plants should be returned to the District Entomologist or designee, who will destroy them. It is critical that all recovered plants are returned to the District Entomologist for disposal.

In the event that the identity of the sample as a QCP is not 100% assured as outlined above, the trapping program will send the sample to the PPDC at the address below and create an

electronic Pest and Damage Report (ePDR). Examples of less-than-100% assurance can include the presence of two specimens on one insert when the QCPF shows only one, the inability to confirm identifying QCP markings as described above, or discrepancy in the trap information. Such specimens shall be considered a possible wild suspect and should be submitted as a RUSH wild A-rated suspect (ITG pages xiv to xx). In addition, in the "Remarks" section of the ePDR, state the following: "Questionable QC Planted Insect". Include the reason for the uncertainty in this section (e.g., "Two specimens on insert, one specimen known to be a plant." or "possible plant but lacking any marked features – no clipped wing", etc.). Report any such specimens to the District Entomologist immediately.

Send suspects to: Entomology Lab
CDFA Plant Pest Diagnostics Branch
3294 Meadowview Road
Sacramento, CA 95832-1448
Phone: 916-262-1100

Missed Plant Follow-up

Any missed plants shall require the trapping supervisor to visit the subject trap location as soon as possible to determine if the plant is still in the trap and if it is in recognizable condition. A trapper who misses a plant shall be immediately retrained in target pest identification by the trapping supervisor, and shall be re-planted as soon as possible after the retraining session.

In the case that the missed plant is determined by the District Entomologist to not be the fault of the trapper (e.g., plant missing from trap or plant damaged beyond recognition), this situation will be noted on the QCPF as "MNFT" (Missed Not Fault of Trapper) in the "Status" column. MNFT specimens will not be reported on the Missed QC Plant Report and do not count towards employee evaluations.

Trappers shall be recommended for removal from the trapping program if they miss non-training planted insects in the following numbers during any calendar year.

1. Fruit flies: Three (in any combination)
2. GM or JB: One

Consequences of missing plants from a sticky trap that was double-checked shall be reviewed and evaluated on an individual basis.

Missed training plants and MNFTs will not be counted against a program's overall percent-recovered rating.

Literature Cited

Gilbert, A. J., R. R. Bingham, M. A. Nicolas, and R. A. Clark. 2013. Insect Trapping Guide. 13th edition. (A. J. Gilbert, K. M. Hoffman, C. J. Cannon, C. H. Cook, and J. K. Chan, eds.). State of California, Department of Food and Agriculture, Pest Detection/Emergency Projects, Sacramento, CA. 181 pp.
http://www.cdca.ca.gov/phpps/PDEP/Insect_Trapping_Guide/index.html

EXHIBIT B
(County Agreement)

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Invoicing and Payment

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor, Grant, Sub-Grant or Agreement recipient for actual expenditures incurred in accordance with this Agreement and stated herein, which is attached hereto and made a part of this Agreement or Grant.

Original invoices shall include the agreement/contract number, dates of service, type of work performed, and when applicable, a breakdown of the costs of parts and materials, labor charges, and any other relevant information required to ensure proper invoices are submitted for payment. Invoices shall be itemized to follow the allowed expenses outlined in the agreement/contract budget and Scope of Work documents.

- B. Unless mutually agreed, monthly invoices must be submitted within 30 days from the end of each month in which services were rendered. Invoices must include the Agreement number and submitted in triplicate to the Program Contract Manager listed in this contract.
- C. Any travel and subsistence payments authorized under this agreement shall be paid as needed to execute the work. The maximum travel rates allowable are those established by the California Department of Human Resources. <http://www.calhr.ca.gov/employees/pages/travel-meals.aspx>.

2. Budget Contingency Clause

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

3. Funding Sources for County Contracts (If no Federal Funds, this Section is not applicable)

An annual report of expenditures, where county payments are supported by Federal funds, will be issued by CDFA Administrative Services, Financial Services Branch. This report will be issued by September 30th for invoices submitted prior to July 31st for services rendered in the prior State Fiscal Year.

Federal and State Regulations - The County will comply with all Federal and State regulations and requirements. The County must ensure they have an adequate accounting system in place and appropriate internal controls to ensure expenditures are tracked and maintained.

All sub-recipients of Federal awards shall comply with the Code of Federal Regulations (CFR) Title 2, Part 225 - Cost Principles for State and Local Governments and Title 7, Part 3016 - Uniform Administrative Requirements for Grants and Cooperative Agreements to state and local governments.

Federal 2 CFR 225 (OMB Circular A-87) can be found at the following website:

<http://training.fws.gov/fedaid/toolkit/2cfr225.pdf>

Federal 7 CFR 3016 can be found at the following website:

http://www.access.gpo.gov/nara/cfr/waisidx_01/7cfr3016_01.html

The State's accounting standards and procedures for counties provided by the State Controller's Office are located at the following website: <http://www.sco.ca.gov/ard/manual/countyman.pdf>

CONTRA COSTA

COUNTY DEPARTMENT OF AGRICULTURE
 FY 2015-16 Pest Detection Trapping Exotic Fruit Fly (FF) Financial Plan

Sep-15

Green = fillable cells to be completed by the County.
 Purple = subtotals and totals. These contain formulas - DO NOT MODIFY!
 Orange = Instructions.

A. PERSONNEL

1. STAFF - Detection Trappers

| Employee Name | Title | HOURS/ DAY | TOTAL WORK DAYS | HOURS |
|----------------|---|---------------|-----------------------|-----------|
| 1 15 Employees | Pest Detection Specialist July-Aug 2016 (Piggyback GM/JB) | 108.00 | 44.00 | 4752.00 |
| 2 15 Employees | Pest Detection Specialist Sept-November 2016 (No GM/JB) | 120.00 | 64.00 | 6480.00 |
| 3 | | 0.00 | 0.00 | 0.00 |
| 4 12 Employees | Pest Detection Specialist (No GM/JB, April-May 2016) | 96.00 | 47.00 | 4512.00 |
| 5 3 Employees | Ag Aide (No GM/JB, April-May 2016) | 24.00 | 47.00 | 1128.00 |
| 6 | | 0.00 | 0.00 | 0.00 |
| 7 12 Employees | Pest Detection Specialist (Piggyback GM/JB, June 2016) | 86.40 | 22.00 | 1901.00 |
| 8 3 Employees | Ag Aide (Piggyback GM/JB, June 2016) | 21.60 | 22.00 | 475.00 |
| 9 | | 0.00 | 0.00 | 0.00 |
| 10 | | 0.00 | 0.00 | 0.00 |
| Subtotal: | | | | 19,248.00 |

2. SALARIES - Detection Trappers

| | | HOURLY RATE w/o BENEFITS | HOURS | SALARY |
|----------------|---|-----------------------------|---------|--------------|
| 1 15 Employees | Pest Detection Specialist July-Aug 2016 (Piggyback GM/JB) | \$19.39 | 4752.00 | \$92,141.00 |
| 2 15 Employees | Pest Detection Specialist Sept-November 2016 (No GM/JB) | \$19.39 | 6480.00 | \$125,647.00 |
| 3 | | \$0.00 | 0.00 | \$0.00 |
| 4 12 Employees | Pest Detection Specialist (No GM/JB, April-May 2016) | \$19.39 | 4512.00 | \$87,488.00 |
| 5 3 Employees | Ag Aide (No GM/JB, April-May 2016) | \$20.05 | 1128.00 | \$22,616.00 |
| 6 | | \$0.00 | 0.00 | \$0.00 |
| 7 12 Employees | Pest Detection Specialist (Piggyback GM/JB, June 2016) | \$19.39 | 1901.00 | \$36,860.00 |
| 8 3 Employees | Ag Aide (Piggyback GM/JB, June 2016) | \$20.05 | 475.00 | \$9,524.00 |
| 9 | | \$0.00 | 0.00 | \$0.00 |
| 10 | | \$0.00 | 0.00 | \$0.00 |
| Subtotal: | | | | \$374,276.00 |

3. BENEFITS - Detection Trappers

| | | BENEFIT RATE (%) | SALARY | BENEFIT COST |
|----------------|---|---------------------|--------------|-----------------|
| 1 15 Employees | Pest Detection Specialist July-Aug 2016 (Piggyback GM/JB) | 11.7700% | \$92,141.00 | \$10,845.00 |
| 2 15 Employees | Pest Detection Specialist Sept-November 2016 (No GM/JB) | 11.7700% | \$125,647.00 | \$14,789.00 |
| 3 | | 0.0000% | \$0.00 | \$0.00 |
| 4 12 Employees | Pest Detection Specialist (No GM/JB, April-May 2016) | 11.7700% | \$87,488.00 | \$10,297.00 |
| 5 3 Employees | Ag Aide (No GM/JB, April-May 2016) | 60.0000% | \$22,616.00 | \$13,570.00 |
| 6 | | 0.0000% | \$0.00 | \$0.00 |
| 7 12 Employees | Pest Detection Specialist (Piggyback GM/JB, June 2016) | 11.7700% | \$36,860.00 | \$4,338.00 |
| 8 3 Employees | Ag Aide (Piggyback GM/JB, June 2016) | 60.0000% | \$9,524.00 | \$5,714.00 |
| 9 | | 0.0000% | \$0.00 | \$0.00 |
| 10 | | 0.0000% | \$0.00 | \$0.00 |
| Subtotal: | | | | \$59,553.00 |

DETECTION STAFF SUBTOTAL: \$433,829.00

4. STAFF - Non-Detection

| Employee Name | Title | HOURS/ DAY | TOTAL WORK DAYS | HOURS |
|--------------------|-----------------------------|---------------|-----------------------|----------|
| 1 Matt Slattengren | Assistant Commissioner | 0.90 | 40.00 | 36.00 |
| 2 Dean Gottlieb | Deputy Commissioner | 3.00 | 185.00 | 555.00 |
| 3 Roxann Crosby | Secretary | 1.20 | 16.00 | 19.00 |
| 4 Sherree Nuxoll | Clerical | 1.60 | 20.00 | 32.00 |
| 5 Wil Schaub | Biologist II (Program Lead) | 4.00 | 185.00 | 740.00 |
| 6 | | 0.00 | 0.00 | 0.00 |
| 7 | | 0.00 | 0.00 | 0.00 |
| Subtotal: | | | | 1,382.00 |

5. SALARIES - Non-Detection Staff

| | | HOURLY RATE w/o BENEFITS | HOURS | SALARY |
|--------------------|-----------------------------|-----------------------------|--------|-------------|
| 1 Matt Slattengren | Assistant Commissioner | \$51.17 | 36.00 | \$1,842.00 |
| 2 Dean Gottlieb | Deputy Commissioner | \$42.41 | 555.00 | \$23,538.00 |
| 3 Roxann Crosby | Secretary | \$34.28 | 19.00 | \$651.00 |
| 4 Sherree Nuxoll | Clerical | \$22.19 | 32.00 | \$710.00 |
| 5 Wil Schaub | Biologist II (Program Lead) | \$32.48 | 740.00 | \$24,035.00 |
| 6 | | \$0.00 | 0.00 | \$0.00 |
| 7 | | \$0.00 | 0.00 | \$0.00 |
| Subtotal: | | | | \$50,776.00 |

jc

6. BENEFITS - Non-Detection Staff

| | | |
|---|-----------------|-----------------------------|
| 1 | Matt Slatengren | Assistant Commissioner |
| 2 | Dean Gottlieb | Deputy Commissioner |
| 3 | Roxann Crosby | Secretary |
| 4 | Sheree Nuxoll | Clerical |
| 5 | Will Schaub | Biologist II (Program Lead) |
| 6 | | |
| 7 | | |

| BENEFIT RATE (%) | SALARY | BENEFIT COST |
|------------------|-------------|--------------|
| 49.2400% | \$1,842.00 | \$907.00 |
| 67.9800% | \$23,538.00 | \$13,847.00 |
| 49.8700% | \$661.00 | \$323.00 |
| 69.3300% | \$710.00 | \$421.00 |
| 69.7800% | \$24,035.00 | \$14,368.00 |
| 0.0000% | \$0.00 | \$0.00 |
| 0.0000% | \$0.00 | \$0.00 |
| Subtotal: | | \$29,666.00 |

NON-DETECTION STAFF SUBTOTAL: \$60,442.00

25.00% Overhead (Not to exceed 26%)

| SALARIES | BENEFITS | OVERHEAD COST |
|-----------------------|-------------|---------------|
| \$425,052.00 | \$89,219.00 | \$128,668.00 |
| TOTAL PERSONNEL COST: | | \$642,839.00 |

B. SUPPLIES (Itemized, such as: trapping poles, office supplies, etc.)

| Description | | COST |
|---------------------|--------------------------|------------|
| 1 Office Supplies | Paper/pens/toner/binders | \$1,000.00 |
| 2 Trapping Supplies | lows/soap/vinagar | \$710.00 |
| 3 | | \$0.00 |
| 4 | | \$0.00 |
| TOTAL SUPPLY COST: | | \$1,710.00 |

C. SUBCONTRACTOR

| TITLE | HOURLY RATE | HOURS | COST |
|---------------------------|-------------|-------|--------|
| 1 | | | \$0.00 |
| 2 | | | \$0.00 |
| 3 | | | \$0.00 |
| 4 | | | \$0.00 |
| TOTAL SUBCONTRACTOR COST: | | | \$0.00 |

D. VEHICLE OPERATIONS

| COUNTY VEHICLES | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST | |
|------------------------------|---------------------------|-------------------------------------|-------------------------------------|----------------------|-------------|
| 15.00 | 8.00 | 19.600 | \$0.575 | \$63,135.00 | |
| STATE VEHICLES | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST | |
| 0.00 | 0.00 | 0.00 | \$0.285 | \$0.00 | |
| NO. OF LEASED VEHICLES | COST PER MONTH | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST |
| 0.00 | 0.00 | 0.00 | 0.00 | \$0.285 | \$0.00 |
| VEHICLE COST TOTAL: | | | | | \$63,135.00 |

E. OTHER ITEMS OF EXPENSE (e.g., communications, IT services)

| Description | | COST |
|-------------------------------------|---|-------------|
| 1 Cell Phones | Annual Contract | \$1,224.00 |
| 2 Uniforms/shoes | 16 employees X \$137.50/y | \$2,200.00 |
| 3 Tablets + Cases + Storage cabinet | 20 Apple Air 64 GB tablets + Cases + Charging Cabinet | \$14,500.00 |
| 4 | | |
| TOTAL SUPPLY COST: | | \$17,924.00 |

* Per federal audit guidelines, this rate cannot be exceeded. However, if your county's internal policy uses a lower rate, that rate may be applied.

* Salary rates subject to change due to changes in labor contracts program modifications, cost-of-living adjustments, step increases, classification series, fringe benefits, etc.

FY 2015-16 Pest Detection FF Trapping Total Cost: \$726,808.00

FY 2015-16 Pest Detection Trapping Total Cost: \$766,211.00

COMMENTS:

Proposal with purchase of tablets for electronic record keeping

CONTRA COSTA COUNTY DEPARTMENT OF AGRICULTURE
 FY 2015-16 Pest Detection Trapping Gypsy Moth (GM) Financial Plan

Sep-15

Green = fillable cells to be completed by the County.
 Purple = subtotals and totals. These contain formulas - DO NOT MODIFY!
 Orange = instructions.

A. PERSONNEL

1. STAFF - Detection Trappers

| Employee Name | Title | HOURS/ DAY | TOTAL WORK DAYS | HOURS |
|----------------|---|---------------|-----------------------|--------|
| 1 15 Employees | Pest Detection Specialist (July-Aug 2015) | 6.00 | 44.00 | 264.00 |
| 2 | | 0.00 | 0.00 | 0.00 |
| 3 12 Employees | Pest Detection Specialist (June 2016) | 9.00 | 22.00 | 108.00 |
| 4 3 Employees | Ag Aide (June 2016) | 1.20 | 22.00 | 26.40 |
| 5 | | 0.00 | 0.00 | 0.00 |
| 6 | | 0.00 | 0.00 | 0.00 |
| 7 | | 0.00 | 0.00 | 0.00 |
| 8 | | 0.00 | 0.00 | 0.00 |
| Subtotal: | | | | 398.40 |

2. SALARIES - Detection Trappers

| | | HOURLY RATE w/o BENEFITS | HOURS | SALARY |
|----------------|---|-----------------------------|--------|------------|
| 1 15 Employees | Pest Detection Specialist (July-Aug 2015) | \$19.39 | 264.00 | \$5,119.00 |
| 2 | | | 0.00 | \$0.00 |
| 3 12 Employees | Pest Detection Specialist (June 2016) | \$19.39 | 108.00 | \$2,055.00 |
| 4 3 Employees | Ag Aide (June 2016) | \$20.05 | 26.40 | \$521.00 |
| 5 | | \$0.00 | 0.00 | \$0.00 |
| 6 | | \$0.00 | 0.00 | \$0.00 |
| 7 | | \$0.00 | 0.00 | \$0.00 |
| 8 | | \$0.00 | 0.00 | \$0.00 |
| Subtotal: | | | | \$7,695.00 |

3. BENEFITS - Detection Trappers

| | | BENEFIT RATE (%) | SALARY | BENEFIT COST |
|----------------|---|---------------------|------------|-----------------|
| 1 15 Employees | Pest Detection Specialist (July-Aug 2015) | 11.7700% | \$5,119.00 | \$603.00 |
| 2 | | 0.0000% | \$0.00 | \$0.00 |
| 3 12 Employees | Pest Detection Specialist (June 2016) | 11.7700% | \$2,055.00 | \$242.00 |
| 4 3 Employees | Ag Aide (June 2016) | 60.0000% | \$521.00 | \$313.00 |
| 5 | | 0.0000% | \$0.00 | \$0.00 |
| 6 | | 0.0000% | \$0.00 | \$0.00 |
| 7 | | 0.0000% | \$0.00 | \$0.00 |
| 8 | | 0.0000% | \$0.00 | \$0.00 |
| Subtotal: | | | | \$1,158.00 |

DETECTION STAFF SUBTOTAL: \$8,853.00

4. STAFF - Non-Detection

| Employee Name | Title | HOURS/ DAY | TOTAL WORK DAYS | HOURS |
|--------------------|-----------------------------|---------------|-----------------------|--------|
| 1 Matt Slattengren | Assistant Commissioner | 0.40 | 68.00 | 27.20 |
| 2 Dean Gottlieb | Deputy Commissioner | 0.50 | 68.00 | 34.00 |
| 3 Roxann Crosby | Secretary | 0.50 | 16.00 | 8.00 |
| 4 Sheree Nuxoll | Clerical | 0.40 | 20.00 | 8.00 |
| 5 Will Schaub | Biologist II (Program Lead) | 0.50 | 68.00 | 34.00 |
| 6 | | 0.00 | 0.00 | 0.00 |
| 7 | | 0.00 | 0.00 | 0.00 |
| 8 | | 0.00 | 0.00 | 0.00 |
| Subtotal: | | | | 107.20 |

5. SALARIES - Non-Detection Staff

| | | HOURLY RATE w/o BENEFITS | HOURS | SALARY |
|--------------------|-----------------------------|-----------------------------|-------|------------|
| 1 Matt Slattengren | Assistant Commissioner | \$51.07 | 27.20 | \$1,380.00 |
| 2 Dean Gottlieb | Deputy Commissioner | \$42.41 | 34.00 | \$1,442.00 |
| 3 Roxann Crosby | Secretary | \$34.28 | 8.00 | \$274.24 |
| 4 Sheree Nuxoll | Clerical | \$22.19 | 8.00 | \$177.52 |
| 5 Will Schaub | Biologist II (Program Lead) | \$32.48 | 34.00 | \$1,104.32 |
| 6 | | \$0.00 | 0.00 | \$0.00 |
| 7 | | \$0.00 | 0.00 | \$0.00 |
| 8 | | \$0.00 | 0.00 | \$0.00 |
| Subtotal: | | | | \$4,225.00 |

6. BENEFITS - Non-Detection Staff

| | |
|--------------------|-----------------------------|
| 1 Matt Slattengren | Assistant Commissioner |
| 2 Dean Gottlieb | Deputy Commissioner |
| 3 Roxann Crosby | Secretary |
| 4 Sherree Nuxoll | Clerical |
| 5 Will Schaub | Biologist II (Program Lead) |
| 6 | |
| 7 | |
| 8 | |

| BENEFIT RATE (%) | SALARY | BENEFIT COST |
|------------------|------------|--------------|
| 49.2400% | \$1,330.00 | \$655.00 |
| 57.9800% | \$1,442.00 | \$838.00 |
| 49.6700% | \$171.00 | \$85.00 |
| 69.3300% | \$178.00 | \$108.00 |
| 59.7800% | \$1,104.00 | \$660.00 |
| 0.0000% | \$0.00 | \$0.00 |
| 0.0000% | \$0.00 | \$0.00 |
| 0.0000% | \$0.00 | \$0.00 |
| Subtotal: | | \$2,342.00 |

NON-DETECTION STAFF SUBTOTAL: \$8,567.00

25.00% Overhead (Not to exceed 25%)

| SALARIES | BENEFITS | OVERHEAD COST |
|-----------------------|------------|---------------|
| \$11,920.00 | \$3,500.00 | \$3,855.00 |
| TOTAL PERSONNEL COST: | | \$18,275.00 |

B. SUPPLIES (Itemized, such as: trapping poles, office supplies, etc.)

| Description | | COST |
|--------------------|-----------------|----------|
| 1 | Office supplies | \$250.00 |
| 2 | | \$0.00 |
| 3 | | \$0.00 |
| 4 | | \$0.00 |
| TOTAL SUPPLY COST: | | \$250.00 |

C. SUBCONTRACTOR

TITLE

| HOURLY RATE | HOURS | COST |
|---------------------------|-------|--------|
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTAL SUBCONTRACTOR COST: | | \$0.00 |

D. VEHICLE OPERATIONS

| COUNTY VEHICLES | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST | |
|------------------------------|---------------------------|-------------------------------------|-------------------------------------|----------------------|------------|
| 15.00 | 3.00 | 180.00 | \$0.575 | \$1,553.00 | |
| STATE VEHICLES | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST | |
| 0.00 | 0.00 | 0.00 | \$0.285 | \$0.00 | |
| NO. OF LEASED VEHICLES | COST PER MONTH | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST |
| 0.00 | 0.00 | 0.00 | 0.00 | \$0.285 | \$0.00 |
| VEHICLE COST TOTAL: | | | | | \$1,553.00 |

E. OTHER ITEMS OF EXPENSE (e.g., communications, IT services)

| Description | COST | |
|--------------------|--------|--------|
| 1 | \$0.00 | |
| 2 | \$0.00 | |
| 3 | \$0.00 | |
| 4 | \$0.00 | |
| TOTAL SUPPLY COST: | | \$0.00 |

*Per federal audit guidelines, this rate cannot be exceeded. However, if your county's internal policy uses a lower rate, that rate may be applied.
 * Salary rates subject to change due to changes in labor contracts program modifications, cost-of-living adjustments, step increases, classification series, fringe benefits, etc.

FY 2015-16 Pest Detection GM Trapping Total Cost: \$21,078.00

COMMENTS:

CONTRACOSTA

COUNTY DEPARTMENT OF AGRICULTURE

FY 2015-16 Pest Detection Trapping Japanese Beetle (JB) Financial Plan

Sep-15

Green = fillable cells to be completed by the County.
 Purple = subtotals and totals. These contain formulas - DO NOT MODIFY!
 Orange = instructions.

A. PERSONNEL

1. STAFF - Detection Trappers

| Employee Name | Title | HOURS/ DAY | TOTAL WORK DAYS | HOURS |
|----------------|---|---------------|-----------------------|--------|
| 1 15 Employees | Pest Detection Specialist (July-Aug 2015) | 16.00 | 48.00 | 264.00 |
| 2 | | 0.00 | 0.00 | 0.00 |
| 3 12 Employees | Pest Detection Specialist (June 2016) | 9.00 | 22.00 | 108.00 |
| 4 3 Employees | Ag Aide (June 2016) | 8.00 | 22.00 | 26.00 |
| 5 | | 0.00 | 0.00 | 0.00 |
| 6 | | 0.00 | 0.00 | 0.00 |
| 7 | | 0.00 | 0.00 | 0.00 |
| 8 | | 0.00 | 0.00 | 0.00 |
| Subtotal: | | | | 398.00 |

2. SALARIES - Detection Trappers

| | | HOURLY RATE w/o BENEFITS | HOURS | SALARY |
|----------------|---|-----------------------------|--------|------------|
| 1 15 Employees | Pest Detection Specialist (July-Aug 2015) | \$19.39 | 264.00 | \$5,119.00 |
| 2 | | \$0.00 | 0.00 | \$0.00 |
| 3 12 Employees | Pest Detection Specialist (June 2016) | \$19.39 | 108.00 | \$2,055.00 |
| 4 3 Employees | Ag Aide (June 2016) | \$20.05 | 26.00 | \$521.00 |
| 5 | | \$0.00 | 0.00 | \$0.00 |
| 6 | | \$0.00 | 0.00 | \$0.00 |
| 7 | | \$0.00 | 0.00 | \$0.00 |
| 8 | | \$0.00 | 0.00 | \$0.00 |
| Subtotal: | | | | \$7,695.00 |

3. BENEFITS - Detection Trappers

| | | BENEFIT RATE (%) | SALARY | BENEFIT COST |
|----------------|---|---------------------|------------|-----------------|
| 1 15 Employees | Pest Detection Specialist (July-Aug 2015) | 11.7700% | \$5,119.00 | \$603.00 |
| 2 | | 0.0000% | \$0.00 | \$0.00 |
| 3 12 Employees | Pest Detection Specialist (June 2016) | 11.7700% | \$2,055.00 | \$242.00 |
| 4 3 Employees | Ag Aide (June 2016) | 60.0000% | \$621.00 | \$313.00 |
| 5 | | 0.0000% | \$0.00 | \$0.00 |
| 6 | | 0.0000% | \$0.00 | \$0.00 |
| 7 | | 0.0000% | \$0.00 | \$0.00 |
| 8 | | 0.0000% | \$0.00 | \$0.00 |
| Subtotal: | | | | \$1,158.00 |

DETECTION STAFF SUBTOTAL: \$8,853.00

4. STAFF - Non-Detection

| Employee Name | Title | HOURS/ DAY | TOTAL WORK DAYS | HOURS |
|--------------------|------------------------------|---------------|-----------------------|--------|
| 1 Matt Slattengren | Assistant Commissioner | 0.40 | 68.00 | 26.00 |
| 2 Dean Gottlieb | Deputy Commissioner | 0.50 | 68.00 | 34.00 |
| 3 Roxann Crosby | Secretary | 0.30 | 16.00 | 5.00 |
| 4 Sherree Nuxoll | Clerical | 0.40 | 20.00 | 8.00 |
| 5 Will Schaub | Biologist III (Program Lead) | 0.50 | 68.00 | 34.00 |
| 6 | | 0.00 | 0.00 | 0.00 |
| 7 | | 0.00 | 0.00 | 0.00 |
| 8 | | 0.00 | 0.00 | 0.00 |
| Subtotal: | | | | 107.00 |

5. SALARIES - Non-Detection Staff

| | | HOURLY RATE w/o BENEFITS | HOURS | SALARY |
|--------------------|------------------------------|-----------------------------|-------|------------|
| 1 Matt Slattengren | Assistant Commissioner | \$51.17 | 26.00 | \$1,330.00 |
| 2 Dean Gottlieb | Deputy Commissioner | \$42.41 | 34.00 | \$1,442.00 |
| 3 Roxann Crosby | Secretary | \$34.28 | 5.00 | \$171.00 |
| 4 Sherree Nuxoll | Clerical | \$22.19 | 8.00 | \$178.00 |
| 5 Will Schaub | Biologist III (Program Lead) | \$32.48 | 34.00 | \$1,104.00 |
| 6 | | \$0.00 | 0.00 | \$0.00 |
| 7 | | \$0.00 | 0.00 | \$0.00 |
| 8 | | \$0.00 | 0.00 | \$0.00 |
| Subtotal: | | | | \$4,225.00 |

6. BENEFITS - Non-Detection Staff

| | |
|--------------------|------------------------------|
| 1 Malt Slattengren | Assistant Commissioner |
| 2 Dean Gottlieb | Deputy Commissioner |
| 3 Roxann Crosby | Secretary |
| 4 Sheree Nuxoll | Clerical |
| 5 Will Schaub | Biologist III (Program Lead) |
| 6 | |
| 7 | |
| 8 | |

| BENEFIT RATE (%) | SALARY | BENEFIT COST |
|------------------|------------|--------------|
| 49.2400% | \$1,330.00 | \$655.00 |
| 57.9800% | \$1,442.00 | \$836.00 |
| 49.5700% | \$171.00 | \$85.00 |
| 59.3300% | \$178.00 | \$106.00 |
| 59.7800% | \$1,104.00 | \$660.00 |
| 0.0000% | \$0.00 | \$0.00 |
| 0.0000% | \$0.00 | \$0.00 |
| 0.0000% | \$0.00 | \$0.00 |
| Subtotal: | | \$2,342.00 |

NON-DETECTION STAFF SUBTOTAL: \$6,567.00

25.00% Overhead (Not to exceed 25%)

| SALARIES | BENEFITS | OVERHEAD COST |
|-----------------------|------------|---------------|
| \$11,920.00 | \$3,600.00 | \$3,855.00 |
| TOTAL PERSONNEL COST: | | \$19,275.00 |

B. SUPPLIES (Itemized, such as: trapping poles, office supplies, etc.)

Description

| | |
|-------------------|--|
| 1 Office Supplies | |
| 2 | |
| 3 | |
| 4 | |

| COST |
|-----------------------------|
| \$250.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| TOTAL SUPPLY COST: \$250.00 |

C. SUBCONTRACTOR

TITLE

| | |
|---|--|
| 1 | |
| 2 | |
| 3 | |
| 4 | |

| HOURLY RATE | HOURS | COST |
|---------------------------|-------|--------|
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTAL SUBCONTRACTOR COST: | | \$0.00 |

D. VEHICLE OPERATIONS

| COUNTY VEHICLES | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST |
|---------------------|---------------------------|-------------------------------------|----------------------|--------|
| | | | \$0.575 | \$0.00 |
| STATE VEHICLES | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST |
| | | | \$0.285 | \$0.00 |
| COST PER MONTH | NO. OF USAGE MONTHS | MILEAGE PER VEHICLE PER MONTH | COST PER MILE* | COST |
| | | | \$0.285 | \$0.00 |
| VEHICLE COST TOTAL: | | | | \$0.00 |

E. OTHER ITEMS OF EXPENSE (e.g., communications, IT services)

Description

| | |
|---|--|
| 1 | |
| 2 | |
| 3 | |
| 4 | |

| COST |
|---------------------------|
| |
| |
| |
| TOTAL SUPPLY COST: \$0.00 |

* Per federal audit guidelines, this rate cannot be exceeded. However, if your county's internal policy uses a lower rate, that rate may be applied.

* Salary rates subject to change due to changes in labor contracts program modifications, cost-of-living adjustments, step increases, classification series, fringe benefits, etc.

COMMENTS:

FY 2015-16 Pest Detection JB Trapping Total Cost: \$19,525.00

GTC 810

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.
8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.
9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).
10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical

disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission Implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured

thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

EXHIBIT D
(County Agreement)

SPECIAL TERMS AND CONDITIONS

1. Excise Tax

The State of California is exempt from federal excise taxes and no payment will be made for any taxes levied on employees' wages. The State will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another state.

2. Settlement of Disputes

In the event of a dispute, Contractor shall file a "Notice of Dispute" with the CDFA within ten (10) days of discovery of the problem. Such Notice of Dispute shall contain the Agreement number. Within ten (10) days of receipt of such Notice of Dispute, the Agency Secretary, or Designee, shall meet with the Contractor and the CDFA project manager for the purpose of resolving the dispute. The decision of the Agency Secretary or Designee shall be final. In the event of a dispute, the language contained within this Agreement shall prevail over any other language including that of the bid proposal.

3. Evaluation of Contractor- Consultant Contracts Only

Per the Department of General Services (DGS), all contracts for consultant services of \$5,000 or more must be evaluated. The Contract/Contractor Evaluation, Form Std. 4, must be prepared by the program within 60 days of the completion of the contract. These evaluations shall remain on file by the Department (in a separate location from the contract file) for a period of 36 months.

4. Agency Liability

The Contractor warrants by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the State shall, in addition to other remedies provided by law, have the right to annul this Agreement without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

5. Potential Subcontractors

If Contractor subcontracts out a portion of the work required by this Agreement, nothing contained in this Agreement or otherwise, shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Contractor of his responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Contractor. The Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

6. Right To Terminate

The State reserves the right to terminate this agreement subject to 30 days written notice to the Contractor. Contractor may submit a written request to terminate this agreement only if the State should substantially fail to perform its responsibilities as provided herein. However, the agreement can be immediately terminated for cause.

EXHIBIT E
(County Agreement)

ADDITIONAL PROVISIONS

CONTRACTS FUNDED BY THE FEDERAL GOVERNMENT

It is mutually understood between the parties that this contract may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the contract were executed after that determination was made.

This contract is valid and enforceable only if sufficient funds are available to the State by the United State Government for the Fiscal Year(s) 2015/2016 covered by this Agreement for the purposes of the program. In addition, this contract is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress, which may affect the provisions or funding of this contract in any manner.

It is mutually agreed that if the Congress does not appropriate sufficient funds for the program this contract shall be amended to reflect any reductions in funds.

The Department has the option to void the contract under the 30-day cancellation clause or to amend the contract to reflect any reduction of funds.

The recipient shall comply with the Single Audit Act and the reporting requirements set forth in OMB Circular A-133.

CONTRACT AND SUBCONTRACT COMPLIANCE REQUIREMENTS

The Contractor shall ensure its officers, agents and employees will fully cooperate with any/all investigations conducted by the Department of Food and Agriculture's Equal Employment Opportunity and Human Resources Offices and will require the same of any subcontractors or consultants used pursuant to this agreement.

INSURANCE REQUIREMENTS

Contractor shall comply with all requirements outlined in the (1) General Provisions section and (2) Contract Insurance Requirements outlined in this section. No payments will be made under this contract until contractor fully complies with all requirements.

1. General Provisions Applying to All Policies

- a. **Coverage Term** – Coverage needs to be in force for the complete term of the contract. If insurance expires during the term of the contract, a new certificate must be received by the State at least ten (10) days prior to the expiration of this insurance. Any new insurance must comply with the original contract terms.
- b. **Policy Cancellation or Termination & Notice of Non-Renewal** – Insurance policies shall contain a provision stating coverage will not be cancelled without 30 days prior written notice to the State. New Certificates of insurance are subject to the approval of the Department of General Services and the Contractor agrees no work or services will be performed prior to obtaining such approval. In the event Contractor fails to keep in effect at all times the specified insurance coverage, the State may, in addition to any other remedies it may have, terminate this contract upon the occurrence of such event, subject to the provisions of this contract.
- c. **Premiums, Assessments and Deductibles** – Contractor is responsible for any premiums, policy assessments, deductibles or self-insured retentions contained within their insurance program.

EXHIBIT E
(County Agreement)

- d. Primary clause – Any required insurance contained in this contract shall be primary and not excess or contributory to any other insurance carried by the State.
- e. Insurance Carrier Required Rating – All insurance carriers must carry an AM Best rating of at least an "A-" with a financial category rating of no lower than VI. If the contractor is self-insured for a portion or all of its insurance, documentation of self-insurance must be submitted and approved by the Department of General Services, Office of Risk and Insurance Management.
- f. Endorsements – Any required endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.
- g. Inadequate Insurance – Inadequate or lack of insurance does not negate the contractor's obligation under the contract.
- h. Use of Subcontractors – In the case of Contractor's utilization of subcontractors to complete the contracted scope of work, the contractor shall include all subcontractors as insured's under Contractor's insurance or supply evidence of subcontractor's insurance to the State equal to policies, coverages and limits required of the Contractor.

2. Contract Insurance Requirements

Prime Contractor Insurance Requirements

Contractor shall display on an Acora certificate of insurance evidence of the following coverages:

Commercial General Liability Insurance

Contractor shall maintain general liability on an occurrence form with limits not less than \$1,000,000 per occurrence for bodily injury and property damage liability combined with a \$2,000,000 annual policy aggregate. A "per project aggregate" endorsement is required. The policy shall include coverage for liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under an insured contract. This insurance shall apply separately to each insured against whom claim is made or suit is brought subject to the Contractor's liability.

The policy must be endorsed to name **The State of California, its officers, agents, employees and servants as additional insureds, but only with respect to work performed under this contract.**

Automobile Liability Insurance

Contractor shall maintain automobile liability insurance for limits not less than \$1,000,000 combined single limit. Such insurance shall cover liability arising out of a motor vehicle including owned, hired, and non-owned motor vehicles. Should the scope of the contract involve transportation of hazardous materials, evidence of an MCS-90 or equivalent is required.

Workers Compensation Insurance

The Contractor shall have and maintain, for the term of this agreement, workers' compensation insurance and shall furnish to the State a certificate of insurance evidencing workers' compensation insurance and employer's liability presently in effect with limits not less than \$1,000,000 by an insurance carrier licensed to underwrite workers' compensation insurance in California. Such certificate shall include the name of the carrier, policy inception and expiration dates. If the Contractor is self-insured for workers' compensation, a certificate must be presented evidencing Contractor is a qualified self-insurer in the State of California. By signing this agreement, the Contractor hereby warrants that it carries workers' compensation insurance on all

EXHIBIT E
(County Agreement)

of its employees who will be engaged in the performance of this agreement. If staff provided by the Contractor is defined as independent contractors, this clause does not apply.

Sub-Contractor Insurance Requirements

Contractor shall display on an Acord certificate of insurance evidence of the following coverages:

Commercial General Liability Insurance

Contractor shall maintain general liability on an occurrence form with limits not less than \$1,000,000 per occurrence for bodily injury and property damage liability combined with a \$2,000,000 annual policy aggregate. A "per project aggregate" endorsement is required. The policy shall include coverage for liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under an insured contract. This insurance shall apply separately to each insured against whom claim is made or suit is brought subject to the Contractor's liability.

The policy must be endorsed to name **The State of California, its officers, agents, employees and servants as additional insureds, but only with respect to work performed under this contract**

Automobile Liability Insurance

Contractor shall maintain automobile liability insurance for limits not less than \$1,000,000 combined single limit. Such insurance shall cover liability arising out of a motor vehicle including owned, hired, and non-owned motor vehicles. Should the scope of the contract involve transportation of hazardous materials, evidence of an MCS-90 or equivalent is required.

Workers Compensation Insurance

The Contractor shall have and maintain, for the term of this agreement, workers' compensation insurance and shall furnish to the State a certificate of insurance evidencing workers' compensation insurance and employer's liability presently in effect with limits not less than \$1,000,000 by an insurance carrier licensed to underwrite workers' compensation insurance in California. Such certificate shall include the name of the carrier, policy inception and expiration dates. If the Contractor is self-insured for workers' compensation, a certificate must be presented evidencing Contractor is a qualified self-insurer in the State of California. By signing this agreement, the Contractor hereby warrants that it carries workers' compensation insurance on all of its employees who will be engaged in the performance of this agreement. If staff provided by the Contractor is defined as independent contractors, this clause does not apply.

EQUIPMENT (VEHICLES)

The Contractor shall assume ownership and all liability of vehicle(s) purchased from these funds and will be responsible for the licensing of said vehicle(s). The CDFA will remain as lien holder on the title of said vehicle(s). The Contractor will retain possession of said vehicle(s) during the term of this Agreement. Upon completion of this project, CDFA will make a determination as to the disposition of the vehicle(s).

The Contractor shall assume all responsibility for the maintenance of said vehicles and assure that the vehicle(s) remain in good working condition at all times. The Contractor shall repair or replace any damaged, lost or stolen equipment to the satisfaction of the CDFA with no expense to the CDFA.

In the event of theft, a police report must be filed immediately in accordance with the State Administrative Manual, Section 2625. The CDFA project manager must also be notified immediately of any theft.

The CDFA will reimburse the Contractor for mileage accrued in the performance of this Agreement at the authorized State rate.

EXHIBIT E
(County Agreement)

The Contractor shall maintain an inventory record for each vehicle purchased from these funds. The inventory record shall include the date acquired, total cost, serial number and model identification, and any other information or description necessary to identify said vehicle(s). The inventory records shall also include the location or section to which each said vehicle is assigned. A copy of the inventory record shall be made available to the CDFA upon request by the CDFA.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: California Governor's Office of Emergency Services Unserved/Underserved Victim/Advocacy and Outreach Program grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee to apply for and accept the California Governor's Office of Emergency Services, Unserved/Underserved Victim Advocacy and Outreach Program grant funding in an amount not to exceed \$175,000 to identify underserved socially isolated populations, fund awareness, and improve knowledge to access local services available to crime victims for the period April 1, 2016 through March 31, 2017.

FISCAL IMPACT:

County to receive an amount not to exceed \$175,000 from the California Governor's Office of Emergency Services, Unserved/Underserved Victim Advocacy and Outreach Program grant. (100% State) (20% In kind match)

BACKGROUND:

This grant funding is focused on service delivery to victims of violent crime within the unserved/underserved and socially isolated populations such as the elder population. In addition, it is designed to fund the awareness and to improve knowledge about assessing local services available to crime victims. The primary purpose of the program is to increase access to culturally

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Elaine Burres,
313-1717

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

appropriate victim services for unserved and underserved victim of crime. This can be accomplished by creating new programs or enhancing existing programs to commit staff time to specifically address the needs of the identified victim population, hiring staff, that reflects that population, training all staff on the cultural norms of the population and increasing out reach efforts.

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, expansion of existing services and implementation of new programs to provide services to the unserved/underserved victims of violence crimes would not be realized.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: California Department of Aging Supplemental Nutrition Assistance Program-Education (SNAP-ED) funding

RECOMMENDATION(S):

ADOPT Resolution No. 2016/88 to Approve and Authorize the Employment and Human Services Department Director, or designee, to execute a contract with the California Department of Aging, Agreement #SP-1516-07, to pay County an amount not to exceed \$29,688 for Supplemental Nutrition Assistance Program-Education (SNAP-ED) services for the period October 1, 2015 through September 30, 2016.

FISCAL IMPACT:

County to receive funding in amount not to exceed \$29,688 from California Department of Aging SNAP-Ed funding, Agreement SP-1516-07. (100% Federal) (No County match)

BACKGROUND:

The Supplemental Nutrition Assistance Program-Ed (SNAP-ED) funding will be used to improve the health of low-income seniors through exercise and better nutrition education. Employment and Human Services will design and implement nutrition information programs. The SNAP-ED program will provide year-long program(s) at low-income senior sites and provide nutrition education classes at senior centers and congregate meal sites throughout Contra Costa County. Nutrition education materials will be distributed to /Contra Costa County seniors who receive Meals on Wheels food services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Elaine Burres,
313-1717

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, Employment and Human Services would be unable to provide Nutrition Education and Prevention Program(s) to the SNAP-ED populations in Contra Costa County

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

Resolution No. 2016/88

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐



Resolution No. 2016/88

In the Matter Of: California Department of Aging Supplemental Nutrition Assistance Program-Education Funding

WHEREAS, the Contra Costa County (CCC) Employment and Human Services Department (EHSD) Area on Aging (AAA) provides services to the SNAP-Ed population, including low-income seniors, and,

WHEREAS, the California Department of Aging has made \$29,688 in SNAP-ED funds available to CCC EHSD AAA, and,

WHEREAS, the CCC EHSD AAA will provide Nutrition Education program(s) designed to improve the health of low-income seniors and will distribute information to seniors who receive Meals on Wheels food services.

Now, Therefore, Be It Resolved: The Contra Costa Board of Supervisors approve and authorize the Employment and Human Services Director, or designee, to execute a contract with the California Department of Aging to pay County an amount not to exceed \$29,688, Agreement #SP-1516-07, for the Supplement Nutrition Assistance Program-Education services for the period October 1, 2015 through September 30, 2016.

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 1, 2016

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

Contact: Elaine Burres, 313-1717

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: 2016 Food Services Agreement with Little Angels Country Day School LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to execute a contract with Little Angels Country Day School LLC to pay the county an amount not to exceed \$39,000 to provide food services to the childcare program at Little Angels Country Day School for the period February 1, 2016 through December 31, 2016.

FISCAL IMPACT:

No net County costs.

Little Angels Country Day School has agreed to reimburse the County, up to the limits of the California Child and Adult Food Program, for food service expenses related to this contract. The County will provide breakfast, lunch and snack to up to 50 children at the rate of \$3.54 per day per child.

BACKGROUND:

Little Angels Country Day School preschool program offers Head Start and State Preschool program services through contract with the Community Services Bureau (CSB). The preschool provides services to low-income children in East Contra Costa County. CSB will provide meals

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: CSB (925)
681-6346

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

By: , Deputy

cc: Ericka Ramirez, Sam Mendoza, Cassandra Youngblood

BACKGROUND: (CONT'D)

to the program that meet the Head Start performance standards and USDA meal guidelines. Little Angels Country Day School will pay \$3.54 per meal and the Department will seek reimbursement from California Child and Adult Food Program for the remaining cost per meal.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County will be unable to provide food services to its childcare partner.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: 2015-16 Department of Energy / Weatherization Assistance Program contract / amendment #1

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Department Director, or designee, to execute a contract amendment with California Department of Community Services and Development, including modified indemnification language, for Department of Energy Weatherization Assistance Program / Low-Income Home Energy Assistance to increase the payment limit by \$49,368 to a new amount \$152,541 and extend the term to September 1, 2015 through June 30, 2016.

FISCAL IMPACT:

100% Federal funds passed through State / CFDA # 84.042
U.S. Department of Health and Human Services
California Department of Community Services and Development
Net County Costs: \$0
CCC: 39-800-16

BACKGROUND:

The County routinely receives funds from the California Department of

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: CSB (925)
681-6304

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

By: , Deputy

cc: Jagjit Bhambra, Sam Mendoza, Cassandra Youngblood

BACKGROUND: (CONT'D)

Community Services and Development to manage a Department of Energy Weatherization Assistance program. Contra Costa County has received funding from the State Department of Community Services and Development for 20 years wherein the county provides energy bill assistance payments and weatherization services to county residents who are income-eligible to receive said services. The funding source is federal funding from the Department of Energy passed through by the California Department of Community Services and Development. The county receives the money via the Employment & Human Services Department (EHSD); EHSD, in turn, partners with the county Department of Conservation and Development to provide direct services to clients through energy saving home improvements. The energy saving measures may provide homes with hot water heaters, furnaces, refrigerators, microwaves, doors, windows, florescent light bulbs, weather stripping, ceiling fans, and attic insulation. Homes receive a blower door test (a diagnostic tool to locate and correct air infiltration), and homes with gas appliances receive a combustion appliance safety test that checks for carbon monoxide gas leakage. Homes with gas appliances are provided with carbon monoxide alarm. The program uses income based eligibility as per the federal poverty guidelines for that program year. Once eligibility is determined, clients with no hot water, no heat, or are in danger of having their power shut off are served as emergencies. Services are then based on clients with the lowest income, highest energy burden, and those with one household member who is considered in the vulnerable population.

The board approved receipt of the 2015-16 allocation on July 28, 2015. The state routinely amends these contracts as more funding becomes available; this board order is to accept additional funding and to extend the contract term.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Department will not receive funding to operate the weatherization assistance program in Contra Costa County.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department, Community Services Bureau energy program supports one Contra Costa County community outcome - Outcome #4: "Families that are Safe, Stable and Nurturing." This outcome is supported by the provision of home energy assistance to keep households warm in winter and to increase household energy efficiency.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: Amend Contract with Family Support Services of the Bay Area

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Family Support Services of the Bay Area effective March 30, 2016 to increase the payment limit by \$37,500 to a new payment limit of \$150,000 and to extend the term from March 31, 2016 to June 30, 2016 for continued respite services to foster parents and relative caregivers through the Heritage Project. (30% County, 70% State)

FISCAL IMPACT:

\$150,000: 30% County; 70% State

BACKGROUND:

This three month extension will allow the Employment and Human Services Department time to post a competitive bid through the Request For Proposal (RFP) process. This contract allows Family Support Services of the Bay Area (FSSBA) to provide respite services for foster parents or relative caregivers of drug-exposed and medically fragile children with special needs between the ages of 0-5 years. The goal of the respite program under the State Heritage Project, Options for Recovery Program, is to provide comprehensive high quality in-home and out-of-home respite services to support the relative caregivers and foster parents in their full-time role as caregivers.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Gina Chenoweth,
3-1648

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Although FSSBA supports foster caregivers throughout Contra Costa County, most of these caregivers with drug-exposed children are located primarily in Richmond (West County) and Pittsburg (East County). Respite services are available 24-hours a day, seven days a week. (19-723-5)

CONSEQUENCE OF NEGATIVE ACTION:

Substitute care providers will not have the opportunity to receive respite services for the children in their care who are medically fragile.

CHILDREN'S IMPACT STATEMENT:

Respite services support four of Contra Costa County's community outcomes: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families." Respite services may be used during times of crisis when a caregiver needs to be away from home or when parents or relative caregivers must pursue other activities that temporarily take them away from children whose special needs require ongoing care.



Contra
Costa
County

To: Board of Supervisors
From: Jessica Hudson, County Librarian
Date: March 1, 2016

Subject: Baker & Taylor Purchase Order

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a purchase order with Baker & Taylor in an amount not to exceed \$252,979 for book leasing services for the Contra Costa County Library, for the period January 1 through December 31, 2016.

FISCAL IMPACT:

100% Library Fund.

BACKGROUND:

Contra Costa County Library builds and maintains collections for the County's residents. In order to meet the high demand of current materials, the library is sometimes forced to purchase additional copies to supplement the long demand list. When popularity wanes, the library is faced with the challenge and expense of storing the excess titles. The Baker & Taylor book leasing service provides libraries with an efficient and economical method for maintaining an inventory of the most current, high demand, hardcover titles. Leasing materials will allow the library access to additional copies of popular titles for overall patron satisfaction without a negative storage impact. The leased materials will have the same level of processing and branding that library patrons have learned to recognize as Contra Costa County Library materials.

CONSEQUENCE OF NEGATIVE ACTION:

If the Purchase Order is not approved, the Contra Costa County Library will not efficiently and economically meet the high patron demand of current materials.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Jessica Hudson,
925-646-6423

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

By: , Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: APPROVE a contract amendment with Garland/DBS Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Garland/DBS, Inc., effective March 1, 2016, to increase the payment limit by \$3,500,000 to a new payment limit of \$6,500,000, with no change to the original term of June 1, 2015 through May 31, 2018, to provide roofing repair services, Countywide.

FISCAL IMPACT:

This cost is to be funded through Facilities Services budget and Facility Lifespan Improvement Program (FLIP) funds. (100% General Fund)

BACKGROUND:

Public Works Facilities Maintenance is responsible for roofing repairs and maintenance. Garland/DBS Inc. has been awarded US Communities national contract #14-5903 for this type of roofing and roofing maintenance. Utilizing such a government contract guarantees Public Works fair pricing and exceptional service for roofing repairs. Facilities Services has exhausted the funds allotted to Garland/DBS Inc. and is requesting the dollar amount to be amended.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Stan Burton, (925)
313-7077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment is not approved, roofing repair services with Garland/DBS Inc. will not proceed.



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: March 1, 2016

Subject: Contract with Bold, Polisner, Maddow, Nelson & Judson

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Risk Manager to execute a contract with Bold, Polisner, Maddow, Nelson & Judson for defense of the County in claims for the period effective January 1, 2016 through December 31, 2016 in accordance with a specified fee schedule.

FISCAL IMPACT:

Legal costs are funded through the Workers' Compensation, Liability, and Medical Malpractice Internal Trust Funds.

BACKGROUND:

The County is receiving expert legal services in defense of certain claims by an attorney who is joining the law firm of Bold, Polisner, Maddow, Nelson & Judson. This attorney will be taking matters he is currently handling on behalf of the County with him to the new law firm. Bold, Polisner, Maddow, Nelson & Judson has agreed to a one-year contract so that this attorney can complete settlement of the claims.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Sharon Hymes-Offord
925.335.1450

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Claims will not be settled in an efficient and timely manner.

CHILDREN'S IMPACT STATEMENT:

None.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Contract #26-795-2 with Cesar M. Calderon

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #26-795-2 with Cesar M. Calderon, an individual, in an amount not to exceed \$108,000, to provide consulting and technical assistance to the Materials Management Unit at Contra Costa Regional Medical and Health Centers (CCRMC) for the period from February 16, 2016 through February 15, 2017.

FISCAL IMPACT:

This Contract is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

In April 2015, the County Administrator approved and the Purchasing Services Manager executed Contract #26-795 (as amended by Amendment Agreement #26-795-1), with Cesar M. Calderon, for the provision of consulting and technical assistance to the Materials Management Unit at CCRMC including supply chain supervision, training and education; operation audits and process analysis and optimization, through February 15, 2016. Approval of Contract #26-795-2 will allow Contractor to continue to provide consulting and technical assistance to the Materials Management Unit at CCRMC through February 15, 2017.

☒ APPROVE

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COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the Materials Management Unit will not have access to Contractor's services.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



**Contra
Costa
County**

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: March 1, 2016

Subject: AWARD Construction Contract for Security Renovations of West County Detention Facility, 5555 Giant Highway, Richmond (WH103Z)

RECOMMENDATION(S):

- (1) APPROVE the design, plans, and specifications for the above project.
- (2) DETERMINE that the bid submitted by Cornerstone Detention Products, Inc. ("Cornerstone") complied with the requirements of the County's Outreach Program for this project, as provided in the project specifications, and FURTHER DETERMINE that Cornerstone submitted the lowest responsive and responsible bid for this project.
- (3) FURTHER DETERMINE that Cornerstone, as the lowest responsive and responsible bidder for the above project, has entered into a Project Labor Agreement with the Contra Costa Building and Construction Trades Council to comply with the requirements of the County's Project Labor Agreement policy.
- (4) AWARD the construction contract for the above project to Cornerstone in the amount of \$5,497,000 and DIRECT that the Public Works Director, or designee, prepare the contract.
- (5) DIRECT that Cornerstone shall submit two good and sufficient security bonds (performance and payment bonds) in the amount of \$5,497,000 each.
- (6) ORDER that, after the contractor has signed the contract and returned

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COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Ramesh Kanzaria, (925)
313-2000

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

By: , Deputy

cc: PW Accounting, PW CPM Division Manager, PW CPM Project Manager, PW CPM Clerical, Auditor's Office, County Counsel's Office, County Administrator's Office, County Administrator's Office

RECOMMENDATION(S): (CONT'D)

it, together with the bonds, evidence of insurance, and other required documents, and the Public Works Director has reviewed and found them to be sufficient, the Public Works Director, or designee, is authorized to sign the contract for this Board.

(7) ORDER that, in accordance with the project specifications and upon signature of the contract by the Public Works Director, or designee, any bid bonds posted by the bidders are exonerated and any checks or cash submitted for bid security shall be returned.

(8) AUTHORIZE the Public Works Director, or designee, to sign any escrow agreements prepared for this project to permit the direct payment of retentions into escrow or the substitution of securities for moneys withheld by the County to ensure performance under the contract, pursuant to Public Contract Code Section 22300.

(9) AUTHORIZE the Public Works Director, or designee, to order changes or additions to the work pursuant to Public Contract Code Section 20142.

(10) DELEGATE, pursuant to Public Contract Code Section 4114, to the Public Works Director, or designee, the Board's functions under Public Contract Code Sections 4107 and 4110.

FISCAL IMPACT:

Funding is provided by AB109 (51.90%), General Fund – Facilities Life-Cycle Investment Program (26.25%), and General Fund – Plant Acquisition (21.85%).

BACKGROUND:

The West County Detention Facility is located at 5555 Giant Highway, Richmond. The facility was opened in 1991 and is operated as a direct-supervision, medium-security jail. It is intended to operate as a coeducational, program-oriented, adult facility. It has five housing units and a visitation area, along with other support buildings.

The main purpose of this project is to address ongoing facility repair and maintenance issues and to improve operational functions by renovating the facility interior and installing security upgrades. The present lack of cell door monitoring is a potential safety concern compared to present day facilities, which have monitoring through the lock hardware. The lack of monitoring does not comply with current industry standards for detention facilities. The security electronics, cell locks, and camera system installed in this facility are reaching the end of their useful lives and must be replaced. On-going maintenance of the systems is increasing and consuming an excessive amount of resources. The analog Closed Circuit TV (CCTV) system has too few cameras and does not provide sufficient coverage of inmate areas. This project consists of: 1) removing and replacing interior walls, installing electrical upgrades, and painting the visitation area and detention rooms; 2) removing and replacing detention room locks, installing new conductors in the electronics room, installing Programmable Logic Controllers (PLC's) and Touchscreen Control Stations in Central Control and Housing Units; 3) replacing the CCTV system with an Internet Protocol (IP) camera system and video management system ; and 4) installing a new Infrared Perimeter Intrusion Detection (IPID) beam system at the base of the fence that surrounds the entire facility.

The construction cost estimate is \$4,000,000, and the general prevailing wage rates will be the minimum rates paid on this project. Bids were received and opened by the Public Works Department on October 29, 2015, and the bid results are as follows:

| BIDDER | BASE BID |
|--|-----------------|
| Cornerstone Detention Products, Inc. | \$5,497,000 |
| ISI Detention Contracting Group, Inc., | \$6,949,462 |

Both bids were above the consultant's preliminary construction cost estimate of \$4,000,000. Cornerstone submitted the lowest responsive and responsible bid of \$5,497,000 (Base Bid only), which is \$1,452,462 less than the next lowest bid submitted by ISI Detention Contracting Group, Inc. The sizable variation between the cost estimate and the actual bids was evaluated by the consultant team. It was determined that there were items not accounted for in the

cost estimate, including the complexity of the actual conduit placement and routing of wiring, types of security cameras and data storage to record and retain the higher resolution video, and phasing of the scope of work at the site. The consultant team has evaluated the variation between the cost estimate and the low bid and has determined that the estimate was undervalued and that the low bid, in general, is in alignment with the scope of work.

Staff has determined that Cornerstone's bid is responsive and their good faith effort documentation complies with the County's Outreach Program. Staff recommends that the bid be awarded to Cornerstone in the amount of \$5,497,000.

CONSEQUENCE OF NEGATIVE ACTION:

If the contract is not awarded, the West County Detention Facility will continue to deteriorate resulting in more costly repairs in the future.



**Contra
Costa
County**

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: March 1, 2016

Subject: Amendment #24-680-29 with Telecare Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or his designee, to execute, on behalf of the County, Contract Amendment Agreement #24-680-29 with Telecare Corporation, a corporation, effective January 15, 2016, to amend Novation Contract #24-680-28, to modify the payment provisions, with no change in the payment limit of \$1,352,90, and no change in the original term of July 1, 2015 through June 30, 2016, with no increase to the automatic extension amount of \$676,455, through December 31, 2016.

FISCAL IMPACT:

This Amendment is funded 76% by Mental Health Realignment and 24% Hospital Utilization Review. (Rate increase)

BACKGROUND:

On December 15, 2015, the Board of Supervisors approved Novation Contract #24-680-28 with Telecare Corporation for the period from July 1, 2015 through June 30, 2016, which included a six-month automatic extension through December 31, 2016, for the provision of gero-psychiatric and subacute mental health care for Severely and Persistently Mentally Ill clients.

In January 2016, the Contractor opened a new campus on site at Villa Fairmont called Villa flex to provide services to clients with complex needs and requiring comprehensive services. At the request of the County, the Contractor will provide additional services to clients needing a higher level of structure and a contained environment.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

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COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Cynthia Belon,
957-5201

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

By: , Deputy

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #24-680-29 will allow Contractor to provide additional services to clients needing a higher level of containment at the Flex Unit, through June 30, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients will not receive the mental health care provided by Contractor.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: Amend Contract with STAND! For Families Free of Violence

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with STAND! For Families Free of Violence, a Non-Profit Corporation, effective March 1, 2016, decreasing the payment limit by \$133,616 to a new payment limit of \$373,913 to provide Phase II Lethality Assessment Program Implementation for Domestic Violence Homicide Prevention for the period December 5, 2014 through September 30, 2016. (100% Federal)

FISCAL IMPACT:

\$373,913: 100% Federal Department of Justice Grant (CFDA #16.590). No County Costs.

BACKGROUND:

This decrease in the payment limit is due to a mandatory reduction in funding from the US Department of Justice. The Zero Tolerance for Domestic Violence Initiative (ZTDVI) applied for and received funds from the US Department of Justice, Office on Violence against Women (OVW), Domestic Violence Homicide Prevention Demonstration ("Project") in 2013. The Project is implemented in two phases - an assessment phase ("Phase I") and an implementation

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☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Vickie Kaplan,
313-1514

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

phase ("Phase II"). OVW completed Phase I in September 2014 and selected ZTDVI as one of four sites to participate in Phase II of the Project and implement the Lethality Assessment Program (LAP), a recognized promising practice. ZTDVI is engaging the Contractor to assist in carrying out activities consistent with the funding application.

CONSEQUENCE OF NEGATIVE ACTION:

Valuable services will not be provided.

CHILDREN'S IMPACT STATEMENT:

None.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Master Services Agreement #27-697-4 with Prism Services Group, LLC

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, a Master Services Agreement with Prism Services Group, LLC, a limited liability company, in an amount not to exceed \$110,000, to provide a hosted solution to automate certain health plan provider network operations and related services for the period from November 1, 2015, through October 31, 2018.

FISCAL IMPACT:

This Contract is funded 100% by Contra Costa Health Plan Enterprise Fund II. (No rate increase)

BACKGROUND:

The Contra Costa Health Plan has an obligation to provide certain specialized professional health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County.

Under Master Services Agreement #27-697-4, the Contractor will provide a hosted solution to automate certain health plan provider network operations and related services for the period from November 1, 2015, through October 31, 2018. The annual hosting fee will increase three percent (3%) in years two and three of the contract.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

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COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Patricia Tanquary,
313-6004

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

By: , Deputy

cc: M Wilhelm, Tasha Scott

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County staff will not be able to meet State requirements for providing an on-line provider network.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: March 1, 2016

Subject: Clarification of Payment Limit for January 12, 2016, Board Order Item #C.25 regarding amended contract with Environmental Science Associates, Inc.

RECOMMENDATION(S):

APPROVE clarification of Board action of January 12, 2016 (C.25), which authorized a contract amendment with Environmental Science Associates, Inc., regarding services related to the preparation of an Environmental Impact Report (EIR), to correctly state that the payment limit was increased by \$140,000 to a new payment limit of \$271,605.

FISCAL IMPACT:

There is no impact to the General Fund. The cost for preparing the EIR is charged to the project applicant (100% Land Use Permit fees).

BACKGROUND:

The Department of Conservation and Development (DCD) is the lead agency responsible for conducting the environmental review of the proposed Keller Canyon Landfill land use permit amendment. DCD retained Environmental Science Associates, Inc. (ESA) to prepare the Subsequent EIR for this project. The previous contract with ESA would have expired on December 31, 2015. Due to delays beyond the control of the County or ESA, a new Notice of Preparation needed to be issued, and the analysis of potential impacts the project may have on environmental resources (e.g. biology, air quality, traffic, etc.) also needed to be updated.

This is intended to clarify the Board Order that was approved by the Board of Supervisors as Agenda Item C.25 on January 12, 2016, to correctly state the payment limit increased by \$140,000 to a new payment limit of \$271,605 for the contract amendment with ESA. The January 12, 2016 Board Order incorrectly stated to increase the payment

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Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: David Brockbank, (925)
674-7794

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

limit by \$115,000 to a new limit of \$246,605. The effective date and contract term were accurately reflected in the Board Order approved on January 12, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

If the correction to the payment limit is not approved, a new contract amendment with ESA would have to be prepared and executed with a lower payment limit, which would not be adequate to pay for all of the services required. In order to complete the Subsequent EIR, preparation and approval of an additional, separate contract amendment would then be necessary to authorize payment of the remaining amount needed to cover the applicable consultant costs.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Amendment/Extension #74-486-3 with NMRR Inc. (dba Brightstar Healthcare)

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract Extension Agreement #74-486-3 with NMRR, Inc. (dba Brightstar Healthcare), a corporation, effective February 1, 2016, to amend Contract #74-486-1, to increase the payment limit by \$88,994, from \$94,330 to a new payment limit of \$183,324, and extend the term from August 31, 2016 to a new termination date of September 30, 2016.

FISCAL IMPACT:

This Contract is funded 100% County General Fund. (No rate increase)

BACKGROUND:

In October 2015, the County Administrator approved and the Purchasing Services Manager executed Contract #74-486-1, with NMRR Inc. (dba Brightstar Healthcare), for the provision of temporary nursing staff to care for a client with multiple and severe disabilities for day to day assistance and physical maintenance for the period from October 1, 2015 through August 31, 2016. The Division has been unable to locate appropriate, permanent placement for this client and is requesting an increase in contract payment limit and extension of the contract term to continue to care for this client until permanent placement can be located. Approval of Contract Amendment/Extension Agreement # 74-486-3 will allow the Contractor to continue providing temporary nursing care through September 30, 2016.

☒ APPROVE

☐ OTHER

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☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Cynthia Belon,
925-957-5201

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this Amendment/Extension is not approved, Contractor will not continue to provide services.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: APPROVE a contract with Alhambra Electric for electrical maintenance and repair

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Alhambra Electric, in an amount not to exceed \$2,000,000 for electrical maintenance and repair, for the period of February 1, 2016 through January 31, 2019, Countywide.

FISCAL IMPACT:

This cost is to be funded through Facilities Services maintenance budget. (100% General Fund)

BACKGROUND:

Facilities Services has been tasked with several requests for electrical upgrades to County facilities. With an improved County budget and Facility Life Implementation Plan, the work orders have begun to amass. The amount of work has surpassed Facilities' ability to conduct work in a timely manner with the current staff. Bidsync # 1510-160 solicited several electrical contractors interested in performing sublet work for Facilities Services. Alhambra Electric was selected for general electrical system repair and maintenance.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Stan Burton, (925)
313-7077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, electrical maintenance services will be negatively impacted by inability to respond.



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: Approve a contract with Metropolitan Van and Storage Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Metropolitan Van and Storage, Inc., in an amount not to exceed \$200,000 for moving services and office furniture installation at 625 Court Street, Martinez, for the period of February 1, 2016 through January 31, 2017.

FISCAL IMPACT:

This cost is to be funded through Capital Projects. (100% General Fund)

BACKGROUND:

Capital Projects is managing the office retrofit at 625 Court Street in Martinez. Metropolitan has been chosen to provide moving services, furniture design and installation.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment is not approved, moving, office furniture design and installation will not be performed.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Stan Burton, (925)
313-7077

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: APPROVE a contract with Charles Kopp, Inc. d/b/a Continental Electric

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Charles Kopp, Inc., (dba Continental Electric), in an amount not to exceed \$3,000,000 for electrical maintenance and repair, for the period of February 1, 2016 through January 31, 2019, Countywide.

FISCAL IMPACT:

This cost is to be funded through Facilities Services maintenance budget. (100% General Fund)

BACKGROUND:

Facilities Services has been tasked with several requests for electrical upgrades to County facilities. With an improved County budget and Facility Life Implementation Plan, the work orders have begun to amass. The amount of work has surpassed Facilities' ability to conduct work in a timely manner with the current staff. Bidsync # 1510-160 solicited several electrical contractors interested in performing sublet work for Facilities Services. Continental Electric was selected for general electrical and traffic signal system repair and maintenance.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Stan Burton, (925)
313-7077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, electrical maintenance services will be negatively impacted by inability to respond.



**Contra
Costa
County**

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: March 1, 2016

Subject: APPROVE a Purchase Order with Lehr Auto Electric Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a purchase order with Lehr Auto Electric, Inc., in an amount not to exceed \$250,000 for emergency services vehicle parts and accessories, for the period of February 1, 2016 through January 31, 2017, Countywide.

FISCAL IMPACT:

This cost is to be 100% funded through Fleet Services ISF budget. (100% Internal Service Fund)

BACKGROUND:

Public Works Fleet Services purchases and outfits all emergency services vehicles for the County. This includes vehicles from the Sheriff, Public Works, Animal Services, Probation, District Attorney and Health Services. The Sheriff's vehicles take up the vast majority of this commodity. Outfitting includes lights, consoles, electrical switching, wiring, and other

☒ APPROVE

☐ OTHER

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☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: March 1, 2016

Contact: Stan Burton, (925)
313-7077

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

hard parts such as partitions, consoles and trunk slider trays. This commodity was originally bid on Bidsync #1301-003 and awarded to Lehr Auto Electric Inc.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the purchase of emergency services vehicle parts and accessories through Lehr Auto Inc. will discontinue.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: Authorize Purchasing Agent to Issue Purchase Order

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Employment and Human Services Department, Information Technology Unit, a purchase order with OmniPro, Inc., of San Francisco in an amount not to exceed \$856,113, to procure 600 personal computers over the period February 1, 2016 through June 30, 2016.

FISCAL IMPACT:

\$856,113: 100% Administrative Overhead (10% County; 45% State; 45% Federal)

BACKGROUND:

The Employment and Human Services Department, Information Technology Unit (IT), has replaced some user personal computers (PC) and upgraded PCs in the public use labs to support Windows 7 and Office 2010, and with more employees projected to be hired in the coming months and the need to train these staff, the Department must acquire additional computers and monitors.

In accordance with Administrative Bulletin No. 611.0, County Departments are required to get Board approval for single item purchases greater than \$100,000.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: V. Kaplan,
3-1514

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will not have enough computers for staff and public use labs.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

Agenda item Request 24711 Attachment



50 Mendell Street, Suite 2
San Francisco, CA 94124
Phone 415.648.1121 Fax 415.648.1174

Quotation

DATE: 1/6/2016

Bill To:

Contra Costa County
Employment and Human Services
40 Douglas Drive
Martinez, CA 94553
Attn: Kelly Ackelbein, Clerk Specialist, IT Department

Ship To:

Contra Costa County
Employment and Human Services
300 Ellingwood Drive
Pleasant Hill, CA
Attn: Kelly Ackelbein

| SALESPERSON | Quote Number | SHIP DATE | SHIP VIA | F.O.B. POINT | TERMS |
|-------------|--------------|-----------|---------------|--------------|--------|
| Ranjan | 1-01062016 | TBD | Omnipro Truck | SF | NET 30 |

| QUANTITY | DESCRIPTION | UNIT PRICE | AMOUNT |
|----------|---|------------|---------------|
| 600 | Antec NSK4100 Mini-Tower Case With Front USB & Audio 650W Antec EarthWatts Green 80PLUS Bronze Power Supply 80mm Antec TriCool Front Fan AMD AMD A8 7650K Kaveri Quad-Core 3.3 GHz HyperX FURY 16GB (2 x 8GB) 240-Pin DDR3 SDRAM DDR3 1866 ASUS A88XM-A Motherboard Samsung 850 EVO 2.5" 500GB SATA III 3-D Vertical Internal (SSD) MZ-75E500B/AM Asus 24X DVD+R 8X DVD+RW 12X DVD+R DL 24X DVD-R 6X DVD-RW SATA Microsoft 3TJ-00001 Black USB Wired Ergonomic Comfort Curve keyboard 3000 Microsoft Comfort Mouse 4500 for Business Black 5 Buttons Tilt Wheel USB Wired BlueTrack HDMI to DVI Adapter Cable ICY DOCK EZ-Fit Lite MB290SP-B 2 x 2.5" to 3.5" Drive Bay SATA/IDE SSD/HDD Mounting Kit / Bracket / Adapter Windows 7 Professional System Imaging, Asset Tagging & Deployment Services | \$ 835.00 | \$ 501,000.00 |
| 600 | 5 - Year Warranty on Parts and Labor | 119.00 | 71,400.00 |
| 1200 | Viewsonic VG2239-m 22-inch LED Monitor (1920 x 1080) | 164.00 | 196,800.00 |
| 1200 | 5 - Year Warranty on Parts and Labor (Monitors) | 19.00 | 22,800.00 |
| 1200 | California Mandatory e-Waste Fees for monitors up to 15" | 4.00 | 4,800.00 |

| | |
|--------------|----------------------|
| SUBTOTAL | \$ 796,800.00 |
| TAX RATE | 8.500% |
| SALES TAX | 59,313.00 |
| SHIPPING | |
| TOTAL | \$ 856,113.00 |



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Contract #23-560-1 with Firm Revenue Cycle Management Services, Inc.

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #23-560-1 with Firm Revenue Cycle Management Services, Inc., a corporation, in an amount not to exceed \$120,000, for billing services to process out-of-state Medicaid and commercial insurance claims, for the period from February 1, 2016 through January 31, 2017.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

Under Contract #23-560-1, the Contractor will provide billing services to process out-of-state Medicaid Claims on behalf of the County, including review claims for accuracy, rebill, request appeals, follow-up inquiries and prepare documentation, through January 31, 2017.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the Department will not receive funding and claim solutions for denied, unpaid or underpaid medial insurance claims.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Patrick Godley,
957-5405

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

By: , Deputy

cc: T Scott, Marcy Wilhelm

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Payments for Services Provided by Walnut Creek Yellow Cab

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, or his designee, to pay \$1,842.87 to Walnut Creek Yellow Cab for non-emergency transportation services rendered to patients of the Contra Costa Regional Medical Center and Health Centers during the period June 4, 2013 through September 21, 2015.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

Walnut Creek Yellow Cab provides non-emergency transportation services to patients of the Contra Costa Regional Medical Center (CCRMC). Prior to September 2014, this contractor was paid pursuant to purchase order. Since 2014, contractors such as Yellow Cab are required to have a contract with the County. Unfortunately, it was recently discovered that this provider was not under contract. CCRMC has taken steps to ensure all contractors will have a valid, current contract going forward.

During the period of transition, Walnut Creek Yellow Cab continued to provide non-emergency transportation services

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Anna Roth,
370-5101

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

By: , Deputy

cc: T Scott, M Wilhelm

BACKGROUND: (CONT'D)

to patients in need to facilitate their medical treatment and to patients being discharged from CCRMC. Hospital Administration has therefore determined that Walnut Creek Yellow Cab is entitled to payment for the reasonable value of their services under the equitable relief theory of quantum meruit. That theory provides that where a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services.

CONSEQUENCE OF NEGATIVE ACTION:

Walnut Creek Yellow Cab will not be paid for services rendered in good faith to patients of the Contra Costa Regional Medical Center and Health Centers.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Henry Schein, Inc. Blanket Purchase Order

RECOMMENDATION(S):

Approve and authorize the Purchasing Agent, on behalf of the Health Services Department, to execute a Purchase Order with Henry Schein Dental Inc., in the amount of \$350,000 for the purchase of dental supplies, equipment and repairs at the Contra Costa Regional Medical Center (CCRMC) and the Contra Costa Health Centers (CCHC) for the period January 1, 2016 through December 31, 2018.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I Budget.

BACKGROUND:

The CCRMC dental clinics have purchased dental supplies and equipment from Henry Schein Inc., for many years. The CCRMC receives an institutional discount price and prompt personal service. The special nature of dental equipment and supplies requires a vendor who specializes in dentistry. Due to the long standing business relationship with Henry Schein Inc., the CCRMC receives additional benefits including free loaner equipment during repairs and special discounts. This budget covers Richmond, Martinez, Pittsburg, Bay Point dental and both detention facilities.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Anna Roth,
370-5101

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

By: , Deputy

cc: Tasha Scott, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, we will soon run out of supplies and no longer be able to provide dental services at the CCRMC and CCHC.

CHILDREN'S IMPACT STATEMENT:

Children are increasingly becoming a larger percentage of the patient population served by the CCRMC dental clinics. Dental equipment and supplies are necessary to provide dental care.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Alcon Laboratories, Inc. Blanket Purchase Order

RECOMMENDATION(S):

Approve and Authorize the Purchasing Agent, on behalf of the Health Services Department, to execute a Purchase Order with Alcon Laboratories Inc., in the amount of \$500,000 for the purchase of instruments, sutures and supplies at the Contra Costa Regional Medical Center, for the period January 1, 2016 through December 31, 2019.

FISCAL IMPACT:

100% is included in the Hospital Enterprise Fund I Budget.

BACKGROUND:

Alcon Laboratories Inc. provides instruments, sutures, and general eye surgical supplies for the Surgical Department to perform procedures and operations at the Contra Costa Regional Medical Center (CCRMC). Alcon Laboratories Inc. has been a reliable source of supplies for the Operating Room (OR). With the increase of patient population, the OR requires a fast and steady replenishment of supplies that the Alcon Laboratories Inc. can provide.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, the CCRMC will not be able to take care of the surgical needs of the general population of the Contra Costa County.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: March 1, 2016

Contact: Anna Roth,
370-5101

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

By: , Deputy

cc: T Scott, M Wilhelm

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: March 1, 2016

Subject: State of California Office of Traffic Safety Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to apply for and accept a grant from the California Office of Traffic Safety in an initial amount of \$323,726 for the Sheriff's Forensic Services Unit replacement of breath alcohol instruments beginning October 1, 2016 to the end of the grant period.

FISCAL IMPACT:

Initial revenue of \$323,726.00, 100% State funds.

BACKGROUND:

Contra Costa County, Office of the Sheriff, Criminalistics Laboratory currently maintains 24 breath alcohol instruments. The instruments were purchased 17 years ago and are in an increasing rate of repair. The OTS Grant will allow the Criminalistics Laboratory to replace the aging instruments with new technologically advanced breath alcohol instruments. In addition, OTS grant funds will allow for training of laboratory and law enforcement personnel on the theory and operation of the new breath alcohol instruments. The OTS grant will ensure that Criminalistics Laboratory will be able to maintain this efficient and cost effective breath alcohol program to our law enforcement agencies.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Mary Jane Robb, (925)
335-1557

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Negative action on this item would not allow the Criminalistics Laboratory to maintain this effective breath alcohol program to our law enforcement agencies.

CHILDREN'S IMPACT STATEMENT:

None.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Contract #24-716-1 with Resource Development Associates, Inc.

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #24-716-1 with Resource Development Associates, Inc., a corporation, in an amount not to exceed \$400,000, to provide consultation and technical assistance with regard to County's Assertive Community Treatment (ACT), for persons with serious mental illness who demonstrate resistance to voluntarily participating in services that have been offered, for the period from November 16, 2015 through June 30, 2019.

FISCAL IMPACT:

This Contract is funded 100% State Mental Health Services Act (MHSA)

BACKGROUND:

This Contract meets the social needs of County's population by providing

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Cynthia Belon,
957-5201

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

By: , Deputy

cc: D MORGAN , M WILHELM

BACKGROUND: (CONT'D)

assistance to the Behavioral Health Administration with various programs within the AB 1421 or Laura's Law under the Mental Health Services Act. This contract covers Assertive Community Treatment (ACT) model. Treatment is provided in the community on an outpatient basis for individuals whose symptoms of mental illness result in serious functioning difficulties in several major areas of life.

Under Contract #24-716-1, the Contractor will provide consultation and technical assistance to the Department with regard to County's Assertive Community Treatment (ACT), for intensive and highly integrated outpatient treatment for individuals whose symptoms of mental illness result in serious functioning difficulties in several areas of life, including work, social relationships, residential independence, money management, physical health and wellness through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not receive consultation and technical assistance for Assertive Community Treatment cited by AB 1421, from this contractor.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Philips Healthcare Inc. Purchase Order Amendment (Care Units)

RECOMMENDATION(S):

Approve and authorize the Purchasing Agent, on behalf of the Health Services Department, to execute an amendment to Purchase Order with Philips Healthcare Inc., to add \$3,784.68 to a new total payment limit of \$277,725.50 to purchase patient monitors and installation for the Intermittent Care Unit (IMCU) and Critical Care Unit (CCU) at the Contra Costa Regional Medical Center (CCRMC), with no change in the term of May 1, 2015 through April 30, 2016.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I Budget.

BACKGROUND:

The IMCU and CCU were using outdated patient monitors that are no longer supported by the manufacturer. By replacing the monitors, we are standardized on the Philips patient monitors, transmitters, application servers and database servers. The initial Purchase Order was a quote, and subsequent changes to the equipment initially ordered require an increase to the payment limit.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, we will not be able to cover the cost of the equipment and services actually delivered.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Anna Roth,
370-5101

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

By: , Deputy

cc: T Scott, M Wilhelm, Crystal Grayson

CHILDREN'S IMPACT STATEMENT:

Not Applicable.

To: Board of Supervisors
 From: William Walker, M.D., Health Services Director
 Date: March 1, 2016



Contra
 Costa
 County

Subject: Philips Healthcare Inc. Purchase Order amendment (Telemetry Unit)

RECOMMENDATION(S):

Approve and authorize the Purchasing Agent, on behalf of the Health Services Department, to execute an amendment to Purchase Order with Philips Healthcare Inc., to add \$19,797.79 to a new total payment limit of \$184,399.90 to purchase patient monitors and installation for the Telemetry Unit at the Contra Costa Regional Medical Center (CCRMC), with no change in the term of May 1, 2015 through April 30, 2016.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I Budget.

BACKGROUND:

The Telemetry Unit was using outdated patient monitors that are no longer supported by the manufacturer. By replacing the monitors, we are standardized on the Philips patient monitors, transmitters, application servers and database servers. The initial Purchase Order was a quote, and subsequent changes to the equipment initially ordered require an increase to the payment limit.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, we will not be able to cover the cost of the equipment and services actually delivered.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
 COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Anna Roth,
 370-5101

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

By: , Deputy

cc: T Scott, Crystal Grayson, M Wilhelm

CHILDREN'S IMPACT STATEMENT:

Not applicable.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Amendment Agreement #26-347-26 with Cross Country Staffing, Inc. (dba Medical Staffing Network)

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract Amendment Agreement #26-347-26 with Cross Country Staffing, Inc. (dba Medical Staffing Network), a corporation, effective November 1, 2015, to amend Contract #26-347-25, to add additional hourly rates for two classifications to the rate sheet, with no change in the original payment limit of \$8,000,000, and no change in the original term July 1, 2015 through June 30, 2016.

FISCAL IMPACT:

This amendment reflects a change to the rate sheet to include hourly rates for X-Ray technicians and Registered Nurse Specialty and is funded 100% Hospital Enterprise I Fund. (Rate increase)

BACKGROUND:

On June 16, 2015, the Board of Supervisors approved Contract #26-347-25 with Cross Country Staffing, Inc., (dba Medical Staffing Network) for the period from July 1, 2015 through June 30, 2016, for the provision of temporary medical services including nursing, therapy, radiology and pharmacy services for Contra Costa Regional Medical and Contra Costa Health Centers (CCRMC). The Division is experiencing staffing shortages in Registered Nurse and X-Ray Technician specialties at CCRMC. Approval of Contract Amendment Agreement #26-347-26 will allow Contractor to provide an additional level of temporary help services through June 30, 2016.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients requiring specialty services at CCRMC will not have access to Contractor's services.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: McKesson Health Solutions, LLC. Purchase Order

RECOMMENDATION(S):

Approve and authorize the Purchasing Agent on behalf of the Health Services Department, to execute a Purchase Order with McKesson Health Solutions, LLC, in the amount of \$332,000 for the purchase of InterQual software maintenance for Contra Costa Health Plan and Contra Costa Regional Medical Center system for the period from January 22, 2016 through January 21, 2017.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise I Fund budget.

BACKGROUND:

McKesson Health Solutions, LLC will provide software maintenance for the InterQual Treatment Authorization Requests, (TARs) software, which allows for the electronic submission of the treatment authorizations to the State of California. The Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Plan (CCHP) have been successfully using this system for the past year.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, the vendor will not be able to support this system and the CCRMC and CCHP will have to return to paper submissions.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: David Runt,
335-8700

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

By: , Deputy

cc: T Scott, M Wilhelm, Renee Nunez

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Contract #74-037-23 with Contra Costa ARC

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #74-037-23 with Contra Costa ARC, a non-profit corporation, in an amount not to exceed \$180,000, to provide mental health services to recipients of the CalWORKs Program and their children, ages birth to 17 years, including socialization therapy groups and Infant-Parent therapy sessions for mother and infant (ages birth to 6), who have been referred to the County's Behavioral Health Services Division/Alcohol and Other Drugs Services ("AODS") Treatment Programs, for the period from January 1, 2016 through December 31, 2016.

FISCAL IMPACT:

This Contract is funded 100% by State CalWORKS funds. (Rate increase)

BACKGROUND:

On December 16, 2014, the Board of Supervisors approved Novation Contract #74-037-22 with Contra Costa ARC, for the period from July 1, 2014 through June 30, 2015, which

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: March 1, 2016

Contact: Cynthia Belon,
957-5201

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

By: , Deputy

cc: E SUISALA , M WILHELM

BACKGROUND: (CONT'D)

included a six-month automatic extension through December 31, 2015, for the provision of mental health services to recipients of the CalWORKs Program and their children, including individual, group and family collateral counseling, case management, and medication management services to reduce barriers to employment.

Approval of Contract #74-037-23, allows the Contractor to continue providing services through December 31, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CalWORKs recipients will not have sufficient access to mental health services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Families that are safe, stable and Nurturing." Expected program outcome is increased number of CalWORKs participants ready to return to the labor force and earn income after they and their families receive mental health services under this contract.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Contract #74-106-18 with Adolescent Treatment Centers, Inc. (dba Thunder Road)

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #74-106-18 with Adolescent Treatment Centers, Inc., (dba Thunder Road) a non-profit corporation, in an amount not to exceed \$179,419, to provide mental health services for Seriously Emotionally Disturbed (SED) dually-diagnosed adolescents at its Thunder Road Facility, for the period from January 1, 2016 through June 30, 2016. This Contract includes a six-month automatic extension through December 31, 2016, in an amount not to exceed \$179,419.

FISCAL IMPACT:

This Contract is funded 50% Federal Financial Participation; 50% County Realignment. (No rate increase)

BACKGROUND:

This Contract meets the social needs of County's population by providing mental health services to adolescents with emotional and behavioral problems to improve school performance, reduce unsafe behavioral practices, and reduce the need for out-of-home placements.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: March 1, 2016

Contact: Cynthia Belon
957-5201

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

By: , Deputy

cc: E Suisala, M Wilhelm

BACKGROUND: (CONT'D)

On February 3, 2015, the Board of Supervisors approved Novation Contract #74-106-17 with Adolescent Treatment Centers, Inc, for the period from July 1, 2014 through June 30, 2015, which included a six-month automatic extension through December 31, 2015, for the provision of day rehabilitation and mental health services for SED Dually-Diagnosed adolescents at its Thunder Road Facility.

Approval of Contract #74-106-18, allows the Contractor to continue providing services through June 30, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED dually-diagnosed adolescents' access reduced to mental health services that are provided at Contractor's Thunder Road Facility and may require higher and more costly levels of treatment.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Amendment #24-385-41 with Anka Behavioral Health, Incorporated

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract Amendment Agreement #24-385-41 with Anka Behavioral Health Incorporated, a non-profit corporation, effective March 1, 2016, to amend Novation Contract #24-385-40, to increase the payment limit by \$60,000, from \$1,117,822 to a new payment limit of \$1,177,822, with no change in the original term of July 1, 2015 through June 30, 2016, and no change in the automatic extension amount of \$558,911, through December 31, 2016.

FISCAL IMPACT:

This amendment is funded 40% Mental Health Realignment, 48% Substance Abuse and Mental Health Services Administration (SAMHSA), and 12% by a Project for Assistance in Transition from Homelessness (PATH) Grant. (No rate increase)

BACKGROUND:

On January 19, 2016, the Board of Supervisors approved Novation Contract #24-385-40 with Anka Behavioral Health, Incorporated, for the provision of mental health outreach services for the homeless mentally ill, for the period from July 1, 2015 through June 30, 2016, which included a six-month automatic extension through December 31, 2016. Approval of Contract Amendment Agreement #24-385-41 will allow the Contractor to provide additional mental health outreach services for the homeless mentally ill through June 30, 2016.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Cynthia Belon,
925-957-5201

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, Contractor will not provide additional services to the homeless mentally ill consumers.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Contract #74-513 with Portia Bell Hume Behavioral Health and Training Center

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #74-513 with Portia Bell Hume Behavioral Health and Training Center, a corporation, in an amount not to exceed \$672,600, to provide comprehensive case management services to adults suffering from serious mental illness, for the period from March 1, 2016 through June 30, 2016.

FISCAL IMPACT:

This Contract is funded 50% Federal Medi-Cal; 50% Mental Health Realignment

BACKGROUND:

This Contract meets the social needs of County's population by providing Mental Health Services Act Community Services and Support Program, including outpatient mental health services, case management, crisis intervention, and other mental health services to eligible adult clients in West Contra Costa County.

Under Contract #74-513, the Contractor will provide comprehensive case management services to adults suffering from severe mental illness, through June 30, 2016.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Cynthia Belon,
957-5201

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

By: , Deputy

cc: E Suisala, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's clients in West Contra Costa County will not receive the mental health services they need from this Contractor.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: March 1, 2016

Subject: Payments for Services Provided

RECOMMENDATION(S):

APPROVE AND AUTHORIZE the Auditor-Controller, or his representative, to pay the amount of \$18,726.50 to Yovino-Young, Inc., for services rendered to Risk Management, as recommended by the Risk Manager during the period January 30, 2015 to December 31, 2015.

FISCAL IMPACT:

100% Self-Insurance Internal Service Funds

BACKGROUND:

Yovino-Young, Inc. provided real estate appraisals and other expert services to legal counsel retained by Risk Management for the case

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Sharon Hymes-Offord
(925) 335-1442

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

By: , Deputy

cc: Denise Rojas

BACKGROUND: (CONT'D)

Fratus v. Contra Costa County. Yovino-Young's expert opinion is required to defend the County in this action.

Yovino-Young is entitled to payment for the reasonable value of its services under the equitable relief theory of quantum meruit. That theory provides that where a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services. Therefore, Risk Management is legally obligated to reimburse Yovino-Young for the reasonable value of the services it provided.

Because Yovino-Young performed services at the request of Risk Management, and with the full expectation and understanding that it would receive payment for those services, Risk Management recommends that the Board authorize the Auditor-Controller to issue a payment in the amount of \$18,726.50.

CONSEQUENCE OF NEGATIVE ACTION:

The service provider will not be paid for services rendered to Risk Management.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: March 1, 2016

Subject: Purchase Order - National Food Group, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee to execute, on behalf of the Sheriff-Coroner, a blanket purchase order with National Food Group, Inc., in an amount to not exceed \$250,000, to provide frozen/dry food and related items as needed for the West County, Martinez and Marsh Creek detention facilities for the period December 1, 2015 through November 30, 2016.

FISCAL IMPACT:

\$250,000 maximum. 100% County General Fund; Budgeted.

BACKGROUND:

The vendor provides the Office of the Sheriff with opportunity buys, enabling the department to take advantage of last minute deals from manufacturers for cut rates on high quality bulk food items, such as frozen green beans, potato products and poultry items as needed by the three detention facilities to support the feeding program requirements of the inmate population. This vendor has no strict minimums which also makes it more convenient for ordering.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will be unable to procure various food items for County adult detention facilities from the vendor.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Liz Arbuckle, (925)
335-1529

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

By: , Deputy

cc: Liz Arbuckle, Heike Anderson, Tim Ewell

CHILDREN'S IMPACT STATEMENT:

No impact.



Contra
Costa
County

To: Board of Supervisors
From: Ed Woo, Chief Information Officer
Date: March 1, 2016

Subject: IBM Software Maintenance and Support Renewal Change Order

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Information Officer, or designee, to increase the payment limit under the IBM Agreement for Software Maintenance dated June 19, 1982, between the County and IBM, by \$70,000 to a new payment limit of \$270,000 for maintenance and support of County mainframe computer software, with no change in the term of July 1, 2015 through June 30, 2016.

FISCAL IMPACT:

The cost of \$270,000 is budgeted under Org #1060, Fiscal Year 2015/16 and charged out to user departments via DoIT's monthly billing process.

BACKGROUND:

The County, on behalf of the Department of Information Technology, licenses mainframe computer software from IBM, and receives support and maintenance for the software under the IBM International Agreement for Acquisition of Software Maintenance dated June 19, 1982, between the County and IBM, which provides for annual renewal of support. IBM invoices DoIT on a monthly basis depending on the level of support used by DoIT. During the current term, IBM announced an increase in the monthly charges for some of the programs that are covered under this agreement. The Chief Information Officer needs authority to continue make payment for the increased fees, for mainframe software support under the IBM International Agreement for Acquisition of Software Maintenance in order to pay for support provided by IBM.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Ed Woo (925)
383-2688

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The County mainframe would not receive necessary maintenance to remain operational.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: March 1, 2016

Subject: Purchase Order - Hammons Supply Company

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment with Hammons Supply Company, to increase the payment limit by \$55,000 to a new payment limit of \$154,999 for miscellaneous janitorial supplies used in the County's detention facilities.

FISCAL IMPACT:

\$55,000. 100% General Fund; Budgeted.

BACKGROUND:

Hammons Supply Company provides miscellaneous janitorial products and equipment used in the adult detention facilities.

CONSEQUENCE OF NEGATIVE ACTION:

The purchase order amendment will not be processed.

CHILDREN'S IMPACT STATEMENT:

No impact.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Liz Arbuckle,
925-335-1529

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

By: , Deputy

cc: Liz Arbuckle, Heike Anderson, Tim Ewell



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: March 1, 2016

Subject: Operations Update of the Employment and Human Services Department, Community Services Bureau

RECOMMENDATION(S):

ACCEPT the January 2016 update of the operations of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human Services Department Director.

FISCAL IMPACT:

None

BACKGROUND:

The Employment and Human Services Department submits a monthly report to the Contra Costa County Board of Supervisors (BOS) to ensure ongoing communications and updates to the County Administrator and BOS regarding any and all issues pertaining to the Head Start Program and Community Services Bureau.

CONSEQUENCE OF NEGATIVE ACTION:

Not applicable.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Elaine Burres,
313-1717

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

By: , Deputy

cc:

ATTACHMENTS

CSB Jan 2016 CAO Report

CSB Jan 2016 HS Fiscal Report

CSB Jan 2016 EHS Fiscal Report

CSB Jan 2016 Partnership Grant

CAB Jan 2016 CACFP Report

Final

CSB Jan 2016 Credit Card Report

CSB Jan 2016 LIHEAP

CSB Jan 2016 Menu



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: January 2016

Camilla Rand, M.S.
Director



I. Good News Update/Accomplishments:

- CSB's central kitchen once again catered the Annual Board of Supervisor's Martin Luther King celebration held at the Board Chambers on January 19. Each year, CSB's Kitchen Manager, Velma Braggs, is asked to provide the meal to the public for the wonderful event celebrating community humanitarians. The menu was delicious and always enjoyed by all.
- CSB just submitted its Community Services Block Grant (CSBG) annual outcomes report to the California Department of Community Services and Development (CSD), which indicated that 18,042 low income families were assisted with a wide array of services funded through CSBG dollars in 2015.
- On January 22, Head Start's Regional Office conducted Technical Assistance training with staff on the topics of eligibility and enrollment process and supporting children with challenging behaviors. This was scheduled after the Regional Office received several complaints from parents around these two issues. Since the initial complaints, we have completed several program enhancements and staff trainings in November and December to address these concerns, and more recently developed (in partnership with Technical Assistance staff) additional steps we will take to further strengthen our systems and communication to families. We appreciate the support from the Regional Office and look forward to implementing the suggested enhancements.

II. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 100.78%
- Early Head Start enrollment: 98.55%
- Head Start Average Daily Attendance for December: 76.3 %
- Early Head Start Average Daily Attendance for December: 68.7%
- Stage 2: 380 families and 591 children
- CAPP: 88 families and 131 children
- In total: 468 families and 722 children
- Incoming transfers from Stage 1: 71 families and 79 children
- LIHEAP: 208 households have been assisted
- Weatherization: 14 units

b. Staffing:

- During the month of January the Bureau conducted interviews for filling clerical positions crucial for the operational needs of the program. CSB is awaiting approval to hire the selected candidates. The Bureau



obtained approval to fill site supervisor and various teaching positions. Interviews for Master Teacher-Project, Teacher-Project and Site Supervisor II are being scheduled.

c. Legal/lawsuits

- N/A

d. Union Issues:

- Individual concerns expressed by CSB staff were resolved in collaborative manner between CSB management and Local 1. A Step 1 Grievance was held on behalf of an employee requesting to be paid for performance in higher classification. The Bureau denied the request and at this time it is unknown if PEU Local 1 will pursue with the grievance.

III. Hot Topics/Concerns/Issues:

- N/A

IV. Emerging Issues/New Challenges:

- CSB continues to prepare for its Aligned Monitoring System (AMS) review events in the areas of Leadership Governance Management Systems (LGMS) and Comprehensive Services and School Readiness (CSSR). We are awaiting the 45-day review event notifications and are expecting reviews to occur in March or April.
- The Governor's 2016-17 budget proposal related to Early Childhood Education, includes the creation of a \$1.6 billion Early Education Block Grant (EEBG) by combining the funding from Part Day State Preschool (CSPP), Transitional Kindergarten (TK), and QRIS, while the remainder of the early education funding is proposed to go to vouchers over a 5 year period. Our concerns are that if this proposed budget passes "as is" in late June, the quality of Early Education will suffer due to vouchering of the program, and there may not be sufficient amount of time to implement changes, usually effective July 1st, without at least somewhat negatively impacting staffing and services to families.

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2015 HEAD START PROGRAM
December 2015 Expenditures

| 1 DESCRIPTION | 2 YTD Actual | 3 Total Budget | 4 Remaining Budget | 5 % YTD |
|---------------------------------------|----------------------|----------------------|--------------------------|---------------|
| a. PERSONNEL | \$ 3,954,412 | \$ 4,000,014 | \$ 45,602 | 99% |
| b. FRINGE BENEFITS | 2,458,872 | 2,499,808 | 40,936 | 98% |
| c. TRAVEL | - | - | - | 0% |
| d. EQUIPMENT | - | - | - | 0% |
| e. SUPPLIES | 148,094 | 285,300 | 137,206 | 52% |
| f. CONTRACTUAL | 5,582,446 | 6,900,636 | 1,318,190 | 81% |
| g. CONSTRUCTION | - | - | - | 0% |
| h. OTHER | 1,668,144 | 1,208,882 | (459,262) | 138% |
| I. TOTAL DIRECT CHARGES | \$ 13,811,968 | \$ 14,894,640 | \$ 1,082,672 | 93% |
| j. INDIRECT COSTS | 860,201 | 795,090 | (65,111) | 108% |
| k. TOTAL-ALL BUDGET CATEGORIES | \$ 14,672,168 | \$ 15,689,730 | \$ 1,017,562 | 94% |
| <i>In-Kind (Non-Federal Share)</i> | <i>\$ 1,382,230</i> | <i>\$ 3,922,433</i> | <i>\$ 2,540,203</i> | <i>35%</i> |

**CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2015 HEAD START PROGRAM
December 2015 Expenditures**

| 1 | 2 Jan-15 thru Mar-15 | 3 Apr-15 thru Jun-15 | 4 Jul-15 thru Sep-15 | 5 Actual Oct-15 | 6 Actual Nov-15 | 7 Actual Dec-15 | 8 Total YTD Actual | 9 Total Budget | 10 Remaining Budget | 11 % YTD |
|--|-------------------------------|-------------------------------|-------------------------------|-----------------------|-----------------------|-----------------------|--------------------------|----------------------|---------------------------|----------------|
| a. PERSONNEL (Object class 6a) | 1,080,575 | 1,040,657 | 773,217 | 381,055 | 334,297 | 344,612 | 3,954,412 | 4,000,014 | 45,602 | 99% |
| b. FRINGE (Object Class 6b) | 667,648 | 699,324 | 505,629 | 168,689 | 208,177 | 209,405 | 2,458,872 | 2,499,808 | 40,936 | 98% |
| c. TRAVEL (Object Class 6c) | - | - | - | - | - | - | - | - | - | 0% |
| e. SUPPLIES (Object Class 6e) | | | | | | | | | | |
| 1. Office Supplies | 14,099 | 21,458 | 15,001 | 9,695 | 2,420 | 2,810 | 65,483 | 71,900 | 6,417 | 91% |
| 2. Child and Family Services Supplies (Includesclassroom Supplies) | 16,262 | (1,910) | 3,644 | 2,557 | 1,445 | (12,622) | 9,376 | 28,900 | 19,524 | 32% |
| 4. Other Supplies | - | - | - | - | - | - | - | - | - | |
| Computer Supplies, Software Upgrades, Computer Replacement | 2,594 | 31,134 | - | - | 12,309 | 2,029 | 48,066 | 154,000 | 105,934 | 31% |
| Health/Safety Supplies | 1,028 | 1,013 | 934 | 155 | 1,165 | 45 | 4,340 | 5,500 | 1,160 | 79% |
| Mental helath/Disabilities Supplies | 265 | 1,281 | - | 82 | - | - | 1,628 | 2,200 | 572 | 74% |
| Miscellaneous Supplies | 7,228 | 4,464 | 3,251 | 611 | 740 | 551 | 16,846 | 19,900 | 3,054 | 85% |
| Household Supplies | 366 | 817 | 429 | 210 | 403 | 131 | 2,356 | 2,900 | 544 | 81% |
| TOTAL SUPPLIES (6e) | 41,843 | 58,255 | 23,260 | 13,311 | 18,482 | (7,057) | 148,094 | 285,300 | 137,206 | 52% |
| f. CONTRACTUAL (Object Class 6f) | | | | | | | | | | |
| 1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts) | 16,379 | 9,284 | - | - | - | 2,028 | 27,691 | 27,663 | (28) | 100% |
| 2. Health/Disabilities Services | - | - | - | - | - | - | - | - | - | |
| Estimated Medical Revenue from Medi-Cal (Org 1432 - credit) | - | (214,143) | - | - | - | - | (214,143) | (251,500) | (37,357) | 85% |
| Health Consultant | 11,021 | 10,590 | 12,595 | 3,903 | 1,837 | 5,281 | 45,227 | 44,800 | (427) | 101% |
| 3. Food Services | - | - | - | - | - | - | - | - | - | |
| 5. Training & Technical Assistance - PA11 | 3,000 | (1,791) | 6,743 | - | - | - | 7,951 | 8,000 | 49 | |
| Diane Godard (\$50,000/2) | 4,675 | 6,000 | 4,025 | - | - | - | 14,700 | 14,700 | - | 100% |
| Josephine Lee (\$35,000/2) | 3,550 | 6,068 | 715 | 1,500 | 1,845 | - | 13,678 | 14,500 | 823 | 94% |
| Susan Cooke (\$60,000/2) | - | 2,467 | - | - | - | - | 2,467 | 2,500 | 33 | 99% |
| 7. Delegate Agency Costs | - | - | - | - | - | - | - | - | - | |
| First Baptist Church Head Start PA22 | 345,850 | 506,726 | 279,116 | 142,170 | 205,486 | 190,297 | 1,669,644 | 2,044,356 | 374,712 | 82% |
| First Baptist Church Head Start PA20 | - | - | - | - | - | - | - | 8,000 | 8,000 | 0% |
| 8. Other Contracts | - | - | - | - | - | - | - | - | - | |
| Antioch Partnership | 21,375 | 48,726 | - | - | - | - | 70,101 | 86,400 | 16,299 | 81% |
| FB-Fairgrounds Partnership (Wrap) | 11,498 | 11,804 | 13,758 | 6,872 | 6,734 | 7,009 | 57,675 | 64,066 | 6,391 | 90% |
| FB-Fairgrounds Partnership | 30,600 | 61,200 | 30,150 | 15,075 | 15,075 | 13,950 | 166,050 | 182,700 | 16,650 | 91% |
| FB-E. Leland/Mercy Housing Partnership | 9,000 | 18,000 | 14,600 | 4,500 | 4,500 | 4,500 | 55,100 | 55,100 | - | 100% |
| Martinez ECC (18 HS slots x \$225/mo x 12/mo) | 36,120 | 18,000 | 17,100 | 9,000 | 9,000 | 9,000 | 98,220 | 107,300 | 9,080 | 92% |
| YMCA of the East Bay (20 HS slots x \$225/mo x 12/mo) | 9,000 | 18,000 | - | - | - | - | 27,000 | 54,000 | 27,000 | 50% |
| Child Outcome Planning and Administration (COPA/Nulinx) | 12,196 | (134) | 9,006 | - | 1,198 | 1,202 | 23,468 | 23,500 | 32 | 100% |
| Enhancement/wrap-around HS slots with State CD Program | 393,657 | 1,171,446 | 977,654 | - | 475,557 | 499,303 | 3,517,617 | 4,414,551 | 896,934 | 80% |
| f. CONTRACTUAL (Object Class 6f) | 907,922 | 1,672,241 | 1,365,462 | 183,019 | 721,233 | 732,569 | 5,582,446 | 6,900,636 | 1,318,190 | 81% |
| h. OTHER (Object Class 6h) | | | | | | | | | | |
| 2. Bldg Occupancy Costs/Rents & Leases | 103,571 | 115,009 | 58,427 | 35,504 | 23,647 | 26,209 | 362,366 | 337,000 | (25,366) | 108% |
| (Rents & Leases/Other Income) | (8,265) | (7,166) | - | - | - | - | (15,431) | (25,000) | (9,569) | 0% |
| 4. Utilities, Telephone | 34,988 | 85,056 | 43,264 | 20,564 | 22,005 | 22,024 | 227,901 | 193,275 | (34,626) | 118% |
| 5. Building and Child Liability Insurance | 3,293 | - | - | - | - | - | 3,293 | 3,300 | 7 | 100% |
| 6. Bldg. Maintenance/Repair and Other Occupancy | 3,527 | 130,586 | 6,186 | 6,820 | 10,876 | 105 | 158,099 | 16,200 | (141,899) | 976% |
| 8. Local Travel (\$5.5 cents per mile effective 1/1/2012) | 7,678 | 13,469 | 5,376 | 4,492 | 2,664 | 3,174 | 36,854 | 38,000 | 1,146 | 97% |
| 9. Nutrition Services | - | - | - | - | - | - | - | - | - | |
| Child Nutrition Costs | 104,808 | 162,913 | 9,874 | 47,789 | 49,019 | 46,925 | 421,328 | 370,500 | (50,828) | 114% |
| (CCFP & USDA Reimbursements) | (66,643) | (105,017) | (2,545) | (36,138) | - | (40,626) | (250,970) | (265,000) | (14,030) | 95% |
| 13. Parent Services | - | - | - | - | - | - | - | - | - | |
| Parent Conference Registration - PA11 | - | - | - | - | - | - | - | - | - | 0% |
| PC Orientation, Trainings, Materials & Translation - PA11 | 2,487 | 4,220 | 2,610 | 741 | 1,529 | 443 | 12,030 | 15,500 | 3,470 | 78% |
| Policy Council Activities | 2,312 | 441 | 418 | - | - | 272 | 3,443 | 3,500 | 57 | 98% |
| Parent Activities (Sites, PC, BOS luncheon) & Appreciation | 100 | - | 7 | - | 30 | - | 137 | 137 | 0 | 100% |
| Child Care/Mileage Reimbursement | 1,022 | 3,298 | 2,574 | 1,540 | 1,490 | 2,158 | 12,082 | 11,863 | (219) | 102% |
| 14. Accounting & Legal Services | - | - | - | - | - | - | - | - | - | 0% |
| Auditor Controllers | - | 1,898 | - | 927 | - | - | 2,825 | 2,600 | (225) | 109% |
| Data Processing/Other Services & Supplies | 6,979 | 8,755 | 3,601 | 1,800 | 1,685 | 1,690 | 24,511 | 19,000 | (5,511) | 129% |
| 15. Publications/Advertising/Printing | - | - | - | - | - | - | - | - | - | |
| Outreach/Printing | - | - | - | - | - | - | - | 100 | 100 | 0% |
| 16. Training or Staff Development | - | - | - | - | - | - | - | - | - | |
| Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC, € | 8,304 | 6,521 | 6,711 | 255 | 4,149 | (3,608) | 22,331 | 22,400 | 69 | 100% |
| Staff Trainings/Dev. Conf. Registrations/Memberships - PA11 | 3,852 | 10,821 | 7,114 | 3,145 | - | 1,950 | 26,882 | 27,798 | 916 | 97% |
| 17. Other | - | - | - | - | - | - | - | - | - | |
| Site Security Guards | - | 26,636 | 557 | 3,320 | 2,123 | 2,194 | 34,830 | 36,700 | 1,870 | 95% |
| Dental/Medical Services | 189 | 222 | 74 | - | 888 | - | 1,373 | 1,400 | 27 | 98% |
| Vehicle Operating/Maintenance & Repair | 40,962 | 19,842 | 8,181 | 4,639 | 7,453 | 11,711 | 92,788 | 66,800 | (25,988) | 139% |
| Equipment Maintenance Repair & Rental | 49,561 | 24,948 | 31,033 | 11,790 | 17,768 | 15,594 | 150,693 | 106,700 | (43,993) | 141% |
| Dept. of Health and Human Services-data Base (CORD) | 2,518 | 2,518 | - | 3,357 | - | - | 8,393 | 9,200 | 807 | 91% |
| Field Trips | - | - | - | - | - | - | - | - | - | 0% |
| Other Operating Expenses (Facs Admin/Other admin) | 39,405 | 59,372 | 22,144 | 7,558 | 12,027 | 7,527 | 148,034 | 122,200 | (25,834) | 121% |
| CSD Admin Costs/Facs Mgt Allocation | 76,518 | 107,833 | - | - | - | - | 184,351 | 94,709 | (89,642) | 0% |
| h. OTHER (6h) | 417,165 | 672,175 | 205,607 | 118,103 | 157,353 | 97,741 | 1,668,144 | 1,208,882 | (459,262) | 138% |
| i. TOTAL DIRECT CHARGES (6a-6h) | 3,115,152 | 4,142,654 | 2,873,174 | 864,177 | 1,439,542 | 1,377,270 | 13,811,968 | 14,894,640 | 1,082,672 | 93% |
| j. INDIRECT COSTS | 192,784 | 280,848 | 109,510 | 91,464 | 97,271 | 88,323 | 860,201 | 795,090 | (65,111) | 108% |
| k. TOTALS (ALL BUDGET CATEGORIES) | 3,307,936 | 4,423,502 | 2,982,684 | 955,641 | 1,536,814 | 1,465,593 | 14,672,168 | 15,689,730 | 1,017,562 | 94% |
| Non-Federal match (In-Kind) | 208,874 | 178,653 | 222,082 | 87,133 | 92,829 | 592,659 | 1,382,230 | 3,922,433 | 2,540,203 | 35% |

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2015 EARLY HEAD START PROGRAM
December 2015 Expenditures

| 1 DESCRIPTION | 2 YTD Actual | 3 Total Budget | 4 Remaining Budget | 5 % YTD |
|---|---------------------|----------------------|--------------------------|---------------|
| a. PERSONNEL | \$ 494,120 | \$ 491,300 | \$ (2,820) | 101% |
| b. FRINGE BENEFITS | 322,758 | 346,617 | 23,859 | 93% |
| c. TRAVEL | - | - | - | 0% |
| d. EQUIPMENT | - | - | - | 0% |
| e. SUPPLIES | 10,813 | 34,000 | 23,187 | 32% |
| f. CONTRACTUAL | 2,455,272 | 2,413,601 | (41,671) | 102% |
| g. CONSTRUCTION | | | - | 0% |
| h. OTHER | 81,998 | 56,617 | (25,381) | 145% |
| I. TOTAL DIRECT CHARGES | \$ 3,364,961 | \$ 3,342,135 | \$ (22,826) | 101% |
| j. INDIRECT COSTS | 134,517 | 101,699 | (32,818) | 132% |
| k. TOTAL-ALL BUDGET CATEGORIES | \$ 3,499,477 | \$ 3,443,834 | \$ (55,643) | 102% |
| <i>In-Kind (Non-Federal Share)</i> | \$ 238,218 | \$ 860,958 | \$ 622,740 | 28% |

**CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2015 EARLY HEAD START PROGRAM
December 2015 Expenditures**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|--|--------------------------|--------------------------|--------------------------|------------------|------------------|------------------|---------------------|
| | Jan-15 thru Mar-15 | Apr-15 thru Jun-15 | Jul-15 thru Sep-15 | Actual Oct-15 | Actual Nov-15 | Actual Dec-15 | Total YTD Actual |
| Expenditures | | | | | | | |
| a. Salaries & Wages (Object Class 6a) | | | | | | | |
| Permanent 1011 | 112,866 | 115,752 | 110,090 | 47,430 | 31,187 | 32,288 | 449,614 |
| Temporary 1013 | 8,914 | 8,098 | 11,957 | 5,124 | 4,285 | 6,128 | 44,506 |
| a. PERSONNEL (Object class 6a) | 121,780 | 123,850 | 122,048 | 52,554 | 35,471 | 38,416 | 494,120 |
| b. FRINGE BENEFITS (Object Class 6b) | | | | | | | |
| Fringe Benefits | 85,442 | 83,169 | 73,567 | 33,721 | 23,117 | 23,742 | 322,758 |
| b. FRINGE (Object Class 6b) | 85,442 | 83,169 | 73,567 | 33,721 | 23,117 | 23,742 | 322,758 |
| c. TRAVEL (Object Class 6c) | - | - | - | - | - | - | - |
| e. SUPPLIES (Object Class 6e) | | | | | | | |
| 1. Office Supplies | 443 | 1,884 | 1,163 | 899 | 0 | 7 | 4,396 |
| 2. Child and Family Serv. Supplies/classroom Supplies | 1,076 | (1,275) | 48 | - | 348 | - | 198 |
| 4. Other Supplies | | | | | | | |
| Computer Supplies, Software Upgrades, Comp Replacemnt | (870) | 3,317 | - | - | 2,024 | 254 | 4,724 |
| Health/Safety Supplies | - | - | - | - | 197 | - | 197 |
| Mental helath/Diasabilities Supplies | - | 83 | - | - | - | - | 83 |
| Miscellaneous Supplies | 34 | 313 | 218 | 6 | 373 | - | 944 |
| Emergency Supplies | - | - | - | - | - | - | - |
| Household Supplies | 34 | 51 | 61 | 33 | 68 | 22 | 270 |
| e. SUPPLIES (Object Class 6e) | 718 | 4,373 | 1,491 | 939 | 3,009 | 284 | 10,813 |
| f. CONTRACTUAL (Object Class 6f) | | | | | | | |
| 1. Adm Svcs (Legal, Accounting, Temporary Contracts) | 1,771 | 2,321 | - | - | - | - | 4,092 |
| Health Consultant | 4,723 | 4,539 | 4,133 | 1,673 | 787 | 2,263 | 18,118 |
| 5. Training & Technical Assistance - PA11 | - | - | - | - | - | - | - |
| Interaction | - | 1,209 | 6,743 | - | - | - | 7,951 |
| Josephine Lee (\$35,000/2) | 3,555 | 4,650 | 715 | 1,500 | 1,845 | - | 12,265 |
| Susan Cooke (\$60,000/2) | - | 28,527 | - | - | - | - | 28,527 |
| 7. Delegate Agency Costs | - | - | - | - | - | - | - |
| 8. Other Contracts | - | - | - | - | - | - | - |
| FB-Fairgrounds Partnership | 9,800 | 19,600 | 9,800 | 4,900 | 4,900 | 4,900 | 53,900 |
| FB-E. Leland/Mercy Housing Partnership | 11,200 | 22,400 | 5,600 | 5,600 | 5,600 | 5,600 | 56,000 |
| Brighter Beginnings | 20,400 | 102,000 | 20,400 | 47,200 | 23,600 | 47,200 | 260,800 |
| Cameron School | 8,000 | 45,534 | 8,000 | 16,000 | - | 16,000 | 93,534 |
| Crossroads | - | 28,700 | - | - | 17,150 | 4,200 | 50,050 |
| Martinez ECC | 21,000 | 14,000 | 7,000 | 13,650 | - | 7,000 | 62,650 |
| Apiranet | 33,600 | 16,800 | 11,200 | 5,600 | 5,600 | 5,600 | 78,400 |
| Child Outcome Planning & Admini. (COPA/Nulinx) | 860 | 1,187 | 610 | - | 202 | 203 | 3,062 |
| Enhancement/wrap-around HS slots with State CD Prog. | 165,988 | 639,053 | 566,271 | - | 196,160 | 158,452 | 1,725,923 |
| f. CONTRACTUAL (Object Class 6f) | 280,897 | 930,520 | 640,471 | 96,123 | 255,844 | 251,418 | 2,455,272 |
| h. OTHER (Object Class 6h) | | | | | | | |
| 2. Bldg Occupancy Costs/Rents & Leases | 395 | 89 | 147,559 | (146,945) | 284 | (36) | 1,346 |
| 4. Utilities, Telephone | 507 | 663 | 377 | 218 | 198 | 198 | 2,161 |
| 5. Building and Child Liability Insurance | - | - | - | - | - | - | - |
| 6. Bldg. Maintenance/Repair and Other Occupancy | 11,557 | 16,024 | 76 | 1,053 | 20 | - | 28,729 |
| 8. Local Travel (55.5 cents per mile) | 1,880 | 1,765 | 1,043 | 736 | 895 | 53 | 6,373 |
| 9. Nutrition Services | - | - | - | - | - | - | - |
| Child Nutrition Costs | - | - | - | - | - | - | - |
| (CCFP & USDA Reimbursements) | - | - | - | - | - | - | - |
| 13. Parent Services | - | - | - | - | - | - | - |
| Parent Conference Registration - PA11 | - | - | - | - | - | - | - |
| Parent Resources (Parenting Books, Videos, etc.) - PA11 | - | - | - | - | - | - | - |
| PC Orientation, Trainings, Materials & Translation - PA11 | 5,682 | 738 | 777 | 59 | - | 305 | 7,560 |
| Policy Council Activities | 222 | - | 253 | - | 673 | 111 | 1,260 |
| Parent Activities (Sites, PC, BOS luncheon) & Appreciation | - | - | - | - | - | - | - |
| Child Care/Mileage Reimbursement | 660 | 337 | 188 | 190 | 184 | 107 | 1,666 |
| 14. Accounting & Legal Services | - | - | - | - | - | - | - |
| Auditor Controllers | - | - | - | - | - | - | - |
| Data Processing/Other Services & Supplies | 508 | 889 | 572 | 286 | 285 | 285 | 2,824 |
| 15. Publications/Advertising/Printing | - | - | - | - | - | - | - |
| Outreach/Printing | - | - | - | - | - | - | - |
| 16. Training or Staff Development | - | - | - | - | - | - | - |
| Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAE) | - | 1,168 | 1,835 | - | - | 238 | 3,241 |
| Staff Trainings/Dev. Conf. Registrations/Memberships - PA | 14 | 2,030 | 245 | - | - | 3,890 | 6,178 |
| 17. Other | - | - | - | - | - | - | - |
| Site Security Guards | - | 487 | - | - | - | - | 487 |
| Vehicle Operating/Maintenance & Repair | 3,453 | 3,156 | 918 | 1,700 | 1,759 | 1,495 | 12,481 |
| Equipment Maintenance Repair & Rental | 165 | 540 | 320 | 535 | - | - | 1,560 |
| Dept. of Health and Human Services-data Base (CORD) | - | - | - | - | - | - | - |
| Other Operating Expenses (Facs Admin/Other admin) | 1,933 | 1,964 | 730 | - | 1,109 | 320 | 6,057 |
| County Indirect Cost (A-87) | - | - | - | - | - | - | - |
| h. OTHER (6h) | 26,976 | 29,848 | 154,893 | (142,168) | 5,481 | 6,967 | 81,998 |
| i. TOTAL DIRECT CHARGES (6a-6h) | 515,813 | 1,171,761 | 992,470 | 41,168 | 322,923 | 320,826 | 3,364,961 |
| j. INDIRECT COSTS | 26,423 | 46,726 | 22,332 | 12,036 | 16,713 | 10,286 | 134,517 |
| k. TOTALS - ALL BUDGET CATEGORIES | 542,236 | 1,218,487 | 1,014,802 | 53,204 | 339,637 | 331,111 | 3,499,477 |
| Non-Federal Match (In-Kind) | 6,920 | 15,301 | 18,762 | 1,368 | 3,838 | 192,030 | 238,218 |

| 9 | 10 | 11 |
|------------------|---------------------|-------------|
| Total Budget | Remaining Budget | % YTD |
| 447,755 | (1,859) | 100% |
| 43,545 | (961) | 102% |
| 491,300 | (2,820) | 101% |
| 346,617 | 23,859 | 93% |
| 346,617 | 23,859 | 93% |
| - | - | 0% |
| 5,400 | 1,004 | 81% |
| 3,900 | 3,702 | 5% |
| 22,000 | 17,276 | 21% |
| 500 | 303 | 0% |
| 300 | 217 | 0% |
| 1,200 | 256 | 79% |
| - | - | 0% |
| 700 | 430 | 39% |
| 34,000 | 23,187 | 32% |
| 4,100 | 8 | 100% |
| 18,201 | 83 | 100% |
| - | - | 0% |
| 8,000 | 49 | 100% |
| 12,300 | 35 | 200% |
| 28,200 | (327) | 300% |
| - | - | |
| 58,800 | 4,900 | 92% |
| 67,200 | 11,200 | 83% |
| 260,800 | - | 100% |
| 101,100 | 7,566 | 93% |
| 55,650 | 5,600 | 90% |
| 76,650 | 14,000 | 82% |
| 84,000 | 5,600 | 93% |
| 2,900 | (162) | 106% |
| 1,635,700 | (90,223) | 106% |
| 2,413,601 | (41,671) | 102% |
| 1,200 | (146) | 112% |
| 2,000 | (161) | 108% |
| - | - | |
| 12,774 | (15,955) | 225% |
| 4,000 | (2,373) | 159% |
| - | - | |
| - | - | 0% |
| - | - | 0% |
| - | - | 0% |
| 5,000 | (2,560) | 151% |
| 900 | (360) | 140% |
| - | - | 0% |
| 1,600 | (66) | 104% |
| - | - | 0% |
| 1,700 | (1,124) | 166% |
| - | - | 0% |
| 3,300 | 59 | 98% |
| 7,943 | 1,765 | 78% |
| 1,000 | 513 | 0% |
| 9,300 | (3,181) | 134% |
| 1,400 | (160) | 111% |
| - | - | 0% |
| 4,500 | (1,557) | 0% |
| - | - | |
| 56,617 | (25,381) | 145% |
| 3,342,135 | (22,826) | 101% |
| 101,699 | (32,818) | 132% |
| 3,443,834 | (55,643) | 102% |
| 860,958 | 622,740 | 28% |

EARLY HEAD START PROGRAM - Org no. 1460
JANUARY - DECEMBER 2015
As of DECEMBER 2015

| Description | Total Adjusted Budget | Remaining Budget | Total Actual YTD | 100.00% | 51% | Period 1 Actual Jul-15 | Period 2 Actual Aug-15 | Period 3 Actual Sep-15 | Period 4 Actual Oct-15 | Period 5 Actual Nov-15 |
|---|-----------------------------|---------------------|------------------------|---------------|---------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| | | | | | | | | | | |
| Expenditures | | | | | | | | | | |
| a. Salaries & Wages (Object Class 6a) | | | | | | | | | | |
| Permanent 1011 | 447,755 | (1,858.76) | 449,613.76 | 100.4% | 228,618.55 | 32,515.59 | 38,282.47 | 39,292.10 | 47,430.37 | 31,186.72 |
| Temporary 1013 | 43,545 | (961.18) | 44,506.18 | 102.2% | 17,012.30 | 2,115.12 | 6,410.63 | 3,431.66 | 5,123.56 | 4,284.76 |
| TOTAL PERSONNEL (6a) | 491,300 | (2,819.94) | 494,119.94 | 100.6% | 245,630.85 | 34,630.71 | 44,693.10 | 42,723.76 | 52,553.93 | 35,471.48 |
| b. FRINGE BENEFITS (Object Class 6b) | | | | | | | | | | |
| Fringe Benefits | 346,617 | 23,859.26 | 322,757.74 | 93.1% | 168,610.94 | 21,339.96 | 24,355.71 | 27,871.69 | 33,720.99 | 23,116.82 |
| TOTAL FRINGE (6b) | 346,617 | 23,859.26 | 322,757.74 | 93.1% | 168,610.94 | 21,339.96 | 24,355.71 | 27,871.69 | 33,720.99 | 23,116.82 |
| e. SUPPLIES (Object Class 6e) | | | | | | | | | | |
| 1. Office Supplies | 5,400 | 1,003.57 | 4,396.43 | 81.4% | 2,326.83 | | 0.43 | 1,162.62 | 898.86 | 0.30 |
| 2. Child and Family Services Supplies (Incl.classroom | 3,900 | 3,701.96 | 198.04 | 5.1% | (198.24) | | 28.38 | 20.00 | | 347.90 |
| 3. Food Services/Nutrition Supplies | - | - | - | - | - | | | | | |
| 4. Other Supplies | - | - | - | - | - | | | | | |
| Transition Supplies | - | - | - | - | - | | | | | |
| Computer Supplies, Software Upgrades, Compute | 22,000 | 17,275.57 | 4,724.43 | 21.5% | 2,446.51 | | | | | 2,023.76 |
| Health/Safety Supplies | 500 | 303.31 | 196.69 | - | - | | | | | 196.69 |
| Mental Health/Disabilities Supplies | 300 | 217.15 | 82.85 | - | 82.85 | | | | | |
| Miscellaneous Supplies | 1,200 | 255.71 | 944.29 | 78.7% | 347.00 | | 8.18 | 210.09 | 6.30 | 372.72 |
| Household Supplies | 700 | 429.75 | 270.25 | 38.6% | 85.41 | | 38.45 | 22.84 | 33.36 | 68.04 |
| TOTAL SUPPLIES (6e) | 34,000 | 23,187.02 | 10,812.98 | 31.8% | 5,090.36 | - | 75.44 | 1,415.55 | 938.52 | 3,009.41 |
| f. CONTRACTUAL (Object Class 6f) | | | | | | | | | | |
| 1. Adm Svcs (e.g., Legal, Accounting, Temporary Cor | 4,100 | 8.39 | 4,091.61 | 99.8% | 4,091.61 | | | | | |
| 2. Health/Disabilities Services | - | - | - | - | - | | | | | |
| Estimated Medical Revenue from Medi-Cal (Org 1 | - | - | - | - | - | | | | | |
| Health Consultant | 18,201 | 83.10 | 18,117.90 | 99.5% | 9,261.90 | 1,771.20 | 787.20 | 1,574.40 | 1,672.80 | 787.20 |
| 5. Training & Technical Assistance - PA11 | - | - | - | 0.0% | - | | | | | |
| Interaction | 8,000 | 48.60 | 7,951.40 | 0.0% | 1,208.70 | | 3,855.50 | 2,887.20 | | |
| Josephine Lee (\$35,000/2) | 12,300 | 35.00 | 12,265.00 | 0.0% | 8,205.00 | | 430.00 | 285.00 | 1,500.00 | 1,845.00 |
| Susan Cooke (\$60,000/2) | 28,200 | (327.17) | 28,527.17 | 0.0% | 28,527.17 | | | | | |
| 7. Delegate Agency Costs | - | - | - | 0.0% | - | | | | | |
| 8. Other Contracts | - | - | - | - | - | | | | | |
| FB-Fairgrounds Partnership | 58,800 | 4,900.00 | 53,900.00 | 91.7% | 29,400.00 | | | 9,800.00 | 4,900.00 | 4,900.00 |
| FB-E. Leland/Mercy Housing Partnership | 67,200 | 11,200.00 | 56,000.00 | 83.3% | 33,600.00 | | | 5,600.00 | 5,600.00 | 5,600.00 |
| Aspiranet | 260,800 | - | 260,800.00 | 100.0% | 122,400.00 | 20,400.00 | | | 47,200.00 | 23,600.00 |
| Brighter Beginnings | 101,100 | 7,565.93 | 93,534.07 | 92.5% | 53,534.07 | | | 8,000.00 | 16,000.00 | |
| Cameron School | 55,650 | 5,600.00 | 50,050.00 | 89.9% | 28,700.00 | | | | | 17,150.00 |
| Crossroads | 76,650 | 14,000.00 | 62,650.00 | 81.7% | 35,000.00 | 7,000.00 | | | 13,650.00 | |
| Martinez ECC | 84,000 | 5,600.00 | 78,400.00 | 93.3% | 50,400.00 | | | 11,200.00 | 5,600.00 | 5,600.00 |
| Child Outcome Planning and Administration (COP | 2,900 | (162.36) | 3,062.36 | 105.6% | 2,047.55 | | 4,809.97 | (4,200.26) | | 202.38 |
| Enhancement/wrap-around HS slots with State CD | 1,635,700 | (90,222.56) | 1,725,922.56 | 105.5% | 805,040.41 | | 378,523.45 | 187,747.36 | | 196,159.66 |
| TOTAL CONTRACTUAL (6f) | 2,413,601 | (41,671.07) | 2,455,272.07 | 101.7% | 1,211,416.41 | 29,171.20 | 388,406.12 | 222,893.70 | 96,122.80 | 255,844.24 |

EARLY HEAD START PROGRAM - Org no. 1460
JANUARY - DECEMBER 2015
As of DECEMBER 2015

| Description | Total Adjusted Budget | Remaining Budget | Total Actual YTD | 100.00% | 51% | Period 1 Actual Jul-15 | Period 2 Actual Aug-15 | Period 3 Actual Sep-15 | Period 4 Actual Oct-15 | Period 5 Actual Nov-15 |
|--|-----------------------------|---------------------|------------------------|---------------|--------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| | | | | % YTD | Jan-15 thru Jun-15 | | | | | |
| h. OTHER (Object Class 6h) | | | - | | - | | | | | |
| 1. Depreciation/Use Allowance | - | - | - | | - | | | | | |
| 2. Bldg Occupancy Costs/Rents & Leases | 1,200 | (145.82) | 1,345.82 | 112.2% | 483.74 | 71,670.19 | 37,754.59 | 38,134.49 | (146,944.95) | 283.58 |
| (Rents & Leases/Other Income) | - | - | - | | - | | | | | |
| 4. Utilities, Telephone | 2,000 | (160.86) | 2,160.86 | 108.0% | 1,169.45 | 6.40 | 169.70 | 201.07 | 218.10 | 198.25 |
| 5. Building and Child Liability Insurance | - | - | - | | - | | | | | |
| 6. Bldg. Maintenance/Repair and Other Occupancy | 12,774 | (15,954.54) | 28,728.54 | 224.9% | 27,580.34 | | | 75.75 | 1,052.50 | 19.95 |
| 7. Incidental Alterations/Renovations | - | - | - | | - | | | | | |
| 8. Local Travel (55.5 cents per mile effective 1/1/20) | 4,000 | (2,372.59) | 6,372.59 | 159.3% | 3,645.70 | 475.99 | 269.13 | 297.85 | 735.83 | 894.65 |
| 13. Parent Services | - | - | - | | - | | | | | |
| PC Orientation, Trainings, Materials & Translation | 5,000 | (2,560.17) | 7,560.17 | 151.2% | 6,419.41 | | | 776.68 | 59.30 | |
| Policy Council Meetings (including food) | 900 | (359.81) | 1,259.81 | 140.0% | 222.38 | | 126.95 | 126.53 | | 673.12 |
| Male Involvement Activities | - | - | - | | - | | | | | |
| Parent Activities (Sites, PC, BOS luncheon) & App | - | - | - | | - | | | | | |
| Child Care/Mileage Reimbursement | 1,600 | (66.09) | 1,666.09 | 104.1% | 997.22 | | 153.77 | 34.28 | 189.91 | 184.16 |
| 14. Accounting & Legal Services | | | | | | | | | | |
| Audit | - | - | - | | - | | | | | |
| Legal (County Counsel) | - | - | - | | - | | | | | |
| Auditor Controllers | - | - | - | | - | | | | | |
| Data Processing/Other Services & Supplies | 1,700 | (1,124.30) | 2,824.30 | 166.1% | 1,396.98 | | 285.85 | 285.85 | 285.85 | 284.64 |
| 15. Publications/Advertising/Printing | - | - | - | | - | | | | | |
| Outreach/Printing | - | - | - | | - | | | | | |
| Recruitment Advertising (Newspaper, Brochures) | - | (75.00) | 75.00 | | - | | | | | 75.00 |
| 16. Training or Staff Development | - | - | - | | - | | | | | |
| Agency Memberships (WIPFLI, Meeting Fees, N | 3,300 | 58.59 | 3,241.41 | 98.2% | 1,167.93 | 1,337.50 | | 497.50 | | |
| Staff Trainings/Dev. Conf. Registrations/Members | 7,943 | 1,764.54 | 6,178.46 | 77.8% | 2,043.44 | 31.61 | 113.52 | 100.00 | | |
| 17. Other | - | - | - | | - | | | | | |
| Site Security Guards | 1,000 | 513.20 | 486.80 | 48.7% | 486.80 | | | | | |
| Field Trips | - | - | - | | - | | | | | |
| Vehicle Operating/Maintenance & Repair | 9,300 | (3,181.00) | 12,481.00 | 134.2% | 6,609.25 | 306.00 | 456.89 | 155.04 | 1,699.91 | 1,758.75 |
| Equipment Maintenance Repair & Rental | 1,400 | (160.00) | 1,560.00 | 111.4% | 704.97 | | 140.35 | 179.53 | 535.15 | |
| Dept. of Health and Human Services-data Base (C | - | - | - | | - | | | | | |
| Other Operating Expenses (CSD Admin/Facs Mgt | 4,500 | (1,556.95) | 6,056.95 | 134.6% | 3,897.09 | | 345.37 | 385.02 | | 1,109.22 |
| Other Departmental Expenses | - | - | - | | - | | | | | |
| TOTAL OTHER (6h) | 56,617 | (25,380.80) | 81,997.80 | 144.8% | 56,824.70 | 73,827.69 | 39,816.12 | 41,249.59 | (142,168.40) | 5,481.32 |
| I. TOTAL DIRECT CHARGES (6a-6h) | 3,342,135 | (22,825.53) | 3,364,960.53 | 100.7% | 1,687,573.26 | 158,969.56 | 497,346.49 | 336,154.29 | 41,167.84 | 322,923.27 |
| j. INDIRECT COSTS | 101,699 | (32,817.94) | 134,516.94 | 132.3% | 73,149.72 | - | 8,700.97 | 13,630.84 | 12,036.39 | 16,713.41 |
| k. TOTALS - ALL BUDGET CATEGORIES | 3,443,834 | (55,643.47) | 3,499,477.47 | 101.6% | 1,760,722.98 | 158,969.56 | 506,047.46 | 349,785.13 | 53,204.23 | 339,636.68 |

| | Actual | YTD |
|-------------------|-----------|-----------|
| T/TA Expenses | 83,841.51 | 83,841.51 |
| T/TA Funding | 82,944.00 | 82,944.00 |
| Surplus (Deficit) | (897.51) | (897.51) |

| | | | | | | | | | | |
|------------------------------------|----------------|-------------------|-------------------|--------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Non-Federal Match (In-Kind) | 860,958 | 622,739.68 | 238,218.32 | 27.7% | 22,221.35 | 8,523.96 | 8,874.93 | 1,362.93 | 1,367.90 | 3,837.66 |
|------------------------------------|----------------|-------------------|-------------------|--------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|

EARLY HEAD START PROGRAM - Org 1
JANUARY - DECEMBER 2015
As of DECEMBER 2015

| Description | Period 5 | Period 6 | Period 7 | Period 8 | Period 9 | 50% | Proj Jan-15 | Proj Feb-15 | Proj Mar-15 |
|--|-------------------|------------------|------------------|------------------|------------------|--------------------------|----------------|----------------|----------------|
| | Actual Dec-15 | Actual Jan-16 | Actual Feb-16 | Actual Mar-16 | Actual Apr-16 | Jul-15 thru Dec-15 | | | |
| Expenditures | | | | | | | | | |
| a. Salaries & Wages (Object Class 6a) | | | | | | | | | |
| Permanent 1011 | 32,287.96 | | | | | 220,995.21 | | | |
| Temporary 1013 | 6,128.15 | | | | | 27,493.88 | | | |
| TOTAL PERSONNEL (6a) | 38,416.11 | - | - | - | - | 248,489.09 | - | - | - |
| b. FRINGE BENEFITS (Object Class 6b) | | | | | | - | | | |
| Fringe Benefits | 23,741.63 | | | | | 154,146.80 | | | |
| TOTAL FRINGE (6b) | 23,741.63 | - | - | - | - | 154,146.80 | - | - | - |
| e. SUPPLIES (Object Class 6e) | | | | | | - | | | |
| 1. Office Supplies | 7.39 | | | | | 2,069.60 | | | |
| 2. Child and Family Services Supplies (Incl.classroom) | | | | | | 396.28 | | | |
| 3. Food Services/Nutrition Supplies | | | | | | - | | | |
| 4. Other Supplies | | | | | | - | | | |
| Transition Supplies | | | | | | - | | | |
| Computer Supplies, Software Upgrades, Computer | 254.16 | | | | | 2,277.92 | | | |
| Health/Safety Supplies | | | | | | 196.69 | | | |
| Mental Health/Disabilities Supplies | | | | | | - | | | |
| Miscellaneous Supplies | | | | | | 597.29 | | | |
| Household Supplies | 22.15 | | | | | 184.84 | | | |
| TOTAL SUPPLIES (6e) | 283.70 | - | - | - | - | 5,722.62 | - | - | - |
| f. CONTRACTUAL (Object Class 6f) | | | | | | - | | | |
| 1. Adm Svcs (e.g., Legal, Accounting, Temporary Con | | | | | | - | | | |
| 2. Health/Disabilities Services | | | | | | - | | | |
| Estimated Medical Revenue from Medi-Cal (Org 1) | | | | | | - | | | |
| Health Consultant | 2,263.20 | | | | | 8,856.00 | | | |
| 5. Training & Technical Assistance - PA11 | | | | | | - | | | |
| Interaction | | | | | | 6,742.70 | | | |
| Josephine Lee (\$35,000/2) | | | | | | 4,060.00 | | | |
| Susan Cooke (\$60,000/2) | | | | | | - | | | |
| 7. Delegate Agency Costs | | | | | | - | | | |
| 8. Other Contracts | | | | | | - | | | |
| FB-Fairgrounds Partnership | 4,900.00 | | | | | 24,500.00 | | | |
| FB-E. Leland/Mercy Housing Partnership | 5,600.00 | | | | | 22,400.00 | | | |
| Aspiranet | 47,200.00 | | | | | 138,400.00 | | | |
| Brighter Beginnings | 16,000.00 | | | | | 40,000.00 | | | |
| Cameron School | 4,200.00 | | | | | 21,350.00 | | | |
| Crossroads | 7,000.00 | | | | | 27,650.00 | | | |
| Martinez ECC | 5,600.00 | | | | | 28,000.00 | | | |
| Child Outcome Planning and Administration (COP) | 202.72 | | | | | 1,014.81 | | | |
| Enhancement/wrap-around HS slots with State CD | 158,451.68 | | | | | 920,882.15 | | | |
| TOTAL CONTRACTUAL (6f) | 251,417.60 | - | - | - | - | 1,243,855.66 | - | - | - |

EARLY HEAD START PROGRAM - Org 1
JANUARY - DECEMBER 2015
As of DECEMBER 2015

| Description | Period 5 Actual Dec-15 | Period 6 Actual Jan-16 | Period 7 Actual Feb-16 | Period 8 Actual Mar-16 | Period 9 Actual Apr-16 | 50% | Proj Jan-15 | Proj Feb-15 | Proj Mar-15 |
|--|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|--------------------------|----------------|----------------|----------------|
| | | | | | | Jul-15 thru Dec-15 | | | |
| | | | | | | | | | |
| h. OTHER (Object Class 6h) | | | | | | - | | | |
| 1. Depreciation/Use Allowance | | | | | | - | | | |
| 2. Bldg Occupancy Costs/Rents & Leases | (35.82) | | | | | 862.08 | | | |
| (Rents & Leases/Other Income) | | | | | | - | | | |
| 4. Utilities, Telephone | 197.89 | | | | | 991.41 | | | |
| 5. Building and Child Liability Insurance | | | | | | - | | | |
| 6. Bldg. Maintenance/Repair and Other Occupancy | | | | | | 1,148.20 | | | |
| 7. Incidental Alterations/Renovations | | | | | | - | | | |
| 8. Local Travel (55.5 cents per mile effective 1/1/20) | 53.44 | | | | | 2,726.89 | | | |
| 13. Parent Services | | | | | | - | | | |
| PC Orientation, Trainings, Materials & Translation | 304.78 | | | | | 1,140.76 | | | |
| Policy Council Meetings (including food) | 110.83 | | | | | 1,037.43 | | | |
| Male Involvement Activities | | | | | | - | | | |
| Parent Activities (Sites, PC, BOS luncheon) & App | | | | | | - | | | |
| Child Care/Mileage Reimbursement | 106.75 | | | | | 668.87 | | | |
| 14. Accounting & Legal Services | | | | | | - | | | |
| Audit | | | | | | - | | | |
| Legal (County Counsel) | | | | | | - | | | |
| Auditor Controllers | | | | | | - | | | |
| Data Processing/Other Services & Supplies | 285.13 | | | | | 1,427.32 | | | |
| 15. Publications/Advertising/Printing | | | | | | - | | | |
| Outreach/Printing | | | | | | - | | | |
| Recruitment Advertising (Newspaper, Brochures) | | | | | | 75.00 | | | |
| 16. Training or Staff Development | | | | | | - | | | |
| Agency Memberships (WIPFLI, Meeting Fees, N | 238.48 | | | | | 2,073.48 | | | |
| Staff Trainings/Dev. Conf. Registrations/Members | 3,889.89 | | | | | 4,135.02 | | | |
| 17. Other | | | | | | - | | | |
| Site Security Guards | | | | | | - | | | |
| Field Trips | | | | | | - | | | |
| Vehicle Operating/Maintenance & Repair | 1,495.16 | | | | | 5,871.75 | | | |
| Equipment Maintenance Repair & Rental | | | | | | 855.03 | | | |
| Dept. of Health and Human Services-data Base (C | | | | | | - | | | |
| Other Operating Expenses (CSD Admin/Facs Mgt | 320.25 | | | | | 2,159.86 | | | |
| Other Departmental Expenses | | | | | | - | | | |
| TOTAL OTHER (6h) | 6,966.78 | - | - | - | - | 25,173.10 | - | - | - |
| I. TOTAL DIRECT CHARGES (6a-6h) | 320,825.82 | - | - | - | - | 1,677,387.27 | - | - | - |
| j. INDIRECT COSTS | 10,285.61 | - | - | - | - | 61,367.22 | | | |
| k. TOTALS - ALL BUDGET CATEGORIES | 331,111.43 | - | - | - | - | 1,738,754.49 | - | - | - |

Personnel Proj. Surplus (Deficit)

All Other Proj. Surplus (Deficit)

Net Proj. Surplus (Deficit)

| | | | | | | | | | |
|------------------------------------|-------------------|--|--|--|--|-------------------|--|--|--|
| Non-Federal Match (In-Kind) | 192,029.59 | | | | | 215,996.97 | | | |
|------------------------------------|-------------------|--|--|--|--|-------------------|--|--|--|

EARLY HEAD START PROGRAM - Org 1
JANUARY - DECEMBER 2015
As of DECEMBER 2015

| | | | | | 100% |
|--|----------------------------------|----------------------------------|---------------------------|----------------------------------|--------------|
| Description | adjstmnt to reduce deficit | Total Projection close-Out | Total Projected YTD | Projected Balance Year End | % To Date |
| Expenditures | | | | | |
| a. Salaries & Wages (Object Class 6a) | | | | | |
| Permanent 1011 | | 1,540 | 451,154 | (3,398.76) | 101% |
| Temporary 1013 | | - | 44,506 | (961.18) | 102% |
| TOTAL PERSONNEL (6a) | - | 1,540 | 495,660 | (4,359.94) | 101% |
| b. FRINGE BENEFITS (Object Class 6b) | | | | | |
| Fringe Benefits | | 2,400 | 325,158 | 21,459.26 | 94% |
| TOTAL FRINGE (6b) | - | 2,400 | 325,158 | 21,459.26 | 94% |
| e. SUPPLIES (Object Class 6e) | | | | | |
| 1. Office Supplies | | - | 4,396 | 1,003.57 | 81% |
| 2. Child and Family Services Supplies (Incl.classroom) | | - | 198 | 3,701.96 | 5% |
| 3. Food Services/Nutrition Supplies | | - | - | - | |
| 4. Other Supplies | | - | - | - | |
| Transition Supplies | | - | - | - | |
| Computer Supplies, Software Upgrades, Computer | | - | 4,724 | 17,275.57 | 21% |
| Health/Safety Supplies | | - | 197 | 303.31 | 39% |
| Mental Health/Disabilities Supplies | | - | 83 | 217.15 | 28% |
| Miscellaneous Supplies | | - | 944 | 255.71 | 79% |
| Household Supplies | | - | 270 | 429.75 | 39% |
| TOTAL SUPPLIES (6e) | - | - | 10,813 | 23,187.02 | 32% |
| f. CONTRACTUAL (Object Class 6f) | | | | | |
| 1. Adm Svcs (e.g., Legal, Accounting, Temporary Con | | - | 4,092 | 8.39 | 100% |
| 2. Health/Disabilities Services | | - | - | - | |
| Estimated Medical Revenue from Medi-Cal (Org 1) | | - | - | - | |
| Health Consultant | | - | 18,118 | 83.10 | 100% |
| 5. Training & Technical Assistance - PA11 | | - | - | - | |
| Interaction | | - | 7,951 | 48.60 | 99% |
| Josephine Lee (\$35,000/2) | | - | 12,265 | 35.00 | 100% |
| Susan Cooke (\$60,000/2) | | - | 28,527 | (327.17) | 101% |
| 7. Delegate Agency Costs | | | | | |
| 8. Other Contracts | | - | - | - | |
| FB-Fairgrounds Partnership | | 4,900 | 58,800 | - | 100% |
| FB-E. Leland/Mercy Housing Partnership | | 11,200 | 67,200 | - | 100% |
| Aspiranet | | - | 260,800 | - | 100% |
| Brighter Beginnings | | 7,566 | 101,100 | - | 100% |
| Cameron School | | 5,600 | 55,650 | - | 100% |
| Crossroads | | 14,000 | 76,650 | - | 100% |
| Martinez ECC | | 5,600 | 84,000 | - | 100% |
| Child Outcome Planning and Administration (COP) | | 203 | 3,265 | (365.08) | 113% |
| Enhancement/wrap-around HS slots with State CD | (246,389) | (62,213) | 1,663,710 | (28,010.00) | 102% |
| TOTAL CONTRACTUAL (6f) | (246,389) | (13,144) | 2,442,128 | (28,527.16) | 101% |

EARLY HEAD START PROGRAM - Org I
JANUARY - DECEMBER 2015
As of DECEMBER 2015

| | | | | | 100% |
|---|----------------------------------|----------------------------------|---------------------------|----------------------------------|--------------|
| Description | adjstmnt to reduce deficit | Total Projection close-Out | Total Projected YTD | Projected Balance Year End | % To Date |
| h. OTHER (Object Class 6h) | | | | | |
| 1. Depreciation/Use Allowance | | - | - | - | |
| 2. Bldg Occupancy Costs/Rents & Leases | | - | 1,346 | (145.82) | 112% |
| (Rents & Leases/Other Income) | | - | - | - | |
| 4. Utilities, Telephone | | 198 | 2,359 | (358.86) | 118% |
| 5. Building and Child Liability Insurance | | - | - | - | |
| 6. Bldg. Maintenance/Repair and Other Occupancy | (15,955) | (15,955) | 12,774 | - | 100% |
| 7. Incidental Alterations/Renovations | | - | - | - | |
| 8. Local Travel (55.5 cents per mile effective 1/1/20 | | - | 6,373 | (2,372.59) | 159% |
| 13. Parent Services | | - | - | - | |
| PC Orientation, Trainings, Materials & Translation | | - | 7,560 | (2,560.17) | 151% |
| Policy Council Meetings (including food) | | - | 1,260 | (359.81) | 140% |
| Male Involvement Activities | | - | - | - | |
| Parent Activities (Sites, PC, BOS luncheon) & App | | - | - | - | |
| Child Care/Mileage Reimbursement | | - | 1,666 | (66.09) | 104% |
| 14. Accounting & Legal Services | | - | - | - | |
| Audit | | - | - | - | |
| Legal (County Counsel) | | - | - | - | |
| Auditor Controllers | | - | - | - | |
| Data Processing/Other Services & Supplies | | 285 | 3,109 | (1,409.30) | 183% |
| 15. Publications/Advertising/Printing | | - | - | - | |
| Outreach/Printing | | - | - | - | |
| Recruitment Advertising (Newspaper, Brochures) | | - | 75 | (75.00) | |
| 16. Training or Staff Development | | - | - | - | |
| Agency Memberships (WIPFLI, Meeting Fees, N | | - | 3,241 | 58.59 | 98% |
| Staff Trainings/Dev. Conf. Registrations/Members | | - | 6,178 | 1,764.54 | 78% |
| 17. Other | | - | - | - | |
| Site Security Guards | | - | 487 | 513.20 | 49% |
| Field Trips | | - | - | - | |
| Vehicle Operating/Maintenance & Repair | | 1,500 | 13,981 | (4,681.00) | 150% |
| Equipment Maintenance Repair & Rental | | - | 1,560 | (160.00) | 111% |
| Dept. of Health and Human Services-data Base (C | | - | - | - | |
| Other Operating Expenses (CSD Admin/Facs Mgt | | 350 | 6,407 | (1,906.95) | 142% |
| Other Departmental Expenses | | - | - | - | |
| TOTAL OTHER (6h) | (15,955) | (13,622) | 68,376 | (11,759.26) | 121% |
| I. TOTAL DIRECT CHARGES (6a-6h) | (262,343) | (22,825) | 3,342,135 | (0.08) | 100% |
| j. INDIRECT COSTS | (44,818) | (32,818) | 101,699 | - | 100% |
| k. TOTALS - ALL BUDGET CATEGORIES | (307,161) | (55,643) | 3,443,834 | (0.08) | 100% |

17,099

(17,099)

(0)

| | | | | | |
|------------------------------------|--|----------------|----------------|----------|-------------|
| Non-Federal Match (In-Kind) | | 622,740 | 860,958 | - | 100% |
|------------------------------------|--|----------------|----------------|----------|-------------|

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2015 EARLY HEAD START - CC PARTNERSHIP
December 2015 Expenditures

| 1 DESCRIPTION | 2 YTD Actual | 3 Total Budget | 4 Remaining Budget | 5 % YTD |
|---|-------------------|----------------------|--------------------------|---------------|
| a. PERSONNEL | \$ 283,641 | \$ 263,261 | \$ (20,380) | 108% |
| b. FRINGE BENEFITS | 166,901 | 207,713 | 40,812 | 80% |
| c. TRAVEL | - | - | - | 0% |
| d. EQUIPMENT | | | - | 0% |
| e. SUPPLIES | 3,478 | 14,400 | 10,922 | 24% |
| f. CONTRACTUAL | 81,010 | 436,800 | 355,790 | 19% |
| g. CONSTRUCTION | | | - | 0% |
| h. OTHER | 142,162 | 207,007 | 64,845 | 69% |
| I. TOTAL DIRECT CHARGES | \$ 677,192 | \$ 1,129,181 | \$ 451,989 | 60% |
| j. INDIRECT COSTS | 61,874 | 54,495 | (7,379) | 114% |
| k. TOTAL-ALL BUDGET CATEGORIES | \$ 739,066 | \$ 1,183,676 | \$ 444,610 | 62% |
| <i>In-Kind (Non-Federal Share)</i> | \$ 35,000 | \$ 295,919 | \$ 260,919 | 12% |

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2015 EARLY HEAD START - CC PARTNERSHIP
December 2015 Expenditures

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
|--|--------------------------|--------------------------|--------------------------|------------------|------------------|------------------|---------------------|------------------|---------------------|-------------|
| | Jan-15 thru Mar-15 | Apr-15 thru Jun-15 | Jul-15 thru Sep-15 | Actual Oct-15 | Actual Nov-15 | Actual Dec-15 | Total YTD Actual | Total Budget | Remaining Budget | % YTD |
| Expenditures | | | | | | | | | | |
| a. Salaries & Wages (Object Class 6a) | | | | | | | | | | |
| Permanent 1011 | 4,789 | 51,874 | 97,532 | 36,529 | 34,076 | 35,268 | 260,070 | 243,261 | (16,809) | 107% |
| Temporary 1013 | - | - | 6,419 | 6,712 | 4,661 | 5,779 | 23,571 | 20,000 | (3,571) | 118% |
| a. PERSONNEL (Object class 6a) | 4,789 | 51,874 | 103,951 | 43,241 | 38,737 | 41,048 | 283,641 | 263,261 | (20,380) | 108% |
| b. FRINGE BENEFITS (Object Class 6b) | | | | | | | | | | |
| Fringe Benefits | 3,402 | 31,034 | 60,212 | 23,591 | 25,389 | 23,274 | 166,901 | 207,713 | 40,812 | 80% |
| b. FRINGE (Object Class 6b) | 3,402 | 31,034 | 60,212 | 23,591 | 25,389 | 23,274 | 166,901 | 207,713 | 40,812 | 80% |
| c. TRAVEL (Object Class 6c) | - | - | - | - | - | - | - | - | - | 0% |
| e. SUPPLIES (Object Class 6e) | | | | | | | | | | |
| 1. Office Supplies | - | 26 | - | - | 817 | - | 843 | 1,200 | 357 | 70% |
| 2. Child and Family Serv. Supplies/classroom Supplies | - | - | - | - | - | - | - | 2,400 | 2,400 | 0% |
| 4. Other Supplies | - | - | - | - | - | - | - | - | - | - |
| Computer Supplies, Software Upgrades, Comp Replacer | - | - | - | - | 916 | - | 916 | 8,600 | 7,684 | 11% |
| Health/Safety Supplies | - | - | - | - | 773 | - | 773 | 1,000 | 228 | 0% |
| Mental helath/Diasabilities Supplies | - | - | - | - | - | - | - | - | - | 0% |
| Miscellaneous Supplies | - | - | 323 | 486 | 64 | - | 872 | 1,200 | 328 | 73% |
| Household Supplies | - | - | - | - | 74 | - | 74 | - | (74) | 0% |
| e. SUPPLIES (Object Class 6e) | - | 26 | 323 | 486 | 2,644 | - | 3,478 | 14,400 | 10,922 | 24% |
| f. CONTRACTUAL (Object Class 6f) | | | | | | | | | | |
| 1. Adm Svcs (Legal, Accounting, Temporary Contracts) | - | - | - | - | 300 | 125 | 425 | 12,000 | 11,575 | 4% |
| Health Consultant | - | - | - | - | - | - | - | 4,800 | 4,800 | 0% |
| 8. Other Contracts | - | - | - | - | - | - | - | - | - | 0% |
| FB-Fairgrounds Partnership | - | - | 29,217 | 9,000 | 15,000 | - | 53,217 | 312,000 | 258,783 | 17% |
| FB-E. Leland/Mercy Housing Partnership | - | - | - | 9,000 | 9,000 | 9,000 | 27,000 | 108,000 | 81,000 | 25% |
| Brighter Beginnings | - | - | - | - | 368 | - | 368 | - | (368) | 0% |
| f. CONTRACTUAL (Object Class 6f) | - | - | 29,217 | 18,000 | 24,668 | 9,125 | 81,010 | 436,800 | 355,790 | 19% |
| h. OTHER (Object Class 6h) | | | | | | | | | | |
| 2. Bldg Occupancy Costs/Rents & Leases | - | - | - | - | 422 | - | 422 | - | (422) | 0% |
| 4. Utilities, Telephone | - | 88 | - | 248 | 529 | 99 | 963 | 8,400 | 7,437 | 11% |
| 5. Building and Child Liability Insurance | - | 222 | - | - | - | - | 222 | - | (222) | 0% |
| 6. Bldg. Maintenance/Repair and Other Occupancy | - | - | - | - | - | - | - | - | - | 0% |
| 8. Local Travel (54 cents per mile) | - | 301 | 292 | - | 179 | 3 | 775 | 9,000 | 8,225 | 9% |
| 14. Accounting & Legal Services | - | - | - | - | - | - | - | - | - | - |
| Audit | - | - | - | - | - | - | - | 1,200 | 1,200 | 0% |
| Legal (County Counsel) | - | - | - | - | - | - | - | 1,000 | 1,000 | 0% |
| Auditor Controllers | - | - | - | - | - | - | - | 1,200 | 1,200 | 0% |
| Data Processing/Other Services & Supplies | - | - | - | - | 517 | - | 517 | 1,000 | 483 | 52% |
| 16. Training or Staff Development | - | - | - | - | - | - | - | - | - | 0% |
| Agency Memberships (WIPFLI, Meeting Fees, NHSA, N | - | - | - | - | - | - | - | - | - | 0% |
| Staff Trainings/Dev. Conf. Registrations/Memberships - | - | - | 75 | 6,833 | - | 625 | 7,533 | 25,907 | 18,374 | 29% |
| 17. Other | - | - | - | - | - | - | - | - | - | - |
| Start-Up Expenses-Child Care Council(org.# 2479) | - | 78,888 | - | 37,112 | - | - | 116,000 | 116,000 | - | 100% |
| Start-Up Expenses-First Baptist (org.# 2479) | - | - | - | - | - | 5,500 | 5,500 | 5,500 | - | 100% |
| Vehicle Operating/Maintenance & Repair | - | - | - | - | - | - | - | 3,600 | 3,600 | 0% |
| Equipment Maintenance Repair & Rental | - | - | - | - | 937 | - | 937 | 3,000 | 2,063 | 31% |
| Dept. of Health and Human Services-data Base (CORD) | - | - | - | - | - | - | - | - | - | 0% |
| Other Operating Expenses (Facs Admin/Other admin) | - | 300 | 4,672 | 427 | 937 | 338 | 6,675 | 31,200 | 24,525 | 21% |
| County Indirect Cost (A-87) | - | - | 5,876 | 3,272 | (9,148) | 2,618 | 2,618 | - | (2,618) | 0% |
| h. OTHER (6h) | - | 79,799 | 10,916 | 47,892 | (5,627) | 9,183 | 142,162 | 207,007 | 64,845 | 69% |
| i. TOTAL DIRECT CHARGES (6a-6h) | 8,191 | 162,732 | 204,619 | 133,210 | 85,810 | 82,629 | 677,192 | 1,129,181 | 451,989 | 60% |
| j. INDIRECT COSTS | - | 9,279 | 13,721 | 13,885 | 14,123 | 10,866 | 61,874 | 54,495 | (7,379) | 114% |
| k. TOTALS - ALL BUDGET CATEGORIES | 8,191 | 172,011 | 218,340 | 147,095 | 99,934 | 93,495 | 739,066 | 1,183,676 | 444,610 | 62% |
| Non-Federal Match (In-Kind) | - | - | - | 15,000 | - | 20,000 | 35,000 | 295,919 | 260,919 | 12% |

EMPLOYMENT & HUMAN SERVICES DEPARTMENT
COMMUNITY SERVICES BUREAU
CHILD NUTRITION FOOD SERVICES
CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED
FY 2015-2016

| Month covered | 2015 December |
|--|------------------|
| Approved sites operated this month | 15 |
| Number of days meals served this month | 22 |
| Average daily participation | 672 |
| Child Care Center Meals Served: | |
| Breakfast | 11,070 |
| Lunch | 14,787 |
| Supplements | 10,947 |
| Total Number of Meals Served | 36,804 |

SUMMARY CREDIT CARD EXPENDITURE

Agency: Community Services Bureau

Month: December 2015

Credit Card: Visa/U.S. Bank

Authorized Users

| | |
|-------------------------|----------|
| C. Rand, Bureau Dir | xxxx8798 |
| K. Mason, Div Mgr | xxxx2364 |
| C. Reich, Div Mgr | xxxx4959 |
| C. Johnson, AD | xxxx0220 |
| J. Rowley, AD | xxxx2391 |
| P. Arrington, AD | xxxx3838 |
| R. Radeva, PSA III | xxxx1899 |
| S. Kim, Interim Div Mgr | xxxx1907 |
| C. Rand, Bureau Dir | xxxx5045 |

| Stat. Date | Card Account # | Amount | Program | Purpose/Description | |
|------------|----------------|----------|------------------------|---------------------------|--|
| 12/22/15 | xxxx5045 | 88.51 | HS Basic Grant | Educational Supplies | |
| 12/22/15 | xxxx5045 | 205.00 | Child Dev Misc Grants | Training & Registration | |
| | | 293.51 | | | |
| | | | | | |
| 12/22/15 | xxxx1907 | 56.93 | Child Care Svs Program | Office Exp | |
| 12/22/15 | xxxx1907 | 501.45 | Child Care Svs Program | Minor Computer Equipment | |
| 12/22/15 | xxxx1907 | (56.90) | Indirect Admin Costs | Office Exp | |
| 12/22/15 | xxxx1907 | 1,195.06 | Facilities | Other Travel Employees | |
| 12/22/15 | xxxx1907 | 129.49 | Indirect Admin Costs | Office Exp | |
| 12/22/15 | xxxx1907 | 1,039.52 | Indirect Admin Costs | Minor Computer Equipment | |
| 12/22/15 | xxxx1907 | 14.00 | Facilities | Rents & Leases - Property | |
| | | 2,879.55 | | | |
| | | | | | |
| 12/22/15 | xxxx2364 | 1,088.28 | HS Parent Services | Transportation & Travel | |
| 12/22/15 | xxxx2364 | 120.92 | EHS Parent Services | Transportation & Travel | |
| 12/22/15 | xxxx2364 | 544.14 | EHS T & TA | Other Travel Employees | |
| 12/22/15 | xxxx2364 | 60.46 | Head Start T & TA | Other Travel Employees | |
| 12/22/15 | xxxx2364 | 75.00 | HS Basic Grant | Membership | |
| | | 1,888.80 | | | |
| | | | | | |
| 12/22/15 | xxxx8798 | (58.08) | HS Basic Grant | Misc Services/Supplies | |
| 12/22/15 | xxxx8798 | (58.09) | EHS Basis Grant | Misc Services/Supplies | |
| | | (116.17) | | | |
| | | | | | |
| 12/22/15 | xxxx3838 | 20.05 | Child Care Svs Program | Educational Supplies | |
| 12/22/15 | xxxx3838 | 444.52 | Child Dev Misc Grants | Educational Supplies | |
| | | 464.57 | | | |
| | | | | | |
| 12/22/15 | xxxx1899 | 200.00 | Indirect Admin Costs | Training & Registration | |
| 12/22/15 | xxxx1899 | 1,411.20 | Indirect Admin Costs | Misc Services/Supplies | |
| | | 1,611.20 | | | |
| | | | | | |
| 12/22/15 | xxxx2391 | 45.00 | Child Dev Misc Grants | Training & Registration | |
| 12/22/15 | xxxx2391 | 2,492.06 | Child Dev Misc Grants | Educational Supplies | |
| | | 2,537.06 | | | |
| | | | | | |
| 12/22/15 | xxxx0220 | (25.00) | Indirect Admin Costs | Misc Services/Supplies | |
| 12/22/15 | xxxx0220 | 200.00 | Child Dev Misc Grants | Training & Registration | |
| | | 175.00 | | | |

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

COMMUNITY SERVICES BUREAU

SUMMARY CREDIT CARD EXPENDITURE

| Agency: Community Services Bureau | | | | <u>Authorized Users</u> | |
|--|------------|----------------|----------|-------------------------|---------------------------|
| Month: December 2015 | | | | C. Rand, Bureau Dir | xxxx8798 |
| Credit Card: Visa/U.S. Bank | | | | K. Mason, Div Mgr | xxxx2364 |
| | | | | C. Reich, Div Mgr | xxxx4959 |
| | | | | C. Johnson, AD | xxxx0220 |
| | | | | J. Rowley, AD | xxxx2391 |
| | | | | P. Arrington, AD | xxxx3838 |
| | | | | R. Radeva, PSA III | xxxx1899 |
| | | | | S. Kim, Interim Div Mgr | xxxx1907 |
| | | | | C. Rand, Bureau Dir | xxxx5045 |
| Acct. code | Stat. Date | Card Account # | Amount | Program | Purpose/Description |
| 2100 | 12/22/15 | xxxx1907 | 56.93 | Child Care Svs Program | Office Exp |
| 2100 | 12/22/15 | xxxx1907 | (56.90) | Indirect Admin Costs | Office Exp |
| 2100 | 12/22/15 | xxxx1907 | 129.49 | Indirect Admin Costs | Office Exp |
| | | | 129.52 | | |
| 2132 | 12/22/15 | xxxx1907 | 501.45 | Child Care Svs Program | Minor Computer Equipment |
| 2132 | 12/22/15 | xxxx1907 | 1,039.52 | Indirect Admin Costs | Minor Computer Equipment |
| | | | 1,540.97 | | |
| 2200 | 12/22/15 | xxxx2364 | 75.00 | HS Basic Grant | Membership |
| | | | 75.00 | | |
| 2260 | 12/22/15 | xxxx1907 | 14.00 | Facilities | Rents & Leases - Property |
| | | | 14.00 | | |
| 2300 | 12/22/15 | xxxx2364 | 1,088.28 | HS Parent Services | Transportation & Travel |
| 2300 | 12/22/15 | xxxx2364 | 120.92 | EHS Parent Services | Transportation & Travel |
| | | | 1,209.20 | | |
| 2303 | 12/22/15 | xxxx1907 | 1,195.06 | Facilities | Other Travel Employees |
| 2303 | 12/22/15 | xxxx2364 | 544.14 | EHS T & TA | Other Travel Employees |
| 2303 | 12/22/15 | xxxx2364 | 60.46 | Head Start T & TA | Other Travel Employees |
| | | | 1,799.66 | | |
| 2467 | 12/22/15 | xxxx5045 | 205.00 | Child Dev Misc Grants | Training & Registration |
| 2467 | 12/22/15 | xxxx1899 | 200.00 | Indirect Admin Costs | Training & Registration |
| 2467 | 12/22/15 | xxxx2391 | 45.00 | Child Dev Misc Grants | Training & Registration |
| 2467 | 12/22/15 | xxxx0220 | 200.00 | Child Dev Misc Grants | Training & Registration |
| | | | 650.00 | | |
| 2477 | 12/22/15 | xxxx5045 | 88.51 | HS Basic Grant | Educational Supplies |
| 2477 | 12/22/15 | xxxx3838 | 20.05 | Child Care Svs Program | Educational Supplies |
| 2477 | 12/22/15 | xxxx3838 | 444.52 | Child Dev Misc Grants | Educational Supplies |
| 2477 | 12/22/15 | xxxx2391 | 2,492.06 | Child Dev Misc Grants | Educational Supplies |
| | | | 3,045.14 | | |
| 2490 | 12/22/15 | xxxx8798 | (58.08) | HS Basic Grant | Misc Services/Supplies |
| 2490 | 12/22/15 | xxxx8798 | (58.09) | EHS Basis Grant | Misc Services/Supplies |
| 2490 | 12/22/15 | xxxx1899 | 1,411.20 | Indirect Admin Costs | Misc Services/Supplies |
| 2490 | 12/22/15 | xxxx0220 | (25.00) | Indirect Admin Costs | Misc Services/Supplies |
| | | | 1,270.03 | | |
| | | | | | |
| | | Total | 9,733.52 | | |

A - 4

**CAO Monthly Report
CSBG and Weatherization Programs
Year-to-Date Expenditures
As of December 31, 2015**

1. 2015 LIHEAP WX

Contract # 15B-3005
Term: Jan. 1, 2015 - Sept. 30, 2016
Amount: WX \$ 1,204,143

| | |
|----------------|-------------------|
| Total Contract | \$ 1,204,143 |
| Expenditures | (820,152) |
| Balance | <u>\$ 383,992</u> |
| Expended | <u>68%</u> |

2. 2015 LIHEAP ECIP/EHA 16

Contract # 15B-3005
Term: Jan. 1, 2015 - Sept. 30, 2016
Amount: EHA 16 \$ 1,018,161

| | |
|----------------|-------------------|
| Total Contract | \$ 1,018,161 |
| Expenditures | (882,618) |
| Balance | <u>\$ 135,543</u> |
| Expended | <u>87%</u> |

3. 2015 LIWP (LOW INCOME WX)

Contract # 15K-6003
Term: Jan 1, 2015 - Jan 31, 2017
Amount: \$ 537,538




| | |
|----------------|-------------------|
| Total Contract | \$ 537,538 |
| Expenditures | (113,684) |
| Balance | <u>\$ 423,854</u> |
| Expended | <u>21%</u> |

4. 2015 COMMUNITY SERVICES BLOCK GRANT (CSBG)

Contract # 15F-2007
Term: Jan. 1, 2015 - December 31, 2015
Amount: \$ 797,709

| | |
|----------------|-------------------|
| Total Contract | \$ 797,709 |
| Expenditures | (694,561) |
| Balance | <u>\$ 103,148</u> |
| Expended | <u>87%</u> |

January 2016 – COMMUNITY SERVICES BUREAU PRESCHOOL MENU

| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|--|---|---|---|--|
| ALL BREAKFAST & LUNCH SERVED WITH 1% LOW-FAT MILK *Indicates vegetable included in main dish WATER IS OFFERED THROUGHOUT THE DAY | |  | | 1  |
| 4 BREAKFAST BRAN CEREAL FRESH ORANGE LUNCH – NUTRITION EXPERIENCE BAJA BEAN WRAP (refried beans, shredded cheese & chunky salsa) JICAMA WITH LIME JUICE FRESH KIWI CORN TORTILLA PM SNACK GRAHAM CRACKERS 1% LOW-FAT MILK | 5 BREAKFAST RICE CHEX CEREAL FRESH BANANA LUNCH *BEEF VEGETABLE STEW (potatoes, carrots & green peas) FRESH APPLE WHOLE GRAIN DINNER ROLL PM SNACK – NUTRITION EXPERIENCE HONEY WHOLE WHEAT BREADSTICK PIZZA SAUCE FOR DIPPING 1% LOW-FAT MILK | 6 BREAKFAST - NUTRITION EXPERIENCE WHOLE WHEAT BAGEL LOW-FAT CREAM CHEESE PINEAPPLE CUBES LUNCH SWEET & SOUR CHICKEN FRESH TANGERINE GARDEN RICE (brown rice, broccoli, carrots, green onions) PM SNACK – NUTRITION EXPERIENCE ANTS ON A LOG (fresh celery, sunbutter & raisins) 1% LOW-FAT MILK | 7 BREAKFAST CINNAMON OATMEAL WITH RAISINS FRESH PEAR LUNCH *CHILI CON CARNE (beef, turkey, pinto beans, & tomatoes) FRESH KIWI HOMEMADE MEXICALI CORNBREAD SQUARE PM SNACK – NUTRITION EXPERIENCE HARDBOILED EGG FRESH ORANGE | 8 BREAKFAST - NUTRITION EXPERIENCE SUNBUTTER & BANANA WRAP WHOLE WHEAT TORTILLA LUNCH TOASTED CHEESE SANDWICH TOMATO ORZO SOUP FRESH GREEN APPLE WHOLE WHEAT BREAD PM SNACK HOMEMADE BLUEBERRY BREAD SQUARE 1% LOW-FAT MILK |
| 11 BREAKFAST CORN CHEX CEREAL FRESH RED APPLE LUNCH *MINESTRONE SOUP (white beans, macaroni, cabbage, carrots, zucchini, & Celery) CHEESE CUBES FRESH PEAR WHOLE GRAIN SALTINE CRACKERS PM SNACK WHOLE GRAIN SOUND BITE CRACKERS 1% LOW-FAT MILK | 12 BREAKFAST BRAN CEREAL FROZEN BLUEBERRIES LUNCH SLICED TURKEY HAM BAKED SWEET POTATOES & APPLES FRESH KIWI WHOLE WHEAT ROLL PM SNACK PINEAPPLE TIDBITS COTTAGE CHEESE | 13 BREAKFAST CHEESY GRITS FRESH PEAR LUNCH *DAFA DUKA-NIGERIAN DISH (diced chicken, pinto beans, cabbage & diced tomatoes) FRESH TANGERINE BROWN RICE PM SNACK – NUTRITION EXPERIENCE BABY CARROTS & CUCUMBER STICKS VEGETABLE DRESSING 1% LOW-FAT MILK | 14 BREAKFAST WHOLE GRAIN OVEN BAKED PANCAKE UNSWEETEND APPLESAUCE LUNCH *BROCCOLI, CAULIFLOWER & CHEESE SOUP FRESH KIWI HOMEMADE CORNBREAD SQUARE PM SNACK COWBOY QUINOA SALAD ("KEEN-WAH") 1% LOW-FAT MILK | 15 BREAKFAST CORNFLAKE CEREAL FRESH BANANA LUNCH CHICKEN SALAD LUCKY LEPRECHAUN GREENS (spinach, pears & bell peppers) BALSAMIC VINEGAR WHOLE WHEAT BREAD PM SNACK HOMEMADE BANANA BREAD SQUARE 1% LOW-FAT MILK |
| 18  | 19 BREAKFAST CORN CHEX CEREAL FRESH PEAR LUNCH – NUTRITION EXPERIENCE SUNBUTTER & JELLY STRING CHEESE BABY CARROTS (No dressing) FRESH APPLE WHOLE WHEAT BREAD PM SNACK GRAHAM CRACKERS 1% LOW-FAT MILK | 20 BREAKFAST CORNFLAKE CEREAL FRESH BANANA LUNCH GROUND BEEF & TURKEY SPANISH RICE (ground beef & turkey mix) GREEN SALAD ITALIAN DRESSING FRESH ORANGE PM SNACK FRIENDS TRAIL MIX (kix, cheerios, corn chex, raisins, pretzels, & dried apricots) 1% LOW-FAT MILK | 21 BREAKFAST - NUTRITION EXPERIENCE ENGLISH MUFFIN WITH SUNBUTTER MANGO CHUNKS LUNCH *BEAN SOUP WITH TURKEY HAM (celery, carrots & tomato paste) FRESH PEAR HOMEMADE CORNBREAD SQUARE PM SNACK – NUTRITION EXPERIENCE WHOLE GRAIN SALTINE CRACKERS HUMMUS 1% LOW-FAT MILK | 22 BREAKFAST - NUTRITION EXPERIENCE BREAKFAST BURRITO (scrambled eggs & salsa) SPROUTED WHEAT TORTILLA FRESH TANGERINE LUNCH - NUTRITION EXPERIENCE TURKEY WRAP WITH LOW-FAT CREAM CHEESE BUTTERNUT SQUASH & PUMPKIN SOUP FRESH KIWI WHOLE WHEAT TORTILLA PM SNACKS HOMEMADE BREAD PUDDING WITH RAISINS 1% LOW-FAT MILK |
| 25 BREAKFAST RICE CHEX CEREAL FRESH APPLE LUNCH – NUTRITION EXPERIENCE BEAN & CHEESE BURRITO SPINACH WITH SHREDDED CARROTS ITALIAN DRESSING FRESH TANGERINE WHOLE WHEAT FLOUR TORTILLA PM SNACK ANIMAL CRACKERS 1% LOW-FAT MILK | 26 BREAKFAST CHEERIOS FRESH BANANA LUNCH *STOP LIGHT CHICKEN (diced chicken, brown rice, soy sauce, red & yellow bell peppers, diced peaches) FRESH PEAR PM SNACK – NUTRITION EXPERIENCE SPIDER SNACKS (sunbutter, ritz crackers, raisins, & pretzels) 1% LOW-FAT MILK | 27 BREAKFAST CREAM OF WHEAT FRESH KIWI LUNCH – NUTRITION EXPERIENCE BBQ BEEF ON A HAMBURGER BUN COLESLAW FRESH ORANGE PM SNACK - NUTRITION EXPERIENCE BROCCOLI & CAULIFLOWER FLORETS VEGETABLE DRESSING 1% LOW-FAT MILK | 28 BREAKFAST WHOLE WHEAT CINNAMON BREAD PINEAPPLE CHUNKS LUNCH *CHICKEN GUMBO (diced chicken, tomatoes, okra, celery, green peppers) FRESH GOLDEN APPLE BROWN RICE PM SNACK HOMEMADE SWEET POTATO BREAD SQUARE 1% LOW-FAT MILK | 29 BREAKFAST BRAN CEREAL FRESH TANGERINE LUNCH – NUTRITION EXPERIENCE TURKEY & SWISS CHEESE MAYO & MUSTARD DRESSING LETTUCE & TOMATO SLICE FRESH PEAR WHOLE WHEAT BREAD PM SNACK FRESH BANANA SUNBUTTER |



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: March 1, 2016

Subject: Conflict of Interest Code of the Mt. View Sanitary District

RECOMMENDATION(S):

Approve amendments to Appendix A of the Mt. View Sanitary District's Conflict of Interest Code.

FISCAL IMPACT:

None.

BACKGROUND:

The Mt. View Sanitary District has amended Appendix A to its conflict of interest code and submitted the revised Appendix to the Board for approval pursuant to Government Code section 87306 and 87306.5. The list of designated positions has been revised to include new positions and delete other positions. These changes are shown on the attached 'red-line' version of Appendix A.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Cynthia Schwerin, Deputy County
Counsel, (925) 335-1800

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

By: , Deputy

cc: Cynthia Schwerin, Deputy County Counsel, David Twa, County Administrator, Sheri Riddle, Secretary of the District Board of Mt. View Sanitary District, Jami Napier, Chief Assistant Clerk of the Board

ATTACHMENTS

MVSD COI - Attachment

A

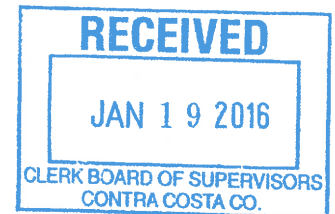
MVSD COI - Attachment

B

APPENDIX "A"
ORDINANCE NO. 20152-117
MVSD CONFLICT OF INTEREST CODE

| <u>Position</u> | <u>Disclosure Category</u> |
|---|----------------------------|
| (a) Director (includes President and Vice President) | All categories |
| (b) District Manager | All categories |
| (c) Assistant District Manager | All categories |
| (d) SSMP/District Maintenance Coordinator Maintenance and SSMP Coordinator | All categories |
| (e) Office Administrator/ Board Secretary | All categories |
| (f) Board Secretary | All categories |
| (g) District Engineer | All categories |
| (h) District Legal Counsel | All categories |
| (i) Assistant District Legal Counsel | All categories |
| (j) Wastewater Operations Supervisor | Categories B, C & D |
| (k) Consultant* | All categories* |
| (l) District Biologist | All categories |
| (m) Laboratory Analyst District Chemist | Categories B, C & D |

*The District Manager may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The District Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.



**ORDINANCE NO. 2015-117
(GENERAL REGULATION NO. 117)**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF MT. VIEW SANITARY
DISTRICT ADOPTING GENERAL REGULATION NO. 117 AMENDING THE
CONFLICT OF INTEREST CODE FOR THE DISTRICT**

WHEREAS, by way of Ordinance 2000-79 (General Regulation No 79) adopted October 12, 2000, a new Conflict of Interest Code for the District was enacted; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2002-83 (General Regulation No. 83), adopted March 14, 2002; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance 2002-85 (General Regulation No. 85), adopted October 10, 2002; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2005-89 (General Regulation No. 89), adopted May 12, 2005; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2006-92 (General Regulation No. 92) adopted August 14, 2006; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2008-96 (General Regulation No. 96) adopted July 10, 2008; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2010-104 (General Regulation No. 104) adopted November 15, 2010; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2012-108 (General Regulation No. 108) adopted December 13, 2012; and

WHEREAS, by prior action of the Board of Directors the positions of District Chemist was deleted and the separate position of Board Secretary was combined with Office Administrator for the new position of Office Administrator/Board Secretary and the position of SSMP/District Maintenance Coordinator was renamed to Maintenance and SSMP Coordinator, and

WHEREAS, it has been determined that the District's Conflict of Interest Code requires amendment to delete the positions of District Chemist and the separate position of Board Secretary, combining it with Office Administrator for the new position of Office Administrator/Board Secretary and requires further amendment to re-name the position of SSMP/District Maintenance Coordinator to Maintenance and SSMP Coordinator, and

WHEREAS, it has been determined that the District's Conflict of Interest Code requires further amendment to correctly identify the titles of District Engineer, District Legal Counsel and Assistant District Legal Counsel, and

WHEREAS, at its September 8, 2015 meeting, the Board authorized the timely transmission of correspondence to the Contra Costa County Clerk of the Board of Supervisors regarding the anticipated amendment of the Conflict of Interest Code for the Mt. View Sanitary District and set a Public Hearing on the amendment for November 12, 2015.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MT. VIEW
SANITARY DISTRICT DOES ORDAIN AS FOLLOWS:**

Section 1. The position of District Chemist is deleted and the separate position of Board Secretary is combined with Office Administrator for the new position of Office Administrator/Board Secretary. Further, the position of SSMP/District Maintenance Coordinator

is renamed Maintenance and SSMP Coordinator, and the positions Engineer, Legal Counsel and Assistant Legal Counsel are renamed District Engineer, District Legal Counsel and Assistant District Legal Counsel and

Appendix "A" of the District's Conflict of Interest Code is so amended. The revised Appendix "A" is attached hereto and made a part hereof. All designated positions shall file statements of economic interest in conformance with the disclosure categories applicable to said position. The disclosure categories are more particularly described in Appendix "B" to Ordinance 2000-79.

Section 2. All provisions of Ordinance 2000-79 are hereby declared applicable to the positions set forth in Appendix "A".

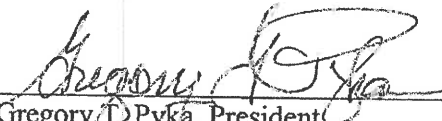
Section 3. Upon its adoption, the Board Secretary is directed to forward a certified copy of this Ordinance to the Clerk of the Board of Supervisors and the County Administrator of Contra Costa County.

Section 4. Except as amended herein, Ordinance 2000-79 remains in full force and effect.

Section 5. Copies of this Ordinance and General Regulation shall be entered in the Minutes of the District Board, posted by the Board Secretary in at least 3 public places in the District and published in accordance with California Health and Safety Code Section 6490. The effective date of the Ordinance and General Regulation shall be upon expiration of the week following publication and posting.


THE FOREGOING ORDINANCE was regularly moved, seconded, passed and adopted and ordered published in accordance with Health & Safety Code Section 6490 at a regular meeting of the District Board of Mt. View Sanitary District held on November 12, 2015, by the following vote:

| | |
|----------|--|
| AYES: | Directors Caldwell, Maggi, and Marshall, Vice President Schaal, and President Pyka |
| NOES: | None |
| ABSENT: | None |
| ABSTAIN: | None |



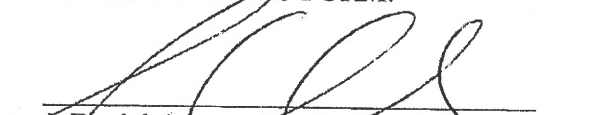
Gregory D. Pyka, President
Mt. View Sanitary District

ATTEST:



Sheri L. Riddle, Secretary

APPROVED AS TO FORM:



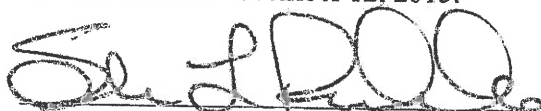
J. Daniel Adams, District Legal Counsel

APPROVED AS TO ADMINISTRATION



Neal B. Allen, District Manager

I hereby certify that the foregoing Ordinance was duly passed, enacted and ordered published and posted at a regular meeting of the Board of Directors of the Mt. View Sanitary District held on November 12, 2015.



Sheri L. Riddle, Secretary

SECRETARY'S CERTIFICATE

I, Sheri L. Riddle, Secretary to the Mt. View Sanitary District, do hereby certify as follows:

The foregoing is a full, true, and correct copy of an ordinance duly adopted at a regular meeting of the Board of Directors of said District, duly and regularly and legally held at the regular meeting place thereof on November 12, 2015, of which meeting all of the members of said Board had due notice and at which a majority thereof was present.

At said meeting said ordinance was upon motion duly seconded and adopted by the vote as therein set forth.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and that said ordinance is duly entered of record in the minutes and the foregoing is a full, true and correct copy of the original ordinance adopted at said meeting and entered in said minutes.

Said ordinance has not been amended, modified or rescinded since the date of its adoption and the same is now in full force and effect.

Dated: January 13, 2016



Sheri L. Riddle, SECRETARY OF THE
DISTRICT BOARD OF MT. VIEW SANITARY
DISTRICT, COUNTY OF CONTRA COSTA,
STATE OF CALIFORNIA

APPENDIX "A"
ORDINANCE NO. 2015-117
MVSD CONFLICT OF INTEREST CODE

| <u>Position</u> | <u>Disclosure Category</u> |
|--|----------------------------|
| (a) Director (includes President and Vice President) | All categories |
| (b) District Manager | All categories |
| (c) Assistant District Manager | All categories |
| (d) Maintenance and SSMP Coordinator | All categories |
| (e) Office Administrator/Board Secretary | All categories |
| (f) District Engineer | All categories |
| (g) District Legal Counsel | All categories |
| (h) Assistant District Legal Counsel | All categories |
| (i) Wastewater Operations Supervisor | Categories B, C & D |
| (j) Consultant* | All categories* |
| (k) District Biologist | All categories |
| (l) Laboratory Analyst | Categories B, C & D |

*The District Manager may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The District Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Request for Relief of Cash Shortage

RECOMMENDATION(S):

AUTHORIZE relief of cash shortage in the Treasurer-Tax Collector's Office in the amount of \$1,337.00

FISCAL IMPACT:

Cash shortage in the amount of \$1,337.00 will be funded with 100% General Fund.

BACKGROUND:

In accordance with provisions of Administrative Bulletin 207.7, the Auditor-Controller has verified and concurs with the report of a cash shortage in the amount of \$1,337 in the Treasurer-Tax Collector's Office.

The shortage occurred sometime during the normal course of business on April 6, 2015, and was discovered on the morning of April 7, 2015, while balancing the previous day's transactions. The Treasurer-Tax Collector promptly requested the Auditor-Controller perform an internal control review of their policies and procedures for the handling of cash payments. The review was conducted by Internal Audit and the strengthening of internal controls for the safeguarding of cash was recommended.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Laura Strobel (925)
335-1091

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The shortage will not be relieved, cash will not be in balance.

ATTACHMENTS

Auditor-Controller Letter

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 646-2181
Fax (925) 646-2649



Elizabeth A. Verigin
Assistant Auditor-Controller

Harjit S. Nahal
Assistant Auditor-Controller

January 20, 2016

TO: David Twa, County Administrator

FROM: Robert R. Campbell, Auditor-Controller 

SUBJECT: Office of the Treasurer-Tax Collector's Report of \$1,337 Shortage in Tax Collections

In accordance with Administrative Bulletin 207.7, Section VI.C *Relief of Shortages and Account Collections – For Shortages Greater than \$250*, the attached copy of the subject report is being forwarded for your review and presentation to the Board of Supervisors for action.

The Office of the Auditor-Controller has verified and concurs with the contents of the report. Upon the Board's approval, the requested relief shall be authorized.

RRC/msr

Cc: Russell Watts

Contra Costa County Treasurer-Tax Collector's Office



Date: April 10, 2015
To: Robert Campbell, Auditor-Controller
From: Russell Watts, Treasurer-Tax Collector
By: Corrie Gideon, Tax Operations Supervisor *C. G.*
Subject: Administrative Bulletin 207.7 - Relief of Shortages and Account Collections

On April 6, 2015, the Treasurer-Tax Collector's Office (the "Office") sustained a cash shortage in the amount of \$1,337.00. The shortage occurred sometime during the normal course of the business on April 6, 2015, and was discovered on the morning of April 7, 2015, while balancing the previous day's transactions.

Attempts have been made to locate the money including contacting a taxpayer whose cash payment exactly matched the amount missing. In this case, the taxpayer had a receipt for her payment and recalls the cashier placing the cash into the drawer.

The Office has reported the incident to Labor Relations and has requested that an investigation be conducted. All records and the video surveillance tape for the work done on April 6, 2015, will be made available.

Additionally, we request your office conduct an internal control review of our policies and procedures for the handling cash payments to determine where, if any, improvements may be made.

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 646-2181
Fax (925) 646-2649




July 1, 2015

Elizabeth A. Verigin
Assistant Auditor-Controller

Harjit S. Nahal
Assistant Auditor-Controller

TO: Russell V. Watts, Treasurer-Tax Collector

FROM: Robert R. Campbell, Auditor-Controller
Audit Staff: Sandi Bewley, Auditor III 

SUBJECT: Office of the Treasurer-Tax Collector Cash Collections Internal Controls Review

Per the request of Russell Watts, Treasurer-Tax Collector, the Office of the Auditor-Controller conducted an internal control review of the policies and procedures for the handling of cash collections.

We planned and performed the necessary observations to determine if, with reasonable assurance within our scope, the following internal controls existed:

- Assets were adequately safeguarded.
- Appropriate internal controls were in place and functional.

Based on the results of our testing, internal controls for the safeguarding of cash need to be strengthened.

1. Comply with Administrative Bulletin #205.1, "Cash-Receiving, Safeguarding and Depositing" and the Office of the Treasurer-Tax Collector's Investment Policy to strengthen internal controls for cash collections.
2. Strengthen internal controls for cash collections to ensure adequate safeguarding and accountability of payments to the Treasurer-Tax Collector and deposits from departments to the Treasury.

The following section includes the full text of the recommendations to assist management in addressing the issues.

We appreciate the cooperation and prompt assistance of the Office of the Treasurer-Tax Collector's staff during the course of our review.

In accordance with established policy, we request your written response to the recommendations in this report within 30 days.

Office of the Treasurer-Tax Collector Cash Collections Internal Controls Review

Recommendation 1: Comply with Administrative Bulletin #205.1, "Cash-Receiving, Safeguarding and Depositing" and the Office of the Treasurer-Tax Collector's Investment Policy to strengthen internal controls for cash collections.

Condition: Internal controls were not adequate for the safeguarding and accountability of cash collections. The following was noted on May 1, 2015:

Tax Collector's Division

1. Cash and checks received were not deposited timely. Deposits are made twice a week, although daily collections exceeded \$500.
2. Cashiers' currency and coin are not physically counted when cash-ups are performed. Amounts entered into Inovah were from currency reader tapes of currency and coin counted the previous day.
3. Cashiers have excessive amounts of currency in their individual drawers at any given time. There was \$499,023.50 in cash and checks in the cashier drawers at the time of the visit.

Treasury Division

1. Currency was bundled into larger denominations and individual bills were not physically counted when balancing the drawer. In addition, the drawer was not locked when unattended.
2. The key to open the gate in the vault is unsecured.

Criteria: Administrative Bulletin #205.1, establishes uniform procedures and standards for receiving, safeguarding, and depositing of cash.

1. Section VI.A, Depositing Cash, states, "...If practical, daily depositing is preferred. If deposits are not made daily, they shall be made when coin and currency exceed \$250 or the total collections exceed \$500...."
2. Section, VI.B, states, "Cash maintained at department offices must be kept in a locked and secure location with access limited to authorized personnel only...."

In addition, section 8.3 of the Office of the Treasurer-Tax Collector's Annual Investment Policy states, "...The County Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Treasurer are protected from loss, theft or misuse...."

Office of the Treasurer-Tax Collector Cash Collections Internal Controls Review

Effect: Lack of internal controls may result in misappropriation of funds, undetected errors, and/or omissions.

Cause: Based on staff resources, the Office of the Treasurer-Tax Collector implemented what was considered to be the most effective and efficient handling of the cash collections.

Suggested action: Management should review Administrative Bulletin #205.1 and educate staff on the County's policy regarding receiving, safeguarding, and depositing cash. Additionally, Management should adhere to the following:

1. Deposit all collections daily.
2. Physically count individual currency and coin when balancing the drawers daily.
3. Assign limits to cashier drawers.
4. Secure the key to the vault to limit access.

Office of the Treasurer-Tax Collector Cash Collections Internal Controls Review

Recommendation 2: Strengthen internal controls for cash collections to ensure adequate safeguarding and accountability of deposits from departments to the Treasury.

Condition: Internal controls were not adequate for the safeguarding and accountability of cash collections. The following was noted on May 1, 2015:

Tax Collector Division

Tax Collector cashiers are collecting deposits on behalf of the Treasury. Collections are placed into an unsecured tray in the vault until the Treasury cashier can verify the deposit.

Criteria: Administrative Bulletin #205.1, establishes uniform procedures and standards for receiving, safeguarding, and depositing of cash.

Section, VI.B, states, "Cash maintained at department offices must be kept in a locked and secure location with access limited to authorized personnel only...."

Effect: Lack of internal controls may result in misappropriation of funds, undetected errors, and/or omissions.

Cause: Based on staff resources, the Office of the Treasurer-Tax Collector implemented what was considered to be the most effective and efficient handling of the cash collections.

Suggested action: Management should review Administrative Bulletin #205.1 and educate staff on the County's policy regarding receiving, safeguarding, and depositing cash. Additionally, staff should secure all collections received in a locked drawer in the vault.

Contra
Costa
County



To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Approve New and Recredentialing Providers in Contra Costa Health Plan's Community Provider Network

RECOMMENDATION(S):

Approve the list of providers recommended by the Contra Costa Health Plan's Peer Review and Credentialing Committee on January 14, 2016, and by the Health Services Director, as required by the State Departments of Health Care Services, the Managed Health Care, and the Centers for Medicare and Medicaid Services.

FISCAL IMPACT:

Not Applicable.

BACKGROUND:

The National Committee on Quality Assurance (NCQA) has requested evidence of Board Approval for each CCHP provider be contained within the provider's credentials file. The recommendations were made by the CCHP's Peer Review and Credentialing Committee.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Contra Costa Health Plan's Providers would not be appropriately credentialed and not be in compliance with the NCQA.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Patricia Tanquary,
313-6004

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

By: , Deputy

cc: T Scott, M Wilhelm, Heather Wong

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

Provider List

Contra Costa Health Plan
Providers Approved by Peer Review and Credentialing Committee
January 12, 2016

| CREDENTIALING PROVIDERS JANUARY 2016 | |
|---|-----------------------|
| Name | Specialty |
| Gordon, Brynn, BCBA | Behavior Analysis |
| Moore, Michelle, NP | Mid-Level OB/GYN |
| Perez, Dionysis, DC | Chiropractic Medicine |
| Perez, Jennifer, M.ED. | Behavior Analysis |
| Senior, Janine, M.D. | OB/GYN |
| Vemulapalli, Madhavi, M.D. | OB/GYN |

| CREDENTIALING ORGANIZATIONAL PROVIDER JANUARY 2016 | | |
|---|---------------------------------------|-----------------|
| Provider Name | Provide the Following Services | Location |
| Sanhyd, Inc dba Kyakameena Care Center | Skilled Nursing Facility | Berkeley |

| RE-CREDENTIALING PROVIDERS JANUARY 2016 | |
|--|-----------------------------------|
| Name | Specialty |
| Anaya, Juan, O.D. | Optometry |
| Edraki, Babak, M.D. | Gynecologic Oncology |
| Fershtman, Sandra, MFT | Mental Health Services |
| Ganey, John, M.D. | Hematology/Medical Oncology |
| Grant, Douglas, M.D. | Pain Management |
| Groppetti, Lora, MFT | Mental Health Services |
| Grzechowiak, Gerald, P.T. | Physical Therapy |
| He, Wanyi, L.Ac. | Acupuncture |
| Hopkins, James, DO | Pediatric Urgent Care |
| Kamlot, Andreas, M.D. | Surgery – Thoracic Cardiovascular |
| Kankipati, Shoba, M.D. | Hematology/Oncology |
| Majid, Abid, M.D. | Pulmonary Disease, Sleep Medicine |
| Morales, Milciades, LCSW | Mental Health Services |
| Odumakinde, Elizabeth, M.D. | Medical Oncology |
| Patel, Bimal, M.D. | Hematology/Medical Oncology |
| Raees, Muhammad, M.D. | Pulmonary Disease, Sleep Medicine |
| Rao, Deepak, M.D. | Psychiatry |
| Rassai, Hamid, M.D. | Surgery - General |

| RECREREDENTIALING PROVIDERS JANUARY 2016 | |
|---|-----------------------------------|
| Name | Specialty |
| Sapient, Robert, M.D. | Pediatric Urgent Care |
| Straznicka, Michaela, M.D. | Surgery – Thoracic Cardiovascular |
| Unger, Richard, M.D. | Psychiatry |
| Wallach, Andrew, M.D. | Primary Care Family Medicine |
| Weil, Lawrence, M.D. | Pain Management |
| Ye, Liyun, L.Ac. | Acupuncture |

bopl-January 12, 2016



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Medical Staff Appointments and Reappointments – January 2015

RECOMMENDATION(S):

Approve the medical staff appointments and reappointments, privileges, advancement, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their January 6th meeting, and by the Health Services Director.

FISCAL IMPACT:

Not Applicable.

BACKGROUND:

The Joint Commission on Accreditation of Healthcare Organizations has requested that evidence of Board of Supervisors approval for each Medical Staff member will be placed in his or her Credentials File. The above recommendations for appointment/reappointment were reviewed by the Credentials Committee and approved by the Medical Executive Committee.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Costa Regional Medical and Contra Costa Health Centers' medical staff would not be appropriately credentialed and not be in compliance with the Joint Commission on Accreditation of Healthcare Organizations.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Anna Roth,
370-5101

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

By: , Deputy

cc: Tasha Scott, M Wihlem, Sana Salman

ATTACHMENTS

Attachment

| | | | |
|-----------|---|--------------------------------------|--|
| A. | <u>New Medical Staff Members</u> | | |
| | Lawrence Chan, MD | Diagnostic Imaging | |
| | Anna Lazo, Psy.D | Psychiatry/Psychology | |
| | Laura Hans, MD | Pediatrics | |
| B. | <u>New Teleradiologist Staff Members</u> | | |
| | William McCuskey, MD | | |
| C. | <u>Application for Moonlighting Privileges</u> | | |
| | Tamara McBride, MD | Family Medicine | |
| D. | <u>Request for Additional Privileges</u> | | |
| | Monica Laimayum, MD | Department Family Medicine | Requesting Caring for & discharging uncomplicated Post-Partum Patients - C |
| E. | <u>Completed Applications for Affiliation</u> | | |
| | Catherine Berg, NP | Family Medicine | |
| | Monica Wooldridge, NP | Family Medicine | |
| F. | <u>Advance to Non-Provisional</u> | | |
| | Matthew Gutierrez, MD | Hospitalist | A |
| | Margaret Kray, FNP | Family MedicineAff | |
| | Brandon Murguia, MD | Hospitalist | C |
| | Elizabeth Murphy, MD | Internal Medicine | C |
| | Nilofar Parvin, DDS | Dental | A |
| | Brent Porteous, DO | Hospitalist | A |
| | Lauren Wondolowski, MD | Hospitalist | A |
| G. | <u>Biennial Reappointments</u> | | |
| | Ashley Ballard, DO | Hospitalist | C |
| | Jon Beauchamp, MD | Emergency Medicine | A |
| | Siri Sunderi Cheng, MD | Surgery – ENT | A |
| | Laura Cotter, MD | Hospitalist | A |
| | Daniel Fentress, MD | Family Medicine | A |
| | Ann Harvey, MD | Family Medicine | A |
| | Anita Heart, MD | Family Medicine | C |
| | Brian Johnson, MD | Hospitalist | A |
| | Jessica Kim, MD | Hospitalist | P |
| | Monica Laimayum, MD | Family Medicine | P |
| | Edward Lau, MD | Psychiatry/Psychology | A |
| | Trang Lehman, MD | Family Medicine | A |
| | Mikel Matto, MD | Psychiatry/Psychology | P |
| | Frederick Nachtwey, MD | Internal Medicine | P |
| | Thomas Paige, MD | Family Medicine | A |
| | Muhammad Raees, MD | Internal Medicine | A |
| | Mridula Rewal, MD | Hospitalist | P |
| | Sara Richey, MD | Family Medicine | A |

Michelle Robello, MD
 Kenneth Saffier, MD
 Amarpreet Singh, MD
 Emma Swan, MD
 Matthew Wright, MD
 Xiaohui Sherry Xiong, MD

| | |
|-----------------------|---|
| Hospitalist | A |
| Family Medicine | A |
| Psychiatry/Psychology | C |
| Hospitalist | C |
| Psychiatry/Psychology | C |
| Pathology | A |

I. Teleradiologist (VRAD) Reappointments

Stephen Adams, MD
 Brian Burgoyne, MD
 Chivonne Harrigal, MD
 Alison Robinette, MD

H. Biennial Renew of Privileges

Nicole Brito, NP
 Jo Elliff, NP
 Nikki Ha, NP

Family Medicine
 Family Medicine
 Family Medicine

J. Voluntary Resignations

Melanie Austin, MD
 Ron Cavanagh, MD
 Doreen Fukushima, MD
 Rae Joselson, MD
 Eric Shultz, MD

OB/GYN
 Psychiatry/Psychology
 Psychiatry/Psychology
 Pathology
 Emergency Medicine



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Accept the 2015 HMC Annual Report

RECOMMENDATION(S):

ACCEPT 2015 Annual Report from the Hazardous Materials Commission.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

Board Resolution NO. 2002/377 requires each regular and ongoing board, commission or committee to annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, require training/certification (if any), and proposed work plan or objectives for the following year.

CONSEQUENCE OF NEGATIVE ACTION:

The Board and the public may not have current information on the activities of the Commission.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Dan Peddycord,
313-6712

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

By: , Deputy

cc: Tasha Scott, M Wilhelm, Jessica McCracken

ATTACHMENTS

Annual Report

2015 ANNUAL REPORT

Advisory Body Name: Hazardous Materials Commission

Advisory Body Meeting Time/Location: Fourth Thursday of every month, 4-6 pm, 2477 Arnold Industrial Way, Concord

Chair: George Smith, Environmental Engineer Seat

Staff: Michael Kent, Contra Costa Health Services

Reporting Period: January-December, 2015

ACTIVITIES

- Requested information on the implementation of the County's Environmental Justice Policy from the Health Services, Public Works, Agriculture, and Conservation and Development Departments.
- Provided input to the Department of Conservation and Development on the Northern Waterfront Economic Development Initiative.
- Received presentation on Brownfield remediation funding options
- Received presentation on Health in All Policies approach from Public Health Director
- Tracked the development of Crude by rail issues in California
- Participated in the County's review of the Industrial Safety Ordinance
- Received presentation on Chevron Modernization Project
- Provided recommendations to Board of Supervisors on implementation the County's Environmental Justice Policy
- Co-sponsored two Public Workshops on pipeline safety
- Reviewed recommendations on pipeline safety by the Pipeline Safety Trust
- Tracked implementation on Pharmaceutical Disposal Ordinances in California
- Received Presentation on Cybersecurity for Industrial Facilities
- Conducted annual meetings with County Supervisors

ACCOMPLISHMENTS

The Commission continued its work on proper pharmaceutical disposal by monitoring the development of local ordinances throughout California and participating in the Contra Costa Prescription Drug Abuse Prevention Coalition. The Commission provided recommendations for implementing the County's Environmental Justice Policy to the Board of Supervisors. The Commission co-sponsored two public workshops on pipeline safety. The Commission participated in the Northern Waterfront Revitalization effort by providing input to the Quality of Life Action Team. The Commission provided input to the County's review of the Industrial Safety Ordinance.

ATTENDANCE/REPRESENTATION

The 13-member Commission has members from organized labor, environmental groups, industry, cities, environmental engineering firms, and the public at large. The Commission has membership from all regions of the County. All seats on the Commission were occupied this year. The Commission held nine meetings this year. The Operations committee met 10 times this year and the Planning & Policy committee met 8 times this year. The Commission meetings averaged of 8 of the 13 members or their alternates being present.

TRAINING/CERTIFICATION

No training or certification was provided or conducted.

PROPOSED WORK PLAN/OBJECTIVES FOR THIS YEAR

The Commission held a planning retreat in December 2013 and decided that their priorities for 2014 - 2017 would be:

- Continue to promote pharmaceutical disposal education posters and assist the Board of Supervisors in the development of a disposal ordinance if requested.
- Continue to provide input to Board of Supervisor Ad-hoc committee reviewing the Community Warning System and the Industrial Safety Ordinance
- Complete review of contaminated sites 5-year reviews and consider new issues around contaminated site clean-up and funding.
- Complete analysis of opportunities to address Environmental Justice considerations in CEQA and explore specific Environmental Justice issues to bring to the Board of Supervisors for action.
- Continue to explore issues related to pipeline safety and consider community participation grant for community along the Iron Horse trail.
- Begin to define the issues of concern surrounding the development of new crude oil facilities, explore additional needs for education.
- Begin to define issue of concern surrounding refinery modernization
- Learn about new Air District air monitoring program for refineries.

In addition, in 2016 the Commission will focus their efforts on following up their recommendations to the Board of Supervisors concerning the County's Environmental Justice Policy, providing input and assisting in stakeholder engagement for a pharmaceutical disposal ordinance, providing input into the Northern Shoreline Economic Development Initiative, providing input into the review of the Industrial Safety Ordinance and addressing issues referred to them by the Board of Supervisors.



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: March 1, 2016

Subject: Reimbursement Resolution for a Multifamily Residential Rental Housing Development in Richmond

RECOMMENDATION(S):

ADOPT Resolution No. 2016/102 conditionally providing for the issuance of revenue bonds in an amount not to exceed \$80,000,000 to finance a Multifamily Residential Rental Housing Developments (the "Developments"), and approving related actions: Twenty One and Twenty Three Nevin Apartments located at the Southwest Corner of Nevin Avenue and 23rd Street, and one at 344 21st Street (APNs 514-080-013 and 514-090-018) in the City of Richmond, California, currently identified as Twenty One and Twenty Three Nevin

FISCAL IMPACT:

None. In the event that the bonds are issued, the County is reimbursed for costs incurred in the issuance process. Annual expenses for monitoring of Regulatory Agreement provisions ensuring certain units in the Development will be rented to low income households are accommodated in the bond issue. The bonds will be solely secured by and payable from revenues (e.g. Development rents, reserves, etc.) pledged under the bond documents. No County funds are pledged to secure the bonds.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kara Douglas,
674-7880

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

By: , Deputy

cc:

BACKGROUND:

Contra Costa County, through the Conservation and Development Department, operates a multifamily mortgage revenue bond financing program. The purpose of the program is to increase or preserve the supply of affordable rental housing available to low and very low income households. The County program may be undertaken within the unincorporated County and within the cities located in the County that have agreed to let the County operate the program in their jurisdiction.

Pacific West Communities, Inc (the Sponsor) requested to participate in the County's multifamily mortgage revenue bond financing program. The Sponsor proposes to form a new limited partnership with a to-be-named tax credit investor as a limited partner to develop the facility. The proposed developments meet the eligibility criteria for bond financing and the County policy for this program. The proposed development consists of a 282 unit multifamily rental housing facility located on two parcels at the Southwest Corner of Nevin Avenue and 23rd Street, and one at 344 21st Street (APNs 514-080-013 and 514-090-018) in the City of Richmond, California, currently identified as Twenty One and Twenty Three Nevin (the "Development").

A requirement of federal tax law is that the prospective financing be subject to a conditional statement of intent to issue bonds to reimburse expenses incurred prior to the date the bonds are issued, i.e. a reimbursement resolution must be adopted by the Board of Supervisors. Also, the California Debt Limit Allocation Committee, that allocates tax-exempt bond authority to the bond issue, requires that a reimbursement resolution be adopted before an application may be made for such an allocation. The adoption of a reimbursement resolution will not obligate the County or the owner without future discretionary actions, but will indicate the intent of the County to issue the bonds if all conditions in the reimbursement resolution have been satisfied.

CONSEQUENCE OF NEGATIVE ACTION:

Without the reimbursement resolution, the Sponsor will not be able to commence with the process of applying to the California Debt Limit Allocation Committee for multifamily housing revenue bond authority through the County.

ATTACHMENTS

Resolution No. 2016/102

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2016/102

In the Matter of Setting Forth the County of Contra Costa's Official Intent to Issue Revenue Bonds to Finance a Multifamily Residential Rental Housing Development – Twenty One and Twenty Three Nevin

WHEREAS, the Board of Supervisors of the County of Contra Costa (the "County") has determined that there is a shortage of safe and sanitary housing within the County, and that it is in the best interest of the residents of the County and in furtherance of the health, safety and welfare of the public for the County to assist in the financing of multifamily rental housing developments; and

WHEREAS, pursuant to Division 31 of the Health and Safety Code of the State of California, and particularly Chapter 7 of Part 5 thereof (the "Act"), the County is empowered to issue and sell revenue bonds for the purpose of making mortgage loans or otherwise providing funds to finance the acquisition, construction and rehabilitation of multifamily rental housing, including units for lower income households and very low income households; and

WHEREAS, Pacific West Communities, Inc., has requested that the County consider the issuance and sale of tax-exempt revenue bonds (the "Bonds") pursuant to the Act for the purpose of lending the proceeds thereof to Richmond Nevin Associates, a California Limited Partnership (the "Borrower"), to finance the acquisition and construction by the Borrower of a 282 unit multifamily rental housing facility to be located on two parcels, including one at the Southwest Corner of Nevin Avenue and 23rd Street, and one at 344 21st Street (APNs 514-080-013 and 514-090-018) in the City of Richmond, California, currently identified as Twenty One and Twenty Three Nevin (the "Development"), to be owned by the Borrower and to be operated initially by US Residential Group, LLC (USRG), or another entity selected by the Borrower; and

WHEREAS, Pacific West Communities, Inc., has requested an expression of the Board of Supervisors willingness to authorize the issuance of the Bonds at a future date after the documentation relating to the financing has been prepared and completed, and the County's requirements for the issuance of such Bonds have been satisfied; and

WHEREAS, the Board of Supervisors now wishes to declare its intention to authorize the issuance of the Bonds, provided certain conditions are met, for the purpose of financing costs of the Development, in an aggregate principal amount not to exceed \$80,000,000;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Contra Costa as follows:

Section 1. The Board of Supervisors hereby determines that it is necessary and desirable to provide financing for the Development pursuant to the Act by the issuance of the Bonds in an aggregate principal amount not to exceed eighty million dollars (\$80,000,000). The issuance of the Bonds shall be subject to the following conditions: (i) the County by resolution of the Board of Supervisors shall have first agreed to acceptable terms and conditions for the Bonds (and for the sale and delivery thereof), and for an indenture and all other agreements with respect to the Bonds; (ii) all requisite governmental approvals for the Bonds shall have first been obtained; (iii) the Bonds shall be payable from revenues received with respect to a loan to the Borrower made with the proceeds of the Bonds, and neither the full faith nor the credit of the County shall be pledged to the payment of the principal of or interest on the Bonds; (iv) any occupancy and other requirements of the Internal Revenue Code of 1986, as amended (the "Code") are satisfied or otherwise provided for with respect to Bonds, the interest on which is intended to be excluded from gross income for federal tax purposes; (v) any occupancy and other requirements of the Act with respect to the Development are satisfied or otherwise provided for; and (vi) any occupancy and other requirements of the County applicable to the Development are satisfied or otherwise provided for.

Section 2. The Chair of the Board of Supervisors, the Vice-Chair of the Board of Supervisors, County Administrator, the County

Director of Conservation and Development, the County's Community Development Bond Program Manager, County Counsel and the other officers of the County are hereby authorized and directed to take whatever further action consistent with this Resolution may be deemed reasonable and desirable, including participating in the preparation of any resolution, indenture, bond purchase agreement, official statement and/or other documents or agreements necessary or appropriate to effect the Bond financing, and any actions necessary to obtain an allocation of the State of California's private activity bond volume cap for the Bonds under Section 146 of the Code and Section 8869.85 of the Government Code, including obtaining a deposit from Pacific West Communities, Inc. or other representative of the Borrower and submitting an application for such volume cap to the California Debt Limit Allocation Committee, all to the extent required for the issuance of the Bonds.

Section 3. It is the purpose and intent of the County that this Resolution constitute a declaration of official intent to issue the Bonds for the Development for purposes of Sections 103 and 141 to 150 of the Code. The County reasonably expects that certain costs of the Development will be reimbursed with proceeds of the Bonds for certain expenditures made prior to the issuance of the Bonds.

Section 4. This Resolution shall take effect immediately upon its passage and adoption.

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.

Contact: Kara Douglas, 674-7880

ATTESTED: March 1, 2016

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: March 1, 2016

Subject: Annual California Children's Services Program Certification

RECOMMENDATION(S):

AUTHORIZE the Chair of the Board of Supervisors to sign the Certification Statement for the California Children's Services Program as required by the State of California.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The State of California requires an annual statement certifying that the County's California Children's Services Program (CCS) will comply with all applicable provisions federal and state regulations and laws, including the Health and Safety Code and any applicable rules or regulations promulgated by the California Department of Health Care Services. The statement must be signed by the CCS program administrator, health officer and chair of the local governing board. The certification is attached.

CONSEQUENCE OF NEGATIVE ACTION:

If the certification is not signed and returned to the State, the County will not be in compliance with program requirements.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Enid Mendoza, (925)
335-1039

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

By: , Deputy

cc:

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

CCS FY 16-15 Certification
Statement

Certification Statement - California Children's Services (CCS)**County/City: Contra Costa County/Martinez****Fiscal Year: 2015-2016**

I certify that the CCS Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 5, (commencing with Section 123800) and Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000-14200), and any applicable rules or regulations promulgated by DHCS pursuant to this article and these Chapters. I further certify that this CCS Program will comply with the Children's Medical Services (CMS) Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CCS Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Services Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. Section 701 et seq.). I further agree that this CCS Program may be subject to all sanctions or other remedies applicable if this CCS Program violates any of the above laws, regulations and policies with which it has certified it will comply.

Krista Peterson, LCSW

Signature of CCS Administrator

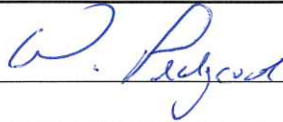


Date Signed

1/27/16

Daniel Peddycord, RN, MPA/HA

Signature of Director or Health Officer



Date Signed

1/28/16

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Signature of Local Governing Body Chairperson

Date



Contra Costa County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Stipend for the Poetry Out Loud Student Winner

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay Kiara Chatman a stipend in the amount of \$150 for expenses related to representing Contra Costa County at the Statewide Poetry Out Loud competition in Sacramento.

FISCAL IMPACT:

The \$150 stipend has been included in the Poetry Out Loud grant from the State of California specifically for this purpose. (100% State)

BACKGROUND:

The State of California provides grant funds to counties each year to conduct an annual Poetry Out Loud Competition. The winner of the competition in each County competes in a statewide competition held in Sacramento. This year, Kiara Chatman, a junior at Deer Valley High School in Antioch, was awarded First Place in the Contra Costa County competition. She will be representing Contra Costa County at the statewide competition.

The State of California provides grant funding to counties for the cost of the competition. Included in this grant is \$150 to be paid directly to the student to offset the cost of traveling to Sacramento for the statewide competition.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Enid Mendoza, (925)
335-1039

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Approval of the recommendation will allow the Auditor-Controller to issue the payment to Ms. Chatman as required in the grant.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be in compliance with the requirements of the grant.

CHILDREN'S IMPACT STATEMENT:

This program helps to meet the County's children and family services outcomes, specifically outcome # 1. Children Ready for and Succeeding in School.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: REFER REVIEW OF REQUEST FROM THE RODEO HERCULES FIRE PROTECTION DISTRICT OF
PROPOSITION 172 REVENUE TO THE FINANCE COMMITTEE

RECOMMENDATION(S):

REFER to the Finance Committee a review of a request from the Rodeo Hercules Fire Protection District for a portion of the County allocation of Proposition 172 sales tax revenue.

FISCAL IMPACT:

The Rodeo-Hercules Fire Protection District Board of Directors adopted Resolution No. 2015-6 requesting the equivalent of 1% of the County's allocation of Proposition 172 revenue and 0.5% of any growth in future years. For fiscal year 2015/16, this would be equivalent to \$744,234, or 1% of the budgeted amount. These general fund revenues are currently allocated to the Sheriff-Coroner and District Attorney budgets.

BACKGROUND:

The County Administrator is in receipt of a letter from the Rodeo Hercules Fire Protection District (the "District") dated February 10, 2016, transmitting a request approved via Resolution by the District Board to reallocate a portion of the County's Proposition 172 revenue from the County to the District. Specifically, the District is proposing an immediate shift of 1% of County Proposition 172 revenues, then 0.5% of any growth experienced in future years.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll, County Finance
Director, 5-1023

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

By: , Deputy

cc: Charles Hanley, Fire Chief-Rodeo Hercules Fire Protection District

BACKGROUND: (CONT'D)

Using fiscal year 2015/16 budget figures, this would be equivalent to \$744,234 of estimated revenue.

Following passage of Proposition 172, the Board of Supervisors adopted Resolution No. 93/635 allocating all County Proposition 172 revenues, including growth, to the budgets of the Sheriff-Coroner and District Attorney. In addition, the Board of Supervisors identified the Probation Department as an agency that may be eligible for future revenues.

Given the significant financial implications of this request, the County Administrator is recommending that the Finance Committee review the proposal and provide a recommendation on how best to proceed to the Board of Supervisors.

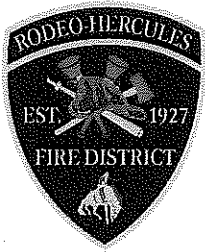
CONSEQUENCE OF NEGATIVE ACTION:

The District's request will not be evaluated by a standing committee of the Board of Supervisors.

ATTACHMENTS

Letter from the Rodeo Hercules Fire Chief to the County Administrator, February 10, 2016

Additional Materials: Historical ERAF Shift from Rodeo-Hercules Fire Protection District



RODEO - HERCULES FIRE PROTECTION DISTRICT
1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
(510) 799-4561 • FAX: (510) 799-0395

February 10, 2016

Mr. David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Re: Request for Allocation of Prop. 172 Monies to the Rodeo-Hercules Fire District

Dear Mr. Twa:

On behalf of the Board of Directors of the Rodeo Hercules Fire Protection District ("District"), please consider this correspondence, and the attached approved resolution of the Rodeo Hercules Fire Protection District Board, a formal request to the Contra Costa County Board of Supervisors to change longstanding Contra Costa County policy as it relates to the distribution of Proposition 172 monies (the one-half percent public safety sales tax).

A change in policy would essentially allow the District, as an eligible fire protection district, to share in the Proposition 172 revenues. The Rodeo-Hercules Fire District Board recognizes that this request for redistribution of voter approved sales tax revenue will take thoughtful analysis to determine how best to proceed. The Fire District Board requests specifically that a share of the Proposition 172 funds be allocated to the Fire District. This allocation would be based on a set percentage of the annual revenue (with a fractional decrease to the County justice departments' allocations) and a separate distribution of the year-over-year growth funds. This action is intended to ensure that the District receives a share in the year-over-year growth in revenue reflecting a proper distribution of these funds consistent with the intent of Proposition 172 to mitigate the effects of lost property based revenue to public safety agencies.

Proposition 172 was approved by the voters in November 1993. The goal of Proposition 172 was to mitigate the impact of the loss of property taxes to cities and counties resulting from the ERAF shift implemented by the state in 1992. While it was understood that the Proposition 172 revenue would not replenish the ERAF loss, it would mitigate some of the impact the loss of property tax could have on public safety services. The District has confirmed that the County's justice departments (Sheriff, District Attorney, Probation) share in the Proposition 172 funds. The District currently does not. It is the Rodeo Hercules Fire Protection District Board of Director's position that the allocation of Proposition 172 funds to the District is compelling and urgent. As you may be aware, the District is in dire financial straits, caused by numerous forces

Mr. David Twa
February 10, 2016
Page 2

and factors that affect its annual revenues, from the dissolution of redevelopment, to ERAF shifts, to changes in the Phillips 66 annual tax assessments. The District maintains two fire stations, one of which is staffed through a Federal SAFER grant that is scheduled to sunset in the Spring of 2016. A Proposition 172 allocation could prevent this from happening. In addition, the District's relatively small population size juxtaposed against its unique and central service area (which contains part of the San Pablo Bay, a large area of the Franklin Canyon open space, a major West Coast refinery, and numerous mass transit facilities, highways, and rail lines) requires a level of service that encompasses differing types of apparatus, specialized training and technical expertise, all of which could be augmented with Propositions 172 funds.

It is our hope that your office and the Board of Supervisors recognizes the urgency of the situation such that this item will be placed on an upcoming agenda for discussion and action that will establish the necessary steps to implement a redistribution of Proposition 172 funds to the Rodeo Hercules Fire District. As a courtesy, County Counsel has been copied on this correspondence as well. I look forward to your response.

Very Truly Yours,



Charles Hanley
Fire Chief

Rodeo Hercules Fire Protection District

Cc: Sharon L. Anderson, County Counsel

RESOLUTION 2015-6

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RODEO HERCULES FIRE PROTECTION DISTRICT TO DEMAND THAT THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY AMEND COUNTY RESOLUTION NO. 93/635 TO APPROPRIATE 1 PERCENT OF THE ANNUAL PROPOSITION 172 REVENUE, AND SEPARATELY, DISTRIBUTE 0.5% OF THE YEAR-OVER-YEAR GROWTH TO THE RODEO HERCULES FIRE PROTECTION DISTRICT TO FUND FIRE PROTECTION AND EMERGENCY RESPONSE SERVICES

WHEREAS, the Rodeo Hercules Fire Protection District is a public agency located in the County of Contra Costa, State of California, formed under California Health and Safety Code section 13800 *et seq.*, and

WHEREAS, for the better part of the last six years the Rodeo Hercules Fire Protection District has seen significant loss of revenue, primarily due to loss of property value in the merged redevelopment area, and involuntary tax shifts and reassessment of the Phillips 66 Refinery. Revenue to the Fire Protection District is primarily derived from property based sources, and is used to support emergency response, fire prevention and support activities within the Fire Protection District; and

WHEREAS, currently state law defines the type and level of revenue that is available to special districts to support fire protection and emergency medical services. Cities and counties exercise the broad powers of taxation that are granted to general-purpose governments by the California Constitution. Special districts, however, are limited to revenue sources specifically authorized by the Legislature. Fire protection districts are an autonomous unit of local government with sovereignty over internal fiscal issues but are restricted by law to specific revenue sources. Fire protection districts have specifically enumerated police powers but limited authority to raise revenue and collect fees to cover the actual costs of providing service or the impact of additional service needs; and

WHEREAS, in 1978 California voters passed Proposition 13. Prop 13 reduced property tax rates on homes, businesses, and farms by about 57 percent. According to the State Constitution, property tax rates may not exceed 1 percent of the property's market value and valuations may not grow by more than 2 percent per annum unless the property is sold. At the time of sale the property's value is re-assessed. Proposition 13 also requires that all state tax rate increases must be approved by a two-thirds vote of the legislature and local tax rates must be approved by a vote of the people. Since the passage of Proposition 13, the Rodeo Hercules Fire Protection District has relied increasingly on other revenue sources to finance services, and

WHEREAS, State Law determines the formula allocation of property tax revenue. Following the passage of Proposition 13, the Legislature adopted temporary measures to reallocate the reduced property tax revenue among counties, cities, and special districts and to provide some fiscal relief to local agencies with drastically reduced revenues.

In what became commonly known as the *bailout bill*, Senate Bill 154 allocated post-Proposition 13 property tax revenues on a *pro-rata* basis. For example, if a special district received 25 percent of the property tax revenue within a tax rate area prior to 1978, then following Proposition 13, the district would continue to receive 25 percent of the reduced revenue within the tax rate area. Senate Bill 154 also

provided additional funds to special districts for other programs.

Assembly Bill (AB) 8 provided a permanent solution for distributing property tax revenues. AB 8 adopted the allocation formula contained in Senate Bill 154 (SB 154); however, rather than providing the block grants of SB 154, AB 8 increased the *share* of property tax revenue allocated to local governments by shifting property tax revenue away from schools. School losses were back-filled from the State's general fund.

In the mid-1980s, the Legislature required counties to shift some of their property tax revenue to cities that had never received property tax revenue or had relatively low levels of property tax revenue.

In FY 1992-93 and again in FY 1993-94, the Legislature *permanently* shifted property tax revenues from counties, cities, and special districts back to schools in roughly the same proportion as the benefit received under AB 8.

In November 2004, state voters approved Proposition 1A, which establishes a constitutional amendment protecting local property tax revenue. Property tax revenue cannot be reallocated by the State unless approved by a two-thirds vote of the Legislature and the Governor declares a *significant financial hardship*. The revenue shifts are considered loans; and

WHEREAS, in 1992, the State of California found itself in a serious deficit position. To meet its obligation to fund education at specified levels under Proposition 98, the state enacted legislation that shifted partial financial responsibility for funding education to local government (cities, counties, and special districts). The state instructed county auditors to shift allocation of local property tax revenues from local governments to *educational revenue augmentation funds* (ERAF), directing specified amounts of city, county, and other local agencies' property taxes be deposited into these funds to support schools; and

WHEREAS, Proposition 172, sometimes referred to as the Local Public Safety Protection and Improvement Act of 1993, was passed shortly after the dramatic Laguna Fire in Orange County. It was touted as a panacea to stop major disasters and drastic losses of revenue to vital public safety services. This measure provided a dedicated revenue source for public safety purposes. Revenue would be distributed to cities and counties for police, sheriffs, fire, district attorneys, and corrections purposes; and

WHEREAS, on a countywide basis, during fiscal year 2014/15, this tax measure generated approximately \$71 million. Contra Costa County Board of Supervisors Resolution No. 93/635 appropriated all funds generated by Proposition 172 to the budgets of the Sheriff-Coroner and District Attorney. Special district fire agencies in Contra Costa County, including the Rodeo Hercules Fire Protection District, do not receive any funding from Proposition 172; and

WHEREAS, pursuant to California Attorney General Opinion No. 03-804, an independent fire protection district is eligible to receive Proposition 172 monies under the Local Public Safety Protection and Improvement Act of 1993, a county board of supervisors has discretion, in each fiscal year, to change the allocation of Proposition 172 funds among eligible public safety service agencies, and that this discretion includes the possible allocation to a public safety service agency that had not received an allocation in any prior fiscal year.

NOW THEREFORE, the Board of Directors of the Rodeo Hercules Fire Protection District
RESOLVE AS FOLLOWS:

1. That this resolution is evidence of formal action by the Board of Directors for the Rodeo Hercules Fire Protection District to demand that the Board of Supervisors for Contra Costa County take separate action to or amend its own Resolution No. 93/635 to appropriate 1.0% of Proposition 172 revenues to the Rodeo Hercules Fire Protection District by reducing the percentages received by the Sheriff-Coroner and District Attorney by 0.5% each; and

That the Board of Supervisors take action to appropriate 0.5% of the year on year growth to the Rodeo Hercules Fire Protection District to ensure the District has a share in any increase should one materialize.

2. That the Fire Chief is authorized to negotiate with the County Administrator any and all documents necessary to effect this demand.

3. That the Fire Chief shall transmit this resolution to the County Administrator, and each Supervisor, so that the action demanded may be analyzed and put into effect in Fiscal Year 2016-2017, and each year thereafter.

AYES:

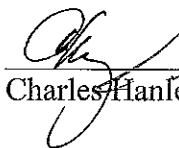
NOES:

ABSENT:

ABSTAIN:

IN WITNESS of this action, I sign this document on October 28, 2015.

ATTEST:


Charles Hanley, Fire Chief

APPROVED:


Beth Bartke, Board Chair

2536477.1

RODEO HERCULES FIRE PROTECTION DISTRICT
MEMORANDUM

Date: October 28, 2015

To: BOARD OF DIRECTORS

From: CHARLES HANLEY, Fire Chief / RICHARD PIO RODA, General Counsel

Subject: PROPOSITION 172 FUNDING DEMAND TO CONTRA COSTA COUNTY
BOARD OF SUPERVISORS

STATEMENT OF THE PROBLEM – For the better part of the last six years the Rodeo Hercules Fire District has seen significant loss of revenue, primarily due to loss of property value in the merged redevelopment area, involuntary tax shifts and reassessment of the Phillips 66 Refinery. Revenue to the Fire District is primarily derived from property based sources, and is used to support emergency response, prevention and support activities within the Fire District. At the urging of the Board of Directors, staff was instructed to explore additional revenue streams, specifically the viability of receiving funding from Proposition 172 funding that is now exclusively allocated to law enforcement in Contra Costa County. Staff has prepared a brief overview of funding streams, the effects of Proposition 13 on the Fire District and the viability of Proposition 172 funding. The Chief sent a letter to the County Administrator to discuss concepts related to appropriation of Prop. 172 funds to the Fire District. The County Administrator agreed to meet and confer with the Chief. That meeting occurred, and discussions, while inconclusive to the matter, were fruitful.

LIMITS TO REVENUE STREAM - Currently, state law defines the type and level of revenue that is available to special districts to support fire protection and emergency medical services. Cities and counties exercise the broad powers of taxation that are granted to general-purpose governments by the California Constitution. Special districts, however, are limited to revenue sources specifically authorized by the Legislature. Fire protection districts are an autonomous unit of local government with sovereignty over internal fiscal issues but are restricted by law to specific revenue sources. Fire districts have specifically enumerated police powers but limited authority to raise revenue and collect fees to cover the actual costs of providing service or the impact of additional service needs.

PROPOSITION 13 - In 1978 California's voters passed Proposition 13. Prop 13 reduced property tax rates on homes, businesses, and farms by about 57 percent. According to the State Constitution, property tax rates may not exceed 1 percent of the property's market value and valuations may not grow by more than 2 percent per annum unless the property is sold. At the time of sale the property value is re-assessed. Proposition 13 also requires that all state tax rate increases must be approved by a two-thirds vote of the legislature and local tax rates must be approved by a vote of the people. Since the passage of Proposition 13, the Fire District has relied increasingly on other revenue sources to finance services.

SB 154, AB 377, AB 8, SDAF, PROP 1A - State Law determines the formula allocation of property tax revenue. Following the passage of Proposition 13, the Legislature adopted temporary measures to reallocate the reduced property tax revenue among counties, cities, and special districts and to provide some fiscal relief to local agencies with drastically reduced revenues.

In what became known as the *bailout bill*, Senate Bill 154 allocated post-Proposition 13 property tax revenues on a *pro-rata* basis. For example, if a special district received 25 percent of the property tax revenue within a tax rate area prior to 1978, then following Proposition 13, the district would continue to receive 25 percent of the reduced revenue within the tax rate area. Senate Bill 154 also provided additional funds to special districts for other programs.

Assembly Bill (AB) 8 provided a permanent solution for distributing property tax revenues. AB 8 adopted the allocation formula contained in Senate Bill 154 (SB 154); however, rather than providing the block grants of SB 154, AB 8 increased the *share* of property tax revenue allocated to local governments by shifting property tax revenue away from schools. School losses were back-filled from the State's general fund.

In the mid-1980s, the Legislature required counties to shift some of their property tax revenue to cities that had never received property tax revenue or had relatively low levels of property tax revenue.

In FY 1992-93 and again in FY 1993-94, the Legislature *permanently* shifted property tax revenues from counties, cities, and special districts back to schools in roughly the same proportion as the benefit received under AB 8.

In November 2004, state voters approved Proposition 1A, which establishes a constitutional amendment protecting local property tax revenue. Property tax revenue cannot be reallocated by the State unless approved by two-thirds vote of the Legislature and the Governor declares a *significant financial hardship*. The revenue shifts are considered loans.

EDUCATIONAL REVENUE AUGMENTATION FUNDS (ERAF)

In 1992, the State of California found itself in a serious deficit position. To meet its obligation to fund education at specified levels under Proposition 98, the state enacted legislation that shifted partial financial responsibility for funding education to local government (cities, counties, and special districts). The state instructed county auditors to shift allocation of local property tax revenues from local government to *educational revenue augmentation funds* (ERAF), directing specified amounts of city, county, and other local agency property taxes be deposited into these funds to support schools.

PROPOSITION 172 - Proposition 172 is sometimes referred to as the Local Public Safety Protection and Improvement Act of 1993. It passed shortly after the dramatic Laguna Fire in Orange County. It was touted as a panacea to stop major disasters and drastic losses of revenue to vital public safety services. This measure provided a dedicated revenue source for public safety purposes. Revenue was to be distributed to cities and counties for law enforcement services, fire services, district attorneys, and corrections. On a countywide basis, during fiscal year 2014/15 this tax measure generated approximately \$71 million. Special district fire agencies in Contra Costa County do not receive any funding from Proposition 172.

PROPERTY TAXES - The majority funding source for the Fire District is property tax revenue. Each local government agency shares a portion of this revenue based on an established percentage or allocation factor. Geographically these are referred to as tax rate areas. The Fire District receives 95 percent of its revenue from property taxes and assessments. Additional taxes or assessments require voter or landowner approval. The percentage of approval required depends on the type of funding mechanism sought. California Constitution Article XIII A (Prop. 13) limits the property tax to a maximum 1 percent of assessed value. The assessed value of property is capped at the 1975-1976 base year rate plus inflation or 2 percent per year. Property tax declines in value are reassessed at the lower market value. Property is reassessed to current full value upon a change in ownership (with certain exemptions). Property tax

revenue is collected by counties and allocated amongst cities, counties, school districts, and special districts. The share of property tax revenue allocated depends on a variety of factors, including historical allocations of tax dollars, the number of taxing entities in a tax rate area, etc.

SALES TAX - The sales tax that an individual pays on a purchase is collected by the State Board of Equalization and includes a State sales tax, the locally levied "Bradley Burns" sales tax and several other components. The sales tax is imposed on the total retail price of any tangible personal property. (State law provides a variety of exemptions to the sales and use tax, including resale, interstate sales, intangibles, food for home consumption, candy, bottled water, natural gas, electricity, water delivered through pipes, prescription medicines, agricultural feeds, seeds, fertilizers, and sales to the federal government.)

PROPOSITION 218 - In 1996, Proposition 218 was passed. Proposition 218 is a constitutional initiative that applies to each of California's nearly 7,000 cities, counties, special districts, schools, community college districts, redevelopment agencies, and regional organizations. In general, the intent of Proposition 218 is to ensure that all taxes and most charges on property owners are subject to voter approval.

SPECIAL TAXES - After property tax, special taxes are the principal revenue source for funding fire protection operations. Section 4, Article XIII A of the California Constitution authorizes cities, counties, and special districts to impose non-ad valorem special taxes with two-thirds approval of the electors. Through a series of court cases, the California Supreme Court has found that all taxes levied by special purpose districts are to be considered special taxes – even if proceeds are used for general purposes. Accordingly, the primary alternative that fire protection districts can use to generate revenue requires two-thirds approval of the voters. Proposition 62 reinforced the two thirds requirement in 1986 – a statutory initiative intended to close Proposition 13 loopholes, and again in 1996, by Proposition 218, which created the *Right to Vote on Taxes Act*.

BENEFIT ASSESSMENTS – Benefit Assessments are used by local governments to pay the costs of providing fire suppression, flood control and other services to a particular community. These charges are based on the concept of assessing only those properties that directly benefit from the services or improvements financed. These assessments are allowable for fire districts under California Health and Safety Code § 13800. Because these charges are based on specific benefit, they are not subject to Proposition 13 limitations, but are subject to Proposition 218. The Fire District currently has three property owner based benefit assessments which amount to over 20% of the overall ongoing revenue to the Fire District.

MITIGATION FEES - Some agencies have adopted an ordinance establishing a mitigation fee program for their area. The agency collects funds during the building permit process on behalf of the fire protection agencies. These mitigation fee revenues must be used exclusively for capital facilities and equipment. Mitigation fees collected by the Fire District have typically been used for apparatus replacement.

FEES FOR SERVICE - Fire districts impose fees for a variety of services including issuing service availability letters and plan checks. The California Constitution (Proposition 26) defines fees as charges that do not exceed the reasonable cost for providing the regulation, product, or service for which fees are charged. Proposition 218 introduced procedural requirements on fees imposed as an incidence of property ownership. Fees are defined as "A charge imposed on an individual for a service provided to that person." A fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged, plus overhead. Cities have the general authority to impose fees (charges and rates) under the city's police powers granted by the California Constitution (Article XI, Section 7;

Proposition 218). There are specific procedures in state law for fees used to fund property-related services.

INTERGOVERNMENTAL REVENUE - Local governments also receive revenue from other government agencies, principally the state and federal governments. These revenues include general or categorical support monies called *subventions*, as well as grants for specific projects and reimbursements for the costs of some state mandates. Intergovernmental revenues provide 13 percent of city revenues statewide. In the early 1990s, California experienced a recession and budget deficit. To offset its fiscal shortfall, the State shifted property tax revenues from cities to local schools. This ERAF shift continues today.

BONDS - Bonds are used to finance the acquisition and construction of public facilities and real property. They may *not* be used for equipment purchases or to pay for operations and maintenance. Until 1978, local agencies had the ability - with two-thirds voter approval - to issue general obligation bonds to finance public facilities and impose property tax rates to discharge the bond debt. Proposition 13 restricted the imposition of additional property tax rates and effectively terminated the use of general obligation bonds. In 1986, California voters approved Proposition 46, a constitutional amendment that restored the authority of local government to issue general obligation bonds. Each bond measure requires approval by two-thirds of a jurisdiction's voters.

Pension obligation bonds ("POBs") are bonds issued by a state or local government to pay its obligation to the pension fund or system in which its employees (or others for whose pension benefits it is responsible) are members.

MELLO-ROOS - Fire districts are specifically authorized by the Fire Protection District Law of 1987 to finance capital facilities or pay for fire protection services with a special tax outlined in the Mello-Roos Community Facilities Act. The Mello-Roos was specifically designed to facilitate passage of the two-thirds special tax. A Community Facility District (CFD) can overlay an entire jurisdiction or it may be limited to a specific area.

REDEVELOPMENT AREAS - Redevelopment agencies also divert property tax revenue. When a local government creates a redevelopment project area, the growth in property tax revenue within the project area is diverted to the redevelopment agency rather than being shared by other local jurisdictions. Redevelopment agencies use the revenue from property tax growth to finance improvements intended to revitalize the project area. After the redevelopment work is complete - typically in 30 to 40 years - the growth in property tax revenues is reallocated among other local governments in the area. In 2012, the State of California eliminated Redevelopment Agencies and set about their dissolution to effectively restore funds to affected agencies. The Fire District currently loses over \$800,000 dollars annually to the former redevelopment agency and an additional \$750,000 of annual pass-through is subordinated to the City of Hercules whereby it sits with the County Auditor-Controller in a special account, and is tracked on the Successor Agency to the City of Hercules Redevelopment Agency ROPS (Recognized Obligation Payment Schedule).

CONCLUSION - The goal of Proposition 172 was to mitigate the impact of the loss of property taxes resulting from the ERAF shift implemented by the State of California in 1992. In Contra Costa County the law enforcement (Sheriff and District Attorney), receive the entirety of the annual proceeds from Prop 172. No fire agencies in Contra Costa County that have been impacted by ERAF receive funding from

Prop 172. The Rodeo Hercules Fire District loses over \$1 Million dollars annually to ERAF, which is equivalent to approximately 20% of our current unrestricted General Fund revenue.

In January of 2004, the Attorney General of the State of California issued an opinion (No. 03-804) that *"An independent fire protection district is eligible to receive Proposition 172 monies under the Local Public Safety Protection and Improvement Act of 1993"*. Furthermore the Attorney General concluded that *"a county may allocate Proposition 172 funding to a public safety service agency that it has never funded before. (86 Ops.Cal.AttyGen. 38, supra) Similarly, a county may distribute Proposition 172 funds to an independent fire protection district as part of its funding of "all combined public safety services."*

The Rodeo Hercules Fire District, as an independent special district, would be eligible and arguably entitled to Proposition 172 funding.

DIRECTION – The Fire Chief recommends that the Board of Directors approve the Resolution as the natural next step in the negotiation process for appropriation of Prop. 172 funds from the County. The Board should note that the District requests 1% appropriation, .5% each from the Sheriff-Coroner and the District Attorney. The District also requests 0.5% of the year-on-year growth, should there be any. The Chief also recommends that the Board consider the establishment of a residents' task force to assist the Fire District with this endeavor.

ATTACHMENTS:

DRAFT Resolution of the Board Demanding Appropriation of Prop. 172 funds from the County
2536478.1

RODEO HERCULES FIRE PROTECTION DISTRICT
MEMORANDUM

Date: September 9, 2015
To: BOARD OF DIRECTORS
From: CHARLES HANLEY, Fire Chief/RICHARD PIO RODA, General Counsel
Subject: PROPOSITION 172 FUNDING

BACKGROUND – At the August 12 regularly scheduled meeting of the Rodeo Hercules Fire District, Staff and General Counsel received authority to develop a letter to the Contra Costa County Board of Supervisors outlining our position and stating the Districts desire to receive Proposition 172 funds, and a non-binding resolution requesting a formula based redistribution of Proposition 172 funds to the Fire District.

In addition, the Fire Chief and General Counsel will be requesting a meeting with the County Administrative Officer to discuss this proposal and the mechanism for placing this item (Proposition 172 funding) on the Board of Supervisors Meeting Agenda to ensure we are meeting county deadlines for Fiscal Year 16/17.

Director Wheeler volunteered to work with Staff and General Counsel to develop a strategy to assist individual board members in approaching the Board of Supervisors on this issue. The Board took no action on the establishment of a citizen task force to assist the Fire District with this endeavor should our initial efforts meet substantial resistance.

STATEMENT OF THE PROBLEM – For the better part of the last six years the Rodeo Hercules Fire District has seen significant loss of revenue, primarily due to loss of property value in the merged redevelopment area, involuntary tax shifts and reassessment of the Phillips 66 Refinery. Revenue to the Fire District is primarily derived from property based sources, and is used to support emergency response, prevention and support activities within the Fire District. At the urging of the Board of Directors, staff was instructed to explore additional revenue streams; specifically the viability of receiving funding from Proposition 172 funding that is now exclusively allocated to law enforcement in Contra Costa County. In accordance with their wishes, staff has prepared a brief overview of funding streams, the effects of Proposition 13 on the Fire District and the viability of Proposition 172 funding.

EDUCATIONAL REVENUE AUGMENTATION FUNDS (ERAF)

In 1992, the State of California found itself in a serious deficit position. To meet its obligation to fund education at specified levels under Proposition 98, the state enacted legislation that shifted partial financial responsibility for funding education to local government (cities, counties, and special districts). The state instructed county auditors to shift allocation of local property tax revenues from local government to *educational revenue augmentation funds* (ERAF), directing specified amounts of city, county, and other local agency property taxes be deposited into these funds to support schools.

PROPOSITION 172 - Proposition 172 is sometimes referred to as the Local Public Safety Protection and Improvement Act of 1993. It passed shortly after the dramatic Laguna Fire in Orange County. It was touted as a panacea to stop major disasters and drastic losses of revenue to vital public safety services. This measure provided a dedicated revenue source for public safety purposes. Revenue was to be

distributed to cities and counties for purposes such as police, sheriffs, fire, district attorneys, and corrections. On a countywide basis, during fiscal year 2014/15 this tax measure generated approximately \$71 million. Special district fire agencies in Contra Costa County do not receive any funding from Proposition 172.

PROPERTY TAXES - The majority funding source for the Fire District is property tax revenue. Each local government agency shares a portion of this revenue based on an established percentage or allocation factor. Geographically these are referred to as tax rate areas. The Fire District receives 95 percent of its revenue from property taxes and assessments. Additional taxes or assessments require voter or landowner approval. The percentage of approval required depends on the type of funding mechanism sought. California Constitution Article XIII A (Prop. 13) limits the property tax to a maximum 1 percent of assessed value. The assessed value of property is capped at the 1975-1976 based year rate plus inflation or 2 percent per year. Property tax declines in value are reassessed at the lower market value. Property is reassessed to current full value upon a change in ownership (with certain exemptions). Property tax revenue is collected by counties and allocated according among cities, counties, school districts, and special districts. The share of property tax revenue allocated depends on a variety of factors, including historical allocations of tax dollars, the number of taxing entities in a tax rate area, etc.

CONCLUSION – The goal of Proposition 172 was to mitigate the impact of the loss of property taxes resulting from the ERAF shift implemented by the State of California in 1992. In Contra Costa County the justice departments (Sheriff and District Attorney), receive the entirety of the annual proceeds from Prop 172. No fire agencies in Contra Costa County that have been impacted by ERAF receive funding from Prop 172. This is not untypical of Prop 172 distribution in the State of California. The Rodeo Hercules Fire District loses over \$1 Million dollars annually to ERAF, which is equivalent to approximately 20% of our current unrestricted General Fund revenue.

In January of 2004, the Attorney General of the State of California issued an opinion (No. 03-804) that *“An independent fire protection district is eligible to receive Proposition 172 monies under the Local Public Safety Protection and Improvement Act of 1993”*. Furthermore the Attorney General concluded that *“a county may allocate Proposition 172 funding to a public safety service agency that it has never funded before. (86 Ops.Cal.AttyGen. 38, supra) Similarly, a county may distribute Proposition 172 funds to an independent fire protection district as part of its funding of “all combined public safety services.”*

The Rodeo Hercules Fire District, as an independent special district, would be eligible and arguably entitled to Proposition 172 funding.

RECOMMENDATION – Staff and General Counsel recommend the approval of the Draft Letter to the Board of Supervisors Requesting Proposition 172 Funding and Resolution 15-XX Request to the Board of Supervisors to Appropriate Proposition 172 Funding for the Rodeo Hercules Fire District

ATTACHMENTS:

Draft Letter to the Board of Supervisors Requesting Proposition 172 Funding

Resolution 15-XX Request to the Board of Supervisors to Appropriate Proposition 172 Funding for the Rodeo Hercules Fire District

Opinion of Attorney General No. 03-804

Contra Costa County Resolution No. 93/635

County of Contra Costa FY 2015-216 Recommended Budget (pp418)

THE BOARD OF SUPERVISORS
OF
CONTRA COSTA COUNTY, CALIFORNIA

RESOLUTION NO. 93/635

WHEREAS, the Legislature enacted Senate Constitutional Amendment # 1 (SCA 1), and

WHEREAS, the Legislature placed SCA 1 on a Special Election ballot on November 2, 1993, and

WHEREAS, SCA 1 would provide for a permanent extension of the half cent sales tax which was extended temporarily by the Legislature only through December 31, 1993, and

WHEREAS, SB 509 (Chapter 73, Statutes of 1993), the implementing legislation for SCA 1 requires that all of the proceeds of the sales tax be spent on public safety services, and

WHEREAS, the Contra Costa County Board of Supervisors has already dedicated all of the half cent sales tax received from the six month extension to the Sheriff and District Attorney, and

WHEREAS, the Board of Supervisors believes that public safety is one of the highest priorities for funding;

NOW, THEREFORE, BE IT BY THE BOARD OF SUPERVISORS OF THE COUNTY OF CONTRA COSTA RESOLVED THAT:

THE Board intends to appropriate all funds generated by the sales tax imposed as a result of the passage of Proposition 172 to the budgets of the Sheriff-Coroner and District Attorney to provide such public safety services as protection of the public from violent criminals, investigation and prosecution of drug dealers, incarceration of convicted criminals, intervention to stop gang violence, protection of the public from environmental polluters, prosecution of murders, rapists, and burglars and other criminals, and

BE IT FURTHER RESOLVED THAT the Board also intends to appropriate all growth in the revenue generated by the sales tax imposed as a result of Proposition 172 to the budgets of the Sheriff-Coroner and District Attorney in an effort to stay abreast of increases in the cost of living, and

BE IT FURTHER RESOLVED THAT the Board also establishes as a goal toward which it will work in the future to allocate additional resources to the budgets of the Sheriff-Coroner, District Attorney, and Probation Department, to the extent possible, and, in particular, to re-establish at least the 1992-93 fiscal year base of Sheriff's Department law enforcement and dispatch staffing (21 positions) over the next three budget years.

Witness my hand and the Seal of
the Board of Supervisors
affixed this 5th day of
October, 1993.

PHIL BATCHELOR, Clerk of the
Board of Supervisors and County
Administrator

By A. Joseph
Deputy Clerk

RESOLUTION NO. 93/636

TO BE PUBLISHED IN THE OFFICIAL REPORTS

OFFICE OF THE ATTORNEY GENERAL
State of California

BILL LOCKYER
Attorney General

| | | |
|-------------------------|---|------------------|
| OPINION | : | No. 03-804 |
| | : | |
| of | : | January 30, 2004 |
| | : | |
| BILL LOCKYER | : | |
| Attorney General | : | |
| | : | |
| SUSAN DUNCAN LEE | : | |
| Deputy Attorney General | : | |
| | : | |

THE HONORABLE TAMARA C. FALOR, COUNTY COUNSEL,
COUNTY OF HUMBOLDT, has requested an opinion on the following question:

Is an independent fire protection district eligible to receive Proposition 172 monies under the Local Public Safety Protection and Improvement Act of 1993?

CONCLUSION

An independent fire protection district is eligible to receive Proposition 172 monies under the Local Public Safety Protection and Improvement Act of 1993.

ANALYSIS

In 1978, California voters adopted Proposition 13 (Cal. Const., art. XIII A), which sharply reduced the amount of property tax revenues available to support local governments and schools. (See *County of Los Angeles v. Sasaki* (1994) 23 Cal.App.4th 1442, 1451-1453; 70 Ops.Cal.Atty.Gen. 87, 87-88 (1987).) Since then, the Legislature has taken a number of steps to provide additional funding for cities, counties, special districts, and schools. In 1993, the Legislature proposed, and the voters adopted, Proposition 172, a constitutional amendment known as the Local Public Safety Protection and Improvement Act of 1993, imposing a 0.50 percent sales tax to be used exclusively for local public safety services. (Cal. Const., art. XIII, § 35.)

Under the statutes implementing Proposition 172 (Gov. Code, §§ 30051-30056),¹ the sales tax revenues in question are deposited in the Local Public Safety Fund of the State Treasury (§§ 30051-30053). The Controller allocates the revenues to the counties in proportion to each county's share of the total statewide taxable sales. (§ 30052.) The counties, in turn, maintain a Public Safety Augmentation Fund for receipt of the revenues, and after retaining a portion of the monies, each county distributes the remainder to the cities within its boundaries according to a statutory formula. (§§ 30054-30055.)

Both the Constitution (Cal. Const., art. XIII, § 35, subds. (a)(3), (d)(2)) and the implementing statutes (§§ 30052, 30054, 30055) restrict the use of Proposition 172 funds to public safety services. "Moneys in the Local Public Safety Fund shall be allocated for use exclusively for public safety services of local agencies." (Cal. Const., art. XIII, § 35, subd. (d)(2).) "'Public safety services' includes, but is not limited to, sheriffs, police, fire protection, county district attorneys, county corrections, and ocean lifeguards. 'Public safety services' does not include courts." (§ 30052, subd. (b)(1).)

We recently examined the language of Proposition 172 and concluded that a county board of supervisors had discretion, in each fiscal year, to change the allocation of Proposition 172 funds among eligible public safety service agencies. We further concluded that this discretion included the possible allocation to a public safety service agency that had not received an allocation in any prior fiscal year. (86 Ops.Cal.Atty.Gen. 38 (2003).) We did not address, however, which agencies qualified as public safety service agencies. We now address that question and conclude that an independent fire protection district is eligible to receive Proposition 172 funds from a county.

¹ All further statutory section references are to the Government Code, unless otherwise indicated.

An independent fire protection district is a special district authorized by statute to provide fire protection services in a defined area. (See Health & Saf. Code, § 13800 *et seq.*) Such districts are not subdivisions of the city or county in which they are located, but are instead separate public agencies organized, existing, and exercising essential government functions pursuant to state law. (*Ibid*; see, e.g., *Consolidated Fire Protection Dist. v. Howard Jarvis Taxpayers' Assn.* (1998) 63 Cal.App.4th 211, 214.)

Article XIII, section 35, subdivision (d)(2) of the Constitution provides that Proposition 172 funds “shall be allocated for use exclusively for public safety services of local agencies.” We find nothing in this language that would exclude the public safety services provided by an independent fire protection district. If there were any ambiguity about whether fire protection services were “public safety services,” that issue was resolved by the Legislature when it defined the latter term in section 30052, subdivision (b)(1), to expressly include “fire protection.”

Moreover, an independent fire protection district is plainly a “local agency” under California law. For example, special districts such as fire protection districts are defined as “local agencies” both for purposes of organizing the powers of government at the local level (§ 56054; see generally § 56000, *et seq.*), and distributing taxes among agencies of government at the local level (Rev. & Tax. Code, § 95, subds. (a), (m)).

Providing Proposition 172 funds to independent fire protection districts would be consistent with the goals of the constitutional amendment. As stated in subdivision (a), section 35, article XIII of the Constitution:

“The people of the State of California find and declare all of the following:

“(1) Public safety services are critically important to the security and well-being of the State’s citizens and to the growth and revitalization of the State’s economic base.

“(2) The protection of the public safety is the first responsibility of local government and local officials have an obligation to give priority to the provision of adequate public safety services.

“(3) In order to assist local government in maintaining a sufficient level of public safety services, the proceeds of the tax enacted pursuant to this section shall be designated exclusively for public safety services.”

Nothing in these stated goals suggests an intent to deprive independent fire protection districts of Proposition 172 monies.

We reject the suggestion that the Legislature's implementing statutes exclude special districts from funding eligibility because the statutory language refers only to cities and counties and not to districts. While the tax revenues are initially divided among the counties and the cities according to a statutory formula (§§ 30054-30055), each city and county has discretion to decide how to spend its allocation, limited only by the proviso that the monies be spent exclusively on public safety services in an amount that matches its "base year" funding level. (§§ 30052- 30056; see 86 Ops.Cal.Atty.Gen., *supra*, at pp. 40-42.)

Because the implementing statutes do not restrict a city's or county's choice of which public safety service agencies to provide funding, a county may allocate Proposition 172 funds to a public safety service agency that it has never funded before. (86 Ops.Cal.Atty.Gen. 38, *supra*.) Similarly, a county may distribute Proposition 172 funds to an independent fire protection district as part of its funding of "all combined public safety services." (*Id.* at p. 42.)²

Accordingly, we conclude that an independent fire protection district is eligible to receive Proposition 172 monies under the Local Public Safety Protection and Improvement Act of 1993.

² County boards of supervisors have express general authority to "appropriate in any one year such sum of money as the board of supervisors deems necessary for the purpose of providing fire protection." (§ 25642.) Fire protection districts have express general authority to "accept any revenue, money, grants, goods, or services from any federal, state, regional, or local agency or from any person for any lawful purpose of the district." (Health & Saf. Code, § 13898.)

County Summary Information

ALL COUNTY FUNDS

Revenues by Type (continued)

| | 2012-13 Actual | 2013-14 Actual | 2014-15 Budget | 2015-16 Recommended | 2015-16 Change |
|----------------------------------|--------------------|--------------------|--------------------|------------------------|-------------------|
| State Aid Library -CLSA | 128,819 | 77,575 | 38,597 | 38,500 | (97) |
| Miscellaneous State Aid | 41,215,723 | 29,524,466 | 35,952,438 | 46,910,303 | 10,957,865 |
| St Aid Trfc Cngstn Mgmt | 5,686,209 | 11,738,045 | 8,800,000 | 5,144,979 | (3,655,021) |
| Vehicle Theft - VLF | 907,540 | 937,865 | 905,623 | 930,000 | 24,377 |
| St Aid-Public Safety Svcs | 67,178,163 | 72,053,360 | 72,238,220 | 74,423,400 | 2,185,180 |
| Admin Fed Other CWS | 156,976 | 52,721 | 0 | 0 | 0 |
| Admin Federal - Other | 81,863,384 | 87,954,256 | 103,782,580 | 103,181,450 | (601,130) |
| Realloc/PY Adj Admn Fed | (175,912) | (2,913,931) | 0 | 505,093 | 505,093 |
| Fed Aid Family Inc Mtce | 10,312,485 | 13,833,491 | 10,068,516 | 18,244,540 | 8,176,024 |
| Fed Aid Child Brding Home | 10,802,851 | 10,128,023 | 11,095,818 | 11,124,483 | 28,665 |
| Fed Aid Refugees | 302,191 | 127,373 | 136,760 | 198,235 | 61,475 |
| Fed Aid Adoptions | 6,841,260 | 6,621,774 | 6,993,285 | 6,587,152 | (406,133) |
| ARRA/Federal Direct | 194,634 | 22,112 | 0 | 0 | 0 |
| Fed Hlth Admin (MCH&3140) | 2,073,090 | 2,039,153 | 2,230,401 | 2,372,401 | 142,000 |
| Fed Immunization Assist | 422,252 | 400,002 | 409,738 | 409,738 | 0 |
| Fed Nutrition Elderly | 1,338,811 | 2,073,016 | 1,627,841 | 1,724,083 | 96,242 |
| Fed W.I.C. Program | 4,803,360 | 4,132,089 | 4,383,427 | 4,166,379 | (217,048) |
| Misc Fed Health Projects | 6,360,213 | 6,092,469 | 6,318,662 | 6,530,980 | 212,318 |
| Fed Aid Airport Construction | 2,849,274 | 57,348 | 628,847 | 0 | (628,847) |
| Fed Aid Hwy Construction | 3,992,128 | 2,266,121 | 11,710,000 | 11,361,590 | (348,410) |
| Federal in Lieu Taxes | 5,502 | 0 | 0 | 0 | 0 |
| Fed Aid Crime Control | 1,495,641 | 2,194,969 | 2,858,037 | 3,814,025 | 955,988 |
| Fed Aid Comm Svcs Admin | 24,822,565 | 18,838,718 | 28,676,031 | 28,542,127 | (133,904) |
| Fed Aid Family Support | 17,518,279 | 18,693,698 | 18,882,683 | 18,817,709 | (64,974) |
| Fed Aid Employ & Training | 9,359,125 | 9,757,053 | 9,565,000 | 10,813,958 | 1,248,958 |
| Fed Aid NIMH Grant | 1,752,122 | 1,726,121 | 1,725,959 | 1,725,959 | 0 |
| Fed Aid Hud Block Grant | 13,049,913 | 8,444,414 | 12,159,209 | 11,495,420 | (663,789) |
| Other Federal Aid | 12,177,739 | 13,196,120 | 10,442,638 | 7,504,809 | (2,937,829) |
| Other in Lieu Taxes | 0 | 10,572 | 1,151 | 1,204 | 53 |
| RDA Nonprop-Tax Pass Through | 2,571,485 | 4,780,504 | 2,616,627 | 4,286,868 | 1,670,241 |
| Misc Government Agencies | 9,781,813 | 10,898,085 | 19,340,954 | 22,437,547 | 3,096,593 |
| INTERGOVERNMENTAL REVENUE | 717,847,196 | 747,329,486 | 779,492,645 | 829,824,777 | 50,332,132 |
| Fees Assessor | 91,496 | 239,161 | 237,950 | 238,084 | 134 |
| Comm For Tax & Assess Coll | 2,580,816 | 7,943,166 | 8,299,236 | 5,935,455 | (2,363,781) |
| Supplemental Roll Charges | 1,158,599 | 2,169,270 | 1,163,000 | 2,000,000 | 837,000 |
| Prop Characteristic Info | 100 | 0 | 0 | 0 | 0 |
| Auditing & Accounting Fees | 2,853,992 | 3,091,461 | 3,119,051 | 3,094,045 | (25,006) |
| ARRA/Charges for Svcs | 57,110 | 108,260 | 191,084 | 90,883 | (100,201) |
| Communication Services | 5,316,341 | 5,434,961 | 6,032,867 | 6,176,872 | 144,005 |
| Candidates Filing Fees | 199,024 | 33,266 | 90,000 | 50,000 | (40,000) |

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 646-2181
Fax (925) 646-2649



Elizabeth A. Verigin
Assistant Auditor-Controller

Harjit S. Nahal
Assistant Auditor-Controller

April 22, 2015

Charles Hanley
Fire Chief
Rodeo-Hercules FPD
1680 Refugio Valley Road
Hercules, CA 94547

RE: Historical ERAF Shift 1992/93 thru 2014/15

Dear Sir:

The information you requested concerning the amounts your district lost to ERAF in fiscal years 1992/93 thru 2014/15 is summarized below. Amounts have been rounded to the nearest thousand.

| <u>FISCAL YR</u> | <u>AMOUNT</u> |
|------------------|--------------------|
| 1992/93 to 02/03 | \$5,110,000 |
| 2003/04 | \$720,000 |
| 2004/05 | \$856,000 |
| 2005/06 | \$986,000 |
| 2006/07 | \$1,079,000 |
| 2007/08 | \$1,166,000 |
| 2008/09 | \$1,173,000 |
| 2009/10 | \$1,027,000 |
| 2010/11 | \$1,036,000 |
| 2011/12 | \$1,110,000 |
| 2012/13 | \$1,115,000 |
| 2013/14 | \$1,086,000 |
| 2014/15 | <u>\$1,039,000</u> |
| TOTAL | \$17,503,000 |

If you have any questions, please contact Stan Lawrence at (925) 646-2225.

Sincerely,

ROBERT R. CAMPBELL
Auditor-Controller

Marie Rulloda

By: Marie Rulloda
Chief Accountant



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: REFER REVIEW OF A GRANT APPLICATION TO THE BOARD OF STATE AND COMMUNITY
CORRECTIONS' "PAY FOR SUCCESS" PROGRAM

RECOMMENDATION(S):

REFER to the Finance Committee review of a grant application to the California Board of State and Community Corrections (BSCC) for the "Pay for Success" program submitted by Impact Justice, in the name of Contra Costa County, and determine whether to formally support the application as submitted.

FISCAL IMPACT:

The grant application requires a 100% match from counties responding to the request for proposals. As submitted, Impact Justice identifies a County match of \$1,270,468 over the period May 2016 through October 2019. The match is identified as \$897,968 in cash and \$372,500 in-kind.

Impact Justice has communicated that the County's match could be met by investors; however, the County has not been provided with any written commitments from investors at this time.

BACKGROUND:

Impact Justice, a community-based organization located in Oakland, CA, met with various County departments leading up to the February 1, 2016 submission deadline for the California Board of State and Community Corrections (BSCC) "Pay for Success" (PFS) grant program. The BSCC PFS grant is authorized by AB 1837 (Atkins)

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Timothy M. Ewell,
925-335-1036

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND: (CONT'D)

>

and aims to leverage private sector and/or philanthropic investment in public sectors programs to benefit "*unserved, underserved and vulnerable populations.*" The grant provides for a minimum award of \$500,000 and a maximum of \$2,000,000 for a period of three years, with a 100% match required from the County. The match may be cash or in-kind and can be sourced from "Other County, federal, private or philanthropic funds."

The County Administrator's Office was made aware of the proposed grant application in concept shortly before the February 1st deadline and advised Impact Justice that proper vetting of the proposal and calendaring before the Board of Supervisors was likely not possible prior to the grant deadline. On February 11th, Impact Justice provided the County Administrator's Office with a copy of an application submitted to the BSCC in the name of the County, identifying the District Attorney's Office as lead agency. Impact Justice submitted an application directly to the BSCC by the February 1st deadline.

At this point, the County Administrator's Office believes that this issue is best reviewed by the Finance Committee due to the unusual nature of the timing of the request and the potential financial impact to the County should investors not be identified to fund the required 100% match. The Finance Committee is being requested to review and make a recommendation as to whether the PFS grant application submitted by Impact Justice should or should not be supported by the County.

CONSEQUENCE OF NEGATIVE ACTION:

The issue will not be referred to the Finance Committee for evaluation and recommendation to the full Board of Supervisors.

ATTACHMENTS

Impact Justice Pay For Success Grant Submission

BSCC Pay For Success Grant Program Request for Proposals

SECTION I: APPLICANT INFORMATION

A. APPLICANT/DEPARTMENT IMPLEMENTING THE GRANT

| | | | |
|---|---|------------------|----------|
| COUNTY BOS : Contra Costa County | PARTNERING COUNTY(IES) (if applicable): N/A | | |
| PARTNERING AGENCY(IES) (if applicable): N/A | | | |
| IMPLEMENTING AGENCY/ DEPARTMENT | DUN AND BRADSTREET NUMBER | TELEPHONE NUMBER | |
| Contra Costa District Attorney's Office | 079822228 | | |
| STREET ADDRESS | CITY | STATE | ZIP CODE |
| 900 Ward St, 4 th Floor | Martinez | CA | 94553 |
| MAILING ADDRESS | CITY | STATE | ZIP CODE |
| 900 Ward St, 4 th Floor | Martinez | CA | 94553 |

B. GRANT AMOUNT REQUESTED

\$ 1,269,166

C. PROPOSED MATCH AMOUNT

\$ 1,270,198

D. APPLICANT PROJECT DIRECTOR

| | | | |
|----------------|-------|----------|------------------|
| NAME AND TITLE | | | TELEPHONE NUMBER |
| TBD | | | |
| STREET ADDRESS | | | FAX NUMBER |
| | | | |
| CITY | STATE | ZIP CODE | E-MAIL ADDRESS |
| | | | |

E. APPLICANT PROJECT FINANCIAL OFFICER

| | | | |
|----------------|-------|----------|------------------|
| NAME AND TITLE | | | TELEPHONE NUMBER |
| TBD | | | |
| STREET ADDRESS | | | FAX NUMBER |
| | | | |
| CITY | STATE | ZIP CODE | E-MAIL ADDRESS |
| | | | |

F. APPLICANT DAY-TO-DAY CONTACT PERSON

| | | | |
|----------------|-------|----------|------------------|
| NAME AND TITLE | | | TELEPHONE NUMBER |
| TBD | | | |
| STREET ADDRESS | | | FAX NUMBER |
| | | | |
| CITY | STATE | ZIP CODE | E-MAIL ADDRESS |
| | | | |

G. APPLICANT'S AGREEMENT

By signing this application, the applicant assures that the grantee will abide by the laws, policies, and procedures governing this funding.

CHAIRPERSON OF THE COUNTY BOARD OF SUPERVISORS, AUTHORIZED TO SIGN AGREEMENT

| | |
|-----------------------|------|
| | |
| APPLICANT'S SIGNATURE | DATE |

PROJECT ABSTRACT

Contra Costa is seeking \$1,269,166¹ from the BSCC to develop a restorative justice alternative to juvenile justice processes by establishing a pre-charge, Restorative Community Conferencing juvenile diversion program. Restorative justice offers an innovative way to interrupt the downward spiral of over-incarceration; soaring costs; racial and ethnic disparities; and detrimental outcomes for young people who have caused harm, their victims, and their communities. Restorative Community Conferencing (RCC), a form of restorative justice, is unique in its explicit goal of engaging communities to achieve healthy outcomes for youth who have harmed while meeting victim-identified needs and reducing recidivism and related social and fiscal costs. After an incident has occurred that would normally result in criminal charges, RCC offers a voluntary opportunity for dialogue. During the RCC, the young person, victim, family and community members discuss the crime, its causes and effects, and produce a consensus-based plan for the young person to make things right by their victim, family, community, and self. In each RCC there is self-reflection by all parties and firm yet supportive accountability culminating in a commitment to help a young person overcome obstacles and “do right.” When the restorative plan is completed within 6 months, the case is closed without charges having ever been filed. This model is intended for felonies and high-level misdemeanors that would otherwise result in probation or incarceration. Alameda County currently has the state’s oldest running RCC program, with a recidivism rate of 11.8% (compared to 31.4% for youth whose cases are processed through the juvenile justice system), a 99% victim satisfaction rate, and a cost of just \$4,500 per youth.

Through the Social Innovation Financing program, Contra Costa proposes to establish a RCC diversion program, which will be operated by a well-respected community-based organization (the RYSE Youth Center based in Richmond, California) and will receive cases from police departments, probation, and the district attorney’s office. The program will serve approximately 225 youth during the project term and will reduce recidivism rates by a minimum of 20%.

¹ The total project is projected to cost \$2,539,633. Please see the Section VII for more information on the budget.

SECTION II: STATEMENT OF NEED

This marks a unique time in our nation's history. Rising costs of incarceration and community surveillance, growing public dissatisfaction with and mistrust of the judicial system, and increased awareness of the school-to-prison pipeline are just a few factors that have led both community members and systems partners to demand meaningful reform. Contra Costa is no exception to this countrywide need for change. In Contra Costa County, 62% of parolees return to prison within two years of release.² In the juvenile justice context, according to the State of California's Department of Justice Office of the Attorney General, a total of 1,652 youth were arrested in Contra Costa in 2014 (627 of those arrests were for felonies while 1,025 were for misdemeanors).³ Of the youth arrested, 747 were African American, 430 were Latino, and 364 were White. In the same year, 851 young people were placed on probation (most often for robbery, assault, burglary, felony theft, motor vehicle theft, drug offenses, felony and misdemeanor weapons offenses, misdemeanor assault and battery, petty theft, and misdemeanor marijuana offenses).⁴ Meanwhile, the latest data from the California Department of Justice's Criminal Justice Statistics Center shows Contra Costa incarcerates roughly 273 youth per 1,000 juvenile felony arrests (well above the state average of 190).⁵ Despite large numbers of youth being placed on probation or in a detention facility, Contra Costa's youth recidivism rate remains to be estimated at around 60% to 70%⁶ with the County paying between \$65,000 and \$115,000 per year to keep a young person in juvenile hall (between \$200 and \$315 per day).⁷

Richmond, the second most populous city in Contra Costa, has a longstanding reputation for violent crime with one of the highest per capita crime rates in California

² Brown, R. (2010). *A Closer Look: Issues of Violence, Incarceration & Reentry in Richmond, CA A Criminal Justice/Reentry Brief*. Further The Work, LLC.

³ State of California Department of Justice Office of the Attorney General. *CJSC Statistics*. Available at <https://oag.ca.gov/crime/cjsc/stats/arrests>.

⁴ Ibid.

⁵ Center on Juvenile and Criminal Justice. *California Sentencing Institute: A Project of the Center on Juvenile and Criminal Justice*. Available at <http://casi.cjcj.org/Juvenile/Contra-Costa>.

⁶ Edgardo Cervano-Soto. *Behind Bars: The Obstacles Incarcerated Youth Face in Education*. California Pan-Ethnic Health Network. Available at <http://cpehn.org/blog/201504/behind-bars-obstacles-incarcerated-youth-face-education>.

⁷ Cost estimates obtained from Bruce Pelle, Probation Director for Contra Costa's Juvenile Hall.

and one of the highest per capita homicide rates in the country.⁸ A 2010 report by Further The Work, a Richmond-based social justice organization supporting nonprofits and philanthropies, found "Richmond's disproportionately high rates of incarceration and recidivism are both a cause and a reflection of Richmond's highly concentrated poverty, deep social stressors, and under-resourced and relatively fragmented offerings across the high-need service spectrum (prevention, intervention, diversion, and reentry)."⁹ The report goes on to describe how the city's crime rates have caused "thousands of law-abiding residents – most especially, young men of color – experience high levels of police scrutiny . . . intervention [and incarceration] . . . only to release them back into a community that is likely no better prepared to foster their success than it was when they were first incarcerated."¹⁰ Moreover, Richmond's "social service systems and local leaders, however well intended, are too often overmatched by the challenges they are asked to redress."¹¹

While the consequences of an overburdened and broken system can be detrimental to an entire community, oftentimes, the most marginalized pay the greatest cost. As is the case nationwide, young people (especially those of color) accused of crime in Contra Costa are stigmatized, labeled, punished, and removed from society. Youth incarceration is linked to many negative outcomes, including adult incarceration. Meanwhile, crime victims' needs are rarely met through criminal adjudication of those who harmed them. Indeed, victims are often overlooked, used by the system, re-traumatized during trials, and left to suffer from health problems such as post-traumatic stress as a result of their victimization and subsequent legal processes. Many times, these victims are also young people of color. The RCC process offers an alternative response to crime by creating spaces for communities to support young people in being accountable to their victims' needs in meaningful and transformative ways. This model replaces the adversarial legal system by asking communities how they would resolve harms. Rather than labeling a young person as "bad," "punishable," and "deserving of exile," the RCC process holds youth within community as they right their wrongs. Community supporters show young people they believe in them and trust their ability to

⁸ Brown, R. (2010). *A Closer Look: Issues of Violence, Incarceration & Reentry in Richmond, CA A Criminal Justice/Reentry Brief*. Further The Work, LLC.

⁹ Ibid.

¹⁰ Ibid.

¹¹ Ibid.

make things right. This approach also shifts the locus of power away from lawyers, judges, and other state actors and, instead, places it in the communities where the harm occurred. Finally, the RCC process is intended to change the way crime victims are treated by offering them more and non-punitive options for resolving crimes while centralizing their needs.

An RCC program in Contra Costa would not only decrease incarceration and recidivism rates among youth but would also help connect them to much needed resources and services. By providing a space for community members to respectfully hold young people accountable for the harms they've caused, this program would support youth in becoming their best selves. Young people who have realized their full potential are far more likely to graduate from high school than graduate to committing more serious, violent offenses as adults.

In addition to being timely, an RCC program in Contra Costa would benefit a majority of arrested youth who would otherwise be facing serious system involvement. Of the 1,652 misdemeanor and felony youth arrests in Contra Costa in 2014, approximately 888 would have been eligible for Restorative Community Conferencing (i.e., misdemeanor assault and battery, felony property offenses such as burglary and motor vehicle theft, and violent offenses such as robbery and assault).¹² Referring such eligible cases to an RCC program would allow the city's criminal justice agencies to focus their efforts on the most serious crimes, thus maximizing the use of limited resources while improving public safety. Moreover, by supporting and acknowledging the wisdom of communities to resolve their own harms, this evidence-based, victim-oriented alternative to adjudication and incarceration for Contra Costa's youth will also help to mend strained relationships between community members (particularly those of color) and the systems designed to protect them.

SECTION III: GOALS AND OBJECTIVES

The goals for this proposed project are to (1) reduce the involvement of youth (especially youth of color) in Contra Costa's juvenile justice system; (2) reduce racial and ethnic disparities in Contra Costa's juvenile justice system; (3) reduce youth recidivism in Contra Costa such that youth previously adjudicated delinquent are less likely to be arrested or adjudicated delinquent for an additional offense; (4) increase

¹² State of California Department of Justice Office of the Attorney General. *CJSC Statistics*. Available at <https://oag.ca.gov/crime/cjsc/stats/arrests>.

victim satisfaction; (5) support communities and crime victims in taking ownership over processes to address crime in a way that best meets their needs; (6) ease the pressure placed on courts, correctional facilities, and probation departments – all of which are overburdened by the number of individuals cycling through the criminal justice system each year – by reducing the drain on resources and thereby allowing criminal justice agencies to focus on providing services to those who need them most; (7) transform Contra Costa's response to youthful offending in such a way that recognizes the inherent humanity and value of all young people and supports them in realizing their full potential; and (8) establish RCC as an evidence-based practice for reducing recidivism and the number of youth of color under correctional control while producing positive outcomes for victims and communities such that it may be replicated in other California jurisdictions.

With the intention of reaching these goals, this project will allow Contra Costa to (1) divert up to 225 youth out of the juvenile justice system; (2) divert crimes for which youth of color are most often placed on probation or in juvenile hall; (2) keep nearly 100% of youth who participate in RCC – and who would have been adjudicated delinquent and subsequently incarcerated – with their family, community, and school, leading to a better life course trajectory; (3) save significant County funds as restorative justice costs only \$4,500 per youth compared to the thousands of dollars it costs to process a young person through the judicial system and place them on probation or in juvenile hall (costing a minimum of \$65,000 per year); (4) dramatically improve public safety by decreasing the recidivism rate of youth who participate in RCC by at least 20%.

SECTION IV: PROJECT DESCRIPTION

Restorative Justice

Over the last several decades the United States has amassed the largest prison population in the world alongside a criminal justice system teeming with racial and ethnic disparities.¹³ This reality persists despite falling crime rates and evidence that racial minorities do not commit more crime than White individuals. Crime victims have also expressed disappointment with justice system outcomes as many have found that

¹³ US Department of Justice. (2013). *Smart on crime: Reforming the criminal justice system for the 21st century*. Attorney General Eric Holder's remarks to American Bar Association's Annual Convention in San Francisco, CA. Retrieved from <http://www.justice.gov/sites/default/files/ag/legacy/2013/08/12/smart-on-crime.pdf>

even when convictions are secured, their needs remain unmet.¹⁴ As a result of the current system's many failures, restorative justice has grown in popularity as a viable alternative, capable of reducing recidivism and incarceration, decreasing spending on public safety, increasing community involvement, and improving victim satisfaction.

Our current criminal justice system operates by asking three guiding questions: (1) What law was broken?, (2) Who broke it?, and (3) What punishment is warranted? Restorative justice invites a fundamental shift in the way we think about and address crime. This alternative model asks: (1) Who has been harmed?, (2) What are their needs?, and (3) Whose obligation are they?¹⁵ Thus, restorative justice differs from the adversarial legal process as the latter focuses on the actions of the person who caused harm, while the former prioritizes the people and relationships harmed.

When an offense occurs, legal proceedings can often be intensive and time-consuming for the responsible party, the victim, and family and community members. By contrast, restorative practices encourage constructive responses to wrongdoing by bringing those who have harmed, their victims, and affected communities into processes that repair the harm and rebuild relationships. At its best, through face-to-face dialogue, this approach results in consensus-based plans that meet victim-identified needs in the wake of a crime.

In applications with young people, restorative justice can prevent both contact with the juvenile justice system and school expulsions and suspensions. Several restorative justice models have been shown to reduce recidivism and, when embraced as a larger-scale solution to wrongdoing, can minimize the social and fiscal costs of crime. Introduced in US cities such as Louisville, Kentucky, and Baltimore, Maryland, and in larger international contexts, restorative programs have proven immensely effective. For instance, this approach has rendered youth incarceration nearly obsolete in New Zealand.¹⁶

¹⁴ See, generally, Herman, S. (2010). *Parallel justice for victims of crime*. Washington, DC: National Center for Victims of Crime.

¹⁵ Zehr, H. (2002) *The Little Book of Restorative Justice*. Intercourse, PA: Good Books.

¹⁶ In 1988, New Zealand's government commissioned a report identifying government practices that resulted in institutionalized racism. The report confirmed Māori were over-represented in negative statistics relating to health, education, housing and unemployment, and concluded that this was the result of a "monocultural bias" favoring non-Māori culture. In response, New Zealand passed the Children, Young Persons, and Their Families Act of 1989, transforming the nation's juvenile justice system, which now relies entirely on Family Group Conferencing (FGC) to address youthful offending. FGC is a form of restorative justice whereby a young person who has offended meets with his/her family, victims, and others to talk about how they will help the young person make things right and learn from his/her mistakes. New Zealand has found that FGCs reduce recidivism, increase victim satisfaction, and promote a sense of responsibility in those who have harmed.

Restorative Community Conferencing (RCC)

The principles of restorative justice have led to the creation of a number of programs designed to address and resolve conflicts in different contexts, including crime. While restorative justice takes a number of forms, perhaps the most prominent is the Restorative Community Conferencing (RCC) approach, which, according to a 2007 international meta-analysis, is effective at reducing recidivism, among other significant benefits.¹⁷ Modeled after the New Zealand Family Group Conferencing (FGC) model, RCCs involve an organized, facilitated dialogue in which young people, with the support of family, community, and law enforcement, meet with their crime victims to create a plan to repair the harm done. It is most effective with serious crimes in which there is an identifiable victim, such as in the case of robbery, burglary, car theft, assault/battery, arson, and teen relationship violence.

There is power in the simplicity of the RCC process. When police apprehend a young person for committing a crime, rather than sending the case through traditional juvenile justice processes, the referring agency (police, probation, or district attorney) contacts a nonprofit organization trained in the RCC approach. The organization reviews the file and, if it accepts the case, the referring agency places the case in a holding pattern, neither dropping nor charging it. Next, the organization's RCC coordinator sends out letters and program brochures to the accused youth and his/her parents. The letters are followed by a phone call and a home visit to answer questions and encourage participation in the program. If the young person accepts responsibility and agrees to participate, letters and brochures are sent to the victim, again followed by phone calls and visits. No fewer than two meetings are held with both parties to determine amenability and safety and to allow youth and their victims to independently assess the harms, needs, and obligations resulting from the crime.

By agreement with the district attorney, all communications in RCC, in preparation for the RCC, and in the completion stage are confidential and cannot be used against the youth. This encourages complete honesty about the crime and its causes and effects. It also encourages the participation of some victims who would like to hold youth accountable but are unwilling to engage directly with legal systems.

Within a few weeks following preliminary meetings, the RCC takes place at a neutral location, such as the nonprofit organization's office. Through the conference, the

¹⁷ Sherman, L., & Strang, H. (2007). *Restorative justice: The evidence*. Retrieved from http://www.iirp.edu/pdf/RJ_full_report.pdf

young person, his/her victim¹⁸, supporters of both, and community members come together to discuss the crime and its causes and effects. In each RCC, all parties engage in self-reflection, firm yet supportive accountability, and apologies, all culminating in a commitment to help a young person overcome obstacles and mend social ties. During the RCC, participants produce a consensus-based plan for the young person to repair the harm done. Such a plan typically includes four objectives: to “do right” by one’s victim, family, community, and self. If the RCC participants are unable to come to agreement on the plan or the youth fails to complete the plan, the case is returned to the referring agency (e.g., police, probation, or the court).

The RCC coordinator monitors the plan during the completion stage. An agreements/case manager may also verify and assist with plan completion and coordinate services needed beyond the scope of the RCC. The program director receives the cases from the district attorney or other referring agency and provides monthly status reports to them. The plan is generally completed within three to six months, at which point the case is closed without charges ever being filed.

Evidence Base for Restorative Justice

An analysis of available data gathered since 2012 reveals that of the young people who completed Alameda County’s RCC program (which has been in operation for over seven years), 26.5% were rearrested compared with 45% of a matched sample of youth whose cases were processed through the juvenile justice system. Notably, only 11.8% of the RCC youth were subsequently adjudicated delinquent compared to 31.4% of the matched sample. Along with lower rates of re-offending, RCC offers governments the potential for significant cost savings. While the average young person arrested in Alameda costs the County \$23,000 in related probation costs per year, Alameda’s RCC program carries a lower marginal cost of approximately \$4,500 per case. In addition to reducing recidivism rates and fiscal costs, victim satisfaction for the program has remained over 98%. Moreover, roughly 50% of Alameda County’s RCC participants have been African American and 30% have been Latino. This is consistent with the program’s explicit goal of reducing racial and ethnic disparities in the County. Finally, with the program prioritizing serious offenses, 61% of the conferences have involved felony charges.

Other available research conducted both within the United States and internationally has found restorative justice is effective at reducing recidivism rates while

¹⁸ Occasionally, if the victim declines to participate directly, he or she may choose a surrogate victim.

improving victim satisfaction compared with traditional, adversarial court processes. For instance, the largest randomized experiment to date evaluating the effectiveness of restorative justice on recidivism rates in the wake of violent crimes was conducted in Australia's Canberra RISE project. The assessment determined that, over the course of four years, the frequency of arrests among individuals under the age of 30 who were assigned to restorative justice was 84% lower than the control group.¹⁹ In another study, a systematic review of programs in the United States, Australia, and the United Kingdom found restorative models decrease the risk of reoffending, especially for violent crimes.²⁰ The researchers found restorative processes also benefit victims in a number of ways, including reducing post-traumatic stress symptoms, increasing satisfaction with the resolution of their case, and lessening the desire for violent revenge. Finally, the review determined that restorative justice was more economical than conventional justice systems as it not only prevents crime but also costs less to administer.²¹

Social Innovation Financing Program: RCC in Contra Costa

Through this Social Innovation Financing project, Impact Justice will work with Contra Costa to establish a RCC juvenile diversion program that will operate as a post-arrest, pre-charge model. This approach allows for the individual accused of a crime and the respective victims and community members to reap the benefits of the restorative process without having to suffer the debilitating and direct collateral consequences associated with judicial system involvement. Moreover, a pre-charge restorative program allows the County to keep costs as low as possible by avoiding the use of court time and resources. Contra Costa anticipates that the RCC program will serve up to 100 young people per year (starting with at least 50 youth in the first year, 75 in the second year, and 100 in the third year) and will reduce youth recidivism rates by a minimum of 20%.

The Richmond Police Department and Contra Costa District Attorney's Office will act as referring agencies, having the option to refer juvenile cases to RCC. The Contra

¹⁹ Sherman, L.W. & Strang, H. (2007) *Restorative Justice: The Evidence*. The Smith Institute, 68.

²⁰ Strang, H., Sherman, L., W., Mayo-Wilson, E., Woods, D., & Ariel, B. (2013). Restorative justice conferencing (RJC) using face-to-face meetings of offenders and victims: Effects on offender recidivism and victim satisfaction. A systematic review. *Campbell Systematic Review*, 9(12), 1–59. See also Sherman, L., & Strang, H. (2007). *Restorative justice: The evidence*. Retrieved from http://www.iirp.edu/pdf/RJ_full_report.pdf

²¹ Ibid.

Costa Probation Department also plans to begin referring cases to RCC once their staff has the capacity to do so. Having three sources for case referrals will allow for a larger number of youth to be diverted to RCC since the decision to divert will not rest with a sole entity. Eligibility for enrollment in Contra Costa's RCC program will be open to youth who have been arrested for high-level misdemeanors and low-level felonies in which there is an identifiable victim (e.g., assault/battery, robbery, arson, car theft, teen dating violence, and burglary) and the responsible youth would otherwise be exposed to significant contact with the juvenile justice system.

The program will be housed at the RYSE Youth Center ("RYSE") in Richmond. RYSE provides programming in the areas of community health; education and career; media, arts, and culture; youth leadership; and youth justice. RYSE was born out of a youth organizing movement initiated in 2000 in response to a string of homicides amongst young people near Richmond High School that galvanized students to take action to address the violence and lack of safety at school and in the community. Students organized vigils and community forums with over 1,500 youth and community members and met and worked with local officials and stakeholders on a comprehensive assessment of youth-identified priorities and solutions. These efforts culminated in creation of the RYSE Youth Center, which opened its doors on October 18, 2008. Since then, RYSE has established itself as an invaluable resource for young people and has earned the support and trust of the community. The organization has partnered with other community groups, Supervisor John Gioia's office, the West Contra Costa Unified School District, and other local government agencies. RYSE's staff is skilled in working with youth; implementing restorative justice practices; has a deep understanding of the intersectionality between race, class, and sexuality; and represents the community in which the center is located. Moreover, the organization already has a memorandum of understanding with the Contra Costa County Probation Department and the Richmond Police Department to divert "low- to moderate-risk" young people charged with various offenses to RYSE's diversion program (this program does not currently use the RCC model and does not divert more serious offenses). RYSE's history, expertise with handling juvenile diversion cases, and connection with the community makes it uniquely situated to oversee Contra Costa's proposed RCC program. If the County is selected for this Social Innovation Financing project, RYSE will hire at least two new staff members to facilitate RCCs full-time.

A number of RYSE's staff have already begun to receive training in restorative justice from Impact Justice's Restorative Justice Project and will participate in Impact Justice's RCC training in the coming months. As this proposed project's lead, Impact Justice is prepared to continue providing RYSE, as well as systems partners, with the training and technical assistance needed to implement a RCC diversion program. Impact Justice, a national innovation and research center, has been working with local, state, and national government and community partners to reduce our nation's over-reliance on incarceration and address related racial and ethnic disparities. Impact Justice's Restorative Justice Project leads the nation's efforts to institutionalize restorative justice alternatives to juvenile and adult incarceration and zero-tolerance school discipline policies across the United States. The Restorative Justice Project successfully implemented the restorative juvenile diversion program in Alameda County that currently keeps up to 100 youth out of the juvenile justice system each year. The Restorative Justice Project has also assisted San Francisco, Long Beach, and San Diego in replicating this model. As this proposed project's lead, the Restorative Justice Project is more than prepared to provide the technical assistance and training necessary to support Contra Costa in implementing a pre-charge, RCC diversion program.

Furthermore, the Restorative Justice Project has already begun to gauge community interest in this model. For instance, in 2015 the Restorative Justice Project met with a number of Contra Costa community members including representatives from RYSE, Urban Strategies Council, Further The Work, and Catholic Charities to discuss the possibility of establishing a restorative diversion program in Richmond. The meeting participants were not only open to such an approach but were also excited to explore how they could get involved. The continued support and wisdom of these community members will help improve the level of community-based services available to young people during their plan completion phase.

SECTION V: CONTRACTUAL ARRANGEMENTS

All of the necessary community, criminal justice system, and third-party partners have indicated their support for and willingness to participate in a pre-charge, Restorative Community Conferencing juvenile diversion program for Contra Costa. For instance, as indicated in their attached letter of commitment, the proposed service provider, the RYSE Youth Center, has agreed to take on the role of operating the

Restorative Community Conferencing program. To this end, RYSE will hire additional staff members to act as the full-time RCC facilitators for this program. These facilitators will receive youth cases referred from the Richmond Police Department, Contra Costa Probation Department, and District Attorney's Office. Once the facilitators receive a case, they will meet individually with the young person who caused the harm, his or her family and supporters, the victim(s), and the victim's supporters in order to prepare all participants for the RCC. The facilitators will then arrange and mediate the conference and oversee the youth's completion of the agreed upon reparative plan. These RYSE facilitators will also keep the referring agency (i.e., police, probation, or the district attorney's office) abreast of the young person's progress and notify them once he or she completes the plan. The Richmond Police Department, Contra Costa Probation Department, and Contra Costa District Attorney's Office have all submitted letters of commitment indicating their enthusiasm to participate in this project.

While RYSE is conducting the RCCs, the City University of New York's Institute for State and Local Governance (ISLG), the proposed project's evaluator, will collect data from RYSE and systems partners (i.e., the Richmond Police Department, probation, and the district attorney's office) over the course of the project's five-year term to evaluate the effectiveness of the program. Specifically, the ISLG will compare outcomes for youth who participated in RCC to a matched sample of youth whose cases were processed through the regular juvenile justice system. The ISLG has expressed a willingness to complete this evaluation as indicated in its letter of commitment.

The identified consortium of investors (the Irvine Foundation, Nonprofit Finance Fund, California Organized Investment Network, and California Endowment) have also indicated they are prepared to consider investing in this proposed project provided Contra Costa is selected as a BSCC Social Innovation Financing grant recipient. Such an investment will fund this project's implementation and evaluation and will be repaid at the end of the project's term provided the RCC program is successful (that is, provided the program successfully achieves a 20% lower recidivism rate for youth who complete the RCC process). In addition to this group of investors, Impact Justice has been in communication with the Open Philanthropy Project, Langeloth Foundation, and Laura and John Arnold Foundation about investing in this program. Impact Justice is looking forward to continuing conversations and securing agreements with some or all of these investors if Contra Costa is chosen as a BSCC grantee.

As the proposed project's lead, Impact Justice will train relevant RYSE staff in RCC and provide ongoing, bi-monthly (twice a month) technical assistance and support to the organization. Impact Justice will also train systems partners in diverting youth cases to RCC, work with the district attorney to develop a Memorandum Of Understanding protecting the confidentiality of communications made during the RCC process, and support each referring agency in gradually expanding the number and types of cases they divert to RCC. Furthermore, Impact Justice will convene biannual meetings with RYSE and representatives from the Richmond Police Department, Contra Costa Probation Department, and Contra Costa District Attorney's Office to discuss the program's progress, address concerns, build inter-agency relationships, and attend to any other issues as they may arise.

Securing the Board of Supervisor's Support For This Proposal

As previously stated, all of the necessary community, systems, and third-party partners have indicated their support for and willingness to participate in this project. Nonetheless, as a result of a Contra Costa County policy requiring the Board of Supervisors to secure a majority vote prior to formally endorsing a grant proposal, Impact Justice was unable to secure the Chair of the Board of Supervisors' signature in time for the February 1, 2016 due date. Nonetheless, Impact Justice has met with two of the five Board members: District I Supervisor John Gioia whom has expressed excitement for the implementation of a pre-charge, Restorative Community Conferencing juvenile diversion program in the County and District II Supervisor, and Board Chair, Candace Andersen. Impact Justice hopes to work with Supervisor Andersen and Supervisor Gioia's staff to address the full Board of Supervisors at an upcoming, Board meeting and secure the requisite number of votes in favor of this project as soon as possible.

SECTION VII: EVALUATION

The City University of New York's Institute for State and Local Governance (ISLG) will act as the evaluator for this proposed project (as indicated in their attached letter of commitment). The ISLG assists current and future leaders in government and non-government organizations, nationally and internationally, by offering research, technical assistance, and executive development to help achieve improvements in the structure, financing, delivery, measurement, and evaluation of critical public services. The organization's staff is particularly skilled in collecting and analyzing data, designing

and implementing impact evaluations, developing and using performance indicators, building rigorous evaluations into plans for new programs, and completing both process and outcome studies. Among its many areas of focus, the ISLG is experienced in working with criminal justice systems. For instance, the Institute's current projects include the MacArthur Foundation's Safety and Justice Challenge, the Criminal Justice Investment Initiative, the NYC Task Force on Behavioral Health and the Criminal Justice System, and feasibility assessments of Pay for Success projects for juvenile justice interventions.

During this proposed project's pre-implementation phase (or "ramp-up" period), the ISLG will work with RYSE, the Richmond Police Department, Contra Costa Probation Department, and Contra Costa District Attorney's Office to develop mechanisms through which the ISLG will collect data from each agency. Once the program begins, the ISLG will identify a control group using "propensity score matching." To that end, the ISLG will match each of the youth who participates in the RCC diversion program with a youth who is adjudicated through the regular court process. Each pair will be matched by gender, race, birth date, offense, zip code, and number of prior offenses. Data on new offenses, petitions filed and sustained, and dispositions for all youth in the two cohorts will be compared as part of the analysis. This will enable the ISLG to compare young people who enroll in RCC with very similar youth who were processed through the juvenile justice system to understand their different trajectories. The primary question in the comparison of the RCC youth with those who are processed through the court system will be whether the RCC youth commit fewer, more, or the same number of new offenses as those who were court adjudicated. After collecting data on RCC youth and court adjudicated youth during the first three years of the proposed project, the ISLG will use the remaining two years to continue tracking the young people in both cohorts. If by the end of the five-year project term, the ISLG determines that the RCC youth have demonstrated a recidivism rate at least 20% lower than the court adjudicated youth, the ISLG will declare Contra Costa's RCC juvenile diversion program to be a success.

As an independent evaluator with no proprietary, monetary, or other personal interest in the success or failure of this project, the ISLG will be impartial in evaluating this proposed program and determining whether the performance target has been achieved. In order to further safeguard the objectivity of its evaluation, the ISLG will not share collected data or program participants' identifying information with Impact Justice,

the service provider, or any systems partners. In fact, the ISLG will primarily communicate with Impact Justice, the service provider, and systems partners in order to discuss ways in which to improve the ISLG's data collection methods. Moreover, the ISLG will maintain its own secure database and will not allow any third parties access to its contents. Finally, the ISLG will be compensated for its services on a regular basis and such payments will not be contingent upon the ISLG producing a positive evaluation of Contra Costa's RCC diversion program.

SECTION VII (a): BUDGET NARRATIVE

Counties typically spend thousands of dollars each year to keep a youth on probation or in juvenile hall. For instance, Alameda County spends an average of \$23,000 annually on related probation costs per young person. This estimate does not include other expenses incurred such as the costs associated with the public defender and district attorney's offices as well as court and police resources post-arrest. In contrast, Restorative Community Conferencing programs carry a lower marginal cost of approximately \$4,500 per case. Moreover, with their significantly lower recidivism rates, RCCs save counties additional money by reducing the likelihood that a youth who participates in the program will commit future offenses. Furthermore, RCC participation helps to alleviate symptoms of post-traumatic stress associated with victimization, thereby allowing victims to return to work and other day-to-day responsibilities faster than if their case was processed through the current criminal justice system.

The total cost for this proposed project will be \$2,539,633. The County will match 100% of the requested grant funds by committing \$1,270,198 in both cash and in-kind contributions. Impact Justice will work closely with the County to raise the capital necessary to fund this match (See the Professional Services Narrative under Section VII(b)3). Investors will pay for all programmatic costs excluding the 10% indirect costs and in-kind matches, and will be paid back in full with a 2% return on their investment upon the successful completion of the project.

SECTION VII (b): PROPOSED BUDGET

BUDGET TABLES: The following does not count toward the total of 20 pages allowed for narrative. Complete the following tables, **using whole numbers**, for the grant funds being requested for the grant period (May 1, 2016 to October 31, 2019).

Applicants must provide a minimum **100 percent (100%) match**; of the grant funds requested. Matching funds may be met through cash, in-kind, or a combination of both.

All funds shall be used consistent with the requirements of the BSCC Grant Administration and Audit Guide, July 2012 (<http://www.bscc.ca.gov/resources>).

| BSCC FUNDING |
|---|
| Total Amount of Grant Funding Requested From BSCC: \$1,269,166 <ul style="list-style-type: none">Amount of BSCC Grant Funds To Be Allocated For Operational Costs (cannot exceed more that 10% of grant funds requested): \$120,000Amount BSCC Grant Funds To Be Allocated For Repayment To Investors: \$1,149,166 |

| CASH MATCH |
|---|
| Source(s) : Contra Costa County (Pending County approval) |
| Total Amount of Cash Match: \$897,968 <ul style="list-style-type: none">Cash Match To Be Allocated For Operational Costs: \$0Cash Match To Be Used For Repayment To Investors: \$897,968* *Includes 2% ROI for Investors |

| IN-KIND MATCH |
|---|
| Source(s): Contra Costa County (Pending County approval) |
| Total Amount of In-Kind Match: \$372,500 <ul style="list-style-type: none">In-Kind Cash Match To Be Allocated For Operational Costs: \$0In-Kind Cash Match To Be Allocated For Repayment To Investors: \$0 |

| INVESTOR FUNDING |
|---|
| Source(s) and amounts: Identified investor pool and other potential investors |
| Total Amount Requested from Investors: \$2,006,993* |
| *Will receive \$2,047,133 in return (2% ROI) |

Use the information above to complete the table on the following page.
Please verify the accuracy of the total funds requested and total match amounts
because columns and rows do not auto-calculate.

**OPERATIONAL COSTS OF PFS GRANT PROGRAM FOR THE
THREE-YEAR PROJECT PERIOD**

While recognizing agencies may use different line items in the budget process, the line items below represent how the BSCC will require grantees to report expenditures. Match funds may be expended in any line item, and must be identified as to their respective dollar amounts and source of the match. The 'Other' category funds should be budgeted for travel purposes for one mandatory grantee briefing meeting (*to be held in Sacramento, date TBA*) as well as other proposed travel. Applicants projecting to utilize grant funds for Indirect Costs may not use more than 10 percent of the state grant funds for this line item.

| PROPOSED BUDGET LINE ITEMS | INVESTOR FUNDS | CASH MATCH | IN-KIND MATCH | GRANT FUNDS Administrative Purposes (10%) | TOTAL |
|--|---------------------------|-----------------------|--------------------------|---|--------------------|
| 1. Salaries and Benefits | \$0 | \$0 | \$200,000 | \$0 | \$200,000 |
| 2. Services and Supplies | \$0 | \$0 | \$0 | \$0 | \$0 |
| 3. Professional Services | \$692,493 | \$225,753 | \$0 | \$466,741 | \$692,493 |
| 4. Community-Based Organization (CBO) | \$1,012,500 | \$330,075 | \$0 | \$682,425 | \$1,012,500 |
| 5. Indirect Costs | \$0 | \$0 | \$0 | \$120,000 | \$120,000 |
| 6. Fixed | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7. Data Collection | \$0 | \$0 | \$172,500 | \$0 | \$172,500 |
| 8. Program Evaluation | \$300,000 | \$300,000 | \$0 | \$0 | \$300,000 |
| 10. Other (eg. travel) | \$2,000 | \$42,140 | \$0 | \$0 | \$42,140 |
| TOTAL | \$2,006,993 | \$897,698 | \$372,500 | \$1,269,166 | \$2,539,633 |

The proposal must provide sufficient detail in each category below (subsections 1 - 9) regarding how state grant and match funds will be expended to implement and operate the proposed project as identified in the Budget Table (above). The proposal must provide justification that the amount of funding supporting the project is reasonable and appropriate given the proposed project's design and scope, and describe other funding streams that may be used to support the proposed project.

1. SALARIES AND BENEFITS (e.g., number of staff, classification/title, salary and benefits)

Investor Funds: \$ 0

Requested Grant Funds: \$0

Matching Funds: \$ 200,000

Narrative: Under this proposal, Contra Costa County will supply an in-kind match contribution in the form of \$200,000 of county employees' time over the course of the

project term. Specifically, the County will work to authorize the equivalent of \$20,000 each year from both the Contra Costa District Attorney's office and Richmond Police Department to provide a 20% FTE to coordinate and manage this project. This in-kind match will allow the County to reduce their cash match while providing essential personnel for the completion of this project.

2. SERVICES AND SUPPLIES (e.g., office supplies and training costs)

Investor Funds: \$ 0

Requested Grant Funds: \$ 0

Matching Funds: \$ 0

Narrative: This proposal does not allocate any funds for services or supplies.

3. PROFESSIONAL SERVICES: (e.g., consultative services - include name of consultants or providers)

Investor Funds: \$ 692,493

Requested Grant Funds: \$ 466,741

Matching Funds: \$225,753

Narrative: Impact Justice will provide a variety of professional services for this proposed project. These services fall into three main categories:

- a) **Project lead:** As the project lead, Impact Justice staff will help to manage and organize the activities of the involved systems and community partners to ensure project tasks and activities progress in a coordinated, timely, and efficient fashion.
- b) **Restorative Justice and Restorative Community Conferencing (RCC)**
Expert: Impact Justice's Restorative Justice Project has unique expertise in the use and implementation of restorative justice and the Restorative Community Conferencing model, which will be fundamental to this project. Impact Justice will provide training, technical assistance, and on-going support to the program service provider (RYSE) and county staff to ensure the successful implementation of the project.
- c) **Investor Capital Consultant:** Impact Justice has a strong track record of raising investor capital for projects similar to this proposal. Impact Justice staff will consult with Contra Costa County to assist in attracting the required capital to fund the County's required match.

This budget includes funding for five Impact Justice personnel to assist with the project implementation over the course of the project term. The Proposed Budget Attachment

shows a breakdown of Impact Justice staff salaries and FTE allocations for this proposal. The detailed budget shows the percent full-time equivalent various IJ staff will be expected to work on this project, based on a 2,080-hour year. Hourly rates are based on standard consulting rates with a 3% per year inflation escalator. It is expected that Impact Justice staff will spend a significant amount of time during the first year to launch the project and will taper off as the project gets underway, begins to become self-sustaining, and other project parties take on larger roles.

4. COMMUNITY-BASED ORGANIZATION CONTRACTS (e.g., detail of services - provide name of CBO)

Investor Funds: \$ 1,012,500

Requested Grant Funds: \$ 682,425

Matching Funds: \$330,075

Narrative: The community-based organization, RYSE, will be responsible for implementing and managing the day-to-day operations of the RCC program. RYSE has provided a cost estimate of \$4,500 per youth for this program. The proposed budget expects an escalation of clients each year for the first three years, going from 50 in the first year, to 75 in the second year, and 100 in the third year. This proposal does not allocate any funds for RYSE in the 4th and 5th years. The expectation is that those years will be focused on program evaluation and the cost savings and success of this project will be sufficiently evident by then that the county or other government entity will take over funding for the RCC program to continue operating.

5. INDIRECT COSTS: Indicate percentage and methodology for calculation. In the “Grant Funds” column of the previous table, this total may not exceed 10% of the total funds requested. In the “Match Funds” column of the previous table, agencies may expend up to their Indirect Cost Rate (over and above 10%) for match funds supported by state or local dollars.

Investor Funds: \$ 0

Requested Grant Funds: \$ 120,000

Matching Funds: \$ 0

Narrative: Approximately 9.4% of grant funds are allocated for administrative indirect costs, which are expected to be highest in the first year as the project ramps up to full capacity and will be much lower in the remaining 4 years. These funds will be used exclusively for administrative costs associated with implementing and managing this project. Although there is no direct match of these funds from the County, this proposal

allocates other costs to the County to make up for the difference such that the County ultimately matches slightly more than 100% of the grant funds.

6. FIXED ASSETS / EQUIPMENT (e.g., computers, other office equipment necessary to perform project activities)

Investor Funds: \$ 0

Requested Grant Funds: \$ 0

Matching Funds: \$ 0

Narrative: This proposal does not call for the use of any fixed assets or equipment.

7. DATA COLLECTION (e.g., programming services, data analysis)

Investor Funds: \$ 0

Requested Grant Funds: \$ 0

Matching Funds: \$ 172,500

Narrative: This proposal allocates \$172,500 over the 5 years of the project for data collection. The proposed budget assumes that Contra Costa will provide a mid-to-senior-level data / IT expert to collect and compile data for the program evaluator. As this employee would likely be a county employee, this budget item is considered an in-kind match and is thus not included in investor funds.

8. PROGRAM EVALUATION (e.g., evaluator, materials)

Investor Funds: \$ 300,000

Requested Grant Funds: \$ 0

Matching Funds: \$ 300,000

Narrative: The City University of New York's Institute for State and Local Governance has signed a letter of support agreeing to the proposed budget and committing to working on the evaluation of this program. We have allocated \$75,000 in the first two years for project ramp-up and \$50,000 each year thereafter.

9. OTHER (e.g., travel expenses)

Investor Funds: \$ 2,000

Requested Grant Funds: \$ 0

Matching Funds: \$ 42,140

Narrative: Our budget allocates \$2,000 for travel, assuming 14 trips of approximately 50 miles each (round trip) per year. Assuming the Federal reimbursement rate of \$0.57 per

mile, this works out to about \$400/year for travel. In addition, the 2% return rate for investors is included in the county's matching funds.

SECTION VIII: ADMINISTRATIVE WORKPLAN AND TIMELINE

Provide an administrative plan with timeline for the major activities to be accomplished or obstacles to be cleared in order to achieve the five-year funded project (e.g., recruiting, selecting staff and/or contracting with an expert consultant or provider, analyzing data, conducting training sessions, development of project evaluation, determining sustainability plan/funding, etc.). Detail critical implementation activities occurring in Year 1 of the project. The following table is not included in the 20 page narrative limit.

| Activity | Timeframe |
|---|------------------------------|
| Pre-implementation / “Ramp-up” Period | |
| Finalize contracts with the investor(s) and evaluator (the CUNY Institute for State and Local Governance (ISLG)) | May 2016 – June 2016 |
| | |
| RYSE will hire at least two new staff members who will be the full-time, designated RCC facilitators for this project | May 2016 – June 2016 |
| | |
| Impact Justice will train RYSE’s new staff members in restorative justice and Restorative Community Conferencing | July 2016 |
| | |
| Impact Justice will meet with the Contra Costa District Attorney to establish a Memorandum of Understanding providing that no statements made in preparation for or during the RCC process can be used against participants in future court proceedings | July 2016 |
| | |
| The ISLG will meet individually with the Contra Costa Probation Department, District Attorney’s Office, Richmond Police Department, and RYSE to develop a plan for collecting data from each entity | July 2016 – September 2016 |
| | |
| Impact Justice will meet individually with the Contra Costa Probation Department, District Attorney’s Office, and Richmond Police Department to identify the types of youth cases each agency will divert to RCC | August 2016 |
| | |
| Impact Justice will meet individually with the Contra Costa Probation Department, District Attorney’s Office, and Richmond Police Department to train relevant staff in diverting youth cases to RCC | August 2016 – September 2016 |
| | |
| Project Implementation Period | |
| The Contra Costa Probation Department, District Attorney’s Office, and Richmond Police Department will all begin diverting the agreed upon youth cases to RYSE’s RCC program (collectively sending a minimum of 50 cases by September 2017) | October 2016 |

| | |
|---|-----------------------------|
| The ISLG will begin collecting data on RYSE's RCC program participants and on a matched sample of youth whose cases are not diverted to RCC | October 2016 – October 2019 |
| Impact Justice will conduct bi-monthly check-in calls / meetings (twice a month) with relevant RYSE staff to discuss the program's progress, troubleshoot issues as they arise, and provide additional technical support as needed | October 2016 – October 2019 |
| All community and systems partners (i.e., RYSE, the ISLG, Impact Justice, and representatives from the probation department, district attorney's office, and Richmond police department) will meet to discuss the RCC program, issues that have arisen, and opportunities to expand the number and/or types of cases diverted to RYSE's RCC program | April 2017 |
| The Contra Costa Probation Department, District Attorney's Office, and Richmond Police Department will expand the number of youth cases diverted to RYSE's RCC program (collectively sending a minimum of 75 cases by September 2018) | October 2017 |
| All community and systems partners will meet to discuss the RCC program, issues that have arisen, and opportunities to expand the number and/or types of cases diverted to RYSE's RCC program | October 2017 |
| All community and systems partners will meet to discuss the RCC program, issues that have arisen, and opportunities to expand the number and/or types of cases diverted to RYSE's RCC program | April 2018 |
| The Contra Costa Probation Department, District Attorney's Office, and Richmond Police Department will expand the number of youth cases diverted to RYSE's RCC program (collectively sending a minimum of 100 cases by September 2019) | October 2018 |
| All community and systems partners will meet to discuss the RCC program, issues that have arisen, and opportunities to expand the number and/or types of cases diverted to RYSE's RCC program | October 2018 |
| All community and systems partners will meet to discuss the RCC program, issues that have arisen, and opportunities to expand the number and/or types of cases diverted to RYSE's RCC program | April 2019 |

| | |
|--|-------------------------------|
| | |
| The evaluator (the ISLG) will stop collecting data on new youth cases sent to RYSE's RCC program and will, instead, continue to track the recidivism rates for the cohort of youth who participated in RCC (from October 2016 through September 2019) and the matched sample of youth whose cases were processed through the regular juvenile justice system during the same time period | October 2019 – September 2021 |
| | |
| The ISLG will finalize the evaluation of RYSE's RCC program and will determine if the program achieved the agreed upon reduction in recidivism (at least 20%) for the youth who participated in the program | October 2021 |



January 29, 2016

Board of State and Community Corrections
Corrections Planning and Programs Division
2590 Ventura Oaks Way, Suite 200
Sacramento, CA 95833
Attn: Colleen Stoner, Field Representative

To Whom It May Concern:

My name is Stephanie Medley and I am the Youth Justice Director at the RYSE Youth Center in Richmond, California. I am writing to express our organization's eagerness to establish a Restorative Community Conferencing program in Contra Costa under the BSCC's Social Innovation Financing program. RYSE is a "by-youth, for-youth" center offering a range of activities, programs, and classes for young people including media arts, health education, employment and educational support, and youth justice services. RYSE is a collaborative project of youth, community groups, Board of Supervisor John Gioia's office, the City of Richmond, the West Contra Costa Unified School District, and other government agencies. In the youth justice context, RYSE offers programming that strengthens young people's ability to successfully navigate the Juvenile Justice System and supports them in being advocates for change. RYSE's Youth Justice Department currently has an MOU with the Richmond Police Department and Contra Costa Probation Department to divert low-level juvenile cases to our organization's 8-week program focused on positive ways to cope with stress, non-defensive communication, and education and career support. If Contra Costa is selected as a Social Innovation Financing Program grant recipient, we will be able to serve a greater number of the county's youth through an innovative RCC program.

A number of our staff have already participated in Impact Justice's restorative justice training and is preparing to participate in their Restorative Community Conferencing training in the coming months. It is with great hope for our county's youth that we ask the BSCC to select Contra Costa for this pay for success grant project.

Sincerely,

Stephanie Medley
Youth Justice Director at the RYSE Youth Center

Probation Department
Administrative Offices

50 Douglas Drive, Suite 201
Martinez, California 94553-8500
(925) 313-4180
FAX (925) 313-4191

Contra
Costa
County



Philip F. Kader
County Probation Officer

Board of State and Community Corrections
Corrections Planning and Programs Division
2590 Ventura Oaks Way, Suite 200
Sacramento, CA 95833
Attn: Colleen Stoner, Field Representative

January 13, 2016

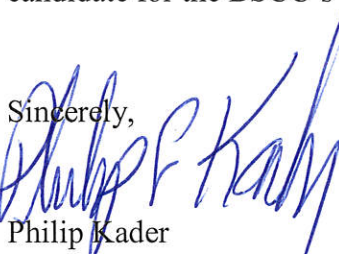
To Whom It May Concern:

As Contra Costa County's Chief Probation Officer, I am writing to express my support for the successful implementation of a restorative juvenile diversion program in our County. The mission of our office is to improve public safety by providing evidence-based prevention, investigation, and supervision services. I believe Restorative Community Conferencing (RCC) is consistent with this mission as it is an evidence-based model effective at reducing recidivism, thereby increasing public safety while preventing "at-risk" youth from becoming ensnared in the school-to-prison pipeline.

I am also excited by the prospect of the RYSE Youth Center implementing a pre-charge, RCC diversion program as Contra Costa's Social Innovation Financing project. Our department has partnered with RYSE in other juvenile diversion contexts and has been very impressed by their expertise and proficiency in serving young people. Moreover, I am familiar with Impact Justice's work and believe in their ability to provide the training and technical assistance necessary for our county to turn this project into a successful pay for success program.

In light of the dedication and expertise of our community and systems partners, I am confident Restorative Community Conferencing in Contra Costa will be a successful program. I believe they are an excellent candidate for the BSCC's Social Innovation Financing Program.

Sincerely,


Philip Kader
Chief Probation Officer
Contra Costa County



OFFICE OF THE DISTRICT ATTORNEY
CONTRA COSTA COUNTY

Mark A. Peterson
DISTRICT ATTORNEY

January 22, 2016

Board of State and Community Corrections
Corrections Planning and Programs Division
2590 Ventura Oaks Way, Suite 200
Sacramento, CA 95833
Attn: Colleen Stoner, Field Representative

To Whom It May Concern:

As the District Attorney for Contra Costa County, I am writing to express my support for and willingness to participate in the BSCC's Social Innovation Financing program to establish a pre-charge, restorative juvenile diversion program in our jurisdiction in collaboration with Impact Justice, RYSE, and the Richmond Police Department. Our office is committed to seeking justice, enhancing public safety, and working to prevent crime.

We believe Restorative Community Conferencing is capable of forwarding these goals by attending to crime victim's needs, holding youth accountable for harms they cause, and reducing the likelihood that those young people will commit future offenses. We have a growing interest in utilizing this type of approach, greatly anticipate expanding its use in our communities, and see this Social Innovation Financing program as an excellent pilot project.

In addition to being supportive of the RCC model, we also have faith in the ability of the community-based organization (RYSE) to run this proposed program as they have experience working with youth and implementing juvenile diversion programs.

We hope you will strongly consider selecting Contra Costa County as one of the Social Innovation Financing Program grant recipients as our community could benefit greatly from this recidivism reduction model. If you have any questions, please feel free to contact me at (925)-957-2218.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mark Peterson", is written over the word "Sincerely,".

Mark Peterson
Contra Costa County District Attorney

OFFICE OF THE CHIEF OF POLICE

City of
Richmond

January 19, 2016

Board of State and Community Corrections
Corrections Planning and Programs Division
2590 Ventura Oaks Way, Suite 200
Sacramento, CA 95833
Attn: Colleen Stoner, Field Representative

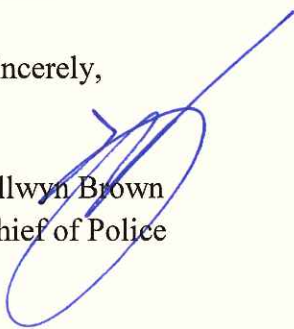
To Whom It May Concern:

As interim Chief of Police for the city of Richmond, I would like to express my excitement for and willingness to participate in a Contra Costa Restorative Community Conferencing juvenile diversion program as one of the BSCC's Social Innovation Financing projects. Richmond has struggled for decades with crime and other problems typical of many urban areas. Although much of the violence in our city is concentrated in relatively small areas, its impact is felt city-wide, leaving residents in every neighborhood desiring a safer community. I believe restorative justice offers an opportunity for us to address some of those concerns by utilizing proven methods to reduce youth crime while centralizing victims' needs.

In addition to believing in the RCC model, our department has had a positive and lasting relationship with the RYSE Youth Center, which is slated to run the county's RCC program. Our former Chief of Police, Christopher Magnus, worked closely with RYSE to develop a juvenile diversion program for lower-level offenses. This program has since flourished under RYSE's leadership. We are confident an RCC diversion program for more serious crimes will be equally as successful, if not more so. We also welcome the assistance of this proposed project's intermediary, Impact Justice, which has years of experience partnering with community-based organizations and systems partners to replicate RCC juvenile diversion programs.

We hope you will select Contra Costa as one of your Social Innovation Financing Program grant recipients as our community could greatly benefit from an RCC approach to addressing youth crime.

Sincerely,


Allwyn Brown
Chief of Police



CUNY INSTITUTE FOR STATE & LOCAL GOVERNANCE

Michael Jacobson
CUNY Institute for State and Local Governance
10 East 34th St., 5th Floor
New York, NY 10016

January 27, 2016

Board of State and Community Corrections
Corrections Planning and Programs Division
2590 Ventura Oaks Way, Suite 200
Sacramento, CA 95833
Attn: Colleen Stoner, Field Representative

Dear Board of State and Community Corrections,

As the Executive Director of the City University of New York's Institute for State and Local Governance (ISLG), I am writing to express our willingness to participate in the Board of State and Community Corrections' Social Innovation Financing program as the evaluator for Contra Costa's Restorative Community Conferencing project. ISLG assists current and future leaders in government and non-government organizations, nationally and internationally, by offering research, technical assistance, and executive development to help achieve improvements in the structure, financing, delivery, measurement, and evaluation of critical public services. Our organization is experienced in working with juvenile diversion and other innovative criminal justice programs, as well as collecting and comparing data from treatment groups and matched samples of individuals to produce rigorous program assessments. As the evaluator for Contra Costa's proposed Social Impact Financing program, we will work closely with the County's community and systems partners to provide an unbiased evaluation of the program's effectiveness at reducing youth recidivism. In large part, this will be accomplished through comparison of the rate at which youth who participate in Restorative Community Conferencing are rearrested and subsequently adjudicated delinquent to the rate for those who do not. For additional information, please do not hesitate to contact me at 646-664-3481 or Michael.Jacobson@islg.cuny.edu.

Sincerely,

Michael Jacobson
Executive Director
CUNY Institute for State and Local Governance



George Gascón
District Attorney

January 29, 2016

Board of State and Community Corrections
Corrections Planning and Programs Division
2590 Ventura Oaks Way, Suite 200
Sacramento, CA 95833
Attn: Colleen Stoner, Field Representative

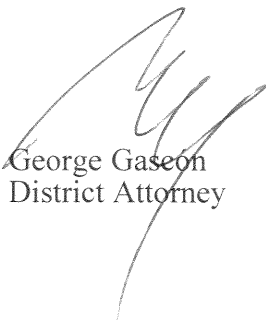
To Whom It May Concern:

As District Attorney for the City and County of San Francisco, I am writing to encourage the Board of State and Community Corrections (BSCC) to select Contra Costa County as a Social Innovation Financing program grant recipient to increase the number of California counties establishing pre-charge, Restorative Community Conferencing (RCC) juvenile diversion programs.

Since 2013, my office has been using RCC for a range of juvenile felony offenses. Our program, called Make it Right, is based on the Alameda County RCC program and the work of the Restorative Justice Project and tailored to the needs and resources of San Francisco. My office views RCC as a true alternative to prosecuting cases, and has committed to using it for specific categories of offenses that have deep impact on victims and communities. While we are still in our pilot and evaluation stage, I believe that RCC offers a meaningful alternative to our traditional juvenile justice system, with the promise of better outcomes for both our young people and those who are impacted by their behavior.

I have been extremely satisfied with the RCC process and believe it has been a groundbreaking and effective approach to addressing youth crime in our county. I trust this model will be equally successful in Contra Costa as a BSCC Social Innovation Financing program.

Sincerely,



George Gascón
District Attorney



THE PAY FOR SUCCESS GRANT PROJECT

A SOCIAL INNOVATION FINANCING PROGRAM

2016 - 2019

REQUEST FOR PROPOSALS

Proposals due by 5:00 p.m., February 1, 2016

In addition to the grant application, this Request for Proposals (RFP) packet includes important information about funding provisions, grant eligibility, and application submission requirements.



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CONTACT INFORMATION

This Request for Proposals (RFP) provides the information necessary to prepare a proposal for grant funds via the Board of State and Community Corrections (BSCC) for the Pay for Success (PFS) Grant Project.

Although BSCC staff cannot assist the grant applicant with the actual preparation of the proposal, any questions concerning the proposal process, programmatic issues, or clarification on the information contained within the RFP may be submitted by phone, or email to:

Colleen Stoner, Field Representative
Board of State and Community Corrections
Corrections Planning and Programs Division
Phone Number: (916) 324-9385
Email: Colleen.Stoner@bscc.ca.gov

PROPOSAL DUE DATE

One original signed and 15 copies of the proposal must be **received** (not postmarked) by the BSCC's Corrections Planning and Programs Division by **5:00 p.m., Monday, February 1, 2016**. **Proposals sent via email will not be accepted.**

Proposals may be submitted via the U.S. mail, private carrier, or hand-delivered to:

Board of State and Community Corrections
Corrections Planning and Programs Division
2590 Ventura Oaks Way, Suite 200
Sacramento, CA 95833
Attn: Colleen Stoner, Field Representative

****Please note new address.**

Proposals received after 5:00 p.m. on the due date will be deemed ineligible for funding.

BACKGROUND INFORMATION

Assembly Bill (AB) 1837 (Atkins), Title 15.8.97008-97015 of the Government Code enacted the Social Innovation Financing Program (SIFP) to be administered by the BSCC and funded through the Recidivism Reduction Fund (Appendix A).

SIFPs, also referred to as "pay for success" (PFS) projects are innovative funding models that help government better serve unserved, underserved and vulnerable populations. Under a PFS model, governments, service providers, and funders agree on targeted outcomes for underserved populations. Private investors and philanthropy provide flexible multi-year operating costs to fund effective social service providers. If and when targeted outcomes are achieved (determined by an independent evaluator), government makes "success payments" to investors, who may recycle their returns to further impact social change.

As the administering agency of the PFS Grant Project, the BSCC is committed to providing a fair and equitable process for determining the most meritorious grant proposals, via a competitive process. On April 9, 2015, the BSCC Board authorized an Executive Steering Committee (ESC) of subject matter experts to oversee the development and release of an RFP as well as the criteria for the proposal reading and rating process (http://www.bscc.ca.gov/s_cppresources; *Grant Executive Steering Committee Process pdf*).

On July 14, 2015 the ESC for the project convened to begin the development of the program design, evaluation process, and criteria to be used to select the proposals. This RFP is a result of those efforts.

PROJECT DESCRIPTION

Decades of research have demonstrated that public investment in effective programs can improve the lives of Californians while simultaneously strengthening the state's bottom line. From pre-kindergarten—which has a strong track record of generating significant returns on public investment—to criminal justice—where reducing recidivism avoids costs and improves public safety—there are opportunities for evidence-based investments across state government.

PFS performance contracts—also known as “Social Impact Bonds”¹ provide an innovative strategy to finance these proven programs through public-private partnerships. PFS contracts are rigorous, binding agreements based on a straightforward proposition: taxpayers will pay only for services that actually achieve results and save money in the long-run. The strategy enables the state to fund programs and services that improve economic opportunity, health, and safety that it otherwise might not be able to afford in the short-term. Moreover, PFS directs funding toward programs that have a strong evidence base and track record of effectiveness.

California has joined a vanguard of states and local governments that are using PFS contracting as an approach to solve urgent community challenges. Assembly Bill 1837 authorized the BSCC to invoke pay for success financing to address persistent criminal justice challenges across the state. Pursuant to AB 1837, “it is the intent of the Legislature that as part of the package to reduce recidivism in California, the concept of ‘pay for success’ or social innovation financing should be included to take advantage of available philanthropic and private investment.” The broad purpose of the PFS Grant Project is to reduce recidivism using evidence-based approaches that may address such issues as homelessness, substance abuse, and unemployment.

Under the most common PFS model, the government contracts with an independent intermediary entity, or directly with a service provider, to provide social services. The government pays this contract-holder entirely—or almost entirely—based upon achievement of mutually-agreed upon performance targets. These performance targets are directly linked to taxpayer savings and are rigorously measured by comparing the outcomes of individuals referred to the service provider to the outcomes of a comparison group that is not offered the services.

The service provider obtains multi-year operating funds by raising capital from private, commercial and/or philanthropic sources. If the contract-holder is an intermediary, it uses these operating funds to subcontract with one or more service providers to deliver the interventions necessary to meet the performance targets. If the services achieve the minimum outcome target(s) negotiated, the government repays the investors (often out of the savings it achieves from the preventative program). If the contract-holder fails to achieve the minimum target(s) negotiated, the government does not pay, ensuring that taxpayer funds are not spent on programs that are ineffective. Payments typically rise for performance that exceeds the minimum target, up to an agreed-upon maximum payment level. Independent monitoring and evaluation of outcomes is critical in PFS contracts, as government payment is predicated on the achievement of outcomes. Rigorous evaluation systems, which determine whether pre-established targets have been reached, can deepen California's understanding of which programs actually work, and findings can be used to improve services throughout the state. This

¹The term “Social Impact Bond,” which was coined in the United Kingdom, has led to some confusion. The private-sector financing arrangement is not a typical debt instrument and these transactions do not require the government to issue debt. To avoid these misperceptions, these programs are often called “Pay for Success” performance contracts.

learning enables the state to spend taxpayer funds more effectively and scale up evidence-based, innovative programs that have been proven to work in California.

While there are many different structures that satisfy the principles of a pay for success project, the common characteristics include:

- Rigorous measurement of desired goals and outcomes, validated by an outside party;
- Performance-based payments made by the government, only if outcomes are met; and
- Private-sector and/or philanthropic financing.

For more information about pay for success programs, please refer to Appendix B for a list of resources.

Eligibility

Pursuant to AB 1837, eligible applicants are County Boards of Supervisors (BOS); the PFS ESC shall make recommendations to the BSCC Board on which three counties should be selected to receive grant funding and enter into social innovation financing contracts. Legislation indicates that a County BOS must apply for the PFS Grant Project on behalf of government agencies (implementing agencies) that fall under their authority; the PFS Grant Project agreement must be between the County BOS and the State (via the BSCC). Government agencies could include Sheriff's Offices, Probation Departments, Mental Health Departments, or other county departments that have the capacity to deliver services for the broad purpose of recidivism reduction. Two or more county departments may partner to submit a single, joint collaborative proposal through their BOS.

Additionally, a county may partner with other counties to apply jointly or as a region. If a joint or regional proposal is submitted, one County BOS must be identified as the primary applicant and will be responsible for all aspects of grant administration and management.

A County BOS may submit one joint/regional application or one individual application per county. Multiple applications from a county for the PFS Grant Program will not be allowed.

Among other criteria, selected projects should meet the following requirements:

- Address social needs that are unmet, high priority, and large-scale;
- Address target populations that are well-defined and can be measured with scientific rigor;
- Result in outcomes that are credible, and easily tracked by cost-effective means;
- Identify anticipated outcome metric(s) as well as the means and methodology for measuring, evaluating, and documenting program impacts;
- Identify approach to raising funds for the project, potentially from a combination of commercial and philanthropic sources;
- Propose interventions that have high likelihood of achieving targeted outcome metrics;
- Propose interventions that are highly likely to achieve targeted impact goals;
- Be carried out by proven service providers that are prepared to scale with quality;
- Include safeguards to protect the well-being of the populations served; and
- Be cost-effective programs that can demonstrate financial savings for government.

Funding Amount

The PFS Grant Project provides approximately \$4,750,000 to contract with three counties in amounts of not less than \$500,000 and not more than \$2,000,000 for the purposes of entering into a pay for success or social innovation financing contract with a private investor(s). Any unused state moneys shall revert to the General Fund.

A minimum of 100 percent match of the PFS Grant Project funding is mandatory. Other county, federal, private, or philanthropic funds may be used to meet the match requirement. Resources required for the match obligation may be cash or in-kind contributions or a combination of both, and must be documented.

Up to 10 percent of the grant funds awarded may be used by the counties for administrative expenses. The remaining 90 percent must be set aside by the county to repay investors upon the achievement of specific outcomes based upon defined performance targets. Any unused state moneys shall revert to the General Fund.

Additionally, PFS Grant Project funding must be used to supplement, rather than supplant, funding for existing programs/projects. Supplanting is defined as replacing those funds identified and appropriated for the same purpose prior to the grant award. Grant funds may be used to expand an existing effort or to create a new project. Project expansion includes, but is not limited to, adding services to a program that is currently offered to offenders and extending existing services for offenders to a larger target population or new geographic area.

Grant Period

Successful proposals will be funded for a project period that will commence May 1, 2016 and end on October 31, 2019 although it should be noted that legislative efforts are underway to amend the sunset date of AB 1837 and extend it two additional years. Should this amendment pass the project period will commence May 1, 2016 and end on October 31, 2021.

TECHNICAL ASSISTANCE AVAILABLE

Technical assistance is available to applicants who would like help in determining the feasibility of implementing a PFS project or support in understanding the components of a PFS program. This pro bono assistance can be accessed from a fellowship program the BSCC has with the Harvard Kennedy School's Social Impact Bond Technical Assistance Lab. Applicants interested in receiving technical assistance can submit a Request for Technical Assistance form (Appendix C) via email to Joyce.Carroll@bscc.ca.gov.

PROJECT GOAL AND DESIGN

The goal of the PFS Grant Project is to establish partnerships between local governmental agencies, private investors, nonprofit organizations, and for-profit service providers to facilitate the use of social innovation financing to achieve measurable social benefits that result in recidivism reduction. A variety of approaches have been shown to be successful in reducing recidivism, including addressing homelessness, substance use disorder, and unemployment among specific demographic groups. Applicants are encouraged to collaborate with local stakeholders, including individuals within affected communities. Collaboration should occur when developing the proposals and be ongoing throughout the implementation of the project to ensure continual community engagement.

Key Players:

1. County BOS: develops a program designed to reduce recidivism and contracts with private (nongovernmental) investors to establish the program funding
2. Investors: provides upfront operating capital for the project
3. Service providers: delivers services to the target population
4. Independent evaluator: validates the results of the project and develops the methodology for determining successful programmatic outcomes that will trigger repayment to the investor

5. BSCC: awards grants to three (3) counties for the purpose of repaying investors when predetermined outcomes are achieved
6. Intermediary (optional*): coordinates and manages the project, assists with selection and funding of services providers, and aligns the interests of the multiple parties involved in the contract with the County BOS (i.e. investors, service providers, and evaluator)

Please see Appendix D for the BSCC's Social Innovation Financing Model.

*Note: Applicants are not required to procure the services of an intermediary and instead may take on all or some of the roles and the activities of an intermediary themselves.

Ramp-up Period for Project Development

The BSCC is aware that due to the complexities involved in coordinating the launch of a PFS project, some applicants may not be "shovel-ready" for implementation on the first day of the project period. To assist applicants with the time needed for project development, a ramp-up period of up to six (6) months will be permitted, at which time the project will be expected to have all required contracts finalized and ready to begin program operations. As previously stated legislative efforts are underway to extend the length of the program by two additional years. Should this amendment pass, additional flexibility may be available to support the ramp-up period.

Target Population

For the purposes of this funding solicitation, eligible target populations are juvenile or adult offenders who are at risk of reoffending.

The definition of adult recidivism, approved by the BSCC Board for consistency in statewide local data collection efforts, is:

Conviction of a new felony or misdemeanor committed within three years of release from custody or committed within three years of placement on supervision for a previous criminal conviction. ("Committed" refers to the date of offense, not the date of conviction.)

This definition does not preclude other measures of offender outcomes. Such measures may include new arrest, return to custody, criminal filing, violation of supervision, and level of offense (felony or misdemeanor). While the definition adopts a three-year standard measurement period, rates may also be measured over other time intervals such as one, two, or five years.

The definition of juvenile recidivism, for the purposes of this solicitation, is the language adopted by the Chief Probation Officers of California (May 2012):

A subsequent criminal adjudication while on probation supervision. (Of those terminated or closed from a juvenile grant of probation in a given time period, a count of how many youth had new true findings/law convictions during their time under supervision.)

Evidence-Based Programs, Practices, and Strategies²

The BSCC is committed to supporting programs, practices, and strategies that are rooted in evidence to produce better outcomes for the criminal and juvenile justice systems, and for the individuals who are involved in those systems.

² Lowenkamp and Latessa, 2003, Lowenkamp, 2003; Lowenkamp & Latessa, 2005a; Lowenkamp and Latessa, 2005b; Center for Criminal Justice Research and the Corrections Institute at the University of Cincinnati, Correctional Program Checklist Assessment

Applicants seeking funding through this grant process will be required to demonstrate that the proposed project is directly linked to the implementation of evidence-based practices and strategies that reduce recidivism. The following information is offered to help applicants in understanding the BSCC's broad view of evidence-based practices:

The concept of evidence-based practices was developed outside of the criminal justice arena, and is commonly used in other applied fields such as medicine, nursing, and social work. In criminal justice, this term marks a significant shift by emphasizing measurable outcomes, and ensuring services and resources are actually effective in promoting rehabilitation and reducing recidivism. On a basic level, evidence-based practices include the following elements:

1. Evidence the intervention is likely to work (i.e., produce a desired benefit);
2. Evidence the intervention is being carried out as intended; and
3. Evidence allowing an evaluation of whether the intervention worked.

Evidence-based practices involves using research and scientific studies to identify interventions that reliably produce significant reductions in recidivism when correctly applied to offender populations through the use of the following four principles of effective intervention:

- Risk Principle – focuses attention on the crucial question of WHO is being served and calls for targeting higher risk offenders.
- Need Principle – requires that priority be given to addressing criminogenic risk/need factors with a clear focus on WHAT programs are delivered.
- Treatment Principle – conveys the importance of using behavioral treatment approaches to achieve the best possible outcomes and requires attention to the question of HOW programs are delivered.
- Fidelity Principle – draws attention to HOW WELL programs are delivered and reiterates the necessity that programs be implemented as designed.

Successful implementation of evidence-based practices also includes, but is not limited to:

- Organizational development to create and sustain a culture accepting of best practices and evidence-based approaches that includes cultural and linguistic competencies;
- A commitment to initial and ongoing professional development and training;
- Use of validated risk/needs/responsivity assessment tools;
- Data collection and analysis;
- Use of case management strategies;
- Use of programs known to produce positive criminal justice outcomes;
- Quality assurance activities to ensure program fidelity;
- Performance management to improve programs, service delivery, and policies;
- A “systems change approach” to develop collaborations so tasks, functions and sub-units work effectively together and not at cross-purposes; and
- A focus on sustainability.

In discussions of evidence-based practices in criminal justice, it is common to distinguish between *programs*, *strategies*, and *promising practices/approaches*.

Programs are designed to change the behavior of individuals in the criminal justice system and are measured by individual-level outcomes. For example, programs aiming to reduce substance use and antisocial behavior include Cognitive Behavioral Therapy, Behavioral Programs, and Social Skills Training.

Strategies may include programs to change individual behavior; however, this term is often used to describe a general intervention approach that supports larger community or organizational level policy objectives. For example, case management is applied to improve the overall effectiveness and efficiency of criminal and juvenile justice agencies, while pretrial assessment is designed to enable informed decisions about which arrested defendants can be released pretrial without putting public safety at risk. *Strategies* can also refer to the strategic application of effective practices that are correlated with a reduction in recidivism such as the use of assessment tools, quality assurance protocols, and delivery of interventions by qualified and trained staff.

Promising practices/approaches, for purposes of this grant work, can be broadly construed to include crime-reduction and recidivism-reduction programs or strategies that have been implemented elsewhere with evidence of success, but with evidence not yet strong enough to conclude the success was due to the program or that it is highly likely to work if carried out in the applicant's circumstances. The difference between evidence-based and *promising practices/approaches* is a difference in degree on the number of situations in which a program or strategy has been tested and the rigor of the evaluation methods used.

In theory, applicants seeking to implement promising programs, approaches, or strategies should be able to describe the documentation, data and evidence available to support the approach and why it is best suited to the needs and objectives described in the application for funding.

Applicants can find information on evidence-based treatment practices in the Substance Abuse and Mental Health Services Administration's (SAMHSA) *Guide to Evidence-Based Practices* available at www.samhsa.gov/ebpwebguide as well as in Appendix E of this RFP.

Reducing Racial and Ethnic Disparity (R.E.D.) Training Opportunity for Award Recipients

The following information is provided to all prospective BSCC grantees. The applicant is not required to address this section within its proposal, but should spend time in consideration of how this information may influence grant activities.

Research³ shows that youth and adults of color are significantly overrepresented in the criminal justice system in California. These disparities are the result of numerous interrelated factors, some of which exist within the structures of the current criminal and juvenile justice system, and some of which are influenced by unconscious biases. Whatever the cause, BSCC believes that the overrepresentation of people of color in the criminal and juvenile justice system can be addressed through meaningful dialogue, increased awareness, evaluation feedback, cultural and linguistic competencies; and policy reforms intended to reduce structural inequality.

To that end, we are committed as a state to examining service delivery within the criminal and juvenile justice system for perceived inequities and actual disparities that might exist at the state and local level. Additionally, in order to receive federal funding, California is required to demonstrate a good faith effort to address the federal initiative known as Reducing Racial and Ethnic Disparity or R.E.D. (formerly Disproportionate Minority Contact or DMC), which refers to the disproportionate rate at which youth of color come into contact with the juvenile justice system (at all points, from arrest through confinement), relative to their numbers in the general population. In an effort to comply with this requirement, the BSCC has undertaken a number of

3 There are multiple studies confirming the disparities in the criminal and juvenile justice systems. BSCC has done extensive work with The W. Haywood Burns Institute (<http://www.burnsinstitute.org/>) on this issue as well as working with the National Council on Crime and Delinquency (NCCD) and the Center for Juvenile Justice Reform, Georgetown University (<http://cjjr.georgetown.edu/certprogs/racialdisparities/racialdisparities.html>)

Created Equal: Racial and Ethnic Disparities in the US Criminal Justice System (NCCD: Hartney/Vuong March 2009)

activities to ensure that California addresses this concern in relation to the juvenile population as well as the adult offender population to include trainings, access to and support of structured decision-making tools, and funding opportunities.

PFS Grant Project recipients are included in these opportunities, and, as such, will be invited to attend a one-day Reducing Racial and Ethnic Disparity (R.E.D.) training for project directors and other interested staff to be provided during the project period. The regional R.E.D. course will be provided at no cost to attendees and address issues relevant to participants who have received previous R.E.D. training as well as those attending training for the first time. Award recipients will be contacted with details about the R.E.D. training dates and locations after the start of the grant period. Additional information about R.E.D. can be found at:

<http://www.bscc.ca.gov/scppgrantfundedprograms.php> or applicants may contact the R.E.D. Coordinator, Field Representative Shalinee Hunter, by telephone at (916) 322-8081 or by email at shalineehunter@bscc.ca.gov.

In anticipation of the training and as your project is being developed, the BSCC has identified some questions you may want to consider.

- How do local departments/organizations measure the effectiveness with underserved communities?
- How do local departments/organizations deal with issues of linguistic diversity?
- What is the nature of current departments'/organizations' relationship to the community relative to the proposed project?
- Does the proposed project reflect the specific needs of the diverse communities served?

GRANT REQUIREMENTS

Confidentiality Notice: This application, and information contained herein, may be construed to be a public document. The application may be subject to a request via the California Public Records Act and the BSCC, as a state agency, may have to disclose it to the public. The BSCC cannot ensure the confidentiality of any information submitted in or with this application.

Grant Agreement

Applicants approved for funding by the BSCC Board are required to enter into a Grant Agreement (Standard Form 213) with the BSCC. Grantees must agree to comply with all conditions of the Grant Agreement, all required assurances, general terms and conditions, and all budget items and conditions as contained in their RFP submittal. See Appendix F for a sample state contract, and general terms and conditions.

The Grant Agreement is considered fully executed after it has been signed by both the grantee and the BSCC. Work, services, and encumbrances of grant funds cannot begin prior to the start date of the contract as listed in Section 2 of the Std. 213. Work, services, and encumbrances of grant funds occurring after the start date and prior to the execution date of the contract may not be reimbursed.

Each agency is responsible for maintaining the Grant Agreement, records, and relevant documentation for at least three (3) years after end of the contract.

Eligible Grant Expenditures

Ten percent of the grant award may be used for administrative purposes to support the project. Applicants will be expected to provide an itemization of all administrative expenses proposed.

Grant funds may be used to supplement existing funds dedicated to a project but may not replace (supplant) funds that have been appropriated for the same purpose. Grant funds may be used to expand an existing effort or to create a new project. Project expansion includes, but is not limited to, adding services to a project currently offered to offenders and extending existing services for offenders to a larger target population or new geographic area. If funds are proposed for the use of hiring PFS Grant Project staff, positions must be newly-formed positions within the department or organization, specific to the purposes of this grant (i.e., a net cost-savings cannot be realized by the department, agency, organization, or county due to the introduction of this grant award). For information on examples of eligible and ineligible costs, please refer to Appendix G.

Ninety percent of the funds awarded are to be reserved in a separate account for repayment to the investor upon the achievement of predetermined outcomes. This may be a separate account within a Special Revenue Fund, a Trust Account, or a Trust Fund. This account/fund must be established according to existing county or city auditor-controller/fiscal officer policies and procedures. The applicant will be expected to identify the quantifiable results and performance thresholds upon which success of the program will be measured and how the final payments for successful programmatic outcomes will be calculated and structured. Payouts to investors will be reported to the BSCC in semi-annual financial reports.

Project income is defined as all income received by the grantee generated as a direct result of a grant supported activity. This can include the interest earned on generated income from an interest bearing account. Project income shall be used as earned by the grantee for the purpose of furthering the objectives of the legislation under which the award was granted. Project income may only be used for allowable project costs related to the repayment of investors upon achieving predetermined successful outcomes. Project income must be reported in semi-annual financial reports and not be expended prior to the approval of the BSCC. Records of receipt and disposition of project income must be maintained in the same manner as required for grant funds. If the income does not have prior approval or if an income surplus exists at the end of the grant period, the income will be returned to the BSCC. Final determination on the disposition of such income will be made by the BSCC.

Applicants Responsibilities for Contract Development

The applicant will be required to develop a legally binding contract(s) with all relevant parties that will support the proposed project. This will include prospective investors, philanthropic foundations, evaluators, service providers, and/or an intermediary. In addition to identifying how final payments for successful programmatic outcomes are to be calculated and structured, the contracts should also provide contingency plans in the event that the project is discontinued prior to the funding period.

Although the BSCC is aware that it may not be possible to have all required contracts fully in place at the time of the proposal submission, nonbinding letters of intent/commitment or documentation indicating a willingness to participate must be included with the proposal from all parties to the proposed contract(s) to establish a level of readiness to proceed. As previously indicated, a ramp-up period of up to six(6) months will be permitted to allow for the finalization of project development after which time the project will be expected to have all required contracts completed and ready to begin program operations. If after receiving a grant a county does not enter into a contract for which the grant was awarded, the county shall return all monies awarded by the BSCC to the state.

Board Resolution

The County BOS must submit a resolution addressing specific requirements, including but not limited to, the non-supplantation clause. In addition, all awarded projects and any of its

subgrantees must comply with General Terms and Conditions 610 as provided in Appendix F. Grant recipients must have a resolution on file with the BSCC. Please see Appendix H for sample language.

Match Requirements

As previously stated, funding for the PFS Grant Project requires a minimum 100 percent (100%) match obligation of grant funds awarded to the recipient. Matching funds may be used for operating costs or outcome payments. Matching funds may be met through cash, in-kind, or a combination of both. In addition, federal and/or local funding stream dollars may be used as well as state monies not derived from the General Fund.

If county match dollars are incorporated as operating capital, the county's match (cash or in-kind) would help cover the operational costs of the program. Conversely, if the county's match dollars are incorporated as potential success payments, the county's match dollars would repay investors only if and when the targeted outcome metrics are met.

Financial Reports

Grantees will be required to submit financial reports of actual expenditures that reflect the line items and funding sources as submitted in their proposal. Grantees must submit financial reports online to the BSCC on a semi-annual basis. In addition, grantees must maintain adequate supporting documentation for all costs, including all match obligations. Source documents include, but are not limited to, copies of all purchase orders, receipts, personnel and payroll records, donated goods and/or services, reconciliations, financial records, and audit reports. BSCC staff will conduct on-site monitoring visits that will include a review of documentation maintained as substantiation for project expenditures and matching contributions.

If after receiving a grant, a county does not enter into a contract for which the grant was awarded, the county shall return all monies awarded by the BSCC to the state. Additionally, the grantee will return grant funds in the event the grantee has materially and substantially breached the terms and conditions of the PFS Grant Program contract agreement.

Independent Evaluator and Program Evaluation

Grantees are required to contract with an independent evaluator for the purpose of identifying performance objectives that demonstrate whether or not a reduction in recidivism occurred due to the project's methodologies/strategies. Performance improvements related to recidivism reduction might include, but are not limited to: reduction in rearrests, an increase in the number of jail days avoided, or budgetary savings if the performance targets are achieved. The independent evaluator is also to develop an objective process to determine whether the performance targets have been achieved. This process shall include defined performance metrics, a monitoring plan, and a calculation of the amount and timing of payments that would be earned during each year of the agreement if performance targets are achieved as determined by the independent evaluator.

Applicants will be required to identify the research design that will be used to evaluate the effectiveness of the project with the project goals (i.e., the expected benefits to participants) and the project objectives (i.e., specific measurable accomplishments intended to advance project goals) clearly stated. Applicants are encouraged to utilize a rigorous evaluation design, which includes outcome measures that are credible and easily tracked by a cost effective means, and the method by which the impact of the program on the outcome measures will be determined.

Reporting Requirements

Pursuant to AB 1837, once a year grant award recipients will be required to submit an Annual Report to the BSCC. The BSCC will compile the three county Annual Reports received from grantees and submit a summary report to the Governor and Legislature annually.

Annual Reports will include relevant program information and data measures that assess the impact of the PFS Grant Program on the involvement of the program participants in the justice system. This will include outcome measures related to the service levels, treatment modes, and stability measures for juvenile and adult offenders participating in or benefitting from the PFS Grant programs and/or services. At a minimum this assessment will require grantees to collect data on the effectiveness of the strategies supported by the grant in reducing recidivism, such as a reduction in incarceration, placement levels, early releases due to facility overcrowding, local criminal and juvenile justice costs related to offenders, as well as a limited number of “quality of life” outcomes (e.g., physical health, mental health, safety). The Annual Report will also require financial summaries and preliminary reports from the independent evaluator on the achievement of performance targets. Some data measures to be collected will include breaking-out gender, age, and race/ethnicity; applicants must have the ability to delineate PFS Grant Program funded, participant-specific data. Standard data measures to be collected by the BSCC for this grant may include, but are not limited to:

- Number of program participants served
- Number of potential participants referred
- Number of offenders screened/assessed
- Number of service hours completed
- Average length of stay in the program
- Number of days from referral to first program service
- Number of program participants who offend or reoffend
- Progress in achieving goals/objectives
- Report-out on the outcomes of the predetermined performance measures
- Accounting of the moneys awarded
- Status on the investor funding and repayment
- Preliminary report on cost effectiveness
- Changes to key personnel
- Ability to meet milestones dates on project’s timeline and work plan

Grantees that will be using a ramp-up period prior to actual service delivery (see page five), will be required to complete a Readiness-to-Proceed Progress report to assess the project development activities underway at month four of the contract. BSCC staff will offer technical assistance, as requested by the county, to support program implementation by month six.

Grantees will also be required to submit Six-Month Progress Reports throughout the project to provide regular updates on the status of the project and a financial reporting of expenditures.

The deadline for submitting the required reports is listed below. Since each PFS Grant Project may be unique in its approach and the intended results may vary, not all measures as stated above may apply. Staff will develop a draft data collection tool and progress report format in collaboration with new grantees at the mandatory Grantee Orientation to solicit grantee input into the development of the reports.

| Report and Reporting Period | Report Due Dates |
|--|-------------------------|
| Readiness-to-Proceed Report (May 1, 2016 through August 31, 2016) | September 15, 2016 |
| Six-Month Progress Report (October 1, 2016 through March 31, 2017) | May 1, 2017 |
| Annual Report October 1, 2016 through September 30, 2017 | November 1, 2017 |
| Six-Month Progress Report October 1, 2017 through March 31, 2018 | May 1, 2018 |
| Annual Report October 1, 2017 through September 30, 2018 | November 1, 2018 |
| Six-Month Progress Report Period October 1, 2018 through March 31, 2019 | May 1, 2019 |
| Final Annual Report Period October 1, 2018 through September 30, 2019 | November 1, 2019 |

Monitoring and Project Assessment

BSCC staff will conduct periodic monitoring of each project to assess whether the project is in compliance with grant requirements and making progress toward grant objectives, and to provide technical assistance as needed regarding fiscal, programmatic, evaluation, and administrative requirements. A sample of the BSCC's grant project monitoring report is provided as Appendix I; however, items within the report may be subject to change for the PFS Grant Project grantees.

Additionally, PFS Grant Project grantees and their subcontractors may be offered an opportunity to participate in project assessments conducted by certified BSCC staff. These assessments are designed to determine the extent to which projects are using effective correctional practices that are aligned with recidivism reduction. Following the initial assessment, BSCC staff will provide training, technical assistance, and planning sessions as needed to assist grantees in increasing their capacities to deliver effective services known to reduce recidivism. See Appendix J for a description of this assessment process.

Audit

The BSCC reserves the right to require a financial audit any time between the execution of the grant agreement and 60 days after the end of the grant period. At any time the BSCC may disallow all or part of the cost of an activity or action determined not to be in compliance with the terms and conditions of the contract.

Grantee Orientation Process

BSCC staff will conduct a Grantee Orientation at the BSCC offices in Sacramento, at a date to be determined, following the start of the grant period. The purpose of this **mandatory** session is to review the contract development process, on-line financial reports, data collection and reporting requirements, as well as other grant management and monitoring activities. PFS grant administrative funds may be used by departments for travel-related expenditures such as airfare, mileage, meals, lodging, and other per diem costs. Applicants should include anticipated costs in the budget section of this application under the "Other" category.

THE PROPOSAL PROCESS AND EVALUATION RATING FACTORS

Technical Review

BSCC staff will conduct a technical review of each proposal to determine if it is in compliance with all technical requirements prior to being forwarded to the ESC for funding consideration. The format staff will use for the technical compliance review is provided as Appendix K.

It is the BSCC's intent to avoid having otherwise worthy proposals eliminated from consideration due to relatively minor and easily corrected errors/omissions. Applicants will therefore have an opportunity to respond to deficiencies identified during the technical review process, which will take place between Tuesday, February 2, 2016 and Monday, February 8, 2016. If necessary, applicants will be allowed to make non-substantive changes that would bring the proposal into technical compliance. Applicants will be notified on Monday, February 8, 2016 of any changes that are required, and all non-substantive technical changes must be completed and submitted by 5:00 p.m. on Tuesday, February 16, 2016

During this timeframe it is highly recommended that the applicant's designated "Contact Person" be available to discuss and correct any deficiencies. Proposals that fail to meet all technical requirements by 5:00 p.m. on Tuesday, February 16, 2016 may be excluded from further consideration for funding.

Merit Review

The ESC will review and rate each proposal found to meet all technical requirements. The rating factors to be used and the maximum rating points allocated to each factor are shown in the table below. Each rating factor will be evaluated regarding the extent to which it is adequately addressed in the proposal.

Following this rating process, the ESC will forward its funding recommendations for proposals to the BSCC Board, which will take action on the recommendations. It is currently anticipated the Board will act on the recommendations at its scheduled meeting on April 14, 2016.

Applicants must not contact members of the ESC or the BSCC Board about their proposals.

| PROPOSAL EVALUATION RATING FACTORS | |
|---------------------------------------|----------------|
| EVALUATION FACTOR | MAXIMUM POINTS |
| Statement of Need | 80 |
| Goals and Objectives | 80 |
| Project Description | 120 |
| Contractual Arrangements | 40 |
| Evaluation | 40 |
| Budget | 80 |
| Administrative Work Plan and Timeline | 60 |
| TOTAL POINTS | 500 |

PLEASE NOTE: IN ORDER TO BE CONSIDERED FOR FUNDING, THE FOLLOWING THRESHOLD/MINIMUM SCORE MUST BE MET:

1. 50% OF THE 500 TOTAL POSSIBLE POINTS **AND**
2. 50% OF THE TOTAL POSSIBLE POINTS FOR THE PROJECT DESCRIPTION

SUMMARY OF KEY DATES

| ACTIVITY | TENTATIVE TIMELINE |
|--|-----------------------|
| Release Request for Proposals (RFP) Solicitation | September 18, 2015 |
| Bidders Conference | October 20, 2015 |
| Grant Proposal/Application Due to the BSCC (by 5 p.m.) | February 1, 2016 |
| Technical Compliance Review | February 8 - 16, 2016 |
| BSCC Board Meeting for Funding Approval | April 14, 2016 |
| Grants Begin/Contracts Commence | May 1, 2016 |
| Grantee Orientation | TBD May/June 2016 |

**APPENDIX A
ASSEMBLY BILL 1837**

ASSEMBLY BILL 1837: SOCIAL INNOVATION FINANCING PROGRAM

CHAPTER 802

An act to add and repeal Title 15.8 (commencing with Section 97008) of, and to repeal Section 97013 of, the Government Code, relating to corrections.

[Approved by Governor September 29, 2014. Filed with Secretary of State September 29, 2014.]

LEGISLATIVE COUNSEL'S DIGEST

Assembly Bill (AB) 1837, Atkins. Board of State and Community Corrections.

Existing law establishes the Board of State and Community Corrections to collect and maintain available information and data about state and community correctional policies, practices, capacities, and needs, as specified. Existing law also requires the board to develop incentives for units of local government to develop comprehensive regional partnerships whereby adjacent jurisdictions pool grant funds in order to deliver services to a broader target population and maximize the impact of state funds at the local level.

This bill would enact, until January 1, 2020, the Social Innovation Financing Program, and would require the board to administer the program. The bill would, among other things, authorize the Board of State and Community Corrections, upon appropriation of funds by the Legislature for deposit in the Recidivism Reduction Fund, to award grants in amounts of not less than \$500,000 and not more than \$2,000,000 to each of 3 counties, selected as specified, for the purpose of entering into a pay for success or social innovation financing contract, pursuant to which private investors agree to provide financing to service providers to achieve social outcomes agreed upon in advance and the government agency that is a party to the contractual agreement agrees to pay a return on the investment to the investors if successful programmatic outcomes are achieved by the service provider. The bill would limit the total amount of the grants awarded to \$5,000,000. The bill would require each county receiving an award to report annually to the Governor and Legislature on the status of its program. The bill would require the board to compile the county reports and submit a summary report to the Governor and the Legislature annually. The bill would also make legislative findings and declarations in this regard.

Digest Key

Vote: MAJORITY Appropriation: NO Fiscal Committee: YES Local Program: NO

Bill Text

The people of the State of California do enact as follows:

SECTION 1.

The Legislature finds and declares all of the following:

(a) It is the intent of the Legislature to establish partnerships between local governmental agencies, private investors, nonprofit organizations, and for-profit service providers to facilitate the use of social innovation financing to achieve measurable social benefits.

(b) Social innovation financing and the use of performance-based contracting can serve as an effective tool for addressing social and community development challenges where private sector innovations may be useful and multiple approaches may be appropriate. Research shows that the selection and design of these types of social interventions should be done with care in order

to ensure successful outcomes. Among other criteria, selected projects should meet the following requirements:

- (1) Address social needs that are unmet, high priority, and large-scale.
- (2) Address target populations that are well-defined and can be measured with scientific rigor.
- (3) Result in outcomes that are credible and readily available by cost-effective means.
- (4) Propose interventions that are highly likely to achieve targeted impact goals.
- (5) Be carried out by proven service providers that are prepared to scale with quality.
- (6) Include safeguards to protect the well-being of the populations served.
- (7) Be cost-effective programs that can demonstrate financial savings for government.

SECTION 2.

Title 15.8 (commencing with Section 97008) is added to the Government Code, to read:

TITLE 15.8. Social Innovation Financing Program

97008.

For purposes of this title, the following definitions apply:

- (a) "Board" means the Board of State and Community Corrections.
- (b) "Social innovation financing contract," which may also be known and referred to as a "pay for success contract," refers to a contractual agreement between government, private investors, and service providers pursuant to which private investors agree to provide financing to service providers to achieve social outcomes agreed upon in advance and the government agency agrees to pay a return on the investment to the investors if successful programmatic outcomes are achieved by the service provider.

97009.

- (a) It is the intent of the Legislature that as part of the package to reduce recidivism in California, the concept of "pay for success" or social innovation financing should be included to take advantage of available philanthropic and private investment.
- (b) The Legislature hereby declares that a variety of approaches have been shown to be successful in reducing recidivism, including addressing homelessness, substance use disorder and unemployment among specific demographic groups.

97010.

- (a) There is hereby established the Social Innovation Financing Program.
- (b) The board shall administer the Social Innovation Financing Program.
- (c)
 - (1) The board shall solicit proposals for social innovation financing from county boards of supervisors and shall select three counties to receive grant funding.
 - (2) Before awarding a grant pursuant to paragraph (1), the board shall evaluate the quality of the proposal for which the grant is to be awarded.
 - (3) At a minimum, each application for a grant shall include all of the following:
 - (A) A description of the proposed social program.
 - (B) A description of the organization's experience in providing the proposed social program.
 - (C) A description of the financial stability of the organization.
 - (D) An identification of each component of the social program to be provided.
 - (E) A description of the manner in which the social program will be provided.
 - (F) A description of the recruitment or selection process, or both, for participants in the social program.

- (G) The proposed quantifiable results and performance thresholds upon which success of the social program will be measured.
- (H) An itemization of all expenses proposed to be reimbursed under the contract.
- (I) The amount of matching funds provided by the county.
- (J) A description of how the final payments for successful programmatic outcomes will be calculated and structured in the contract.
- (K) A description of all parties to the proposed contract, including prospective investors and philanthropic foundations.

97011.

(a) Upon appropriation of funds by the Legislature for deposit in the Recidivism Reduction Fund for the purposes of this title, the board shall award a grant in an amount of not less than five hundred thousand dollars (\$500,000) and not more than two million dollars (\$2,000,000) to each county selected pursuant to Section 97010 for the purposes of entering into a pay for success or social innovation financing contract. The total amount of the grants awarded pursuant to this section shall not exceed five million dollars (\$5,000,000). Any unused state moneys shall revert to the General Fund.

(b) Each county contract described in subdivision (a) shall include all of the following:

- (1) A requirement that the payment be conditioned on the achievement of specific outcomes based upon defined performance targets.
- (2) An objective process by which an independent evaluator, selected by the county, will determine whether the performance targets have been achieved. This process shall include defined performance metrics and a monitoring plan.
- (3) A calculation of the amount and timing of payments that would be earned by the service provider during each year of the agreement if performance targets are achieved as determined by the independent evaluator.
- (4) A determination by the county that the contract will result in significant performance improvements, such as a reduction in rearrests or an increase in the number of jail days avoided, and budgetary savings if the performance targets are achieved.
- (5) A requirement that an amount equal to a minimum of 100 percent of the Social Innovation Financing Program grant awarded to the county be matched by other county, federal, private, or philanthropic, funds. The board may adopt regulations allowing in-kind contributions in lieu of monetary contributions for this purpose.

(c) Up to 10 percent of the grant funds awarded pursuant to this title may be used by the counties for administrative expenses related to the development of the pay for success or social innovation financing contract. The remainder of the grant shall be contributed toward final payments to investors for successful programmatic outcomes achieved, as stipulated in the contract.

(d) If, after receiving a grant pursuant to this title, a county does not enter into a contract for which the grant was awarded, the county shall return all moneys awarded by the board pursuant to this title, to the state.

97012.

The board is encouraged to form an executive steering committee with members from relevant state agencies and departments with expertise in public health, homelessness and housing, workforce development, economic development, and effective rehabilitative treatment for adult and juvenile offenders in the evaluation of the social innovation financing program, including, but not limited to, the Governor's Office of Business and Economic Development, the Department of Housing and Community Development, the California Workforce Investment Board, and the Office of Health Equity, to make recommendations to the board regarding the efficacy and viability of proposals.

97013.

(a) Each county receiving an award shall report annually to the board on the status of its ongoing social innovation financing program. The report shall also contain an accounting of the moneys awarded.

(b) The board shall compile the county reports and submit a summary report to the Governor and Legislature annually.

(c) A report made pursuant to this section shall be made in accordance with the requirements of Section 9795.

(d) This section shall remain in effect only until January 1, 2020, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2020, deletes or extends that date.

97014.

This title does not create a statutory entitlement to services or any contractual obligation on the part of the state.

97015.

This title shall remain in effect only until January 1, 2020, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2020, deletes or extends that date.

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| <p style="text-align: center;">APPENDIX B RESOURCES: PAY FOR SUCCESS AND SOCIAL INNOVATION FINANCING PROGRAMS</p> |
|--|

The websites provided below may be useful to applicants in the proposal development process. We do not consider this list exhaustive and it is offered only as a starting point for applicants to use in researching Pay for Success Projects or Social Innovation Financing.

- Harvard Kennedy School's Social Impact Bond Technical Assistance Lab (<http://hks-siblab.org>)
- The Nonprofit Finance Fund Pay for Success Learning Hub (<http://payforsuccess.org>)
- Third Sector Finance (<http://www.thirdsectorcap.org>)
- Social Finance US (<http://socialfinanceus.org>)
- Strategic Innovation at Nonprofit Finance Fund (<http://nonprofitfinancefund.org>)
- National Council on Crime and Delinquency (<http://www.nccdglobal.org/blog/nccd-now-pay-for-successs>)

| |
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| <p style="text-align: center;">APPENDIX C REQUEST FOR TECHNICAL ASSISTANCE</p> |
|--|

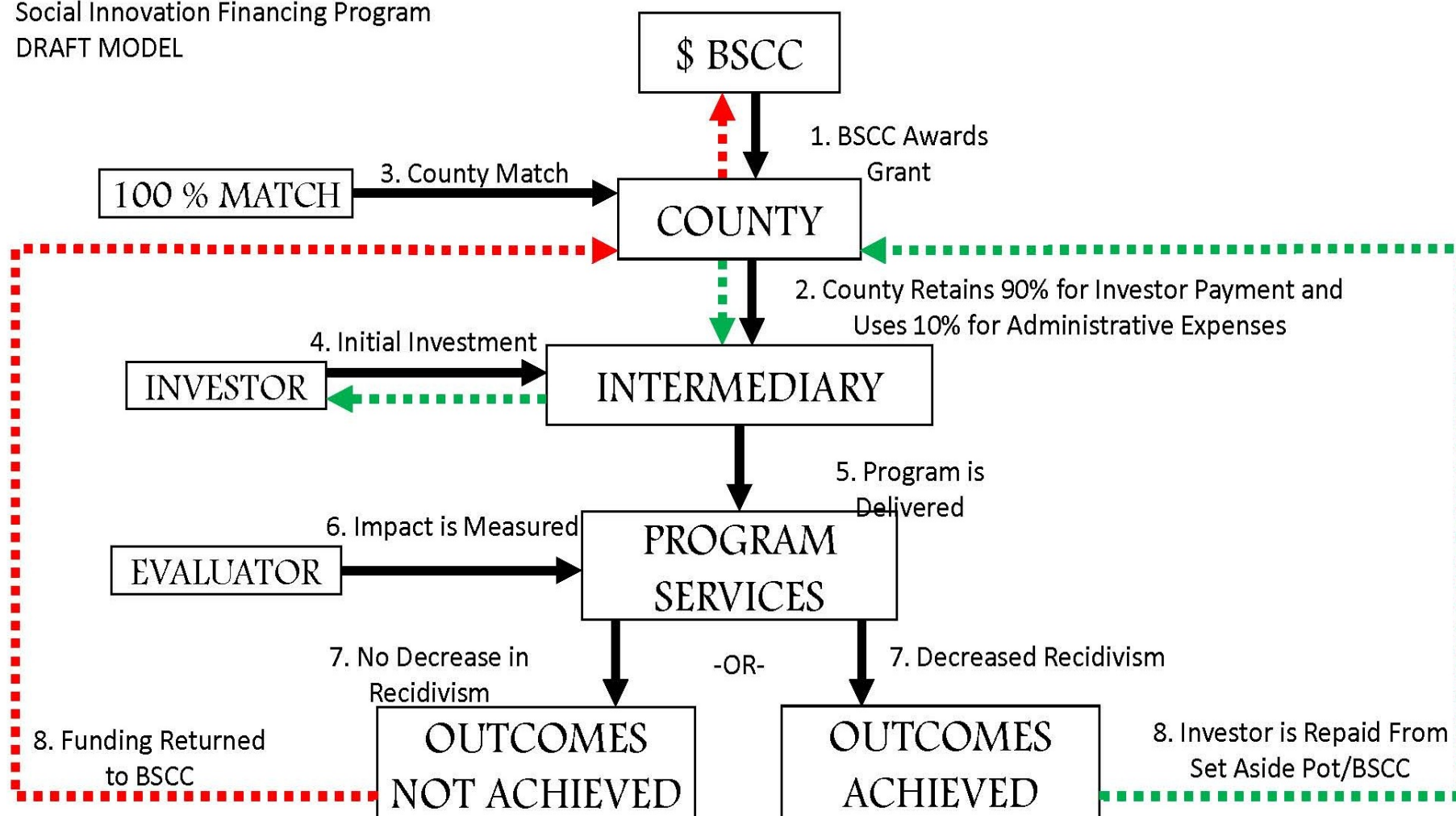
Please complete the form below if you would like to receive technical assistance from the BSCC's fellowship program with the Harvard Kennedy School's Social Impact Bond Technical Assistance Lab.

| CONTACT INFORMATION | | |
|---------------------|----------------|----------|
| NAME (First, Last) | TITLE | COUNTY |
| AGENCY NAME | | |
| STREET ADDRESS | | |
| CITY | STATE | ZIP CODE |
| PHONE NUMBER | E-MAIL ADDRESS | |

Email Request form to Joyce Carroll at Joyce.Carroll@bscc.ca.gov

**APPENDIX D
SOCIAL INNOVATION FINANCING MODEL**

Social Innovation Financing Program
DRAFT MODEL



APPENDIX E
**RESOURCES: EFFECTIVE EVIDENCE-BASED PROGRAMS,
PRACTICES, AND STRATEGIES**

The following website resources are provided as they may be useful to applicants in the proposal development process. The BSCC does not consider this list exhaustive and it is offered only as a starting point for applicants to use in researching evidence-based programs, practices, and strategies.

Blueprints for Violence Prevention
<http://www.colorado.edu/cspv/blueprints/index.html>

California Institute of Behavioral Health Solutions
<http://www.cibhs.org/evidence-based-practices-0>

Coalition for Evidence-Based Policy
<http://evidencebasedprograms.org/>

CrimeSolutions.gov
<http://www.crimesolutions.gov/>

Justice Research and Statistic Association
<http://www.jrsa.org/>

National Institute of Corrections
<http://nicic.gov/Library/>

National Institute of Justice, New Tool for Law Enforcement Executives
<http://nij.gov/five-things/>

National Reentry Resource Center
<http://nationalreentryresourcecenter.org/>

Office of Juvenile Justice and Delinquency Prevention Model Program Guide
<http://www.ojjdp.gov/mpg/>

Promising Practices Network
<http://www.promisingpractices.net/>

Reducing Recidivism to Increase Public Safety: A Cooperative Effort by Courts and Probation
<http://www.courts.ca.gov/documents/EVIDENCE-BASED-PRACTICES-Summary-6-27-11.pdf>

Substance Abuse and Mental Health Services Administration
www.samhsa.gov/ebpwebguide

Substance Abuse and Mental Health Services Administration (SAMHSA) National Registry of Evidence-Based Programs and Practices
<http://www.nrepp.samhsa.gov>

University of Cincinnati, Effective Programs/Curricula Recommendations
http://www.bscc.ca.gov/downloads/Univ_of_Cincinnati_Curricula_Recommendations_Oct_2011.pdf

Washington State Institute for Public Policy
<http://www.wsipp.wa.gov>

APPENDIX F
STATE OF CALIFORNIA: CONTRACT AND GENERAL TERMS AND CONDITIONS

****DRAFT CONTRACT: CHANGES IN PROGRESS****

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

BOARD OF STATE AND COMMUNITY CORRECTIONS

CONTRACTOR'S NAME

2. The term of this Agreement is: May 1, 2016 through October 30, 2020

3. The maximum amount of this Agreement is: \$

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

| | | | |
|------------|--|--------------|-------|
| Exhibit A: | Scope of Work | 3 | pages |
| Exhibit B: | Budget Detail | 1 | pages |
| Exhibit C: | GTC 610: General Terms and Conditions* | By Reference | |
| Exhibit D: | Special Terms and Conditions | 3 | pages |
| | Application for Funding/Grant Proposal – Sections I through VIII | x | pages |

Items shown with an Asterisk () are hereby incorporated by reference and made part of this agreement as if attached hereto.*

These documents can be viewed at: <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

| | | |
|--|--------------------------|---|
| CONTRACTOR | | California Department of General Services Use Only |
| CONTRACTOR'S NAME (if other than an individual, state whether a corporation, | | |
| BY (Authorized Signature) | DATE SIGNED(Do not type) | |
| PRINTED NAME AND TITLE OF PERSON SIGNING | | |
| ADDRESS | | |
| STATE OF CALIFORNIA | | |
| AGENCY NAME BOARD OF STATE AND COMMUNITY CORRECTIONS | | |
| BY (Authorized Signature) | DATE SIGNED(Do not type) | |
| PRINTED NAME AND TITLE OF PERSON SIGNING MARY JOLLS, Deputy Director | | |
| ADDRESS 2590 Venture Oaks Way, Suite 200 Sacramento CA 95833 | | |

☒ Exempt per:
SCM Volume 1 , Chapter 4.06

**EXHIBIT A
SCOPE OF WORK**

GRANT AGREEMENT – PAY FOR SUCCESS GRANT PROGRAM

This Grant Agreement is between the State of California Board of State and Community Corrections, hereafter referred to as BSCC and **XXX**, hereafter referred to as Grantee or Contractor.

1. PROJECT SUMMARY AND ADMINISTRATION

- A. <Copy and paste project summary here....>
- B. Grantee agrees to administer the project in accordance with the Application for Funding/Grant Proposal (Sections I – VIII), which is attached and hereto and made part of this agreement.

2. PROJECT OFFICIALS

- A. The BSCC's Executive Director or designee shall be the BSCC's representative for administration of the Grant Agreement and shall have authority to make determinations relating to any controversies that may arise under or in connection with the interpretation, performance, or payment for work performed under this Grant Agreement.
- B. The Grantee's project officials shall be those identified as follows and as specified in Section 1 of The Application for Funding/Grant Proposal (Sections I – VIII), which :

Chairperson of the County Board of Supervisors, authorized to sign this grant agreement:

Name:
Title:
Address:
Phone:
Email:

Project Director

Name:
Title:
Address:
Phone:
Fax:
Email:

Project Financial Officer

Name:
Title:
Address:
Phone:
Fax:
Email:

- C. Either party may change its project representatives upon written notice to the other party.
- D. By signing this Grant Agreement, the Chairperson of the Board of Supervisors listed above warrants that he or she has full legal authority to bind the entity for which he or she signs.

**EXHIBIT A
SCOPE OF WORK**

3. DATA COLLECTION

Grantees will be required to participate in the collection of data on a common set of variables (and using one or more common data collection instruments). These common variables will be identified collaboratively by the BSCC and the grantees during the grantee orientation meeting. It is anticipated that grantees will be required to submit this common set of variables on a semi-annual basis. Data elements may include, but are not limited to, demographic and other background information, program status information, level and intensity of program services information, and short-term and intermediate-term outcome information. Grantees will also be required to conduct a "Project Evaluation and Outcome" as outlined in the Request for Proposal.

4. REPORTING REQUIREMENTS

- E. Pursuant to AB 1837, once a year grant award recipients will be required to submit an Annual Report to the BSCC. The BSCC will compile the county Annual Reports received from grantees and submit a summary report to the Governor and Legislature annually.
- F. Grantee must submit a Readiness-to-Proceed Progress report to assess the project development activities underway at month four of the contract. BSCC staff will offer technical assistance, as requested by the county, to support program implementation by month six.
- G. Grantee must submit Six-Month Progress Reports throughout the project to provide regular updates on the status of the project and a financial reporting of expenditures.
- H. The deadline for submitting the required reports is as follows:

| Report and Reporting Period | Report Due Dates |
|--|--------------------|
| Readiness-to-Proceed Report (May 1, 2016 through August 31, 2016) | September 15, 2016 |
| Six-Month Progress Report (October 1, 2016 through March 31, 2017) | May 1, 2017 |
| Annual Report October 1, 2016 through September 30, 2017 | November 1, 2017 |
| Six-Month Progress Report October 1, 2017 through March 31, 2018 | May 1, 2018 |
| Annual Report October 1, 2017 through September 30, 2018 | November 1, 2018 |
| Six-Month Progress Report Period October 1, 2018 through March 31, 2019 | May 1, 2019 |
| Final Annual Report Period October 1, 2018 through September 30, 2019 | November 1, 2019 |

EXHIBIT A
SCOPE OF WORK

5. PROJECT RECORDS

- I. The Grantee shall establish an official file for the project. The file shall contain adequate documentation of all actions taken with respect to the project, including copies of this Grant Agreement, approved program/budget modifications, financial records and required reports.
- J. The Grantee shall establish separate accounting records and maintain documents and other evidence sufficient to properly reflect the amount, receipt, and disposition of all project funds, including grant funds and any matching funds by the Grantee and the total cost of the project. Source documentation includes copies of all awards, applications, approved modifications, financial records and narrative reports.
- K. Personnel and payroll records shall include the time and attendance reports for all individuals reimbursed under the grant, whether they are employed full-time or part-time. Time and effort reports are required for consultants (subcontractors).
- L. The grantee shall maintain documentation of donated goods and/or services, including the basis for valuation.
- M. Grantee agrees to protect records adequately from fire or other damage. When records are stored away from the Grantee's principal office, a written index of the location of records stored must be on hand and ready access must be assured.
- N. All Grantee records relevant to the project must be preserved a minimum of three (3) years after closeout of the grant project and shall be subject at all reasonable times to inspection, examination, monitoring, copying, excerpting, transcribing, and auditing by the BSCC or designees. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.

**EXHIBIT B
BUDGET DETAIL**

1. GRANT AMOUNT AND LIMITATION

- A. In no event shall the BSCC be obligated to pay any amount in excess of the grant award. Grantee waives any and all claims against the BSCC and the State of California on account of project costs that may exceed the sum of the grant award.
- B. In no event shall changes be authorized that would result in the expenditures of grant funds for administrative purposes (Column E below) exceeding ten percent (10%) of the grant award.
- C. In no event shall changes be authorized for the Indirect Costs line item that would result in that item exceeding ten percent (10%) of the grant award unless justified by the county's indirect cost rate.

2. PROJECT COSTS

- D. Grantee is responsible for ensuring that actual expenditures are for eligible project costs. The BSCC Grant Administration and Audit Guide outlines eligible and ineligible project costs.
- E. Grant funds must be used to supplement existing funds for program activities and may not replace (supplant) non-State/grant funds that have been appropriated for the same purpose. Potential supplanting will be the subject of grant monitoring. Violations can result in a range of penalties (e.g. recoupment of monies provided under this grant, suspension of future program funding through BSCC grants, and civil/criminal penalties).

3. PROJECT BUDGET

| A BUDGET LINE ITEM | B INVESTOR FUNDS | C CASH MATCH | D IN-KIND MATCH | E GRANT FUNDS ADMINISTRATIVE PURPOSES (10%) | F TOTAL |
|---------------------------|------------------------|--------------------|-----------------------|---|------------|
| 1. Salaries & Benefits | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2. Services & Supplies | \$0 | \$0 | \$0 | \$0 | \$0 |
| 3. Professional Services | \$0 | \$0 | \$0 | \$0 | \$0 |
| 4. CBO Contracts | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5. Indirect Costs | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6. Fixed Assets/Equipment | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7. Data Collection | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8. Program Evaluation | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9. Other | | | | | |
| TOTALS | \$0 | \$0 | \$0 | \$0 | \$0 |

GENERAL TERMS AND CONDITIONS

The GTC 610, General Terms and Conditions are hereby incorporated by reference and made part of this agreement as if attached hereto. The GTC 610 can be viewed at:

<http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

1. GRANTEE'S GENERAL RESPONSIBILITY

- A. Grantee is responsible for the project activities identified in the Application for Funding/Grant Proposal (Sections I – VIII) submitted to the BSCC. Grantee shall immediately advise the BSCC of any significant problems or changes that arise during the course of the project.
- B. If, after receiving an award, the county does not enter into a contract for which the grant was awarded, the county shall return all moneys awarded by the BSCC to the state.

2. GRANTEE ASSURANCES AND COMMITMENTS

- A. Compliance with Laws and Regulations

This Grant Agreement is governed by and shall be interpreted in accordance with the laws of the State of California. Grantee shall at all times comply with all applicable State laws, rules and regulations, and all applicable local ordinances.

- B. Fulfillment of Assurances and Declarations

Grantee shall fulfill all assurances, declarations, representations, and statements made by the Grantee in the Application for Funding/Grant Proposal (Sections I – VIII), which, documents, amendments, approved modifications, and communications filed in support of its request for grant funds.

- C. Permits and Licenses

Grantee agrees to procure all permits and licenses necessary to complete the project, pay all charges and fees, and give all notices necessary or incidental to the due and lawful proceeding of the project work.

3. POTENTIAL SUBCONTRACTORS

- A. In accordance with the provisions of this Grant Agreement, the Grantee may subcontract with consultants for services needed to implement and/or support program activities. Grantee agrees that in the event of any inconsistency between this Grant Agreement and Grantee's agreement with a subcontractor, the language of this Grant Agreement will prevail.
- B. Nothing contained in this Grant Agreement or otherwise, shall create any contractual relation between the BSCC and any subcontractors, and no subcontract shall relieve the Grantee of his responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to the BSCC for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its subcontractors is an independent obligation from the BSCC's obligation to make payments to the Grantee. As a result, the BSCC shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.
- C. Grantee shall ensure that all subcontractors comply with all requirements of this Grant Agreement.
- D. Grantee assures that for any subcontract awarded by the Grantee, such insurance and fidelity bonds, as is customary and appropriate, will be obtained.
- E. Grantee agrees to place appropriate language in all subcontracts for work on the project requiring the Grantee's subcontractors to:

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

1) Books and Records

Maintain adequate fiscal and project books, records, documents, and other evidence pertinent to the subcontractor's work on the project in accordance with generally accepted accounting principles. Adequate supporting documentation shall be maintained in such detail so as to permit tracing transactions from the invoices, to the accounting records, to the supporting documentation. These records shall be maintained for a minimum of three (3) years after the acceptance of the final grant project audit under the Grant Agreement, and shall be subject to examination and/or audit by the BSCC or designees, state government auditors or designees, or by federal government auditors or designees.

2) Access to Books and Records

Make such books, records, supporting documentations, and other evidence available to the BSCC or designee, the Department of General Services, the Department of Finance, the Bureau of State Audits, and their designated representatives during the course of the project and for a minimum of three (3) years after acceptance of the final grant project audit. The Subcontractor shall provide suitable facilities for access, monitoring, inspection, and copying of books and records related to the grant-funded project.

4. PROJECT ACCESS

Grantee shall ensure that the BSCC, or any authorized representative, will have suitable access to project activities, sites, staff and documents at all reasonable times during the grant period.

5. ACCOUNTING AND AUDIT REQUIREMENTS

- A. Grantee agrees that accounting procedures for grant funds received pursuant to this Grant Agreement shall be in accordance with generally accepted government accounting principles and practices, and adequate supporting documentation shall be maintained in such detail as to provide an audit trail. Supporting documentation shall permit the tracing of transactions from such documents to relevant accounting records, financial reports and invoices.
- B. The BSCC reserves the right to call for a program or financial audit at any time between the execution of this Grant Agreement and 60 days following the end of the grant period. At any time, the BSCC may disallow all or part of the cost of the activity or action determined to not be in compliance with the terms and conditions of this Grant Agreement, or take other remedies legally available.

6. MODIFICATIONS

No change or modification in the project will be permitted without prior written approval from the BSCC. Changes may include modification to project scope, changes to performance measures, compliance with collection of data elements, and other significant changes in the budget or program components contained in the Application for Funding. Changes shall not be implemented by the project until authorized by the BSCC.

7. SETTLEMENT OF DISPUTES

- A. In the event of a dispute, Grantee shall file a "Notice of Dispute" with the BSCC Deputy Director, Corrections Planning and Programs Division within 30 days, the Deputy

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

Director shall meet with the Grantee and the designated BSCC Field Representative for purposes of resolving the dispute.

The appeal shall be in writing and shall:

- 1) state the basis for the appeal;
 - 2) state the action being requested of the Deputy Director; and,
 - 3) include any correspondence/documentation related to the cause for dissatisfaction.
- B. The Deputy Director will review the appeal and render a decision on the appeal within 30 calendar days. The decision of the Deputy Director shall be in writing and shall provide rationale for the decision.
- C. If dissatisfied with the decision, the Grantee may file for a review by the BSCC Executive Director. Such request shall be in writing and contain all the elements listed above in Item A.
- D. The decision of the Executive Director shall be final. Notice of the decision shall be mailed to the Grantee.
- E. The procedural time requirement may be waived with written mutual consent of both Grantee and Deputy Director. Grantee shall continue with the responsibilities under this Agreement during any dispute.

8. UNION ACTIVITIES

For all agreements, except fixed price contracts of \$50,000 or less, the Grantee acknowledges that applicability of Government Code §§16654 through 16649 to this Grant Agreement and agrees to the following:

- A. No State funds received under the Grant Agreement will be used to assist, promote or deter union organizing.
- B. Grantee will not, for any business conducted under the Grant Agreement, use any State property to hold meetings with employees or supervisors, if the purpose of such meetings is to assist, promote or deter union organizing, unless the State property is equally available to the general public for holding meetings.
- C. If Grantee incurs costs or makes expenditures to assist, promote or deter union organizing, Grantee will maintain records sufficient to show that no reimbursement from State funds has been sought for these costs, and that Grantee shall provide those records to the Attorney General upon request.

9. WAIVER

The parties hereto may waive any their rights under this Grant Agreement unless such waiver is contrary to law, provided that any such waiver shall be in writing and signed by the party making such waiver.

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| <p style="text-align: center;">APPENDIX G</p> <p style="text-align: center;">EXAMPLES OF ELIGIBLE AND INELIGIBLE PROJECT COSTS</p> |
|--|

Eligible Project Costs

The following project-related costs are eligible for reimbursement if paid for with grant funds. These costs may also be claimed as match. Grantees must maintain adequate supporting documentation for all costs, both grant and match, claimed on invoices.

1. Salaries and benefits for project staff;
2. Services and supplies directly associated with the project;
3. Travel necessary for the success of the project;
 - In-state travel costs incurred by city/county employees will be reimbursed in accordance with city/county travel policy. In-state travel costs incurred by staff of community-based organizations or other subcontractors will be reimbursed in accordance with the State of California's travel policy.
 - Out-of-state travel is restricted and only allowed in exceptional situations. Grantees must obtain prior approval from the BSCC for any out-of-state travel by submitting an out-of-state travel justification, detailing travel agenda and scope. The justification must be complete and show the benefits to the project in terms of the relationship to the projects goals, objectives, and activities.
4. Professional or consultant services, including services provided by community-based organizations and auditing agencies, associated with the project. Any services provided must meet all state and local licensing requirements;
5. Fixed assets necessary for the project. Note: The expenditure of grant funds for fixed assets exceeding \$2,000 per item requires prior approval from the BSCC. The project manager must submit a written declaration that the equipment to be purchased is: 1) to be used for services directly associated with the project, 2) essential to the success of the project, and 3) less expensive than leasing or renting the equipment for the grant period (based on a thorough investigation of lease and rental options);
6. Lease payments for office space and/or equipment needed for the project;
7. Miscellaneous costs for stipends, transportation, books and supplies, special equipment, job related/training materials, and apprenticeship costs for program participants;
8. Purchase or lease of a vehicle necessary for the project. Note: The expenditure of grant funds to purchase or lease a vehicle requires prior approval from the BSCC. The project manager must submit a request describing the need for the vehicle, the anticipated impact on the project if the request is not approved, and the agency that will operate the vehicle, provide insurance, and assume liability; and
9. Indirect costs necessary to the operation of the organization and performance of the project. The cost of operating and maintaining facilities, depreciation, and administrative salaries are examples of indirect costs. The percentage of federal funds that can be expended on indirect costs varies by program and is stipulated in the grant agreement.

Ineligible Project Costs

Ineligible project costs include but are not limited to:

1. Site acquisition and/or construction costs;
2. Fixed assets over \$2,000 per item, unless the BSCC approves a written declaration from the Project Manager as described under Eligible Project Costs;

3. Supplanting existing programs, projects, resources, or personnel;
4. Personal injury compensation or damages arising out of or connected with the project, whether determined by adjudication, arbitration, negotiation, or otherwise;
5. Fines and penalties due to violation of or failure to comply with federal, state, or local laws and ordinances;
6. Costs outside the scope of the approved project or activities not directly related to the approved project;
7. Interest on bonds or any other form of indebtedness required to finance project costs;
8. All costs incurred in violation of the terms, provisions, conditions, or commitments of the grant agreement;
9. All costs arising out of or attributable to grantee's malfeasance, misfeasance, mismanagement or negligence;
10. All costs arising out of or connected with subcontract claims against the grantee, or those persons for whom the grantee may be vicariously liable, including, but not limited to, any and all costs related to defense or settlement of such claims;
11. Guns, ammunition, and body armor;
12. Use of grant funds to "buy-out" unused sick leave, vacation/administrative leave time not accrued during the grant period. Grant funds may only be used to "buy-out" any period of time an employee was assigned to the program and paid with grant fund;
13. Use of grant funds for out-of-state travel, unless approved by BSCC on a case-by-case basis;
14. Bonuses or commissions;
15. Purchase of military-type of equipment;
16. Lobbying activities;
17. Fund raising activities; and
18. Costs incurred outside the grant period.

APPENDIX H
SAMPLE RESOLUTION OF THE GOVERNING BOARD

Each grantee must submit a resolution from their Governing Board that includes, at a minimum, the assurances outlined in the sample below. Applicants are encouraged to submit the Resolution with their proposal. Awardees must have a resolution on file before a fully executed grant agreement can be completed.

WHEREAS the *(insert name of applicant, county department)* desires to participate in the Pay for Success Grant Program, funded through the State Recidivism Reduction Fund and administered by the Board of State and Community Corrections (hereafter referred to as BSCC).

NOW, THEREFORE, BE IT RESOLVED that the *(insert title of designated official)* is authorized on behalf of this Governing Board to submit the grant proposal for this funding and sign the Grant Agreement with the BSCC, including any amendments thereof.

BE IT FURTHER RESOLVED that state grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that *(insert county department)* agrees to provide all matching funds required for said project and abide by the statutes and regulations governing the State Grants Program (including General Terms and Condition 610) as well as the terms and conditions of the Grant Agreement as set forth by the BSCC.

Passed, approved, and adopted by the Governing Board of *(name of board)* in a meeting thereof held on *(insert date)* by the following:

Ayes:

Notes:

Absent:

Signature: _____ Date: _____

Typed Name and Title: _____

ATTEST: Signature: _____ Date: _____

Typed Name and Title: _____

| |
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| <p style="text-align: center;">APPENDIX I BSCC MONITORING / SITE VISIT REPORT TEMPLATE</p> |
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ADMINISTRATIVE REVIEW

Section 1- General

1. Does the project have a copy of the fully executed Standard Agreement in the official file?
2. Does the project have a copy of the Grant Administration and Audit Guide in the official file?
3. Does the agency have an organizational chart for each department involved with the program?
4. Does the project maintain duty statements for staff paid with grant funds?
*Duty statements must be specific to the activities performed in relationship to the grant.
5. Does the project maintain time sheets on all staff charged to the grant?
6. Does the project maintain functional timesheets or conduct time studies for split-funded positions?
*Estimates and/or percentages are not acceptable.
7. Can salaries and benefits be easily tied back to reimbursement invoices?
8. Does the project verify that salaries and benefits are not also claimed or reimbursed under another separate agreement or funding stream?
9. Are all authorized positions filled and performing grant-related duties?
10. Are there any anticipated changes to staff or the project? If yes, explain:
11. Does this grant provide for contracted services?
12. Are copies of the subcontract awards contained within the official project file?
13. Do subcontracts contain the required language (i.e., access to program and fiscal records, access to facility, access to program participants, Non-Discrimination clause, Civil Rights compliance)? If no, what is missing/incomplete?
14. What type of documentation detail does the agency keep for contractor service delivery billing (e.g., client sign-in logs, time/duration of services)?
15. Are copies of project budget modifications contained in the official file?
16. Were there any substantial modifications made that were not approved by the BSCC?
17. Did the project provide a Fidelity Bond, if applicable?
18. Does the grantee have a sustainability plan to continue service delivery after grant funds expire? If yes, what sources for continuation funds are already secured, leveraged or possible?

Section 2 – Civil Rights Compliance *(as applicable to state funded programs)*

19. Does the grantee have an Equal Employment Opportunity Plan (EEO) on file for review? If yes, on what date did the grantee prepare the EEO?
20. Has the grantee submitted an EEO Short Form to the Office for Civil Rights (OCR), U.S. Department of Justice (DOJ), if applicable?
21. How does the grantee notify program participants and beneficiaries that it does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services (e.g., posters, inclusion in program brochures, program materials, etc.)?

22. How does the grantee notify employees that it does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services (e.g., posters, dissemination of relevant orders or policies, recruitment materials, etc.)?
23. Are there written policies or procedures in place for notifying program beneficiaries how to file complaints alleging discrimination by the grantee with the BSCC or the OCR?
24. If the grantee has 50 or more employees and receives DOJ funding of \$25,000 or more, has the grantee:
 - a. Adopted grievance procedures that incorporate due process standards and provide for prompt and equitable resolution of complaints alleging a violation of DOJ regulations prohibits discrimination on the basis of a disability in employment practices and the delivery of services?
 - b. Designated a person to coordinate compliance with prohibitions against disability discrimination?
 - c. Notified participants, beneficiaries, employees, applicants, and others that the grantee does not discriminate on the basis of disability?
25. If the grantee operates an education program or activity, have they taken the following actions?
 - a. Adopted grievance procedures that provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations which prohibits discrimination on the basis of sex?
 - b. Designated a person to coordinate compliance with the prohibitions against sex discrimination?
 - c. Notified applicants for admission and employment, employees, students, parents, and others that the grantee does not discriminate on the basis of sex in its educational programs or activities?
26. Has the grantee complied with the requirement to submit to the OCR any findings of discrimination against the grantee issued by a federal or state court, or federal or state administering agency, on the grounds of race, color, religion, national origin, or sex?
27. What steps have been taken to provide meaningful access to its programs and activities to person who have limited English proficiency (LEP)? Include whether the grantee has developed a written policy on providing language access services to LEP persons.
28. Are training conducted for its employees on the requirements under federal civil rights laws?
29. If the grantee conducts religious activities as part of its program or services, do they:
 - a. Provide services to everyone regardless of religion or religious belief?
 - b. Ensure it does not use federal funds to conduct inherently religious activities (such as prayer, religious instruction, or attempt to convert participants to another religion) and that such activities are kept separate in time or place from federally-funded activities?
 - c. Ensure participation in religious activities is voluntary for beneficiaries of federally-funded programs?

FISCAL REVIEW

1. Does the agency maintain an official budget file for the project?
2. Are there written fiscal policies and procedures?
3. Do the procedures provide for internal control processes for:
 - a. Agreement receipts and deposits?
 - b. Agreement disbursements?
 - c. Invoicing including how amounts are computed for BSCC invoices?

4. Are financial invoices current?
5. Are copies of the invoices for reimbursement within the official file?
6. Do fiscal accounting records reviewed contain adequate supporting documentation for all claims on invoices?
7. Does the source documentation reviewed appear to support amounts invoiced?
8. Does the program/agency maintain supporting documentation or calculation overview for the administrative overhead line item?
9. Do expenditures appear to meet contract eligibility, as defined in the BSCC Contract Administration and Audit Guide?
10. Are BSCC contract funds deposited into separate fund accounts or coded to distinguish grant funds from other fund sources?
11. Does the agency maintain a tracking system for the receipts and disbursements related to the grant program?
 - a. Are the tracking reports reviewed by management and/or program staff?
 - b. How are discrepancies, if any, investigated and resolved?
12. Can the project/agency provide general ledgers documenting the entries for receipts and disbursements?
13. Did the project purchase or lease equipment/fixed assets with contract funds during the monitoring period?
 - a. If the equipment/fixed assets purchased were more than \$2,000 per item, is there an approval of purchase by the BSCC?
 - b. Was the equipment in the budget or in a Budget Modification?
 - c. Is there an inventory list of equipment/fixed assets purchased with grant funds?
 - d. Does the project maintain proof of receipt of goods?
14. Does the project verify that expenditures submitted for grant reimbursement are not also claimed/reimbursed under another separate agreement or funding stream?
15. Does the project comply with the match requirement?
 - a. If the project is currently under-matched, is there a plan to meet the contractually obligated match amount?
16. Does the project generate income from grant funds?
 - a. If yes, has the project submitted a Project Income Reporting form?
 - b. If project income is generated, will any be reverted to the BSCC?
17. Does the project conduct desk audits of subcontract agencies?
18. Does the project require subcontract agencies to submit source documentation with their billing invoice?
19. What type of audit will the project submit?
20. Does the agency have audit reports covering the agency's internal control structure within the last two years?

PROGRAM REVIEW

1. Does the project maintain source documentation (e.g. case records, files, sign-up sheets, etc.) for the clients served?
2. Do the project records reviewed provide sufficient detail to support information reported in Progress Reports?
3. Are Progress Reports current?
4. Has the project experienced operational or service delivery problems?

PROGRAM DATA AND OUTCOMES

1. What is the plan for collecting and evaluating data to measure performance and outcomes of project activity?
2. Who is the contact person responsible for collecting and evaluating the data?
3. Are there any preliminary findings or evidence of project impact?

| |
|---|
| <p style="text-align: center;">APPENDIX J</p> <p style="text-align: center;">ASSESSMENT OF EFFECTIVE CORRECTIONAL PRACTICES</p> |
|---|

Recent legislative changes have required the BSCC to assume new roles and responsibilities in providing leadership to local agencies and service providers, identifying information and data regarding evidence-based practices (EBP), and providing technical assistance concerning the implementation of effective correctional practices known to reduce recidivism. To support these efforts, the BSCC sought the assistance of Dr. Edward Latessa from the University of Cincinnati, a nationally recognized EBP expert, to train and certify BSCC staff in the use of an assessment tool called the Evidence-based Correctional Program Checklist (CPC).

The CPC is a tool developed by the University of Cincinnati for assessing correctional intervention programs. It is used to ascertain how closely correctional projects meet the known principles of effective intervention correlated to a reduction in recidivism. The CPC is applicable to a wide range of programs (adult, juvenile, community, institutional, etc.). All of the indicators included in the CPC are correlated with reductions in recidivism, and the assessment process helps agencies understand the relationship between program integrity and recidivism reduction. The results of the assessment are obtained relatively quickly; usually the assessment takes a day or two onsite with each project and a follow-up report is generated within a few weeks. The report identifies both the strengths and weaknesses of a program, and provides specific recommendations designed to increase effectiveness.

Grantees awarded PFS Grant Program funding may receive a CPC assessment by certified BSCC staff in the first and third years of their project. Once the assessment is completed and scored, evaluators will produce a report that provides feedback on what is working well and areas of needed improvement. The report will also detail specific recommendations that can act as a blueprint for future growth, improving program integrity, and increasing effectiveness. It is not the intention of the BSCC to use the information contained in the CPC report to hold projects accountable to a standard outside of the PFS Grant Program contract agreement, nor will the results of the CPC have any impact on grant funding. The goal of the process is to provide feedback and recommendations for project staff to consider when attempting to align their correctional practices with recidivism reduction. Follow-up training and technical assistance sessions will be provided to PFS Grant Program projects; focus will be on the report recommendations, identifying effective correctional practices, prioritizing need areas and developing action plans with each agency to systematically address such needs.

The CPC is divided into two basic areas: content and capacity. These two areas cover a total of five domains. The capacity area is designed to measure the capability of the program to deliver evidence-based interventions and services to offenders. There are three domains within the capacity area including: Leadership and Development; Staff; and Quality Assurance. The content area focuses on how well the program meets the principles of risk, need, responsivity, and treatment, and covers the two domains of Offender Assessment and Treatment. Listed below are some of the indicators within each domain associated with the CPC.

PROGRAM LEADERSHIP AND DEVELOPMENT DOMAIN

This section examines such issues as: the project director's education level and experience; involvement in hiring, supervision, and training; provision of direct services; use of research and pilot programming; and funding.

STAFF CHARACTERISTICS DOMAIN

This section examines such issues as: qualifications of staff who work in offender treatment programs; clinical supervision provided to staff running groups/classes or providing interventions; educational level or certification of the supervisor; staff meetings; and new and ongoing staff training.

OFFENDER ASSESSMENT DOMAIN

This section examines such issues as: inclusion and exclusion criteria for program participants, use of risk, need, and responsivity assessments, and the risk level of the offenders served by the program.

TREATMENT CHARACTERISTICS

This section examines such issues as: needs or behaviors targeted; treatment modalities used; length of program; use of manuals; hours of structured therapeutic tasks; services to low-risk offenders; intensity of treatment; assignment of offenders to staff and services; use of rewards and punishers; progression criteria; structured skill building; program completion; services to family members; discharge planning, and aftercare.

QUALITY ASSURANCE

This section examines such issues as: quality assurance mechanisms; measurement of offender progress; recidivism rates; formal outcome evaluations; and ongoing research and evaluation of program.

The BSCC believes the CPC assessment process, as well as the follow-up report, recommendations, and technical assistance will be helpful to grantees in advancing local efforts to implement effective correctional practices aimed at reducing recidivism. Additionally, a re-assessment in the third year will provide valuable feedback to grantees on gains made over time and support each project's long-range plan to develop a justice investment strategy that is consistent with the statewide goal of improved public safety through cost-effective, promising and evidence-based practices for managing criminal justice populations.

| |
|---|
| <p style="text-align: center;">APPENDIX K TECHNICAL COMPLIANCE REVIEW</p> |
|---|

Proposal Submission-

- Application was received at the BSCC by 5:00 p.m., Monday February 1, 2016.
- Package includes one original signed proposal marked "Original Copy" and 15 copies of the application submittal.
- Proposal is on 8 ½" x 11" single-sided white paper.
- Copies are assembled separately, each fastened in the upper left corner with a binder clip, each is 3-hole punched, and all are packaged together with a rubber band.

Section I: Applicant Information-

- Section I was completed with all required information.
- Section I was signed by the Chairperson of the County BOS, authorized to sign the agreement.
- Project Abstract is within the 1-page limit.

Sections II– VII (a): Proposal Narratives-

- BSCC format has been followed: Arial 12-point font, 1.5 line spaced, one inch margins.
- Proposal narrative sections II –VII (a) do not exceed 20 pages in totality

Section VII (b): Proposed Budget-

- Requested funding is between \$500,000 and \$2,000,000.
- Budget tables and line item detail are:
 - Complete and identified in whole dollars;
 - Are calculated accurately for column and row totals; and
 - The total grant fund amount equals the amount provided in Section I (B) and the proposed match amount equals the amount provided in Section I (C).
- Match is documented at a minimum of 100 percent (100 %) of the grant funds requested.
- Budget detail is provided and includes grant funds requested, investor funding requested, and match funding information.

Section VIII: Administrative Plan and Timeline-

- Section was completed.

APPLICATION INSTRUCTIONS

Proposal Sections I, VII (b), and VIII are to be completed by submitting the required information in the tables and fields provided within the application.

Proposal Sections II through VII (a) are to be completed in the narrative format provided and may not exceed **20 pages** in total. Sections VII (b) and VIII are to be completed using the tables provided and do not count in the 20-page limit of the narrative sections. It is at the discretion of the applicant to determine how to utilize the total page limit in addressing each section; however, as a guide, the applicant may want to review the point value weight given to each section in the rating factor table on page 13. These sections are set in Arial 12-point font, 1.5 line spaced, one inch margins in a fill-in format; proposal submittals must be single-sided pages on plain white 8½" x 11" paper. Applications that deviate from the BSCC format may be disqualified from the process.

In addition to the proposal narrative sections, applicant should submit letter(s) of intent/commitment from investors, evaluators, services providers, and other relevant project partners.

The applicant must submit **one original signed and 15 copies** of the proposal, and the 'Original Copy' must be marked as such. Copies of the proposal must be assembled as separate packets and individually fastened in the upper left corner with a binder clip. All proposals are to be three-hole punched and all copy packages bound together by rubber bands. Do not bind proposals. No staples are to be used. Any costs incurred to develop and submit the proposal are entirely the responsibility of the applicant and shall not be charged to the State of California.

A proposal packet includes:

- Project Abstract
- Sections I through VIII, completed
- Letter(s) of intent/commitment from project partners
- Board of Supervisors' Resolution, if available prior to application submission

SECTION I: APPLICANT INFORMATION

A. APPLICANT/DEPARTMENT IMPLEMENTING THE GRANT

| | | | |
|---|---|------------------|----------|
| COUNTY BOS : | PARTNERING COUNTY(IES) (if applicable): | | |
| PARTNERING AGENCY(IES) (if applicable): | | | |
| IMPLEMENTING AGENCY/ DEPARTMENT | DUN AND BRADSTREET NUMBER | TELEPHONE NUMBER | |
| | | | |
| STREET ADDRESS | CITY | STATE | ZIP CODE |
| | | | |
| MAILING ADDRESS | CITY | STATE | ZIP CODE |
| | | | |

B. GRANT AMOUNT REQUESTED

C. PROPOSED MATCH AMOUNT

\$

\$

D. APPLICANT PROJECT DIRECTOR

| | | | |
|----------------|-------|----------|------------------|
| NAME AND TITLE | | | TELEPHONE NUMBER |
| | | | |
| STREET ADDRESS | | | FAX NUMBER |
| | | | |
| CITY | STATE | ZIP CODE | E-MAIL ADDRESS |
| | | | |

E. APPLICANT PROJECT FINANCIAL OFFICER

| | | | |
|----------------|-------|----------|------------------|
| NAME AND TITLE | | | TELEPHONE NUMBER |
| | | | |
| STREET ADDRESS | | | FAX NUMBER |
| | | | |
| CITY | STATE | ZIP CODE | E-MAIL ADDRESS |
| | | | |

F. APPLICANT DAY-TO-DAY CONTACT PERSON

| | | | |
|----------------|-------|----------|------------------|
| NAME AND TITLE | | | TELEPHONE NUMBER |
| | | | |
| STREET ADDRESS | | | FAX NUMBER |
| | | | |
| CITY | STATE | ZIP CODE | E-MAIL ADDRESS |
| | | | |

G. APPLICANT'S AGREEMENT

By signing this application, the applicant assures that the grantee will abide by the laws, policies, and procedures governing this funding.

CHAIRPERSON OF THE COUNTY BOARD OF SUPERVISORS, AUTHORIZED TO SIGN AGREEMENT

APPLICANT'S SIGNATURE

DATE

PROJECT ABSTRACT

Please provide a brief summary of the proposed project in the space provided below; narrative must not be more than a single page in length. The abstract is not counted toward the 20 page limit.

NARRATIVE SECTIONS

Note: Sections II – VII (a) are to be completed in a narrative format (see instructions on page 41). Sections VII (b) and VIII are to be completed in the tables provided. Applicant responses will be evaluated regarding the extent to which a proposal adequately addresses the questions/directions listed under the corresponding section titles. If a question/direction does not apply, the applicant should clearly state as such and provide the reason. Omission or lack of clarity for any section is likely to result in a reduction of allowable points. The total combined page limit for narrative Sections II – VII (a) is 20 single-sided pages within the required format; these sections begin on page 49. The tables for section VII (b) and VII do not count toward the 20 page limit.

SECTION II: STATEMENT OF NEED (80 Points)

Address the following in narrative form:

What social need(s) is addressed by this proposal? What is the target population? Provide detailed local data to support the described need(s). How is the social need(s) connected to the general PFS Grant Program goal of recidivism reduction?

Below are the rating criteria on which this section of the proposal will be evaluated:

| Rating Criteria | |
|-----------------|--|
| 2.1 | The need is identified and measurable. |
| 2.2 | The target population is identified, measurable, and correlates to the social need(s). |
| 2.3 | The magnitude or urgency of the need justifies the use of state and investor funds. |
| 2.4 | Overall, the need matches the legislative intent of AB 1837 [Sec.1 and Title 15.8, 97010 (3)]. |

SECTION III: GOALS AND OBJECTIVES (80 Points)

Address the following in narrative form:

What are the goals and objectives of the proposed intervention? For the purposes of this proposal, treat goals as general statements of the improvements in conditions or behavior anticipated by the program. For example, what forms of recidivism are expected to improve as a result of the program? Or, what primary needs of the target population will be addressed? Then describe the specific objectives that you expect to achieve as a means to reaching or making progress towards the general goals. As PFS programs apply performance-based funding principles, your objectives should be described, to the extent possible, in measurable or quantifiable terms. Use local data on costs and potential benefits to demonstrate financial savings to be gained from achievement of objectives.

Below are the rating criteria on which this section of the proposal will be evaluated:

| Rating Criteria | |
|-----------------|--|
| 3.1 | The goals are clearly directed to the needs described in Section II. |
| 3.2 | The objectives are achievable means of reaching the goals. |
| 3.3 | The objectives describe measurable and achievable outcomes that can be used as performance standards. |
| 3.4 | Overall, reaching the goals and achieving the objectives will substantially address the needs described in Section II. |

SECTION IV: PROJECT DESCRIPTION (120 Points)

Address the following in narrative form:

Describe how the program will serve the target population. Identify the intervention strategies, services provided, and relationship of services to program objectives. What is the evidence that the proposed program is likely to be successful? Are the methods applicable to the targeted population? Cite the research and/or literature supporting the proposed intervention(s) and how it is evidence-based. How will the target population/participants be identified, recruited, and/or selected? How many participants are anticipated to be served? Describe each partner and stakeholder roles/responsibilities in the program. What experience does the applicant, investor, and service provider have in providing the proposed social program? Describe the level of community support for the project.

Below are the rating criteria on which this section of the proposal will be evaluated:

| Rating Criteria | |
|-----------------|--|
| 4.1 | The program and its components are clearly described that includes the capacity to dedicate staff with appropriate experience and relevant issue expertise to the PFS Project. |
| 4.2 | Convincing evidence is provided that the proposed program is likely to reduce recidivism and succeed with the target population. |
| 4.3 | The affected community is included in the project development, implementation, and evaluation. |
| 4.4 | The service provider represents the needs and interests of the target population. |
| 4.5 | The recruitment method and program structure allows for a sufficient size in order to rigorously evaluate the program effects. |
| 4.6 | The applicant, investor, and service provider are well experienced in providing the proposed social program. |
| 4.7 | Overall, the program is well designed to meet the project need, goals, and objectives. |
| 4.8 | Overall, the partners are prepared to serve the population to the scale and quality needed to meet its obligations, and protect the well-being of the population served. |

SECTION V: CONTRACTUAL ARRANGEMENTS(40 Points)

Address the following in narrative form:

What type of contracts have been established with investor(s), service provider(s), intermediary(ies), and evaluator(s)? Include nonbinding letters of intent/commitment or documentation indicating a willingness to participate from all parties to the proposed contracts (letters are not included in the 20 page limit). What financial assurances have been established to ensure the program will run as intended and the desired objectives are met? What levels of payout are planned and how are they tied to the desired outcomes? What is the agreed upon payment schedule? (i.e., What outcome targets must be hit to reach a payout?) Describe how the final payment(s) for successful programmatic outcomes will be calculated and structured in the contract.

Below are the rating criteria on which this section of the proposal will be evaluated:

| Rating Criteria | |
|-----------------|--|
| 5.1 | The evaluator's role is clear, sufficiently detailed, and feasible within the time frame determined by the grant cycle. |
| 5.2 | The service provider's role is clear, sufficiently detailed, and feasible within the time frame determined by the grant cycle. |
| 5.3 | The investor's role is clear, sufficiently detailed, and feasible within the time frame determined by the grant cycle. |
| 5.4 | (a) If an intermediary partner is planned, this agent's role is clear, sufficiently detailed, and feasible within the time frame determined by the grant cycle; <u>or</u> (b) If no intermediary partner is planned, there is a clear, detailed, and feasible plan for accomplishing inter-partner brokerage functions. |
| 5.5 | Confirmation of funding has been raised or committed through a non-binding letter(s). |
| 5.6 | Overall, the applicant has defined a fair and feasible method of incentivizing achievement of objectives through performance-based financing mechanisms that also includes a well-defined payment structure and a contingency plan in the event of program discontinuance. |

SECTION VI: EVALUATION(40 Points)

Address the following in narrative form:

Identify the Program Services Evaluator. What procedures will be established to safeguard the objectivity of an independent evaluator, selected and contracted by the applicant, to determine whether performance targets have been achieved? What level of commitment has been established with the evaluator? What is the experience of the evaluator? What role(s) will the evaluator perform and at what point does the evaluator begin that role(s)? How will the evaluation determine the extent to which goals and objectives are met?

Below are the rating criteria on which this section of the proposal will be evaluated:

| Rating Criteria | |
|-----------------|--|
| 6.1 | The evaluator's experience suits the type of program described in Section IV. |
| 6.2 | The evaluator has an appropriate role in project planning and is sufficiently consulted throughout the project to ensure it can be evaluated and that data can be stored and retrieved in a secure manner to protect participants. |
| 6.3 | The evaluation methodology described is rigorous enough to determine the extent to which outcomes are due specifically to project activities. |
| 6.4 | Overall, the evaluation plan permits a fair assessment of the extent to which needs, goals, and objectives have been met |

SECTION VII (a) AND VII (b): BUDGET (80 Points)

Address the following in narrative form (a):

Describe the county's familiarity with, and capability of, raising private capital. Using local data on costs and potential benefits, demonstrate financial savings to be gained from achievement of objectives, as detailed in Section III. Provide justification that the amount of grant funds requested is reasonable and appropriate given the proposed project's design and scope. Provide details regarding the proposed budget timeframe that addresses project ramp-up, observation, and measurement periods.

Budget tables (b):

Then, using the tables provided in Section VII (b), complete the information requested as it relates to funding sources and program budget. These budget tables will not count toward the 20-page limit of narrative.

Below are the rating criteria on which sections VII (a) and VII (b) of proposal will be evaluated:

| Rating Criteria | |
|-----------------|--|
| 7.1 | The information provided on the county's past record illustrates strong evidence that they have the organizational capacity to raise private capital. |
| 7.2 | Costs and savings associated with outcome measurements are clear, have realistic timeframes, and have been identified using local data. |
| 7.3 | The program's budget is detailed and takes into account the time necessary for start-up of the project, service delivery period, time for observation and measurement of outcomes, and includes service, legal, personnel, and overhead costs. |
| 7.4 | Overall, the items in the program budget are clearly justified in terms of planned program activities. |

SECTION VIII: ADMINISTRATIVE WORK PLAN AND TIMELINE (60 Points)

In the table provided in Section VIII, develop an administrative work plan with timeline for the major activities to be accomplished or obstacles to be cleared to achieve the three-year funded project (e.g., recruiting, selecting staff and/or contracting with service providers, intermediaries, funding agencies, and evaluators, analyzing data, conducting training sessions, development of project evaluation, meeting reporting requirements, etc.). Clearly detail critical pre-

implementation or ramp-up activities occurring in the first six months of the project. This table is not counted toward the 20 page limit of the narrative.

Below are the rating criteria on which the proposal will be evaluated:

| Rating Criteria | |
|-----------------|---|
| 8.1 | The steps and timeline of project development and implementation are clearly described. |
| 8.2 | The pre-implementation and implementation timeline ensures that all contracts and services will be in place to support completion of the project by the end of the grant cycle. |
| 8.3 | Overall, there is a feasible plan for establishing a working program, capable of evaluation, given the timeline of the project, sunset of funds, and time allotted to secure investors. |

**BEGIN NARRATIVE RESPONSES TO SECTIONS II – VII (a) USING THE FIELDS BELOW.
PAGES MUST NOT EXCEED A TOTAL OF 20.**

SECTION II: STATEMENT OF NEED

SECTION III: GOALS AND OBJECTIVES

SECTION IV: PROGRAM DESCRIPTION

SECTION V: CONTRACTUAL ARRANGEMENTS

SECTION VII: EVALUATION

SECTION VII (a): BUDGET NARRATIVE

SECTION VII (b): PROPOSED BUDGET

BUDGET TABLES: The following does not count toward the total of 20 pages allowed for narrative. Complete the following tables, **using whole numbers**, for the grant funds being requested for the grant period (May 1, 2016 to October 31, 2019).

Applicants must provide a minimum **100 percent (100%) match**; of the grant funds requested. Matching funds may be met through cash, in-kind, or a combination of both.

All funds shall be used consistent with the requirements of the BSCC Grant Administration and Audit Guide, July 2012(<http://www.bscc.ca.gov/resources>).

| BSCC FUNDING |
|---|
| Total Amount of Grant Funding Requested From BSCC: \$ <ul style="list-style-type: none">Amount of BSCC Grant Funds To Be Allocated For Operational Costs (cannot exceed more that 10% of grant funds requested): \$Amount BSCC Grant Funds To Be Allocated For Repayment To Investors:\$ |

| CASH MATCH |
|---|
| Source(s) : Total Amount of Cash Match: \$ <ul style="list-style-type: none">Cash Match To Be Allocated For Operational Costs:\$Cash Match To Be Used For Repayment To Investors:\$ |

| IN-KIND MATCH |
|---|
| Source(s): Total Amount of In-Kind Match:\$ <ul style="list-style-type: none">In-Kind Cash Match To Be Allocated For Operational Costs:\$In-Kind Cash Match To Be Allocated For Repayment To Investors:\$ |

| INVESTOR FUNDING |
|---|
| Source(s) and amounts: Total Amount Requested from Investors: \$ |

Use the information above to complete the table on the following page.
Please verify the accuracy of the total funds requested and total match amounts
because columns and rows do not auto-calculate.

**OPERATIONAL COSTS OF PFS GRANT PROGRAM FOR THE
THREE-YEAR PROJECT PERIOD**

While recognizing agencies may use different line items in the budget process, the line items below represent how the BSCC will require grantees to report expenditures. Match funds may be expended in any line item, and must be identified as to their respective dollar amounts and source of the match. The 'Other' category funds should be budgeted for travel purposes for one mandatory grantee briefing meeting (*to be held in Sacramento, date TBA*) as well as other proposed travel. Applicants projecting to utilize grant funds for Indirect Costs may not use more than 10 percent of the state grant funds for this line item.

| PROPOSED BUDGET LINE ITEMS | INVESTOR FUNDS | CASH MATCH | IN-KIND MATCH | GRANT FUNDS ADMINISTRATIVE PURPOSES (10%) | TOTAL |
|--|-------------------|---------------|------------------|--|-----------|
| 1. Salaries and Benefits | \$ | \$ | \$ | \$ | \$ |
| 2. Services and Supplies | \$ | \$ | \$ | \$ | \$ |
| 3. Professional Services | \$ | \$ | \$ | \$ | \$ |
| 4. Community-Based Organization (CBO) Contracts | \$ | \$ | \$ | \$ | \$ |
| 5. Indirect Costs | \$ | \$ | \$ | \$ | \$ |
| 6. Fixed Assets/Equipment | \$ | \$ | \$ | \$ | \$ |
| 7. Data Collection | \$ | \$ | \$ | \$ | \$ |
| 8. Program Evaluation | \$ | \$ | \$ | \$ | \$ |
| 10. Other (include travel costs) | \$ | \$ | \$ | \$ | \$ |
| TOTAL | \$ | \$ | \$ | \$ | \$ |

The proposal must provide sufficient detail in each category below (subsections 1 - 9) regarding how state grant and match funds will be expended to implement and operate the proposed project as identified in the Budget Table (above). The proposal must provide justification that the amount of funding supporting the project is reasonable and appropriate given the proposed project's design and scope, and describe other funding streams that may be used to support the proposed project.

1. SALARIES AND BENEFITS (e.g., number of staff, classification/title, salary and benefits)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

2. SERVICES AND SUPPLIES (e.g., office supplies and training costs)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

3. PROFESSIONAL SERVICES: (e.g., consultative services - include name of consultants or providers)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

4. COMMUNITY-BASED ORGANIZATION CONTRACTS (e.g., detail of services - provide name of CBO)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

5. INDIRECT COSTS: Indicate percentage and methodology for calculation. In the “Grant Funds” column of the previous table, this total may not exceed 10% of the total funds requested. In the “Match Funds” column of the previous table, agencies may expend up to their Indirect Cost Rate (over and above 10%) for match funds supported by state or local dollars.

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

6. FIXED ASSETS / EQUIPMENT (e.g., computers, other office equipment necessary to perform project activities)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

7. DATA COLLECTION (e.g., programming services, data analysis)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

8. PROGRAM EVALUATION (e.g., evaluator, materials)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

9. OTHER (e.g., travel expenses)

Investor Funds: \$

Requested Grant Funds: \$

Matching Funds: \$

Narrative:

SECTION VIII: ADMINISTRATIVE WORKPLAN AND TIMELINE

Provide an administrative plan with timeline for the major activities to be accomplished or obstacles to be cleared in order to achieve the three-year funded project (e.g., recruiting, selecting staff and/or contracting with an expert consultant or provider, analyzing data, conducting training sessions, development of project evaluation, determining sustainability plan/funding, etc.). Detail critical implementation activities occurring in Year 1 of the project. The following table is not included in the 20 page narrative limit.

[illegible]



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: March 1, 2016

Subject: US Department of the Navy

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute an agreement with the US Department of the Navy, to allow the Sheriff's Office to use the streets, buildings and structures within the Administration Area of the former Naval Weapons Station Seal Detachment Concord, to conduct public safety training for the period of December 16, 2015 through December 15, 2016.

FISCAL IMPACT:

Zero fiscal impact. Usage only agreement.

BACKGROUND:

The Navy Office in San Diego has been managing the scheduling of the Marine Ocean Terminal Concord (MOTCO) Administrative Area for Public Safety training. For numerous years there were occurrences of scheduling conflicts, double bookings, and unscheduled training. The Navy has now provided the opportunity for the Office of the Sheriff to take control of scheduling training not only for this Office, but also any other public safety training our Office approves of. It is essential for the Office of the Sheriff to be able to train on the site in order to continue the Law Enforcement Training Academy program, since portions of the vehicle training can not be conducted on public roadways.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Sandra Brown,
925-335-1553

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

By: , Deputy

cc: Sandra Brown, Timothy Ewell

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff will not be able to enter into an agreement with the Navy for use of the Former CNWS.

CHILDREN'S IMPACT STATEMENT:

No impact.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Continue Extension of Emergency Declaration Regarding Homelessness

RECOMMENDATION(S):

CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999 regarding the issue of homelessness in Contra Costa County.

FISCAL IMPACT:

None.

BACKGROUND:

Government Code Section 8630 required that, for a body that meets weekly, the need to continue the emergency declaration be reviewed at least every 14 days until the local emergency is terminated. In no event is the review to take place more than 21 days after the previous review.

On November 16, 1999, the Board of Supervisors declared a local emergency, pursuant to the provisions of Government Code Section 8630 on homelessness in Contra Costa County.

With the continuing high number of homeless individuals and insufficient funding available to assist in sheltering all homeless individuals and families, it is appropriate for the Board to continue the declaration of a local emergency regarding homelessness.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Enid Mendoza, (925)
335-1039

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Annual Report from the Arts & Culture Commission of Contra Costa County

RECOMMENDATION(S):

Accept the 2015 Annual Report from the Arts & Culture Commission of Contra Costa County.

FISCAL IMPACT:

None.

BACKGROUND:

On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, on the second Tuesday in December.

The annual report for the Arts & Culture Commission of Contra Costa County covering the period of January 2015 through December 2015, is attached, outlining the activities, accomplishments achieved and proposed actions and goals for 2016.

CONSEQUENCE OF NEGATIVE ACTION:

The Board and the public will not have this information.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Enid Mendoza,
925-335-1039

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

By: , Deputy

cc:

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

2015 AC5 Annual Report



Advisory Body: **Arts and Culture Commission of Contra Costa County**

Meeting Time: **Second Wednesday of the Month**, conference room, Office of Communications and Media, **10 Douglas Drive, Suite 210, Martinez**

Chair: **Commissioner Teresa (Tess) Snook O'Riva**

Staff person: **Executive Director, Roger Renn**

Reporting Period: **January 1, 2015 – December 31, 2015**

I. Activity

2015 has been a seminal year for the Arts and Culture Commission of Contra Costa County. After spending the better part of 2014 creating a strategic plan formulated with the help of a consultant,* AC5 has spent considerable time this year executing this new strategic plan.

After an exerted effort, the Commission was able to add an Alternate Seat and fill all but one AC5 Commission Seats. This allowed the Commission to spend time on the execution of the strategic plan in 2015. At the same time the California Arts Council was able to increase the State-Local Partnership Grant award and AC5 hired an experienced Executive Director.

*Using available grant money from the California Arts Council, Angelia Tahiti Consultants was hired in 2014 to guide the process of setting a course for AC5 for the next two years. The outcome was a document titled: Strategic Strategies for 2014-16.

AC5 is excited to be working with Veterans in Contra Costa County by bringing the California Arts Council's Veterans Initiative in the Arts program to them in the form of a new program titled ABOUT FACE: Building Veterans' Self-understanding through Self Portraits.

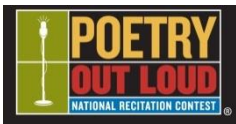


This new program will offer Veterans an opportunity to explore portrait painting as a way of self-expression. Through a generous grant from the California Arts Council the Arts and Culture Commission of Contra Costa County is offering portrait painting workshops to Contra Costa County Veterans free of cost.

II. Accomplishments

With County funding of \$14,248, and \$29,665 total grant funding from the State, the Commission was able to accomplish its mission of *“advancing the arts in a way that promotes communication, education, appreciation and collaboration throughout Contra Costa County so that we may grow creatively as a community that preserves and celebrates our diverse cultural expression.”*

As California recognizes the importance of the Arts (and Culture) a hearing on the *“Creative Economy”* was held in Sacramento. Both Commission Chair Snook O’Riva and Executive Director Roger Renn attended this hearing along with Confluence 2015, a state-wide gathering of Arts Commissions in April 2015. An increase in State funding was the result of the conference and the Assembly hearing. Some AC5 programs offered as a result of both State and County funding for 2015 included:



Poetry Out Loud has been a well-received program brought to Contra Costa high schools for the past nine years. Our POL program coordinator, Robin Moore, has expanded the program to 14 schools, the largest participation of schools to date. It was rewarding to have Delta Vista High School, at the Orin Allen Youth Rehabilitation Facility in Byron, participating for their second year. Arielle Herman, a senior at Monte Vista High School in Danville, won the county wide competition. Arielle traveled to Sacramento in March to compete in the statewide competition of 44 counties. She wasn't a finalist, but did well and proudly represented Contra Costa County.



Arts Café is a relatively new program. This year AC5 began collaborating with the County libraries and local arts associations to offer richer programs. Last September, in conjunction with the Concord Library and Concord Art Association, Arts Café hosted Judy Gittelsohn as she demonstrated the use of watercolor paints. More joint programming is planned for 2016.

Art Passages offered two great shows this year. Women of Conscience featured photographs by Victoria Alvarado in the lobby of the Contra Costa County Administration Building. At age 65, she traveled throughout California photographing with a 35mm camera. Her project began in 2001 by selecting Latina women in various fields throughout California who were making significant contributions to their communities. These women are role models for the next generation of youth.

An Ordinary Year, An Extraordinary Time showcased Steven Burchik’s photographs. The exhibit included more than sixty photographs portraying the images of ordinary soldiers, villagers and children trying to get through each day during an extraordinary conflict. This exhibit carries special significance since this year, 2015, marks the 50th anniversary of the official start of the Vietnam War, when US ground troops were sent to the conflict. It also marks the 40th anniversary of the end of the Vietnam War.





Arts Recognition Awards were awarded to three outstanding artist: Mr. Rhu A. Bigay, an Aviation Artist, Ms. Pamela Freund-Stiplen, Artistic Director for the Gold Coast Chamber Players and Mr. Peter Maund, Percussionist and Music Educator. Each advanced the appreciation of the Arts and Culture in Contra Costa County. AC5 also recognized Dr. Darwin Marable for his over 12 years of service as AC5 Commissioner for District II.

The National Gallery of Art offers a free-loan program to community groups and non-profit television stations. Partnering with Contra Costa Television (CCTV), AC5 has selected programs from this collection for airing to the larger community.



Commissioners participated in judging panels for State Assembly high school art contests and other panels throughout the year. AC5 was also involved with special Board of Supervisors' cultural celebrations including Dr. Martin Luther King, Jr. Day, Cesar Chavez Celebration, and Veterans Day Ceremony.

III. Attendance/Representation

AC5 Commission Meeting Attendance for 2015

| Name | % | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC |
|--------------------|------|-------------------------------------|-----|-----|----------|-----|----------|-----|------------|----------|----------|-----|------------|
| District 1 | | | | | | | | | | | | | |
| Vacant | | canceled | | | canceled | | canceled | | | canceled | canceled | | |
| District 2 | | | | | | | | | | | | | |
| Darwin Marable | 4/4 | canceled | ✓ | ✓ | canceled | ✓ | canceled | ✓ | | canceled | canceled | N/A | N/A |
| Lore Konieczny | | N/A Not a Commissioner at this time | | | | | | | | | | | |
| District 3 | | | | | | | | | | | | | |
| P.J. Shelton | 1/5 | canceled | | | canceled | | canceled | ✓ | | canceled | canceled | | |
| District 4 | | | | | | | | | | | | | |
| Elizabeth Wood | 3/5 | canceled | ✓ | | canceled | | canceled | ✓ | | canceled | canceled | ✓ | |
| District 5 | | | | | | | | | | | | | |
| Tess O'Riva | 5/5 | canceled | ✓ | ✓ | canceled | ✓ | canceled | ✓ | | canceled | canceled | ✓ | |
| At Large | | | | | | | | | | | | | |
| Y'Anad Burrell | 4/5 | canceled | | ✓ | canceled | ✓ | canceled | ✓ | | canceled | canceled | ✓ | |
| Geoffrey Meredith | 5/5 | canceled | ✓ | ✓ | canceled | ✓ | canceled | ✓ | | canceled | canceled | ✓ | |
| Alternate | | | | | | | | | | | | | |
| Cindy McCann | 0/1 | N/A Not a Commissioner at this time | | | | | | | | | | | |
| Executive Director | | | | | | | | | | | | | |
| Roger Renn | 3/3 | Not Staff at this time | | | canceled | ✓ | canceled | ✓ | | canceled | canceled | ✓ | |
| | | canceled | | | | | canceled | | | canceled | canceled | | |
| CANCELED | 5/10 | canceled | | | canceled | | canceled | | NO MEETING | canceled | canceled | | NO MEETING |

AC5 Commissions represent all the art disciplines, except music, and it represents the many diverse ethnic groups who live in Contra Costa County. Commission Seats were filled by qualified citizens applying from all over the county. In 2015 this included filling District II, and an At-Large Seat.

AC5 meets 10 times a year. Except for the months of August and December, the commission was scheduled to meet the second Wednesday of each month. Meetings were canceled 50% of the time in 2015 lacking a quorum per Brown Act and the Better Government Ordinance. Of the meetings held, three Commissioners had a 100%

attendance record. One seat remained vacant the entire year. Due to employment commitments one Commissioner only attended one meeting.

IV. Training/Certification

New Commissioners received an orientation, which included viewing *Brown Act and Better Government Ordinance, What You Need to Know* presentation and viewing of the *Ethics Orientation for County Officials* presentation. All Commissioners update their Brown Act Training annually.

V. Proposed Work Plan / Objectives for 2016

“Arts education fosters creative, critical thinking, problem solving and collaboration. Viewed in this context, creativity has become as important in modern education as mastering specific language and computation skills.”

—2014 Otis Report on the Creative Economy of California.

At its September 2015 meeting the Arts Council reiterated its support for SLPP and the critical role that Counties play in supporting arts and culture in our communities. Furthermore, the Council awarded a significant increase in funding to Contra Costa County, their partner through this program.

Our State-Local Partnership Grant application received a score of seven out ten (historically AC5 has received 4 points). Mr. Renn attended a California Arts Council meeting held in Santa Cruz where the Arts funding distributions were discussed and awarded. CAC members noted the attendance and interest of SLPP recipients. AC5 sees a robust engagement with Arts and Culture providers throughout the county in 2016.

Starting with our strategic plan we hope to:

- Continue our support of Veterans by offering four ABOUT FACE painting workshops in the spring. AC5 will also work with the Medicine & Rehabilitation Services at the Veterans Hospital in Martinez to bring this program to brain-injured patients and Veterans suffering Post Deployment Stress.
- Continue to work with local artists and the County Library to offer more varied and interesting Arts Cafés so that we may grow creatively as a community and celebrate our diverse cultural expression.
- With the success of Art Passages, expand our Public Arts program by exploring a college internship position that could make our gallery shows more professional and foster art education for our youth.
- Finally, with the support of Student Programs, Contra Costa Office of Education we hope to apply for a planning grant to offer art outreach to the court schools.

Ac5 deeply respects and appreciates the County’s desire to promote arts education, celebrate the artists in our midst, and build our community through the arts. AC5 Commissioners look forward to serving our community in 2016.





Contra
Costa
County

To: Board of Supervisors
From: FINANCE COMMITTEE
Date: March 1, 2016

Subject: 2015 ANNUAL REPORT OF THE FINANCE COMMITTEE

RECOMMENDATION(S):

RECEIVE the 2015 Annual Report submitted by the Finance Committee.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year.

The attached report fulfills this requirement for the Finance Committee.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

ATTACHMENTS

2015 Annual
Report



Contra Costa County Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE

4.

Meeting Date: 02/18/2016

Subject: 2015 Annual Report for the Finance Committee

Submitted For: FINANCE COMMITTEE,

Department: County Administrator

Referral No.: 12/13/11 SD.2

Referral Name: Resolution No. 2011/497, which updated Resolution No. 2002/377

Presenter: Lisa Driscoll, County
Finance Director

Contact: Lisa Driscoll, County Finance Director
(925) 335-1023

Referral History:

On December 13, 2011, the Board of Supervisors adopted Resolution No. 2011/497, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the Finance Committee.

Referral Update:

All Finance Committee reports from 2009 onward and attachments can be found on the County website at <http://ca-contracostacounty.civicplus.com/index.aspx?NID=2286>.

In 2015, the Finance Committee received reports and/or made recommendations to the Board of Supervisors concerning issues related to:

- Regular Capital Facility Updates and Specific Building Projects;
- Special Revenues Administered by the Board of Supervisors (Contra Costa Transfer Station, County Regional Enhancement Contributions, Crockett Rodeo Return-to-Source)
- Review of the County Budget Policy;
- Approving and authorizing the issuance of 2015 Lease Revenue Bonds, in the approximate amount of \$71 million to fund new capital projects, including the acquisition and installation of solar panels in certain County facilities and an expansion of the West County Health Clinic, and refunding of existing debt at a savings to the County.
- Single Audit for the Fiscal Year ending June 30, 2014

At year end, the Finance Committee had pending referrals on:

- Continuing to develop strategic priorities to guide the budget development process including defining core services;
- Continuing to evaluate funding priorities for FLIP;
- Continuing to implement and evaluate the Real Estate Asset Management Plan (RAMP); and
- Continuing to review Special Revenues Administered by the Board of Supervisors.

Recommendation(s)/Next Step(s):

CONSIDER 2015 Annual Report submitted for the Finance Committee.

Attachments

No file(s) attached.



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: March 1, 2016

Subject: Allocation of \$2,936,605 in CDBG Funds; and \$2,267,098 in HOME Funds as Recommended by the Affordable Housing Finance Committee

RECOMMENDATION(S):

1. APPROVE the Affordable Housing Finance Committee recommendations for the allocation of \$2,936,605 in Community Development Block Grant (CDBG) funds (\$1,829,995 of FY 2016/17 funds, and \$1,106,610 of Housing Development Assistance Funds (HDAF)) to support affordable housing projects in North Richmond and Walnut Creek, and housing services Countywide.
2. APPROVE the Affordable Housing Finance Committee recommendations for the allocation of \$2,267,098 in HOME Investment Partnerships Act funds (HOME), (\$1,887,098 of FY 2016/17 funds and \$380,000 of HOME HDAF), to support affordable housing projects in Bay Point, Concord, El Cerrito, and Pittsburg.

FISCAL IMPACT:

No General Fund impact. HOME Investment Partnerships Act, and Community Development Block Grant funds are provided to the County on a formula allocation basis through the U.S. Department of Housing and Urban Development. CFDA numbers 14.218 and 14.239.

BACKGROUND:

The Affordable Housing Finance Committee (AHFC) is a Board-appointed committee that develops funding recommendations for the Board concerning the allocation of federal funds for affordable housing development.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF
SUPERVISORS**

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 1, 2016

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

Contact:
925-674-7880

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The current funding recommendations are the result of a competitive application process initiated in October of 2015. A Notice of Funding Availability was sent to over 100 jurisdictions, public agencies, affordable housing developers and interest groups active in the Urban County (the unincorporated County and all cities except for Antioch, Concord, Pittsburg, and Walnut Creek) and the HOME Consortium (the Urban County and all cities except Richmond) area. The Department of Conservation and Development received 8 applications requesting approximately \$5.8 million (\$3.1 million in Community Development Block Grant funds and \$2.7 million in HOME Investment Partnerships Act funds). The applications include four projects that together will develop 180 new affordable units, three projects that together will rehabilitate 153 existing affordable units, and one project that will provide 16 low interest loans and grants to families to rehabilitation their homes.

The Affordable Housing Finance Committee met on February 9, 2016, to consider funding recommendations from staff for Community Development Block Grant-Housing and HOME Investment Partnership Act projects. Members of the public, including project sponsors, were invited to attend and provide input into the allocation process. Following discussion and comment on each project, the Affordable Housing Finance Committee developed recommendations for the allocation of CDBG, and HOME funds. A summary of the applications and the Affordable Housing Finance Committee actions is attached. The funding recommendations for the housing projects are coming to the Board ahead of the rest of the CDBG projects so that project sponsors can submit concept proposals to the State for Affordable Housing and Sustainable Communities funds by March 16, 2016.

Environmental Review: All Community Development Block Grant, HOME Investment Partnerships Act, Housing Opportunities for Persons with HIV/AIDS, and Emergency Solutions Grant projects are subject to National Environmental Policy Act (NEPA) 24 CFR Part 58 review. The NEPA review for each project will be completed prior to entering into project agreements or other legal documents for the project. Housing developments are also subject to the California Environmental Quality Act (CEQA) review. CEQA review will be carried out by the responsible entity.

To implement the allocations once they are approved by the Board, the County will enter into various legal documents with the developers for each project. These documents may include some or all of the following: Loan Agreement, Promissory Note, Deed of Trust and Security Agreement, Regulatory Agreement, Intercreditor Agreement, Subordination Agreement, Loan Riders and Estoppels. County legal documents will be brought to the Board for approval for each development project at a later date.

FY 2016/17 Community Development Block Grant, HOME Investment Partnerships Act, and Emergency Solutions Grant Action Plan and the Substantial Amendment to the FY 2015/16 Action Plan:

The Action Plan describes the activities the County will undertake during the program year to address priority needs identified in the Contra Costa County FY 2015-20 Consolidated Plan. The Action Plan identifies the use of grant funds and program income received during the program year by activity, and proposed accomplishments. The Action Plan also includes actions the County proposes to undertake during the year to address obstacles in meeting under-served persons, foster and maintain affordable housing, reduce the number of households living under the poverty level, and enhance coordination between public and private housing and social service agencies.

DCD staff will bring the FY 2016/17 Action Plan and the Substantial Amendment to the FY 2015/16 Action Plan to the Board on May 10, 2016, for approval. In order to begin the program year on time, the FY 2016/17 Action Plan must be approved by the Board and submitted to HUD by May 15, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not approve the Affordable Housing Finance Committee funding recommendations, the project sponsors seeking HOME Investment Partnerships Act funds will not be able to submit applications for the Affordable Housing and Sustainable Communities funds on March 16, 2016.

CHILDREN'S IMPACT STATEMENT:

Four of the proposed projects, Elaine Null, Heritage Point, Riley Court and Virginia Lane provide affordable housing for families. This supports Goal 3: Families are Economically Self Sufficient.

ATTACHMENTS

FY 2016/17 Housing Recommendations

Community Development Block Grant and HOME Investment Partnerships Act
FY 2016/17 Affordable Housing Program and CDBG/HOME Administration

| | | | | Funds Requested | | | Staff Recommendation | | |
|--|---|---|---|-----------------|-------------|--------------|----------------------|-----------|--|
| Project ID# | Sponsor | Project Name/Location | Description/Purpose | CDBG | HOME | Total Cost | CDBG | HOME | Contingencies |
| Objective AH-1 - New Construction of Affordable Rental Housing. | | | | | | | | | |
| HSG-16-01 | Eden Development, Inc. 22645 Grand St. Hayward, CA 94541 | Hana Gardens (Formerly San Pablo Mixed-Use Apt) 10848 & 10860 San Pablo Ave El Cerrito | New construction of 63 rental units affordable to and occupied by low and very-low income seniors households. <i>Project received previous allocation of \$220,000 in CDBG and \$1,780,000 in HOME funds.</i> | | \$400,000 | \$28,864,447 | | \$100,000 | Eden must meet a commitment deadline of December 31, 2016 by entering into a legally binding agreement with the County by that date. If significant progress to meet that deadline has not been made by November 1, 2016, funds may be withdrawn and awarded to another project. |
| HSG-16-02 | Community Housing Development Corporation, NR 1535A Fred Jackson Way Richmond, CA 94801 | Heritage Point 1500 Fred Jackson Way North Richmond | New construction of 42 rental units/mixed-use affordable to and occupied by very-low income families. <i>Project received previous allocation of \$150,000 in CDBG funds and \$48,000 in HOME funds.</i> | \$1,700,000 | | \$22,769,118 | \$1,550,000 | | The CDBG award is contingent on an award of Affordable Housing and Sustainable Communities (AHSC) funds in 2016. If CHDC is not awarded AHSC funds, the CDBG funds may be withdrawn and awarded to another project. |
| HSG-16-03 | Resources for Community Development 2220 Oxford Street Berkeley, CA 94596 | St. Paul's Commons 1860 Trinity Avenue, Walnut Creek | New construction of 45 rental units/mixed-use affordable housing and public facility for homeless day program. <i>Project fits best as a public facility for homeless programs.</i> | \$800,000 | | \$21,256,766 | \$800,000 | | The CDBG award is contingent on RCD getting commitments for full funding of the development in 2016. If RCD is not awarded AHSC funds, the CDBG funds may be withdrawn and awarded to another project. |
| Objective AH-2 - Homeownership Opportunities. | | | | | | | | | |
| Objective AH-3 - Maintain and preserve affordable housing. | | | | | | | | | |
| HSG-16-04 | CCC DCD 30 Muir Road Martinez, CA 94553 | Neighborhood Preservation Program Urban County | Provision of 8 low interest loans, 5 mobile home grants, & 3 single-family grants for rehab of housing owned and occupied by very-low and low-income HHs. <i>Total budget includes \$561,200 in anticipated repaid loans to the program.</i> | \$300,000 | | \$801,000 | \$240,800 | | |
| HSG-16-05 | Resources for Community Development 2220 Oxford Street Berkeley, CA 94596 | Riley Court Apartments 2050, 2051, 2061 Riley Court Concord | Rehabilitation of an existing 48 unit rental development affordable to and occupied by very-low income families. | | \$1,000,000 | \$30,500,000 | | \$625,000 | The HOME award is contingent on RCD getting commitments for full funding of the development by June 30, 2017. |

Community Development Block Grant and HOME Investment Partnerships Act
FY 2016/17 Affordable Housing Program and CDBG/HOME Administration

| | | | | Funds Requested | | | Staff Recommendation | | |
|---|---|--|--|-----------------|-------------|---------------|----------------------|-------------|--|
| Project ID# | Sponsor | Project Name/Location | Description/Purpose | CDBG | HOME | Total Cost | CDBG | HOME | Contingencies |
| HSG-16-06 | Resources for Community Development 2220 Oxford Street Berkeley, CA 94596 | Elaine Null 112 Alves Lane 300-310 Water Street Bay Point | Rehabilitation of an existing 14 unit rental development affordable to and occupied by very-low income families. | \$300,000 | | \$30,500,000 | \$100,000 | \$200,000 | The HOME and CDBG awards are contingent on RCD getting commitments for full funding of the development by June 30, 2017. |
| HSG-16-07 | Eden Development, Inc. 22645 Grand St. Hayward, CA 94541 | Virginia Lane Apartments 1121 & 1140 Virginia Lane Concord | Rehabilitation of an existing 91 unit rental development affordable to and occupied by very-low income families. | | \$500,000 | \$27,886,086 | | \$500,000 | The HOME award is contingent on Eden getting commitments for full funding of the development by June 30, 2016. |
| Objective AH-4 - New Supportive Housing - Special Needs | | | | | | | | | |
| HSG-16-08 | Domus Development LLC 9 Cushing, suite 200 Irvine, CA 92618 | Veterans Square 901 Los Medanos Street, Pittsburg | New construction of 30 rental units/mixed-use affordable to and occupied by very-low income veterans. | | \$787,332 | \$13,777,980 | | \$487,000 | The HOME award is contingent on an award of both the Affordable Housing and Sustainable Communities (AHSC) and the Veterans Housing and Homelessness Prevention Program (VHHP) funds in 2016. If Domus is not awarded AHSC and VHHP funding, the HOME funds may be withdrawn and awarded to another project. |
| Objective CD-4 - Fair Housing | | | | | | | | | |
| | See Public Service table | Fair Housing (b) | Fair housing counseling and legal services | \$52,000 | | | \$52,000 | | |
| APPLICATION TOTAL FY 2016/17 | | | | \$3,152,000 | \$2,687,332 | \$176,355,397 | \$2,742,800 | \$1,912,000 | |
| FUNDS AVAILABLE FY 2015/16 FUNDING CYCLE | | | | | | | | | |
| FY 2016/17 Grant Allocation for projects | | | | \$1,829,995 | \$1,887,098 | | | | |
| FY 2015/16 Housing Development Assistance Fund balance (includes est recapture from NPP) | | | | \$1,106,610 | \$380,000 | | | | |
| FY 2016/17 Program Administration | | | | -\$65,000 | -\$188,710 | | | | |
| Program Delivery Reserve | | | | -\$30,000 | -\$80,000 | | | | |
| Project Legal and Davis Bacon compliance costs to be added to project allocations, total project allocation may be increased to \$30,000 each for CDBG and HOME with program income. | | | | | | | | | |
| FY 2016/17 CDBG and HOME HDAF reservation | | | | -\$98,805 | -\$86,388 | | | | |
| Net funds available for projects | | | | \$2,742,800 | \$1,912,000 | | | | |
| (a) Per federal regulations, 15 percent of each year's allocation of HOME funds must be used for projects sponsored, owned, or developed by Community Housing Development Corporations (CHDO). This requirement can no longer be met on a cumulative basis. | | | | | | | | | |

Community Development Block Grant and HOME Investment Partnerships Act
FY 2016/17 Affordable Housing Program and CDBG/HOME Administration

| | | | | | | | | | |
|--|---------|-----------------------|---------------------|-----------------|------|------------|----------------------|------|---------------|
| | | | | Funds Requested | | | Staff Recommendation | | |
| Project ID# | Sponsor | Project Name/Location | Description/Purpose | CDBG | HOME | Total Cost | CDBG | HOME | Contingencies |
| (b) Staff recommendation for fair housing service provider goes to the Family and Human Services Committee | | | | | | | | | |



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: March 1, 2016

Subject: Reimbursement Resolution for a Multifamily Residential Rental Housing Development in El Cerrito

RECOMMENDATION(S):

ADOPT Resolution No. 2016/89 conditionally providing for the issuance of revenue bonds in an amount not to exceed \$21,000,000 to finance a Multifamily Residential Rental Housing Development (the "Development") and approving related actions for Hana Gardens located at 10848 and 10860 San Pablo Avenue in the City of El Cerrito.

FISCAL IMPACT:

None. In the event that the bonds are issued, the County is reimbursed for costs incurred in the issuance process. Annual expenses for monitoring of Regulatory Agreement provisions ensuring certain units in the Development will be rented to low income households are accommodated in the bond issue. The bonds will be solely secured by and payable from revenues (e.g. Development rents, reserves, etc.) pledged under the bond documents. No County funds are pledged to secure the bonds.

BACKGROUND:

Contra Costa County, through the Conservation and Development Department, operates a multifamily mortgage revenue bond financing program. The purpose of the program is to increase or preserve the supply of affordable rental housing available to low and very low income households. The County program may be undertaken within the unincorporated County and within the cities located in the County that have agreed to let the County operate the program in their jurisdiction.

Eden Housing, Inc. (the Sponsor), requested to participate in the County's multifamily mortgage revenue bond financing program.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Kara Douglas (925)
674-7880

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The Sponsor proposes to form a new limited partnership with a to-be-named tax credit investor as a limited partner to develop the facility. The proposed developments meet the eligibility criteria for bond financing and the County policy for this program. The proposed development consists of a mixed use 63 unit multifamily rental housing facility with ground floor commercial space to be located at 10860 and 10848 San Pablo Avenue (APNs 503-010-003 and 510-010-014) in the City of El Cerrito, California, currently identified as Hana Gardens Apartments.

A requirement of federal tax law is that the prospective financing be subject to a conditional statement of intent to issue bonds to reimburse expenses incurred prior to the date the bonds are issued, i.e. a reimbursement resolution must be adopted by the Board of Supervisors. Also, the California Debt Limit Allocation Committee, that allocates tax-exempt bond authority to the bond issue, requires that a reimbursement resolution be adopted before an application may be made for such an allocation. The adoption of a reimbursement resolution will not obligate the County or the owner without future discretionary actions, but will indicate the intent of the County to issue the bonds if all conditions in the reimbursement resolution have been satisfied. The resolution also authorizes the Board Chair and County staff to take whatever further action that may be deemed reasonable and desirable, including participating in the preparation of any resolution, indenture, bond purchase agreement, official statement and/or other documents or agreements necessary or appropriate to effect the Bond financing.

CONSEQUENCE OF NEGATIVE ACTION:

Without the reimbursement resolution, the Sponsor will not be able to commence with the process of applying to the California Debt Limit Allocation Committee for multifamily housing revenue bond authority through the County.

ATTACHMENTS

Resolution No. 2016/89

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 03/01/2016 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐



Resolution No. 2016/89

In the Matter of Setting Forth the County's Official Intent to Issue Revenue Bonds to Finance a Multifamily Residential Rental Housing Development - Hana Gardens Apartments

WHEREAS, the Board of Supervisors of the County of Contra Costa (the "County") has determined that there is a shortage of safe and sanitary housing within the County, and that it is in the best interest of the residents of the County and in furtherance of the health, safety and welfare of the public for the County to assist in the financing of multifamily rental housing developments; and

WHEREAS, pursuant to Division 31 of the Health and Safety Code of the State of California, and particularly Chapter 7 of Part 5 thereof (the "Act"), the County is empowered to issue and sell revenue bonds for the purpose of making mortgage loans or otherwise providing funds to finance the acquisition, construction and rehabilitation of multifamily rental housing, including units for lower income households and very low income households; and

WHEREAS, Eden Housing has requested that the County consider the issuance and sale of tax-exempt revenue bonds (the "Bonds") pursuant to the Act for the purpose of lending the proceeds thereof to El Cerrito Senior, L.P., a California limited partnership (the "Borrower"), to finance the acquisition and construction by the Borrower of a mixed use 63 unit multifamily rental housing facility with ground floor commercial space to be located at 10860 and 10848 San Pablo Avenue (APNs 503-010-003 and 510-010-014) in the City of El Cerrito, California, currently identified as Hana Gardens Apartments (the "Development"), to be owned by the Borrower and to be operated initially by Eden Housing or another entity selected by the Borrower; and

WHEREAS, Eden Housing has requested an expression of the Board of Supervisors willingness to authorize the issuance of the Bonds at a future date after the documentation relating to the financing has been prepared and completed, and the County's requirements for the issuance of such Bonds have been satisfied; and

WHEREAS, the Board of Supervisors now wishes to declare its intention to authorize the issuance of the Bonds, provided certain conditions are met, for the purpose of financing costs of the Development, in an aggregate principal amount not to exceed \$21,000,000.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Contra Costa as follows:

Section 1. The Board of Supervisors hereby determines that it is necessary and desirable to provide financing for the Development pursuant to the Act by the issuance of the Bonds in an aggregate principal amount not to exceed twenty-one million dollars (\$21,000,000). The issuance of the Bonds shall be subject to the following conditions: (i) the County by resolution of the Board of Supervisors shall have first agreed to acceptable terms and conditions for the Bonds (and for the sale and delivery thereof), and for an indenture and all other agreements with respect to the Bonds; (ii) all requisite governmental approvals for the Bonds shall have first been obtained; (iii) the Bonds shall be payable from revenues received with respect to a loan to the Borrower made with the proceeds of the Bonds, and neither the full faith nor the credit of the County shall be pledged to the payment of the principal of or interest on the Bonds; (iv) any occupancy and other requirements of the Internal Revenue Code of 1986, as amended (the "Code") are satisfied or otherwise provided for with respect to Bonds, the interest on which is intended to be excluded from gross income for federal tax purposes; (v) any occupancy and other requirements of the Act with respect to the Development are satisfied or otherwise provided for; and (vi) any occupancy and other requirements of the County applicable to the Development are satisfied or otherwise provided for.

Section 2. The Chair of the Board of Supervisors, the Vice-Chair of the Board of Supervisors, County Administrator, the County Director of Conservation and Development, the County's Community Development Bond Program Manager, County Counsel and the other officers of the County are hereby authorized and directed to take whatever further action consistent with this Resolution may be deemed reasonable and desirable, including participating in the preparation of any resolution, indenture, bond purchase agreement, official statement and/or other documents or agreements necessary or appropriate to effect the Bond financing, and any actions necessary to obtain an allocation of the State of California's private activity bond volume cap for the Bonds under Section 146 of the Code and Section 8869.85 of the Government Code, including obtaining a deposit from Eden Housing or other representative of the Borrower and submitting an application for such volume cap to the California Debt Limit Allocation Committee, all to the extent required for the issuance of the Bonds.

Section 3. It is the purpose and intent of the County that this Resolution constitute a declaration of official intent to issue the Bonds for the Development for purposes of Sections 103 and 141 to 150 of the Code. The County reasonably expects that certain costs of the Development will be reimbursed with proceeds of the Bonds for certain expenditures made prior to the issuance of the Bonds.

Section 4. This Resolution shall take effect immediately upon its passage and adoption.

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.

Contact: Kara Douglas (925) 674-7880

ATTESTED: March 1, 2016

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services
Date: March 1, 2016

Subject: Economic Opportunity Council Advisory Board 2015 Annual Report

RECOMMENDATION(S):

Accept the 2015 Annual Report from the Economic Opportunity Council Advisory Board for the period January 1, 2015 through December 31, 2015, as recommended by the Employment and Human Services Department Director.

FISCAL IMPACT:

None

BACKGROUND:

On June 18, 2002, the Contra Costa County Board of Supervisors adopted Resolution No. 2002/377, requiring each regular and ongoing board, commission and/or committee annually report to the Board of Supervisors on the activities, accomplishments, membership attendance, required training and certification programs, and proposed work plan/objectives for the following year. The attached report fulfills that requirement for the Economic Opportunity Council Advisory Board.

CONSEQUENCE OF NEGATIVE ACTION:

The Economic Opportunity Council Advisory Board would be out of compliance.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: CSB (925)
681-6308

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

By: , Deputy

cc: Christina Reich, Nancy Sparks, Cassandra Youngblood

ATTACHMENTS

2015 EOC Annual
Report

**Contra Costa County Employment & Human Services Department
Community Services Bureau
2015 Advisory Body Annual Report**

Advisory Body: Economic Opportunity Council (EOC)

Meeting Time/Location: Every 2nd Thursday of the month/ 1470 Civic Court Ste. 200 Concord, CA

Chair: Ajit Kaushal, Public Sector 4

Staff Support: Christina Reich, Division Manager, Nancy Sparks, Comprehensive Services

Assistant Manager, Mele Tupou, Intermediate Clerk

Reporting Period: January 2015 – December 2015

Recommendation

ACCEPT the 2015 Annual Report of the Economic Opportunity Council Advisory Board.

Activities

- ❖ Onsite monitoring of the recipients of Community Services Block Grant (CSBG) funds and their impact on addressing community needs and access to services:
 - ❖ Bay Area Legal Aid
 - ❖ Bay Area Community Resources
 - ❖ Contra Costa Clubhouse
 - ❖ Food Bank of Contra Costa & Solano
 - ❖ Loaves and Fishes of Contra Costa
 - ❖ Monument Crisis Center
 - ❖ Opportunity Junction
 - ❖ RYSE, Inc.

Contracts were executed with each of these agencies

EOC members participated in the following community service outreach projects:

- ❖ Armando Morales established the Green Angels Garden Project to involve youth in planting and promoting the importance of community gardens in Oakley.
- ❖ Uche Uwahemu attended the Metropolitan Transportation Commission (MTC) meeting in May 2015 in an effort to improve coordination of transportation services in the Bay Area's nine counties.
- ❖ Renee Zeimer participated in the Planned Parenthood's Capital Day in June for the restoring of MediCal reimbursement rates.
- ❖ Jelani Killings attended and presented at Supervisor Federal Glover's 2015 Youth Summit in May.
- ❖ Cesar Zepeda helped form a new group called "Somos Latinos" and was presented with a proclamation by Richmond City Council recognizing September as Latino Heritage Month.
- ❖ Doria Mueller-Beilschmidt participated in the Contra Costa County Homeless Count in January. This information serves as a prerequisite for the county's Federal and State funding and used for developing homeless programs and services.
- ❖ Ajit Kaushal participated in a fundraiser for Nepal following the deadly earthquake in May 2015.

**Contra Costa County Employment & Human Services Department
Community Services Bureau
2015 Advisory Body Annual Report**

Accomplishments

During the 2015 calendar year, the EOC and CSB staff celebrated many successes and accomplishments such as:

- ❖ Awarded \$195,000 Community Services Block Grant (CSBG) dollars to eight organizations in the county in alignment with the 2014-2015 Contra Costa Community Action Plan and priority areas.
- ❖ The Economic Opportunity Council held three Community Action public hearings in west, central, and east locations in the county. The first public hearing was held on March 26 in Richmond. The second public hearing was held on April 23 at Los Medanos College in Pittsburg. The third public hearing was held on May 20 in Pleasant Hill. The EOC received public input on the most pressing needs of Contra Costa's disenfranchised populations. Information gathered was incorporated into the 2016-2017 Contra Costa County Community Action Plan.
- ❖ Successful Community Services Block Grant Program (CSBG) Desk Review conducted by the California Department of Community Services and Development (CSD) to analyze the administrative and programmatic operations for CSBG contract number 15F-2007 in May.
- ❖ Submitted the 2016-2017 Community Action Plan (CAP) to the California Department of Community Services and Development in June. The CAP included results of the community assessment for the next two years and public hearings and established priority areas for CSBG funding and activities.
- ❖ Member, Jelani Killings, completed his MPA program in June.
- ❖ Submitted the Self-Assessment Tool for Public Community Services Block Grant Eligible Entities to the Department of Community Services and Development (CSD) in August.
- ❖ Conducted onsite monitoring visits in August to the eight subcontractors receiving 2015 CSBG funding.
- ❖ Released Request for Information (RFI) #592 in November to community service providers for 2016 CSBG grant proposals. Added an information workshop for prospective applicants and streamlined the grant-making process.
- ❖ 8,560 low-income participants obtained food assistance through our CSBG partnerships with Food Bank of Contra Costa & Solano and Loaves and Fishes of Contra Costa.
- ❖ 1,555 low-income participants were provided with Emergency Legal assistance through our CSBG partnerships with Bay Area Legal Aid and Bay Area Community Resources (BACR).

**Contra Costa County Employment & Human Services Department
Community Services Bureau
2015 Advisory Body Annual Report**

- ❖ 167 Youth have increased their academics, athletics, or social skills for school success through our CSBG partnerships with Bay Area Community Resources (BACR), RYSE, Inc. and Monument Crisis Center.
- ❖ 1,126 participants in Contra Costa County obtained non-emergency LIHEAP energy assistance through the Low-Income Home Energy and Assistance Program (LIHEAP).

Attendance/Representation

The EOC and CSB staff has made significant strides filling board vacancies during 2015. The increase in representation is largely due to the increased outreach efforts made by the EOC and CSB staff. As a result:

- ❖ Ten general business meetings were scheduled in 2015. Nine of the ten general business meetings achieved quorum.
- ❖ Recommended six new members for appointment: Matthew Bacinskas to the Low-Income Sector seat 1, Vinod Maharaj to Low-Income Sector seat 2, Cesar Zepeda to the Low-Income Sector seat 3, Devlyn Sewell to the Low-Income Sector Alternate seat, Edi Birsan to the Private Non-Profit Sector seat 2, and Kaila Vidal to the Private/Non-Profit Sector seat 3.
- ❖ Joint meeting of the EOC Board Members, HS/EHS Policy Council, and Board of Supervisors occurred on April 16, 2015.

Training/Certification

- ❖ Renee Zeimer attended the Facilitative Leadership Training in Concord.
- ❖ EOC members, Jelani Killings and Armando Morales, and Alicia Prieto, Comprehensive Services Assistant Manager, attended the 2015 Cal/Neva Annual Conference in San Diego.
- ❖ EOC members Ajit Kaushal and Uche Uwahemu, and Thomas Stewart, Administrative Services Assistant III, and Nancy Sparks, Comprehensive Services Assistant Manager, attended the Community Action Partnership Annual Convention in San Francisco.

Proposed Work Plan/Objective for Next Year

- ❖ Award 2016 CSBG subcontractors and allocate funding.
- ❖ Develop the Strategic Plan for 2016-2017. Assuring alignment to the areas of need identified in the 2016-2017 Community Action Plan.
- ❖ Implementation of the 2016 Organizational Standards to enhance framework for accountability and performance management.
- ❖ Certify one Results Oriented Management and Accountability (ROMA) trainer.

**Contra Costa County Employment & Human Services Department
Community Services Bureau
2015 Advisory Body Annual Report**

- ❖ Increase community involvement, information sharing and strategic partnerships in the areas of need identified in the Community Action Plan.
- ❖ EOC members perform subcontractor onsite monitoring visits in July and August 2016.
- ❖ Further develop and monitor 2016 CSBG zero-based budget.
- ❖ Fill vacant EOC seat(s).
- ❖ Train and empower EOC members to improve functioning of the Board and support the goals of Community Action.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Quarterly Report of the Post Retirement Health Benefits Trust Agreement Advisory Body

RECOMMENDATION(S):

ACCEPT quarterly report of the Post Retirement Health Benefits Trust Agreement Advisory Body.

FISCAL IMPACT:

No specific fiscal impact. This is a quarterly report of the County's assets in the Public Agency Retirement Services (PARS) Public Agencies Post-Retirement Health Care Plan Trust.

BACKGROUND:

On December 14, 2010, the Board of Supervisors directed the formation of a Post Retirement Health Benefits Trust Agreement Advisory Body (consisting of the County Administrator, County Finance Director, Treasurer-Tax Collector, Auditor-Controller, and Health Services Finance Director).

The Advisory Body meets quarterly. At its meeting of August 4, 2011, the body discussed and reviewed final report formats with HighMark Capital Management and made recommendations regarding a final standardized quarterly report. The attached report is in the standardized format.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 1, 2016

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, Russell Watts, County Treasurer-Tax Collector, Patrick Godley, Chief Financial Officer/Health Services

BACKGROUND: (CONT'D)

>

The following is the investment summary presented at the February 4, 2016 quarterly meeting for the period ending December 31, 2015:

| Investment Summary | Fourth Quarter 2015 |
|-------------------------------|----------------------------|
| Beginning Value | \$166,674,305.52 |
| Net Contributions/Withdrawals | 5,012,199.09 |
| Fees Deducted | -43,406.48 |
| Income Received | 5,194,084.02 |
| Market Appreciation | -1,788,988.44 |
| Net Change in Accrued Income | 30,382.57 |
| Ending Market Value | \$175,078,576.28 |

Additional Materials -

A Post Retirement Health Benefits Trust Agreement Advisory Body web-page can be found at the following address:

<http://ca-contracostacounty.civicplus.com/index.aspx?NID=2915>. The page describes the function of the body, posts quarterly meeting materials, and all pertinent trust and plan documents.

ATTACHMENTS

Fourth Quarter, 2015

PARS: County of Contra Costa
Fourth Quarter 2015

Presented by
Andrew Brown, CFA

This presentation has been prepared for the sole use of the intended recipient. While the information contained herein has been obtained from sources believed to be accurate and reliable, any other reproduction or use of this information may necessitate further disclosures in order to ensure that the presentation is accurate, balanced, and conforms to all applicable regulatory requirements.

DISCUSSION HIGHLIGHTS

U.S. Economic and Market Overview

The fourth quarter ended with the long awaited decision by the Federal Open Market Committee (FOMC) to raise the Fed Funds policy rate from the 0% - 0.25% range to 0.25% - 0.50%. The move was a modest one, but communicates that the Central Bank feels comfortable moving away from the emergency accommodative measures established seven years ago. The move had little direct immediate impact on markets, as it was well communicated in advance. With the hurdle of moving the policy rate off the zero bound territory, markets were left with a new question, what will happen next? After seven years of “emergency” monetary policy and nearly a dozen years since the beginning of the last cycle of rate tightening, the U.S. economy is not quite progressing with the enthusiasm many would hope for. As growth continues to muddle along at a moderate pace domestically, key players from virtually every corner of the globe are experiencing their own growth challenges. One of the key themes witnessed in 2015 was the divergence of the U.S. economy from many of its global counterparts, both in terms of economic growth and monetary policy.

Economic data released during the fourth quarter highlighted the U.S. economy’s ‘two steps forward – one step back’ pace of growth since the Great Recession. U.S. industrial production and capacity utilization measures continued to indicate contraction from recent peaks seen early in 2015. Slowing industrial production has been a global threat, and the recent readings from the U.S. are far from encouraging. Further indicators of slowing economic growth were reflected in the Institute for Supply Management (ISM) Purchasing Manager’s Index which recently dipped below 50, indicating a decline in activity. The Non-manufacturing ISM data, which measures the health of the service industry (services constitute roughly 80% of domestic economic activity) also softened modestly, though remaining in expansion territory. Additional weakness was seen from the continued U.S. dollar strength and domestic inventory over-supply, which held back third quarter GDP growth.

On a more positive note, automobile production was healthy, consumer sentiment reached a 5-month high, and Commerce Department data showed that personal incomes continue to rise. Improving employment figures (punctuated by a strong December employment figure for non-farm payrolls), and low inflation expectations continue to support an economic expansion, and the FOMC’s projected gradual rate rise trajectory. Without signs of inflation, the Fed can afford to be patient with future monetary policy. There is an expectation that the Fed will remain accommodative through 2016 and likely beyond.

Market overview/Performance Discussion

Total Plan

The County of Contra Costa OPEB Plan returned 2.05% net of investment fees, in the fourth quarter, which lagged the County's Plan benchmark return target of 2.40%. Within the fixed income, large cap equity, and alternative manager segments, performance was in-line with benchmark targets. Positive contribution was realized from REIT equity, however a modest underweight in this asset class was a slight negative. Small cap equity was a slight underperformer, lagging the benchmark by roughly 20 basis points. International equity and mid-cap equity underperformed their benchmark targets. Emerging market exposure detracted from performance, as emerging markets was the lowest performing equity region in the fourth quarter (+0.66%). In the third quarter, the Plan implemented a style tilt to overweight value equity across all domestic equity asset classes. This tilt did not bear fruit as 'growth' equities outperformed 'value' equity managers in the quarter.

Domestic Equity

The fourth quarter of 2015 started with a strong October, as the U.S. stock market rallied from the declines registered in the third quarter. While October regained most of the losses from the third quarter, volatility persisted in November and December. Large cap equity was up +6.5% (Russell 1000 Index) in the quarter, but this was not enough to hit new highs last seen in June. Mid and small cap companies bounced back, but to a lesser extent with the Russell Mid Cap Index and Russell 2000 Index returning +3.62% and +3.59%, respectively. Growth stocks outperformed value stocks across all market caps, which was a continuation of a trend that held throughout 2015. Technology, Materials and Healthcare presented close to double digit returns of +9.2%, +9.7% and +9.2%, respectively. Modestly lagging the benchmark were Consumer Staples (+5.8%) and Financials (+5.9%). Some were disappointed by the performance of financials, as it was expected that the Fed rate hike would have a more positive impact on the sector. One reason why value stocks lagged growth stocks in the quarter was the performance of two sectors that have heavy representation in value oriented indices: Energy and Utilities. Utilities returned +1.1%, and Energy was essentially flat, at +0.2%.

- **The Plan's large-cap funds returned 6.57% in the quarter, which was in-line with the Russell 1000 Index return of 6.50%.**
 - The iShares Russell 1000 ETF returned 6.47% in the fourth quarter.
 - The Columbia Contrarian Core Fund returned 7.80% in the quarter, which outperformed the benchmark. The Fund ranked in the 5th percentile of the Morningstar Large Cap Blend Universe.
 - The Harbor Capital Appreciation Fund returned 8.09% in the quarter, which outperformed the Russell 1000 Growth Index's return of 7.32%. The Fund ranked in the 25th percentile of the Morningstar Large Cap Growth Universe.
 - The T. Rowe Price Growth Stock Fund returned 8.60% in the quarter, which outperformed the Russell 1000 Growth Index. The Fund ranked in the 15th percentile of the Morningstar Large Cap Growth Universe.
 - The Dodge and Cox Stock Fund returned 4.54% in the quarter, which underperformed the Russell 1000 Value Index's return of 5.64%. The Fund ranked in the 61st percentile of the Morningstar Large Cap Value Universe.
 - The Loomis Sayles Value Fund posted a 5.11% return in the quarter, which also underperformed the Russell 1000 Value Index. The Fund ranked in the 46th percentile of the Morningstar Large Cap Value Universe.
- **The mid-cap equity segment returned 3.0% in the quarter, which underperformed the Russell Mid-Cap Equity return of 3.62%.**
 - The iShares Russell Mid-cap ETF returned 3.59% in the fourth quarter.
 - The TIAA-CREF Mid-Cap Value Fund returned 2.35% in the quarter, which underperformed the Russell Mid-Cap Value Index return of 3.12%. The Fund ranked in the 63rd percentile of the Morningstar Mid-Cap Value Universe. ***The Fund was removed on December 29, 2015***
 - The Ivy Mid Cap Growth Fund returned 3.02% in the fourth quarter, which underperformed the Russell Mid Cap Growth Index return of 4.12%. The Fund ranked in the 55th percentile of the Morningstar Mid-cap Growth Universe. ***The Fund was removed on December 29, 2015***
- **The small-cap equity segment returned 3.36% in the quarter, which slightly underperformed the Russell 2000 Index return of 3.59%.**
 - The iShares Russell 2000 ETF returned 3.65% in the fourth quarter.
 - The T. Rowe Price New Horizons Fund returned 5.14% in the quarter, and outperformed the Russell 2000 Growth Index return of 4.32%. The Fund ranked in the 16th percentile of Morningstar's Small Cap Growth Universe.
 - The Columbia Small Cap Value Fund II returned 2.30% in the quarter, and underperformed the Russell 2000 Value Index's return of 2.88%. The Fund ranked in the 43rd percentile of Morningstar's Small Cap Value Universe.

Real Estate

REIT equity returns were the top performing asset class for the quarter, with the Wilshire REIT Index returning 7.47%. Sector performance was aided by self storage, industrial, office, community centers, and apartments. Health care, lodging and specialty REITs were weak. Lodging/hotel was a strong detractor on fears that global growth may be lower in 2016 than previously expectations. Additionally, investors are beginning to acknowledge the potential threat that competitors such as Airbnb, offer to the lodging industry. Some point to Starwood's decision to be acquired by Marriott International, as a reflection of industry leaders beginning to look for strategic alternatives to deal with new industry dynamics. Throughout 2015, investors expressed concerns regarding the prospects for REITs in an environment of rising interest rates. The corresponding fear was that investors would find higher yields from fixed income options more attractive than yields from REITs. It was noteworthy that in the quarter where the Fed raised rates, REITs offered the strongest returns compared to other investments within the Plan. We believe this reflects both the strong underlying fundamentals of the sector, the reasonable economic backdrop of the U.S. economy, and the belief that the Federal Reserve will take a measured approach towards future rate increases.

The Nuveen Real Estate Securities Fund returned 7.73% in the quarter, which was exceeded the Wilshire REIT Index return of 7.47%. The Fund placed in the 19th percentile of the Morningstar Real Estate Manager's Universe.

Global/International Equity

Global equities registered positive returns for the quarter with the MSCI EAFE Index up +4.7%. International equities registered stronger returns in local currency terms, as the dollar strengthened on the back of the Fed's decision to hike rates. The ECB announced they were poised to offer additional stimulus, but that produced only a modest boost to European equities. Perhaps the muted impact from this announcement stemmed from the October bombing in Turkey, where several German citizens died, and of course the Paris terrorist attacks in November. Both events established an obvious somber mood towards European equities. Further political uncertainty followed year-end Spanish elections that resulted in the most fragmented Spanish parliament in its history. The Spanish stock market declined -2.6% in the quarter.

Emerging Market equities delivered a lackluster performance of +0.6% in the quarter. Emerging Markets performance continues to lag developed world stocks on concerns of a Chinese hard landing, potential fallout from excess credit creation, global growth weakness, and collapsing currencies which is leading to capital flight from the region. Fears of a hard landing in China were raised after weak PMI readings in October and November. Oddly, 'official' GDP figures out of Beijing show 6.9% as the current growth rate. China's centrally planned investment super cycle appears to be reaching a saturation point with diminishing returns. Its once low-cost export platform is now suffering from higher wages and poor worker productivity coupled with the burden of overbuilt, unproductive manufacturing capacity. These conditions are heavily weighing on commodity prices. Perhaps more worrisome are rapidly rising debt levels across the Emerging Markets, specifically for commodity exporting countries like Brazil and Russia, which are experiencing severe economic strains. Relative growth rates between developed and emerging economies are now converging meaningfully.

- **The Plan's international/global equity segment returned 3.62% in the quarter. This return underperformed the MSCI EAFE Index 4.71%, and underperformed the MSCI ACWI Index return of 5.03%.**
 - The iShares MSCI EAFE Index ETF returned 4.62% in the quarter.
 - The Nationwide Bailard International Equity Fund returned 4.17% in the quarter, and underperformed the MSCI EAFE Index. The Fund ranked in the 32nd percentile of the Morningstar Foreign Large Blend Universe.
 - The Dodge & Cox International Stock Fund returned 0.83% in the quarter and underperformed the MSCI EAFE Index. The Fund ranked in the 94th percentile of the Foreign Large Blend Universe as measured by Morningstar.
 - The MFS International Fund returned 3.76% in the quarter and underperformed the MSCI EAFE Index. The Fund ranked in the 74th percentile for foreign large cap growth managers as measured by Morningstar.
 - The iShares MSCI ACWI Index ETF returned 5.18% in the quarter
 - The American Funds New Perspective Fund recorded a 6.83% return in the fourth quarter, which outperformed the MSCI ACWI Index and ranked in the 9th percentile within the Morningstar World Stock Universe
 - The MFS Global Equity R5 Fund returned 3.92%, which underperformed the benchmark and ranked in the 59th percentile of the Morningstar World Stock Universe.
 - The DJ Euro-Stoxx 50 ETF returned 2.83% in the quarter, which underperformed the MSCI EAFE Index.
 - The Schroder Emerging Market Equity Fund returned 0.58% during the quarter and underperformed the MSCI Emerging Market benchmark return of 0.66%. The Fund ranked in the 49th percentile of the Morningstar Emerging Market Universe.

Fixed Income

The taxable fixed income markets ended the year in a negative trend as the Barclays Aggregate Index declined -0.57% for the fourth quarter, although it managed a small gain of 0.55% for the year. The year was dominated by the debate over the timing of the FOMC rate hike, which finally arrived on December 16th, seven years to the day from the decision to cut the fed funds rate to near 0% . Ironically, despite the continual fears of higher rates over those seven years, the ten-year U.S. Treasury closed at a yield of 2.3% on December 16, 2008 and ended 2015 at a yield of 2.3% . Primarily as a result of the FOMC decision in December, Treasury yields increased during the fourth quarter, resulting in a -0.9% return for the BC U.S. Treasury sector. The BC U.S. Mortgage-Backed securities sector performed better with a return of -0.1% due to the sector's relatively shorter duration, while both the BC U.S. Corporate and BC Asset-Backed sectors returned -0.6% .

As investor risk aversion increased in the latter half of 2015, corporate bond spreads widened and performance suffered, especially for lower credit quality issuers. The BC U.S. Corporate Bond Index returned -0.7% for the year, underperforming similar duration Treasuries by -161 basis points, the worst relative performance since 2011. High grade corporate spreads widened 29 basis points to $+173$ at year-end, as a record level of merger and acquisition activity pressured credit quality and fears of slower global growth tempered expectations for revenue growth. A record level of share repurchase programs also contributed to the steady deterioration of corporate balance sheets as gross leverage continued to climb while interest coverage ratios declined.

Lower quality, or high yield, corporate bonds performed even worse as plummeting commodity prices led to an increase in defaults, particularly in the Energy and Metals and Mining sectors. According to Standard and Poor's, as of mid-December global corporate defaults reached 112 for the year, the highest total since 2009. The oil and gas and metals and mining sectors accounted for 41% of the defaults, and the pressure on these industries spilled over into the broader universe. After several years of very low default rates, the trailing twelve month speculative-grade default rate for the U.S. is now 2.8% , according to Standard & Poor's, and is expected to rise to 3.3% by next September, still below the twenty-year average of 4.1% . As a result, the Merrill Lynch High Yield BB-B Index returned -2.79% for the year, the worst annual performance since 2008, as spreads widened materially from a low of $+335$ basis points in the middle of last year to $+695$ at year-end 2015. The Energy sector, currently only 11% of the High Yield index, had a disproportionate impact on the total index as Energy spreads ended the year at $+1,415$ basis points, or an effective yield of 16.0% . Extracting the Energy sector from the High Yield index results in an average spread of $+607$ basis points and a yield of 7.9% for the remaining 89% of the index.

Looking forward to 2016, the Federal Reserve has indicated that their target for the federal funds rate is 1.375% by year-end, and current market expectations are for only a slightly lower trajectory. It's important to keep in mind, however, that the Fed is not raising rates to counter inflationary pressures. In fact, inflation is currently below the Fed's 2% target and has remained there for 43 consecutive months. Instead the Fed is in the early stages of trying to normalize interest rates after a prolonged period of emergency measures meant to alleviate the financial crisis. Unlike a "normal" business cycle when the economy is growing fast enough to cause inflation to accelerate and the Fed responds by raising interest rates, this time we had a housing bubble and a financial crisis brought about by excessive leverage. The Fed's response of lowering interest rates to stimulate demand was insufficient, and they resorted to quantitative easing. However, even with zero interest rates and \$4.2 trillion in bond purchases, GDP has only grown at a 2.1% annual rate since the recession ended in mid-2009. It remains to be seen how well the economy and financial markets will perform as the Federal Reserve begins to withdraw support. This is why the Fed expects that, "The federal funds rate is likely to remain, for some time, below levels that are expected to prevail in the longer run." It seems unlikely, therefore, that interest rates will be substantially higher in the near term.

At current levels, investment-grade corporate bond spreads are now slightly above their long term average and offer a significant yield advantage over Treasuries. Therefore, we remain overweight high quality investment-grade corporate bonds, particularly domestic banks, and selective credits in the energy sector. High yield bonds offer some opportunities, outside of the commodity sectors, where defaults should remain below average while spreads remain slightly above average. We also remain underweight mortgage-backed securities, which trade at very tight spreads due to the continuing purchases by the Federal Reserve. Instead, we continue to favor other securitized products which offer better value, such as asset-backed and commercial mortgage-backed securities.

Within the separately managed core fixed income portfolio, performance was aided by an estimated 20 basis points due to a shorter duration than the benchmark. The portfolio benefitted from an overweight to credit as investment-grade corporate bonds outperformed similar duration Treasuries this quarter, however an overweight to energy, which was the worst performing sub-sector within the corporate index, had a negative impact. The net effect of sector allocation, including an underweight to mortgage-backed securities, was a negative -14 basis points. Some of the best performing securities in the portfolio this quarter were Verizon, New Jersey Turnpike, and JP Morgan, while some of the worst performers included ConocoPhillips, Williams Partners, and Rio Tinto.

- **The Plan's fixed income segment returned -0.50% in the quarter, which was in-line with the Barclays Aggregate return of -0.57%.**
 - The separately managed fixed income portfolio returned -0.65% which trailed the benchmark. The portfolio would have ranked approximately in the 53rd percentile of the Morningstar Intermediate Term Bond Universe.
 - The PIMCO Total Return Bond Fund posted a 0.48% in the quarter, which placed it in the 4th percentile of Morningstar's Intermediate-Term Bond Universe. The Fund outperformed the Index.
 - The PIMCO High Yield Bond Fund returned -0.49% in the quarter, and outperformed the Merrill Lynch US High Yield BB-B Index return of -1.13%. The Fund ranked in the 14th percentile of Morningstar's High Yield Universe.

Alternative Investments

The Plan's alternative investments registered a slight negative return in the fourth quarter, -0.99%. After the October bounce in the equity markets, November and December performance moved mostly sideways. While this secured a nice fourth quarter return for traditional equities, the lack of major market movement caused some of the alternative managers to underperform. The AQR Managed Futures strategy was the largest detractor, returning -3.54%. The AQR fund capitalizes on momentum and trends across all major asset classes and geographies. The sharp reversal of the equity market trend was a negative. The Fund's currency and fixed income market exposure also hurt returns. The Eaton Vance Global Macro Fund was the top performing alternatives manager, up +2.45%. Credit exposure contributed the most to performance with positive results across most geographic areas. Latin America, the Middle East, Western Europe, and Asia were all positives. Individual positions that aided returns included a long position to Venezuelan credit, a short position in oil, a short position in Saudi Arabian rates, and a long position in Ecuadorian credit. Detractors for the quarter included a short position in the Australian dollar and a long position to Brazilian rates.

- **The alternative investment segment returned -0.99% in the fourth quarter, which slightly exceeded the Wilshire Liquid Alternatives Index return of -1.11%.**
 - The Arbitrage Fund returned 1.76% in the quarter which ranked in the 18th percentile of Morningstar's Market Neutral Universe. **The Fund was sold out of the Plan on November 24.**
 - The JPMorgan Research Market Neutral Fund returned -1.64%, which placed the Fund in the 87th percentile of the Morningstar Market Neutral Universe.
 - The Eaton Vance Global Macro Absolute Return Fund posted a 2.45% return, which placed in the 6th percentile of the Morningstar Non-Traditional Bond Universe.
 - The AQR Managed Futures Fund's return of -3.54% ranked in the 82nd percentile of Morningstar's Managed Futures Fund Universe.

Asset Allocation/Portfolio Transitions

In the quarter we replaced three managers. The Arbitrage Fund, which was one of the four alternative managers, was removed due to underperformance. Our two mid cap equity managers were replaced as well. We have been disappointed by the performance of our mid cap managers over the last several quarters. While the TIAA-CREF Fund had a respectable long-term track record vs. their peer universe, they have struggled to outperform a passive benchmark. The Ivy Mid-Cap Growth Fund was replaced as well during the quarter. The manager had underperformed both the passive benchmark target, as well as their peer universe. The proceeds of the liquidations were placed in the mid-cap ETF.

Manager Watch List

| <i>Name of Fund</i> | <i>Date on watch list</i> | <i>Date exiting watch list</i> | <i>Recommendation</i> | <i>Rationale</i> |
|--|---------------------------|--------------------------------|--|---|
| <i>MFS International Growth</i> | 4Q 2014 | | Review | Peer ranking has fallen below the median over 3-year and 5-year periods |
| <i>Pimco Total Return Bond Fund</i> | 4Q 2014 | | Review | Personnel turnover at the firm, coupled with turnover within the organization. Asset outflows are also a mitigating factor. We wish to see impact of personnel turnover in 1Q2016 after incentive payments are paid on 2015 performance |
| <i>Pimco High Yield Bond Fund</i> | 4Q 2015 | | Review | Personnel turnover at the firm. We wish to see impact of personnel turnover in 1Q2016 after incentive payments are paid on 2015 performance |
| <i>Eaton Vance Global Macro Absolute Return Fund</i> | 3Q 2015 | | Review | Investment returns are not exceeding expectations of alternative category: Cash + 3 to 4% return |
| <i>JP Morgan Research Market Neutral Institutional 1</i> | 3Q 2015 | | Review | Investment returns are not exceeding expectations of alternative category: Cash + 3 to 4% return |
| <i>AQR Managed Futures</i> | 3Q 2015 | 4Q 2015 | Remove from list, retain manager in Plan | We are comfortable that there are no 'bigger issues' related to the termination of one of the top traders at AQR. |
| <i>Ivy Mid-Cap Growth</i> | 2Q 2015 | 4Q 2015 | Sold | Underperformance vs. peers and passive benchmark |
| <i>Arbitrage Fund</i> | 3Q 2015 | 4Q 2015 | Sold | Investment returns were disappointing, especially in a strong merger and acquisition environment. |

Asset Allocation

Period Ending December 31, 2015

| Asset Allocation | 9/30/2015 Market Value | 9/30/2015 % of Total | 12/31/2015 Market Value | 12/31/2015 % of Total | Target Allocation |
|---------------------------------------|---------------------------|-------------------------|----------------------------|--------------------------|----------------------|
| Large Cap Equities | | | | | |
| Columbia Contrarian Core Z | 5,761,636 | 3.5% | 6,111,319 | 3.5% | - |
| iShares Russell 1000 ETF | 9,970,530 | 6.0% | 10,639,696 | 6.1% | - |
| Dodge & Cox Stock Fund | 4,148,570 | 2.5% | 4,540,845 | 2.6% | - |
| Loomis Sayles Value Fund | 4,145,510 | 2.5% | 5,302,787 | 3.0% | - |
| Harbor Capital Appreciation Instl | 2,454,671 | 1.5% | 2,797,064 | 1.6% | - |
| T. Rowe Price Growth Stock Fund | 2,432,602 | 1.5% | 2,064,401 | 1.2% | - |
| Total Large Cap Equities | 28,913,520 | 17.4% | 31,456,111 | 18.0% | 17.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>13-32%</i> |
| Mid Cap Equities | | | | | |
| iShares Russell Mid-Cap ETF | 2,472,315 | 1.5% | 2,605,328 | 1.5% | - |
| TIAA-CREF Mid-Cap Value Instl | 2,487,690 | 1.5% | 0 | 0.0% | - |
| Ivy Mid Cap Growth Fund I | 1,637,196 | 1.0% | 0 | 0.0% | - |
| Total Mid Cap Equities | 6,597,202 | 4.0% | 2,605,328 | 1.5% | 6.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>2-10%</i> |
| Small Cap Equities | | | | | |
| iShares Russell 2000 ETF | 4,891,505 | 2.9% | 5,536,399 | 3.2% | - |
| Columbia Small Cap Value Fund II | 4,949,871 | 3.0% | 5,649,993 | 3.2% | - |
| T. Rowe Price New Horizons Fund | 2,415,554 | 1.5% | 2,068,491 | 1.2% | - |
| Total Small Cap Equities | \$ 12,256,930 | 7.4% | \$ 13,254,883 | 7.6% | 8.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>4-12%</i> |
| International Equities | | | | | |
| Nationwide Baidard Intl Equities Fund | 3,339,166 | 2.0% | 4,439,737 | 2.5% | - |
| iShares MSCI EAFE Index Fund | 5,081,475 | 3.1% | 5,205,587 | 3.0% | - |
| Dodge & Cox International Stock Fund | 2,497,969 | 1.5% | 2,663,873 | 1.5% | - |
| MFS International Growth Fund | 2,535,877 | 1.5% | 2,534,381 | 1.5% | - |
| Schroder Emerging Market Equity | 2,529,558 | 1.5% | 1,738,393 | 1.0% | - |
| SPDR EURO STOXX 50 ETF | 3,405,378 | 2.0% | 3,463,727 | 2.0% | - |
| Total International Equities | \$ 19,389,423 | 11.7% | \$ 20,045,698 | 11.5% | 9.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>4-16%</i> |
| Global Equities | | | | | |
| MSCI iShares ACWI Index ETF | 5,886,364 | 3.5% | 6,091,525 | 3.5% | - |
| American Funds New Perspective F2 | 2,900,028 | 1.7% | 3,242,497 | 1.9% | - |
| MFS Global Equity FD CL R5 #4818 | 2,932,892 | 1.8% | 3,054,755 | 1.7% | - |
| Total Global Equities | \$ 11,719,285 | 7.0% | \$ 12,388,777 | 7.1% | 7.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>4-12%</i> |

Asset Allocation

Period Ending December 31, 2015

| Asset Allocation | 9/30/2015 Market Value | 9/30/2015 % of Total | 12/31/2015 Market Value | 12/31/2015 % of Total | Target Allocation |
|-------------------------------------|---------------------------|-------------------------|----------------------------|--------------------------|----------------------|
| Real Estate | | | | | |
| Nuveen Real Estate Secs I Fund | 4,173,016 | 2.5% | 5,670,884 | 3.2% | - |
| Total Real Estate | \$ 4,173,016 | 2.5% | \$ 5,670,884 | 3.2% | 4.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>0-8%</i> |
| Fixed Income | | | | | |
| Core Fixed Income Holdings | 51,623,727 | 31.0% | 53,942,295 | 30.9% | - |
| PIMCO Total Return Instl Fund | 8,056,570 | 4.8% | 8,756,112 | 5.0% | - |
| PIMCO High Yield Instl | 1,638,049 | 1.0% | 1,762,329 | 1.0% | - |
| Total Fixed Income | \$ 61,318,346 | 36.9% | \$ 64,460,736 | 36.9% | 38.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>30-50%</i> |
| Alternatives | | | | | |
| AQR Managed Futures I | 5,869,472 | 3.5% | 7,444,120 | 4.3% | - |
| Arbitrage I | 4,154,066 | 2.5% | 0 | 0.0% | - |
| Eaton Vance Gbl Macro Abs Ret I | 5,807,707 | 3.5% | 6,924,316 | 4.0% | - |
| JP Morgan Research Market Neutral I | 4,144,203 | 2.5% | 3,519,147 | 2.0% | - |
| Total Alternatives | \$ 19,975,447 | 12.0% | \$ 17,887,583 | 10.2% | 10.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>5-20%</i> |
| Cash | | | | | |
| Money Market | 1,929,296 | 1.2% | 6,953,622 | 4.0% | - |
| Total Cash | \$ 1,929,296 | 1.2% | \$ 6,953,622 | 4.0% | 1.0% |
| | | <i>Range</i> | | <i>Range</i> | <i>0-5%</i> |
| TOTAL | \$ 166,272,463 | 100.0% | \$ 174,723,623 | 100.0% | 100.0% |

Investment Summary

Period Ending December 31, 2015

| Investment Summary | Fourth Quarter 2015 | Year to Date 2015 |
|-------------------------------|--------------------------|--------------------------|
| Beginning Value | \$ 166,674,305.52 | \$ 155,218,379.57 |
| Net Contributions/Withdrawals | 5,012,199.09 | 20,052,726.11 |
| Fees Deducted | -43,406.48 | -174,025.08 |
| Income Received | 5,194,084.02 | 7,312,056.50 |
| Market Appreciation | -1,788,988.44 | -7,383,072.94 |
| Net Change in Accrued Income | 30,382.57 | 52,512.12 |
| Ending Market Value* | \$ 175,078,576.28 | \$ 175,078,576.28 |

| Investment Summary | Fourth Quarter 2014 | Year to Date 2014 |
|-------------------------------|--------------------------|--------------------------|
| Beginning Value | \$ 147,494,207.30 | \$ 129,408,886.38 |
| Net Contributions/Withdrawals | 4,832,721.47 | 19,320,605.04 |
| Fees Deducted | -41,946.76 | -164,624.52 |
| Income Received | 6,287,064.19 | 7,881,354.67 |
| Market Appreciation | -3,443,399.95 | -1,301,100.17 |
| Net Change in Accrued Income | 89,733.32 | 73,258.17 |
| Ending Market Value | \$ 155,218,379.57 | \$ 155,218,379.57 |

*Ending Market Value differs from total market value on the previous page due to differences in reporting methodology. The above ending market value is reported as of trade date and includes accruals. The Asset Allocation total market value is reported as of settlement date.

INVESTMENT STRATEGY

As of December 31, 2015

Tactical Asset Allocation

| Asset Class | % Portfolio Weighting | | | Rationale |
|---------------------------|-----------------------|-------------------|----------------------|---|
| | Target | Current Portfolio | Over/Under Weighting | |
| Cash | 1.0% | 1.0% | - | <ul style="list-style-type: none"> The cash position target was 1%. The 4% allocation position on page 13 was due to the transition of the sale of two mid-cap funds. |
| Fixed Income | 38.0% | 37.0% | -1.0% | <ul style="list-style-type: none"> Fixed income is currently underweight versus the target allocation given our expectations for an increase in interest rates. We anticipate the Federal Reserve raising rates three times in calendar year 2016. |
| High Yield | 0.0% | 1.0% | +1.0% | <ul style="list-style-type: none"> If the Fed is not aggressive in hiking rates, and the economy generates reasonable growth, spreads should likely stay close to current levels. The carry in high yield is currently over 9%. |
| Alternatives | 10.0% | 10.25% | +0.25% | <ul style="list-style-type: none"> Alternatives serve to mitigate the impact of a decline in the bond market, due to a potential rise in interest rates. While the current allocation is neutral to the policy benchmark, once a replacement manager is found for the Arbitrage Fund, this will likely move to an overweight allocation. |
| Real Estate (REITS) | 4.0% | 3.25% | -0.75% | <ul style="list-style-type: none"> We increased our allocation slightly in the quarter. Earnings and cash flow fundamentals are improving for REITs. Strong employment trends are providing support for REITs. If the Fed does not aggressively raise rates, REITs may likely outperform the domestic equity market. |
| Global Equity | 7.0% | 7.0% | - | <ul style="list-style-type: none"> Global equities remain at reasonable valuations due to the international equity component of the MSCI ACWI benchmark. |
| International (Developed) | 9.0% | 10.5% | +1.5% | <ul style="list-style-type: none"> International developed equities remain a slight overweight. Attractive valuations in Europe, coupled with the ECB's quantitative easing program, should aid a recovery in the Eurozone. The MSCI-EAFE, at 14X 2016 earnings, trades at a discount to U.S. domestic equity markets. |
| International (Emerging) | 0.0% | 1.0% | +1.0% | <ul style="list-style-type: none"> We reduced our allocation in the quarter. The risks of a slowdown in China and a recession in both Brazil and Russia have tempered our enthusiasm for this region. |
| Total Domestic Equity | 31.0% | 30.0% | -1.0% | |
| Large Cap | 17.0% | 18.0% | +1.0% | <ul style="list-style-type: none"> We maintain our slight overweight to large cap equities. At a 17.5X forward PE level, valuations remain attractive on a relative basis to mid-cap and small-cap domestic equities. |
| Mid Cap | 6.0% | 4.5% | -1.5% | <ul style="list-style-type: none"> We continue to remain underweight based on valuation concerns, with the Russell Mid-Cap Index trading richer than both large and small cap at a 18X forward PE ratio. |
| Small Cap | 8.0% | 7.5% | -0.5% | <ul style="list-style-type: none"> Small cap stocks have declined roughly 20% since July 2015. With the decline, valuations compel us to maintain roughly a neutral allocation. |

Selected Period Performance
PARS/COUNTY OF CONTRA COSTA PRHCP
Account 6746038001
Period Ending: 12/31/2015

| Sector | 3 Months | Year to Date (1 Year) | 3 Years | Inception to Date (59 Months) |
|-------------------------------------|----------|-----------------------------|---------|-------------------------------------|
| Cash Equivalents | .02 | .04 | .03 | .02 |
| <i>iMoneyNet, Inc. Taxable</i> | .01 | .02 | .02 | .02 |
| Fixed Income ex Funds | -.65 | .78 | 1.34 | 3.59 |
| Total Fixed Income | -.50 | .67 | 1.35 | 3.65 |
| <i>BC US Aggregate Bd Index</i> | -.57 | .55 | 1.44 | 3.28 |
| Total Equities | 4.85 | -.56 | 10.00 | 7.95 |
| Large Cap Funds | 6.57 | 2.24 | 14.87 | 10.98 |
| <i>Russell 1000 Index</i> | 6.50 | .92 | 15.01 | 12.12 |
| Mid Cap Funds | 3.00 | -4.37 | 11.35 | 8.69 |
| <i>Russell Midcap Index</i> | 3.62 | -2.44 | 14.18 | 11.17 |
| Small Cap Funds | 3.36 | -1.29 | 14.48 | 10.93 |
| <i>Russell 2000 Index</i> | 3.59 | -4.41 | 11.65 | 9.41 |
| REIT Funds | 8.51 | 3.57 | 11.25 | 10.97 |
| <i>Wilshire REIT Index</i> | 7.47 | 4.23 | 11.84 | 11.87 |
| International Equities | 3.62 | -2.94 | 3.76 | 2.96 |
| <i>MSCI AC World Index</i> | 5.03 | -2.36 | 7.69 | 5.86 |
| <i>MSCI EAFE Index</i> | 4.71 | -.81 | 5.01 | 3.18 |
| <i>MSCI EM Free Index</i> | .66 | -14.92 | -6.76 | -4.35 |
| Alternatives | -.99 | .49 | | |
| <i>Dynamic Alternatives Index**</i> | -1.11 | -5.29 | .43 | -1.34 |
| Total Managed Portfolio | 2.08 | .17 | 5.83 | 5.56 |
| Total Account Net of Fees | 2.05 | .06 | 5.71 | 5.43 |
| <i>County of Contra Costa</i> | 2.40 | -.30 | 6.25 | 6.18 |

Inception Date: 02/01/2011

* Benchmark from February 1, 2011 to June 30, 2013: 18% Russell 1000 Index, 6% Russell Midcap Index, 8% Russell 2000 Index, 8% MSCI ACWI Index, 10% MSCI EAFE Index, 45% Barclays Aggregate Index, 4% DJ Wilshire REIT Index, 1% Citigroup 3 Month T-Bill Index. From July 1, 2013 to June 30, 2015: 17% Russell 1000 Index, 6% Russell Midcap Index, 8% Russell 2000 Index, 7% MSCI AC World US Index, 9% MSCI EAFE Index, 38% Barclays Aggregate Index, 4% DJ Wilshire REIT Index, 10% HFRI FOF Market Defensive Index, 1% Citigroup 3 Month T-Bill Index. From July 1, 2015: 17% Russell 1000 Index, 6% Russell Midcap Index, 8% Russell 2000 Index, 7% MSCI AC World Index, 9% MSCI EAFE Index, 38% Barclays Aggregate Index, 4% DJ Wilshire REIT Index, 10% Wilshire Liquid Alternative Index, 1% Citigroup 3 Month T-Bill Index

** Dynamic Alternatives Index represents the HFRI FOF Market Defensive Index from 07/01/2013 until 06/30/2015, and then the Wilshire Liquid Alternatives Index from 07/01/2015 forwards.

Returns are gross-of-fees unless otherwise noted. Returns for periods over one year are annualized. The information presented has been obtained from sources believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured, have no bank guarantee, and may lose value.

COUNTY OF CONTRA COSTA

For Period Ending December 31, 2015

| LARGE CAP EQUITY FUNDS | | | | | | | | | | | |
|------------------------------------|--------------|-------------------|-----------|---------------|-----------|------------------|-----------|------------------|-----------|------------------|-----------|
| Fund Name | Inception | 3-Month Return | Rank | YTD Return | Rank | 1-Year Return | Rank | 3-Year Return | Rank | 5-Year Return | Rank |
| Columbia Contrarian Core Z | (7/13) | 7.80 | 5 | 3.02 | 9 | 3.02 | 9 | 16.44 | 5 | 13.17 | 6 |
| T. Rowe Price Growth Stock | | 8.60 | 15 | 10.85 | 4 | 10.85 | 4 | 18.86 | 8 | 14.61 | 6 |
| Harbor Capital Appreciation Instl | | 8.09 | 25 | 10.99 | 4 | 10.99 | 4 | 18.87 | 7 | 14.35 | 8 |
| Loomis Sayles Value Fund | (7/11) | 5.11 | 46 | -4.19 | 58 | -4.19 | 58 | 12.88 | 28 | 10.84 | 29 |
| Dodge & Cox Stock | (10/14) | 4.54 | 61 | -4.49 | 62 | -4.49 | 62 | 14.01 | 11 | 11.64 | 14 |
| iShares Russell 1000 | (3/15) | 6.47 | 33 | 0.82 | 34 | 0.82 | 34 | 14.87 | 42 | 12.30 | 41 |
| Idx: Russell 1000 | | 6.50 | -- | 0.92 | 0 | 0.92 | -- | 15.01 | -- | 12.44 | -- |
| MID CAP EQUITY FUNDS | | | | | | | | | | | |
| TIAA-CREF Mid-Cap Value Instl | (Sold 12/15) | 2.35 | 63 | -5.35 | 54 | -5.35 | 54 | 12.29 | 45 | 10.06 | 34 |
| Idx: Russell Mid Cap Value | | 3.12 | -- | -4.78 | 0 | -4.78 | -- | 13.40 | -- | 11.25 | -- |
| iShares Russell Mid-Cap | (3/15) | 3.59 | 24 | -2.57 | 39 | -2.57 | 39 | 13.99 | 29 | 11.27 | 32 |
| Ivy Mid Cap Growth I | (Sold 12/15) | 3.02 | 55 | -5.80 | 87 | -5.80 | 87 | 9.87 | 87 | 8.45 | 72 |
| Idx: Russell Mid Cap Growth | | 4.12 | -- | -0.20 | 0 | -0.20 | -- | 14.88 | -- | 11.54 | -- |
| SMALL CAP EQUITY FUNDS | | | | | | | | | | | |
| Columbia Small Cap Value II Z | | 2.30 | 43 | -2.90 | 15 | -2.90 | 15 | 12.49 | 12 | 9.74 | 13 |
| Idx: Russell 2000 Value | | 2.88 | -- | -7.47 | 0 | -7.47 | -- | 9.06 | -- | 7.67 | -- |
| iShares Russell 2000 | (3/15) | 3.65 | 26 | -4.33 | 31 | -4.33 | 31 | 11.71 | 62 | 9.22 | 50 |
| T. Rowe Price New Horizons | | 5.14 | 16 | 4.50 | 7 | 4.50 | 7 | 18.24 | 2 | 15.42 | 1 |
| Idx: Russell 2000 Growth | | 4.32 | -- | -1.38 | 0 | -1.38 | -- | 14.28 | -- | 10.67 | -- |
| INTERNATIONAL EQUITY FUNDS | | | | | | | | | | | |
| Dodge & Cox International Stock | | 0.83 | 94 | -11.35 | 98 | -11.35 | 98 | 3.87 | 49 | 2.65 | 54 |
| Nationwide Bailard Intl Eqs InSvc | | 4.17 | 32 | 0.86 | 24 | 0.86 | 24 | 6.37 | 12 | 4.19 | 16 |
| MFS International Growth I | | 3.76 | 74 | 0.30 | 55 | 0.30 | 55 | 2.71 | 84 | 3.00 | 62 |
| MFS Global Equity R5 | (3/15) | 3.92 | 59 | -1.34 | 48 | -1.34 | 48 | 9.52 | 33 | 8.94 | 13 |
| iShares MSCI EAFE | (3/15) | 4.62 | 42 | -0.90 | 45 | -0.90 | 45 | 4.89 | 19 | 3.50 | 15 |
| iShares MSCI ACWI | (3/15) | 5.18 | 37 | -2.39 | 46 | -2.39 | 46 | 7.88 | 34 | 6.12 | 43 |
| American Funds New Perspective F2 | (3/15) | 6.83 | 9 | 5.56 | 6 | 5.56 | 6 | 11.55 | 11 | 9.25 | 9 |
| Idx: MSCI EAFE | | 4.71 | -- | -0.81 | 0 | -0.81 | -- | 5.01 | -- | 3.60 | -- |
| Idx: MSCI ACWI | | 5.03 | -- | -2.36 | 0 | -2.36 | -- | 7.69 | -- | 6.09 | -- |
| Schroder Emerging Market Equity | (11/12) | 0.58 | 49 | -12.68 | 37 | -12.68 | 37 | -6.63 | 50 | -3.77 | 36 |
| Idx: MSCI Emerging Markets | | 0.66 | -- | -14.92 | -- | -14.92 | -- | -6.76 | -- | -4.81 | -- |
| SPDR EURO STOXX 50 ETF | (6/14) | 2.83 | 68 | -4.26 | 84 | -4.26 | 84 | 3.79 | 78 | 2.40 | 87 |

Data Source: Morningstar, SEI Investments

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COUNTY OF CONTRA COSTA

For Period Ending December 31, 2015

| REIT EQUITY FUNDS | | | | | | | | | | | |
|--|-----------|-------------------|-----------|---------------|-----------|------------------|-----------|------------------|-----------|------------------|-----------|
| Fund Name | Inception | 3-Month Return | Rank | YTD Return | Rank | 1-Year Return | Rank | 3-Year Return | Rank | 5-Year Return | Rank |
| Nuveen Real Estate Secs Y | | 7.73 | 19 | 3.48 | 37 | 3.48 | 37 | 11.24 | 23 | 11.95 | 21 |
| Idx: Wilshire REIT Index | | 7.47 | -- | 4.23 | -- | 4.23 | -- | 11.84 | -- | 12.44 | -- |
| BOND FUNDS | | | | | | | | | | | |
| Core Fixed Income Portfolio | | -0.65 | 53 | 0.78 | 14 | 0.78 | 14 | 1.34 | 39 | -- | |
| Pimco Total Return Inst'l | | 0.48 | 4 | 0.73 | 15 | 0.73 | 15 | 1.13 | 51 | 3.52 | 34 |
| Idx: BarCap US Aggregate Bond | | -0.57 | -- | 0.55 | 0 | 0.55 | -- | 1.44 | -- | 3.25 | -- |
| PIMCO High Yield Instl | (11/14) | -0.49 | 14 | -1.85 | 22 | -1.85 | 22 | 2.36 | 23 | 5.02 | 20 |
| ML US HY BB-B Constrained | | -1.13 | -- | -2.79 | -- | -2.79 | -- | 2.26 | -- | 5.25 | -- |
| ALTERNATIVE FUNDS | | | | | | | | | | | |
| Arbitrage I (Sold 11/15) | (7/13) | 1.76 | 18 | 0.90 | 39 | 0.90 | 39 | 1.23 | 55 | 1.76 | 35 |
| AQR Managed Futures | (7/13) | -3.54 | 82 | 2.00 | 31 | 2.00 | 31 | 6.97 | 19 | 3.37 | 11 |
| Eaton Vance Gbl Macro Abs Ret | (7/13) | 2.45 | 6 | 2.63 | 7 | 2.63 | 7 | 1.80 | 13 | 1.81 | 51 |
| JPMorgan Research Market Neutral Instl | (7/13) | -1.64 | 87 | -3.61 | 74 | -3.61 | 74 | 0.63 | 61 | -0.20 | 77 |
| Idx: Dynamic Alternatives | | -1.11 | -- | -5.29 | -- | -5.29 | -- | 0.43 | -- | -1.45 | -- |

Data Source: Morningstar, SEI Investments

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COUNTY OF CONTRA COSTA

For Period Ending December 31, 2015

| LARGE CAP EQUITY FUNDS | | | | | | | | | | | | | |
|-----------------------------------|-----------|----------------|--------------|----------------|--------------|----------------|--------------|----------------|--------------|----------------|--------------|----------------|--------------|
| Fund Name | Inception | 2015 Return | 2015 Rank | 2014 Return | 2014 Rank | 2013 Return | 2013 Rank | 2012 Return | 2012 Rank | 2011 Return | 2011 Rank | 2010 Return | 2010 Rank |
| Columbia Contrarian Core Z | (7/13) | 3.02 | 9 | 12.92 | 31 | 35.73 | 17 | 18.67 | 10 | -0.93 | 52 | 16.21 | 17 |
| T. Rowe Price Growth Stock | | 10.85 | 4 | 8.83 | 65 | 39.20 | 12 | 18.92 | 14 | -0.97 | 39 | 16.93 | 35 |
| Harbor Capital Appreciation Instl | | 10.99 | 4 | 9.93 | 53 | 37.66 | 17 | 15.69 | 43 | 0.61 | 24 | 11.61 | 82 |
| Loomis Sayles Value Fund | (7/11) | -4.19 | 58 | 10.76 | 48 | 35.54 | 14 | 19.70 | 4 | -2.81 | 66 | 11.94 | 72 |
| Dodge & Cox Stock | (10/14) | -4.49 | 62 | 10.40 | 54 | 40.55 | 2 | 22.01 | 2 | -4.08 | 74 | 13.49 | 47 |
| iShares Russell 1000 ETF | | 0.82 | 34 | 13.08 | 42 | 32.93 | 37 | 16.27 | 12 | 1.36 | 60 | 15.94 | 49 |
| Idx: Russell 1000 | | 0.92 | -- | 13.24 | -- | 33.11 | -- | 16.42 | -- | 1.50 | -- | 16.10 | -- |
| MID CAP EQUITY FUNDS | | | | | | | | | | | | | |
| iShares Russell Mid-Cap ETF | | -2.57 | 39 | 13.03 | 17 | 34.50 | 74 | 17.13 | 52 | -1.67 | 42 | 25.25 | 73 |
| SMALL CAP EQUITY FUNDS | | | | | | | | | | | | | |
| Columbia Small Cap Value II Z | | -2.90 | 15 | 4.61 | 42 | 40.14 | 20 | 14.57 | 61 | -2.39 | 30 | 25.64 | 52 |
| Idx: Russell 2000 Value | | -3.83 | -- | 4.22 | -- | 34.52 | -- | 18.05 | -- | -5.50 | -- | 24.50 | -- |
| T. Rowe Price New Horizons | | 4.50 | 7 | 6.10 | 19 | 49.11 | 10 | 16.20 | 22 | 6.63 | 2 | 34.67 | 12 |
| Idx: Russell 2000 Growth | | -1.38 | -- | 5.60 | -- | 43.30 | -- | 14.59 | -- | -2.91 | -- | 29.09 | -- |
| iShares Russell 2000 ETF | | -4.33 | 31 | 4.94 | 55 | 38.85 | 76 | 16.39 | 47 | -4.19 | 56 | 26.76 | 69 |
| INTERNATIONAL EQUITY FUNDS | | | | | | | | | | | | | |
| Dodge & Cox International Stock | | -11.35 | 98 | 0.08 | 9 | 26.31 | 8 | 21.03 | 16 | -15.97 | 81 | 13.69 | 6 |
| Nationwide Bailard Intl Eqs InSvc | | 0.86 | 24 | -1.94 | 15 | 21.68 | 28 | 20.87 | 17 | -15.58 | 74 | 11.85 | 32 |
| MFS International Growth I | | 0.30 | 55 | -5.10 | 58 | 13.84 | 79 | 19.71 | 31 | -10.62 | 40 | 15.24 | 35 |
| iShares MSCI EAFE Index Fund | | -0.90 | 45 | -5.04 | 78 | 22.62 | 19 | 17.22 | 41 | -12.18 | 25 | 7.52 | 92 |
| Idx: MSCI EAFE | | -0.81 | -- | -4.90 | -- | 22.78 | -- | 17.32 | -- | -12.14 | -- | 7.75 | -- |
| Schroder Emerging Market Equity | (11/12) | -12.68 | 37 | -4.61 | 70 | -2.28 | 54 | 21.73 | 19 | -16.70 | 20 | 13.49 | 92 |
| Idx: MSCI Emerging Markets | | -14.92 | -- | -2.19 | -- | -2.60 | -- | 18.22 | -- | -18.42 | -- | 18.88 | -- |
| SPDR EURO STOXX 50 ETF | (6/14) | -4.26 | 84 | -8.36 | 73 | 27.43 | 34 | 20.48 | 55 | -16.42 | 48 | -8.94 | 95 |
| American Funds New Perspective F2 | | 5.56 | 6 | 3.46 | 41 | 27.11 | 39 | 39.00 | 15 | -7.39 | 44 | 13.01 | 46 |
| MFS Global Equity R5 | | -1.34 | 48 | 4.08 | 33 | 27.93 | 34 | 34.00 | 4 | -5.13 | 25 | 10.95 | 55 |
| iShares MSCI ACWI | | -2.39 | 46 | 4.64 | 34 | 22.91 | 54 | 54.00 | 30 | -7.60 | 71 | 12.31 | 34 |
| Idx: MSCI ACWI | | -2.36 | -- | 4.16 | -- | 22.80 | -- | 16.13 | -- | -7.35 | -- | 12.67 | -- |
| REIT EQUITY FUNDS | | | | | | | | | | | | | |
| Nuveen Real Estate Secs Y | | 3.48 | 37 | 31.28 | 17 | 1.32 | 58 | 18.34 | 22 | 7.96 | 50 | 30.57 | 12 |
| Idx: Wilshire REIT | | 4.23 | -- | 31.78 | -- | 1.86 | -- | 17.59 | -- | 5.52 | -- | -- | -- |

Data Source: Morningstar, SEI Investments

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COUNTY OF CONTRA COSTA

For Period Ending December 31, 2015

| BOND FUNDS | | | | | | | | | | | | | |
|--|-----------|----------------|--------------|----------------|--------------|----------------|--------------|----------------|--------------|----------------|--------------|----------------|--------------|
| Fund Name | Inception | 2015 Return | 2015 Rank | 2014 Return | 2014 Rank | 2013 Return | 2013 Rank | 2012 Return | 2012 Rank | 2011 Return | 2011 Rank | 2010 Return | 2010 Rank |
| Core Fixed Income Portfolio | | 0.78 | 14 | 4.74 | 70 | -1.40 | 41 | 5.42 | 69 | 8.41 | 5 | -- | -- |
| Pimco Total Return Inst'l | | 0.73 | 15 | 4.69 | 71 | -1.92 | 60 | 10.36 | 12 | 4.16 | 87 | 8.83 | 26 |
| Idx: BarCap US Aggregate Bond | | .55 | -- | 5.97 | -- | -2.02 | -- | 4.21 | -- | 7.84 | -- | 6.54 | -- |
| PIMCO High Yield Instl | (11/14) | -1.85 | 22 | 3.31 | 13 | 5.77 | 68 | 14.55 | 52 | 4.00 | 38 | 14.24 | 45 |
| Idx: Merrill Lynch US High Yield BB-B | | -2.79 | -- | 3.49 | -- | 6.31 | -- | 14.59 | -- | 5.39 | -- | 14.26 | -- |
| ALTERNATIVE FUNDS | | | | | | | | | | | | | |
| Arbitrage I (Sold 11/15) | (7/13) | 0.90 | 39 | 1.64 | 39 | 1.15 | 67 | 0.44 | 48 | 4.74 | 20 | 1.76 | 16 |
| AQR Managed Futures | (7/13) | 2.00 | 31 | 9.69 | 40 | 9.40 | 6 | 2.99 | 5 | -6.37 | 29 | 0.00 | 0 |
| Eaton Vance Gbl Macro Abs Ret | (7/13) | 2.63 | 7 | 3.03 | 18 | -0.24 | 58 | 4.11 | 79 | -0.39 | 44 | 4.75 | 61 |
| JPMorgan Research Market Neutral Instl | (7/13) | -3.61 | 74 | 3.38 | 25 | 2.26 | 56 | 4.51 | 9 | -7.04 | 86 | -0.90 | 36 |

Data Source: Morningstar, SEI Investments

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