



Agenda

FINANCE COMMITTEE

February 18, 2016

10:30 A.M.

651 Pine Street, Room 101, Martinez

Supervisor Federal D. Glover, Chair
Supervisor Mary N. Piepho, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. CONSIDER approving the Record of Action for the October 5, 2015 Finance Committee meeting (Lisa Driscoll, County Finance Director)
4. CONSIDER 2015 Annual Report submitted for the Finance Committee (Lisa Driscoll, County Finance Director).
5. CONSIDER accepting the Quarterly Capital Projects Report (Brian Balbas, Deputy Public Works Director)
6. CONSIDER attached report on the funding shortfall in the Wildcat/San Pablo Creeks Levee Remediation project in North Richmond (Paul Detjens, Senior Civil Engineer).
7. CONSIDER recommendations for FY 2016/17 Board-Administered Special Revenues (Lisa Driscoll, County Finance Director)
8. The next meeting is currently scheduled for Thursday, March 10, 2016.
9. Adjourn

The Finance Committee will provide reasonable accommodations for persons with disabilities planning to attend Finance Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Finance Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Lisa Driscoll, Committee Staff

Phone (925) 335-1021

lisa.driscoll@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE

3.

Meeting Date: 02/18/2016

Subject: Record of Action for October 5, 2015 Finance Committee Meeting

Submitted For: FINANCE COMMITTEE,

Department: County Administrator

Referral No.: N/A

Referral Name: Record of Action

Presenter: Lisa Driscoll, County
Finance Director

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

Referral History:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the discussions made in the meeting.

Referral Update:

Attached for the Committee's consideration is the Record of Action for its October 5, 2015 meeting.

Recommendation(s)/Next Step(s):

Staff recommends approval of the Record of Action for the October 5, 2015, meeting.

Attachments

Finance Committee Record of Action October 5, 2015



Agenda

FINANCE COMMITTEE

October 5, 2015

10:30 A.M.

651 Pine Street, Room 101, Martinez

Supervisor Mary N. Piepho, Chair
Supervisor Federal D. Glover, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

Present: Chair Mary N. Piepho
Vice Chair Federal D. Glover

Staff Present: Lisa Driscoll, Finance Director; Laura Strobel, County Administrator's Office; Ramesh Kanzaria, Public Works; Joanne Bohren, Internal Audit; Henriette Browne, Auditor-Controller's Office; Ed Woo, Department of Information Technology

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

There were no comments from the Public.

3. Staff recommends approval of the Record of Action for the June 1, 2015 meeting.

The Record of Action for June 1, 2015, Finance Committee was approved as recommended.

Chair Mary N. Piepho,

AYE: Chair Mary N. Piepho, Vice Chair Federal D. Glover

Passed

4. Accept attached Capital Projects Report.

Ramesh Kanzaria presented the Quarterly Capital Report. Mr. Kanzaria noted that half of the \$187.0 million open project list is for the \$90 million application development for detention facility expansion in West County. He also noted that over a third of the remaining projects are over \$1 million, indicating that these are significant projects. Mr. Kanzaria also noted that the long-awaited Finance Building capital project has begun. Finally, Mr. Kanzaria pointed out that there were many projects in the pipeline. Both Supervisors thanked staff and said that they were pleased with the progress being made. The report was approved as submitted.

Chair Mary N. Piepho,

AYE: Chair Mary N. Piepho, Vice Chair Federal D. Glover

Passed

5. Accept attached report regarding the Countywide Single Audit for the Fiscal Year Ending June 30, 2014 (also attached).

Lisa Driscoll presented the Countywide Single Audit for the Fiscal Year Ending June 30, 2014. Mrs. Driscoll reminded the Committee that Board policy required the County Administrator to make an annual report to the Finance Committee on the current- and prior-year audit findings and recommendations that identifies what corrective action has been taken or is planned to be taken on each recommendation. Mrs. Driscoll reported that the 2014 report was a significant improvement over 2013 and that only one instance of significant deficiency in internal controls was identified; no instance of material weakness in internal control; and no instances of material weakness nor significant deficiency in internal control over compliance. The one noted instance in control was for the 'Schedule of Expenditures of Federal Awards Completeness'. The deficiency was identified in the Sheriff's Office SEFA reporting. As a corrective action, the Auditor-Controller added a signature line for review within departments, added additional countywide training on SEFA reporting; and now provide departments' a report of their prior year activity for review prior to the new years' submission. With these additional controls in place, the County is hopeful that the potential for error has been rectified. The Committee thanked Auditor staff present for their work on the issue and had no additional comments/questions.

Chair Mary N. Piepho,

AYE: Chair Mary N. Piepho, Vice Chair Federal D. Glover

Passed

6. The next meeting is currently scheduled for November 2, 2015 at 10:30 AM.
7. Adjourn

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Lisa Driscoll, Committee Staff
Phone (925) 335-1021, Fax (925) 646-1353
lisa.driscoll@cao.cccounty.us



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 Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE

5.

Meeting Date: 02/18/2016

Subject: QUARTERLY CAPITAL PROJECTS REPORT

Submitted For: FINANCE COMMITTEE,

Department: County Administrator

Referral No.: 1/6/2009 SD.2

Referral Name: Quarterly Capital Projects

Presenter: Brian Balbas, Deputy Public Works
Director

Contact: Brian Balbas (925)
313-2284

Referral History:

On January 6, 2009, the Board of Supervisors approved recommendations for Board Member appointments to local, regional and statewide boards, committees and commissions for the 2009 calendar year. One of the adopted recommendations was to combine the Capital Facilities Committee with the Finance Committee.

On February 2, 2009, the Finance Committee met and planned committee meetings and schedules for the coming year. One of the recommendations was for the Finance Committee to receive regular capital facility update reports. The first report was presented to Finance on March 4, 2009 by the Director of General Services, Mike Lango. The Committee reviewed the initial report and requested that additional financing and appropriation information be added to make the report more meaningful. The final report format was accepted at the April 6, 2009 meeting and staff was directed to include on future Finance Committee agendas. Reports were submitted at each Finance Committee meeting through December 2010.

Beginning in 2011, the Finance Committee requested that Capital Facility Reports be reviewed quarterly. Quarterly review of Capital Facility Reports is the current practice.

Referral Update:

Quarterly update.

Recommendation(s)/Next Step(s):

ACCEPT Quarterly Capital Projects update.

Attachments

Capital Projects Update Report

CAPITAL PROJECTS REPORT

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE SUMMARY PAGE

2/11/2016

Funding Source	Projects
AB109	2
Airport Enterprise Fund	0
Capital Facilities Fund - Sheriff's	0
CCFPD Capital Outlay Fund	0
CSA R-9	1
Cal-ID RAN Fund	0
County Drainage Maintenance	1
DCD/Redevelopment	0
Energy Fund	1
Federal/State Funds	1
Fire Protection Fund	5
General Fund	5
General Fund - EHS	4
Grant or Bond Funds	0
Health Services Capital Budget	0
Hospital Enterprise Fund	21
Land Development Fund	1
Mental Health Realignment Funds	1
Park Dedication Fees	2
PG&E On Bill Financing Loan	0
Probation	0
Measure WW	2
Sale of Property	1
Sheriff's Administrative Budget	0
Stormwater Utility Assessment #17 (PWD)	1
Treasurer-Tax Collector's Budget	0
FUNDED PROJECTS :	49
\$	\$ 70,980,125
TO BE DETERMINED (Based on Projects Awarded)	1
\$	\$ 6,000,000
TOTAL PROJECTS:	50
\$	\$ 76,980,125

PROJECT SIZE	Projects
under \$100,000 - \$100,000	5
between \$100,001 - \$250,000	4
between \$250,001 - \$500,000	6
between \$500,001 - \$1,000,000	8
Projects over \$1,000,001	14
To be determined	13
TOTAL PROJECTS:	50

13 NEW PROJECTS since last report:	PROJECT VALUE
Request for Statement of Qualifications for Fire District Projects	\$ 15,000,000
Estimate to Expand the Lobby Area, 50 Douglas Drive, Martinez	TBD
Estimate for an Additional Shower & Locker Room, 900 Ward Street, Martinez	\$ 116,680
Parking Lot Repairs, 1305 MacDonald Avenue, Richmond	\$ 150,000
Additional Site Improvements at Fire Station 69, 4640 Appian Way, El Sobrante	TBD
Site Improvements at Training Center, 2945 Treat Blvd., Concord	TBD
Site Improvements at Fire Station 15, 3338 Mt. Diablo Blvd, Lafayette	TBD
Roof Repair or Replacement at Fire Station 1, 1330 Civic Drive, Walnut Creek	TBD
Estimate to Segregate Sewer Lines, 2500 Alhambra Avenue, Martinez (CCRMC)	TBD
Install Controlled Access on 2nd Flr., the OR, and PACU, CCRMC, Martinez	TBD
Remodeling for Adult Mental Health, 1420 Willow Pass Road, Concord	TBD
North Richmond Pump Station Capital Renewal	TBD
Relocation of Library Administration, 777 Arnold Drive, Martinez	\$ 450,000.00
TOTAL VALUE OF NEW PROJECTS:	\$ 15,716,680

7 COMPLETED PROJECTS since last report:	PROJECT VALUE
Installation of Flag Pole, 900 Ward Street, Martinez	\$ 10,000
Remodeling for Expanding Call Center, 1650 Cavallo Road, Antioch	\$ 100,000
Redesign Lobby Area, 400 Ellinwood Way, Pleasant Hill	\$ 30,000
Redesign Lobby Area, 4545 Delta Fair Blvd., Antioch	\$ 60,000
Antioch Health Center, 2335 Country Hills Drive, Antioch	\$ 15,000,000
Estimate to Redesign the Existing Eligibility Building	\$ 550,000
*Application Development for Detention Facility Expansion, WCDF, Richmond	\$ 90,000,000
*Did not qualify for SB 863 grant	
TOTAL VALUE OF COMPLETED PROJECTS:	\$ 105,750,000

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
	Child Support Services							
1	Estimate to Expand the Lobby Area	50 Douglas Drive, Martinez	Feasibility	0%	TBD	TBD	Federal and State Funded	
	Conservation & Development							
2	Remodeling 40 Muir - Phase 2	40 Muir Road, Martinez	Construction Documents	40%	8/1/2016	\$1,000,000	Land Development Fund	
	Contra Costa Fire District							
3	Request for Qualifications for Fire District Projects	Baypoint, Pacheco, San Pablo	RFQ/SOQ	2%	TBD	\$15,000,000	Fire Protection Fund	
4	Additional Site Improvements at Fire Station 69	4640 Appian Way, El Sobrante	Feasibility	0%	TBD	TBD	Fire Protection Fund	
5	Site Improvements at Training Center	2945 Treat Blvd., Concord	Feasibility	0%	TBD	TBD	Fire Protection Fund	
6	Site Improvements at Fire Station 15	3338 Mt. Diablo Blvd., Lafayette	Feasibility	0%	TBD	TBD	Fire Protection Fund	
7	Roof Repair or Replacement at Fire Station 1	1330 Civic Drive, Walnut Creek	Feasibility	0%	TBD	TBD	Fire Protection Fund	
	County Administrator							
8	Demolition of the Old Detention Facility	650 Pine Street, Martinez	CEQA	15%	12/31/2016	\$1,100,000	General Fund	
	District Attorney							
9	Estimate for an Additional Shower and Locker Room	900 Ward Street, Martinez	Feasibility	5%	TBD	\$116,680	General Fund	
10	Estimate to Convert Law Library and 4th Floor Patio into Additional Office Space	900 Ward Street, Martinez	Feasibility	5%	TBD	\$732,445	General Fund	
	Employment & Human Services							
11	Space Planning	40 Douglas Drive, Martinez	Construction Documents	50%	6/30/2016	\$185,000	General Fund	
12	Chiller Replacement	4545 Delta Fair Blvd., Antioch	Construction	80%	2/29/2016	\$450,000	General Fund	

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
13	Upgrade HVAC	40 Douglas Drive, Martinez	Construction Documents	30%	8/31/2016	\$450,000	General Fund	
14	Parking Lot Paving Repairs	1305 MacDonald Avenue, Richmond	Feasibility	5%	4/30/2016	\$150,000	General Fund	
	Health Services							
15	Kitchen Boiler Replacement	2500 Alhambra Avenue, Martinez	Construction	60%	12/30/2016	\$1,950,000	Hospital Enterprise Fund	
16	Emergency and Imaging Department Expansion	2500 Alhambra Avenue, Martinez	Construction	60%	10/15/2016	\$3,200,000	Hospital Enterprise Fund	
17	Remodel Ste 350	2530 Arnold Drive, Martinez	Construction	95%	3/15/2016	\$500,000	Hospital Enterprise Fund	
18	Emergency Electrical Outlets	2500 Alhambra Avenue, Martinez	Construction	50%	12/15/2016	\$150,000	Hospital Enterprise Fund	
19	Security Upgrades at 5A, 5B, and 5C	2500 Alhambra Avenue, Martinez	Construction Documents	45%	12/15/2016	\$1,000,000	Hospital Enterprise Fund	
20	Install Card Access to 3rd, 4th, & 5th Floor Stairwells	2500 Alhambra Avenue, Martinez	Construction	55%	2/28/2016	\$100,000	Hospital Enterprise Fund	
21	Renovate Monument Signs	2500 Alhambra Avenue, Martinez	Feasibility	65%	2/29/2016	\$75,000	Hospital Enterprise Fund	
22	Install Rigid Ventilation Ducts	2500 Alhambra Avenue, Martinez	Pre-design	0%	9/30/2016	TBD	Hospital Enterprise Fund	
23	Sound Proof Exam Room	25 Allen Street, Martinez	Construction	30%	6/30/2016	\$60,000	Hospital Enterprise Fund	
24	Remodeling of Suite 320	595 Center Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	
25	West County Health Center Expansion	13601 San Pablo Avenue, San Pablo	Feasibility	10%	12/31/2018	\$14,000,000	Hospital Enterprise Fund	
26	Estimate for Family Practice Clinic Expansion	2311 Loveridge Road, Pittsburg	Construction Documents	50%	12/30/2016	\$2,800,000	Hospital Enterprise Fund	
27	Remodeling of the 2nd Floor for HSD Information Technology	40 Muir Road, Martinez	Construction Documents	25%	12/31/2016	\$1,400,000	Hospital Enterprise Fund	
28	Remodeling at the Brentwood Health Center	171 Sand Creek Road, Brentwood	Construction	50%	7/1/2016	\$1,485,000	Hospital Enterprise Fund	
29	T-Bar Ceiling for Kitchen/Cafeteria	2500 Alhambra Avenue, Martinez	Construction Documents	50%	6/1/2016	\$100,000	Hospital Enterprise Fund	
30	Replace Drop Ceiling in Pharmacy Medication Mixing Room	2500 Alhambra Avenue, Martinez	Feasibility	0%	TBD	\$50,000	Hospital Enterprise Fund	

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
31	Estimate for Survey of all Structures at the CORMC Campus	2500 Alhambra Avenue, Martinez	Feasibility	50%	6/30/2016	TBD	Hospital Enterprise Fund	
32	Estimate to Convert G Ward Basement to Office Space	2500 Alhambra Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	
33	Estimate to Increase Parking Capacity	2500 Alhambra Avenue, Martinez	Feasibility	10%	TBD	\$8,100,000	Hospital Enterprise Fund	
34	Relocation of Richmond Health Center, Metal Health, WIC, and other Programs	San Pablo	Advisory Capacity	0%	6/1/2017	\$1,248,000	General Fund	
35	Estimate to Segregate Sewer Lines	2500 Alhambra Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	
36	Install Controlled Access System on the 2nd Floor, the OR, and PACU	2500 Alhambra Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	
37	Remodeling for Adult Mental Health	1420 Willow Pass Road, Concord	Feasibility	0%	TBD	TBD	Mental Health Realignment Funds	
	Library							
38	Library Administration Relocation	777 Arnold Drive, Martinez	Construction Documents	25%	5/31/2016	\$450,000	Funded Through Proceeds from Sale of Property	
	Public Works							
39	Tree Restoration at WCDF	5555 Giant Highway, Richmond	Maintenance	80%	10/31/2016	\$425,000	Park Dedication Fees	
40	Solar Systems at Various Sites (Regional Renewable Energy Procurement)	Martinez: 1960/1980 Muir, 50/202/255 Glacier, San Pablo: 13601 San Pablo Ave	Construction	99%	3/31/2016	\$6,500,000	Energy Fund	
41	North Richmond Pump Station Diversion	North Richmond	Construction	90%	2/26/2016	\$1,000,000	Stormwater Utility Assessment #17 (PWD)	
42	North Richmond Pump Station Capital Renewal	North Richmond	Feasibility	0%	TBD	TBD	County Drainage Maintenance	
43	Improvements at Lefty Gomez Ballfield	470 Parker Avenue, Rodeo	Construction	50%	10/1/2016	\$457,000	Measure WW	
44	Improvements at Livorna Park	Livorna Road & Miranda Way, Alamo	Construction Documents	45%	12/31/2016	\$818,000	Measure WW	
45	Landscaping Project Adjacent to El Sobrante Library	West County	Construction Documents	35%	8/30/2016	\$642,000	CSA R-9	
46	Landscaping at Hookston Road	230 Hookston Road, Pleasant Hill	Construction Documents	65%	12/31/2016	\$686,000	Park Dedication Fees	

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
47	Job Order Contracting - 3 Contracts	Countywide	Award	50%	1/15/2018	\$6,000,000	TBD (Based on projects awarded)	
	Sheriff Coroner							
48	Upgrade Detention Electronics System at West County Detention Facility	5555 Giant Hwy, Richmond	Award	50%	1/15/2017	\$2,900,000	AB 109/Partially Funded by FLIP	
49	Remodeling of the Visitation Center	5555 Giant Highway, Richmond	Award	50%	1/15/2017	\$600,000	AB109	
50	Refurbish IPID Perimeter Detection System	5555 Giant Highway, Richmond	Award	50%	1/15/2017	\$1,100,000	General Fund	
					TOTAL	\$76,980,125		

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM (FLIP) REPORT

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM - FINANCE COMMITTEE

	Project Name	Address	Status	Estimated Proj. Budget/Cost
	Capital Projects FLIP Projects			
1	Renovations and Remodeling at the County Finance Building	625 Court Street, Martinez	In progress	\$9,800,000
2	Replace Two Boilers at the Martinez Detention Facility	1000 Ward Street, Martinez	In progress	\$2,000,000
3	Inmate Rooms Wall/Ceiling Finish Upgrades	5555 Giant Highway, Richmond	In progress	\$1,121,900
4	Replace Fire Alarm System	12000 Marsh Creek Road	In progress	\$330,000
5	Accessibility and Fire, Life, and Safety Upgrades	1000 Ward Street, Martinez	In progress	\$733,889
6	Roof Top Equipment, Accessibility, and Fire, Life and Safety Upgrades	4491 Bixler Road, Byron	In progress	\$1,857,979
7	Roof, Roof Top Equipment, Accessibility, and Fire, Life and Safety Upgrades	50 Douglas Drive, Martinez	In progress	\$2,887,772
8	Roof Top Equipment, Accessibility, and Fire, Life and Safety Upgrades	2530 Arnold Drive, Martinez	In progress	\$3,852,456
9	Built-Up Roof Replacement	2099 Arnold Industrial Way, Concord	Complete	\$447,754
10	ADA Improvements	968 23rd Street, Richmond	Complete	\$580,000
11	Add New Security Cameras	202 Glacier Drive, Martinez	Complete	\$122,812
12	Accessibility for Building Entry	930 Ward Street, Martinez	Complete	\$169,071
13	Replace Boilers	651 Pine Street, Martinez	Complete	\$917,736
14	Sewer Replacement	4491 Bixler Road, Byron	Complete	\$76,358
15	Install Wheelchair Lifts/Ramps	6401 Stockton Avenue, El Cerrito	Complete	\$242,568
16	Chiller Replacement	1000 Ward Street, Martinez	Complete	\$656,868
			Capital Projects Total	\$25,797,163

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM - FINANCE COMMITTEE

	Project Name	Address	Status	Estimated Proj. Budget/Cost
	Facilities Maintenance FLIP Projects			
17	Bldg 5 New Heating Ventilators	5555 Giant Highway, Richmond	In progress	\$177,550
18	Upgrade exit signs - Fire/ Safety	5555 Giant Highway, Richmond	In progress	\$44,385
19	ADA Operator -Front Door	10 Douglas Drive, Martinez	In progress	\$15,741
20	New Exit Lights	920 Mellus Street, Martinez	In progress	\$4,292
21	New Exit Lights	625 Court Street, Martinez	In progress	\$26,710
22	Gutter Repair	300 South 27th Street, Richmond	In progress	\$19,840
23	Minor Roof Repairs	2099 Arnold Industrial Way, Concord	In progress	\$24,987
24	New Exit Lights	2290 Willow Pass Road, Concord	In progress	\$21,007
25	New Exit Lights	406 6th Street, Antioch	In progress	\$9,920
26	New Exit Lights	757 1st Street, Brentwood	In progress	\$8,958
27	New Exit Lights	12000 Marsh Creek Road, Clayton	In progress	\$19,323
28	Roofing	4491 Bixler Road, Byron	In progress	\$329,942
29	Roofing	2530 Arnold Drive, Martinez	In progress	\$779,961
30	Admin HVAC replacement	4491 Bixler Road, Byron	Completed	\$59,988
31	New HVAC Controls	220 Glacier Drive, Martinez	Completed	\$21,878
32	New Steam Boiler	968 23rd Street, Richmond	Complete 2/5/2016	\$80,682
33	ADA ACCESS	930 Ward Street, Martinez	Completed	\$300

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM - FINANCE COMMITTEE

	Project Name	Address	Status	Estimated Proj. Budget/Cost
34	Fire Alarm Upgrade	930 Ward Street, Martinez	Completed	\$27,222
35	Fire Alarm Upgrade	202 Glacier Drive, Martinez	Completed	\$20,205
36	Emergency lights	202 Glacier Drive, Martinez	Completed	\$2,843
37	HVAC	202 Glacier Drive, Martinez	Completed	\$77,009
38	ADA Door Opener	1960 Muir Road, Martinez	Completed	\$1,340
39	ADA-Elev	1960 Muir Road, Martinez	Completed	\$13,851
40	ADA-Elev	1960 Muir Road, Martinez	Completed	\$2,336
41	Admin HVAC replacement	4491 Bixler Road, Byron	Completed	\$57,867
42	Fire caulk	10 Douglas Drive, Martinez	Completed	\$573
43	Fire caulk	920 Mellus Street, Martinez	Completed	\$4,891
44	ADA Door Opener	920 Mellus Street, Martinez	Completed	\$5,689
45	Fire system upgrade	920 Mellus Street, Martinez	Completed	\$15,515
46	ADA Door Opener	2530 Arnold Drive, Martinez	Completed	\$12,828
47	Seismic Shut-off valve	1111 Ward Street, Martinez	Completed	\$3,145
48	Exit Signs	1111 Ward Street, Martinez	Completed	\$17,084
49	Fire Alarm Upgrade	757 1st Street, Brentwood	Completed	\$41,267
50	Bldg 8C Fire Alarm Upgrade	5555 Giant Highway, Richmond	Completed	\$273,315
51	Power upgrade	651 Pine Street, Martinez	Completed	\$550

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM - FINANCE COMMITTEE

	Project Name	Address	Status	Estimated Proj. Budget/Cost
52	Grounds Maint	50 Glacier Drive, Martinez	Completed	\$2,096
53	Replace AC-1	5555 Giant Highway, Richmond	Completed	\$137,171
54	Roofing	800 Ferry Street, Martinez	Complete	\$63,020
55	Roofing	202 Glacier Drive, Martinez	Complete	\$1,003,558
56	Roofing	10 Douglas Drive, Martinez	Complete	\$82,685
57	Roofing	202A Glacier Drive, Martinez	Complete	\$74,996
58	Roofing	2366 Stanwell Circle, Concord	Complete	\$32,482
			Facilities Maintenance Total	\$3,619,002
			Grand Total	\$29,416,165

POTENTIAL SURPLUS PROPERTY REPORT

Potential Surplus Property - Finance Committee

1 of 1
2/1/2016

Potential Surplus Property - Vacant Land

Location	City	Size	Comments	Current Status
Bailey Road/Highway 4	Bay Point	7.5 Acres	CCC as Successor Agency to RDA	DCD evaluating marketability
Canal Road	Bay Point	1.54 Acres	CCC as Successor Agency to RDA	DCD evaluating marketability
Wayne Street	Martinez	15,206 SF	Single Family Lot	Survey and CEQA work proceeding. Estimated date for sale of surplus, June 2016.
1215 Escobar	Martinez	8075 SF	Single Family Lot	Hold for possible downtown development
Neroly Road	Oakley	7 Acres	Mixed use development	Evaluating marketability
Oak Park Boulevard	Pleasant Hill	8 Acres	Sell with 1750 Oak Park	Proceeding with entitlement process through the City of Pleasant Hill. Estimated sale date summer 2017
Beatrice Road	Pleasant Hill	6.2 Acres	Sell with 1750 Oak Park	Proceeding with entitlement process through the City of Pleasant Hill. Estimated sale date summer 2017

Potential Surplus Property - Improved Sites

Address	City	Size	Comments	Current Status
1291 Beaulieu Drive	Bay Point	1441 sf	SFR - Sell as surplus, Spring 2015	Sold at Public Auction November 2015
1127 Escobar Street	Martinez	2000 sf	SFR - Sell, lease or demolition	Demolition process underway, completion Spring 2016
1139 Escobar Street	Martinez	1684 sf	SFR - Sell, lease or demolition	Demolition process underway, completion Spring 2016
1236 Escobar Street	Martinez	3580 sf	SFR - Sell, lease or demolition	Disposition of property being evaluated.
650 Pine Street	Martinez	17,471 sf	Former Jail - Vacated in 1980	CEQA process underway for demolition. Estimated CEQA completion late summer 2016; estimated demolition to start soon after.
1750 Oak Park Blvd	Pleasant Hill	1.34 ac	Pleasant Hill Library & Administration - Possible sale w/Oak Park .	Continued discussions with City of Pleasant Hill on possible new City library building. Relocating library administration to 777 Arnold Dr., Martinez. Move to be completed June 2016.
100 38th Street	Richmond	1.93 ac	Sell as surplus	WIC remaining occupant, relocating to new building being constructed by City of San Pablo, late spring 2017. Will begin Sale process following final document approvals, summer 2016
3939 Bissell Ave.	Richmond	15,000 sf	2 lots with modular building	Being evaluated for County or non-profit occupancy
4006 MacDonald Ave	Richmond	1,620 sf	Office building, vacated in 2014	Being evaluated for County or non-profit occupancy
343 Rodeo Avenue	Rodeo	6,105 sf	Abandoned by Vets. Basement has flooding issues	Disposition of property being evaluated.
1111 Ward Street	Martinez	20,892 sf	Possible equity exchange with Judicial Council of California	Courts have no interest in acquiring/trading. They are moving towards electronic record keeping. May not need storage space in future. Time frame unknown. Working with County departments to occupy remaining vacant space.
2020 North Broadway	Walnut Creek	17,500 sf	Possible equity exchange with Judicial Council of California	Continued discussions with Courts on use/need for storage area in building and possible relocation of files.



Contra Costa County Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE

6.

Meeting Date: 02/18/2016

Subject: Funding Shortfall in the Wildcat/San Pablo Creeks Levee Remediation Project in North Richmond

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.: 2/9/2015 C.89

Referral Name: Funding Shortfall in the Wildcat/San Pablo Creeks Levee Remediation Project in North Richmond

Presenter: Paul Detjens, Senior Civil Engineer **Contact:** Paul Detjens (925) 313-2394

Referral History:

Referral was submitted to the full Board of Supervisors as an action item on February 9, 2016.

Referral Update:

Attached for the Committee's recommendation is a report on the funding shortfall in the Wildcat/San Pablo Creeks Levee Remediation project in North Richmond.

Recommendation(s)/Next Step(s):

CONSIDER attached report on the funding shortfall in the Wildcat/San Pablo Creeks Levee Remediation project in North Richmond, as recommended by Public Works Director.

Fiscal Impact (if any):

Request is for \$900,000 in general purpose revenue.

Attachments

North Richmond Levee Remediation Project with Map



Interoffice Memo

DATE: February 9, 2016
TO: Finance Committee
Federal D. Glover, Chair
Mary N. Piepho, Vice Chair
FROM: Julie Bueren, Chief Engineer *Julie Bueren*
SUBJECT: Request for \$900,000

The Flood Control District is requesting \$900,000 in FY 2016-17 from the County General Fund to cover the funding shortfall in the Wildcat / San Pablo Creeks Levee Remediation project in North Richmond.

Background:

Original Project Construction

Wildcat and San Pablo Creeks are two streams that drain into adjoining watersheds within western Contra Costa County. Historically, the two creek basins combined into a common floodplain that extended through the unincorporated community of North Richmond before draining into San Pablo Bay.

From the 1950s to the early 1980s, repeated floods damaged properties in the floodplain between the creeks. Attempts to sponsor a federal flood control project on Wildcat and San Pablo Creeks were undermined by the Flood Control District's limited funding ability and by the difficulty — in this low-income area — of reaching a favorable benefit-to-cost ratio. In 1982, the District was able to design a fundable, cost-effective flood control project for the lower reaches of the creeks. With significant community input, the District plan was subsequently modified by the US Army Corps of Engineers, which then also provided the majority of the project construction funding. Funding for the local match consisted of an unusually broad range of sources: East Bay Regional Park District, County Redevelopment, the County Flood Control District (and others) provided services, land and cash to become the non-federal match for this federal project. The Flood Control District still carries an \$820,000 loan from the original project construction in the early 1990s. With interest, the outstanding balance is now approximately \$1,300,000.

One time proceeds from the sale of District property at 3rd and Brookside and

repayment of money owed upon the closure of the County Redevelopment Agency provided \$475,000 that has been set aside to pay down the outstanding project debt.

Changing Federal Rules

In the aftermath of Hurricane Katrina the Department of Homeland Security, Federal Emergency Management Agency (FEMA) rescinded all levee certifications, and required local levee owners to prove levees still provided adequate levels of flood protection. The District applied for and received a \$487,000 State Department of Water Resources (DWR) Local Levee assistance grant that covered 90% of the cost of levee evaluation. The DWR funding level shifted from 50% to 90% because North Richmond is a disadvantaged community. Even with this level of funding, the District struggled to provide the remaining 10% match.

The study indicated that the levees were generally in good repair, but needed to be raised to meet more stringent FEMA requirements. The District applied for and received a 90% DWR grant for Local Levee Critical Repair. The total repair cost was estimated at \$1,684,000 with the State providing 90% or \$1,515,600.

Increased Complexity

Both the permitting and design for the levee project have become more complex than was anticipated when the grant was received. Extra precautions for dealing with possible endangered species near the levees have made the plans more complex and costly to prepare, and an especially challenging Corps Section 408 permitting process has far exceeded the permitting budget. Finally, Corps-required upgrades to the levee and floodwall materials have significantly increased expected construction costs. Considering all of these factors, **the current funding deficit is approximately \$935,000.**

Consequence of No Action

FEMA has prepared new floodplain maps that show significantly expanded floodplains if the levee rehabilitation project is not implemented. These new maps add 245 parcels into the floodplain, and have not been publically released or adopted yet by FEMA. All parcels with mortgages mapped into the floodplain will be required to purchase flood insurance; this is a significant financial drain to this disadvantaged community. Currently flood insurance is approximately \$1,000 per parcel per year, but is anticipated to double in the coming years to make the FEMA federal flood insurance program more solvent.

The District has requested that FEMA delay adoption of the new floodplain maps for North Richmond as long as possible to provide time for the levee project to find the additional funding needed for construction. FEMA has committed to hold off adopting the new maps for at least another year.

Financial Picture:

As shown in the table below, the DWR grant covers 90% of the \$1.68 budgeted project cost. Increased complexity in environmental permitting and design, and the resulting construction materials and methods have driven the project over the grant budget by approximately \$935,000. Because the project will be competitively bid, the cost of construction reported below is from the engineer's estimate.

Task No.	Task Description	Total Budget for LLCR Grant (90% DWR / 10% local)	Projected Expenditures at Project Completion	Unfunded Amount Over DWR LLCR Grant Budget (100% local)
1	Preliminary Design, R&U Analysis	\$88,459	\$93,258	\$4,799
2	Environmental Permitting and Compliance	\$130,033	\$274,019	\$143,986
3	Real Property Acquisition	\$7,982	\$12,982	\$5,000
4	Design	\$215,782	\$485,735	\$269,953
5	Construction	\$1,108,763	\$1,455,963	\$347,200
6	Reporting	\$33,866	\$33,866	\$0
7	Project Management and Corps 408 Permit	\$99,313	\$264,192	\$164,879
	TOTAL	\$1,684,198	\$2,620,015	\$935,817

Options for Additional Funding:

The District is considering a number of funding options to cover the deficit in funding. Each is described below along with the likelihood of each approach being applicable or successful.

County General Funds

The District is requesting \$900,000 in County general funds as an assurance that the project can move forward with advertising for construction. Without the financial assurance provided by this funding, the District cannot advertise the project nor move forward with construction work this season, and the community will continue to be faced with additional flood risk and may be mapped into the FEMA floodplain. If the project is financially able to proceed in 2016, expenditures will not occur until late Q1 or early Q2 in FY 16-17.

The District will continue to pursue additional funding sources, as specifically detailed below, with the intent to find alternate funding and reduce or eliminate the need for general funds.

County Road Funds

County road funds are used to construct and maintain roads and related infrastructure in the unincorporated county. County road funds may be available for funding direct improvements to county roads (in county road right of way) which are designed and constructed by this project. These could include the top portion of an overlay on Parr Boulevard (new wearing surface), base failure repair, and an upgraded replacement guardrail. The magnitude of this work is approximately \$65,000 and the **District intends to pursue County Road Funds for the roadway items** included in this project.

Budget augmentation from DWR under the awarded LLCR grant program

In the summer of 2015, the District's project manager approached DWR and formally requested a budget augmentation because of the increased permitting complexity and design cost overruns. DWR considered this request and ultimately declined the budget augmentation request. As such, **additional DWR funding is not available for this project.**

FEMA Pre-Disaster Mitigation Funds

FEMA administers the Pre-Disaster Mitigation (PDM) program which funds projects that lower flood risk before damage occurs. Initially, this seemed to be a good match for this project. However, FEMA Region IX staff has confirmed that projects built by the Corps with federal funds (such as Wildcat and San Pablo Creeks) are automatically ineligible for this or other FEMA funding programs. As such, **PDM or other FEMA funds are not available for the current levee project.**

Integrated Regional Water Management Plan (IRWMP) Funds

IRWMP funds are state grant funds requiring a 50% non-state match. Because a majority of project funding already comes from the DWR, this project would not be able to provide the required match. The state is soliciting for a future grant round focused on disadvantaged communities, but even with this focus, lacking the required non-state match, **the project would not be eligible for this funding.**

North Richmond Waste and Recovery Mitigation Fee (NRWRMF)

Per a conversation with Deidre Dingman, and a review of the detailed project guidelines (<http://www.cccounty.us/DocumentCenter/View/39562>), the NRWRMF is intended to reduce the impacts of illegal dumping. One time project grant awards come out of a \$100,000 total amount, and projects are typically limited to a maximum award of \$30,000. While appropriately located in North Richmond, **the levee project does not address the focus areas of the grant, and would likely be non-competitive for funding.**

State Coastal Conservancy Prop 1 Funds

In September 2015, the District partnered with Urban Tilth on a \$1,204,000 grant application to State Coastal Conservancy (SCC) to address the project's \$900,000 funding shortfall and also provide \$304,000 to create jobs for local youth and provide habitat assessment and creek restoration in the watershed. The SCC ultimately declined to fund the grant, but noted that they liked the environmental enhancement portion of the grant (through Urban Tilth) and was not as interested in funding the levee improvements (the District's portion of the project). They also thought the total requested amount was too high, and recommended reapplying in March for no more \$500,000 total, with a more balanced split between the District's levee portion and Urban Tilth's environmental portion. The District and Urban Tilth intend to reapply in March, and **if the grant application is ultimately approved, no more than approximately \$250,000 would be available to fund the levee project.** The other half would be for Urban Tilth projects in the area unrelated to the levee project.

EPA San Francisco Bay Water Quality Improvement Fund

The project is anticipated to be eligible for this annual federal grant program and can use the State DWR grant towards the 50% match. This grant program favors "shovel-ready" implementation projects (which this is), but the project may need other partners to broaden its appeal. The next application round opens in March 2016 and the **District intends to apply.**

Revolving Fund Loan from Other Watersheds or the Flood Control District

The Flood Control District has the ability to temporarily borrow from and loan funds to Flood Control Zones in watersheds throughout the County. These "revolving fund loans" are intended to compensate for temporary funding deficits that would be paid back against future tax revenue. Unfortunately, the Flood Control Zone for this watershed still has unpaid interest and principal from original project construction in the early 1990s. Thanks to the low tax rate fixed by Prop 13, ad valorem tax revenues in this watershed are insufficient for routine maintenance, much less being able to pay off the existing debt. While the Board could decide to borrow money from another flood control zone and loan it to this project, prospects for repayment are very poor. **This makes a revolving fund loan a poor choice, but may end up being the only remaining choice.**

Proceeds for Sale of 3 Acre Parcel at 3rd and Brookside (Urban Farm)

This parcel was sold in 2013 for \$225,000 and the proceeds have been held in the account for Wildcat Creek. The Board Order from the early 1990s outlining the financing plan for the original project required that any proceeds from the sale of this property must be applied to any outstanding debt for the project. Unless the Board provides direction to the contrary, the **proceeds from this sale would not be available for the current levee project.**

North Richmond Community Facilities District (CFD) Funds

The large portion of North Richmond between Wildcat and San Pablo Creeks was slated for redevelopment, at which time a CFD would be formed to help fund needed infrastructure. With the demise of the County's redevelopment agency, the formation of the CFD has been placed on indefinite hold, and thus **is not available for the current levee project.**

County Stormwater Utility Assessment (SUA) 17 Funds

SUA funds are collected from all parcels in the County to help manage stormwater, and SUA 17 funds are collected for use in the unincorporated county areas like North Richmond. SUA 17 funds are limited to ongoing maintenance (such as catch basin or trash rack cleaning) and not for capital projects such as our levee project. In addition, unfunded mandates from the Regional Water Quality Control Board (such as the requirement to eliminate 100% of trash from all waterways by 2022) have oversubscribed the available SUA 17 funding. As such, **SUA 17 funds are not available for the current levee project.**

State Revolving Fund Loan for Infrastructure

This State program provides low interest loans for infrastructure improvements, and is most commonly used for water supply and wastewater infrastructure. The loan program requires a stable future funding source, such as rate payers, in order to be considered for loan funding. Agencies that handle stormwater and flood control do not currently have the ability to have ratepayers (although an initiative is in the works for the November 2016 ballot to possibly provide this ability). Without such a dedicated future income stream, **the levee project would not be eligible for a state revolving fund loan.**

Funds from Parcels Being Protected by this Project

The District's project directly reduces flood risk to a number of publicly-owned facilities. East Bay Regional Park District (EBRPD) operates the Wildcat Creek staging area and trail along Wildcat Creek. They own some of the property in fee, and license other areas from the State and the Flood Control District. Because of the direct benefit they derive from the project, the District intends to request funding from EBRPD. It is important to note that EBRPD was one of many funders of the original project when it ran into similar funding issues in the early 1990s.

Similarly, the West County Wastewater District (WCWD) has projects directly adjacent to the District's levee project. In fact, the District needs to purchase access easements across existing WCWD access roads to construct the project. In light of the project's financial need, and the flood risk reduction provided by the project, the District intends to request a waiver of the approximately \$12,000 appraised value of the access easement and that WCWC further contribute to the project cost.

Finally, EBMUD operates a facility directly adjacent to and protected by the levee on San Pablo Creek. As with the other agencies, the District intends to request EBRPD contribute to overall project costs.

It is unclear what participation, if any, will come from these requests to other agencies projected by the District's project.

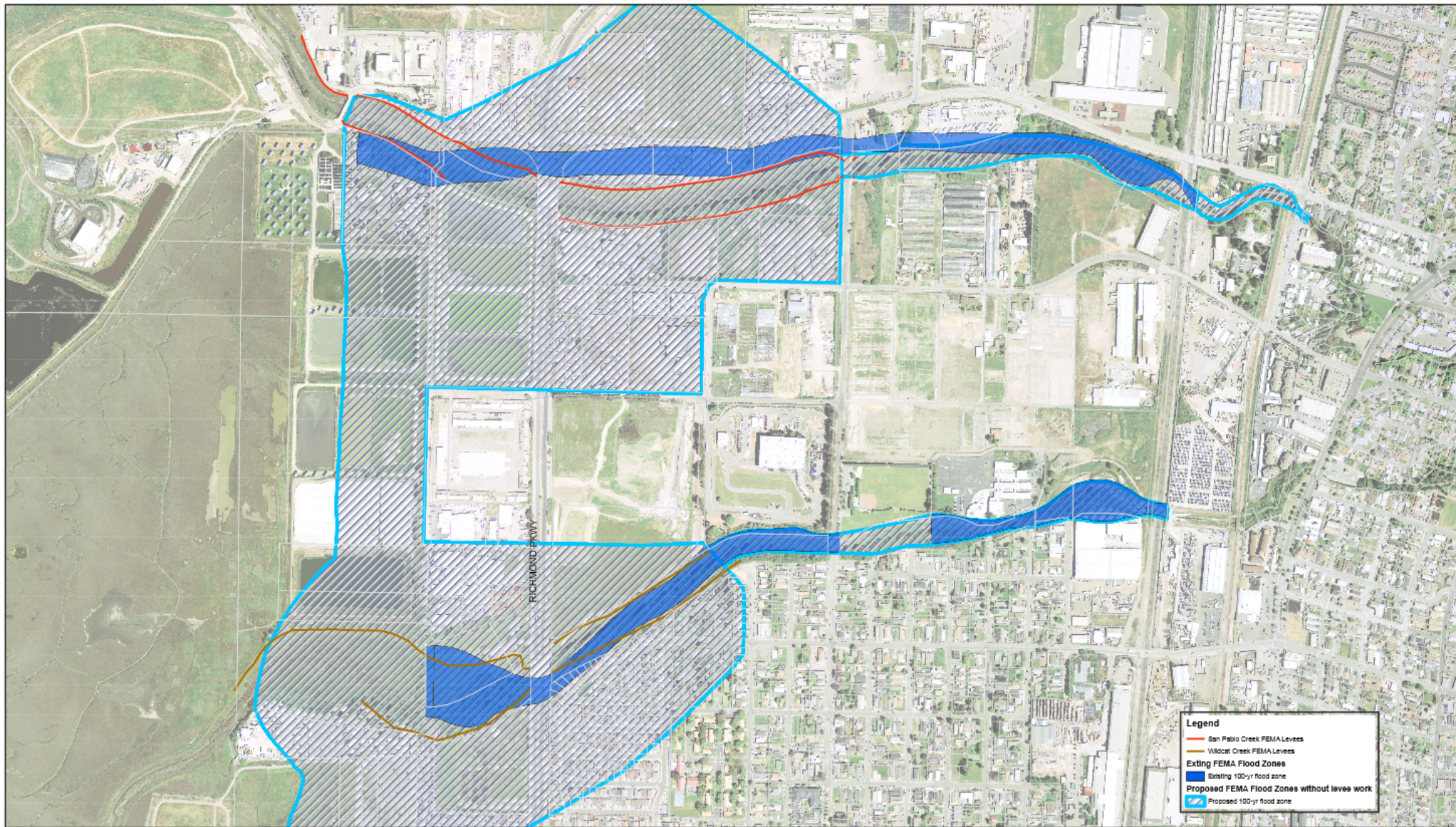
Summary:

Just as with the construction of the original project 25 years ago, the District's project faces serious funding challenges in order to reduce flood risk in the disadvantaged community of North Richmond. The District has investigated over a dozen possible funding sources, and intends to apply for additional state grants, request funding from the Public Works Department road funds, and request County General Funds to cover the funding shortfall.

JB:lz

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- c: Steve Kowalewski, Public Works Deputy Director
Laura Strobel, Senior Deputy County Administrator
Wanda Quever, Finance0
Mike Carlson, Flood Control
Kevin Emigh, Design-Construction



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Feb 2016

Proposed FEMA Floodplain Changes in North Richmond Without Wildcat / San Pablo Creeks Levee Rehabilitation Project



Contra Costa County Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE

7.

Meeting Date: 02/18/2016

Subject: FY 2016/17 Recommended Budget Development - Board-Administered
Special Revenues

Submitted For: FINANCE COMMITTEE,

Department: County Administrator

Referral No.: 11/14/16 SD.8

Referral Name: County Budget Policy - Resolution No. 2006/677

Presenter: Lisa Driscoll, County
Finance Director

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

Referral History:

On March 2, 2015, the Finance Committee began an update of the County's Budget Policy. The Board-Administered Special Revenue reference binder was discussed in the context of budget policy as well. The Committee requested that staff continue to develop a summary report that describes all of these special revenues and includes a detailed list of how the funds are annually distributed. The details would include how the distribution of monies is annually determined, who gets the revenue, how much they get, and what the monies are used for. When available the report would list sums received and distributed to date as well as annual figures. This report is partially described in the supplement to the County Budget Policy adopted by the Board of Supervisors on December 3, 2013. Additionally, staff was directed to assign one of the allocation policies described in the supplemental policies to each Board administered special revenue. Staff was also directed to review potential best practices in budget policy for submission to the Committee. The Committee will review staff's recommendations and continue to review the County Budget Policy in its entirety. In the meantime, staff was directed to begin implementation of the new policies in the FY 2015/16 Recommended Budget and letter.

Referral Update:

See attached information and preliminary recommendations for FY 2016/17.

Recommendation(s)/Next Step(s):

ACCEPT Board-Administered Special Revenue recommendations for FY 2016/17.

Attachments

No file(s) attached.
