



# Agenda

## FINANCE COMMITTEE

December 8, 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 November 15, 2016, Finance Committee meeting (Lisa Driscoll, County Finance Director)
4. CONSIDER accepting the Quarterly Capital Projects Report (Brian Balbas, Deputy Public Works Director)
5. CONSIDER 2015 Annual Report submitted for the Finance Committee (Lisa Driscoll, County Finance Director).
6. The next meeting is currently not scheduled as the 2017 Finance Committee calendar has not been adopted.
7. Adjourn

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*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.*

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*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.*

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

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For Additional Information Contact:

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



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FINANCE COMMITTEE

3.

**Meeting Date:** 12/08/2016

**Subject:** Record of Action for November 15, 2016 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

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#### **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 meetings.

#### **Referral Update:**

Attached for the Committee's consideration is the Record of Action for its November 15, 2016 meeting.

#### **Recommendation(s)/Next Step(s):**

Staff recommends approval of the Record of Action for the November 15, 2016 meeting.

#### **Fiscal Impact (if any):**

No fiscal impact.

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#### **Attachments**

Draft Record of Action November 15, 2016

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# DRAFT



## FINANCE COMMITTEE

November 15, 2016

10:30 A.M.

651 Pine Street, Room 105, 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

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

Staff Present: Lisa Driscoll, Finance Director  
Laura Strobel, Senior Deputy County Administrator  
Brian Balbas, Chief Deputy Public Works  
Debra Young, Department of Conservation and Development  
Victoria Isip, Department of Conservation and Development  
Elizabeth Chebotarev, Department of Conservation and Development

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 public comments.*

3. Staff recommends approval of the Record of Action for the October 13, 2016 meeting.

*The Record of Action for the October 13, 2016, Finance Committee meeting was approved as recommended.*

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

4. CONSIDER attached report on the funding shortfall in County Service Area M-28 (Bethel Island), as recommended by Public Works Director.

*Brian Balbas presented a report and recommendation on the funding shortfall in County Service Area M-28. Mr. Balbas recommended that the Finance Committee approve the use of \$770,000 in general funds to retrofit the existing water treatment facilities that service the Willow Mobile Home Park located on Bethel Island. Both Supervisor Glover and Supervisor Piepho questioned staff regarding alternatives. Staff assured the Committee that all available alternatives had been attempted and that the expense was required as the State requires the County to provide water that meets its Primary standards. The Committee approved the recommendation. The item will be forwarded to the full-board with an appropriation adjustment in December.*

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

5. ACCEPT Board-Administered Special Revenue recommendations for FY 2017/18.

*Lisa Driscoll presented the annual report on Board Administered Special Revenue recommendations, which by Board policy is required to be submitted to the Finance Committee each fall. The report includes prior year, current year, and budget year data. Ms. Driscoll recommended that the Committee continue the existing uses of special revenues in the 2017/18 fiscal year. The Committee approved the recommendation, which will be included in the FY 2017/18 Recommended Budget.*

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

6. Continue review of the County's 2006 County Budget Policy to consider future recommendations for changes/updates.

*Lisa Driscoll presented an update to the County Budget Policy. The update incorporated the Special Revenue Policy, which was adopted separately into the main body of the Policy and updated dates. The Committee approved the recommendation, which will be forwarded to the full Board of Supervisors for approval.*

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

7. The next meeting is currently scheduled for December 8, 2016.

8. Adjourn

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# Contra Costa County Board of Supervisors

## Subcommittee Report

### FINANCE COMMITTEE

4.

**Meeting Date:** 12/08/2016

**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, Chief Deputy Public Works Director  
**Contact:** Brian Balbas (925) 313-2284

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### **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.

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### **Attachments**

Capital Projects Update Report

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# CAPITAL PROJECTS REPORT

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**CAPITAL PROJECTS REPORT - FINANCE COMMITTEE  
SUMMARY PAGE**

11/30/2016

Funding Source	Projects		
AB109	2		
Airport Enterprise Fund	0		
Capital Facilities Fund - Sheriff's	0		
CCFPD Capital Outlay Fund	0		
CSA R-9	0		
CSA R-7	0		
County Drainage Maintenance	1		
DCD/Redevelopment	0		
Energy Fund	0		
Federal/State Funds	1		
Fire Protection Fund	6		
General Fund	18		
General Fund - HSD	2		
General Fund - EHSD	4		
Health Services Capital Budget	0		
Hospital Enterprise Fund	24		
Land Development Fund	1		
Mental Health Realignment Funds	1		
Park Dedication Fees	1		
PG&E On Bill Financing Loan	0		
Probation	0		
Measure WW	0		
Sale of Property	0		
State/Local Funds	0		
Stormwater Utility Assessment #17 (PWD)	0		
Whole Person Care Initiative & HSD General Fund	2		
<b>FUNDED PROJECTS :</b>	<b>63</b>	<b>\$</b>	<b>85,266,397</b>
<b>TO BE DETERMINED (Based on Projects Awarded)</b>	<b>1</b>	<b>\$</b>	<b>11,000,000</b>
<b>TOTAL PROJECTS:</b>	<b>64</b>	<b>\$</b>	<b>96,266,397</b>

PROJECT SIZE	Projects
under \$100,000 - \$100,000	3
between \$100,001 - \$250,000	10
between \$250,001 - \$500,000	6
between \$500,001 - \$1,000,000	12
Projects over \$1,000,001	20
To be determined	13
<b>TOTAL PROJECTS:</b>	<b>64</b>

<b>8 NEW PROJECTS since last report:</b>	PROJECT VALUE
Solar/HVAC CEQA Analysis for CCCFPD, Various Locations	\$ 700,000.00
Remodel the 3rd Floor for Labor Relations Unit, 651 Pine Street, Martinez	\$ 230,000.00
CAAD Program Clinic Relocation from Miller Wellness Center, Various Locations	\$ 500,000.00
Tenant Improvements for the Sobering Center, 2086 Commerce Avenue	TBD
Tenant Improvements for the Whole Person Care Program, 2500 Bates Avenue	TBD
Geotechnical Investigation, 300 Ilene Street, Martinez	TBD
Provide Updated Set of Floor Plans, 2500 Alhambra Avenue, Martinez	TBD
Remodel of the Sheriff's Field Operation Building, 1980 Muir Road, Martinez	\$ 750,000.00
<b>TOTAL VALUE OF NEW PROJECTS:</b>	<b>\$ 2,180,000.00</b>

<b>3 COMPLETED PROJECTS since last report:</b>	PROJECT VALUE
Additional Site Improvements at Fire Station 69, 4640 Appian Way, El Sobrante	\$ 93,382.00
Tenant Improvements on the 1st Floor, 4041 Lone Tree Way, Antioch	\$ 139,493.00
Ammunition Safe Weight Study, 50 Douglas Drive, Martinez	\$ 178.00
<b>TOTAL VALUE OF COMPLETED PROJECTS:</b>	<b>\$ 233,053.00</b>

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	<b>Project Name</b>	<b>Address</b>	<b>Phase</b>	<b>% Proj. Comp</b>	<b>Est. Proj. Compl. Date</b>	<b>Estimated Proj. Budget</b>	<b>Funding Source</b>	<b>Comments</b>
	<b>Assessor</b>							
1	Remodeling for the Assessor's Office	2530 Arnold Drive, Martinez	Construction	70%	3/15/2017	\$1,500,000	General Fund	
	<b>Conservation &amp; Development</b>							
2	Remodeling 40 Muir - Phase 2	40 Muir Road, Martinez	Construction Documents	40%	10/1/2017	\$1,000,000	Land Development Fund	
	<b>Contra Costa Fire District</b>							
3	New Fire Station No. 16 (CCCFFPD)	4007 Los Arabis Road, Lafayette	Schematic Design	15%	5/15/2019	\$4,312,500	Fire Protection Fund	
4	New Fire Station No. 70 (CCCFFPD)	23rd St. and Market St. San Pablo	Predesign	5%	1/15/2019	\$9,404,000	Fire Protection Fund/City of San Pablo Funding \$2.5 M	
5	New Fire Station No. 9 (CCCFFPD)	550 Sally Ride Drive, Concord	Predesign	5%	1/15/2019	\$5,000,000	Fire Protection Fund	
6	New Fire Station No. 86 (CCCFFPD)	Willow Pass Rd. and Goble Dr. Bay Point	Predesign	5%	1/15/2019	\$5,000,000	Fire Protection Fund	
7	Restoration of the Training Tower at Fire Station No. 10 (CCCFFPD)	2945 Treat Blvd., Concord	Predesign	5%	TBD	\$260,000	Fire Protection Fund	On Hold
8	Solar/HVAC CEQA Analysis (CCCFFPD)	Various Locations	Predesign	0%	TBD	\$700,000	Fire Protection Fund	
	<b>County Administrator</b>							
9	Demolition of the Old Detention Facility	650 Pine Street, Martinez	Design Development/CEQA	40%	3/1/2017	\$1,100,000	General Fund	
10	Remodel the 3rd Floor for Labor Relations Unit	651 Pine Street, Martinez	Construction	60%	1/15/2017	\$230,000	General Fund	
	<b>District Attorney</b>							
11	Additional Shower and Locker Room	900 Ward Street, Martinez	Construction Documents	45%	8/15/2017	\$131,823	General Fund	
12	Convert Law Library and 4th Floor Patio into Additional Office Space	900 Ward Street, Martinez	Construction Documents	45%	8/15/2017	\$794,545	General Fund	

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	<b>Project Name</b>	<b>Address</b>	<b>Phase</b>	<b>% Proj. Comp</b>	<b>Est. Proj. Compl. Date</b>	<b>Estimated Proj. Budget</b>	<b>Funding Source</b>	<b>Comments</b>
<b>Employment &amp; Human Services</b>								
13	Upgrade HVAC	40 Douglas Drive, Martinez	Construction	50%	2/15/2017	\$744,000	General Fund	
14	Modular Buildings	1650 Cavallo Road, Antioch	Construction Documents/Bid-Award	45%	3/15/2017	\$595,000	General Fund	
15	Space Study at all EHSD Facilities	Countywide	Feasibility	70%	5/1/2017	\$77,000	General Fund	
16	Work Space Evaluation	4545 Delta Fair Boulevard, Antioch	Feasibility	10%	1/31/2017	TBD	Federal and State Funds (10% General Fund)	
17	ADA Restroom Conversion and Remodel, 1st Floor	40 Douglas Drive, Martinez	Construction	90%	12/31/2016	\$178,000	General Fund	
<b>Health Services</b>								
18	Emergency and Imaging Department Expansion	2500 Alhambra Avenue, Martinez	Construction	70%	3/15/2017	\$3,150,000	Hospital Enterprise Fund	
19	Emergency Electrical Outlets	2500 Alhambra Avenue, Martinez	Construction	50%	12/15/2016	\$150,000	Hospital Enterprise Fund	
20	Security Upgrades at 5A, 5B, and 5C	2500 Alhambra Avenue, Martinez	Construction Documents	45%	3/1/2018	\$1,400,000	Hospital Enterprise Fund	
21	Renovate Monument Signs	2500 Alhambra Avenue, Martinez	Feasibility	65%	1/31/2017	\$75,000	Hospital Enterprise Fund	
22	Remodeling of Suite 320	595 Center Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	
23	West County Health Center Expansion	13601 San Pablo Avenue, San Pablo	Schematic Design	20%	3/31/2019	\$14,500,000	Hospital Enterprise Fund	
24	Estimate for Family Practice Clinic Expansion	2311 Loveridge Road, Pittsburg	Construction	70%	4/1/2017	\$2,800,000	Hospital Enterprise Fund	
25	Estimate for Survey of all Structures at the CCRMC Campus	2500 Alhambra Avenue, Martinez	Feasibility	50%	1/31/2017	TBD	Hospital Enterprise Fund	
26	Estimate to Convert G Ward Basement to Office Space	2500 Alhambra Avenue, Martinez	Feasibility	5%	TBD	\$1,625,000	Hospital Enterprise Fund	
27	Estimate to Increase Parking Capacity	2500 Alhambra Avenue, Martinez	Feasibility	10%	TBD	\$8,100,000	Hospital Enterprise Fund	
28	Relocation of Richmond Health Center, Metal Health, WIC, and other Programs	San Pablo	Advisory Capacity	5%	6/1/2017	\$5,500,000	General Fund	Leased/Built to Suit Facility by the City of San Pablo
29	Estimate to Segregate Sewer Lines	2500 Alhambra Avenue, Martinez	Feasibility	5%	TBD	TBD	Hospital Enterprise Fund	
30	Install Controlled Access System on the 2nd Floor, the OR, and PACU	2500 Alhambra Avenue, Martinez	Feasibility	40%	12/1/2017	\$160,000	Hospital Enterprise Fund	

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	<b>Project Name</b>	<b>Address</b>	<b>Phase</b>	<b>% Proj. Comp</b>	<b>Est. Proj. Compl. Date</b>	<b>Estimated Proj. Budget</b>	<b>Funding Source</b>	<b>Comments</b>
31	Remodeling for Adult Mental Health	1420 Willow Pass Road, Concord	Predesign	5%	TBD	TBD	Mental Health Realignment Funds	
32	Safety Improvements at Inpatient and Emergency Behavioral Health Services	2500 Alhambra Avenue, Martinez	Feasibility	80%	10/15/2017	\$420,000	Hospital Enterprise Fund	
33	Tenant Improvements on the 1st Floor	2311 Loveridge Road, Pittsburg	Construction Documents	25%	1/4/2017	\$420,000	Hospital Enterprise Fund	
34	Installation of 2 New Autoclaves	2500 Alhambra Avenue, Martinez	Design Development	25%	9/30/2017	TBD	Hospital Enterprise Fund	
35	Install Access Control at LMHCD Entrance	2311 Loveridge Road, Pittsburg	Award	50%	1/1/2017	TBD	Hospital Enterprise Fund	
36	Relocation of Health Services IT	2400 Bisso Lane, Concord	Construction	50%	3/30/2017	\$1,500,000	Hospital Enterprise Fund (6.9% HSD General Fund)	
37	Negative Pressure Chemotherapy Room	2500 Alhambra Avenue, Martinez	Design Development	15%	1/31/2018	\$1,260,000	Hospital Enterprise Fund	
38	Replace Kitchen Sewer Waste Pipes	2500 Alhambra Avenue, Martinez	Construction	80%	3/1/2017	\$500,000	Hospital Enterprise Fund	
39	Install Doors at All Patient Sleeping Areas on 3C and 4C	2500 Alhambra Avenue, Martinez	Feasibility	0%	3/30/2017	\$140,000	Hospital Enterprise Fund	
40	Additional CT Trailer	2500 Alhambra Avenue, Martinez	Feasibility	4%	8/30/2017	TBD	Hospital Enterprise Fund	
41	Elevator Modernization	2311 Loveridge Road, Pittsburg	Design Development	15%	12/31/2017	\$1,560,000	Hospital Enterprise Fund	
42	CAAD Program Clinic Relocation from Miller Wellness Center	Various Locations	Feasibility	10%	3/15/2017	\$500,000	Hospital Enterprise Fund	
43	Tenant Improvements for the Sobering Center	2086 Commerce Avenue, Concord	Feasibility	0%	TBD	TBD	Whole Person Care Initiative and Health Services General Fund	
44	Tenant Improvements for the Whole Person Care Program	2500 Bates Avenue, Concord	Feasibility	0%	TBD	TBD	Whole Person Care Initiative and Health Services General Fund	
45	Geotechnical Investigation	300 Illene Street, Martinez	Feasibility	30%	12/30/2016	TBD	HSD General Fund	
46	Provide Updated Set of Floor Plans	2500 Alhambra Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	<b>Project Name</b>	<b>Address</b>	<b>Phase</b>	<b>% Proj. Comp</b>	<b>Est. Proj. Compl. Date</b>	<b>Estimated Proj. Budget</b>	<b>Funding Source</b>	<b>Comments</b>
	<b>Public Works</b>							
47	North Richmond Pump Station Capital Renewal	North Richmond	Feasibility	20%	12/31/2017	\$1,700,000	County Drainage Maintenance	
48	Landscaping at Hookston Road	230 Hookston Road, Pleasant Hill	Construction	85%	12/30/2016	\$686,000	Park Dedication Fees	
49	Job Order Contracting - 3 Contracts	Countywide	Construction	55%	5/1/2017	\$11,000,000	TBD (Based on projects awarded)	
50	Parking Lot Feasibility Study	1127/1139 Escobar Street, Martinez	Demolition/ Construction	10%	12/9/2016	\$175,000	General Fund	
51	Upgrades to the Kitchen Waste Water System	1000 Ward Street, Martinez	Construction	98%	1/15/2017	\$800,000	General Fund	
52	Repair Driveway and Parking Lot Between Juvenile Hall and Surplus Facilities	202 Glacier Drive, Martinez	Construction	95%	12/31/2016	\$800,000	General Fund	
53	Demolition of Buildings F & G at the Marsh Creek Detention Facility	12000 Marsh Creek Road, Clayton	Bidding	25%	3/15/2017	\$350,000	General Fund	
54	Replace Driveway & Parking Lot at the Martinez Detention Facility	1000 Ward Street, Martinez	Schematic Design	25%	6/30/2017	\$1,248,000	General Fund	
55	Elevator Repairs	2530 Arnold Drive, Martinez	Schematic Design	15%	12/31/2017	\$750,000	General Fund	
56	Planning Study for the Replacement of the County Administration Building	651 Pine Street, Martinez	Feasibility	25%	TBD	\$250,000*	General Fund	* Design Only
57	Planning Study for a New Emergency Operations Center	TBD	Feasibility	35%	TBD	\$250,000*	General Fund	* Design Only
58	Five Year Capital Facilities Plan	Countywide	Feasibility	20%	TBD	\$250,000*	General Fund	* Design Only
	<b>Sheriff Coroner</b>							
59	Upgrade Detention Electronics System at West County Detention Facility	5555 Giant Hwy, Richmond	Construction	50%	5/20/2017	\$3,977,254	AB 109/Partially Funded by FLIP	
60	Remodeling of the Visitation Center	5555 Giant Highway, Richmond	Construction	35%	5/20/2017	\$600,000	AB109	
61	Refurbish IPID Perimeter Detection System	5555 Giant Highway, Richmond	Construction	65%	5/20/2017	\$893,275	General Fund	
62	Relocation of the Sheriff Training Center	45 John Glenn Drive, Concord	Feasibility	0%	TBD	TBD	General Fund	
63	Remodel of the Sheriff's Field Operation Building	1980 Muir Road, Martinez	Design Development	25%	3/15/2017	\$750,000	General Fund	
64	Security Door Installation and Upgrades	651 Pine Street, Martinez	Bidding	40%	1/20/2017	\$30,845	General Fund	
					<b>TOTAL</b>	<b>\$96,266,397</b>		

# FACILITIES LIFE-CYCLE INVESTMENT PROGRAM (FLIP) REPORT

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	<b>Project Name</b>	<b>Address</b>	<b>Status</b>	<b>Estimated Proj. Budget/Cost</b>
	<b>Capital Projects FLIP Projects</b>			
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	\$2,009,000
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, Clayton	In progress	\$440,000
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	\$561,000
10	Roofing and Flooring Improvements	968 23rd Street, Richmond	Complete	\$566,189
11	Add New Security Cameras	202 Glacier Drive, Martinez	Complete	\$122,812
12	Accessibility for Building Entry	930 Ward Street, Martinez	Complete	\$170,759
13	Replace Boilers	651 Pine Street, Martinez	Complete	\$917,736
14	Sewer Replacement	4491 Bixler Road, Byron	Complete	\$76,358
15	Install WheelchairLifts/Ramps	6401 Stockton Avenue, El Cerrito	Complete	\$242,568
16	Chiller Replacement	1000 Ward Street, Martinez	Complete	\$656,868
			<b>Capital Projects Total</b>	<b>\$26,017,286</b>

	<b>Project Name</b>	<b>Address</b>	<b>Status</b>	<b>Estimated Proj. Budget/Cost</b>
<b>Facilities Maintenance FLIP Projects</b>				
17	Bldg 5 New Heating Ventilators	5555 Giant Highway, Richmond	Complete	\$202,049
18	Upgrade exit signs - Fire/ Safety	5555 Giant Highway, Richmond	In progress	\$44,385
19	ADA Operator -Front Door	10 Douglas Drive, Martinez	Complete	\$18,387
20	New Exit Lights	920 Mellus Street, Martinez	In progress	\$4,292
21	New Exit Lights	2290 Willow Pass Road, Concord	In progress	\$21,007
22	New Exit Lights	406 6th Street, Antioch	In progress	\$9,920
23	New Exit Lights	757 1st Street, Brentwood	In progress	\$8,958
24	New Exit Lights	12000 Marsh Creek Road, Clayton	In progress	\$19,323
25	Roofing	4491 Bixler Road, Byron	Complete	\$332,855
26	Rooftop equipment	220A Glacier Drive, Martinez	In progress	\$123,546
27	Seismic Shut-off valve	968 23rd Street, Richmond	In progress	\$1,851
28	Fire Alarm Upgrade	968 23rd Street, Richmond	In progress	\$58,098
29	Fire Alarm Upgrade	930 Ward Street, Martinez	In progress	\$29,729
30	ADA for breakroom	4800 Imhoff Drive, Martinez	In progress	\$3,340
31	Emergency lights	2099 Arnold Industrial Way, Concord	In progress	\$6,777
32	Stair guardrails	1111 Ward Street, Martinez	In progress	\$8,332
33	Door hardware	202 Glacier Drive, Martinez	In progress	\$12,978



	<b>Project Name</b>	<b>Address</b>	<b>Status</b>	<b>Estimated Proj. Budget/Cost</b>
34	Door hardware	1000 Ward Street, Martinez	In progress	\$16,406
35	Rooftop equipment	800 Ferry Street, Martinez	In progress	\$21,387
36	Landscape improvement	800 Ferry Street, Martinez	Complete	\$23,530
37	Guardrail repairs	10 Douglas Drive, Martinez	Complete	\$45,380
38	Roofing	1960 Muir Road, Martinez	Complete	\$226,938
39	Roofing	1980 Muir Rd	Complete	\$263,946
40	Roofing	40 Glacier Dr.	Complete	\$108,650
41	Roofing	30 Glacier Rd.	Complete	\$59,500
42	Roofing	920 Mellus St.	Complete	\$68,440
43	Roofing	2530 Arnold Drive, Martinez	Complete	\$857,509
44	Admin HVAC replacement	4491 Bixler Road, Byron	Complete	\$59,988
45	New HVAC Controls	220 Glacier Drive, Martinez	Complete	\$21,878
46	New Steam Boiler	6401 Stockton Avenue, El Cerrito	Complete	\$92,484
47	ADA ACCESS	930 Ward Street, Martinez	Complete	\$10
48	Fire Alarm Upgrade	930 Ward Street, Martinez	Complete	\$27,222
49	Fire Alarm Upgrade	202 Glacier Drive, Martinez	Complete	\$20,205
50	Emergency lights	202 Glacier Drive, Martinez	Complete	\$2,193
51	HVAC	202 Glacier Drive, Martinez	Complete	\$77,009

	<b>Project Name</b>	<b>Address</b>	<b>Status</b>	<b>Estimated Proj. Budget/Cost</b>
52	ADA Door Opener	1960 Muir Road, Martinez	Complete	\$1,340
53	ADA-Elev	1980 Muir Road, Martinez	Complete	\$13,851
54	Fire caulk	10 Douglas Drive, Martinez	Complete	\$573
55	Fire caulk	920 Mellus Street, Martinez	Complete	\$4,891
56	ADA Door Opener	920 Mellus Street, Martinez	Complete	\$5,689
57	Fire system upgrade	920 Mellus Street, Martinez	Complete	\$15,515
58	ADA Door Opener	2530 Arnold Drive, Martinez	Complete	\$12,828
59	Seismic Shut-off valve	1111 Ward Street, Martinez	Complete	\$3,145
60	Exit Signs	1111 Ward Street, Martinez	Complete	\$17,084
61	Fire Alarm Upgrade	757 1st Street, Brentwood	Complete	\$41,267
62	Bldg 8C Fire Alarm Upgrade	5555 Giant Highway, Richmond	Complete	\$273,315
63	Grounds Maint	50 Glacier Drive, Martinez	Complete	\$122
64	Replace AC-1	5555 Giant Highway, Richmond	Complete	\$137,171
65	Roofing	800 Ferry Street, Martinez	Complete	\$63,020
66	Roofing	202 Glacier Drive, Martinez	Complete	\$1,003,558
67	Roofing	10 Douglas Drive, Martinez	Complete	\$103,356
68	Roofing	220A Glacier Drive, Martinez	Complete	\$74,996
69	Roofing	2366 Stanwell Circle, Concord	Complete	\$32,482

	<b><i>Project Name</i></b>	<b><i>Address</i></b>	<b><i>Status</i></b>	<b><i>Estimated Proj. Budget/Cost</i></b>
70	Pigeon roosting issue	1960 Muir Road, Martinez	Complete	\$559
71	Replace/Add lights and Exit Signage	202 Glacier Drive, Martinez	Complete	\$2,843
72	Replace boiler	5555 Giant Highway, Richmond	Complete	\$19,073
73	Repair fence	5555 Giant Highway, Richmond	Complete	\$81,819
			<b><i>Facilities Maintenance Total</i></b>	<b><i>\$4,807,000</i></b>
			<b><i>Grand Total</i></b>	<b><i>\$30,824,286</i></b>

# POTENTIAL SURPLUS PROPERTY REPORT

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Potential Surplus Property - Finance Committee

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, Summer 2017
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 2017

Potential Surplus Property - Improved Sites

Address	City	Size	Comments	Current Status
1127 Escobar Street	Martinez	2000 sf	Temporary Parking	Demolition completed 11/16
1139 Escobar Street	Martinez	1684 sf	Temporary Parking	Demolition completed 11/17
1236 Escobar Street	Martinez	3580 sf	SFR - Sell, lease or demolition	Hold for possible downtown development.
650 Pine Street	Martinez	17,471 sf	Former Jail - Vacated in 1980	Hold for possible downtown development.
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 and PH Rec and Park District regarding recreation facilities. Library administration to 777 Arnold Dr., Martinez. November 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, 1st quarter 2018.
3939 Bissell Ave.	Richmond	15,000 sf	2 lots with modular building	Fire damage, proceeding with demolition.
343 Rodeo Avenue	Rodeo	6,105 sf	Abandoned by Vets. Basement has flooding issues	Demolition, scheduled January 2017.
1111 Ward Street	Martinez	20,892 sf	Partially occupied	Working with County departments to occupy remaining vacant space. Possible swing space for future projects.
2020 North Broadway	Walnut Creek	17,500 sf	Partially occupied. Sell as surplus or improve to lease at market rate.	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

5.

**Meeting Date:** 12/08/2016

**Subject:** 2016 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

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### **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 2016, 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
- Review of the County Budget Policy;
- Funding shortfall in the Wildcat/San Pablo Creeks Levee Remediation project in North Richmond;
- Rodeo Hercules Fire Protection District's request for a portion of the County's allocation of Proposition 172 sales tax revenue;
- Department of Conservation and Development's recommendations regarding a request for additional Community Development Block Grant (CDBG) Funds for Infrastructure/Public Facility Projects and amendment to the FY 2016/17 Action Plan;
- Increasing the Capital Renewal Rate for Facility Maintenance and Replacement for Fiscal Year 2017/18;
- Funding shortfall in County Service Area M-28; and
- Single Audit for the Fiscal Year ending June 30, 2015

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; and
- Continuing to implement and evaluate the Real Estate Asset Management Plan (RAMP).

**Recommendation(s)/Next Step(s):**

CONSIDER 2015 Annual Report submitted for the Finance Committee.

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**Attachments**

*No file(s) attached.*

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