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

FEDERAL D. GLOVER, *CHAIR,* 5TH DISTRICT
KAREN MITCHOFF, *VICE CHAIR,* 4TH DISTRICT
JOHN GIOIA, 1ST DISTRICT
CANDACE ANDERSEN, 2ND DISTRICT
DIANE BURGIS, 3RD 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 TWO (2) 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.

PURSUANT TO THE BOARD OF SUPERVISORS RULES OF PROCEDURES (RULE 14), IF ANY MEETING IS WILLFULLY INTERRUPTED BY A GROUP OR GROUPS OF PERSONS SO THAT THE ORDERLY CONDUCT OF THE MEETING BECOMES INFEASIBLE AND ORDER CANNOT BE RESTORED BY THE REMOVAL OF INDIVIDUALS WHO ARE WILLFULLY INTERRUPTING THE MEETING, THE CHAIR MAY ORDER THE MEETING ROOM CLEARED, AS AUTHORIZED BY LAW (GOV. CODE, § 54957.9), RECESS THE MEETING, OR ADJOURN THE MEETING.

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

AGENDA
June 20, 2017

9:00 A.M. Convene, call to order and opening ceremonies.

Inspirational Thought- *"May you live in interesting times."* ~ author unknown

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.111 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 declaring June 2017, Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQQ) Pride Month in Contra Costa County. (Supervisor Gioia and Supervisor Mitchoff)

DISCUSSION ITEMS

D.1 HEARING to consider an appeal of the County Planning Commission decision to approve a single-family residential addition at 285 Colusa Avenue in the Kensington area; and to consider related actions under the California Environmental Quality Act, County File #DP15-3009. (Amara L. Morrison, Appellant) (Phoebe Kwan and Ralph Leighton, Applicants) (Jennifer Cruz, Conservation and Development Department) **(Continued to July 11, 2017)**

D.2 HEARING to consider adoption of Resolution No. 2017/221 approving the County Flood Control and Water Conservation District Stormwater Utility Assessments for areas 1-18 for Fiscal Year 2017-2018, as recommended by the Chief Engineer, Flood Control and Water Conservation District, Countywide. (100% Stormwater Utility Area Assessments) (Mike Carlson, Public Works Department) **(Continued to July 11, 2017)**

D.3 CONSIDER adopting Appropriations and Revenue Adjustment No. 5000 for increasing fiscal year 2017/18 revenue in an aggregate amount of $25 million and appropriating it to the West Contra Costa County Reentry, Treatment, and Housing Facility project as the cash match portion of the State SB 844 jail construction program awarded to the County. (David O. Livingston, Sheriff-Coroner)

D. 4 CONSIDER Consent Items previously removed.

D. 5 PUBLIC COMMENT (2 Minutes/Speaker)

D. 6 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 Employees International Union Local 2015; 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.

ADJOURN

CONSENT ITEMS

Road and Transportation

C. 1 APPROVE an Assignment of Easement to Pacific Gas and Electric Company (PG&E) over a portion of 3400 Delta Fair Blvd., in connection with the State Route 4 East Widening – Somersville Road to Route 160 Project, and AUTHORIZE the Chair, Board of Supervisors, to execute said Assignment, as recommended by the Public Works Director, Antioch area. (100% Contra Costa Transportation Authority)

C. 2 APPROVE the Jersey Island Road Bridge Repair Project and AUTHORIZE the Public Works Director, or designee, to advertise the project, Oakley area. (100% Local Road Funds)

C. 3 AWARD and AUTHORIZE the Public Works Director, or designee, to execute a construction contract in the amount of $1,531,716 with Granite Rock Company for the Canal Road Bridge Replacement Project, Bay Point area. (100% Federal Highway Bridge Program Funds)

C. 4 ADOPT Resolution No. 2017/223 approving and authorizing the Public Works Director, or designee, to file an application for the Bicycle Facilities Grant Program through the Bay Area Air Quality Management District for the Blackhawk Road Bikeway Project for up to $160,000, and committing local support and assurance to complete the project, Diablo area. (44% Bicycle Facilities Grant Funds, 28% Transportation Development Act Grant Funds, and 28% Developer Contribution)

C. 5 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Right of Entry Permit with the State of California Department of Parks and Recreation in connection with the Morgan Territory Road Slide Repair Project, Clayton area. (100% Local Road Funds)

Engineering Services

C. 6 ADOPT Resolution No. 2017/216 approving the second extension of the Subdivision Agreement for subdivision SD05-08967, for a project being developed by KB Home South Bay Inc., as recommended by the Public Works Director, Pacheco area. (No fiscal impact)

Special Districts & County Airports

C. 7 ADOPT Resolution No. 2017/222 approving and authorizing the Chief Engineer, Flood Control and Water Conservation District, or designee, to impose the annual Drainage Area Benefit Assessments for Fiscal Year 2017/18 for Drainage Areas 67A, 75A, 76A, 520, 910, 1010, and 1010A, Walnut Creek, San Ramon, Alamo, Oakley, and Danville areas. (100% Drainage Area Benefit Assessment Funds)

C. 8 APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Savvas Papaiacovou for a shade hangar at Buchanan Field Airport effective July 3, 2017 in the monthly amount of $177.07, (100% Airport Enterprise Fund).

Geologic Hazard Abatement Districts

C. 9 ADOPT Blackhawk GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under the Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager.

C. 10 ADOPT Hillcrest Heights GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager.

C. 11 ADOPT Canyon Lakes GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager.

C. 12 ADOPT California Tradewinds GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager.

C. 13 ADOPT Wendt Ranch GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and GHAD Manager.

C. 14 ADOPT Wiedemann Ranch GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and GHAD Manager.

C. 15 ADOPT Resolution No. 2017/228 approving the annexation of the Elworthy Ranch subdivision into the Wiedemann Ranch Geologic Hazard Abatement District ("GHAD") as required under Public Resources Code section 26581, as recommended by the GHAD Attorney and the GHAD Manager.

C. 16 ADOPT Resolution No. 2017/229 approving the annexation of the Red Hawk (Podva) subdivision into the Wiedemann Ranch Geologic Hazard Abatement District ("GHAD") as required under Public Resources Code section 26581, as recommended by the GHAD Attorney and GHAD Manager.

Claims, Collections & Litigation

C. 17 DENY claims filed by Ara Alikian, Kara Birrer, Calvary Temple Church, and Joseph Diehl. DENY late claims filed by David Mariampolski & Megan Frantz and Brian & Emily Shenson.

Statutory Actions

C. 18 ACCEPT Board members meeting reports for May 2017.

Honors & Proclamations

C. 19 ADOPT Resolution No. 2017/224 honoring Natalie Kniess for her contributions to the East Richmond Heights neighborhood, as recommended by Supervisor Gioia.

Appointments & Resignations

C. 20 APPOINT Brandy Faulkner to the Appointed 6 Seat on the El Sobrante Municipal Advisory Council, as recommended by Supervisor Gioia.

C. 21 REAPPOINT Catherine Taughinbaugh to the District II-C Seat on the Alcohol and Other Drugs Advisory Board of Contra Costa County, as recommended by Supervisor Andersen.

C. 22 ACCEPT the resignation of Barbara Cappa, DECLARE a vacancy in the District II Seat on the First 5 Contra Costa Children and Families Commission, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Andersen.

C. 23 APPOINT Walter Pease to the Contra Costa Resource Conservation District Board of Directors, as recommended by the Internal Operations Committee.

C. 24 APPOINT Matthew Guichard to the District II Seat of the Contra Costa County Fire Protection District's Fire Advisory Commissioners, effective July 1, 2017, as recommended by Supervisor Andersen.

Appropriation Adjustments

C. 25 Employment and Human Services (0502) / Fleet Services (0064): APPROVE Appropriation and Revenue Adjustment No. 5086 authorizing the transfer of revenue in the amount of $299,010 from the Employment and Human Services Department (100300 - 0502) to the Fleet Internal Service Fund (150100 - 0064) for the purchase of ten vehicles. (100% County)

C. 26 Public Defender's Office (0243): APPROVE Appropriations and Revenue Adjustment No. 5095 authorizing new revenue in the amount of $50,000 from the San Francisco Foundation and appropriating it to fund salary and benefit charges for Temporary Clerks in the Office of the Public Defender. (100% Foundation revenue, No County Match)

Intergovernmental Relations

C. 27 AUTHORIZE a letter of authorization from the Chair of the Board for the submission of applications to the California State Association of Counties 2017 Challenge Awards, as recommended by the County Administrator. (100% County General Fund)

Personnel Actions

C. 28 ADOPT Position Adjustment Resolution No. 21725 to reallocate the salary of the CCTV Production Manager (represented) classification as recommended by the Office of Communications and Media; re-title the class of CCTV Production Manager (represented) to Operations Director, Office of Communication and Media; and cancel one part-time CCTV Program Coordinator (represented) position in the County Administrator's Office, Office of Communication and Media. (100% General Fund)

C. 29 ADOPT Position Adjustment Resolution No. 22000 to reclassify one Institutional Services Worker - Lead (represented) and the incumbent to Storekeeper (represented) in the Probation Department. (100% General Fund)

C. 30 ADOPT Position Adjustment Resolution No. 22089 to reclassify one Institutional Services Worker-Generalist (represented) and the incumbent to Storekeeper (represented) in the Probation Department. (100% General Fund)

C. 31 ADOPT Position Adjustment Resolution No. 22100 to add seven full-time Substance Abuse Counselor positions (represented) in the Health Services Department. (100% Drug Medi-Cal Waiver)

C. 32 ADOPT Position Adjustment Resolution No. 22072 to reclassify one Public Health Program Specialist I (represented) position and its incumbent to the Public Health Program Specialist II (represented) classification in the Health Services Department. (100% grant revenues)

C. 33 ADOPT Position Adjustment Resolution No. 22042 to add one (1) Clerk-Senior Level (represented) and cancel one (1) Information Systems Specialist I (represented) in Risk Management. (Cost Savings)

C. 34 ADOPT Position Adjustment Resolution No. 22081 to add one Network Administrator II (represented) position and cancel one Network Analyst II (represented) position in the Public Works Department. (No fiscal impact)

C. 35 ADOPT Position Adjustment Resolution No. 29902 to reallocate the salary of the Public Works Department class of Stormwater Pollution Control Manager (represented) on the Salary Schedule. (100% Stormwater Utility Fees)

C. 36 ADOPT Position Adjustment Resolution No. 22102 to add one full-time Health Plan Authorization Representative (represented), two full-time Health Plan Member Services Counselor (represented), and two full-time Clerk-Experienced Level (represented) positions in the Health Services Department. (100% CCHP member premiums)

C. 37 ADOPT Position Adjustment Resolution No. 22103 to add one full-time Health Services Clinical Systems Analyst II position (represented) and one full-time Network Technician II (represented) position, and cancel one vacant full-time Health Services Systems Analyst II position (represented) in the Health Services Department. (100% Hospital Enterprise Fund I)

Leases

C. 38 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment that will extend the term of the lease through June 30, 2020 between Contra Costa County and Youth Homes, Inc., for County-owned property located at 2025 Sherman Drive, Pleasant Hill. (100% General Fund)

C. 39 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a First Amendment to Lease with Skillcraft, Inc., for a five (5) year term, for approximately 10,660 square feet of office space located at 1875 Arnold Drive, Martinez, as requested by the Employment and Human Services Department – Independent Living Skills Program, Martinez area. (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 Conservation and Development Director, or designee, to execute an amendment to a Neighborhood Preservation Program agreement with the City of Walnut Creek to revise the language to be consistent with current Community Development Block Grant regulations, with no change to the maximum payment to the County of $132,511 or the term of July 1, 2016 through June 30, 2017. (100% federal funds through the City of Walnut Creek)

C. 41 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a First Amendment to the 2017 Bay Area Regional Energy Network subcontract with the Association of Bay Area Governments to reduce the California Public Utilities Commission (CPUC) grant-funded reimbursement limit by $23,500 to a new reimbursement limit of $128,593, with no change to modified indemnification language and no change to the original term of January 1 through December 31, 2017, for the purpose of facilitating the implementation of energy efficiency programs throughout the Bay Area. (100% CPUC grant funds)

C. 42 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with the California Department of Education, to pay the County an amount not to exceed $3,144,386 for general childcare and preschool development program services for the period July 1, 2017 through June 30, 2018. (No County match)

C. 43 APPROVE and AUTHORIZE the Chief Information Officer-Department of Information Technology, or designee, to execute a contract amendment effective June 20, 2017 with the East Bay Regional Communications System Authority (EBRCSA), to increase the payment limit to the County by $460,000 to a new payment limit of $1,360,000, allowing the Department of Information Technology's Radio Group to continue to provide radio and microwave related services for the East Bay Regional Communication System Project 25 Public Safety Communication System, for the period December 4, 2012 through June 30, 2019. (100% EBRCSA revenue)

C. 44 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with the California Department of Education, to pay the County an amount not to exceed $27,500 to support pre-kindergarten and family literacy program support services for the period July 1, 2017 through June 30, 2018. (No County match)

C. 45 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Golden Rain Foundation of Walnut Creek, to pay County an amount not to exceed $16,142, to provide congregate meal services for County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018, in an amount not to exceed $4,036. (No County match)

C. 46 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the City of Walnut Creek, to incorporate revised U.S. Department of Housing and Urban Development subrecipient requirements for the operation of the Adult Interim Housing Program, with no change in the amount payable to County of up to $6,000 or the original term of July 1, 2016 through June 30, 2017. (No fiscal impact)

C. 47 APPROVE AND AUTHORIZE the Public Works Director or designee to execute, on behalf of the County, an amendment to a Grant Agreement with California Department of Water Resources to extend the term from June 25, 2017, to December 15, 2017, for the Flood Emergency Response Project Grant for the purchase and installation of the stream gauges, with no change to the payment limit, West and Central County areas. (100% State Funds)

C. 48 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the California Department of Health Care Services, in an amount not to exceed $63,951,162 for Substance Use Disorder treatment services under the Drug Medi-Cal Organized Delivery System, for the period from June 30, 2017 through June 30, 2019. (4% County match, budgeted)

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

C. 49 APPROVE and AUTHORIZE the County Administrator, or designee, to execute contracts, subject to approval as to form by County Counsel, with reentry service providers in an aggregate amount not to exceed $4,210,000 to provide employment, housing, mentoring, family reunification, and legal services for the AB 109 Public Safety Realignment Program, for the period July 1, 2017 through June 30, 2018. (100% State Public Safety Realignment)

C. 50 APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Chief Information Officer-Department of Information Technology, a purchase order with International Business Machines Corporation in an amount not to exceed $275,000 for maintenance and support of County mainframe computer software for the period July 1, 2017, through June 30, 2018, under the IBM Agreement for Licensed Programs between County and IBM. (100% Department user fees)

C. 51 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Environmental Science Associates, Inc., to extend the term from June 30, 2017 through December 31, 2018 and increase the payment limit by $130,983 to a new payment limit of $402,588, to prepare an Environmental Impact Report for the Keller Canyon Landfill land use permit amendment. (100% Land Use Permit fees)

C. 52 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Language Line Services, Inc., in an amount not to exceed $1,400,00 for interpretation and translation services for the period July 1, 2017 through June 30, 2018. (10% County, 48% State, 42% Federal)

C. 53 APPROVE and AUTHORIZE the Employment and Human Service Director to execute a contract containing modified indemnification language, with the YMCA of the East Bay in an amount not to exceed $115,000 for the Attachment, Self-Regulation, and Competency Project for the period July 1, 2017 through June 30, 2018. (30% County, 70% State)

C. 54 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with STAND! For Families Free of Violence, a non-profit corporation, in an amount not to exceed $227,470 to provide shelter services for domestic violence victims and their children for the period of July 1, 2017 through June 30, 2018. (36% County, 64% Other)

C. 55 APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Health Services Department, to execute a purchase order with SAMCLAR, in an amount not to exceed $375,000, for furniture at 2400 Bisso Lane, for the relocation of the Health, Housing and Homeless Services and Behavioral Health Divisions Utilization Review and Provider Services units. (100% General Fund)

C. 56 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Crowe Horwath, LLP, to extend the term from June 30, 2017 through June 30, 2020 and increase the payment limit by $135,779 to a new payment limit of $335,779, to provide continued technical assistance services for the County's solid waste and recycling collection franchise agreements and associated rate setting. (100% Solid waste and recycling franchise fees)

C. 57 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with the City of Clayton to extend the term from June 30, 2017 through June 30, 2020 and amend the County's hourly billing rates for providing to the City plan check, inspection and code enforcement services. (100% Permit fees through City of Clayton)

C. 58 APPROVE and AUTHORIZE the Human Resources Director, or designee, to execute an Administrative Services Agreement (ASA) containing modified indemnification language with Navia Benefit Solutions, Inc., effective June 1, 2017, to May 31, 2020, not to exceed $300,000, with the option of two (2) one-year renewal periods. (100% Benefits Administration Fee)

C. 59 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Community Violence Solutions, in an amount not to exceed $193,302 for crisis intervention and advocacy services to sexually exploited and commercially sexually exploited youth and families for a period of July 1, 2017 through June 30, 2018. (38% County, 54% State, 8% Federal)

C. 60 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract containing modified indemnification language with the Regents of the University of California, Davis, in an amount not to exceed $416,925, to provide training on eligibility, employment services, adult services, and general leadership for the period of July 1, 2017 through June 30, 2018. (17% State, 83% Federal)

C. 61 APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Human Resources Department, to execute an amendment to a purchase order with Sharp Business Systems to increase the payment limit by $30,000 for a new total of $129,400 to pay for additional copy charges on copy machines in the Human Resources Department with no change in the term of the lease of September 24, 2014 through September 23, 2017. (100% General Fund)

C. 62 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract containing modified indemnification language with YMCA of the East Bay in an amount not to exceed $85,000, to provide women and children of families experiencing domestic violence in West Contra Costa County with therapeutic and support groups, after school activities, and community outreach services for the period of July 1, 2017 through June 30, 2018. (21% County, 49% State, 30% Federal)

C. 63 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Contra Costa ARC, in an amount not to exceed $203,703 to provide mental health services and reduce barriers to employment to recipients of the CalWORKS Program and their children, for the period July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018 in an amount not to exceed $101,851. (100% CalWORKS)

C. 64 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with The Contra Costa Clubhouses, Inc., in an amount not to exceed $565,883, to provide Mental Health Services Act prevention and early intervention services to adults recovering from psychiatric disorders, for the period July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018 in an amount not to exceed $282,941. (100% Mental Health Services Act)

C. 65 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Diablo Valley Oncology & Hematology Medical Group, Inc., effective July 1, 2017, to decrease the payment limit by $467,000 to a new payment limit of $1,933,000, to provide a decreased level of surgery services at Contra Costa Regional Medical Center and Health Centers, with no change in the original term of January 1, 2015 through December 31, 2017. (100% Hospital Enterprise Fund I)

C. 66 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Community Violence Solutions, Inc. a non-profit corporation, in an amount not to exceed $199,981, for the continued operation of the Children's Interview Center, for the period of July 1, 2017 through June 30, 2018. (21% County, 50% other, 29% State)

C. 67 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Child Abuse Prevention Council of Contra Costa County in an amount not to exceed $121,465, to provide Mental Health Service Act prevention and early intervention services, for the period July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018 in an amount not to exceed $60,732. (100% Mental Health Service Act)

C. 68 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Yana Wirengard, M.D., in an amount not to exceed $467,000, to provide general surgery services at Contra Costa Regional Medical Center and Health Centers, for the period July 1, 2017 through June 30, 2018. (100% Hospital Enterprise Fund I)

C. 69 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Shelter, Inc., of Contra Costa County, in an amount not to exceed $2,281,484, to provide housing assistance to Seriously and Persistently Mentally Ill youth and adults for the period July 1, 2017 through June 30, 2018. (100% Mental Health Services Act)

C. 70 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Merritt, Hawkins and Associates, LLC, in an amount not to exceed $400,000, to recruit family practice physicians at Contra Costa Regional Medical Center and Health Centers, for the period July 1, 2017 through June 30, 2018. (100% Hospital Enterprise Fund I)

C. 71 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with La Clinica De La Raza, Inc., in an amount not to exceed $321,360, to provide mental health services to severely emotionally disturbed children in East County, for the period July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018 in an amount not to exceed $160,680. (50% Mental Health Realignment; 50% Federal Medi-Cal)

C. 72 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Community Health for Asian Americans in an amount not to exceed $1,632,680, to provide mental health services, wraparound services, and outpatient treatment to children in West County, for the period from July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018 in an amount not to exceed $816,340. (49% Federal Medi-Cal, 49% Mental Health Realignment; 2% Non-Medi-Cal Realignment)

C. 73 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Bay Area Community Resources, in an amount not to exceed $1,689,352 to provide school-based mental health services to seriously emotionally disturbed students, for the period July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018 in an amount not to exceed $844,676. (50% Federal Medi-Cal; 50% Mental Health Realignment)

C. 74 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with ICF Jones and Stokes, Inc., to extend the termination date from June 30, 2017 to December 31, 2018, for continued environmental services for the Downtown Martinez Jail Demolition Project, with no change to the contract payment limit of $500,000, Martinez. (100% County General Fund)

C. 75 APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Health Services Department, to execute a purchase order amendment with CDW Government Inc., to increase the payment limit by $240,000 for a new payment limit of $700,000, for scanners, printers, projectors, laptops, mobile devices, and minor computer parts with no change in the original term of July 1, 2016 through June 30, 2018. (100% Hospital Enterprise Fund I)

C. 76 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Estelita Marquez-Floyd, M.D., in an amount not to exceed $266,240, to provide outpatient psychiatric services to children and adolescents at the East County Mental Health Clinic, for the period from July 1, 2017 through June 30, 2018. (50% Federal Medi-Cal; 50% Mental Health Realignment)

C. 77 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with God's Grace Caring Home, Inc. in an amount not to exceed $358,800, to provide augmented board and care services, for the period from July 1, 2017 through June 30, 2018. (100% Mental Health Realignment)

C. 78 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Alternative Family Services, Inc., in an amount not to exceed $1,005,370, to provide multidimensional treatment foster care services to seriously emotionally disturbed youth and their families, for the period from July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018, in an amount not to exceed $502,685. (50% Federal Medi-Cal; 50% County Mental Health Realignment)

C. 79 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Asian Community Mental Health Board in an amount not to exceed $154,500, to provide interpretation, case management and advocacy services to mental health patients in West Contra Costa County, for the period July 1, 2017 through June 30, 2018. (100% Mental Health Realignment)

C. 80 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a Master Subscription Agreement and related order forms with Collective Medical Technologies, Inc., in an amount not to exceed $660,000 for the purchase of software licenses, subscription, and maintenance for two healthcare data sharing applications, for the period of June 1, 2017 through May 31, 2020. (100% Hospital Enterprise Fund I)

C. 81 APPROVE and AUTHORIZE the County Administrator, or designee to execute a contract with Hinderliter, de Llamas and Associates in amount of $425,000 for sales tax monitoring and information services for the period of July 1, 2017 to June 30, 2020, as recommended by the County Administrator. (100% General Fund)

C. 82 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with David Kleinerman, M.D., in an amount not to exceed $1,635,000, for the provision of urology services at Contra Costa Regional Medical Center and Health Centers, for the period from August 1, 2017 through July 31, 2020. (100% Hospital Enterprise Fund I)

C. 83 APPROVE and AUTHORIZE the County Administrator, or designee, to execute two contracts, one with the Congress of Neutrals for $120,000 and one with the Center for Human Development for $60,000, in a total amount not to exceed $180,000 for the County Dispute Resolution Program for the period July 1, 2017 through June 30, 2018. (100% Dispute Resolution Funds)

C. 84 APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with the Contra Costa County Bar Association in an amount not to exceed $4,800,000 for fiscal year 2017-18 and in an amount not to exceed $5,000,000 for fiscal year 2018-19 to continue to provide mandated criminal conflict defense and other legal services for the period July 1, 2017 through June 30, 2019. (100% General Fund)

C. 85 APPROVE and AUTHORIZE the Director of Risk Management to execute a contract with Todd Boley, Attorney at Law, for legal services including tort litigation defense for the period of July 1, 2017 through June 30, 2018, in accordance with a specified fee schedule. (100% General Liability Internal Service Fund)

C. 86 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Xerox Consulting Company for information systems consulting and technical support, to increase the payment limit by $976,000 to a new payment limit of $2,809,000, to change name of the corporation from Xerox Consultant Company to Conduent Healthcare Provider Consulting Solutions, Inc., and to extend the termination date from June 30, 2017 to June 30, 2018. (100% Hospital Enterprise Fund I)

C. 87 APPROVE and AUTHORIZE the Director of Risk Management to execute a contract with Ah Hing dba Risk Management Outsourcing, LLC, to provide risk management services on behalf of Contra Costa County for the period from July 1, 2017 through June 30, 2018 in an amount not to exceed $118,987.66. (100% Internal Service Funds)

C. 88 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Universal Health Services, Inc., in an amount not to exceed $150,000, to provide preventative maintenance and repair services on Mesa Temperature Monitoring System, GCX End User Devices, Metro Flow EMR Workstations and HUGS Infant Security System at Contra Costa Regional Medical Center and Health Centers, for the period from June 1, 2017 through May 31, 2018. (100% Hospital Enterprise Fund I)

C. 89 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Syntrix Consulting Group, LLC, effective June 15, 2017, to increase the payment limit by $332,500 to a new payment limit of $912,500, to provide additional data analytics and Electronic Medical Record Systems reporting consulting services, and extend the termination date from June 30, 3017 to June 30, 2018. (100% Hospital Enterprise Fund I)

C. 90 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Consumer Self-Help Center in an amount not to exceed $255,620, to provide a Patients' Rights Program including advocacy and training services, for the period July 1, 2017 through June 30, 2018. (100% Mental Health Realignment)

C. 91 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with AYA Healthcare, Inc., in an amount not to exceed $700,000, to provide temporary nursing staff for Contra Costa Regional Medical Center and Health Centers, for the period July 1, 2017 through June 30, 2018. (100% Hospital Enterprise Fund I)

C. 92 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Compass Group USA, Inc. (dba Bateman Community Living), in an amount not to exceed $2,831,211, to provide meal services for the County's Senior Nutrition Program for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018, in an amount not to exceed $707,083. (100% Title III C-1; Title III C-2 of the Federal Older Americans Act of 1965)

C. 93 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Aaron K. Hayashi, M.D., Inc. effective June 15, 2017, to extend the termination date from June 30, 2017 through September 30, 2017, with no change in the payment limit of $2,028,000, to continue providing radiology services at Contra Costa Regional Medical Center and Health Centers. (100% Hospital Enterprise Fund I)

Other Actions

C. 94 CONTINUE the emergency actions originally taken by the Board of Supervisors effective January 19 and February 14, 2017 and most recently continued by the Board on May 23, 2017 regarding the hazardous conditions caused by a series of severe rainstorms in Contra Costa County, as recommended by the County Administrator.

C. 95 CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999, and most recently approved by the Board on June 6, 2017, regarding the issue of homelessness in Contra Costa County, as recommended by the Health Services Director. (No fiscal impact)

C. 96 ACCEPT the May 2017 update of the operations of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human Services Director.

C. 97 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the City of San Pablo, to provide congregate meal services for County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018. (No County match)

C. 98 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with the City of Antioch, to provide congregate meal services for County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018, (No County match)

C. 99 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with the City of El Cerrito, to provide congregate meal services for the County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018. (No County match)

C.100 APPROVE the Elevator Repair Project (Job Order Contract) at 2530 Arnold Drive, Martinez, and take related actions under the California Environmental Quality Act, as recommended by the Public Works Director. (100% General Fund)

C.101 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with the City of Martinez, to provide congregate meal services for County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018. (No County match)

C.102 APPROVE the Amended 2015/2016 North Richmond Waste and Recovery Mitigation Fee Expenditure Plan and the 2017/2018 North Richmond Waste and Recovery Mitigation Fee Expenditure Plan, as recommended by the North Richmond Waste and Recovery Mitigation Fee Joint Expenditure Planning Committee. (100% North Richmond Mitigation Funds)

C.103 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with the City of Richmond, for its Recreation and Parks Department, to provide congregate meal services for County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018. (No County match)

C.104 APPROVE and AUTHORIZE the Public Works Director, or designee, to submit a ballot, on behalf of County-owned property at 1305 MacDonald Avenue, Richmond, in favor of renewing the Richmond Property and Business Improvement District, and renewing the property-based assessment, for a five year period beginning January 1, 2018, as recommended by Supervisor Gioia. (100% General Fund)

C.105 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Pleasant Hill Recreation & Park District, to provide congregate meal services for the County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018. (No County match)

C.106 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with the City of Hercules, to provide congregate meal services for the County's Senior Nutrition Program, for the period July 1, 2017 through June 30, 2018, with a three-month automatic extension through September 30, 2018. (No County match)

C.107 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Grand Canyon Education, Inc., (dba Grand Canyon Education, Inc.) to provide supervised field instruction to healthcare administration students at Contra Costa Regional Medical Center and Health Centers, for the period June 1, 2017 through May 31, 2021. (Non-financial agreement)

C.108 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to submit to the California Department of Community Services and Development the County's 2018-19 Community Action Plan to ameliorate poverty and increase self-sufficiency efforts for impacted Contra Costa County residents.

C.109 RECEIVE Civil Grand Jury Report No. 1705, entitled "Funding Flood Control Infrastructure", and FORWARD to the County Administrator for response.

C.110 RECEIVE Civil Grand Jury Report No. 1706, entitled "Funding the East Contra Costa County Fire Protection District", and FORWARD to the County Administrator for response.

C.111 ADOPT Resolution 2017/231 establishing appropriation limits for the County, County Service Areas, and County Special Districts for Fiscal Year 2017/18, as recommended by the Auditor-Controller. ADOPT attached Resolution establishing the corrected appropriation limits for County Service Area R-7 Zone A for fiscal year 2016/17 and fiscal year 2015/16, as recommended by the Auditor-Controller. (100% County Service Area R-7 Zone A).

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 Karen Mitchoff and Diane Burgis) meets on the fourth Wednesday of the month at 1:30 p.m. at the Director of Airports Office, 550 Sally Ride Drive, Concord.

The **Family and Human Services Committee** (Supervisors John Gioia and Candace Andersen) meets on the fourth Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Finance Committee** (Supervisors Karen Mitchoff 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 **Hiring Outreach Oversight Committee** (Supervisors Federal D. Glover and Candace Andersen) meets on the first Monday of every other month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Internal Operations Committee** (Supervisors Candace Andersen and Diane Burgis) meets on the second Monday of the month at 1:00 p.m. in Room 101, County Administration Building, 651

Pine Street, Martinez.

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

The **Transportation, Water & Infrastructure Committee** (Supervisors Diane Burgis and Karen Mitchoff) meets on the second Monday of the month at 9:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

Airports Committee	June 28, 2017	1:30 p.m.	See above
Family & Human Services Committee	June 26, 2017	10:30 a.m.	See above
Finance Committee	June 26, 2017	9:00 a.m.	See above
Hiring Outreach Oversight Committee	August 7, 2017 cancelled Next Meeting TBD	1:00 p.m.	See above
Internal Operations Committee	July 10, 2017	1:00 p.m.	See above
Legislation Committee	July 10, 2017	10:30 a.m.	See above
Public Protection Committee	July 3, 2017	10:30 a.m.	See above
Transportation, Water & Infrastructure Committee	July 10, 2017	9:00 a.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 Deficiency 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
CCE Community Choice Energy
CCCPFD (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 Virus
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
PACE Property Assessed Clean Energy
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: David O. Livingston, Sheriff-Coroner

Date: June 20, 2017

Subject: APPROPRIATION AND REVENUE ADJUSTMENT NO. 5000 AUTHORIZING CASH MATCH FOR SB 844 JAIL CONSTRUCTION FUNDING AWARD

RECOMMENDATION(S):

1. ADOPT Appropriations and Revenue Adjustment No. 5000 for increasing fiscal year 2017/18 revenue in an aggregate amount of $25 million, including fund balance from the General Fund Reserve (0005) and 2011 Local Revenue Fund/Community Corrections (0295/2982) and appropriate it in Plant Acquisition - General Fund (0111) for the cash match portion of the State SB 844 jail construction program awarded to the County for the West Contra Costa County Reentry, Treatment, and Housing Facility project; and

2. DIRECT the County Administrator, or designee, to execute a Certificate of Accompanying Match Funding certifying that the County has appropriated matching funds to the West Contra Costa County Reentry, Treatment, and Housing Facility project.

FISCAL IMPACT:

$95.2 million - Total Project Cost

- **$70.0 million** - SB 844 Jail Funding Program
- **$22.0 million** - Cash Match
-

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Timothy Ewell, (925) 335-1036

cc: Hon. Robert R. Campbell, Auditor-Controller

FISCAL IMPACT: (CONT'D)

$15.0 million General Fund Reserve (Unassigned)

- $4.5 million Sheriff's Plant Acquisition account (0111)
- $2.5 million 2011 Local Revenue Fund (AB 109)

- **$3.2 million** - In-Kind Match (Land Value, project oversight, transition planning, etc.)

BACKGROUND:

On February 7, 2017, the Board of Supervisors authorized the Sheriff-Coroner to submit a funding application to the California Board of State and Community Corrections (BSCC) as part of the SB 844 Jail Construction financing program to seek a $70 million funding allocation for the construction of the West Contra Costa County Reentry, Treatment, and Housing Facility project.

On May 17, 2017, an Executive Steering Committee of the BSCC made a conditional award of SB 844 funds to Contra Costa County in the amount of $70 million and recommended funding approval to the BSCC at a future meeting date.

On June 8, 2017, the BSCC convened and approved the recommendation of the Executive Steering Committee to award Contra Costa County the full $70 million funding award.

Today's action appropriates County funds to satisfy the hard match previously identified by the Board in Resolution No. 2017/44 and integrated into the County's funded SB 844 application.

CONSEQUENCE OF NEGATIVE ACTION:

The matching funds previously identified by the Board of Supervisors in Resolution No. 2017/44 will not be appropriated in fiscal year 2017/18.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

Appropriations and Revenue Adjustment No. 5000

Form of Certificate of Accompanying Match Funding

FY 2017/18

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT / ALLOCATION ADJUSTMENT
T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- [x] BOARD OF SUPERVISORS
- [ ] COUNTY ADMINISTRATOR
- [ ] AUDITOR-CONTROLLER

DEPARTMENT : Plant Acquisition - General Fund (0111:4407:4176)

ACCOUNT CODING						
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
4407	4176	Plant Acquisition-Detention			25,000,000	00
		TOTALS	0	00	25,000,000	00

APPROVED

AUDITOR-CONTROLLER:

BY: Mané Pulloda DATE 6/15/17

COUNTY ADMINISTRATOR:

BY: [signature] DATE 6/15/17

BOARD OF SUPERVISORS:

YES:

NO:

BY:_____ DATE_____

EXPLANATION OF REQUEST:

To provide for SB 844 Jail Hard (cash) match. Of the $25 million, $4.5 million are existing FY 16/17 appropriations in the Plant Acquisition-Sheriff.

Lisa Driscoll	County Finance Director	6/6/17
SIGNATURE	TITLE	DATE

APPROPRIATION APOO 5000

ADJ. JOURNAL NO.

(M129 Rev 05/09)

FY 2017/18

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/ ALLOCATION ADJUSTMENT
T/C 24

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- [X] BOARD OF SUPERVISORS
- [ ] COUNTY ADMINISTRATOR
- [ ] AUDITOR-CONTROLLER

ACCOUNT CODING | DEPARTMENT : 0005 General Purpose Revenue/Reserves

ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>	
0005	9956	Intrafund Transfers-Gov Fund/Gov Fund	2,500,000	00		
0005	8981	Fund Balance Available	22,500,000	00		
		TOTALS	25,000,000	00	0	00

APPROVED

AUDITOR-CONTROLLER:

BY: Marie Rulloda DATE 6/15/17

COUNTY ADMINISTRATOR:

BY: [illegible] DATE 6/15/17

BOARD OF SUPERVISORS:

YES:

NO:

BY:_____ DATE_____

EXPLANATION OF REQUEST:

To provide for SB 844 Jail Hard (cash) match. Of the $25 million, $4.5 million are existing FY 16/17 appropriations in the Plant Acquisition-Sheriff.

Lisa Driscoll	County Finance Director	6/6/17
SIGNATURE	TITLE	DATE

REVENUE ADJ. RAOO 5000

JOURNAL NO.

(M8134 Rev 05/09)

FY 2017/18

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT / ALLOCATION ADJUSTMENT
T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- [x] BOARD OF SUPERVISORS
- [ ] COUNTY ADMINISTRATOR
- [ ] AUDITOR-CONTROLLER

ACCOUNT CODING | DEPARTMENT : 2011 Local Revenue Fund/AB 109 (0295)

ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
2982	5016	2011 Local Revenue Fund (AB 109)			2,500,000	00
		TOTALS	0	00	2,500,000	00

APPROVED

AUDITOR-CONTROLLER:

BY: Marie Rulloda DATE 6/15/17

COUNTY ADMINISTRATOR:

BY: [signature] DATE 6/15/17

BOARD OF SUPERVISORS:

YES:

NO:

BY:_____ DATE_____

EXPLANATION OF REQUEST:

To provide for SB 844 Jail Hard (cash) match. Previously encumbered.

Lisa Driscoll | County Finance Director | 6/6/17

SIGNATURE | TITLE | DATE

APPROPRIATION ADJ. JOURNAL NO. APOO 5000

(M129 Rev 05/09)

FY 2017/18

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/ ALLOCATION ADJUSTMENT
T/C 24

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- [X] BOARD OF SUPERVISORS
- [ ] COUNTY ADMINISTRATOR
- [ ] AUDITOR-CONTROLLER

ACCOUNT CODING | DEPARTMENT : 2011 Local Revenue Fund/AB 109 (0295)

ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>	
2982	8981	Fund Balance Available	2,500,000	00		
		TOTALS	2,500,000	00	0	00

APPROVED

AUDITOR-CONTROLLER:

BY: Marie Rullodo DATE 6/15/17

COUNTY ADMINISTRATOR:

BY: [illegible] DATE 6/15/17

BOARD OF SUPERVISORS:

YES:

NO:

BY:_____ DATE_____

EXPLANATION OF REQUEST:

To provide for SB 844 Jail Hard (cash) match. Previously encumbered.

Lisa Driscoll | County Finance Director | 6/6/17

SIGNATURE | TITLE | DATE

REVENUE ADJ. RAOO 5000

JOURNAL NO.

(M8134 Rev 05/09)

CERTIFICATE OF THE COUNTY OF [PARTICIPATING COUNTY] ACCOMPANYING MATCH FUNDING FOR THE [PARTICIPATING COUNTY] JAIL PROJECT

WHEREAS, pursuant to Chapter 3.11 of Part 10b of Division 3 of Title 2 of the California Government Code (the "Law"), the State Public Works Board (the "Board") is authorized to finance the acquisition, design and construction of a jail facility approved by the Corrections Standards Authority (the "CSA") pursuant to Section 15820.906 of the Government Code of the State (the "AB 900 Jail Financing Program");

WHEREAS, pursuant to California Code of Regulations Title 15, Division 1, Chapter 1, Subchapter 6, only the cost of construction activities are potentially eligible for reimbursement under the AB 900 Jail Financing Program – acquisition, pre-design and design costs are not eligible;

WHEREAS, the County of _____ (the "Participating County") has proposed to build a jail facility, the _____ project, (the "Project"), to be located on _____, real property controlled by the Participating County through fee-simple ownership (the "Site"); and

WHEREAS, pursuant to the Law, the Participating County is paying a portion of the costs of the Project (the "Hard (cash) Match") as described in Exhibit 1;

WHEREAS, the Board intends to assist in the oversight and financing of the Project, subject to satisfaction of certain conditions and requirements of the Board, and the Board may in its sole, reasonable discretion, issue and sell lease revenue bonds as necessary (the "Bonds");

WHEREAS, the interests of both the Board and the Participating County require confirmation of certain facts and certain assurances concerning the Hard (cash) Match;

NOW, THEREFORE, the Participating County, acting through its duly authorized representative, does hereby represent, warrant and covenant as follows:

(A) *Lawfully Available Funds*. The Hard (cash) Match, as described in Exhibit 1, has been derived exclusively from lawfully available funds of the Participating County.

(B) *Hard (cash) Match Is Legal and Authorized*. The payment of the Hard (cash) Match for the Project (i) is within the power, legal right, and authority of the Participating County, (ii) is legal and will not conflict with or constitute on the part of the Participating County a material violation of, a material breach of, a material default under, or result in the creation or imposition of any lien, charge, restriction, or encumbrance upon any property of the Participating County under the provisions of any charter instrument, bylaw, indenture, mortgage, deed of trust, pledge, note, lease, loan, installment sale agreement, contract, or other material agreement or instrument to which the Participating County is a party or by which the Participating County or its properties or funds are otherwise subject or bound,

decree, or demand of any court or governmental agency or body having jurisdiction over the Participating County or any of its activities, properties or funds, and (iii) have been duly authorized by all necessary and appropriate action on the part of the governing body of the Participating County. The authorized representative of the Participating County executing this Certificate is fully authorized and empowered to take such actions for and on behalf of the Participating County.

(C) *Governmental Consents*. The execution, delivery, and performance by the Participating County of this certificate and the use of the Hard (cash) Match for the costs of the Project do not require the consent, approval, permission, order, license, or authorization of, or the filing, registration, or qualification with, any governmental authority other than the Participating County in connection with the execution, delivery, and performance of this Certificate, the consummation of any transaction herein contemplated, or the offer, issue, sale, or delivery of the Bonds, except as shall have been obtained or made and as are now in full force and effect.

(D) *No Prior Pledge*. The Hard (cash) Match and the Project are not and will not be mortgaged, pledged, or hypothecated by the Participating County in any manner or for any purpose and have not been and will be the subject of a grant of a security interest by the Participating County. In addition, the Hard (cash) Match and the Project are not and will not be mortgaged, pledged, or hypothecated for the benefit of the Participating County or its creditors in any manner or for any purpose and have not been and will not be the subject of a grant of a security interest in favor of the Participating County or its creditors. The Participating County shall not in any manner impair, impede or challenge the security, rights and benefits of the owners of the Bonds or the trustee for the Bonds.

IN WITNESS WHEREOF, the undersigned duly authorized representative of the Participating County has executed and delivered this Certificate to the Board on the date set forth below.

Date: _____, 20xx

COUNTY OF [PARTICPATING COUNTY]

By: _____
Authorized Representative

Name: _____

Title: _____

Exhibit 1-Description of Hard (cash) Match

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Assignment of Easement to PG&E - State Route 4 (E) Widening

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Assignment of Easement on behalf of Contra Costa County (County) to Pacific Gas and Electric (PG&E) over a portion of County right of way, known as State Route 4 East, pursuant to Government Code Section 25526.6. Project No. 4660-6X4168

AUTHORIZE the Chair, Board of Supervisors, to execute said Assignment of Easement of behalf of the County. A description of the area to be assigned is attached hereto as Exhibit "A" and incorporated herein by reference located in the Antioch area.

DIRECT the Real Property Division of the Public Works Department to deliver a certified copy of this Board Order and the Assignment of Easement to PG&E for acceptance and recording in the office of the County Recorder.

FISCAL IMPACT:

100% Contra Costa Transportation Authority. SCH No. 2004092135

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Jann Edmunds, (925) 313-2250

cc:

BACKGROUND:

The County acquired various property rights in connection to the highway widening project. As a result of the project PG&E had to relocate their existing easement over a portion of County right of way. In order for PG&E to continue its distribution of electric energy and transmission, the County needs to assign the easement rights.

CONSEQUENCE OF NEGATIVE ACTION:

PG&E would not have the land rights for the overhead and pole line necessary for distribution of its electric energy and transmission located within the approved plans and specifications.

ATTACHMENTS

SR4 - Assignment of Easement to PG&E

Distribution Easement (Rev. 07/09)

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
Technical and Land Services Attn:R.Burton
1850 Gateway Boulevard, 7th Floor
Concord, California 94520

Location: City/Uninc_____
Recording Fee $_____
Document Transfer Tax $ _____
[ ] This is a conveyance where the consideration and Value is less than $100.00 (R&T 11911).
[ ] Computed on Full Value of Property Conveyed, or
[ ] Computed on Full Value Less Liens & Encumbrances Remaining at Time of Sale

_____
Signature of declarant or agent determining tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

LD#2102-01-1600

ASSIGNMENT OF EASEMENT

Portion of APN 074-122-041

CONTRA COSTA COUNTY, a political subdivision of the State of California, hereby assigns to PACIFIC GAS AND ELECTRIC COMPANY, a California corporation, the rights for a permanent overhead and pole line easement described and designated Parcel 2 (61119-2) PERMANENT OVERHEAD AND POLE LINE EASEMENT and Parcel 14 in the final order of condemnation, wherein Contra Costa County is plaintiff, dated January 10, 2011 and recorded as Official Records Series Number 2011-0008290-00, on January 12, 2011, Contra Costa County Records, State of California.

FOR DESCRIPTION SEE ATTACHED EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

CONTRA COSTA COUNTY

Date:_____

By:_____
Federal Glover, Chair Board of Supervisors

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

On _____ before me,_____, Clerk of the Board of Supervisors, Contra Costa County, 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: _____Deputy Clerk

Diablo Division Area 2
Concord Land Service Office
Electric Distribution Operating Department
T.2N. R.1E. Section 23 NE1/2 of SW1/4 M.D.B.&M.
FERC License Number(s): NA
PG&E Drawing Number(s): NA
LD of any affected documents: LD2102-01-1437
LD of any Cross-referenced documents: NA
TYPE OF INTEREST:43, 3
SBE Parcel Number:
(For Quitclaims, % being quitclaimed)
PM #30625926
JCN: NA
County: Contra Costa
Utility Notice Numbers: NA
851 Approval Application No. NA Decision NA
Prepared By:
Checked By:RMBF
Revision Number:

EA: 228512

APPENDIX "A"

LAND DESCRIPTIONS OF ONE (1) PARCEL OF LAND IN THE CITY OF ANTIOCH, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, BEING A PORTION OF PARCELS ONE AND TWO AS SAID PARCELS ARE DESCRIBED IN THE CORPORATION GRANT DEED TO KAISER FOUNDATION HEALTH PLAN, INC. RECORDED JANUARY 15, 1982 IN BOOK 10645 AT PAGE 5, TOGETHER WITH A PORTION OF THAT PARCEL OF LAND DESCRIBED IN THE GRANT DEED TO KAISER FOUNDATION HEALTH PLAN, INC. RECORDED JANUARY 26, 1962 IN BOOK 4044 AT PAGE 19, BOTH OF OFFICIAL RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

PARCEL 2 (61119-2) PERMANENT OVERHEAD AND POLE LINE EASEMENT

A PERMANENT EASEMENT FOR OVERHEAD AND POLE LINE PURPOSES AND INCIDENTS THERETO, UPON, IN, OVER AND ACROSS A PARCEL OF LAND DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHERLY LINE OF THAT CERTAIN EASEMENT GRANTED TO PACIFIC GAS AND ELECTRIC COMPANY AND PACIFIC TELEPHONE AND TELEGRAPH COMPANY AS DESCRIBED IN THE DEED RECORDED MAY 19, 1960 IN BOOK 3623 AT PAGE 106 OFFICIAL RECORDS OF SAID COUNTY, WITH THE WESTERLY LINE OF PARCEL ONE OF SAID GRANT DEED TO KAISER FOUNDATION HEALTH PLAN, INC;

1. THENCE SOUTH 69°57'52" EAST 650.12 FEET ALONG SAID SOUTHERLY LINE TO THE SOUTHERLY LINE OF EASEMENTS GRANTED TO PACIFIC GAS & ELECTRIC COMPANY RECORDED OCTOBER 2, 1995 AS INSTRUMENT 95-166187 AND TO CITY OF ANTIOCH RECORDED OCTOBER 2, 1995 AS INSTRUMENT 95-166188, BOTH OF OFFICIAL RECORDS OF SAID COUNTY;
2. THENCE SOUTH 67°06'17" EAST 333.04 FEET ALONG LAST SAID LINE TO THE EASTERLY LINE OF SAID LANDS OF KAISER FOUNDATION HEALTH PLAN INC.;
3. THENCE SOUTH 30°23'58" WEST 13.77 FEET ALONG SAID EASTERLY LINE;
4. THENCE LEAVING LAST SAID LINE, NORTH 67°01'32" WEST 282.76 FEET;
5. THENCE NORTH 69°18'13" WEST 298.76 FEET;
6. THENCE NORTH 68°15'48" WEST 249.87 FEET;
7. THENCE NORTH 69°16'59" WEST 135.04 FEET;
8. THENCE NORTH 69°26'03" WEST 13.75 FEET TO SAID WESTERLY LINE;
9. THENCE NORTH 08°56'43" WEST 3.13 FEET ALONG LAST SAID LINE TO THE **POINT OF BEGINNING.**

CONTAINING 10,639 SQUARE FEET (0.244 ACRES), MORE OR LESS.

A PLAT MAP IS ATTACHED HERETO AND MADE A PART HEREOF

THE BEARINGS AND DISTANCES FOR THE ABOVE DESCRIPTION ARE BASED ON CALIFORNIA COORDINATE SYSTEM 1983, ZONE 3, CA-HPGN EPOCH 2000.86. MULTIPLY DISTANCES SHOWN ABOVE BY 1.00005924 TO OBTAIN GROUND LEVEL DISTANCES.

THIS DESCRIPTION WAS PREPARED PURSUANT TO SECTION 8726 OF THE BUSINESS AND PROFESSIONS CODE OF THE STATE OF CALIFORNIA BY OR UNDER THE SUPERVISION OF:

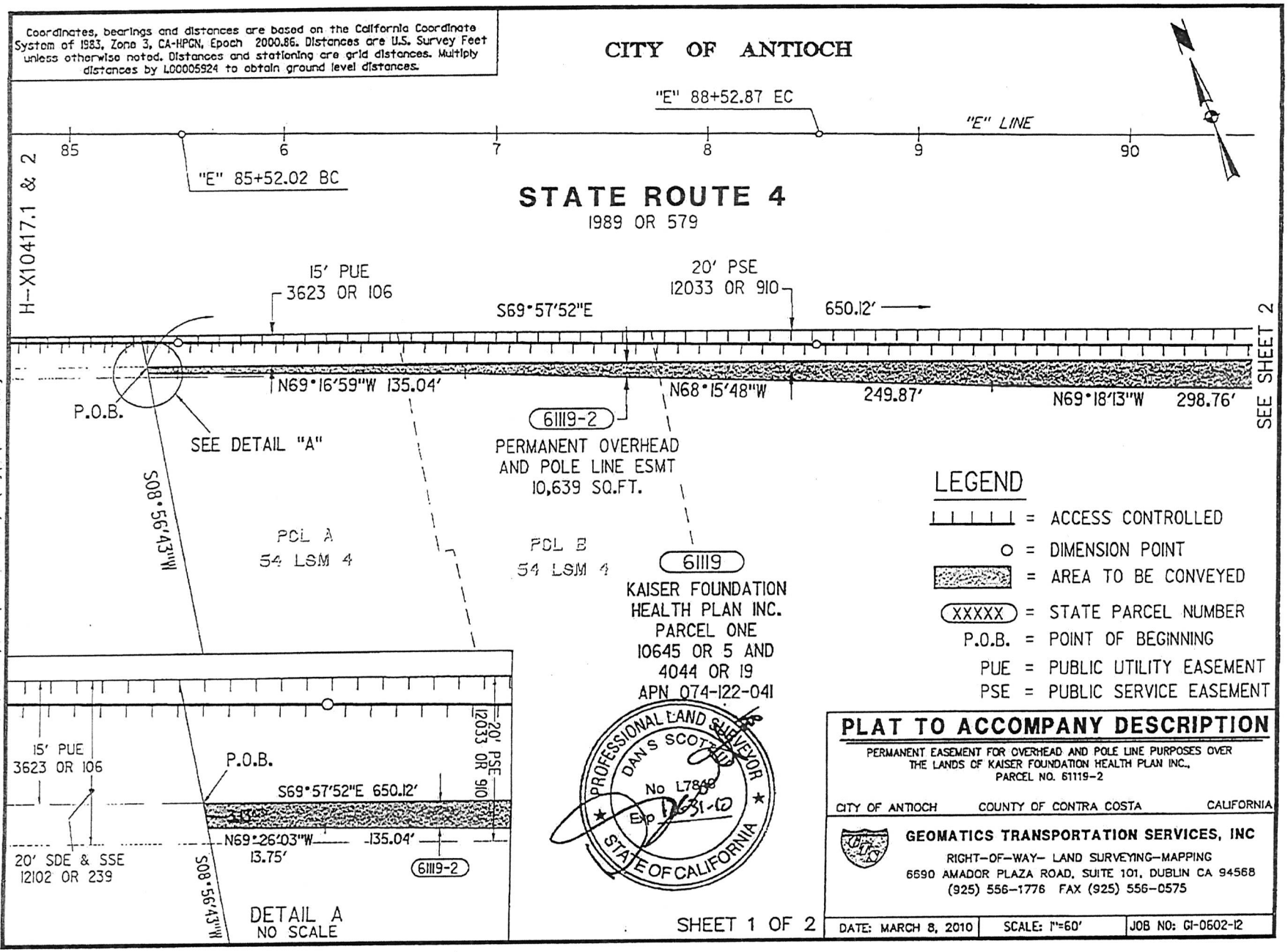
MARCH 8, 2010

DAN S. SCOTT III, PLS 7840 DATE
LICENSE EXPIRES: 12/31/10

PROFESSIONAL LAND SURVEYOR
DAN S SCOTT III
No L7840
Exp 12-31-10
STATE OF CALIFORNIA

Coordinates, bearings and distances are based on the California Coordinate System of 1983, Zone 3, CA-HPGN, Epoch 2000.86. Distances are U.S. Survey Feet unless otherwise noted. Distances and stationing are grid distances. Multiply distances by L00005924 to obtain ground level distances.

CITY OF ANTIOCH



PLAT TO ACCOMPANY DESCRIPTION

PERMANENT EASEMENT FOR OVERHEAD AND POLE LINE PURPOSES OVER THE LANDS OF KAISER FOUNDATION HEALTH PLAN INC., PARCEL NO. 61119-2

CITY OF ANTIOCH — COUNTY OF CONTRA COSTA — CALIFORNIA

GEOMATICS TRANSPORTATION SERVICES, INC
RIGHT-OF-WAY- LAND SURVEYING-MAPPING
6690 AMADOR PLAZA ROAD, SUITE 101, DUBLIN CA 94568
(925) 556-1776 FAX (925) 556-0575

DATE: MARCH 8, 2010	SCALE: 1"=60'	JOB NO: GI-0602-12

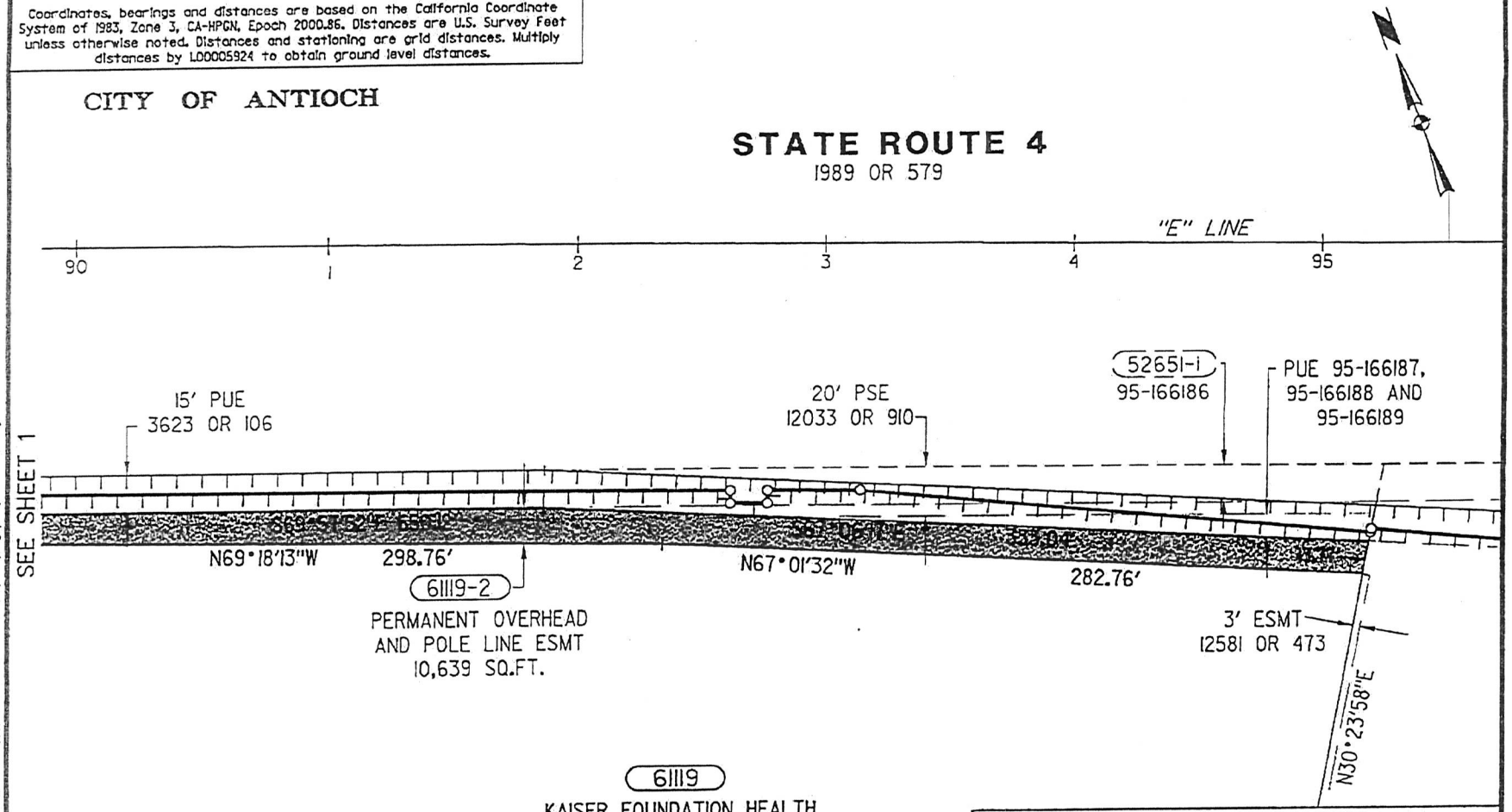
dscott Mar 15, 2010 - 9:05pm K:\Dublin\Land Projects 3\GI-0602-12 Hwy 4\dwg\EX\61119-2.dwg

Coordinates, bearings and distances are based on the California Coordinate System of 1983, Zone 3, CA-HPGN, Epoch 2000.86. Distances are U.S. Survey Feet unless otherwise noted. Distances and stationing are grid distances. Multiply distances by L00005924 to obtain ground level distances.

CITY OF ANTIOCH

STATE ROUTE 4

1989 OR 579



61119

KAISER FOUNDATION HEALTH
PLAN INC.
PARCEL ONE
10645 OR 5 AND
4044 OR 19
APN 074-122-041

LEGEND

- = ACCESS CONTROLLED
- O = DIMENSION POINT
- = AREA TO BE CONVEYED
- (XXXXX) = STATE PARCEL NUMBER
- PUE = PUBLIC UTILITY EASEMENT
- PSE = PUBLIC SERVICE EASEMENT

H-X10417.1 & .2

SHEET 2 OF 2

PLAT TO ACCOMPANY DESCRIPTION

PERMANENT EASEMENT FOR OVERHEAD AND POLE LINE PURPOSES OVER THE LANDS OF KAISER FOUNDATION HEALTH PLAN INC., PARCEL NO. 61119-2

CITY OF ANTIOCH | COUNTY OF CONTRA COSTA | CALIFORNIA

GEOMATICS TRANSPORTATION SERVICES, INC
RIGHT-OF-WAY- LAND SURVEYING-MAPPING
6690 AMADOR PLAZA ROAD, SUITE 101, DUBLIN CA 94568
(925) 556-1776 FAX (925) 556-0575

DATE: MARCH 8, 2010	SCALE: 1"=60'	JOB NO: GI-0602-12

dscott Mar 15, 2010 - 9:04pm H:\Dublin\Land Projects J\GI-0602-12 Hwy 4\dwg\EX\61119-2.dwg

7

SHARON L. ANDERSON (SB
County Counsel
PAMELA J. ZAID (SBN 11534
Deputy County Counsel
Contra Costa County Counsel
651 Pine St., 9th Floor
Martinez, CA 94553
Phone: (925) 335-1800

Attorneys for Plaintiff
CONTRA COSTA COUNTY

CONTRA COSTA Co Recorder Office
STEPHEN L. WEIR, Clerk-Recorder
DOC- 2011-0008290-00
Wednesday, JAN 12, 2011 09:15:10
FRE $0.00::
Ttl Pd $0.00 Nbr-0000809659
rrc/R9/1-7

SUPERIOR COURT OF CALIFORNIA, CONTRA COSTA COUNTY

CONTRA COSTA COUNTY, a political subdivision of the State of California, Plaintiff, v. KAISER FOUNDATION HEALTH PLAN, INC., a California Nonprofit Corporation; CONTRA COSTA COUNTY TAX COLLECTOR; DOES ONE THROUGH TWENTY, and all other persons unknown claiming an interest in the property, Defendants.	No. C10-00289 FINAL ORDER OF CONDEMNATION

SHARON L. ANDERSON (SBN 94814)
County Counsel
PAMELA J. ZAID (SBN 115341)
Deputy County Counsel
Contra Costa County
651 Pine St., 9th Floor
Martinez, CA 94553
Phone: (925) 335-1800

Attorneys for Plaintiff
CONTRA COSTA COUNTY

FILED
JAN 11 2011
K. TORRE, CLERK OF THE COURT
SUPERIOR COURT OF THE STATE OF CALIFORNIA
COUNTY OF CONTRA COSTA
By C. Forfang, Deputy Clerk

SUPERIOR COURT OF CALIFORNIA, CONTRA COSTA COUNTY

CONTRA COSTA COUNTY, a political subdivision of the State of California, Plaintiff, v. KAISER FOUNDATION HEALTH PLAN, INC., a California Nonprofit Corporation; CONTRA COSTA COUNTY TAX COLLECTOR; DOES ONE THROUGH TWENTY, and all other persons unknown claiming an interest in the property, Defendants.	No. C10-00289 FINAL ORDER OF CONDEMNATION

It appearing to the Court that plaintiff has paid to the defendant entitled thereto (Kaiser Foundation Health Plan, Inc.) the sum of money assessed by the Judgment in Condemnation entered in this proceeding,

IT IS HEREBY ORDERED AND ADJUDGED AS FOLLOWS:

The following property rights situated in the County of Contra Costa, State of California and more particularly described in Appendix "A," attached hereto and incorporated herein, are condemned to plaintiff Contra Costa County and against defendants KAISER FOUNDATION HEALTH PLAN, INC., a California Nonprofit Corporation; CONTRA

COSTA COUNTY TAX COLLECTOR; Does One Through Twenty, and all other persons unknown claiming an interest in the property: Fee title to Parcel 13; a permanent overhead and pole line easement upon, in, over and across Parcel 14; a permanent sanitary sewer easement upon, in, over, and across Parcel 15; a permanent slope easement upon, in, over, and across Parcel 16; and a temporary construction easement upon, in, over and across Parcel 17; all as more particularly described on the attached Appendix "A."

IT IS FURTHER ORDERED AND ADJUDGED that a certified copy of this Final Order of Condemnation be recorded in the Office of the Recorder of Contra Costa County, State of California.

DATED: 1/10/11

JUDITH S. CRADDICK

Judge of the Superior Court

PJZ/jz
H:\Real Property matters\SR4 Somersville Rd to Rt. 160\SR4 Somersville Rd to Rt. 160\Kaiser\Kaiser Final Order.wpd

SUPERIOR COURT CONTRA COSTA COUNTY CALIFORNIA

This document is a correct copy of the original on file in this office.

ATTEST: JAN 12 2011

R. TORRE CLERK OF THE COURT
SUPERIOR COURT OF CALIFORNIA
COUNTY OF CONTRA COSTA

By: Deputy Clerk

APPENDIX "A"

LAND DESCRIPTIONS OF FIVE (5) PARCELS OF LAND IN THE CITY OF ANTIOCH, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, MORE PARTICULARY DESCRIBED AS FOLLOWS:

BEING PORTIONS OF THAT PARCEL OF LANDS DESCRIBED IN THE FOLLOWING INSTRUMENTS RECORDED IN THE OFFICE OF THE RECORDER OF SAID COUNTY:

1. SOL'S TO KAISER FOUNDATION HEALTH PLAN, INC., GRANT DEED, RECORDED JANURARY 15, 1982 IN BOOK 10645 AT PAGE 5, OF OFFICIAL RECORDS.
2. DELTA FAIR, INC. TO KAISER FOUNDATION HEALTH PLAN, INC., GRANT DEED, RECORDED JANURARY 26, 1962 IN BOOK 4044 AT PAGE 19, OF OFFICIAL RECORDS.

ALL OF WHICH IS MORE PARTICULARY DESCRIBED AS FOLLOWS:

PARCEL 13 (61119-1) FEE PARCEL

BEGINNING AT THE NORTHWESTERLY CORNER OF PARCEL ONE, AS DESCRIBED IN SAID GRANT DEED RECORDED IN BOOK 10645 AT PAGE 5;

1. THENCE SOUTH 08°56'43" WEST 3.10 FEET ALONG THE WESTERLY LINE OF SAID PARCEL ONE;
2. THENCE LEAVING SAID WESTERLY LINE, SOUTH 69°26'03" EAST 16.82 FEET;
3. THENCE SOUTH 69°16'59" EAST 301.26 FEET;
4. THENCE SOUTH 69°39'51" EAST 409.63 FEET;
5. THENCE SOUTH 20°20'09" WEST 5.10 FEET;
6. THENCE SOUTH 69°39'51" EAST 15.00 FEET;
7. THENCE NORTH 20°20'09" EAST 5.10 FEET;
8. THENCE SOUTH 69°39'51" EAST 37.43 FEET;
9. THENCE SOUTH 64°47'43" EAST 206.51 FEET TO THE EASTERLY LINE OF THE LANDS OF KAISER FOUNDATION HEALTH PLAN INC., AS DESCRIBED IN SAID GRANT DEED RECORDED IN BOOK 4044 AT PAGE 19;
10. THENCE NORTH 30°23'58" EAST 11.26 FEET ALONG SAID EASTERLY LINE TO THE SOUTHEASTERLY CORNER OF THE LANDS OF THE STATE OF CALIFORNIA AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED OCTOBER 2, 1995 AS INSTRUMENT 95-166186, OFFICIAL RECORDS OF ALAMEDA COUNTY;
11. THENCE NORTH 67°06'20" WEST 335.49 FEET ALONG THE SOUTHERLY LINE OF SAID LANDS OF THE STATE OF CALIFORNIA TO THE NORTHERLY LINES OF SAID PARCEL ONE AND SAID LANDS OF KAISER FOUNDATION HEALTH PLAN INC.;
12. THENCE LEAVING SAID SOUTHERLY LINE, NORTH 69°57'52" EAST 653.34 FEET ALONG THE LAST SAID NORTHERLY LINES TO **THE POINT OF BEGINNING.**

CONTAINING 6,372 SQUARE FEET (0.146 ACRES), MORE OR LESS.

THIS CONVEYANCE IS MADE FOR THE PURPOSE OF A FREEWAY AND THE GRANTOR HEREBY RELEASES AND RELINQUISHES TO THE GRANTEE ANY AND ALL ABUTTER'S RIGHTS, INCLUDING ACCESS RIGHTS, APURTENANT TO GRANTOR'S REMAINING PROPERTY, IN AND TO SAID FREEWAY.

PARCEL 14 (61119-2)PERMANENT OVERHEAD AND POLE LINE EASEMENT

A PERMANENT EASEMENT FOR OVERHEAD AND POLE LINE PURPOSES AND INCIDENTS THERETO, UPON, IN, OVER AND ACROSS A PARCEL OF LAND DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHERLY LINE OF THAT CERTAIN EASEMENT GRANTED TO PACIFIC GAS AND ELECTRIC COMPANY AND PACIFIC TELEPHONE AND TELEGRAPH COMPANY AS DESCRIBED IN THE DEED RECORDED MAY 19, 1960 IN BOOK 3623 AT PAGE 106 OFFICIAL RECORDS OF SAID COUNTY, WITH THE WESTERLY LINE OF SAID PARCEL ONE;

1. THENCE SOUTH 69°57'52" EAST 650.12 FEET ALONG SAID SOUTHERLY LINE TO THE SOUTHERLY LINE OF EASEMENTS GRANTED TO PACIFIC GAS & ELECTRIC COMPANY RECORDED OCTOBER 2, 1995 AS INSTRUMENT 95-166187 AND GRANTED TO CITY OF ANTIOCH RECORDED OCTOBER 2, 1995 AS INSTRUMENT 95-166188, BOTH OF OFFICIAL RECORDS OF SAID COUNTY;
2. THENCE SOUTH 67°06'17" EAST 333.04 FEET ALONG LAST SAID LINE TO THE EASTERLY LINE OF SAID LANDS OF KAISER FOUNDATION HEALTH PLAN INC.;
3. THENCE SOUTH 30°23'58" WEST 13.77 FEET ALONG SAID EASTERLY LINE;
4. THENCE LEAVING LAST SAID LINE, NORTH 67°01'32" WEST 282.76 FEET;
5. THENCE NORTH 69°18'13" WEST 298.76 FEET;
6. THENCE NORTH 68°15'48" WEST 249.87 FEET;
7. THENCE NORTH 69°16'59" WEST 135.04 FEET;
8. THENCE NORTH 69°26'03" WEST 13.75 FEET TO SAID WESTERLY LINE;
9. THENCE NORTH 08°56'43" WEST 3.13 FEET ALONG LAST SAID LINE TO THE **POINT OF BEGINNING.**

CONTAINING 10,639 SQUARE FEET (0.244 ACRES), MORE OR LESS.

PARCEL 15 (61119-3) PERMANENT SANITARY SEWER EASEMENT

A PERMANENT EASEMENT FOR SANITARY SEWER PURPOSES AND INCIDENTS THERETO, UPON, IN, OVER, AND ACROSS A PARCEL OF LAND DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THAT CERTAIN PUBLIC SERVICE EASEMENT GRANTED TO THE CITY OF ANTIOCH AS DESCRIBED IN THE EASEMENT AGREEMENT RECORDED OCTOBER 24, 1984 IN BOOK 12033 AT PAGE 910 OFFICIAL RECORDS OF SAID COUNTY, WITH SAID WESTERLY LINE OF PARCEL ONE;

1. THENCE SOUTH 69°57'52" EAST 14.92 FEET ALONG THE SOUTHERLY LINE OF SAID EASEMENT;
2. THENCE LEAVING LAST SAID LINE, SOUTH 29°13'32" EAST 12.01 FEET;
3. THENCE SOUTH 70°25'13" EAST 144.08 FEET;
4. THENCE SOUTH 70°40'42" EAST 285.56 FEET;
5. THENCE SOUTH 70°19'54" EAST 294.09 FEET;
6. THENCE SOUTH 68°22'21" EAST 59.76 FEET TO THE SAID SOUTHERLY LINE OF EASEMENTS GRANTED TO PACIFIC GAS & ELECTRIC COMPANY AND CITY OF ANTIOCH;

7. THENCE SOUTH 67°06'17" EAST 174.53 FEET ALONG LAST SAID LINE TO THE EASTERLY LINE OF SAID LANDS OF KAISER FOUNDATION HEALTH PLAN, INC.;
8. THENCE SOUTH 30°23'58" WEST 13.77 FEET ALONG SAID EASTERLY LINE;
9. THENCE LEAVING SAID EASTERLY LINE, NORTH 67°01'32" WEST 105.15 FEET;
10. THENCE NORTH 68°22'21" WEST 126.74 FEET;
11. THENCE NORTH 70°19'54" WEST 293.82 FEET;
12. THENCE NORTH 70°40'42" WEST 285.55 FEET;
13. THENCE NORTH 70°25'13" WEST 149.75 FEET;
14. THENCE NORTH 29°13'32" WEST 22.26 FEET TO THE LAST SAID WESTERLY LINE;
15. THENCE NORTH 08°56'43" EAST 8.51 FEET ALONG SAID WESTERLY LINE TO THE **POINT OF BEGINNING.**

CONTAINING 14,511 SQUARE FEET (0.333 ACRES), MORE OR LESS.

PARCEL 16 (61119-4) PERMANENT SLOPE EASEMENT

A PERMANENT EASEMENT FOR MAINTENANCE PURPOSES AND INCIDENTS THERETO, UPON, IN, OVER AND ACROSS A PARCEL OF LAND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY LINE OF PARCEL ONE AS DESCRIBED IN THAT SAID GRANT DEED RECORDED IN BOOK 10645 AT PAGE 5, FROM WHICH THE NORTHWESTERLY CORNER THEREOF BEARS NORTH 08°56'43" EAST 3.10 FEET;

1. THENCE SOUTH 69°26'03" EAST 16.82 FEET;
2. THENCE SOUTH 69°16'59" EAST 301.26 FEET;
3. THENCE SOUTH 69°39'51" EAST 409.63 FEET;
4. THENCE SOUTH 20°20'09" WEST 5.10 FEET;
5. THENCE SOUTH 69°39'51" EAST 15.00 FEET;
6. THENCE NORTH 20°20'09" EAST 5.10 FEET;
7. THENCE SOUTH 69°39'51" EAST 22.53 FEET;
8. THENCE SOUTH 20°20'09" WEST 6.80 FEET;
9. THENCE NORTH 69°48'40" WEST 283.19 FEET;
10. THENCE NORTH 69°55'53" WEST 312.93 FEET;
11. THENCE NORTH 69°49'36" WEST 166.79 FEET TO SAID WESTERLY LINE;
12. THENCE NORTH 08°56'43" EAST 11.77 FEET ALONG SAID WESTERLY LINE TO THE **POINT OF BEGINNING.**

CONTAINING 6,423 SQUARE FEET (0.147 ACRES), MORE OR LESS.

PARCEL 17 (61119-5)TEMPORARY CONSTRUCTION EASEMENT EXPIRES 12-31-2012

A TEMPORARY EASEMENT, FOR A FIFTEEN (15) MONTH PERIOD BETWEEN JULY 1, 2010 AND DECEMBER 31, 2012, FOR CONSTRUCTION PURPOSES AND INCIDENTS THERETO, UPON, IN, OVER, AND ACROSS A PARCEL OF LAND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY LINE OF PARCEL ONE AS DESCRIBED IN THAT SAID GRANT DEED RECORDED IN BOOK 10645 AT PAGE 5, FROM WHICH THE NORTHWESTERLY CORNER THEREOF BEARS NORTH 08°56'43" EAST 3.10 FEET;

1. THENCE SOUTH 69°26'03" EAST 16.82 FEET;
2. THENCE SOUTH 69°16'59" EAST 301.26 FEET;
3. THENCE SOUTH 69°39'51" EAST 409.63 FEET;
4. THENCE SOUTH 20°20'09" WEST 5.10 FEET;
5. THENCE SOUTH 69°39'51" EAST 15.00 FEET;
6. THENCE NORTH 20°20'09" EAST 5.10 FEET;
7. THENCE SOUTH 69°39'51" EAST 37.43 FEET;
8. THENCE SOUTH 64°47'43" EAST 206.51 FEET TO THE EASTERLY LINE OF THE LANDS OF KAISER FOUNDATION HEALTH PLAN, INC., AS DESCRIBED IN THAT SAID GRANT DEED RECORDED IN BOOK 4044 AT PAGE 19;
9. THENCE SOUTH 30°23'58" WEST 8.64 FEET ALONG SAID EASTERLY LINE;
10. THENCE, LEAVING SAID EASTERLY LINE, NORTH 68°51'31" WEST 233.07 FEET;
11. THENCE NORTH 69°41'32" WEST 25.73 FEET;
12. THENCE NORTH 70°00'46" WEST 204.01 FEET;
13. THENCE NORTH 70°00'18" WEST 471.09 FEET;
14. THENCE NORTH 60°01'20" WEST 46.96 FEET TO SAID WESTERLY LINE;
15. THENCE NORTH 08°56'43" EAST 21.44 FEET ALONG LAST SAID LINE TO THE **POINT OF BEGINNING.**

CONTAINING 22,595 SQUARE FEET (0.519 ACRES), MORE OR LESS.

A PLAT MAP IS ATTACHED HERETO AND MADE A PART HEREOF

THE BEARINGS AND DISTANCES FOR THE ABOVE DESCRIPTION ARE BASED ON CALIFORNIA COORDINATE SYSTEM 1983, ZONE 3, CA-HPGN EPOCH 2000.86. MULTIPLY DISTANCES SHOWN ABOVE BY 1.00005924 TO OBTAIN GROUND LEVEL DISTANCES.

THIS DESCRIPTION WAS PREPARED PURSUANT TO SECTION 8726 OF THE BUSINESS AND PROFESSIONS CODE OF THE STATE OF CALIFORNIA BY OR UNDER THE SUPERVISION OF:

12/3/09

DAN S. SCOTT III, PLS 7840 DATE
LICENSE EXPIRES: 12/31/10

PROFESSIONAL LAND SURVEYOR
DAN S SCOTT III
No L7840
Exp 12-31-10
STATE OF CALIFORNIA

END OF DOCUMENT

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Approve the Jersey Island Road Bridge Repair Project and related actions under the California Environmental Quality Act, Oakley area.

RECOMMENDATION(S):
APPROVE the Jersey Island Road Bridge Repair Project and AUTHORIZE the Public Works Director, or designee, to advertise the project, Oakley area, Project No. 0662-6U4134 (District III).

FISCAL IMPACT:
100% Local Road Funds

BACKGROUND:
The purpose of this project is to conduct repairs to an existing bridge over Dutch Slough. The project consists of replacing deteriorated and missing portions of the longitudinal and transverse timber cross bracing members and cleaning and painting existing steel piers. These maintenance activities are needed to ensure continued effective operation of this road facility.

These activities are covered by the California Department of Fish and Wildlife under a Routine Maintenance Agreement (RMA) under Section 1602 of the Fish and Game Code. CEQA was previously approved for all actions under the RMA

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Kevin Emigh, 925.313.2233

cc:

BACKGROUND: (CONT'D)

and a Notice of Exemption (NOE) was posted on March 1, 2011. The activities covered under the RMA consist of routine maintenance activities that pose minimal threat to water quality and beneficial uses of the creeks within the County when appropriate Best Management Practices (BMPs) are implemented. Project specific BMP's will be implemented, including timing the activities to avoid impacts and fueling and maintaining equipment outside of the stream zone.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in authorizing advertisement will result in significant delay of construction up to a full year and causing further deterioration to the bridge and additional repair costs.

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Construction Contract for the Canal Road Bridge Replacement Project, Bay Point area.

RECOMMENDATION(S):

(1) APPROVE plans, specifications, and design for the Canal Road Bridge Replacement Project, Bay Point area. County Project No. 0662-6R4080, Federal Project No. BRLO 5928 (108), (District V)

(2) DETERMINE that the bid submitted by Granite Rock Company (Granite Rock), demonstrated adequate good faith efforts to meet the Disadvantage Business Enterprise (DBE) requirements for this project and that Granite Rock, has submitted the lowest responsive and responsible bid for this project.

(3) AWARD the construction contract for the above project to Granite Rock in the listed amount ($1,531,716.10) and the unit prices submitted in the bid, and DIRECT that Granite Rock shall present two good and sufficient surety bonds, as indicated below, and that the Public Works Director, or designee, shall prepare the contract.

(4) ORDER that, after the contractor has signed the contract and returned it, together with the bonds as noted below and any required certificates of insurance or 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.

(5) ORDER that, in accordance with the project specifications and/or upon signature of the contract by the Public Works Director, or designee, and bid bonds posted by the bidders are to be exonerated and any checks or cash submitted

☑ APPROVE

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☐ OTHER

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Kevin Emigh, 925.313.2233

cc:

RECOMMENDATION(S): (CONT'D)
for security shall be returned.

(6) ORDER that, the Public Works Director, or designee, is authorized 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.

(7) 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.

(8) DELEGATE, pursuant to Labor Code Section 6705, to the Public Works Director or to any registered civil or structural engineer employed by the County the authority to accept detailed plans showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection during trench excavation covered by that section.

(9) DECLARE that, should the award of the contract to Granite Rock be invalidated for any reason, the Board would not, in any event, have awarded the contract to any other bidder, but instead would have exercised its discretion to reject all of the bids received. Nothing in this Board Order shall prevent the Board from re-awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish required bonds or insurance (see Public Contract Code Sections 5100-5107).

FISCAL IMPACT:
The construction contract and associated fees of this project will be funded by 100% Federal Highway Bridge Program Funds.

BACKGROUND:
The above project was previously approved by the Board of Supervisors, plans and specifications were filed with the Board, and bids were invited by the Public Works Director. On June 6, 2017, the Public Works Department received bids from the following contractors:

BIDDER, TOTAL AMOUNT, BOND AMOUNTS

Granite Rock Company, $1,531,716.10; Payment: $1,531,716.10; Performance: $1,531,716.10

McGuire and Hester, $1,559,599.00

Gordon N. Ball, Inc., $1,706,940.80

The bidder listed first above, Granite Rock, submitted the lowest responsive and responsible bid, which is $27,882.90 less than the next lowest bid.

This is a federally funded project subject to a Disadvantaged Business Enterprise (DBE) contract goal and requirements. The Public Works Director reports that the lowest monetary bidder, Granite Rock, attained DBE participation of 3.83% and submitted adequate documentation of good faith efforts to meet the DBE goal (12.00%) and requirements for this project. The Public Works Director recommends that the Board determine that Granite Rock has demonstrated adequate good faith efforts to meet the DBE goal for this project and has complied with the DBE requirements for this project and recommends that the construction contract be awarded to Granite Rock.

The Public Works Director recommends that the bid submitted by Granite Rock is the lowest responsive and responsible bid, and this Board concurs and so finds.

The Board of Supervisors previously adopted the Mitigated Negative Declaration and Mitigation and Monitoring Reporting Program on February 9, 2016 in compliance with the California Environmental Quality Act (CEQA), and a Notice of Determination was filed with the County Clerk on February 12, 2016.

The general prevailing rates of wages, which shall be the minimum rates paid on this project, have been filed with the Clerk of the Board, and copies will be made available to any party upon request.

CONSEQUENCE OF NEGATIVE ACTION:

Construction of this project would be delayed, and the project might not be built.

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Authorize the filing of an application for BAAQMD funding for the Blackhawk Road Bikeway Project, Diablo area.

RECOMMENDATION(S):
ADOPT Resolution No. 2017/223 approving and authorizing the Public Works Director, or designee, to file an application for the Bicycle Facilities Grant Program through the Bay Area Air Quality Management District (BAAQMD) funding for the Blackhawk Road Bikeway Project (Project No.: 0662-6R4018) for up to $160,000 and committing local support and assurance to complete the project, Diablo area. (District III)

FISCAL IMPACT:
If awarded, the Bicycle Facilities Grant will provide approximately $160,000 (44%) of funds for the Blackhawk Road Bikeway Project. The remaining 56% of the project will be funded by Transportation Development Act (TDA) Grant funds and a developer contribution earmarked for Blackhawk Road.

BACKGROUND:
The BAAQMD is offering funding to public agencies to support the construction of new bicycle facilities, including bikeways and secure parking in the bay area, to improve air quality by helping residents and commuters shift to cycling and walking as alternatives to driving

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Mary Halle, 925 313-2327

cc:

BACKGROUND: (CONT'D)

for short and first- and last-mile trips. Projects must be “shovel ready,” which the BAAQMD considers to mean the project has completed all applicable State and Federal environmental reviews.

The Blackhawk Road Bikeway Project meets the criteria the BAAQMD has identified. The purpose of this project is to improve bicyclist safety by providing bicycle lanes and related improvements over 3.6 miles of Blackhawk Road, providing an additional mode of transportation for commuting or recreation. There are no existing bicycle facilities along Blackhawk Road between Mt. Diablo Scenic Boulevard and Camino Tassajara. Blackhawk Road is the main access point for students who attend The Athenian School. This project would provide bicycle access for students and local residents to ride their bikes on Blackhawk Road for transportation or recreational purposes. The project would also provide bicycle access for residents making trips to the shopping mall near Camino Tassajara and Blackhawk Road. There are also bus stops along the project limits, which mean this project will provide multi-modal connections for residents as well.

The grant will request funds to stripe bicycle lanes, install appropriate signage, narrow vehicle lane widths in select locations, pave the roadway, and install bike friendly storm drain inlet grates. The grant may also request funds for bike lockers to be installed along the bikeway.

The Board of Supervisors approved an application in January 2016, to the Metropolitan Transportation Commission for TDA for $100,000 for this project (Resolution 2016/37), which will be recommended for final approval by Metropolitan Transportation Commission (MTC) in July.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to authorize staff to proceed with the grant application means the County will forego the opportunity to receive funds for the Blackhawk Road Bikeway Project. Those funds will instead come from the Local Road fund.

CHILDREN'S IMPACT STATEMENT:

Bicycle safety will be improved for students that bike to Athenian High School. If bike lanes were continuous, more students would feel encouraged to bike to school, which helps to achieve the goals of the BAAQMD grant program.

ATTACHMENTS

Resolution No. 2017/223

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 06/20/2017 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2017/223

In the Matter of authorizing the filing of an application for funding through the Bicycle Facilities Grant through Bay Area Air Quality Management District (BAAQMD) and committing any necessary funds to complete the project.

WHEREAS the Contra Costa County Climate Action Plan establishes goals for increasing the use of bicycles and other active forms of transportation in Contra Costa County; and WHEREAS the County previously identified the Blackhawk Road Bikeway Project as a priority project and has completed required environmental reviews for the Project; and WHEREAS the County has identified funds to cover the majority of the Blackhawk Road Bikeway Project, leaving a gap of $160,000; and WHEREAS the Blackhawk Road Bikeway Project will be identified in the updated Countywide Bicycle and Pedestrian Plan; currently being updated by the Contra Costa Transportation Authority (CCTA), and WHEREAS the BAAQMD is offering grants through its Bicycle Facilities Program to support the construction of new bicycle facilities, including bikeways and secure parking, in the Bay Area to improve air quality by helping residents and commuters to shift to cycling and walking as alternatives to driving for short and first- and last-mile trips; now, therefore, be it

NOW THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors authorizes the Public Works Director to submit an application to the BAAQMD for a grant to support the Blackhawk Road Bikeway Project, and to carry out the Project; and furthermore BE IT RESOLVED that Contra Costa County will comply with the program policies and guidelines, including the requirement to operate and maintain the project equipment throughout the project term.

Contact: Mary Halle, 925 313-2327

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: June 20, 2017

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: June 20, 2017

Subject: Right of Entry Permit for the Morgan Territory Slide Repair Project, Clayton area

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Right of Entry Permit with the State of California Department of Parks and Recreation (State Parks), effective June 30, 2017, in connection with the Morgan Territory Road Slide Repair Project in Clayton. Project No. 0672-6U6203 (District III)

FISCAL IMPACT:
This project is funded by 100% Local Road Funds. County staff is actively pursuing reimbursement through the Federal Emergency Management Agency (FEMA) as a result of the State and Federal emergency declarations.

BACKGROUND:
On March 7, 2017, the Board of Supervisors declared an emergency and authorized the Public Works Director to proceed in the most expeditious manner to repair the damaged portion of Morgan Territory Road, approximately one mile south of Marsh Creek Road. The road was damaged as a result of rains in January and February that triggered a landslide causing significant earth movement across the road. The triggering storm events were cited in both Federal and State emergency declarations.

The Contra Costa County (County) Public Works Department is required to obtain a Right of Entry Permit from State Parks

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Karen Laws,(925) 313-2228

cc:

BACKGROUND: (CONT'D)

for the Morgan Territory Road Slide Repair Project (Project) in order to install permanent subsurface tieback soil anchors and to access State Parks land during construction to complete work associated with the planned road repairs.

Under the permit, the County must indemnify and hold harmless the State, its officers, directors, agents, and employees (Indemnitees) from and against any and all claims that arise from the work covered by the permit, unless the claim arises from the sole negligence or willful misconduct of the Indemnitees.

CONSEQUENCE OF NEGATIVE ACTION:

The County would be unable to complete the necessary emergency road repairs to return safe access to residents on Morgan Territory Road south of the slide area.

ATTACHMENTS

Right of Entry Permit

RIGHT OF ENTRY PERMIT

Agency: Department of Parks and Recreation
Bay Area District
Mount Diablo State Park

Project: Morgan Territory Road Repair

This Right of Entry Permit (Permit) is made and entered into this _____ day of June, 2017, between the State of California, acting by and through its Department of Parks and Recreation, hereinafter called State, and County of Contra Costa, a political subdivision of the State of California, hereinafter called Permittee; State and Permittee may hereinafter be referred to as a Party, or collectively the Parties.

RECITALS

- **Whereas**, the State owns, operates and maintains the State Park known as Mount Diablo State Park, in the County of Contra Costa, State of California; and
- **Whereas**, Mount Diablo State Park has land use restrictions in place pursuant to Land and Water Conservation Fund (LWCF) agreement with National Park Service (NPS); and
- **Whereas**, Permittee has applied to State for permission to access Mount Diablo State Park for purposes of carrying out Permittee's Morgan Territory Road Repair project (the Project); and
- **Whereas**, the State desires to accommodate Permittee's application for permission to enter Mount Diablo State Park for purposes of the Project, as provided herein and as, and to the extent, such Project may be ultimately described, permitted, approved and conditioned by the State's Project Evaluation Form to serve as the Environmental Document, incorporated herein by reference as Exhibit "A", and as may be conditioned by any other regulatory agency having jurisdiction, if applicable; and
- **Whereas**, Permittee has requested an easement from the State for the installation of permanent subsurface tieback soil anchors. The process for granting a permanent easement may take some time, and State and Permittee agree that due to the necessity of beginning the Project as soon as possible so that Permittee may meet its obligations to the community, this Permit is expected to be the first phase of a two-phase process which will ultimately result in State granting an easement for the Project improvements within the Property to County of Contra Costa. Permittee agrees that, as a condition of this Permit, it will work cooperatively with the State and provide necessary information for the execution of the easement, including but not limited to compliance with NPS LWCF requirements and consideration to the State.

TERMS AND CONDITIONS

Now therefore, the State by this Permit hereby grants to the Permittee permission to enter upon State's property, conditioned upon the agreement of the Parties that this Permit does not create or vest in Permittee any interest in the real property herein described or depicted, that the Permit is revocable and non-transferable, and that the Permit is further subject to the following terms and conditions:

1. **Project Description:** By this Permit, the State hereby grants to the Permittee permission to enter onto those lands depicted on Exhibit "B" (the Property), attached hereto and herein incorporated by this reference, solely for the purpose of completing Morgan Territory Road Repairs *as* described on Exhibit "C" (Project Description), attached hereto and herein incorporated by this reference, the limits of which are described in the Environmental Document.

2. **Permit Subject to Laws and Regulatory Agency Permits:** This Permit is expressly conditioned upon Permittee's obtaining any and all regulatory permits or approvals required by the relevant regulatory agencies for the Project and Permittee's use of the Property, and upon Permittee's compliance with all applicable municipal, state and federal laws, rules and regulations, including all State Park regulations. Permittee shall, at Permittee's sole cost and expense, comply with the Project Description, and requirements and mitigations contained in the Environmental Document, and NPS requirements for LWCF designated land.

Permittee shall obtain all such legally required permits or approvals and submit to the State full and complete copies of all permits and approvals, including documentation related to or referenced in such permits and approvals, along with the corresponding agency contact and telephone numbers, and related California Environmental Quality Act (CEQA) and/or National Environmental Policy Act (NEPA) documentation as applicable.

Permittee has been informed and acknowledges the Property has existing NPS LWCF land use restrictions in place.

Further, as a condition and requirement of this Permit and at no cost to State, Permittee shall comply with any and all requirements imposed by NPS for Permittee's use of the Property, including, but not limited to, preparing and submitting all documentation, studies and reports required for NPS to make a determination of the Permittee's use of the Property, and if NPS determines the Project is a conversion, then Permittee shall furnish to State any and all requirements as a result of the conversion determination, including, but limited to, fees, compensation, suitable replacement property, studies or research reports, environmental compliance, and documentation until NPS is satisfied and approves conversion proposal. This obligation shall survive the expiration or termination of this Permit.

3. **Term of Permit:** This Permit shall only be for a Term up to a maximum of six months, with the Term beginning on the date shown above.

4. **Consideration:** Permittee agrees to pay State the sum of NINE THOUSAND FIVE HUNDRED and No/100 Dollars ($9,500.00) as consideration for the temporary rights granted by this Permit. This Consideration is comprised of Seven Thousand and No/100 Dollars ($7,000.00) for reimbursement of State's staff time in preparation and administration of this Permit and Two Thousand Five Hundred and No/100 Dollars ($2,500.00) as a nominal fee for the use of this Property for the Term of this Permit as noted herein. Payment is due upon execution of this Permit.

5. **Permit Subject to Existing Claims:** This Permit is subject to existing contracts, permits, licenses, encumbrances and claims which may affect the Property.

6. **Waiver of Claims and Indemnity:** Permittee waives all claims against State, its officers, agents and/or employees, for loss, injury, death or damage caused by, arising out of, or in any way connected with the condition or use of the Property, the issuance, exercise, use or implementation of this Permit, and/or the rights herein granted. Permittee further agrees to protect, save, hold harmless, indemnify and defend State, its officers, agents and/or employees from any and all loss, damage, claims, demands, costs and liability which may be suffered or incurred by State, its officers, agents and/or employees from any cause whatsoever, arising out of, or in any way connected with this Permit, exercise by Permittee of the rights herein granted, Permittee's use of the Property and/or the Project for which this Permit is granted, except those arising out of the sole active negligence or willful misconduct of State. Permittee will further cause such indemnification and waiver of claims in favor of State to be inserted in each contract that Permittee executes for the provision of services in connection with the Project for which this Permit is granted.

7. **Contractors:** Permittee shall incorporate the terms, conditions and requirements contained herein when contracting out all or any portion of the work permitted hereunder. Permittee shall be responsible for ensuring contractor/subcontractor compliance with the terms and conditions contained herein. Failure of Permittee's contractors to abide by State's terms and conditions shall constitute default by Permittee (see DEFAULT paragraph below) allowing State to terminate this Permit and seek all legal remedies.

8. **Insurance Requirements:** As a condition of this Permit and in connection with Permittee's indemnification and waiver of claims contained herein, Permittee shall maintain, and cause its contractors to maintain, a policy or policies of insurance as follows:

A. Commercial Permittees

Permittee shall maintain motor vehicle liability with limits of not less than $1,000,000 per accident. Such insurance shall cover liability arising out of a motor vehicle, including all owned, hired, and non-owned motor vehicles.

Permittee shall maintain statutory Workers' Compensation and employer's liability insurance coverage in the amount of $1,000,000/employee/disease/each accident, for all its employees who will be engaged in the performance of work on the Property, including special extensions where applicable. Said policy shall include a waiver of subrogation in favor of State. If the permittee has no employees and/or the owner(s) have elected not to be covered by workers' compensation, Permittee shall provide State with a written confirmation that Permittee is not required to be, and/or has elected not to be, covered by Workers' Compensation.

Permittee shall procure commercial general liability insurance at least as broad as the most commonly available ISO policy form CG 0001 covering premises operations, products/completed operations, personal/advertising injury and contractual liability with limits not less than $1,000,000 per occurrence and $2,000,000 general aggregate. Said policy shall apply separately to each insured against whom any claim is made or suit is brought subject to the Permittee limits of liability

B. Private Party Permittees
Permittee shall maintain personal auto insurance with limits of not less than $100,000 bodily injury per person, $300,000 bodily injury per accident, and $50,000 property damage per accident.

Permittee shall maintain comprehensive personal liability with limits of not less than $300,000 each occurrence.

Each policy of insurance required by this provision shall: (a) be in a form, and written by an insurer, reasonably acceptable to State and (b) be maintained at Permittee's sole expense.

Permittee shall provide to the State within five (5) business days following receipt by contractor a copy of any cancellation or non-renewal of insurance required by this Permit.

Insurance companies issuing such policies shall have a rating classification of "A-" or better and financial size category ratings of "VII" or better according to the latest edition of the A.M. Best Key Rating Guide. All Insurance companies issuing such policies shall be licensed admitted insurers or eligible surplus lines insurers authorized to do business in the State of California.

Said motor vehicle liability and commercial general liability policies shall contain an endorsement naming the STATE OF CALIFORNIA and the CALIFORNIA DEPARTMENT OF PARKS AND RECREATION ITS OFFICERS, AGENTS, EMPLOYEES AND SERVANTS as an additional insured at no cost to State. The endorsements shall be provided and not substituted by referring to such coverage on the certificate of insurance.

Permittee shall provide to State evidence that the insurance required to be carried by this Permit, including the endorsements affecting the additional insured status and waiver of subrogation, is in full force and effect and that premiums therefore have been paid. Such evidence shall, at State's discretion, be in the form of a Certificate of Insurance **or** DPR Form 169A, Certificate of Insurance for Concession Contracts/Special Events, **or** a certified copy of the original policy, including all endorsements.

Permittee is responsible for any deductible or self-insured retention contained within the insurance program.

Should Permittee fail to keep the specified insurance in effect at all times, Permittee shall be considered to be in default of this Permit, and State may, in addition to any other remedies it has, terminate this Permit.

Permittee shall require and ensure that all contractors and subcontractors have adequate insurance meeting the coverage requirements in this provision.

Any insurance required to be carried shall be primary and not excess to any other insurance carried by State.

Coverage shall be in force for the complete term of this Permit, including any extension thereof, and for all work being done for which this Permit is required.

9. Reservation of Rights: State reserves the right to use the Property in any manner, provided such use does not unreasonably interfere with Permittee's rights herein.

10. Access Limits and Conditions: Access to the Property shall be limited to the access designated by State and as shown Exhibit “B” and described on Exhibit “C”.

Permittee shall retain ownership and maintenance of all the improvements constructed within Permittee’s Project, unless otherwise noted by State, and shall work promptly to comply with NPS LWCF requirements and secure an easement for the improvements with the State. This obligation shall survive the expiration or termination of this Permit.

Permittee shall furnish to State a record of survey, signed by a licensed surveyor, of the completed subsurface anchor improvements within the Permittee’s requested easement for subsurface

tieback soil anchors (there shall be no surface improvements nor permanent surface access) through Mount Diablo State Park, subject to review by State.

Permittee agrees to work cooperatively with State and furnish to State all necessary information and preparation of materials, including but not limited to, an appraisal of easement value, compliance with NPS LWCF requirements, and consideration for the execution of Permittee's requested easement for subsurface tieback soil anchors through Mount Diablo State Park.

11. Notice of Work: Any required notices to State shall be sent to the State authorities in charge of Mount Diablo State Park named below. At least forty-eight (48) hours prior to any entry upon the Property for any of the purposes hereinabove set forth, Permittee shall provide the State contact[s] named below with written notice of Permittee's intent to enter the Property. Permittee shall also notify the State contact[s] listed below in writing at least forty-eight (48) hours prior to any change in the Project schedule or cessation or completion of work. Should State personnel need to contact Permittee, State shall notify Permittee's contact person listed below:

STATE:
Contact: Ryen Goering, Sector Superintendent
Sector/District: Contra Solano/Bay Area
Address: 96 Mitchell Canyon Road
Clayton, CA 94517
Telephone: 925-673-2895
Mobile: 925-890-4403

PERMITTEE'S CONTACT:
Contact: Neil Leary, Senior Civil Engineer
Contra Costa County Public Works Dept.
Address: 255 Glacier Drive
Martinez, CA 94553
Telephone: 925-313-2278
Fax: 925-313-2333

12. Limits of Work: In no event shall this Permit authorize work in excess or contrary to the terms and conditions of any regulatory agency permit or approval. Under no circumstances, whether or not authorized by any regulatory agency, other permit or any person or entity other than State, shall work exceed that which is authorized by this Permit.

13. Public Safety: Permittee shall erect orange plastic temporary construction fencing and appropriate signage prior to commencement of work to prevent public access to the construction zone. Permittee shall remove such fencing within two (2) days after the completion of work. Permittee shall take, and shall cause its contractors or subcontractors to take, any and all necessary and reasonable steps to protect the public from harm in connection with the Project or implementation of this Permit.

14. Compliance with Project Requirements, Monitoring and Mitigation Measures (if applicable): Resource monitoring and mitigation measures identified by State Park Environmental Scientist shall be completed in accordance with and to the satisfaction of the District Superintendent or designee.

Permittee's activities conducted under this Permit shall comply with all State and Federal environmental laws, including, but not limited to, the Endangered Species Act, CEQA, and Section 5024 of the Public Resources Code.

Any of Permittee's archaeological consultants working within the boundaries of the Property shall obtain a permit from the California State Parks Cultural Resources Division prior to commencing any archaeological or cultural investigations of the Property.

Permittee shall immediately advise State's contact person if any new site conditions are found during the course of permitted work. State will advise Permittee if any new historical resources (including archaeological sites), special status species, threatened/endangered species protocols, or other resource issues are identified within the Project site. Permittee shall abide by District Superintendent or designee's instructions to protect the resource(s) during the permitted work or risk revocation of the Permit.

Permittee shall make all excavation activities on the Property available to the State Archaeologist for observation and monitoring. During excavation, the State archaeological monitor may observe and report to the State on all excavation activities. State archaeological monitor shall be empowered to stop any construction activities as necessary to protect significant cultural resources from being disturbed.

In the event that previously unknown cultural resources, including, but not limited to, dark soil containing shell, bone, flaked stone, groundstone, or deposits of historic trash are encountered during Project construction by anyone, work will be suspended at that specific location, and the Permittee's work will be redirected to other tasks, until after a State-qualified archaeologist has

evaluated the find and implemented appropriate treatment measures and disposition of artifacts, as appropriate, in compliance with all applicable laws and department resource directives.

If human remains are discovered during the Project, work will be immediately suspended at that specific location and the District Superintendent or designee shall be notified by Permittee. The specific protocol, guidelines and channels of communication outlined by the California Native American Heritage Commission (NAHC), and/or contained in Health and Safety Code Section 7050.5 and Public Resources Code Sections 5097.9 et seq., will be followed. Those statutes will guide the potential Native American involvement in the event of discovery of human remains.

Permittee shall provide a written work schedule to State so that the State archaeological monitor can arrange to be on site on the necessary days. Permittee shall provide reasonable advance notice of and invite the District Superintendent or designee to any preconstruction meetings with the prime contractor or subcontractors.

15. Restoration of Property: Permittee shall complete the restoration, repair, and revegetation of the Property in consultation with, and to the satisfaction of, the State Environmental Scientist within one (1) year after completion of the Project or the expiration or termination of this Permit, whichever comes first. This obligation shall survive the expiration or termination of this Permit.

Before Permittee performs any re-seeding or re-planting on parkland, it must comply with the State's policy titled "Genetic Integrity Policy" attached as Exhibit "D", attached hereto and herein incorporated by this reference. The seeds or panting's must be from a local source and Permittee must have prior written approval by State.

16. Performance Bond: Not Required

17. Right to Halt Work: The State reserves the right to halt work and demand mitigation measures at any time, with or without prior notice to Permittee, in the event the State determines that any provision contained herein has been violated, or in the event that cessation of work is necessary to prevent, avoid, mitigate or remediate any threat to the health and safety of the public or state park personnel, or to the natural or cultural resources of the state park.

18. Use Restrictions: The use of the Property by Permittee, including its guests, invitees, employees, contractors and agents, shall be restricted to the daytime hours between sunrise and sunset on a day-by-day basis, unless otherwise approved in advance in writing by State. No person shall use or occupy the Property overnight.

Activities on the Property shall be conducted only in a manner which will not interfere with the orderly operation of the state park. Permittee shall not engage in any disorderly conduct and shall not maintain, possess, store or allow any contraband on the Property. Contraband includes, but is not limited to: any illegal alcoholic beverages, drugs, firearms, explosives and weapons.

Roads and trails where motorized vehicles are normally prohibited may be used for vehicle access by Permittee, its employees, agents or contractors for patrol, maintenance or repair purposes only, and only to the extent specified by State, and shall be otherwise subject to all other conditions and/or restrictions of this Permit and any applicable laws, state park regulations and state park policies.

Permittee shall not use or allow the Property to be used, either in whole or in part, for any purpose other than as set forth in this Permit, without the prior written consent of the State.

19. State's Right to Enter: At all times during the term of this Permit and any extension thereof, there shall be and is hereby expressly reserved to State and to any of its agencies, contractors, agents, employees, representatives, invitees or licensees, the right at any and all times, and any and all places, to temporarily enter upon said Property to survey, inspect, or perform any other lawful State purposes.

Permittee shall not interfere with State's right to enter.

20. Protection of Property: Permittee shall protect the Property, including all improvements and all natural and cultural features thereon, at all times at Permittee's sole cost and expense, and Permittee shall strictly adhere to the following restrictions:

(a) Permittee shall not place or dump garbage, trash or refuse anywhere upon or within the Property, except in self-contained trash receptacles that are maintained to State's satisfaction by Permittee.

(b) Permittee shall not commit or create, or suffer to be committed or created, any waste, hazardous condition or nuisance in, on, under, above or adjacent to the Property.

(c) Permittee shall not cut, prune or remove any vegetation upon the Property, except as identified in the Project description and herein permitted or subsequently approved in writing by the District Superintendent.

(d) Permittee shall not disturb, move or remove any rocks or boulders upon the Property, except as identified in the Project description and herein permitted or subsequently approved in writing by the District Superintendent.

(e) Permittee shall not grade or regrade, or alter in any way, the ground surface of the Property, except as herein permitted, or subsequently approved in writing by the District Superintendent.

(f) Permittee shall not bait, poison, trap, hunt, pursue, catch, kill or engage in any other activity which results in the taking, maiming or injury of wildlife upon the Property, except as identified in the Project description and herein permitted or subsequently approved in writing by the District Superintendent.

(g) Permittee shall not use, create, store, possess or dispose of hazardous substances (as defined in the California Hazardous Substances Act) on the Property except as herein permitted, or subsequently approved in writing by the District Superintendent.

(h) Permittee shall exercise due diligence to protect the Property against damage or destruction by fire, vandalism and any other causes.

21. Default: In the event of a default or breach by Permittee of any of the terms or conditions set forth in this Permit, State may at any time thereafter, without limiting State in the exercise of any right of remedy at law or in equity which State may have by reason of such default or breach:

(a) Maintain this Permit in full force and effect and recover the consideration, if any, and other monetary charges as they become due, without terminating Permittee's right to use of the Property, regardless of whether Permittee has abandoned the Property; or

(b) Immediately terminate this Permit upon giving written notice to Permittee, whereupon Permittee shall immediately surrender possession of the Property to State and remove all of Permittee’s equipment and other personal property from the Property. In such event, State shall be entitled to recover from Permittee all damages incurred or suffered by State by reason of Permittee's default, including, but not limited to, the following:

(i) any amount necessary to compensate State for all the detriment proximately caused by Permittee's failure to perform its obligations under this Permit, including, but not limited to, compensation for the cost of restoration, repair and revegetation of the Property, which shall be done at State’s sole discretion and compensation for the detriment which in the ordinary course of events would be likely to result from the default; plus

(ii) at State's election, such other amounts in addition to or in lieu of the foregoing as may be permitted from time to time by applicable law.

22. State's Right to Cure Permittee's Default: At any time after Permittee is in default or in material breach of this Permit, State may, but shall not be required to, cure such default or breach at Permittee's cost. If State at any time, by reason of such default or breach, pays any sum or does any act that requires the payment of any sum, the sum paid by State shall be due immediately from Permittee to State at the time the sum is paid. The sum due from Permittee to State shall bear the maximum interest allowed by California law from the date the sum was paid by State until the date on which Permittee reimburses State.

23. Revocation of Permit: The State shall have the absolute right to revoke this Permit for any reason upon ten (10) days written notice to Permittee. Written notice to Permittee may be accomplished by electronic or facsimile transmission, and the notice period set forth in this paragraph shall begin on the date of the electronic or facsimile transmission, or, if sent by mail, on the date of delivery. If Permittee is in breach of the Permit or owes money to the State pursuant to this Permit, any prepaid monies paid by Permittee to State shall be held and applied by the State as an offset toward damages and/or amounts owed. Nothing stated herein shall limit the State's exercise of its legal and equitable remedies.

24. **Recovery of Legal Fees:** In any action brought to enforce or interpret any provisions of this Permit or to restrain the breach of any agreement contained herein, or for the recovery of possession of the Property, or to protect any rights given to the State against Permittee, and in any actions or proceedings under Title 11 of the United States Code, if the State shall prevail in such action on trial or appeal, the Permittee shall pay to the State such amount in attorney's fees in said action as the court shall determine to be reasonable, which shall be fixed by the court as part of the costs of said action.

25. **Voluntary Execution and Independence of Counsel:** By their respective signatures below, each Party hereto affirms that they have read and understood this Permit and have received independent counsel and advice from their attorneys with respect to the advisability of executing this Permit.

26. **Reliance on Investigations:** Permittee declares that it has made such investigation of the facts pertaining to this Permit, the Property and all the matters pertaining thereto as it deems necessary, and on that basis accepts the terms and conditions contained in this Permit. Permittee acknowledges that State has made, and makes, no representations or warranties as to the condition of the Property, and Permittee expressly agrees to accept the Property in its as-is condition for use as herein permitted.

27. **Entire Agreement:** The Parties further declare and represent that no inducement, promise or agreement not herein expressed has been made to them and this Permit contains the entire agreement of the Parties, and that the terms of this agreement are contractual and not a mere recital.

28. **Warranty of Authority:** The undersigned represents that they have the authority to, and do, bind the person or entity on whose behalf and for whom they are signing this Permit and the attendant documents provided for herein, and this Permit and said additional documents are, accordingly, binding on said person or entity.

29. **Assignment:** This Permit shall not be assigned, mortgaged, hypothecated, or transferred by Permittee, whether voluntarily or involuntarily or by operation of law, nor shall Permittee let, sublet or grant any license or permit with respect to the use and occupancy of the Property or any portion thereof, without the prior written consent of State.

30. **Choice of Law:** This Permit will be governed and construed by the laws of the State of California.

STATE OF CALIFORNIA
Department of Parks and Recreation

By: _____
Name: Vince Anibale
Title: District Superintendent (Acting)

COUNTY OF CONTRA COSTA
Department of Public Works

By: _____
Name: Julia R. Bueren
Title: Public Works Director
Address: 255 Glacier Drive
Phone: 925-313-2201; Fax: 925-313-2333

EXHIBIT "B"

The Property

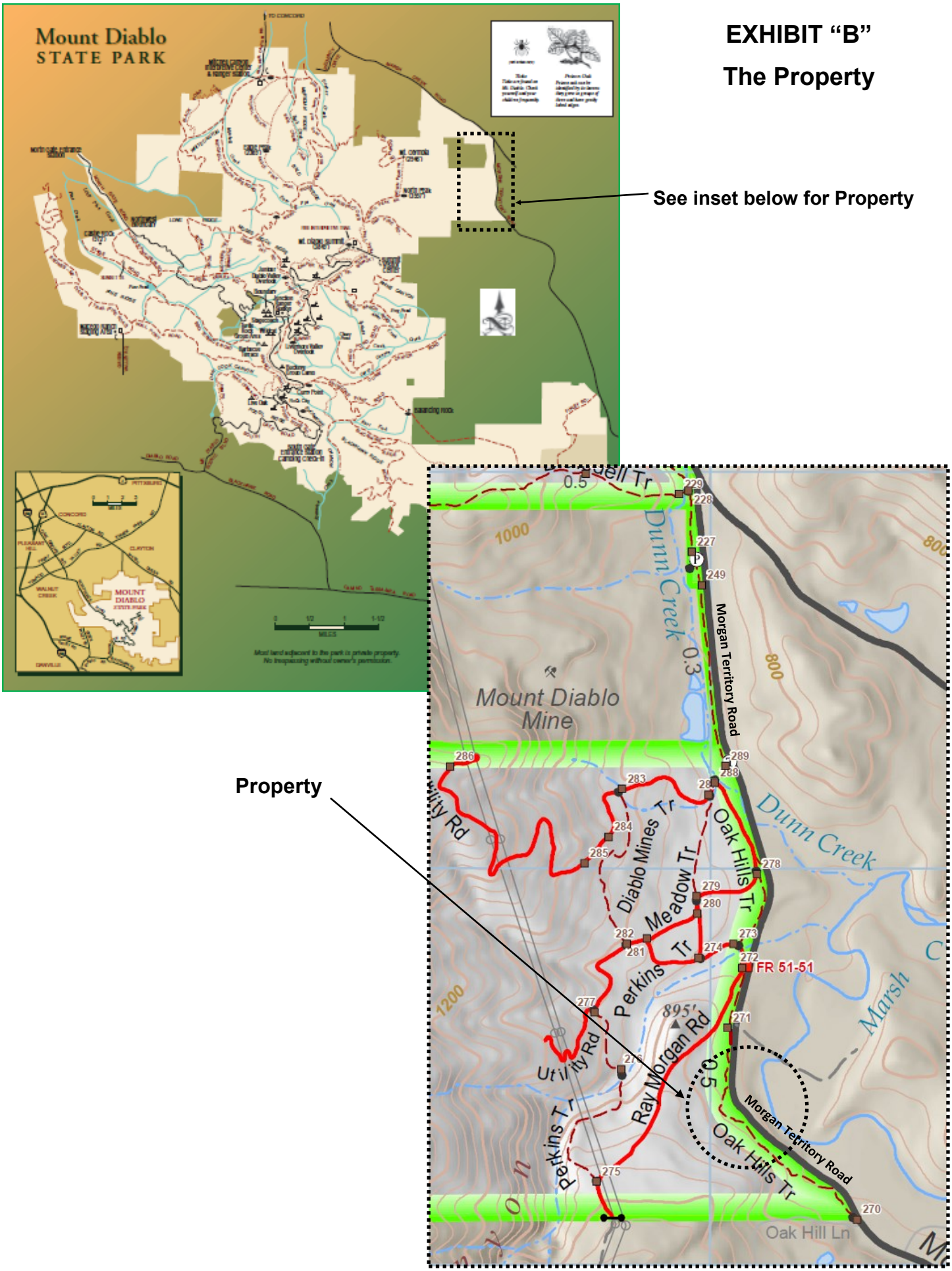


EXHIBIT "C"

Project Description

Morgan Territory Road Slide Repair Project

Background

Morgan Territory Road is located on the southeast side of Mount Diablo State Park and is south of the Town of Clayton. It is an off system, local rural road that provides approximately 300 vehicles per day access to homes and businesses and is used by residents and emergency life safety services to access the rural area west of Marsh Creek Road. The road is generally 22' wide and winds through rolling and mountainous terrain.

During the recent "Atmospheric River" storms, a section of Morgan Territory Road experienced a land slide rendering the road unsafe for public use and was closed. The slide involves an area about 30 feet above the roadway to about 60 feet downhill of the road and is approximately 170 feet long. The terrain is relatively steep with slopes close to 1:1 and is about 80 feet above Marsh Creek at the bottom. During the initial slide, the ground at the top of the slide dropped vertically about 3 feet and is continuing to move with present vertical displacement approximately 8 feet.

The location of the slide is about 1.1 miles west of the Morgan Territory Road and Marsh Creek Road intersection and is immediately adjacent a portion of the eastern boundary of Mount Diablo State Park.

State Parks property is located to the west and is on the uphill side of the road.

The project is located in the East Contra Costa County Habitat Conservation/Natural Community Conservation Plan (HCP/NCCP) area, and is a covered project under Section 2.3.3 Rural Infrastructure Operation and Maintenance Activities, Natural Disaster Damage Repair of the HCP/NCCP.

Project Scope of Work on Property

In order for Permittee to repair its Morgan Territory Road, Permittee plans on the construction of retaining walls on both the uphill and downhill sides of the damaged road. The uphill retaining wall is immediately adjacent to State Parks' land. Permittee's design requires the installation of subsurface tieback soil anchors that extend permanently in the ground into State Parks land (see attached soil anchor cross

section). Permittee will install 30 anchors shown on Parcel 1 (see figure 1 below). These subsurface soil anchors will lie a minimum of 15 feet vertically beneath the surface and extend approximately 115' horizontally onto State Parks land at a 15 degree angle down from horizontal. Permittee will install the 6" diameter anchors by a horizontal drill rig from the roadway level, then will fill the 6 inch drilled holes with anchor, steel tendons, and grouted with a slurry cement mixture.

Permittee shall not perform any soil excavation on State Park land to construct the retaining wall.

Permittee may cut down and remove six trees (# 5, 6, 21, 22, 23, and 36) located on Parcel 2 that have been identified for removal as shown in the Arborist Report revised May 25, 2017 (see figure 3 below), and as approved by State Parks. Additionally, there are three additional trees (# 45, 46 and 52) that may be removed by Permittee if the trees' root system is adversely affected by the construction of the retaining wall, as determined by the Permittee's Arborist and approved by State Parks. Any trees removed will be accessed by Permittee on foot. Trees will be flush cut using a chain saw near to the ground with no soil disturbance.

Prior to tree removal, Permittee shall conduct a pre-construction survey to determine where active nests occur within/around the tree removal area; and monitor tree removal activities to determine whether nesting birds in the vicinity of the tree removal activity are showing behavioral signs of nest disruption. Permittee shall provide and on-site wildlife biologist to provide real-time recommendations to Permittee's Resident Engineer to reduce the potential for disruption. If an active nest appears to be at risk of abandonment work in the vicinity of the nest Permittee shall cease work and immediately consult with the Migratory Bird Office at USFWS as well as CDFW to determine appropriate measures.

Permittee shall place a temporary wildlife exclusion fence along the entire length of the Project area to prevent animals from entering the job site in accordance with their HCP/NCCP. Permittee shall not perform any digging to install the fence (any t-posts installed shall be pounded into the ground). Upon project completion, Permittee shall completely remove the temporary fence and repair any damage caused by Project to pre-Project or better conditions as approved by State.

Upon completion of Project, Permittee shall restore and revegetate all disturbed soil areas within State Park jurisdiction as required herein *Paragraph 15. RESTORATION OF PROPERTY* and as directed by the State Parks. Permittee shall comply State Parks Genetic Integrity Policy.

Permittee has requested two areas (as shown as Parcel 1 and Parcel 2, see figure 2 below) within the Property for access for construction related activity.

Parcel 1 is approximately 115 feet by 200 feet and is required for installation of subsurface tieback soil anchors required for retaining wall support. Permittee shall perform installation work from adjacent Morgan Territory Road and Permittee shall limit their surface access on Parcel 1 to crews hand installation and removal of the wildlife exclusion fence. Parcel 1 will subsequently require a grant of an easement to Contra Costa County for the permanent placement of the subsurface tieback soil anchors.

Parcel 2 is approximately 10 feet by 360 feet long for surface access for hand crews for construction access for the retaining wall and the removal of up to nine trees as noted above for hand crew work during construction. No vehicles or equipment will be operated in this area. All equipment activity will take place from the roadway level.

Permanent Easement

This Right of Entry Permit on Parcel 1 will require a subsequent permanent easement granted by State Parks due to the installation of subsurface tieback soil anchors that will extend permanently into State Park property.

***Figure 1: Typical Subsurface Soil Anchor Cross* Section**

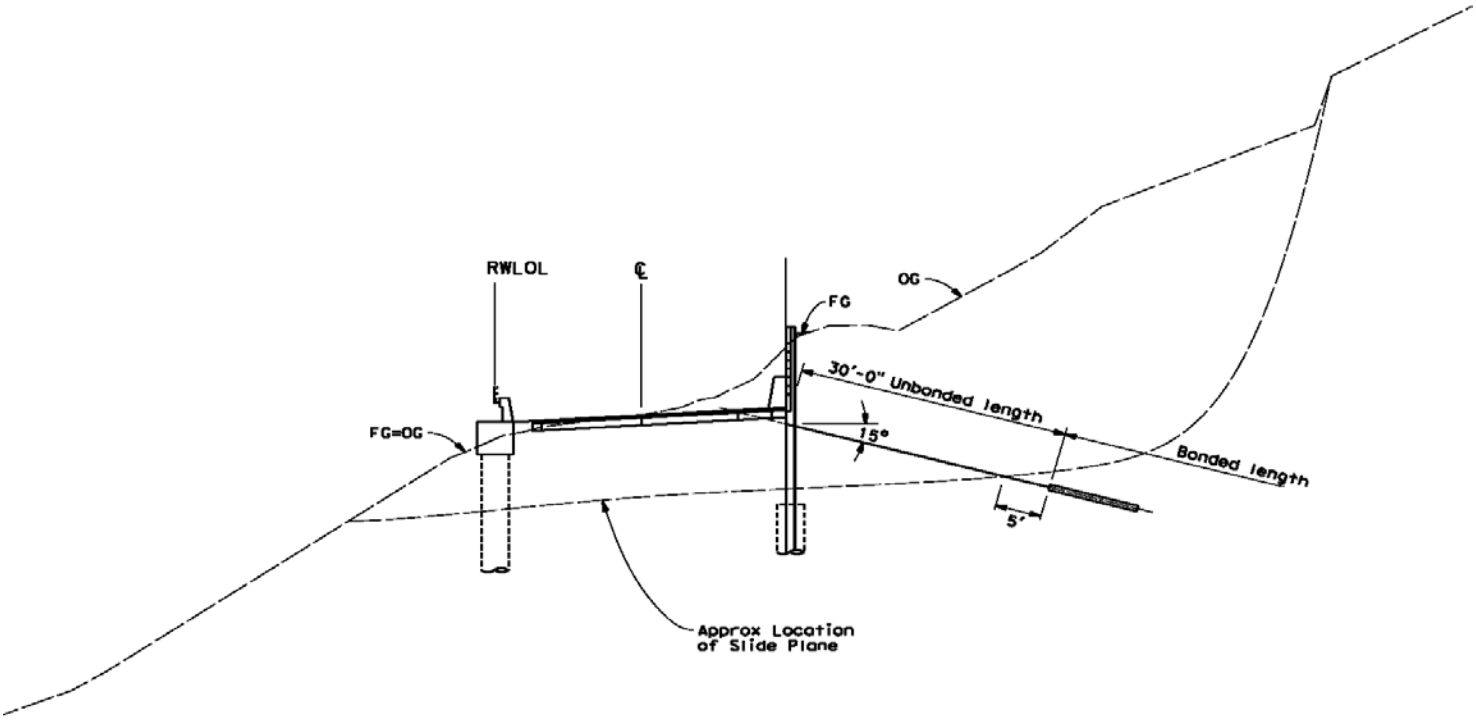


Figure 2: Parcels 1 & 2

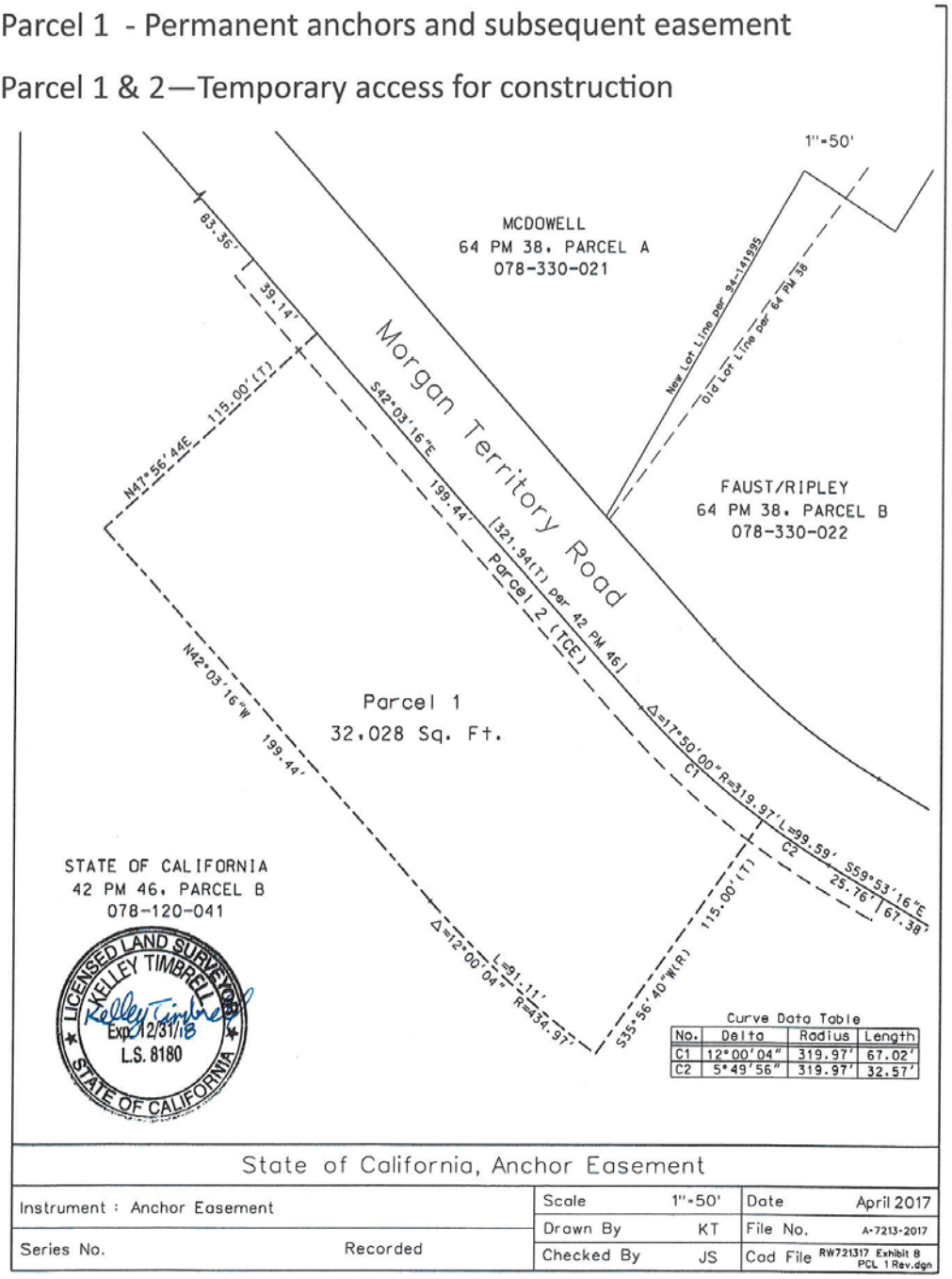
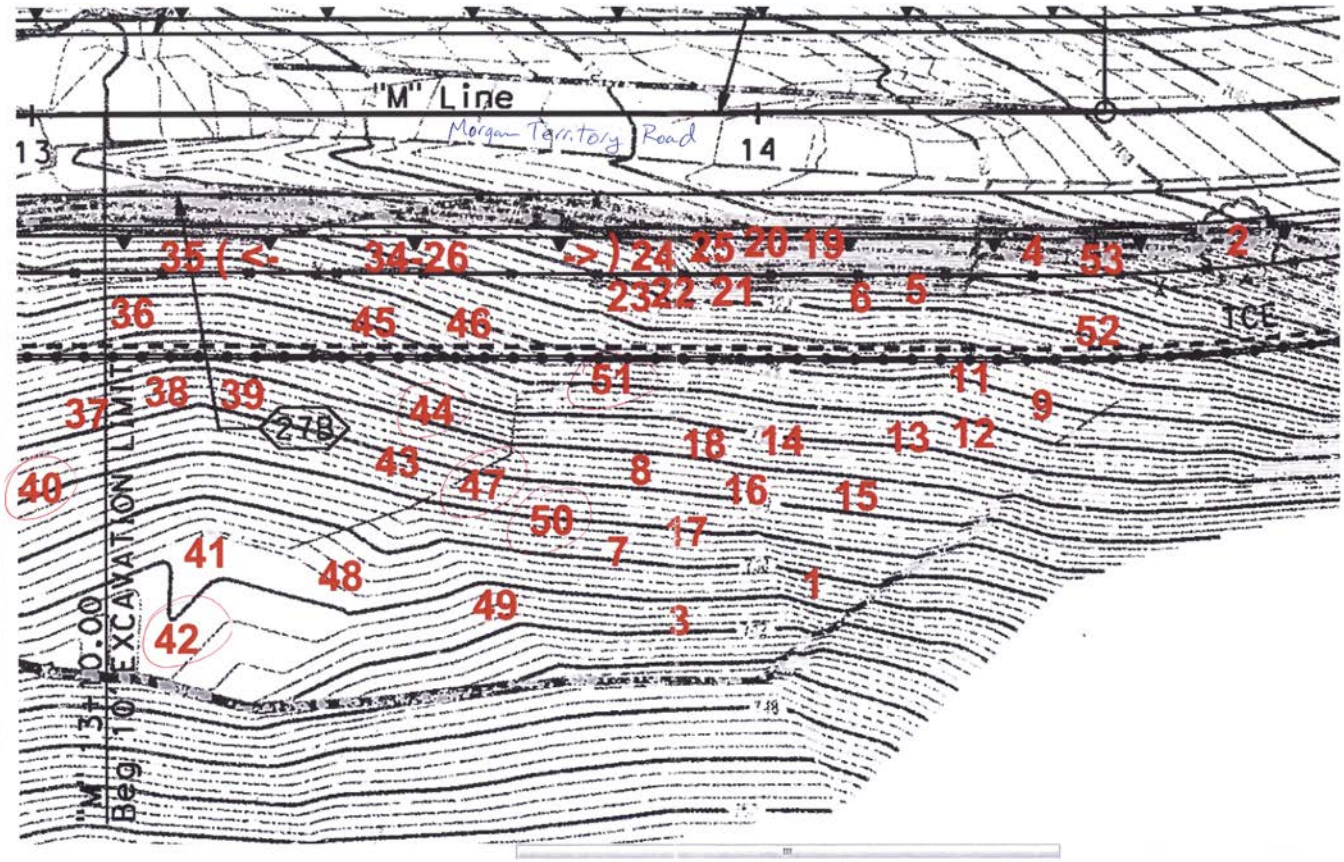


Figure 3: Arborist Report Tree Map



State of California • Natural Resources Agency
Edmund G. Brown Jr., *Governor*
DEPARTMENT OF PARKS AND RECREATION
Lisa Ann L. Mangat, *Director*
Bay Area District
845 Casa Grande Road
Petaluma, CA 94954

EXHIBIT "D"

Department of Parks and Recreation
Department Operations Manual (DOM)
Natural Resources Section
Plant Resources Chapter 0310.4.1

Genetic Integrity Policy

In order to maintain the genetic integrity and diversity of native California plants, revegetation or transplant efforts in the State Park System will employ local populations, unless it is shown by scientific analysis that these populations are not genetically distinct from other populations being proposed for use. If local populations have been decimated, the closest, most genetically similar population(s) to those being lost from the State Park System unit will be used (California State Park and Recreation Commission Policy II.4).

Sources of materials for revegetation will be, in preferred order:

1. Seeds, plants, and cuttings salvaged from the site prior to disturbance;
2. Materials from similar vegetation and sites within the unit;
3. Materials collected offsite, but from within the same ecological region, elevation, and site characteristics as the site to be revegetated.

If seeds or plants must be acquired from commercial sources, the origin of the materials should be from within the same ecological region, elevation, and site characteristics as the project area.

In order to eliminate the possibility of genetic contamination of any naturally occurring population at or near a revegetation site, threatened or endangered plant taxa will not be used for revegetation unless the revegetation is being done as part of a restoration plan for that taxon (See DOM Section 0310.5.3.1).

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: APPROVE the second extension of the Subdivision Agreement for subdivision SD05-08967, Pacheco area.

RECOMMENDATION(S):
ADOPT Resolution No. 2017/216 approving the second extension of the Subdivision Agreement for subdivision SD05-08967, for a project being developed by KB Home South Bay Inc., as recommended by the Public Works Director, Pacheco area. (District V)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The terminal date of the Subdivision Agreement needs to be extended. The developer has not completed the required improvements and has requested more time. (Approximately 95% of the work has been completed to date.) By granting an extension, the County will give the developer more time to complete improvements and keeps the bond current.

CONSEQUENCE OF NEGATIVE ACTION:
The terminal date of the Subdivision Agreement will not be extended and the developer will be in default of the agreement, requiring the County to take legal action against the developer and surety to get the improvements installed, or revert the development to acreage.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Jocelyn LaRocque, 925.313-2315

By: , Deputy

cc: Jocelyn LaRocque, Engineering Services, Sherri Reed, Design and Construction, Ruben Hernandez, Dept. of Conservation, T- November 7, 2017, KB Home South Bay Inc., Arch Insurance Company

ATTACHMENTS

Resolution No. 2017/216

Subdivision Agreement Extension
SD05-08967

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 06/20/2017 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2017/216

IN THE MATTER OF approving the second extension of the Subdivision Agreement for subdivision SD05-08967, for a project being developed by KB Home South Bay Inc., as recommended by the Public Works Director, Pacheco area. (District V)

WHEREAS the Public Works Director having recommended that she be authorized to execute the second agreement extension which extends the subdivision agreement between KB Home South Bay Inc., and the County for construction of certain improvements in SD05-08967, Pacheco area, through January 7, 2018.

APPROXIMATE PERCENTAGE OF WORK: 95%

ANTICIPATED DATE OF COMPLETION: August 2017

BOND NO.: SU 1120519 Date: August 16, 2013

REASON FOR EXTENSION: Developer has requested more time to complete improvements.

NOW, THEREFORE, BE IT RESOLVED that the recommendation of the Public Works Director is 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.

Contact: Jocelyn LaRocque, 925.313-2315

ATTESTED: June 20, 2017

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

By: , Deputy

cc: Jocelyn LaRocque, Engineering Services, Sherri Reed, Design and Construction, Ruben Hernandez, Dept. of Conservation, T- November 7, 2017, KB Home South Bay Inc., Arch Insurance Company

email receipt: mkcollins@kbhome.com

CONTRA COSTA COUNTY

SUBDIVISION AGREEMENT EXTENSION

Development Number: SD05-08967

Developer: KB Homes, South Bay, Inc.

Original Agreement Date: January 8, 2014

Second Extension New Termination Date: January 8, 2018

Improvement Security

SURETY: Arch Insurance Company

BOND No. SU 1120519 **Date:** August 16, 2013

Security Type	**Security Amount**	
Cash:	$ 20,200.00	**(1% cash, $1,000 Min.)**
SURETY BOND:	$ 1,994,800.00	**(Performance)**
	$ 1,007,500.00	**(Labor& Material)**

The Developer and the Surety desire this Agreement to be extended through the above date; and Contra Costa County and said Surety hereby agree thereto and acknowledge same.

Dated: _____

FOR CONTRA COSTA COUNTY
Julia R. Bueren, Public Works Director

By: _____

RECOMMENDED FOR APPROVAL:

By: _____
(Engineering Services Division)

(NOTE: Developer's, Surety's and Financial Institution's Signatures must be Notarized.)

FORM APPROVED: Victor J. Westman, County Counsel

After Approval Return to Clerk of the Board

Dated: May 15, 2017

Developer's Signature(s)

Chris Reder
Printed

Developer's Signature(s)

Printed

5000 Executive Parkway #125, San Ramon CA 94583
Address

Arch Insurance Company
Surety or Financial Institution

865 S. Figueroa St., #2300, Los Angeles CA 90017
Address

Brenda Wong
Attorney in Facts Signature

Brenda Wong, Attorney-in-Fact 5/11/2017
Printed

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 Los Angeles

On MAY 11 2017 before me, M. Gonzales, Notary Public, personally appeared Brenda Wong 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.

(seal) Signature M Gonzales

M. Gonzales, Notary Public

M. GONZALES
Commission # 2041647
Notary Public - California
Los Angeles County
My Comm. Expires Oct 5, 2017

THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON BLUE BACKGROUND.

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated. Not valid for Mortgage, Note, Loan, Letter of Credit, Bank Deposit, Currency Rate, Interest Rate or Residential Value Guarantees.

POWER OF ATTORNEY

Know All Persons By These Presents:

That the Arch Insurance Company, a corporation organized and existing under the laws of the State of Missouri, having its principal administrative office in Jersey City, New Jersey (hereinafter referred to as the "Company") does hereby appoint:

Brenda Wong, Cesar F. Javier, Jeffrey Strassner, Natalie K. Trofimoff, Patricia Talavera and Tenzer V. Cunningham of Los Angeles, CA (EACH)
Kathy R. Mair, Mechelle Larkin and Irene Lau of Newport Beach, CA (EACH)

its true and lawful Attorney(s)in-Fact, to make, execute, seal, and deliver from the date of issuance of this power for and on its behalf as surety, and as its act and deed:

Any and all bonds, undertakings, recognizances and other surety obligations, in the penal sum not exceeding
Ninety Million Dollars ($90,000,000.00).

This authority does not permit the same obligation to be split into two or more bonds In order to bring each such bond within the dollar limit of authority as set forth herein.

The execution of such bonds, undertakings, recognizances and other surety obligations in pursuance of these presents shall be as binding upon the said Company as fully and amply to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal administrative office in Jersey City, New Jersey.

This Power of Attorney is executed by authority of resolutions adopted by unanimous consent of the Board of Directors of the Company on September 15, 2011, true and accurate copies of which are hereinafter set forth and are hereby certified to by the undersigned Secretary as being in full force and effect:

"VOTED, That the Chairman of the Board, the President, or the Executive Vice President, or any Senior Vice President, of the Surety Business Division, or their appointees designated in writing and filed with the Secretary, or the Secretary shall have the power and authority to appoint agents and attorneys-in-fact, and to authorize them subject to the limitations set forth in their respective powers of attorney, to execute on behalf of the Company, and attach the seal of the Company thereto, bonds, undertakings, recognizances and other surety obligations obligatory in the nature thereof, and any such officers of the Company may appoint agents for acceptance of process."

This Power of Attorney is signed, sealed and certified by facsimile under and by authority of the following resolution adopted by the unanimous consent of the Board of Directors of the Company on September 15, 2011:

VOTED, That the signature of the Chairman of the Board, the President, or the Executive Vice President, or any Senior Vice President, of the Surety Business Division, or their appointees designated in writing and filed with the Secretary, and the signature of the Secretary, the seal of the Company, and certifications by the Secretary, may be affixed by facsimile on any power of attorney or bond executed pursuant to the resolution adopted by the Board of Directors on September 15, 2011, and any such power so executed, sealed and certified with respect to any bond or undertaking to which it is attached, shall continue to be valid and binding upon the Company.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

"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)SS
COUNTY OF Contra Costa)

On May 15, 2017, before me, Sara L. Robbins, Notary Public, personally appeared Chris Reder, 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

SARA L. ROBBINS
Notary Public - California
Contra Costa County
Commission # 2186676
My Comm. Expires Mar 16, 2021

My Commission Expires: Mar 16, 2021

This area for official notarial seal

Notary Name: Sara L. Robbins
Notary Registration Number: 2186676

Notary Phone: 925-983-4524
County of Principal Place of Business: Contra Costa

Contra Costa County

To: Contra Costa County Flood Control District Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Annual Drainage Area Benefit Assessments For Fiscal Year 2017-2018. Project No. 7505-6F8167, CP# 99-54

RECOMMENDATION(S):
ADOPT Resolution No. 2017/222 approving and authorizing the Chief Engineer, Flood Control and Water Conservation District (FC District), or designee, to impose the annual Drainage Area Benefit Assessments (DABAs) for Fiscal Year 2017/2018 for Drainage Areas 67A, 75A, 76A, 520, 910, 1010, and 1010A, in the Walnut Creek, San Ramon, Alamo, Oakley, and Danville areas.

FISCAL IMPACT:
The proposed annual DABAs will provide approximately $852,000 in funding for drainage maintenance activities in Drainage Areas 67A, 75A, 76A, 520, 910, 1010, and 1010A. (100% Drainage Area Benefit Assessment Funds)

BACKGROUND:
DABA areas are those in which all parcels within each drainage area boundary pay assessments for flood control infrastructure maintenance and repair. Flood control maintenance activities include complaint investigation, facility inspections, ditch and basin cleaning, maintaining right-of-way access, and other general routine drainage maintenance activities. Special drainage maintenance activities, such as bank repairs, are also funded by the assessments. The benefit assessments collected are used only for administration, maintenance, and operation of the Flood Control

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Tim Jensen, (925) 313-2390

cc: Laura Strobel, County Administrator's Office, Robin Cantu, County Assessor's Office, Bob Campbell, County Auditor–Controller's Office, Dorothy Lim, County Auditor-Controller's Office, Brice Bins, County Treasurer–Tax Collector, Mike Carlson, Deputy Chief Engineer, Tim Jensen, Flood Control, Crystal O'Dell, Flood Control, Naila Thrower, Engineering Services, Catherine Windham, Flood Control

BACKGROUND: (CONT'D)

facilities, within the FC District right-of-way limits.

The annual benefit assessment amount for each Impervious Area Unit (IAU [one IAU equals 1,000 ft2]) is the quotient of the total annual maintenance cost divided by the total IAU's in the drainage area. The annual benefit assessment for each lot is the product of the number of IAU's assigned to each lot times the annual benefit assessment per IAU. The annual benefit assessment is adjusted periodically to account for inflation and maintenance needs.

The Board of Supervisors, acting as the governing board of the FC District, provided public notice to all affected property owners prior to the establishment of the initial DABAs. The Board set the maximum assessment rate for each DABA when each drainage area was formed. A maximum reserve fund based on the estimated annual cost of the maintenance services was also established when each drainage area was formed. The purpose of this action was to provide adequate funding for unscheduled maintenance or contingencies.

CONSEQUENCE OF NEGATIVE ACTION:

If the proposed DABAs, for Fiscal Year 2017-2018, are not implemented, routine and special drainage maintenance of flood control facilities in these drainage areas may not occur, which could impair the effectiveness of the flood control facilities in these drainage areas and negatively impact the surrounding watersheds. A significant impact in a watershed could cost the FC District and the County considerable amounts of money to repair and restore the flood control facility and surrounding areas.

ATTACHMENTS

Resolution No. 2017/222

Exhibit A

Proposed Fees 2017

Table 1

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 06/20/2017 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2017/222

In The Matter Of: Approving and Authorizing the Chief Engineer, Flood Control and Water Conservation District, or designee, to impose the Annual Benefit Assessments for Fiscal Year 2017-2018 for Drainage Area 67A (Walnut Creek), Drainage Area 75A (San Ramon), Drainage Area 76A (Alamo), Drainage Area 520 (Oakley), Drainage Area 910 (Danville), Drainage Area 1010 (Danville), and Drainage Area 1010A (Danville), Walnut Creek, San Ramon, Alamo, Oakley, and Danville areas. (100% Drainage Area Benefit Assessment Funds) Project No. 7505-6F8167, CP# 99-54

The Board of Supervisors of Contra Costa County, as the governing body of the Flood Control and Water Conservation District (referred to as the "FC District"), RESOLVES as follows:

The FC District has previously established Drainage Areas 67A, 75A, 76A, 520, 910, 1010, and 1010A pursuant to the provisions of Contra Costa County Flood Control and Water Conservation District Act (West's Water Code–Appendix, Ch. 63);

The FC District has previously determined and proposed for adoption within said drainage areas annual benefit assessments pursuant to the Benefit Assessment Act of 1982 (Gov. Code, Sections 54701-54718), which assessments were subsequently approved by the vote required by law;

Once benefit assessments have been approved by the voters, Government Code Section 54717 (c) authorizes the Board annually to determine the cost of the services provided to the affected areas of benefit and to determine and impose the assessments; and

The Board has before it the report (see attached Exhibit A), prepared by the Chief Engineer, which describes the cost of providing drainage and flood control services to the above-numbered drainage areas for Fiscal Year 2017-2018. Also attached are lists indicating the annual benefit assessments proposed to be levied against the parcels within the drainage areas to cover the cost of such services; and

The proposed assessment rate amounts indicated do not exceed the maximum rates established for each of the Drainage Areas;

The Board DETERMINES that the costs of the services financed by the benefit assessments for each drainage area are as shown in Table 1.

The Board IMPOSES the annual benefit assessments set forth in the above-described report, attached hereto as Exhibit A and made a part hereof by reference, and DIRECTS that said benefit assessments be levied against the parcels within Drainage Areas 67A, 75A, 76A, 520, 910, 1010, and 1010A and collected in the same manner, and subject to the same penalties and priority of lien, as other charges and taxes fixed and collected by the County, as provided by Government Code Section 54718.

Contact: Tim Jensen, (925) 313-2390

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: June 20, 2017

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

By: , Deputy

cc: Laura Strobel, County Administrator's Office, Robin Cantu, County Assessor's Office, Bob Campbell, County Auditor–Controller's Office, Dorothy Lim, County Auditor-Controller's Office, Brice Bins, County Treasurer–Tax Collector, Mike Carlson, Deputy Chief Engineer, Tim Jensen, Flood Control, Crystal O'Dell, Flood Control, Naila Thrower, Engineering Services, Catherine Windham, Flood Control

Flood Control District
Drainage Area Benefit Assessment (DABA) Districts

Exhibit A

Drainage Area		Fiscal Year 2016-2017							Fiscal Year 2017-2018					
		FY 16-17 Begining Fund Balance July 1st	FY 16-17 Revolving Fund Loans	Estimated Revenue to end of FY June 30th	FY 16-17 Estimated Mtce Expense	FY 16-17 Estimated Admin Expense	FY 16-17 Estimated Eng. Project Expense	Estimated Expense to end of FY June 30th	FY 17-18 Estimated Beginning Fund Balance	FY 17-18 Estimated Asmnt Revenue	FY 17-18 Total Current Funds Available	FY 17-18 Estimated Mtce Expense	FY 17-18 Estimated Admin Expense	FY 17-18 Estimated Ending Fund Balance
DA 67A	Rossmoor	$298,541	$ -	$78,500	($55,200)	($12,791)	$0	($67,991)	$309,050	$ 100,000.00	$346,979	($88,200.00)	($16,000.00)	$309,850
DA 75A	Canyon Lakes	$325,506	$ -	$115,500	($85,900)	($20,293)	($10,000)	($116,193)	$324,813	$ 140,000.00	$372,686	($194,400.00)	($22,000.00)	$248,413
DA 76A	Bogue Ranch	$194,236	$ -	$116,500	($46,300)	($4,797)	($44,000)	($95,097)	$215,639	$ 140,000.00	$268,668	($89,700.00)	($14,000.00)	$251,939
DA 520	Laurel Basin	$98,103	$ -	$38,500	($42,700)	($4,059)	$0	($46,759)	$89,844	$ 47,000.00	$132,497	($37,500.00)	($10,000.00)	$89,344
DA 910	Rassier Ranch	$222,957	$ -	$48,300	($45,500)	($4,674)	$0	($50,174)	$221,083	$ 35,000.00	$254,594	($70,500.00)	($15,000.00)	$170,583
DA 1010	Bettencourt	$898,911	$ -	$258,500	($172,522)	($11,069)	($30,000)	($213,591)	$943,820	$ 300,000.00	$1,108,323	($166,000.00)	($42,000.00)	$1,035,820
DA 1010A	Shadow Creek	$255,714	$ -	$80,500	($82,000)	($5,903)	$0	($87,903)	$248,311	$ 90,000.00	$314,013	($112,000.00)	($14,000.00)	$212,311
	Total	$2,293,968	$ -	$736,300	($530,122)	($63,584)	($84,000)	$2,237,050	$2,352,562	$ 852,000.00	$2,797,760	($758,300.00)	($133,000.00)	$2,318,262

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

05/30/17

DA1010		DA1010		DA1010		DA1010	
203-061-001-4	$ 47.48	203-061-038-6	$ 79.72	203-071-007-9	$ 47.48	203-071-044-2	$ 28.28
203-061-002-2	$ 47.48	203-061-039-4	$ 79.72	203-071-008-7	$ 47.48	203-071-045-9	$ 28.28
203-061-003-0	$ 47.48	203-061-040-2	$ 79.72	203-071-009-5	$ 47.48	203-071-046-7	$ 28.28
203-061-004-8	$ 47.48	203-061-041-0	$ 79.72	203-071-010-3	$ 47.48	203-071-047-5	$ 28.28
203-061-005-5	$ 47.48	203-061-042-8	$ 79.72	203-071-011-1	$ 47.48	203-071-048-3	$ 28.28
203-061-006-3	$ 47.48	203-061-043-6	$ 52.24	203-071-012-9	$ 47.48	203-071-049-1	$ 28.28
203-061-007-1	$ 24.14	203-061-044-4	$ 52.24	203-071-013-7	$ 47.48	203-071-050-9	$ 28.28
203-061-008-9	$ 24.14	203-061-045-1	$ 52.24	203-071-014-5	$ 47.48	203-071-051-7	$ 28.28
203-061-009-7	$ 24.14	203-061-046-9	$ 36.58	203-071-015-2	$ 47.48	203-071-052-5	$ 28.28
203-061-010-5	$ 24.14	203-061-047-7	$ 36.58	203-071-016-0	$ 47.48	203-071-053-3	$ 28.28
203-061-011-3	$ 24.14	203-061-048-5	$ 36.58	203-071-017-8	$ 47.48	203-071-054-1	$ 28.28
203-061-012-1	$ 24.14	203-061-049-3	$ 36.58	203-071-018-6	$ 47.48	203-071-055-8	$ 28.28
203-061-013-9	$ 24.14	203-061-050-1	$ 36.58	203-071-019-4	$ 47.48	203-071-056-6	$ 28.28
203-061-014-7	$ 24.14	203-061-051-9	$ 36.58	203-071-020-2	$ 47.48	203-071-057-4	$ 28.28
203-061-015-4	$ 24.14	203-061-052-7	$ 36.58	203-071-021-0	$ 47.48	203-071-058-2	$ 28.28
203-061-016-2	$ 24.14	203-061-053-5	$ 36.58	203-071-022-8	$ 47.48	203-071-059-0	$ 28.28
203-061-017-0	$ 24.14	203-061-054-3	$ 36.58	203-071-023-6	$ 47.48	203-071-060-8	$ 28.28
203-061-018-8	$ 24.14	203-061-055-0	$ 36.58	203-071-024-4	$ 47.48	203-071-061-6	$ 28.28
203-061-019-6	$ 24.14	203-061-056-8	$ 36.58	203-071-025-1	$ 47.48	203-071-062-4	$ 28.28
203-061-020-4	$ 24.14	203-061-057-6	$ 36.58	203-071-026-9	$ 47.48	203-071-063-2	$ 29.88
203-061-021-2	$ 24.14	203-061-058-4	$ 36.58	203-071-027-7	$ 47.48	203-071-064-0	$ 29.88
203-061-022-0	$ 24.14	203-061-059-2	$ 36.58	203-071-028-5	$ 47.48	203-071-065-7	$ 29.88
203-061-023-8	$ 24.14	203-061-060-0	$ 36.58	203-071-029-3	$ 47.48	203-071-066-5	$ 29.88
203-061-024-6	$ 24.14	203-061-061-8	$ 36.58	203-071-030-1	$ 47.48	203-071-067-3	$ 29.88
203-061-025-3	$ 24.14	203-061-062-6	$ 36.58	203-071-031-9	$ 47.48	203-071-068-1	$ 29.88
203-061-026-1	$ 24.14	203-061-063-4	$ 36.58	203-071-032-7	$ 47.48	203-071-069-9	$ 29.88
203-061-027-9	$ 24.14	203-061-064-2	$ 36.58	203-071-033-5	$ 47.48	203-071-070-7	$ 29.88
203-061-028-7	$ 24.14	203-061-065-9	$ 36.58	203-071-034-3	$ 47.48	203-071-071-5	$ 29.88
203-061-029-5	$ 24.14	203-061-067-5		203-071-035-0	$ 47.48	203-071-072-3	$ 29.88
203-061-030-3	$ 79.72	203-061-068-3		203-071-036-8	$ 47.48	203-071-073-1	$ 29.88
203-061-031-1	$ 79.72	203-061-070-9		203-071-037-6	$ 47.48	203-071-074-9	$ 29.88
203-061-032-9	$ 79.72	203-071-001-2	$ 47.48	203-071-038-4	$ 47.48	203-071-075-6	$ 29.88
203-061-033-7	$ 79.72	203-071-002-0	$ 47.48	203-071-039-2	$ 28.28	203-071-076-4	$ 29.88
203-061-034-5	$ 79.72	203-071-003-8	$ 47.48	203-071-040-0	$ 28.28	203-071-077-2	$ 29.88
203-061-035-2	$ 79.72	203-071-004-6	$ 47.48	203-071-041-8	$ 28.28	203-071-078-0	$ 29.88
203-061-036-0	$ 79.72	203-071-005-3	$ 47.48	203-071-042-6	$ 28.28	203-071-079-8	$ 29.88
203-061-037-8	$ 79.72	203-071-006-1	$ 47.48	203-071-043-4	$ 28.28	203-071-080-6	$ 29.88

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

05/30/17

DA1010		DA1010		DA1010		DA1010	
203-071-081-4	$ 52.24	206-281-009-4	$ 117.26	206-282-012-7	$ 122.16	206-283-029-0	$ 122.16
203-071-082-2	$ 52.24	206-281-010-2	$ 117.26	206-282-013-5	$ 122.16	206-283-030-8	$ 122.16
203-071-083-0	$ 52.24	206-281-011-0	$ 117.26	206-282-014-3	$ 122.16	206-283-031-6	$ 117.26
203-071-084-8	$ 52.24	206-281-012-8	$ 117.26	206-282-017-6		206-283-032-4	$ 117.26
203-071-085-5	$ 52.24	206-281-013-6	$ 117.26	206-282-018-4	$ 122.16	206-283-033-2	$ 117.26
203-071-086-3		206-281-014-4	$ 117.26	206-282-019-2	$ 122.16	206-283-044-9	$ 127.04
203-071-087-1		206-281-015-1	$ 117.26	206-282-021-8	$ 117.26	206-283-045-6	$ 131.96
203-071-088-9		206-281-016-9	$ 117.26	206-282-022-6	$ 117.26	206-283-048-0	$ 131.96
203-071-089-7		206-281-017-7	$ 117.26	206-282-023-4	$ 122.16	206-283-049-8	$ 127.04
206-010-027-4		206-281-018-5	$ 122.16	206-282-024-2	$ 122.16	206-283-050-6	$ 117.26
206-010-030-8		206-281-019-3	$ 122.16	206-282-025-9	$ 117.26	206-283-051-4	$ 117.26
206-010-033-2	$ 1,309.88	206-281-020-1	$ 122.16	206-282-026-7	$ 117.26	206-283-052-2	$ 117.26
206-010-037-3		206-281-021-9	$ 127.04	206-283-001-9	$ 117.26	206-283-053-0	
206-010-038-1		206-281-022-7	$ 139.02	206-283-002-7	$ 122.16	206-283-054-8	$ 122.16
206-010-045-6	$ 2,223.18	206-281-023-5	$ 122.16	206-283-003-5	$ 127.04	206-283-055-5	$ 117.26
206-010-046-4	$ 13,519.40	206-281-024-3	$ 122.16	206-283-004-3	$ 117.26	206-283-056-3	$ 117.26
206-010-049-8	$ 1,622.32	206-281-025-0	$ 122.16	206-283-005-0	$ 117.26	206-283-057-1	$ 122.16
206-010-050-6	$ 6,260.98	206-281-026-8	$ 122.16	206-283-006-8	$ 117.26	206-283-059-7	$ 127.04
206-010-051-4	$ 540.76	206-281-027-6	$ 122.16	206-283-007-6	$ 117.26	206-283-060-5	$ 122.16
206-010-053-0	$ 709.02	206-281-028-4	$ 122.16	206-283-008-4	$ 117.26	206-283-061-3	$ 122.16
206-010-054-8		206-281-029-2	$ 122.16	206-283-009-2	$ 117.26	206-283-062-1	$ 127.04
206-010-055-5		206-281-030-0	$ 122.16	206-283-010-0	$ 117.26	206-283-063-9	$ 127.04
206-010-056-3	$ 1,442.06	206-281-031-8	$ 122.16	206-283-011-8	$ 117.26	206-283-064-7	$ 122.16
206-010-059-7	$ 624.90	206-281-032-6	$ 117.26	206-283-012-6	$ 117.26	206-283-065-4	$ 139.02
206-010-061-3	$ 4,280.54	206-281-033-4	$ 117.26	206-283-013-4	$ 122.16	206-283-066-2	$ 127.04
206-020-078-5	$ 290.84	206-281-034-2	$ 117.26	206-283-014-2	$ 122.16	206-283-067-0	$ 127.04
206-272-026-9	$ 127.04	206-281-035-9	$ 117.26	206-283-015-9	$ 122.16	206-283-068-8	$ 127.04
206-272-027-7	$ 127.04	206-281-039-1	$ 122.16	206-283-019-1	$ 117.26	206-283-069-6	$ 122.16
206-272-028-5	$ 127.04	206-281-040-9	$ 122.16	206-283-020-9	$ 117.26	206-291-001-9	$ 153.16
206-272-029-3	$ 127.04	206-281-041-7	$ 127.04	206-283-021-7	$ 117.26	206-292-001-8	$ 139.02
206-272-030-1	$ 131.96	206-281-042-5	$ 122.16	206-283-022-5	$ 117.26	206-292-002-6	$ 127.04
206-272-031-9	$ 153.16	206-281-043-3	$ 131.96	206-283-023-3	$ 117.26	206-292-003-4	$ 131.96
206-281-001-1	$ 127.04	206-282-005-1	$ 117.26	206-283-024-1	$ 117.26	206-292-004-2	$ 127.04
206-281-002-9	$ 122.16	206-282-006-9	$ 117.26	206-283-025-8	$ 139.02	206-292-005-9	$ 127.04
206-281-003-7	$ 122.16	206-282-007-7	$ 117.26	206-283-026-6	$ 139.02	206-292-006-7	$ 131.96
206-281-004-5	$ 122.16	206-282-008-5	$ 117.26	206-283-027-4	$ 127.04	206-293-001-7	$ 139.02
206-281-008-6	$ 122.16	206-282-009-3	$ 117.26	206-283-028-2	$ 127.04	206-293-002-5	$ 139.02

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

05/30/17

DA1010		DA1010		DA1010		DA1010	
206-293-003-3	$ 139.02	206-301-004-1	$ 131.96	206-341-001-9	$ 127.04	206-343-009-0	$ 122.16
206-293-004-1	$ 153.16	206-301-005-8	$ 127.04	206-341-002-7	$ 127.04	206-343-010-8	$ 122.16
206-293-005-8	$ 153.16	206-301-006-6	$ 127.04	206-341-003-5	$ 127.04	206-343-011-6	$ 122.16
206-293-006-6	$ 139.02	206-301-007-4	$ 131.96	206-341-004-3	$ 131.96	206-343-012-4	$ 122.16
206-293-007-4	$ 176.30	206-301-008-2	$ 127.04	206-341-005-0	$ 131.96	206-343-013-2	$ 122.16
206-293-008-2	$ 153.16	206-301-009-0	$ 131.96	206-341-006-8	$ 131.96	206-343-014-0	$ 127.04
206-293-009-0	$ 139.02	206-301-010-8	$ 139.02	206-341-007-6	$ 127.04	206-343-015-7	$ 122.16
206-293-010-8	$ 131.96	206-302-001-6	$ 139.02	206-342-006-7	$ 127.04	206-343-016-5	$ 117.26
206-293-011-6	$ 127.04	206-302-002-4	$ 127.04	206-342-007-5	$ 122.16	206-343-017-3	$ 117.26
206-293-012-4	$ 139.02	206-302-003-2	$ 127.04	206-342-008-3	$ 117.26	206-343-018-1	$ 117.26
206-293-013-2	$ 131.96	206-302-004-0	$ 127.04	206-342-009-1	$ 117.26	206-343-019-9	$ 117.26
206-293-014-0	$ 139.02	206-302-005-7	$ 131.96	206-342-010-9	$ 117.26	206-343-020-7	$ 117.26
206-294-001-6	$ 139.02	206-302-006-5	$ 139.02	206-342-011-7	$ 117.26	206-343-021-5	$ 117.26
206-294-002-4	$ 139.02	206-302-007-3	$ 139.02	206-342-012-5	$ 117.26	206-343-022-3	$ 122.16
206-294-003-2	$ 139.02	206-302-008-1	$ 131.96	206-342-013-3	$ 122.16	206-343-023-1	$ 117.26
206-294-004-0	$ 127.04	206-302-009-9	$ 131.96	206-342-014-1	$ 122.16	206-343-024-9	$ 117.26
206-294-005-7	$ 139.02	206-302-010-7	$ 127.04	206-342-015-8	$ 122.16	206-343-025-6	$ 117.26
206-294-006-5	$ 131.96	206-302-011-5	$ 127.04	206-342-016-6	$ 117.26	206-343-026-4	$ 117.26
206-294-007-3	$ 131.96	206-302-012-3	$ 153.16	206-342-017-4	$ 117.26	206-343-027-2	$ 117.26
206-294-008-1	$ 139.02	206-303-001-5	$ 131.96	206-342-018-2	$ 117.26	206-343-028-0	$ 117.26
206-294-009-9	$ 139.02	206-303-002-3	$ 131.96	206-342-019-0	$ 117.26	206-343-029-8	$ 122.16
206-294-010-7	$ 139.02	206-311-001-5	$ 176.30	206-342-020-8	$ 117.26	206-351-001-6	$ 131.96
206-294-011-5	$ 139.02	206-311-002-3	$ 153.16	206-342-021-6	$ 122.16	206-351-002-4	$ 127.04
206-294-012-3	$ 131.96	206-311-003-1	$ 153.16	206-342-022-4	$ 122.16	206-351-003-2	$ 127.04
206-294-013-1	$ 131.96	206-311-004-9	$ 153.16	206-342-023-2	$ 127.04	206-351-004-0	$ 127.04
206-294-014-9	$ 131.96	206-311-005-6	$ 211.40	206-342-024-0	$ 122.16	206-351-005-7	$ 127.04
206-294-015-6	$ 131.96	206-311-020-5	$ 745.06	206-342-025-7	$ 117.26	206-351-006-5	$ 127.04
206-294-016-4	$ 131.96	206-311-022-1	$ 139.02	206-342-026-5	$ 117.26	206-351-007-3	$ 127.04
206-294-017-2	$ 127.04	206-311-023-9	$ 139.02	206-342-027-3	$ 122.16	206-351-008-1	$ 127.04
206-294-018-0	$ 127.04	206-311-024-7	$ 131.96	206-343-001-7	$ 127.04	206-351-009-9	$ 131.96
206-294-019-8	$ 127.04	206-311-025-4	$ 153.16	206-343-002-5	$ 122.16	206-351-024-8	$ 176.30
206-294-020-6	$ 131.96	206-311-026-2		206-343-003-3	$ 122.16	206-351-025-5	$ 153.16
206-294-021-4	$ 139.02	206-312-001-4	$ 176.30	206-343-004-1	$ 122.16	206-351-026-3	$ 139.02
206-294-024-8		206-312-002-2	$ 176.30	206-343-005-8	$ 122.16	206-351-027-1	$ 139.02
206-301-001-7	$ 131.96	206-312-003-0	$ 153.16	206-343-006-6	$ 122.16	206-351-028-9	$ 139.02
206-301-002-5	$ 131.96	206-312-004-8	$ 176.30	206-343-007-4	$ 122.16	206-351-029-7	$ 139.02
206-301-003-3	$ 131.96	206-312-005-5	$ 176.30	206-343-008-2	$ 122.16	206-351-030-5	$ 153.16

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

05/30/17

DA1010		DA1010		DA1010		DA1010	
206-351-031-3	$ 153.16	206-353-029-5	$ 131.96	206-371-004-6	$ 131.96	206-380-024-3	$ 79.72
206-351-032-1	$ 153.16	206-353-030-3	$ 131.96	206-371-011-1	$ 131.96	206-380-025-0	$ 79.72
206-351-033-9	$ 153.16	206-353-031-1	$ 127.04	206-371-012-9	$ 131.96	206-380-026-8	$ 79.72
206-351-034-7	$ 153.16	206-353-032-9	$ 127.04	206-371-013-7	$ 131.96	206-380-027-6	$ 79.72
206-351-035-4	$ 153.16	206-353-033-7	$ 127.04	206-371-014-5	$ 139.02	206-380-028-4	$ 79.72
206-351-036-2	$ 153.16	206-353-034-5	$ 131.96	206-371-016-0	$ 139.02	206-380-029-2	$ 79.72
206-351-037-0	$ 139.02	206-353-035-2	$ 127.04	206-371-017-8	$ 139.02	206-380-030-0	$ 79.72
206-352-001-5	$ 139.02	206-353-036-0	$ 127.04	206-371-018-6	$ 139.02	206-380-031-8	$ 79.72
206-352-002-3	$ 127.04	206-353-037-8	$ 122.16	206-371-019-4	$ 139.02	206-380-032-6	$ 79.72
206-352-003-1	$ 127.04	206-353-038-6	$ 127.04	206-371-020-2	$ 139.02	206-380-033-4	$ 79.72
206-352-004-9	$ 131.96	206-353-039-4	$ 131.96	206-371-021-0	$ 139.02	206-380-034-2	$ 79.72
206-353-003-0	$ 139.02	206-353-040-2	$ 139.02	206-371-022-8	$ 139.02	206-380-035-9	$ 79.72
206-353-004-8	$ 131.96	206-353-041-0	$ 176.30	206-371-023-6	$ 131.96	206-380-036-7	$ 79.72
206-353-005-5	$ 127.04	206-353-042-8	$ 176.30	206-371-024-4	$ 131.96	206-380-037-5	$ 79.72
206-353-006-3	$ 127.04	206-353-043-6	$ 139.02	206-380-001-1	$ 79.72	206-380-038-3	$ 79.72
206-353-007-1	$ 127.04	206-353-044-4	$ 127.04	206-380-002-9	$ 79.72	206-380-039-1	$ 79.72
206-353-008-9	$ 127.04	206-353-045-1	$ 127.04	206-380-003-7	$ 79.72	206-380-040-9	$ 79.72
206-353-009-7	$ 127.04	206-353-046-9	$ 139.02	206-380-004-5	$ 79.72	206-380-041-7	$ 79.72
206-353-010-5	$ 127.04	206-353-047-7	$ 127.04	206-380-005-2	$ 79.72	206-380-042-5	$ 79.72
206-353-011-3	$ 127.04	206-353-048-5	$ 127.04	206-380-006-0	$ 79.72	206-380-043-3	$ 79.72
206-353-012-1	$ 127.04	206-353-049-3	$ 139.02	206-380-007-8	$ 79.72	206-380-044-1	$ 79.72
206-353-013-9	$ 153.16	206-353-050-1	$ 131.96	206-380-008-6	$ 79.72	206-380-045-8	$ 79.72
206-353-014-7	$ 127.04	206-353-051-9	$ 127.04	206-380-009-4	$ 79.72	206-380-046-6	$ 79.72
206-353-015-4	$ 127.04	206-353-052-7	$ 127.04	206-380-010-2	$ 79.72	206-380-047-4	$ 79.72
206-353-016-2	$ 127.04	206-353-053-5	$ 131.96	206-380-011-0	$ 79.72	206-380-048-2	$ 79.72
206-353-017-0	$ 127.04	206-353-054-3	$ 127.04	206-380-012-8	$ 79.72	206-380-049-0	$ 79.72
206-353-018-8	$ 131.96	206-353-055-0	$ 153.16	206-380-013-6	$ 79.72	206-380-050-8	$ 79.72
206-353-019-6	$ 139.02	206-353-056-8	$ 153.16	206-380-014-4	$ 79.72	206-380-051-6	$ 79.72
206-353-020-4	$ 139.02	206-353-057-6	$ 139.02	206-380-015-1	$ 79.72	206-380-052-4	$ 79.72
206-353-021-2	$ 139.02	206-353-058-4		206-380-016-9	$ 79.72	206-380-053-2	$ 79.72
206-353-022-0	$ 131.96	206-353-059-2	$ 139.02	206-380-017-7	$ 79.72	206-380-054-0	$ 79.72
206-353-023-8	$ 127.04	206-353-060-0	$ 131.96	206-380-018-5	$ 79.72	206-380-055-7	$ 79.72
206-353-024-6	$ 127.04	206-362-032-8	$ 139.02	206-380-019-3	$ 79.72	206-380-056-5	$ 79.72
206-353-025-3	$ 127.04	206-362-033-6	$ 139.02	206-380-020-1	$ 79.72	206-380-057-3	$ 79.72
206-353-026-1	$ 127.04	206-371-001-2	$ 153.16	206-380-021-9	$ 79.72	206-380-058-1	$ 79.72
206-353-027-9	$ 127.04	206-371-002-0	$ 131.96	206-380-022-7	$ 79.72	206-380-059-9	$ 79.72
206-353-028-7	$ 127.04	206-371-003-8	$ 139.02	206-380-023-5	$ 79.72	206-380-060-7	$ 79.72

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DA1010		DA1010		DA1010		DA1010	
206-380-061-5	$ 79.72	206-380-099-5	$ 79.72	206-380-136-5	$ 79.72	206-390-012-6	$ 139.02
206-380-062-3	$ 79.72	206-380-100-1	$ 79.72	206-380-137-3	$ 79.72	206-390-013-4	$ 139.02
206-380-063-1	$ 79.72	206-380-101-9	$ 79.72	206-380-138-1	$ 79.72	206-390-014-2	$ 139.02
206-380-064-9	$ 79.72	206-380-102-7	$ 79.72	206-380-139-9	$ 79.72	206-390-015-9	$ 139.02
206-380-065-6	$ 79.72	206-380-103-5	$ 79.72	206-380-140-7	$ 79.72	206-390-016-7	$ 139.02
206-380-066-4	$ 79.72	206-380-104-3	$ 79.72	206-380-141-5	$ 79.72	206-390-017-5	$ 153.16
206-380-067-2	$ 79.72	206-380-105-0	$ 79.72	206-380-142-3	$ 79.72	206-390-018-3	$ 139.02
206-380-068-0	$ 79.72	206-380-106-8	$ 79.72	206-380-143-1	$ 79.72	206-390-019-1	$ 153.16
206-380-069-8	$ 79.72	206-380-107-6	$ 79.72	206-380-144-9	$ 79.72	206-390-020-9	$ 176.30
206-380-070-6	$ 79.72	206-380-108-4	$ 79.72	206-380-145-6	$ 79.72	206-390-021-7	$ 153.16
206-380-072-2	$ 79.72	206-380-109-2	$ 79.72	206-380-146-4	$ 79.72	206-390-022-5	$ 127.04
206-380-073-0	$ 79.72	206-380-110-0	$ 79.72	206-380-147-2	$ 79.72	206-390-023-3	$ 139.02
206-380-074-8	$ 79.72	206-380-111-8	$ 79.72	206-380-148-0	$ 79.72	206-390-024-1	$ 131.96
206-380-075-5	$ 79.72	206-380-112-6	$ 79.72	206-380-149-8	$ 79.72	206-390-025-8	$ 131.96
206-380-076-3	$ 79.72	206-380-113-4	$ 79.72	206-380-150-6	$ 79.72	206-390-026-6	$ 131.96
206-380-077-1	$ 79.72	206-380-114-2	$ 79.72	206-380-151-4	$ 79.72	206-390-027-4	$ 131.96
206-380-078-9	$ 79.72	206-380-115-9	$ 79.72	206-380-152-2	$ 79.72	206-390-028-2	$ 131.96
206-380-079-7	$ 79.72	206-380-116-7	$ 79.72	206-380-153-0	$ 79.72	206-390-029-0	$ 127.04
206-380-080-5	$ 79.72	206-380-117-5	$ 79.72	206-380-154-8	$ 79.72	206-390-030-8	$ 131.96
206-380-081-3	$ 79.72	206-380-118-3	$ 79.72	206-380-155-5	$ 79.72	206-401-001-6	$ 131.96
206-380-082-1	$ 79.72	206-380-119-1	$ 79.72	206-380-156-3	$ 79.72	206-401-002-4	$ 131.96
206-380-083-9	$ 79.72	206-380-120-9	$ 79.72	206-380-157-1	$ 79.72	206-401-003-2	$ 139.02
206-380-084-7	$ 79.72	206-380-121-7	$ 79.72	206-380-158-9		206-402-001-5	$ 153.16
206-380-085-4	$ 79.72	206-380-122-5	$ 79.72	206-380-160-5		206-402-002-3	$ 176.30
206-380-086-2	$ 79.72	206-380-123-3	$ 79.72	206-380-166-2		206-402-003-1	$ 153.16
206-380-087-0	$ 79.72	206-380-124-1	$ 79.72	206-380-170-4	$ 79.72	206-402-004-9	$ 153.16
206-380-088-8	$ 79.72	206-380-125-8	$ 79.72	206-390-001-9	$ 139.02	206-402-005-6	$ 139.02
206-380-089-6	$ 79.72	206-380-126-6	$ 79.72	206-390-002-7	$ 131.96	206-402-006-4	$ 139.02
206-380-090-4	$ 79.72	206-380-127-4	$ 79.72	206-390-003-5	$ 131.96	206-402-007-2	$ 131.96
206-380-091-2	$ 79.72	206-380-128-2	$ 79.72	206-390-004-3	$ 127.04	206-402-008-0	$ 131.96
206-380-092-0	$ 79.72	206-380-129-0	$ 79.72	206-390-005-0	$ 127.04	206-402-009-8	$ 131.96
206-380-093-8	$ 79.72	206-380-130-8	$ 79.72	206-390-006-8	$ 127.04	206-402-010-6	$ 131.96
206-380-094-6	$ 79.72	206-380-131-6	$ 79.72	206-390-007-6	$ 127.04	206-402-011-4	$ 153.16
206-380-095-3	$ 79.72	206-380-132-4	$ 79.72	206-390-008-4	$ 127.04	206-402-012-2	$ 176.30
206-380-096-1	$ 79.72	206-380-133-2	$ 79.72	206-390-009-2	$ 127.04	206-402-013-0	$ 176.30
206-380-097-9	$ 79.72	206-380-134-0	$ 79.72	206-390-010-0	$ 139.02	206-403-001-4	$ 211.40
206-380-098-7	$ 79.72	206-380-135-7	$ 79.72	206-390-011-8	$ 131.96	206-403-002-2	$ 176.30

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206-403-003-0	$ 211.40	206-404-030-2	$ 139.02	206-410-020-5	$ 117.26	206-410-057-7	$ 127.04
206-403-004-8	$ 211.40	206-404-031-0	$ 176.30	206-410-021-3	$ 117.26	206-410-058-5	$ 127.04
206-403-005-5	$ 176.30	206-404-032-8	$ 131.96	206-410-022-1	$ 127.04	206-410-059-3	$ 117.26
206-403-007-1	$ 176.30	206-404-033-6	$ 127.04	206-410-023-9	$ 131.96	206-410-060-1	$ 127.04
206-403-008-9	$ 153.16	206-404-034-4	$ 127.04	206-410-024-7	$ 139.02	206-410-061-9	$ 127.04
206-403-009-7	$ 153.16	206-404-035-1	$ 127.04	206-410-025-4	$ 139.02	206-410-062-7	$ 127.04
206-403-010-5	$ 153.16	206-404-036-9	$ 131.96	206-410-026-2	$ 139.02	206-410-063-5	$ 127.04
206-403-011-3	$ 139.02	206-404-037-7	$ 127.04	206-410-027-0	$ 139.02	206-410-064-3	$ 122.16
206-404-001-3	$ 153.16	206-404-038-5	$ 139.02	206-410-028-8	$ 139.02	206-410-065-0	$ 122.16
206-404-002-1	$ 153.16	206-404-039-3	$ 131.96	206-410-029-6	$ 117.26	206-410-066-8	$ 139.02
206-404-003-9	$ 153.16	206-404-040-1	$ 131.96	206-410-030-4	$ 153.16	206-410-067-6	$ 122.16
206-404-004-7	$ 153.16	206-404-041-9	$ 131.96	206-410-031-2	$ 117.26	206-410-068-4	$ 122.16
206-404-005-4	$ 153.16	206-404-042-7	$ 139.02	206-410-032-0	$ 117.26	206-410-069-2	$ 122.16
206-404-006-2	$ 139.02	206-404-043-5	$ 139.02	206-410-033-8	$ 117.26	206-410-070-0	$ 122.16
206-404-007-0	$ 139.02	206-404-044-3	$ 131.96	206-410-034-6	$ 117.26	206-410-071-8	$ 117.26
206-404-008-8	$ 153.16	206-404-045-0	$ 127.04	206-410-035-3	$ 117.26	206-410-072-6	$ 117.26
206-404-009-6	$ 131.96	206-404-046-8	$ 127.04	206-410-036-1	$ 117.26	206-410-073-4	
206-404-010-4	$ 127.04	206-404-047-6	$ 139.02	206-410-037-9	$ 127.04	206-410-074-2	
206-404-011-2	$ 127.04	206-410-001-5	$ 122.16	206-410-038-7	$ 122.16	206-420-001-3	$ 26.76
206-404-012-0	$ 127.04	206-410-002-3	$ 122.16	206-410-039-5	$ 122.16	206-420-002-1	$ 26.76
206-404-013-8	$ 127.04	206-410-003-1	$ 122.16	206-410-040-3	$ 122.16	206-420-003-9	$ 26.76
206-404-014-6	$ 127.04	206-410-004-9	$ 122.16	206-410-041-1	$ 122.16	206-420-004-7	$ 26.76
206-404-015-3	$ 139.02	206-410-005-6	$ 117.26	206-410-042-9	$ 122.16	206-420-005-4	$ 26.76
206-404-016-1	$ 139.02	206-410-006-4	$ 117.26	206-410-043-7	$ 122.16	206-420-006-2	$ 26.76
206-404-017-9	$ 131.96	206-410-007-2	$ 122.16	206-410-044-5	$ 122.16	206-420-007-0	$ 26.76
206-404-018-7	$ 131.96	206-410-008-0	$ 122.16	206-410-045-2	$ 122.16	206-420-008-8	$ 26.76
206-404-019-5	$ 131.96	206-410-009-8	$ 122.16	206-410-046-0	$ 117.26	206-420-009-6	$ 26.76
206-404-020-3	$ 131.96	206-410-010-6	$ 122.16	206-410-047-8	$ 117.26	206-420-010-4	$ 26.76
206-404-021-1	$ 139.02	206-410-011-4	$ 122.16	206-410-048-6	$ 117.26	206-420-011-2	$ 26.76
206-404-022-9	$ 153.16	206-410-012-2	$ 117.26	206-410-049-4	$ 117.26	206-420-012-0	$ 26.76
206-404-023-7	$ 153.16	206-410-013-0	$ 117.26	206-410-050-2	$ 122.16	206-420-013-8	$ 26.76
206-404-024-5	$ 139.02	206-410-014-8	$ 117.26	206-410-051-0	$ 122.16	206-420-014-6	$ 26.76
206-404-025-2	$ 153.16	206-410-015-5	$ 117.26	206-410-052-8	$ 139.02	206-420-015-3	$ 26.76
206-404-026-0	$ 139.02	206-410-016-3	$ 117.26	206-410-053-6	$ 122.16	206-420-016-1	$ 26.76
206-404-027-8	$ 139.02	206-410-017-1	$ 117.26	206-410-054-4	$ 122.16	206-420-017-9	$ 26.76
206-404-028-6	$ 153.16	206-410-018-9	$ 117.26	206-410-055-1	$ 122.16	206-420-018-7	$ 26.76
206-404-029-4	$ 153.16	206-410-019-7	$ 117.26	206-410-056-9	$ 127.04	206-420-019-5	$ 26.76

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DA1010		DA1010		DA1010		DA1010	
206-420-020-3	$ 26.76	206-420-057-5	$ 26.76	206-420-094-8	$ 26.76	206-420-131-8	$ 26.76
206-420-021-1	$ 26.76	206-420-058-3	$ 26.76	206-420-095-5	$ 26.76	206-420-132-6	$ 26.76
206-420-022-9	$ 26.76	206-420-059-1	$ 26.76	206-420-096-3	$ 26.76	206-420-133-4	$ 26.76
206-420-023-7	$ 26.76	206-420-060-9	$ 26.76	206-420-097-1	$ 26.76	206-420-134-2	$ 26.76
206-420-024-5	$ 26.76	206-420-061-7	$ 26.76	206-420-098-9	$ 26.76	206-420-135-9	$ 26.76
206-420-025-2	$ 26.76	206-420-062-5	$ 26.76	206-420-099-7	$ 26.76	206-420-136-7	$ 26.76
206-420-026-0	$ 26.76	206-420-063-3	$ 26.76	206-420-100-3	$ 26.76	206-420-137-5	$ 26.76
206-420-027-8	$ 26.76	206-420-064-1	$ 26.76	206-420-101-1	$ 26.76	206-420-138-3	$ 26.76
206-420-028-6	$ 26.76	206-420-065-8	$ 26.76	206-420-102-9	$ 26.76	206-420-139-1	$ 26.76
206-420-029-4	$ 26.76	206-420-066-6	$ 26.76	206-420-103-7	$ 26.76	206-420-140-9	$ 26.76
206-420-030-2	$ 26.76	206-420-067-4	$ 26.76	206-420-104-5	$ 26.76	206-420-141-7	$ 26.76
206-420-031-0	$ 26.76	206-420-068-2	$ 26.76	206-420-105-2	$ 26.76	206-420-142-5	$ 26.76
206-420-032-8	$ 26.76	206-420-069-0	$ 26.76	206-420-106-0	$ 26.76	206-420-143-3	$ 26.76
206-420-033-6	$ 26.76	206-420-070-8	$ 26.76	206-420-107-8	$ 26.76	206-420-144-1	$ 26.76
206-420-034-4	$ 26.76	206-420-071-6	$ 26.76	206-420-108-6	$ 26.76	206-420-145-8	$ 26.76
206-420-035-1	$ 26.76	206-420-072-4	$ 26.76	206-420-109-4	$ 26.76	206-420-146-6	$ 26.76
206-420-036-9	$ 26.76	206-420-073-2	$ 26.76	206-420-110-2	$ 26.76	206-420-147-4	$ 26.76
206-420-037-7	$ 26.76	206-420-074-0	$ 26.76	206-420-111-0	$ 26.76	206-420-148-2	$ 26.76
206-420-038-5	$ 26.76	206-420-075-7	$ 26.76	206-420-112-8	$ 26.76	206-420-149-0	$ 26.76
206-420-039-3	$ 26.76	206-420-076-5	$ 26.76	206-420-113-6	$ 26.76	206-420-150-8	$ 26.76
206-420-040-1	$ 26.76	206-420-077-3	$ 26.76	206-420-114-4	$ 26.76	206-420-151-6	$ 26.76
206-420-041-9	$ 26.76	206-420-078-1	$ 26.76	206-420-115-1	$ 26.76	206-420-152-4	$ 26.76
206-420-042-7	$ 26.76	206-420-079-9	$ 26.76	206-420-116-9	$ 26.76	206-420-153-2	$ 26.76
206-420-043-5	$ 26.76	206-420-080-7	$ 26.76	206-420-117-7	$ 26.76	206-420-154-0	$ 26.76
206-420-044-3	$ 26.76	206-420-081-5	$ 26.76	206-420-118-5	$ 26.76	206-420-155-7	$ 26.76
206-420-045-0	$ 26.76	206-420-082-3	$ 26.76	206-420-119-3	$ 26.76	206-420-156-5	$ 26.76
206-420-046-8	$ 26.76	206-420-083-1	$ 26.76	206-420-120-1	$ 26.76	206-420-157-3	$ 26.76
206-420-047-6	$ 26.76	206-420-084-9	$ 26.76	206-420-121-9	$ 26.76	206-420-158-1	$ 26.76
206-420-048-4	$ 26.76	206-420-085-6	$ 26.76	206-420-122-7	$ 26.76	206-420-159-9	$ 26.76
206-420-049-2	$ 26.76	206-420-086-4	$ 26.76	206-420-123-5	$ 26.76	206-420-160-7	$ 26.76
206-420-050-0	$ 26.76	206-420-087-2	$ 26.76	206-420-124-3	$ 26.76	206-420-161-5	$ 26.76
206-420-051-8	$ 26.76	206-420-088-0	$ 26.76	206-420-125-0	$ 26.76	206-420-162-3	$ 26.76
206-420-052-6	$ 26.76	206-420-089-8	$ 26.76	206-420-126-8	$ 26.76	206-420-163-1	$ 26.76
206-420-053-4	$ 26.76	206-420-090-6	$ 26.76	206-420-127-6	$ 26.76	206-420-164-9	$ 26.76
206-420-054-2	$ 26.76	206-420-091-4	$ 26.76	206-420-128-4	$ 26.76	206-420-165-6	$ 26.76
206-420-055-9	$ 26.76	206-420-092-2	$ 26.76	206-420-129-2	$ 26.76	206-420-166-4	$ 26.76
206-420-056-7	$ 26.76	206-420-093-0	$ 26.76	206-420-130-0	$ 26.76	206-420-167-2	$ 26.76

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206-420-168-0	$ 26.76	217-371-002-7	$ 117.26	217-373-001-7	$ 139.02	217-382-013-1	
206-420-169-8	$ 26.76	217-371-003-5	$ 122.16	217-373-002-5	$ 139.02	217-383-001-5	$ 127.04
206-420-170-6	$ 26.76	217-371-004-3	$ 122.16	217-373-003-3	$ 122.16	217-383-002-3	$ 122.16
206-420-171-4	$ 26.76	217-371-005-0	$ 127.04	217-373-004-1	$ 122.16	217-383-003-1	$ 131.96
206-420-172-2	$ 26.76	217-371-006-8	$ 127.04	217-373-005-8	$ 122.16	217-383-004-9	$ 131.96
206-420-173-0	$ 26.76	217-371-007-6	$ 127.04	217-373-006-6	$ 127.04	217-383-005-6	$ 127.04
206-420-174-8	$ 26.76	217-371-008-4	$ 122.16	217-373-007-4	$ 127.04	217-383-006-4	$ 127.04
206-420-175-5	$ 26.76	217-371-009-2	$ 122.16	217-373-008-2	$ 127.04	217-383-007-2	$ 127.04
206-420-176-3	$ 26.76	217-371-010-0	$ 117.26	217-373-009-0	$ 131.96	217-383-008-0	
206-420-177-1	$ 26.76	217-371-011-8	$ 117.26	217-373-010-8	$ 127.04	217-383-009-8	$ 131.96
206-420-178-9	$ 26.76	217-371-012-6	$ 117.26	217-373-011-6	$ 131.96	217-383-010-6	$ 139.02
206-420-179-7	$ 26.76	217-371-013-4	$ 117.26	217-373-012-4	$ 122.16	217-383-011-4	$ 139.02
206-420-180-5	$ 26.76	217-371-014-2	$ 117.26	217-373-013-2	$ 117.26	217-383-012-2	$ 139.02
206-420-181-3	$ 26.76	217-371-015-9	$ 122.16	217-381-001-7	$ 117.26	217-390-001-6	$ 127.04
206-420-182-1	$ 26.76	217-371-016-7	$ 117.26	217-381-002-5	$ 117.26	217-390-002-4	$ 127.04
206-420-183-9	$ 26.76	217-371-017-5	$ 122.16	217-381-003-3	$ 117.26	217-390-003-2	$ 127.04
206-420-184-7	$ 26.76	217-371-018-3	$ 117.26	217-381-004-1	$ 117.26	217-390-004-0	$ 127.04
206-420-185-4	$ 26.76	217-371-019-1	$ 117.26	217-381-005-8	$ 117.26	217-390-005-7	$ 131.96
206-420-186-2	$ 26.76	217-371-020-9	$ 122.16	217-381-006-6	$ 117.26	217-390-006-5	$ 127.04
206-420-187-0	$ 26.76	217-371-021-7	$ 122.16	217-381-007-4	$ 117.26	217-390-007-3	$ 153.16
206-420-188-8	$ 26.76	217-371-022-5	$ 122.16	217-381-008-2	$ 117.26	217-390-008-1	$ 139.02
206-420-189-6	$ 26.76	217-371-023-3	$ 122.16	217-381-009-0		217-390-009-9	$ 131.96
206-420-190-4	$ 26.76	217-371-024-1	$ 122.16	217-381-010-8	$ 122.16	217-390-010-7	$ 131.96
206-420-191-2	$ 26.76	217-371-025-8	$ 122.16	217-381-011-6	$ 117.26	217-390-011-5	$ 131.96
206-420-192-0	$ 26.76	217-371-026-6	$ 122.16	217-381-012-4	$ 117.26	217-390-012-3	$ 127.04
206-420-193-8	$ 26.76	217-371-027-4	$ 122.16	217-382-001-6	$ 117.26	217-390-013-1	$ 127.04
206-420-194-6	$ 26.76	217-371-028-2		217-382-002-4	$ 117.26	217-390-014-9	$ 131.96
206-420-195-3	$ 26.76	217-372-001-8	$ 139.02	217-382-003-2	$ 117.26	217-390-015-6	$ 131.96
206-420-196-1	$ 26.76	217-372-002-6	$ 139.02	217-382-004-0	$ 117.26	217-390-016-4	$ 139.02
206-420-198-7		217-372-003-4	$ 131.96	217-382-005-7	$ 117.26	217-390-017-2	$ 139.02
206-420-200-1		217-372-004-2	$ 131.96	217-382-006-5	$ 122.16	217-390-018-0	$ 131.96
206-420-201-9	$ 1,249.80	217-372-005-9	$ 131.96	217-382-007-3	$ 139.02	217-390-019-8	$ 131.96
206-420-202-7	$ 1,189.70	217-372-006-7	$ 131.96	217-382-008-1	$ 131.96	217-390-020-6	$ 131.96
217-060-020-5		217-372-007-5	$ 127.04	217-382-009-9	$ 127.04	217-390-021-4	$ 131.96
217-060-030-4		217-372-008-3	$ 122.16	217-382-010-7	$ 127.04	217-390-022-2	$ 127.04
217-060-041-1		217-372-009-1	$ 127.04	217-382-011-5	$ 127.04	217-390-023-0	$ 131.96
217-371-001-9	$ 127.04	217-372-010-9	$ 122.16	217-382-012-3	$ 127.04	217-390-024-8	$ 131.96

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217-390-025-5	$ 131.96	217-401-023-7	$ 131.96	217-410-009-5	$ 117.26	217-410-046-7	$ 117.26
217-390-026-3	$ 139.02	217-401-024-5	$ 131.96	217-410-010-3	$ 117.26	217-410-047-5	$ 117.26
217-390-027-1	$ 131.96	217-401-025-2	$ 131.96	217-410-011-1	$ 117.26	217-410-048-3	$ 117.26
217-390-028-9		217-401-026-0	$ 131.96	217-410-012-9	$ 117.26	217-410-049-1	$ 117.26
217-390-029-7	$ 139.02	217-401-027-8	$ 131.96	217-410-013-7	$ 117.26	217-410-050-9	$ 117.26
217-390-030-5	$ 131.96	217-401-028-6	$ 131.96	217-410-014-5	$ 117.26	217-410-051-7	$ 117.26
217-390-031-3	$ 131.96	217-401-029-4	$ 131.96	217-410-015-2	$ 117.26	217-410-052-5	$ 117.26
217-390-032-1	$ 131.96	217-401-030-2	$ 127.04	217-410-016-0	$ 117.26	217-410-053-3	$ 117.26
217-390-033-9	$ 127.04	217-401-031-0	$ 127.04	217-410-017-8	$ 117.26	217-410-054-1	$ 117.26
217-390-034-7	$ 127.04	217-401-032-8	$ 127.04	217-410-018-6	$ 117.26	217-410-055-8	$ 117.26
217-390-035-4	$ 131.96	217-401-033-6	$ 127.04	217-410-019-4	$ 117.26	217-410-056-6	$ 117.26
217-390-036-2	$ 127.04	217-401-034-4	$ 131.96	217-410-020-2	$ 117.26	217-410-057-4	$ 117.26
217-390-037-0	$ 131.96	217-401-035-1	$ 131.96	217-410-021-0	$ 117.26	217-410-058-2	$ 117.26
217-390-038-8	$ 127.04	217-401-036-9	$ 131.96	217-410-022-8	$ 117.26	217-410-059-0	$ 117.26
217-390-039-6	$ 131.96	217-401-037-7	$ 131.96	217-410-023-6	$ 117.26	217-410-060-8	$ 117.26
217-401-001-3	$ 131.96	217-401-038-5	$ 139.02	217-410-024-4	$ 122.16	217-410-061-6	$ 117.26
217-401-002-1	$ 139.02	217-401-039-3	$ 131.96	217-410-025-1	$ 131.96	217-410-062-4	$ 153.16
217-401-003-9	$ 139.02	217-401-040-1	$ 153.16	217-410-026-9	$ 127.04	217-410-063-2	$ 117.26
217-401-004-7	$ 139.02	217-401-041-9	$ 176.30	217-410-027-7	$ 117.26	217-410-064-0	$ 127.04
217-401-005-4	$ 139.02	217-401-042-7	$ 139.02	217-410-028-5	$ 117.26	217-410-065-7	$ 153.16
217-401-006-2	$ 139.02	217-401-043-5	$ 139.02	217-410-029-3	$ 117.26	217-410-066-5	$ 127.04
217-401-007-0	$ 139.02	217-401-044-3	$ 153.16	217-410-030-1	$ 131.96	217-410-067-3	$ 127.04
217-401-008-8	$ 131.96	217-401-045-0		217-410-031-9	$ 131.96	217-410-068-1	$ 139.02
217-401-009-6	$ 127.04	217-401-046-8		217-410-032-7	$ 117.26	217-410-069-9	$ 127.04
217-401-010-4	$ 127.04	217-401-047-6		217-410-033-5	$ 117.26	217-410-070-7	$ 127.04
217-401-011-2	$ 127.04	217-402-006-1	$ 176.30	217-410-034-3	$ 117.26	217-410-071-5	$ 127.04
217-401-012-0	$ 127.04	217-402-007-9	$ 153.16	217-410-035-0	$ 139.02	217-410-072-3	$ 122.16
217-401-013-8	$ 127.04	217-402-008-7	$ 139.02	217-410-036-8	$ 127.04	217-410-073-1	$ 122.16
217-401-014-6	$ 131.96	217-402-009-5	$ 139.02	217-410-037-6	$ 127.04	217-410-074-9	$ 122.16
217-401-015-3	$ 139.02	217-410-001-2	$ 117.26	217-410-038-4	$ 131.96	217-410-075-6	$ 122.16
217-401-016-1	$ 131.96	217-410-002-0	$ 117.26	217-410-039-2	$ 127.04	217-410-076-4	$ 127.04
217-401-017-9	$ 127.04	217-410-003-8	$ 117.26	217-410-040-0	$ 127.04	217-410-077-2	$ 131.96
217-401-018-7	$ 131.96	217-410-004-6	$ 117.26	217-410-041-8	$ 127.04	217-410-078-0	$ 117.26
217-401-019-5	$ 131.96	217-410-005-3	$ 117.26	217-410-042-6	$ 131.96	217-410-088-9	$ 117.26
217-401-020-3	$ 131.96	217-410-006-1	$ 117.26	217-410-043-4	$ 131.96	217-410-089-7	$ 117.26
217-401-021-1	$ 131.96	217-410-007-9	$ 117.26	217-410-044-2	$ 139.02	217-410-090-5	$ 117.26
217-401-022-9	$ 131.96	217-410-008-7	$ 117.26	217-410-045-9	$ 122.16	217-410-091-3	$ 117.26

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217-420-001-0	$ 139.02	217-420-038-2	$ 139.02	217-420-075-4	$ 139.02	217-430-031-5	$ 59.86
217-420-002-8	$ 139.02	217-420-039-0	$ 139.02	217-420-076-2	$ 139.02	217-430-032-3	$ 59.86
217-420-003-6	$ 139.02	217-420-040-8	$ 139.02	217-420-080-4	$ 139.02	217-430-033-1	$ 59.86
217-420-004-4	$ 139.02	217-420-041-6	$ 139.02	217-420-082-0	$ 176.30	217-430-034-9	$ 59.86
217-420-005-1	$ 139.02	217-420-042-4	$ 131.96	217-420-083-8	$ 153.16	217-430-035-6	$ 59.86
217-420-006-9	$ 131.96	217-420-043-2	$ 127.04	217-420-084-6	$ 153.16	217-430-036-4	$ 59.86
217-420-007-7	$ 153.16	217-420-044-0	$ 127.04	217-420-085-3	$ 153.16	217-430-037-2	$ 59.86
217-420-008-5	$ 139.02	217-420-045-7	$ 127.04	217-430-001-8	$ 26.94	217-430-038-0	$ 59.86
217-420-009-3	$ 139.02	217-420-046-5	$ 131.96	217-430-002-6	$ 26.94	217-430-039-8	$ 59.86
217-420-010-1	$ 131.96	217-420-047-3	$ 131.96	217-430-003-4	$ 26.94	217-430-040-6	$ 59.86
217-420-011-9	$ 131.96	217-420-048-1	$ 131.96	217-430-004-2	$ 26.94	217-430-041-4	$ 59.86
217-420-012-7	$ 131.96	217-420-049-9	$ 131.96	217-430-005-9	$ 26.94	217-430-042-2	$ 59.86
217-420-013-5	$ 131.96	217-420-050-7	$ 139.02	217-430-006-7	$ 26.94	217-430-043-0	$ 59.86
217-420-014-3	$ 153.16	217-420-051-5	$ 117.26	217-430-007-5	$ 26.94	217-430-044-8	$ 59.86
217-420-015-0	$ 153.16	217-420-052-3	$ 131.96	217-430-008-3	$ 26.94	217-430-045-5	$ 59.86
217-420-016-8	$ 139.02	217-420-053-1	$ 131.96	217-430-009-1	$ 26.94	217-430-046-3	$ 59.86
217-420-017-6	$ 139.02	217-420-054-9	$ 131.96	217-430-010-9	$ 26.94	217-430-047-1	$ 26.94
217-420-018-4	$ 139.02	217-420-055-6	$ 117.26	217-430-011-7	$ 27.12	217-430-048-9	$ 26.94
217-420-019-2	$ 131.96	217-420-056-4	$ 117.26	217-430-012-5	$ 27.12	217-430-049-7	$ 26.94
217-420-020-0	$ 139.02	217-420-057-2	$ 117.26	217-430-013-3	$ 27.12	217-430-050-5	$ 26.94
217-420-021-8	$ 139.02	217-420-058-0	$ 117.26	217-430-014-1	$ 27.12	217-430-051-3	$ 26.94
217-420-022-6	$ 131.96	217-420-059-8	$ 139.02	217-430-015-8	$ 27.12	217-430-052-1	$ 26.94
217-420-023-4	$ 127.04	217-420-060-6	$ 117.26	217-430-016-6	$ 27.12	217-430-053-9	$ 26.94
217-420-024-2	$ 127.04	217-420-061-4	$ 117.26	217-430-017-4	$ 27.12	217-430-054-7	$ 26.94
217-420-025-9	$ 127.04	217-420-062-2	$ 117.26	217-430-018-2	$ 27.12	217-430-055-4	$ 26.94
217-420-026-7	$ 127.04	217-420-063-0	$ 117.26	217-430-019-0	$ 27.12	217-430-056-2	$ 26.94
217-420-027-5	$ 127.04	217-420-064-8	$ 117.26	217-430-020-8	$ 27.12	217-430-059-6	$ 26.94
217-420-028-3	$ 127.04	217-420-065-5	$ 117.26	217-430-021-6	$ 27.12	217-430-060-4	$ 26.94
217-420-029-1	$ 139.02	217-420-066-3	$ 117.26	217-430-022-4	$ 27.12	217-430-061-2	$ 26.94
217-420-030-9	$ 176.30	217-420-067-1	$ 117.26	217-430-023-2	$ 27.12	217-430-062-0	$ 26.94
217-420-031-7	$ 153.16	217-420-068-9	$ 117.26	217-430-024-0	$ 59.86	217-430-063-8	$ 26.94
217-420-032-5	$ 153.16	217-420-069-7	$ 117.26	217-430-025-7	$ 59.86	217-430-064-6	$ 26.94
217-420-033-3	$ 139.02	217-420-070-5	$ 139.02	217-430-026-5	$ 59.86	217-430-065-3	$ 26.94
217-420-034-1	$ 139.02	217-420-071-3	$ 117.26	217-430-027-3	$ 59.86	217-430-066-1	$ 26.94
217-420-035-8	$ 139.02	217-420-072-1	$ 117.26	217-430-028-1	$ 59.86	217-430-067-9	$ 26.94
217-420-036-6	$ 176.30	217-420-073-9	$ 139.02	217-430-029-9	$ 59.86	217-430-068-7	$ 26.94
217-420-037-4	$ 139.02	217-420-074-7	$ 139.02	217-430-030-7	$ 59.86	217-430-069-5	$ 26.94

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217-430-070-3	$ 26.94	217-430-114-9		217-450-036-9	$ 22.20	217-450-073-2	$ 22.20
217-430-071-1	$ 26.94	217-430-115-6		217-450-037-7	$ 22.20	217-450-074-0	$ 22.20
217-430-072-9	$ 26.94	217-450-001-3	$ 22.70	217-450-038-5	$ 22.70	217-450-075-7	$ 22.20
217-430-073-7	$ 26.44	217-450-002-1	$ 22.70	217-450-039-3	$ 22.70	217-450-076-5	$ 22.20
217-430-074-5	$ 26.44	217-450-003-9	$ 22.70	217-450-040-1	$ 22.70	217-450-077-3	
217-430-075-2	$ 26.44	217-450-004-7	$ 22.70	217-450-041-9	$ 22.70	217-450-079-9	
217-430-076-0	$ 26.44	217-450-005-4	$ 22.70	217-450-042-7	$ 22.70	217-450-080-7	
217-430-077-8	$ 26.44	217-450-006-2	$ 22.70	217-450-043-5	$ 22.70	217-460-001-1	$ 117.26
217-430-078-6	$ 26.44	217-450-007-0	$ 22.70	217-450-044-3	$ 22.70	217-460-002-9	$ 117.26
217-430-079-4	$ 26.44	217-450-008-8	$ 22.70	217-450-045-0	$ 22.70	217-460-003-7	$ 117.26
217-430-080-2	$ 26.44	217-450-009-6	$ 22.70	217-450-046-8	$ 22.70	217-460-004-5	$ 117.26
217-430-081-0	$ 26.44	217-450-010-4	$ 22.70	217-450-047-6	$ 22.70	217-460-005-2	$ 117.26
217-430-082-8	$ 26.44	217-450-011-2	$ 22.70	217-450-048-4	$ 22.70	217-460-006-0	$ 117.26
217-430-083-6	$ 26.44	217-450-012-0	$ 22.70	217-450-049-2	$ 22.70	217-460-007-8	$ 117.26
217-430-084-4	$ 26.44	217-450-013-8	$ 22.20	217-450-050-0	$ 22.70	217-460-008-6	$ 117.26
217-430-085-1	$ 26.44	217-450-014-6	$ 22.20	217-450-051-8	$ 22.70	217-460-009-4	$ 117.26
217-430-086-9	$ 26.44	217-450-015-3	$ 22.20	217-450-052-6	$ 22.70	217-460-010-2	$ 117.26
217-430-087-7	$ 26.44	217-450-016-1	$ 22.20	217-450-053-4	$ 22.70	217-460-011-0	$ 117.26
217-430-088-5	$ 26.44	217-450-017-9	$ 22.20	217-450-054-2	$ 22.70	217-460-012-8	$ 117.26
217-430-093-5	$ 59.86	217-450-018-7	$ 22.20	217-450-055-9	$ 52.24	217-460-013-6	$ 117.26
217-430-094-3	$ 59.86	217-450-019-5	$ 22.20	217-450-056-7	$ 52.24	217-460-014-4	$ 117.26
217-430-095-0	$ 59.86	217-450-020-3	$ 22.20	217-450-057-5	$ 52.24	217-460-015-1	$ 117.26
217-430-096-8	$ 59.86	217-450-021-1	$ 22.20	217-450-058-3	$ 52.24	217-460-016-9	$ 117.26
217-430-097-6		217-450-022-9	$ 22.20	217-450-059-1	$ 52.24	217-460-017-7	$ 117.26
217-430-099-2		217-450-023-7	$ 22.20	217-450-060-9	$ 52.24	217-460-018-5	$ 117.26
217-430-100-8		217-450-024-5	$ 22.20	217-450-061-7	$ 52.24	217-460-019-3	$ 117.26
217-430-103-2		217-450-025-2	$ 22.20	217-450-062-5	$ 52.24	217-460-020-1	$ 117.26
217-430-104-0	$ 59.86	217-450-026-0	$ 22.70	217-450-063-3	$ 52.24	217-460-021-9	$ 117.26
217-430-105-7	$ 59.86	217-450-027-8	$ 22.70	217-450-064-1	$ 52.24	217-460-022-7	$ 117.26
217-430-106-5	$ 59.86	217-450-028-6	$ 22.70	217-450-065-8	$ 52.24	217-460-023-5	$ 117.26
217-430-107-3	$ 59.86	217-450-029-4	$ 22.70	217-450-066-6	$ 52.24	217-460-024-3	$ 117.26
217-430-108-1	$ 26.94	217-450-030-2	$ 22.20	217-450-067-4	$ 52.24	217-460-025-0	$ 117.26
217-430-109-9	$ 26.94	217-450-031-0	$ 22.20	217-450-068-2	$ 52.24	217-460-026-8	$ 117.26
217-430-110-7	$ 59.86	217-450-032-8	$ 22.20	217-450-069-0	$ 52.24	217-460-027-6	$ 117.26
217-430-111-5	$ 59.86	217-450-033-6	$ 22.20	217-450-070-8	$ 52.24	217-460-028-4	$ 117.26
217-430-112-3	$ 59.86	217-450-034-4	$ 22.20	217-450-071-6	$ 22.20	217-460-029-2	$ 117.26
217-430-113-1	$ 59.86	217-450-035-1	$ 22.20	217-450-072-4	$ 22.20	217-460-030-0	$ 117.26

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217-460-031-8	$ 117.26	217-460-068-0	$ 117.26	217-470-019-1	$ 47.12	217-470-065-4	$ 47.12
217-460-032-6	$ 117.26	217-460-069-8	$ 117.26	217-470-020-9	$ 47.12	217-470-066-2	$ 47.12
217-460-033-4	$ 117.26	217-460-070-6	$ 117.26	217-470-022-5	$ 47.12	217-470-067-0	$ 47.12
217-460-034-2	$ 117.26	217-460-071-4	$ 117.26	217-470-023-3	$ 47.12	217-470-068-8	$ 47.12
217-460-035-9	$ 117.26	217-460-072-2	$ 117.26	217-470-024-1	$ 47.12	217-470-069-6	$ 47.12
217-460-036-7	$ 117.26	217-460-073-0	$ 117.26	217-470-025-8	$ 47.12	217-470-070-4	$ 47.12
217-460-037-5	$ 117.26	217-460-074-8	$ 117.26	217-470-026-6	$ 47.12	217-470-071-2	$ 47.12
217-460-038-3	$ 117.26	217-460-075-5	$ 117.26	217-470-027-4	$ 47.12	217-470-072-0	$ 47.12
217-460-039-1	$ 117.26	217-460-076-3	$ 117.26	217-470-028-2	$ 47.12	217-470-073-8	$ 47.12
217-460-040-9	$ 131.96	217-460-077-1	$ 117.26	217-470-029-0	$ 47.12	217-470-074-6	$ 47.12
217-460-041-7	$ 117.26	217-460-078-9	$ 117.26	217-470-030-8	$ 47.12	217-470-075-3	$ 47.12
217-460-042-5	$ 117.26	217-460-079-7	$ 117.26	217-470-033-2	$ 47.12	217-470-076-1	$ 47.12
217-460-043-3	$ 117.26	217-460-080-5	$ 117.26	217-470-034-0	$ 47.12	217-470-077-9	$ 47.12
217-460-044-1	$ 117.26	217-460-081-3	$ 117.26	217-470-035-7	$ 47.12	217-470-078-7	$ 47.12
217-460-045-8	$ 117.26	217-460-082-1	$ 117.26	217-470-036-5	$ 47.12	217-470-079-5	$ 47.12
217-460-046-6	$ 117.26	217-460-083-9	$ 117.26	217-470-043-1	$ 47.12	217-470-080-3	$ 47.12
217-460-047-4	$ 117.26	217-460-084-7	$ 117.26	217-470-044-9	$ 47.12	217-470-081-1	$ 47.12
217-460-048-2	$ 117.26	217-460-085-4		217-470-045-6	$ 47.12	217-470-082-9	$ 47.12
217-460-049-0	$ 117.26	217-460-086-2		217-470-046-4	$ 47.12	217-470-083-7	$ 47.12
217-460-050-8	$ 117.26	217-460-087-0		217-470-047-2	$ 47.12	217-470-087-8	$ 47.12
217-460-051-6	$ 117.26	217-470-002-7	$ 47.12	217-470-048-0	$ 47.12	217-470-088-6	$ 47.12
217-460-052-4	$ 117.26	217-470-003-5	$ 47.12	217-470-049-8	$ 47.12	217-470-089-4	$ 47.12
217-460-053-2	$ 117.26	217-470-004-3	$ 47.12	217-470-050-6	$ 47.12	217-470-090-2	$ 47.12
217-460-054-0	$ 117.26	217-470-005-0	$ 47.12	217-470-051-4	$ 47.12	217-470-091-0	$ 47.12
217-460-055-7	$ 117.26	217-470-006-8	$ 47.12	217-470-052-2	$ 47.12	217-470-092-8	$ 47.12
217-460-056-5	$ 117.26	217-470-007-6	$ 47.12	217-470-053-0	$ 47.12	217-470-093-6	$ 47.12
217-460-057-3	$ 117.26	217-470-008-4	$ 47.12	217-470-054-8	$ 47.12	217-470-094-4	$ 47.12
217-460-058-1	$ 117.26	217-470-009-2	$ 47.12	217-470-055-5	$ 47.12	217-470-095-1	$ 47.12
217-460-059-9	$ 117.26	217-470-010-0	$ 47.12	217-470-056-3	$ 47.12	217-470-096-9	$ 47.12
217-460-060-7	$ 117.26	217-470-011-8	$ 47.12	217-470-057-1	$ 47.12	217-470-097-7	$ 47.12
217-460-061-5	$ 117.26	217-470-012-6	$ 47.12	217-470-058-9	$ 47.12	217-470-098-5	$ 47.12
217-460-062-3	$ 117.26	217-470-013-4	$ 47.12	217-470-059-7	$ 47.12	217-470-099-3	$ 47.12
217-460-063-1	$ 117.26	217-470-014-2	$ 47.12	217-470-060-5	$ 47.12	217-470-100-9	$ 47.12
217-460-064-9	$ 117.26	217-470-015-9	$ 47.12	217-470-061-3	$ 47.12	217-470-101-7	$ 47.12
217-460-065-6	$ 117.26	217-470-016-7	$ 47.12	217-470-062-1	$ 47.12	217-470-105-8	$ 79.72
217-460-066-4	$ 117.26	217-470-017-5	$ 47.12	217-470-063-9	$ 47.12	217-470-106-6	$ 79.72
217-460-067-2	$ 117.26	217-470-018-3	$ 47.12	217-470-064-7	$ 47.12	217-470-107-4	$ 79.72

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217-470-108-2	$ 79.72	220-401-020-7	$ 139.02	220-450-014-0	$ 153.16	220-450-051-2	$ 153.16
217-470-109-0	$ 79.72	220-401-021-5	$ 139.02	220-450-015-7	$ 153.16	220-460-028-8	$ 139.02
217-470-112-4		220-401-022-3	$ 139.02	220-450-016-5	$ 153.16	220-460-029-6	$ 139.02
217-470-114-0		220-401-023-1	$ 139.02	220-450-017-3	$ 153.16	220-460-030-4	$ 252.48
217-470-115-7	$ 47.12	220-401-024-9	$ 139.02	220-450-018-1	$ 139.02	220-460-031-2	$ 139.02
217-470-116-5	$ 47.12	220-401-025-6	$ 139.02	220-450-019-9	$ 139.02	220-460-032-0	$ 139.02
217-470-117-3	$ 47.12	220-440-010-1	$ 176.30	220-450-020-7	$ 153.16	220-460-033-8	$ 153.16
217-470-118-1	$ 47.12	220-440-011-9	$ 176.30	220-450-021-5	$ 153.16	220-460-034-6	$ 153.16
217-470-119-9	$ 47.12	220-440-012-7	$ 211.40	220-450-022-3	$ 139.02	220-460-035-3	$ 153.16
217-470-120-7		220-440-013-5	$ 176.30	220-450-023-1	$ 139.02	220-460-036-1	$ 153.16
217-470-121-5		220-440-014-3	$ 176.30	220-450-024-9	$ 153.16	220-460-037-9	$ 153.16
217-470-124-9	$ 47.12	220-440-015-0	$ 153.16	220-450-025-6	$ 176.30	220-460-038-7	$ 153.16
217-470-125-6	$ 47.12	220-440-016-8	$ 153.16	220-450-026-4	$ 153.16	220-460-039-5	$ 153.16
217-470-126-4	$ 47.12	220-440-017-6	$ 176.30	220-450-027-2	$ 139.02	220-460-040-3	$ 153.16
217-470-128-0	$ 47.12	220-440-018-4	$ 176.30	220-450-028-0	$ 139.02	220-460-041-1	$ 153.16
217-470-129-8	$ 47.12	220-440-019-2	$ 211.40	220-450-029-8	$ 139.02	220-460-042-9	$ 153.16
217-470-130-6	$ 47.12	220-440-020-0	$ 211.40	220-450-030-6	$ 139.02	220-460-043-7	$ 153.16
217-470-132-2	$ 47.12	220-440-023-4	$ 176.30	220-450-031-4	$ 153.16	220-460-044-5	$ 176.30
217-470-133-0	$ 47.12	220-440-024-2	$ 176.30	220-450-032-2	$ 139.02	220-460-045-2	$ 153.16
217-470-134-8	$ 47.12	220-440-025-9	$ 153.16	220-450-033-0	$ 139.02	220-460-046-0	$ 153.16
217-470-135-5	$ 47.12	220-440-026-7	$ 153.16	220-450-034-8	$ 153.16	220-460-047-8	$ 153.16
217-470-136-3	$ 47.12	220-440-027-5	$ 290.84	220-450-035-5	$ 139.02	220-460-048-6	$ 153.16
217-470-137-1		220-440-030-9	$ 153.16	220-450-036-3	$ 139.02	220-460-049-4	$ 153.16
220-060-019-1	$ 4,458.40	220-440-031-7	$ 153.16	220-450-037-1	$ 153.16	220-460-050-2	$ 153.16
220-060-020-9	$ 280.34	220-440-032-5	$ 153.16	220-450-038-9	$ 139.02	220-460-051-0	$ 153.16
220-060-022-5		220-440-033-3	$ 153.16	220-450-039-7	$ 139.02	220-460-052-8	$ 153.16
220-060-039-9	$ 1,658.38	220-440-034-1	$ 153.16	220-450-040-5	$ 139.02	220-460-053-6	$ 153.16
220-060-042-3		220-440-035-8	$ 153.16	220-450-041-3	$ 139.02	220-460-054-4	$ 153.16
220-070-012-4		220-440-036-6	$ 153.16	220-450-042-1	$ 153.16	220-460-055-1	$ 153.16
220-070-014-0		220-440-038-2	$ 117.26	220-450-043-9	$ 139.02	220-460-056-9	$ 153.16
220-401-013-2	$ 139.02	220-440-039-0	$ 117.26	220-450-044-7	$ 153.16	220-460-057-7	$ 153.16
220-401-014-0	$ 139.02	220-440-040-8	$ 117.26	220-450-045-4	$ 153.16	220-460-058-5	$ 153.16
220-401-015-7	$ 139.02	220-440-041-6	$ 117.26	220-450-046-2	$ 153.16	220-460-059-3	$ 153.16
220-401-016-5	$ 139.02	220-450-010-8	$ 176.30	220-450-047-0	$ 153.16	220-460-060-1	$ 153.16
220-401-017-3	$ 139.02	220-450-011-6	$ 153.16	220-450-048-8	$ 153.16	220-460-061-9	$ 153.16
220-401-018-1	$ 139.02	220-450-012-4	$ 153.16	220-450-049-6	$ 153.16	220-460-062-7	$ 176.30
220-401-019-9	$ 139.02	220-450-013-2	$ 153.16	220-450-050-4	$ 153.16	220-460-063-5	$ 176.30

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220-460-064-3	$ 153.16	220-723-009-1	$ 127.04	220-725-027-1	$ 131.96	220-733-001-6	$ 131.96
220-460-065-0	$ 153.16	220-723-010-9	$ 127.04	220-725-028-9	$ 131.96	220-733-002-4	$ 131.96
220-460-066-8	$ 176.30	220-723-011-7	$ 127.04	220-725-029-7	$ 139.02	220-733-003-2	$ 131.96
220-721-001-0	$ 139.02	220-723-012-5	$ 139.02	220-725-030-5	$ 131.96	220-733-004-0	$ 131.96
220-721-002-8	$ 176.30	220-723-013-3	$ 131.96	220-725-031-3	$ 139.02	220-733-005-7	$ 153.16
220-722-001-9	$ 131.96	220-723-014-1	$ 131.96	220-725-032-1	$ 176.30	220-734-001-5	$ 131.96
220-722-002-7	$ 131.96	220-724-003-3	$ 127.04	220-725-033-9	$ 117.26	220-734-002-3	$ 127.04
220-722-003-5	$ 131.96	220-724-004-1	$ 127.04	220-725-034-7	$ 117.26	220-734-003-1	$ 127.04
220-722-004-3	$ 131.96	220-724-005-8	$ 139.02	220-725-035-4	$ 117.26	220-734-004-9	$ 127.04
220-722-005-0	$ 131.96	220-724-006-6	$ 131.96	220-726-001-5	$ 139.02	220-734-005-6	$ 127.04
220-722-006-8	$ 131.96	220-724-007-4	$ 131.96	220-726-002-3	$ 131.96	220-734-006-4	$ 127.04
220-722-007-6	$ 131.96	220-725-001-6	$ 139.02	220-726-003-1	$ 131.96	220-734-007-2	$ 127.04
220-722-008-4	$ 131.96	220-725-002-4	$ 131.96	220-726-004-9	$ 131.96	220-734-008-0	$ 127.04
220-722-009-2	$ 139.02	220-725-003-2	$ 131.96	220-726-005-6	$ 131.96	220-734-009-8	$ 131.96
220-722-010-0	$ 139.02	220-725-004-0	$ 131.96	220-726-006-4	$ 139.02	220-734-010-6	$ 139.02
220-722-011-8	$ 139.02	220-725-005-7	$ 131.96	220-731-001-8	$ 139.02	220-734-011-4	$ 127.04
220-722-012-6	$ 131.96	220-725-006-5	$ 131.96	220-731-002-6	$ 131.96	220-734-012-2	$ 127.04
220-722-013-4	$ 131.96	220-725-007-3	$ 131.96	220-731-003-4	$ 131.96	220-734-013-0	$ 127.04
220-722-014-2	$ 131.96	220-725-008-1	$ 131.96	220-731-004-2		220-734-014-8	$ 127.04
220-722-015-9	$ 131.96	220-725-009-9	$ 131.96	220-732-001-7	$ 139.02	220-734-015-5	$ 127.04
220-722-016-7	$ 139.02	220-725-010-7	$ 131.96	220-732-002-5	$ 139.02	220-734-016-3	$ 127.04
220-722-017-5	$ 131.96	220-725-011-5	$ 131.96	220-732-003-3	$ 139.02	220-734-017-1	$ 127.04
220-722-018-3	$ 127.04	220-725-012-3	$ 131.96	220-732-004-1	$ 139.02	220-734-018-9	$ 127.04
220-722-019-1	$ 127.04	220-725-013-1	$ 131.96	220-732-005-8	$ 131.96	220-735-001-4	$ 153.16
220-722-020-9	$ 127.04	220-725-014-9	$ 131.96	220-732-006-6	$ 131.96	220-735-002-2	$ 139.02
220-722-021-7	$ 127.04	220-725-015-6	$ 131.96	220-732-007-4	$ 131.96	220-735-003-0	$ 139.02
220-722-022-5	$ 131.96	220-725-016-4	$ 139.02	220-732-008-2	$ 131.96	220-735-004-8	$ 139.02
220-722-023-3	$ 131.96	220-725-017-2	$ 131.96	220-732-009-0	$ 139.02	220-735-005-5	$ 139.02
220-722-024-1	$ 131.96	220-725-018-0	$ 131.96	220-732-010-8	$ 153.16	220-735-006-3	$ 131.96
220-723-001-8	$ 131.96	220-725-019-8	$ 131.96	220-732-011-6	$ 139.02	220-736-001-3	$ 153.16
220-723-002-6	$ 131.96	220-725-020-6	$ 131.96	220-732-012-4	$ 139.02	220-736-002-1	$ 139.02
220-723-003-4	$ 127.04	220-725-021-4	$ 131.96	220-732-013-2	$ 139.02	220-736-003-9	$ 127.04
220-723-004-2	$ 127.04	220-725-022-2	$ 139.02	220-732-014-0	$ 131.96	220-736-004-7	$ 127.04
220-723-005-9	$ 127.04	220-725-023-0	$ 131.96	220-732-015-7	$ 153.16	220-736-005-4	$ 139.02
220-723-006-7	$ 127.04	220-725-024-8	$ 131.96	220-732-016-5	$ 139.02	220-737-001-2	$ 131.96
220-723-007-5	$ 139.02	220-725-025-5	$ 139.02	220-732-017-3	$ 139.02	220-737-002-0	$ 139.02
220-723-008-3	$ 139.02	220-725-026-3	$ 153.16	220-732-018-1	$ 139.02	220-737-003-8	$ 131.96

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220-737-004-6	$ 131.96	220-741-029-7	$ 131.96	220-742-009-8	$ 131.96	220-750-027-9	$ 139.02
220-737-005-3	$ 131.96	220-741-030-5	$ 131.96	220-742-010-6	$ 153.16	220-750-028-7	$ 131.96
220-737-006-1	$ 139.02	220-741-031-3	$ 131.96	220-742-011-4	$ 131.96	220-750-029-5	$ 131.96
220-738-001-1	$ 127.04	220-741-032-1	$ 153.16	220-742-012-2	$ 131.96	220-750-030-3	$ 131.96
220-738-002-9	$ 131.96	220-741-033-9	$ 139.02	220-742-013-0	$ 131.96	220-750-031-1	$ 131.96
220-738-003-7	$ 139.02	220-741-034-7	$ 131.96	220-742-014-8	$ 139.02	220-750-032-9	$ 139.02
220-738-004-5	$ 153.16	220-741-035-4	$ 131.96	220-742-015-5	$ 131.96	220-750-033-7	$ 131.96
220-739-001-0	$ 153.16	220-741-036-2	$ 131.96	220-742-016-3	$ 131.96	220-750-034-5	$ 139.02
220-739-002-8	$ 139.02	220-741-037-0	$ 153.16	220-742-017-1	$ 127.04	220-750-035-2	$ 139.02
220-739-003-6	$ 139.02	220-741-038-8	$ 131.96	220-742-018-9	$ 127.04	220-750-036-0	$ 139.02
220-739-004-4	$ 139.02	220-741-039-6	$ 131.96	220-742-019-7	$ 131.96	220-750-037-8	$ 153.16
220-741-001-6	$ 131.96	220-741-040-4	$ 131.96	220-750-001-4	$ 131.96	220-750-038-6	$ 139.02
220-741-002-4	$ 131.96	220-741-041-2	$ 131.96	220-750-002-2	$ 127.04	220-750-039-4	$ 153.16
220-741-003-2	$ 131.96	220-741-042-0	$ 131.96	220-750-003-0	$ 131.96	220-750-040-2	$ 131.96
220-741-004-0	$ 131.96	220-741-043-8	$ 131.96	220-750-004-8	$ 139.02	220-750-041-0	$ 139.02
220-741-005-7	$ 131.96	220-741-044-6	$ 131.96	220-750-005-5	$ 153.16	220-750-042-8	$ 176.30
220-741-006-5	$ 131.96	220-741-045-3	$ 131.96	220-750-006-3	$ 139.02	220-750-043-6	$ 153.16
220-741-007-3	$ 131.96	220-741-046-1	$ 131.96	220-750-007-1	$ 127.04	220-750-044-4	$ 131.96
220-741-008-1	$ 131.96	220-741-047-9	$ 176.30	220-750-008-9	$ 131.96	220-750-045-1	$ 139.02
220-741-011-5	$ 176.30	220-741-054-5	$ 131.96	220-750-009-7	$ 131.96	220-750-046-9	$ 139.02
220-741-012-3	$ 139.02	220-741-055-2		220-750-010-5	$ 131.96	220-750-047-7	$ 139.02
220-741-013-1	$ 131.96	220-741-056-0	$ 117.26	220-750-011-3	$ 139.02	220-750-048-5	$ 139.02
220-741-014-9	$ 139.02	220-741-057-8	$ 153.16	220-750-012-1	$ 131.96	220-750-049-3	$ 127.04
220-741-015-6	$ 139.02	220-741-058-6	$ 117.26	220-750-013-9	$ 131.96	220-750-050-1	$ 127.04
220-741-016-4	$ 131.96	220-741-059-4	$ 117.26	220-750-014-7	$ 131.96	220-750-051-9	$ 131.96
220-741-017-2	$ 127.04	220-741-060-2	$ 117.26	220-750-015-4	$ 139.02	220-750-052-7	$ 127.04
220-741-018-0	$ 131.96	220-741-061-0	$ 117.26	220-750-016-2	$ 139.02	220-760-001-2	$ 139.02
220-741-019-8	$ 139.02	220-741-062-8	$ 117.26	220-750-017-0	$ 139.02	220-760-002-0	$ 139.02
220-741-020-6	$ 127.04	220-741-063-6	$ 117.26	220-750-018-8	$ 131.96	220-760-003-8	$ 176.30
220-741-021-4	$ 139.02	220-742-001-5	$ 131.96	220-750-019-6	$ 131.96	220-760-004-6	$ 139.02
220-741-022-2	$ 131.96	220-742-002-3	$ 131.96	220-750-020-4	$ 131.96	220-760-005-3	$ 153.16
220-741-023-0	$ 131.96	220-742-003-1	$ 131.96	220-750-021-2	$ 131.96	220-760-006-1	$ 131.96
220-741-024-8	$ 127.04	220-742-004-9	$ 131.96	220-750-022-0	$ 131.96	220-760-007-9	$ 131.96
220-741-025-5	$ 139.02	220-742-005-6	$ 131.96	220-750-023-8	$ 127.04	220-760-008-7	$ 127.04
220-741-026-3	$ 139.02	220-742-006-4	$ 131.96	220-750-024-6	$ 127.04	220-760-009-5	$ 153.16
220-741-027-1	$ 127.04	220-742-007-2	$ 131.96	220-750-025-3	$ 127.04	220-760-010-3	$ 153.16
220-741-028-9	$ 131.96	220-742-008-0	$ 127.04	220-750-026-1	$ 139.02	220-760-011-1	$ 139.02

DA1010		DA1010		DA1010		DA1010	
220-760-012-9	$ 153.16	220-770-017-6	$ 139.02	220-790-010-7	$ 139.02	220-790-047-9	$ 139.02
220-760-013-7	$ 139.02	220-770-018-4	$ 153.16	220-790-011-5	$ 131.96	220-790-048-7	$ 139.02
220-760-014-5	$ 139.02	220-770-019-2	$ 139.02	220-790-012-3	$ 127.04	220-790-049-5	$ 131.96
220-760-015-2	$ 139.02	220-770-020-0	$ 139.02	220-790-013-1	$ 131.96	220-790-050-3	$ 131.96
220-760-016-0	$ 139.02	220-770-021-8	$ 131.96	220-790-014-9	$ 127.04	220-790-051-1	$ 131.96
220-760-017-8	$ 131.96	220-770-022-6	$ 153.16	220-790-015-6	$ 131.96	220-790-052-9	$ 131.96
220-760-018-6	$ 127.04	220-770-023-4	$ 176.30	220-790-016-4	$ 131.96	220-790-053-7	$ 127.04
220-760-019-4	$ 127.04	220-780-001-8	$ 176.30	220-790-017-2	$ 131.96	220-790-054-5	$ 127.04
220-760-020-2	$ 131.96	220-780-002-6	$ 176.30	220-790-018-0	$ 131.96	220-790-055-2	$ 127.04
220-760-021-0	$ 139.02	220-780-003-4	$ 153.16	220-790-019-8	$ 131.96	220-790-056-0	$ 127.04
220-760-022-8	$ 139.02	220-780-004-2	$ 176.30	220-790-020-6	$ 131.96	220-790-057-8	$ 127.04
220-760-023-6	$ 139.02	220-780-005-9	$ 176.30	220-790-021-4	$ 139.02	220-790-058-6	$ 127.04
220-760-024-4	$ 139.02	220-780-006-7	$ 153.16	220-790-022-2	$ 131.96	220-790-059-4	$ 127.04
220-760-025-1	$ 139.02	220-780-007-5	$ 153.16	220-790-023-0	$ 127.04	220-790-060-2	$ 127.04
220-760-026-9	$ 139.02	220-780-008-3	$ 153.16	220-790-024-8	$ 127.04	220-790-061-0	$ 127.04
220-760-027-7	$ 139.02	220-780-009-1	$ 153.16	220-790-025-5	$ 127.04	220-790-062-8	$ 139.02
220-760-028-5	$ 131.96	220-780-010-9	$ 153.16	220-790-026-3	$ 127.04	220-800-001-4	$ 139.02
220-760-029-3	$ 127.04	220-780-011-7	$ 176.30	220-790-027-1	$ 127.04	220-800-002-2	$ 139.02
220-760-030-1	$ 127.04	220-780-012-5	$ 176.30	220-790-028-9	$ 127.04	220-800-003-0	$ 139.02
220-760-031-9	$ 139.02	220-780-013-3	$ 153.16	220-790-029-7	$ 127.04	220-800-004-8	$ 153.16
220-760-032-7	$ 153.16	220-780-014-1	$ 211.40	220-790-030-5	$ 139.02	220-800-005-5	$ 153.16
220-770-001-0	$ 139.02	220-780-015-8	$ 176.30	220-790-031-3	$ 153.16	220-800-006-3	$ 153.16
220-770-002-8	$ 139.02	220-780-016-6	$ 211.40	220-790-032-1	$ 153.16	220-800-007-1	$ 153.16
220-770-003-6	$ 139.02	220-780-017-4	$ 139.02	220-790-033-9	$ 153.16	220-800-008-9	$ 153.16
220-770-004-4	$ 139.02	220-780-018-2	$ 131.96	220-790-034-7	$ 153.16	220-800-009-7	$ 139.02
220-770-005-1	$ 153.16	220-780-019-0	$ 139.02	220-790-035-4	$ 153.16	220-800-010-5	$ 139.02
220-770-006-9	$ 153.16	220-780-020-8	$ 139.02	220-790-036-2	$ 127.04	220-800-011-3	$ 139.02
220-770-007-7	$ 153.16	220-780-021-6	$ 211.40	220-790-037-0	$ 131.96	220-800-012-1	$ 131.96
220-770-008-5	$ 153.16	220-790-001-6	$ 139.02	220-790-038-8	$ 127.04	220-800-013-9	$ 131.96
220-770-009-3	$ 153.16	220-790-002-4	$ 153.16	220-790-039-6	$ 127.04	220-800-014-7	$ 131.96
220-770-010-1	$ 139.02	220-790-003-2	$ 153.16	220-790-040-4	$ 127.04	220-800-015-4	$ 139.02
220-770-011-9	$ 139.02	220-790-004-0	$ 131.96	220-790-041-2	$ 127.04	220-800-016-2	$ 139.02
220-770-012-7	$ 153.16	220-790-005-7	$ 139.02	220-790-042-0	$ 127.04	220-800-017-0	$ 139.02
220-770-013-5	$ 153.16	220-790-006-5	$ 131.96	220-790-043-8	$ 127.04	220-800-018-8	$ 139.02
220-770-014-3	$ 176.30	220-790-007-3	$ 131.96	220-790-044-6	$ 127.04	220-800-019-6	$ 153.16
220-770-015-0	$ 211.40	220-790-008-1	$ 139.02	220-790-045-3	$ 139.02	220-800-020-4	$ 139.02
220-770-016-8	$ 139.02	220-790-009-9	$ 139.02	220-790-046-1	$ 153.16	220-800-021-2	$ 153.16

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DA1010		DA1010		DA1010		DA1010	
220-800-022-0	$ 153.16	220-810-022-8	$ 131.96	220-820-036-6	$ 131.96	220-830-010-9	$ 153.16
220-800-023-8	$ 153.16	220-810-023-6	$ 131.96	220-820-037-4	$ 139.02	220-830-011-7	$ 139.02
220-800-024-6	$ 153.16	220-820-001-0	$ 131.96	220-820-038-2	$ 139.02	220-830-012-5	$ 139.02
220-800-025-3	$ 153.16	220-820-002-8	$ 117.26	220-820-039-0	$ 139.02	220-830-013-3	$ 131.96
220-800-026-1	$ 153.16	220-820-003-6	$ 117.26	220-820-042-4	$ 127.04	220-830-014-1	$ 153.16
220-800-027-9	$ 153.16	220-820-004-4	$ 131.96	220-820-043-2	$ 139.02	220-830-015-8	$ 211.40
220-800-028-7	$ 153.16	220-820-005-1	$ 131.96	220-820-044-0	$ 131.96	220-830-016-6	$ 139.02
220-800-029-5	$ 153.16	220-820-006-9	$ 153.16	220-820-045-7	$ 131.96	220-830-017-4	$ 131.96
220-800-030-3	$ 153.16	220-820-007-7	$ 153.16	220-820-046-5	$ 139.02	220-830-018-2	$ 139.02
220-800-031-1	$ 153.16	220-820-008-5	$ 153.16	220-820-047-3	$ 131.96	220-830-019-0	$ 131.96
220-800-032-9	$ 153.16	220-820-009-3	$ 131.96	220-820-048-1	$ 139.02	220-830-020-8	$ 153.16
220-800-033-7	$ 153.16	220-820-010-1	$ 131.96	220-820-049-9	$ 139.02	220-830-021-6	$ 153.16
220-800-034-5	$ 153.16	220-820-011-9	$ 127.04	220-820-050-7	$ 131.96	220-830-022-4	$ 153.16
220-800-035-2	$ 153.16	220-820-012-7	$ 127.04	220-820-051-5	$ 131.96	220-830-023-2	$ 131.96
220-800-036-0	$ 153.16	220-820-013-5	$ 127.04	220-820-052-3	$ 131.96	220-830-024-0	$ 131.96
220-800-037-8	$ 153.16	220-820-014-3	$ 127.04	220-820-053-1	$ 139.02	220-830-025-7	$ 131.96
220-810-001-2	$ 176.30	220-820-015-0	$ 127.04	220-820-054-9	$ 139.02	220-830-026-5	$ 131.96
220-810-002-0	$ 117.26	220-820-016-8	$ 127.04	220-820-055-6	$ 139.02	220-830-027-3	$ 139.02
220-810-003-8	$ 117.26	220-820-017-6	$ 127.04	220-820-056-4	$ 139.02	220-830-028-1	$ 139.02
220-810-004-6	$ 153.16	220-820-018-4	$ 127.04	220-820-057-2	$ 139.02	220-830-029-9	$ 127.04
220-810-005-3	$ 153.16	220-820-019-2	$ 127.04	220-820-058-0	$ 139.02	220-830-030-7	$ 131.96
220-810-006-1	$ 153.16	220-820-020-0	$ 139.02	220-820-059-8	$ 139.02	220-830-031-5	$ 131.96
220-810-007-9	$ 139.02	220-820-021-8	$ 139.02	220-820-060-6	$ 139.02	220-830-032-3	$ 131.96
220-810-008-7	$ 153.16	220-820-022-6	$ 131.96	220-820-061-4	$ 131.96	220-830-033-1	$ 131.96
220-810-009-5	$ 176.30	220-820-023-4	$ 131.96	220-820-062-2	$ 131.96	220-830-034-9	$ 131.96
220-810-010-3	$ 139.02	220-820-024-2	$ 127.04	220-820-063-0	$ 139.02	220-830-035-6	$ 139.02
220-810-011-1	$ 139.02	220-820-025-9	$ 127.04	220-820-069-7	$ 139.02	220-830-036-4	$ 131.96
220-810-012-9	$ 153.16	220-820-026-7	$ 127.04	220-820-070-5	$ 139.02	220-830-037-2	
220-810-013-7	$ 139.02	220-820-027-5	$ 127.04	220-830-001-8	$ 131.96	220-840-001-6	$ 211.40
220-810-014-5	$ 139.02	220-820-028-3	$ 127.04	220-830-002-6	$ 127.04	220-840-002-4	$ 176.30
220-810-015-2	$ 153.16	220-820-029-1	$ 127.04	220-830-003-4	$ 127.04	220-840-003-2	$ 153.16
220-810-016-0	$ 131.96	220-820-030-9	$ 127.04	220-830-004-2	$ 127.04	220-840-004-0	$ 176.30
220-810-017-8	$ 131.96	220-820-031-7	$ 127.04	220-830-005-9	$ 127.04	220-840-005-7	$ 176.30
220-810-018-6	$ 153.16	220-820-032-5	$ 127.04	220-830-006-7	$ 176.30	220-840-006-5	$ 176.30
220-810-019-4	$ 139.02	220-820-033-3	$ 127.04	220-830-007-5	$ 153.16	220-840-007-3	$ 176.30
220-810-020-2	$ 131.96	220-820-034-1	$ 127.04	220-830-008-3	$ 153.16	220-840-008-1	$ 176.30
220-810-021-0	$ 139.02	220-820-035-8	$ 127.04	220-830-009-1	$ 153.16	220-840-009-9	$ 176.30

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220-840-010-7	$	176.30
220-840-011-5	$	211.40
220-840-012-3	$	176.30
220-840-013-1		

Total for DA1010 $299,992.92

DA1010A

220-341-001-0	$	450.22
220-341-002-8	$	411.46
220-341-003-6	$	411.46
220-341-004-4	$	496.06
220-341-005-1	$	496.06
220-341-006-9	$	496.06
220-341-007-7	$	450.22
220-341-008-5	$	427.32
220-341-009-3	$	450.22
220-341-010-1	$	570.94
220-341-011-9	$	496.06
220-341-012-7	$	496.06
220-341-013-5	$	496.06
220-341-014-3	$	450.22
220-341-015-0	$	427.32
220-341-016-8	$	450.22
220-341-017-6	$	450.22
220-342-001-9	$	450.22
220-342-002-7	$	427.32
220-342-003-5	$	496.06
220-342-004-3	$	450.22
220-342-005-0	$	427.32
220-342-006-8	$	450.22
220-342-007-6	$	427.32
220-342-008-4	$	450.22
220-342-009-2	$	496.06
220-343-001-8	$	427.32
220-343-002-6	$	411.46
220-343-003-4	$	427.32
220-343-004-2	$	427.32

DA1010A

220-343-005-9	$	427.32
220-343-006-7	$	427.32
220-343-007-5	$	427.32
220-343-008-3	$	450.22
220-343-009-1	$	450.22
220-343-010-9	$	450.22
220-343-011-7	$	450.22
220-343-012-5	$	450.22
220-343-013-3	$	450.22
220-343-014-1	$	450.22
220-343-015-8	$	411.46
220-343-016-6	$	411.46
220-343-017-4	$	411.46
220-343-018-2	$	411.46
220-343-019-0	$	411.46
220-343-020-8	$	411.46
220-343-021-6	$	450.22
220-343-022-4	$	450.22
220-343-023-2	$	496.06
220-343-024-0	$	450.22
220-343-025-7	$	450.22
220-343-026-5	$	496.06
220-343-027-3	$	496.06
220-343-028-1	$	450.22
220-343-029-9	$	450.22
220-343-030-7	$	427.32
220-343-031-5	$	427.32
220-343-032-3	$	427.32
220-343-033-1	$	496.06
220-343-034-9	$	496.06
220-343-035-6	$	450.22
220-343-036-4	$	411.46
220-343-037-2	$	427.32
220-343-038-0	$	450.22
220-343-039-8	$	427.32
220-343-040-6	$	427.32
220-343-041-4	$	427.32

DA1010A

220-343-042-2	$	450.22
220-343-043-0	$	427.32
220-343-044-8	$	427.32
220-343-045-5	$	450.22
220-343-046-3	$	496.06
220-343-047-1	$	411.46
220-343-048-9	$	427.32
220-343-049-7	$	427.32
220-343-050-5	$	427.32
220-343-051-3	$	427.32
220-371-001-3	$	450.22
220-371-002-1	$	427.32
220-371-003-9	$	427.32
220-371-004-7	$	427.32
220-371-005-4	$	427.32
220-371-006-2	$	427.32
220-371-007-0	$	427.32
220-371-008-8	$	427.32
220-371-009-6	$	450.22
220-371-010-4	$	570.94
220-371-011-2	$	570.94
220-371-012-0	$	450.22
220-371-013-8	$	450.22
220-371-014-6	$	427.32
220-371-015-3	$	427.32
220-371-016-1	$	427.32
220-371-017-9	$	427.32
220-371-018-7	$	427.32
220-371-019-5	$	450.22
220-371-020-3	$	427.32
220-371-021-1	$	411.46
220-371-022-9	$	411.46
220-371-023-7	$	427.32
220-371-024-5	$	450.22
220-371-025-2	$	450.22
220-371-026-0	$	450.22
220-371-027-8	$	570.94

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220-371-028-6	$	496.06
220-371-029-4	$	570.94
220-371-030-2	$	496.06
220-371-031-0	$	496.06
220-371-032-8	$	450.22
220-371-033-6	$	411.46
220-371-034-4	$	411.46
220-371-035-1	$	427.32
220-371-036-9	$	427.32
220-371-037-7	$	427.32
220-371-038-5	$	450.22
220-371-039-3	$	427.32
220-371-040-1	$	427.32
220-371-041-9	$	411.46
220-371-042-7	$	450.22
220-371-043-5	$	570.94
220-371-044-3	$	496.06
220-371-045-0	$	684.60
220-371-046-8	$	496.06
220-371-047-6	$	450.22
220-371-048-4	$	450.22
220-371-049-2	$	427.32
220-371-050-0	$	411.46
220-371-051-8	$	496.06
220-371-052-6	$	450.22
220-371-053-4	$	427.32
220-371-054-2	$	427.32
220-371-055-9	$	427.32
220-371-056-7	$	427.32
220-371-057-5	$	427.32
220-371-058-3	$	427.32
220-371-059-1	$	427.32
220-371-060-9	$	427.32
220-371-061-7	$	450.22
220-372-001-2	$	450.22
220-372-002-0	$	450.22
220-372-003-8	$	450.22

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220-372-004-6	$	450.22
220-372-005-3	$	450.22
220-372-006-1	$	450.22
220-372-007-9	$	427.32
220-372-008-7	$	496.06
220-372-009-5	$	496.06
220-372-010-3	$	427.32
220-372-011-1	$	427.32
220-372-012-9	$	427.32
220-372-013-7	$	427.32
220-372-014-5	$	427.32
220-372-015-2	$	427.32
220-372-017-8	$	379.76
220-381-002-9	$	427.32
220-381-003-7	$	427.32
220-381-004-5	$	427.32
220-381-005-2	$	427.32
220-381-006-0	$	450.22
220-381-007-8	$	496.06
220-381-008-6	$	450.22
220-381-009-4	$	496.06
220-381-010-2	$	427.32
220-381-011-0	$	450.22
220-381-012-8	$	427.32
220-381-013-6	$	427.32
220-381-014-4	$	427.32
220-381-015-1	$	427.32
220-381-016-9	$	411.46
220-381-017-7	$	411.46
220-381-018-5	$	411.46
220-381-019-3	$	411.46
220-381-021-9	$	427.32
220-382-001-0	$	450.22
220-382-002-8	$	411.46
220-382-003-6	$	427.32
220-383-001-9	$	427.32
220-383-002-7	$	411.46

DA1010A

220-383-003-5	$	411.46
220-383-004-3	$	411.46
220-383-005-0	$	411.46
220-383-006-8	$	427.32
220-383-007-6	$	427.32
220-383-008-4	$	450.22
220-383-009-2	$	496.06
220-383-010-0	$	450.22
220-383-011-8	$	427.32
220-383-012-6	$	427.32
220-383-013-4	$	450.22
220-383-014-2	$	570.94
220-383-015-9	$	570.94
220-383-016-7	$	496.06
220-383-017-5	$	496.06
220-383-018-3	$	427.32
220-383-019-1	$	450.22
220-383-020-9	$	427.32
220-383-021-7	$	427.32
220-383-022-5	$	427.32
220-383-023-3	$	427.32
220-383-024-1	$	427.32
220-383-025-8	$	450.22
Total for DA1010A		**$89,998.92**

DA520

033-271-001-1	$	100.78
033-271-002-9	$	105.28
033-271-003-7	$	100.78
033-271-004-5	$	105.28
033-271-005-2	$	100.78
033-271-006-0	$	105.28
033-271-007-8	$	100.78
033-271-008-6	$	105.28
033-271-009-4	$	100.78
033-271-010-2	$	100.78
033-271-011-0	$	100.78

DA520

033-271-012-8	$	105.28
033-271-013-6	$	100.78
033-271-014-4	$	100.78
033-271-015-1	$	100.78
033-271-016-9	$	100.78
033-271-017-7	$	100.78
033-271-018-5	$	100.78
033-271-019-3	$	100.78
033-271-020-1	$	100.78
033-271-021-9	$	100.78
033-271-022-7	$	105.28
033-271-023-5	$	100.78
033-271-024-3	$	100.78
033-271-025-0	$	100.78
033-271-026-8	$	100.78
033-271-027-6	$	100.78
033-271-028-4	$	100.78
033-271-029-2	$	100.78
033-271-030-0	$	100.78
033-271-031-8	$	100.78
033-271-032-6	$	100.78
033-271-033-4	$	100.78
033-271-034-2	$	100.78
033-271-035-9	$	100.78
033-271-036-7	$	100.78
033-271-037-5	$	100.78
033-271-038-3	$	100.78
033-271-039-1	$	105.28
033-271-040-9	$	100.78
033-271-041-7	$	105.28
033-271-042-5	$	100.78
033-271-043-3	$	100.78
033-271-044-1	$	100.78
033-271-045-8	$	100.78
033-271-046-6	$	105.28
033-271-047-4	$	105.28
033-271-048-2	$	105.28

DA520

033-271-049-0	$	100.78
033-271-050-8	$	100.78
033-271-051-6	$	100.78
033-271-052-4	$	100.78
033-271-053-2	$	100.78
033-271-054-0	$	105.28
033-271-055-7	$	114.28
033-271-056-5	$	109.78
033-271-057-3	$	100.78
033-271-058-1	$	105.28
033-271-059-9	$	100.78
033-271-060-7	$	100.78
033-271-061-5	$	100.78
033-271-062-3	$	100.78
033-271-063-1	$	100.78
033-271-064-9	$	100.78
033-271-065-6	$	100.78
033-271-066-4	$	100.78
033-271-067-2	$	100.78
033-271-068-0	$	100.78
033-271-074-8	$	100.78
033-271-075-5	$	100.78
033-271-076-3	$	100.78
033-271-077-1	$	100.78
033-271-078-9	$	100.78
033-271-079-7	$	100.78
033-271-080-5	$	100.78
033-271-081-3	$	100.78
033-271-082-1	$	100.78
033-271-083-9	$	100.78
033-271-084-7	$	109.78
033-271-085-4	$	109.78
033-271-086-2	$	105.28
033-271-087-0	$	100.78
033-271-088-8	$	105.28
033-271-089-6	$	100.78
033-271-090-4	$	100.78

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DA520		DA520		DA520		DA520	
033-271-091-2	$ 100.78	033-280-032-5	$ 105.28	033-280-069-7	$ 105.28	033-290-006-7	$ 100.78
033-271-092-0	$ 100.78	033-280-033-3	$ 100.78	033-280-070-5	$ 105.28	033-290-007-5	$ 100.78
033-271-093-8	$ 100.78	033-280-034-1	$ 100.78	033-280-071-3	$ 105.28	033-290-008-3	$ 100.78
033-271-094-6	$ 100.78	033-280-035-8	$ 105.28	033-280-072-1	$ 100.78	033-290-009-1	$ 100.78
033-271-095-3	$ 100.78	033-280-036-6	$ 100.78	033-280-073-9	$ 100.78	033-290-010-9	$ 100.78
033-271-096-1	$ 100.78	033-280-037-4	$ 100.78	033-280-074-7	$ 100.78	033-290-011-7	$ 100.78
033-280-001-0	$ 109.78	033-280-038-2	$ 100.78	033-280-075-4	$ 100.78	033-290-012-5	$ 105.28
033-280-002-8	$ 100.78	033-280-039-0	$ 100.78	033-280-076-2	$ 100.78	033-290-013-3	$ 105.28
033-280-003-6	$ 100.78	033-280-040-8	$ 100.78	033-280-077-0	$ 100.78	033-290-014-1	$ 100.78
033-280-004-4	$ 105.28	033-280-041-6	$ 100.78	033-280-078-8	$ 109.78	033-290-015-8	$ 100.78
033-280-005-1	$ 105.28	033-280-042-4	$ 100.78	033-280-079-6	$ 100.78	033-290-016-6	$ 100.78
033-280-006-9	$ 109.78	033-280-043-2	$ 100.78	033-280-080-4	$ 100.78	033-290-017-4	$ 100.78
033-280-007-7	$ 105.28	033-280-044-0	$ 100.78	033-280-081-2	$ 100.78	033-290-018-2	$ 105.28
033-280-008-5	$ 109.78	033-280-045-7	$ 100.78	033-280-082-0	$ 105.28	033-290-019-0	$ 100.78
033-280-009-3	$ 114.28	033-280-046-5	$ 100.78	033-280-083-8	$ 109.78	033-290-020-8	$ 100.78
033-280-010-1	$ 109.78	033-280-047-3	$ 100.78	033-280-084-6	$ 100.78	033-290-021-6	$ 100.78
033-280-011-9	$ 105.28	033-280-048-1	$ 100.78	033-280-085-3	$ 100.78	033-290-022-4	$ 100.78
033-280-012-7	$ 105.28	033-280-049-9	$ 100.78	033-280-086-1	$ 100.78	033-290-023-2	$ 100.78
033-280-013-5	$ 100.78	033-280-050-7	$ 100.78	033-280-087-9	$ 100.78	033-290-024-0	$ 100.78
033-280-014-3	$ 100.78	033-280-051-5	$ 100.78	033-280-088-7	$ 100.78	033-290-025-7	$ 100.78
033-280-015-0	$ 100.78	033-280-052-3	$ 100.78	033-280-089-5	$ 105.28	033-290-026-5	$ 100.78
033-280-016-8	$ 100.78	033-280-053-1	$ 100.78	033-280-090-3	$ 105.28	033-290-027-3	$ 105.28
033-280-017-6	$ 100.78	033-280-054-9	$ 100.78	033-280-091-1	$ 100.78	033-290-028-1	$ 100.78
033-280-018-4	$ 100.78	033-280-055-6	$ 100.78	033-280-092-9	$ 100.78	033-290-029-9	$ 100.78
033-280-019-2	$ 100.78	033-280-056-4	$ 100.78	033-280-093-7	$ 100.78	033-290-030-7	$ 100.78
033-280-020-0	$ 100.78	033-280-057-2	$ 100.78	033-280-094-5	$ 100.78	033-290-031-5	$ 100.78
033-280-021-8	$ 109.78	033-280-058-0	$ 105.28	033-280-095-2	$ 100.78	033-290-032-3	$ 100.78
033-280-022-6	$ 109.78	033-280-059-8	$ 100.78	033-280-096-0	$ 100.78	033-290-033-1	$ 100.78
033-280-023-4	$ 105.28	033-280-060-6	$ 105.28	033-280-097-8	$ 100.78	033-290-034-9	$ 100.78
033-280-024-2	$ 114.28	033-280-061-4	$ 105.28	033-280-098-6	$ 100.78	033-290-035-6	$ 105.28
033-280-025-9	$ 105.28	033-280-062-2	$ 100.78	033-280-099-4	$ 100.78	033-290-036-4	$ 100.78
033-280-026-7	$ 105.28	033-280-063-0	$ 100.78	033-280-106-7	$ 109.78	033-290-037-2	$ 100.78
033-280-027-5	$ 109.78	033-280-064-8	$ 100.78	033-290-001-8	$ 100.78	033-290-038-0	$ 100.78
033-280-028-3	$ 134.52	033-280-065-5	$ 100.78	033-290-002-6	$ 105.28	033-290-039-8	$ 100.78
033-280-029-1	$ 134.52	033-280-066-3	$ 105.28	033-290-003-4	$ 100.78	033-360-001-3	$ 100.78
033-280-030-9	$ 109.78	033-280-067-1	$ 109.78	033-290-004-2	$ 100.78	033-360-002-1	$ 100.78
033-280-031-7	$ 105.28	033-280-068-9	$ 109.78	033-290-005-9	$ 100.78	033-360-003-9	$ 100.78

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DA520		DA520		DA520		DA520	
033-360-004-7	$ 121.02	033-360-041-9	$ 100.78	033-410-029-4	$ 100.78	033-420-004-5	$ 121.02
033-360-005-4	$ 121.02	033-360-042-7	$ 100.78	033-410-030-2	$ 100.78	033-420-005-2	$ 121.02
033-360-006-2	$ 121.02	033-360-043-5	$ 121.02	033-410-031-0	$ 100.78	033-420-006-0	$ 121.02
033-360-007-0	$ 121.02	033-360-044-3	$ 100.78	033-410-032-8	$ 100.78	033-420-007-8	$ 121.02
033-360-008-8	$ 121.02	033-360-045-0	$ 100.78	033-410-033-6	$ 100.78	033-420-008-6	$ 121.02
033-360-009-6	$ 121.02	033-360-046-8	$ 100.78	033-410-034-4	$ 100.78	033-420-009-4	$ 121.02
033-360-010-4	$ 121.02	033-360-047-6	$ 121.02	033-410-035-1	$ 100.78	033-420-010-2	$ 121.02
033-360-011-2	$ 121.02	033-360-048-4	$ 100.78	033-410-036-9	$ 105.28	033-420-011-0	$ 121.02
033-360-012-0	$ 121.02	033-360-049-2	$ 121.02	033-410-037-7	$ 100.78	033-420-012-8	$ 121.02
033-360-013-8	$ 100.78	033-360-050-0	$ 100.78	033-410-038-5	$ 100.78	033-420-013-6	$ 121.02
033-360-014-6	$ 100.78	033-410-001-3	$ 100.78	033-410-039-3	$ 100.78	033-420-014-4	$ 121.02
033-360-015-3	$ 100.78	033-410-002-1	$ 100.78	033-410-040-1	$ 121.02	033-420-015-1	$ 121.02
033-360-016-1	$ 121.02	033-410-003-9	$ 100.78	033-410-042-7	$ 105.28	033-420-016-9	$ 121.02
033-360-017-9	$ 121.02	033-410-004-7	$ 105.28	033-410-043-5	$ 100.78	033-420-017-7	$ 121.02
033-360-018-7	$ 121.02	033-410-005-4	$ 100.78	033-410-044-3	$ 100.78	033-420-018-5	$ 121.02
033-360-019-5	$ 121.02	033-410-006-2	$ 100.78	033-410-045-0	$ 121.02	033-420-019-3	$ 121.02
033-360-020-3	$ 121.02	033-410-007-0	$ 100.78	033-410-046-8	$ 121.02	033-420-020-1	$ 121.02
033-360-021-1	$ 121.02	033-410-008-8	$ 100.78	033-410-047-6	$ 121.02	033-420-021-9	$ 121.02
033-360-022-9	$ 100.78	033-410-009-6	$ 100.78	033-410-048-4	$ 121.02	033-420-022-7	$ 121.02
033-360-023-7	$ 100.78	033-410-010-4	$ 100.78	033-410-049-2	$ 121.02	033-420-023-5	$ 121.02
033-360-024-5	$ 100.78	033-410-011-2	$ 105.28	033-410-050-0	$ 121.02	033-420-024-3	$ 121.02
033-360-025-2	$ 121.02	033-410-012-0	$ 100.78	033-410-051-8	$ 121.02	033-420-025-0	$ 121.02
033-360-026-0	$ 121.02	033-410-013-8	$ 100.78	033-410-052-6	$ 121.02	033-420-026-8	$ 121.02
033-360-027-8	$ 121.02	033-410-014-6	$ 100.78	033-410-054-2	$ 121.02	033-420-027-6	$ 121.02
033-360-028-6		033-410-015-3	$ 109.78	033-410-055-9	$ 121.02	033-420-028-4	$ 121.02
033-360-029-4	$ 100.78	033-410-016-1	$ 109.78	033-410-056-7	$ 121.02	033-420-029-2	$ 121.02
033-360-030-2	$ 100.78	033-410-017-9	$ 100.78	033-410-057-5	$ 121.02	033-420-030-0	$ 121.02
033-360-031-0	$ 100.78	033-410-018-7	$ 100.78	033-410-058-3	$ 121.02	033-420-031-8	$ 121.02
033-360-032-8	$ 100.78	033-410-019-5	$ 109.78	033-410-059-1	$ 121.02	033-420-032-6	$ 121.02
033-360-033-6	$ 121.02	033-410-020-3	$ 109.78	033-410-060-9	$ 121.02	033-420-033-4	$ 121.02
033-360-034-4	$ 121.02	033-410-021-1	$ 100.78	033-410-061-7	$ 121.02	033-420-034-2	$ 121.02
033-360-035-1	$ 121.02	033-410-022-9	$ 100.78	033-410-062-5	$ 121.02	033-420-035-9	$ 121.02
033-360-036-9	$ 121.02	033-410-024-5	$ 100.78	033-410-063-3	$ 121.02	033-420-036-7	$ 121.02
033-360-037-7	$ 100.78	033-410-025-2	$ 100.78	033-410-064-1	$ 121.02	033-420-037-5	$ 121.02
033-360-038-5	$ 121.02	033-410-026-0	$ 100.78	033-420-001-1	$ 121.02	033-420-038-3	$ 121.02
033-360-039-3	$ 121.02	033-410-027-8	$ 109.78	033-420-002-9	$ 121.02	033-420-039-1	$ 121.02
033-360-040-1	$ 121.02	033-410-028-6	$ 114.28	033-420-003-7	$ 121.02	033-420-040-9	$ 121.02

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DA520

033-420-041-7	$	121.02
033-420-042-5	$	121.02
033-420-043-3	$	121.02
033-420-044-1	$	121.02
033-420-045-8	$	121.02
033-420-046-6	$	121.02
033-420-048-2	$	121.02
033-420-049-0	$	121.02
033-420-050-8	$	121.02
033-420-051-6	$	121.02
033-420-052-4	$	121.02
033-420-053-2	$	121.02
033-420-054-0	$	121.02
033-420-055-7	$	121.02
033-420-056-5	$	121.02
033-420-057-3	$	121.02
033-420-058-1	$	121.02
033-420-059-9	$	121.02
033-420-060-7	$	121.02
033-420-062-3	$	121.02
033-420-063-1	$	121.02
033-420-064-9	$	121.02
033-420-065-6	$	121.02
033-420-066-4	$	121.02
033-420-067-2	$	121.02
033-420-068-0	$	121.02
033-420-069-8	$	121.02
033-420-070-6	$	121.02
033-420-071-4	$	121.02
033-420-072-2	$	121.02
033-420-073-0	$	121.02
033-420-074-8	$	121.02
033-420-075-5	$	121.02
033-420-076-3	$	121.02
033-420-077-1	$	121.02
033-420-078-9	$	121.02
033-420-079-7	$	121.02

DA520

033-420-080-5	$	121.02
033-420-081-3	$	121.02
033-420-082-1	$	121.02
033-420-083-9	$	121.02
033-420-084-7	$	121.02
033-420-085-4	$	121.02
033-420-086-2	$	121.02
033-420-087-0	$	121.02
033-420-088-8	$	121.02
033-420-089-6	$	121.02
033-420-090-4	$	121.02
033-420-091-2	$	121.02
033-420-092-0	$	121.02
033-420-093-8	$	121.02
033-420-094-6	$	121.02
033-420-095-3		
033-420-096-1	$	109.78
Total for DA520		**$46,997.82**

DA67A

184-351-020-5	$	97.56
184-351-021-3	$	108.44
184-351-022-1	$	97.56
188-050-015-0	$	156.48
188-050-016-8	$	194.24
188-120-032-1	$	126.56
188-120-033-9	$	156.48
188-120-034-7	$	126.56
188-120-035-4	$	156.48
188-120-036-2	$	126.56
188-170-034-6	$	156.48
188-170-035-3	$	232.90
188-170-036-1	$	156.48
188-170-037-9	$	194.24
189-120-136-8		
189-120-137-6		
189-130-018-6	$	5,386.42

DA67A

189-130-041-8		
189-130-042-6		
189-130-043-4		
189-630-001-7	$	115.38
189-630-002-5	$	115.38
189-630-003-3	$	115.38
189-630-004-1	$	115.38
189-630-005-8	$	115.38
189-630-006-6	$	115.38
189-630-007-4	$	115.38
189-630-008-2	$	115.38
189-630-009-0	$	115.38
189-630-010-8	$	115.38
189-630-011-6	$	115.38
189-630-012-4	$	115.38
189-630-013-2	$	115.38
189-630-014-0	$	115.38
189-630-015-7	$	115.38
189-630-016-5	$	115.38
189-630-017-3	$	115.38
189-630-018-1	$	115.38
189-630-019-9	$	115.38
189-630-020-7	$	115.38
189-630-021-5	$	115.38
189-630-022-3	$	115.38
189-630-023-1	$	115.38
189-630-024-9	$	115.38
189-630-025-6		
189-640-001-5	$	88.52
189-640-002-3	$	88.52
189-640-003-1	$	88.52
189-640-004-9	$	88.52
189-640-005-6	$	88.52
189-640-006-4	$	88.52
189-640-007-2	$	88.52
189-640-008-0	$	88.52
189-640-009-8	$	88.52

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189-640-010-6	$	88.52
189-640-011-4	$	88.52
189-640-012-2	$	88.52
189-640-013-0	$	88.52
189-640-014-8	$	88.52
189-640-015-5	$	88.52
189-640-016-3	$	88.52
189-640-017-1	$	88.52
189-640-018-9	$	88.52
189-650-001-2	$	115.38
189-650-002-0	$	115.38
189-650-003-8	$	115.38
189-650-004-6	$	115.38
189-650-005-3	$	115.38
189-650-006-1	$	115.38
189-650-007-9	$	115.38
189-650-008-7	$	115.38
189-650-009-5	$	115.38
189-650-010-3	$	115.38
189-650-011-1	$	115.38
189-650-012-9	$	115.38
189-650-013-7	$	115.38
189-650-014-5	$	115.38
189-650-015-2	$	115.38
189-650-016-0	$	115.38
189-650-017-8	$	115.38
189-650-018-6	$	115.38
189-650-019-4	$	115.38
189-650-020-2	$	115.38
189-650-021-0	$	115.38
189-650-022-8	$	115.38
189-650-023-6	$	115.38
189-650-024-4	$	115.38
189-650-025-1	$	115.38
189-650-026-9	$	115.38
189-650-027-7	$	115.38
189-650-028-5	$	115.38

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DA 67A		DA 67A		DA 67A		DA 67A	
189-650-029-3	$ 115.38	189-660-035-8		189-680-002-4	$ 88.52	189-700-001-2	$ 88.52
189-650-030-1	$ 115.38	189-670-001-8	$ 77.34	189-680-003-2	$ 88.52	189-700-002-0	$ 88.52
189-650-031-9		189-670-002-6	$ 77.34	189-680-004-0	$ 88.52	189-700-003-8	$ 88.52
189-660-001-0	$ 77.34	189-670-003-4	$ 77.34	189-680-005-7	$ 88.52	189-700-004-6	$ 88.52
189-660-002-8	$ 77.34	189-670-004-2	$ 77.34	189-680-006-5	$ 88.52	189-700-005-3	$ 88.52
189-660-003-6	$ 77.34	189-670-005-9	$ 77.34	189-680-007-3	$ 88.52	189-700-006-1	$ 88.52
189-660-004-4	$ 77.34	189-670-006-7	$ 77.34	189-680-008-1	$ 88.52	189-700-007-9	$ 88.52
189-660-005-1	$ 77.34	189-670-007-5	$ 77.34	189-680-009-9	$ 88.52	189-700-008-7	$ 88.52
189-660-006-9	$ 77.34	189-670-008-3	$ 77.34	189-680-010-7	$ 88.52	189-700-009-5	$ 88.52
189-660-007-7	$ 77.34	189-670-009-1	$ 77.34	189-680-011-5	$ 88.52	189-700-010-3	$ 88.52
189-660-008-5	$ 77.34	189-670-010-9	$ 77.34	189-680-012-3	$ 88.52	189-700-011-1	$ 88.52
189-660-009-3	$ 77.34	189-670-011-7	$ 77.34	189-680-013-1	$ 88.52	189-700-012-9	$ 88.52
189-660-010-1	$ 77.34	189-670-012-5	$ 77.34	189-680-014-9	$ 88.52	189-700-013-7	$ 88.52
189-660-011-9	$ 77.34	189-670-013-3	$ 77.34	189-680-015-6	$ 88.52	189-700-014-5	$ 88.52
189-660-012-7	$ 77.34	189-670-014-1	$ 77.34	189-680-016-4	$ 88.52	189-700-015-2	$ 88.52
189-660-013-5	$ 77.34	189-670-015-8	$ 77.34	189-680-017-2	$ 88.52	189-700-016-0	$ 88.52
189-660-014-3	$ 77.34	189-670-016-6	$ 77.34	189-680-018-0	$ 88.52	189-700-017-8	$ 88.52
189-660-015-0	$ 77.34	189-670-017-4	$ 77.34	189-680-019-8	$ 88.52	189-700-018-6	$ 88.52
189-660-016-8	$ 77.34	189-670-018-2	$ 77.34	189-680-020-6	$ 88.52	189-700-019-4	$ 88.52
189-660-017-6	$ 77.34	189-670-019-0	$ 77.34	189-680-021-4	$ 88.52	189-700-020-2	$ 88.52
189-660-018-4	$ 77.34	189-670-020-8	$ 77.34	189-680-022-2	$ 88.52	189-700-021-0	$ 88.52
189-660-019-2	$ 77.34	189-670-021-6	$ 77.34	189-680-023-0	$ 88.52	189-700-022-8	$ 88.52
189-660-020-0	$ 77.34	189-670-022-4	$ 77.34	189-680-024-8	$ 88.52	189-700-023-6	$ 88.52
189-660-021-8	$ 77.34	189-670-023-2	$ 77.34	189-680-025-5	$ 88.52	189-700-024-4	$ 88.52
189-660-022-6	$ 77.34	189-670-024-0	$ 77.34	189-680-026-3	$ 88.52	189-700-025-1	$ 88.52
189-660-023-4	$ 77.34	189-670-025-7	$ 77.34	189-680-027-1		189-700-026-9	$ 88.52
189-660-024-2	$ 77.34	189-670-026-5	$ 77.34	189-690-001-4	$ 88.52	189-700-027-7	$ 88.52
189-660-025-9	$ 77.34	189-670-027-3	$ 77.34	189-690-002-2	$ 88.52	189-700-028-5	$ 88.52
189-660-026-7	$ 77.34	189-670-028-1	$ 77.34	189-690-003-0	$ 88.52	189-700-029-3	$ 88.52
189-660-027-5	$ 77.34	189-670-029-9	$ 77.34	189-690-004-8	$ 88.52	189-700-030-1	$ 88.52
189-660-028-3	$ 77.34	189-670-030-7	$ 77.34	189-690-005-5	$ 88.52	189-700-031-9	$ 88.52
189-660-029-1	$ 77.34	189-670-031-5	$ 77.34	189-690-006-3	$ 88.52	189-700-032-7	$ 88.52
189-660-030-9	$ 77.34	189-670-032-3	$ 77.34	189-690-007-1	$ 88.52	189-700-033-5	$ 88.52
189-660-031-7	$ 77.34	189-670-033-1	$ 77.34	189-690-008-9	$ 88.52	189-700-034-3	$ 88.52
189-660-032-5	$ 77.34	189-670-034-9	$ 77.34	189-690-009-7	$ 88.52	189-700-035-0	$ 88.52
189-660-033-3	$ 77.34	189-670-035-6		189-690-010-5	$ 88.52	189-700-036-8	$ 88.52
189-660-034-1	$ 77.34	189-680-001-6	$ 88.52	189-690-011-3	$ 88.52	189-700-037-6	$ 88.52

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DA 67A		DA 67A		DA 67A		DA 67A	
189-700-038-4	$ 88.52	189-710-032-5	$ 88.52	189-720-001-8	$ 88.52	189-720-038-0	$ 88.52
189-700-039-2	$ 88.52	189-710-033-3	$ 88.52	189-720-002-6	$ 88.52	189-720-039-8	$ 88.52
189-700-040-0	$ 88.52	189-710-034-1	$ 88.52	189-720-003-4	$ 88.52	189-720-040-6	$ 88.52
189-700-041-8	$ 88.52	189-710-035-8	$ 88.52	189-720-004-2	$ 88.52	189-720-041-4	$ 88.52
189-700-042-6	$ 88.52	189-710-036-6	$ 88.52	189-720-005-9	$ 88.52	189-720-042-2	$ 88.52
189-700-043-4		189-710-037-4	$ 88.52	189-720-006-7	$ 88.52	189-720-043-0	$ 88.52
189-710-001-0	$ 88.52	189-710-038-2	$ 88.52	189-720-007-5	$ 88.52	189-720-044-8	$ 88.52
189-710-002-8	$ 88.52	189-710-039-0	$ 88.52	189-720-008-3	$ 88.52	189-720-045-5	$ 88.52
189-710-003-6	$ 88.52	189-710-040-8	$ 88.52	189-720-009-1	$ 88.52	189-720-046-3	$ 88.52
189-710-004-4	$ 88.52	189-710-041-6	$ 88.52	189-720-010-9	$ 88.52	189-720-047-1	$ 88.52
189-710-005-1	$ 88.52	189-710-042-4	$ 88.52	189-720-011-7	$ 88.52	189-720-048-9	$ 88.52
189-710-006-9	$ 88.52	189-710-043-2	$ 99.38	189-720-012-5	$ 88.52	189-720-049-7	$ 88.52
189-710-007-7	$ 88.52	189-710-044-0	$ 99.38	189-720-013-3	$ 88.52	189-720-050-5	$ 88.52
189-710-008-5	$ 88.52	189-710-045-7	$ 99.38	189-720-014-1	$ 88.52	189-720-051-3	$ 88.52
189-710-009-3	$ 88.52	189-710-046-5	$ 99.38	189-720-015-8	$ 88.52	189-720-052-1	$ 88.52
189-710-010-1	$ 88.52	189-710-047-3	$ 99.38	189-720-016-6	$ 88.52	189-720-053-9	$ 88.52
189-710-011-9	$ 88.52	189-710-048-1	$ 99.38	189-720-017-4	$ 88.52	189-720-054-7	$ 88.52
189-710-012-7	$ 88.52	189-710-049-9	$ 99.38	189-720-018-2	$ 88.52	189-720-055-4	$ 88.52
189-710-013-5	$ 88.52	189-710-050-7	$ 99.38	189-720-019-0	$ 88.52	189-720-056-2	$ 88.52
189-710-014-3	$ 88.52	189-710-051-5	$ 99.38	189-720-020-8	$ 88.52	189-720-057-0	$ 88.52
189-710-015-0	$ 99.38	189-710-052-3	$ 99.38	189-720-021-6	$ 88.52	189-720-058-8	$ 88.52
189-710-016-8	$ 99.38	189-710-053-1	$ 99.38	189-720-022-4	$ 88.52	189-720-059-6	$ 88.52
189-710-017-6	$ 99.38	189-710-054-9	$ 99.38	189-720-023-2	$ 88.52	189-720-060-4	$ 88.52
189-710-018-4	$ 99.38	189-710-055-6	$ 99.38	189-720-024-0	$ 88.52	189-720-061-2	$ 88.52
189-710-019-2	$ 99.38	189-710-056-4	$ 99.38	189-720-025-7	$ 88.52	189-720-062-0	$ 88.52
189-710-020-0	$ 99.38	189-710-057-2	$ 99.38	189-720-026-5	$ 88.52	189-720-063-8	$ 88.52
189-710-021-8	$ 99.38	189-710-058-0	$ 99.38	189-720-027-3	$ 88.52	189-720-064-6	$ 88.52
189-710-022-6	$ 99.38	189-710-059-8	$ 99.38	189-720-028-1	$ 88.52	189-720-065-3	$ 88.52
189-710-023-4	$ 99.38	189-710-060-6	$ 99.38	189-720-029-9	$ 88.52	189-720-066-1	$ 88.52
189-710-024-2	$ 99.38	189-710-061-4	$ 99.38	189-720-030-7	$ 88.52	189-720-067-9	$ 88.52
189-710-025-9	$ 99.38	189-710-062-2	$ 99.38	189-720-031-5	$ 88.52	189-720-068-7	$ 88.52
189-710-026-7	$ 99.38	189-710-063-0	$ 99.38	189-720-032-3	$ 88.52	189-720-069-5	$ 88.52
189-710-027-5	$ 88.52	189-710-064-8	$ 99.38	189-720-033-1	$ 88.52	189-720-070-3	$ 88.52
189-710-028-3	$ 88.52	189-710-065-5	$ 99.38	189-720-034-9	$ 88.52	189-720-071-1	$ 88.52
189-710-029-1	$ 88.52	189-710-066-3	$ 99.38	189-720-035-6	$ 88.52	189-720-072-9	$ 88.52
189-710-030-9	$ 88.52	189-710-067-1		189-720-036-4	$ 88.52	189-720-073-7	$ 88.52
189-710-031-7	$ 88.52	189-710-068-9		189-720-037-2	$ 88.52	189-720-074-5	$ 88.52

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DA 67A		DA 67A		DA 67A		DA 67A	
189-720-075-2	$ 88.52	189-720-113-1	$ 88.52	189-720-152-9	$ 88.52	189-750-028-4	$ 88.52
189-720-076-0	$ 88.52	189-720-114-9	$ 88.52	189-720-153-7	$ 88.52	189-750-029-2	$ 88.52
189-720-077-8	$ 88.52	189-720-115-6	$ 88.52	189-740-001-4	$ 115.38	189-750-030-0	$ 88.52
189-720-078-6	$ 88.52	189-720-116-4	$ 88.52	189-740-002-2	$ 115.38	189-750-031-8	$ 88.52
189-720-079-4	$ 88.52	189-720-117-2	$ 88.52	189-740-003-0	$ 115.38	189-750-032-6	$ 88.52
189-720-081-0	$ 88.52	189-720-118-0	$ 88.52	189-740-004-8	$ 115.38	189-750-033-4	$ 88.52
189-720-082-8	$ 88.52	189-720-119-8	$ 88.52	189-740-005-5	$ 115.38	189-750-034-2	$ 88.52
189-720-083-6	$ 88.52	189-720-121-4	$ 88.52	189-740-006-3	$ 115.38	189-750-035-9	$ 88.52
189-720-084-4	$ 88.52	189-720-122-2	$ 88.52	189-740-007-1	$ 115.38	189-750-036-7	$ 88.52
189-720-085-1	$ 88.52	189-720-123-0	$ 88.52	189-740-008-9	$ 115.38	189-750-037-5	$ 88.52
189-720-086-9	$ 88.52	189-720-124-8	$ 88.52	189-740-009-7	$ 115.38	189-750-038-3	$ 88.52
189-720-087-7	$ 88.52	189-720-125-5	$ 88.52	189-740-010-5		189-750-039-1	$ 88.52
189-720-088-5	$ 88.52	189-720-126-3	$ 88.52	189-750-001-1	$ 88.52	189-750-040-9	$ 88.52
189-720-089-3	$ 88.52	189-720-127-1	$ 88.52	189-750-002-9	$ 88.52	189-750-041-7	$ 88.52
189-720-090-1	$ 88.52	189-720-128-9	$ 88.52	189-750-003-7	$ 88.52	189-750-042-5	$ 88.52
189-720-091-9	$ 88.52	189-720-129-7	$ 88.52	189-750-004-5	$ 88.52	189-750-043-3	$ 88.52
189-720-092-7	$ 88.52	189-720-130-5	$ 88.52	189-750-005-2	$ 88.52	189-750-044-1	$ 88.52
189-720-093-5	$ 88.52	189-720-131-3	$ 88.52	189-750-006-0	$ 88.52	189-750-045-8	$ 88.52
189-720-094-3	$ 88.52	189-720-132-1	$ 88.52	189-750-007-8	$ 88.52	189-750-046-6	$ 88.52
189-720-095-0	$ 88.52	189-720-133-9	$ 88.52	189-750-008-6	$ 88.52	189-750-047-4	$ 88.52
189-720-096-8	$ 19.56	189-720-134-7	$ 88.52	189-750-009-4	$ 88.52	189-750-048-2	$ 88.52
189-720-097-6	$ 88.52	189-720-135-4	$ 88.52	189-750-010-2	$ 88.52	189-750-049-0	$ 88.52
189-720-098-4	$ 88.52	189-720-136-2	$ 88.52	189-750-011-0	$ 88.52	189-750-050-8	$ 88.52
189-720-099-2	$ 88.52	189-720-137-0	$ 88.52	189-750-012-8	$ 88.52	189-750-051-6	$ 88.52
189-720-100-8	$ 88.52	189-720-138-8	$ 88.52	189-750-013-6	$ 88.52	189-750-052-4	$ 88.52
189-720-101-6	$ 88.52	189-720-139-6	$ 88.52	189-750-014-4	$ 88.52	189-750-053-2	$ 88.52
189-720-102-4	$ 88.52	189-720-140-4	$ 88.52	189-750-015-1	$ 88.52	189-750-054-0	$ 88.52
189-720-103-2	$ 88.52	189-720-141-2	$ 88.52	189-750-016-9	$ 88.52	189-750-055-7	$ 88.52
189-720-104-0	$ 88.52	189-720-142-0	$ 88.52	189-750-017-7	$ 88.52	189-750-056-5	$ 88.52
189-720-105-7	$ 88.52	189-720-143-8	$ 88.52	189-750-018-5	$ 88.52	189-750-057-3	$ 88.52
189-720-106-5	$ 88.52	189-720-144-6	$ 88.52	189-750-019-3	$ 88.52	189-750-058-1	$ 88.52
189-720-107-3	$ 88.52	189-720-145-3	$ 88.52	189-750-020-1	$ 88.52	189-750-059-9	$ 88.52
189-720-108-1	$ 88.52	189-720-146-1	$ 88.52	189-750-021-9	$ 88.52	189-750-060-7	$ 88.52
189-720-109-9	$ 88.52	189-720-147-9	$ 88.52	189-750-022-7	$ 88.52	189-750-061-5	$ 88.52
189-720-110-7	$ 88.52	189-720-148-7	$ 88.52	189-750-023-5	$ 88.52	189-750-062-3	$ 88.52
189-720-111-5	$ 88.52	189-720-149-5	$ 88.52	189-750-025-0	$ 88.52	189-750-063-1	$ 88.52
189-720-112-3	$ 88.52	189-720-150-3	$ 88.52	189-750-027-6	$ 88.52	189-750-064-9	$ 88.52

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DA 67A		DA 67A		DA 67A		DA 67A	
189-750-065-6	$ 88.52	189-750-102-7	$ 88.52	189-750-139-9	$ 88.52	189-760-024-1	$ 115.38
189-750-066-4	$ 88.52	189-750-103-5	$ 88.52	189-750-140-7	$ 88.52	189-760-025-8	$ 88.52
189-750-067-2	$ 88.52	189-750-104-3	$ 88.52	189-750-141-5	$ 88.52	189-760-026-6	$ 88.52
189-750-068-0	$ 88.52	189-750-105-0	$ 88.52	189-750-142-3	$ 88.52	189-760-027-4	$ 88.52
189-750-069-8	$ 88.52	189-750-106-8	$ 88.52	189-750-143-1	$ 88.52	189-760-028-2	$ 88.52
189-750-070-6	$ 88.52	189-750-107-6	$ 88.52	189-750-144-9	$ 88.52	189-760-029-0	$ 88.52
189-750-071-4	$ 88.52	189-750-108-4	$ 88.52	189-750-145-6	$ 88.52	189-760-030-8	$ 88.52
189-750-072-2	$ 88.52	189-750-109-2	$ 88.52	189-750-146-4	$ 88.52	189-760-031-6	$ 115.38
189-750-073-0	$ 88.52	189-750-110-0	$ 88.52	189-750-147-2	$ 88.52	189-760-032-4	$ 115.38
189-750-074-8	$ 88.52	189-750-111-8	$ 88.52	189-750-148-0	$ 88.52	189-760-033-2	$ 115.38
189-750-075-5	$ 88.52	189-750-112-6	$ 88.52	189-750-149-8	$ 88.52	189-760-034-0	$ 115.38
189-750-076-3	$ 88.52	189-750-113-4	$ 88.52	189-750-150-6	$ 88.52	189-760-035-7	$ 115.38
189-750-077-1	$ 88.52	189-750-114-2	$ 88.52	189-750-151-4		189-760-036-5	$ 115.38
189-750-078-9	$ 88.52	189-750-115-9	$ 88.52	189-750-154-8	$ 88.52	189-760-037-3	$ 115.38
189-750-079-7	$ 88.52	189-750-116-7	$ 88.52	189-760-001-9	$ 115.38	189-760-038-1	$ 115.38
189-750-080-5	$ 88.52	189-750-117-5	$ 88.52	189-760-002-7	$ 115.38	189-760-039-9	$ 115.38
189-750-081-3	$ 88.52	189-750-118-3	$ 88.52	189-760-003-5	$ 115.38	189-760-040-7	$ 115.38
189-750-082-1	$ 88.52	189-750-119-1	$ 88.52	189-760-004-3	$ 115.38	189-760-041-5	$ 115.38
189-750-083-9	$ 88.52	189-750-120-9	$ 88.52	189-760-005-0	$ 115.38	189-760-042-3	$ 115.38
189-750-084-7	$ 88.52	189-750-121-7	$ 88.52	189-760-006-8	$ 115.38	189-760-043-1	$ 88.52
189-750-085-4	$ 88.52	189-750-122-5	$ 88.52	189-760-007-6	$ 88.52	189-760-044-9	$ 88.52
189-750-086-2	$ 88.52	189-750-123-3	$ 88.52	189-760-008-4	$ 88.52	189-760-045-6	$ 88.52
189-750-087-0	$ 88.52	189-750-124-1	$ 88.52	189-760-009-2	$ 88.52	189-760-046-4	$ 88.52
189-750-088-8	$ 88.52	189-750-125-8	$ 88.52	189-760-010-0	$ 88.52	189-760-047-2	$ 88.52
189-750-089-6	$ 88.52	189-750-126-6	$ 88.52	189-760-011-8	$ 88.52	189-760-048-0	$ 88.52
189-750-090-4	$ 88.52	189-750-127-4	$ 88.52	189-760-012-6	$ 88.52	189-760-049-8	$ 115.38
189-750-091-2	$ 88.52	189-750-128-2	$ 88.52	189-760-013-4	$ 115.38	189-760-050-6	$ 115.38
189-750-092-0	$ 88.52	189-750-129-0	$ 88.52	189-760-014-2	$ 115.38	189-760-051-4	$ 115.38
189-750-093-8	$ 88.52	189-750-130-8	$ 88.52	189-760-015-9	$ 115.38	189-760-052-2	$ 115.38
189-750-094-6	$ 88.52	189-750-131-6	$ 88.52	189-760-016-7	$ 115.38	189-760-053-0	$ 115.38
189-750-095-3	$ 88.52	189-750-132-4	$ 88.52	189-760-017-5	$ 115.38	189-760-054-8	$ 115.38
189-750-096-1	$ 88.52	189-750-133-2	$ 88.52	189-760-018-3	$ 115.38	189-760-055-5	
189-750-097-9	$ 88.52	189-750-134-0	$ 88.52	189-760-019-1	$ 115.38	189-770-001-7	$ 109.94
189-750-098-7	$ 88.52	189-750-135-7	$ 88.52	189-760-020-9	$ 115.38	189-770-002-5	$ 109.94
189-750-099-5	$ 88.52	189-750-136-5	$ 88.52	189-760-021-7	$ 115.38	189-770-003-3	$ 109.94
189-750-100-1	$ 88.52	189-750-137-3	$ 88.52	189-760-022-5	$ 115.38	189-770-004-1	$ 109.94
189-750-101-9	$ 88.52	189-750-138-1	$ 88.52	189-760-023-3	$ 115.38	189-770-005-8	$ 109.94

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DA 67A		DA 67A		DA 67A		DA 67A	
189-770-006-6	$ 109.94	189-770-043-9	$ 109.94	189-840-012-0	$ 81.26	189-850-016-8	$ 84.88
189-770-007-4	$ 109.94	189-770-044-7	$ 109.94	189-840-013-8	$ 81.26	189-850-017-6	$ 81.26
189-770-008-2	$ 109.94	189-770-045-4	$ 109.94	189-840-014-6	$ 81.26	189-850-018-4	$ 81.26
189-770-009-0	$ 109.94	189-770-046-2	$ 109.94	189-840-015-3	$ 81.26	189-850-019-2	$ 81.26
189-770-010-8	$ 109.94	189-770-047-0	$ 109.94	189-840-016-1	$ 81.26	189-850-020-0	$ 81.26
189-770-011-6	$ 109.94	189-770-048-8	$ 109.94	189-840-017-9	$ 81.26	189-850-021-8	$ 81.26
189-770-012-4	$ 109.94	189-770-049-6	$ 109.94	189-840-018-7	$ 81.26	189-850-022-6	$ 81.26
189-770-013-2	$ 109.94	189-770-050-4	$ 109.94	189-840-019-5	$ 81.26	189-850-023-4	$ 84.88
189-770-014-0	$ 109.94	189-770-051-2	$ 109.94	189-840-020-3	$ 81.26	189-850-024-2	$ 84.88
189-770-015-7	$ 109.94	189-770-052-0	$ 109.94	189-840-021-1	$ 81.26	189-850-025-9	$ 81.26
189-770-016-5	$ 109.94	189-770-053-8	$ 109.94	189-840-022-9	$ 81.26	189-850-026-7	$ 81.26
189-770-017-3	$ 109.94	189-770-054-6	$ 109.94	189-840-023-7	$ 81.26	189-850-027-5	$ 81.26
189-770-018-1	$ 109.94	189-770-055-3		189-840-024-5	$ 81.26	189-850-028-3	$ 81.26
189-770-019-9	$ 109.94	189-810-001-9		189-840-025-2		189-850-029-1	$ 81.26
189-770-020-7	$ 109.94	189-810-002-7		189-840-026-0		189-850-030-9	$ 81.26
189-770-021-5	$ 109.94	189-810-003-5		189-840-027-8		189-850-031-7	$ 81.26
189-770-022-3	$ 109.94	189-810-004-3		189-840-028-6		189-850-032-5	$ 81.26
189-770-023-1	$ 109.94	189-820-007-4		189-840-029-4		189-850-033-3	$ 81.26
189-770-024-9	$ 109.94	189-820-010-8		189-840-030-2		189-850-034-1	$ 81.26
189-770-025-6	$ 109.94	189-820-011-6		189-840-031-0		189-850-035-8	$ 81.26
189-770-026-4	$ 109.94	189-820-012-4		189-840-032-8		189-850-036-6	$ 81.26
189-770-027-2	$ 109.94	189-820-013-2		189-840-033-6		189-850-037-4	$ 81.26
189-770-028-0	$ 109.94	189-830-016-3		189-850-001-0	$ 81.26	189-850-038-2	$ 81.26
189-770-029-8	$ 109.94	189-830-017-1		189-850-002-8	$ 81.26	189-850-039-0	$ 81.26
189-770-030-6	$ 109.94	189-830-019-7		189-850-003-6	$ 81.26	189-850-040-8	
189-770-031-4	$ 109.94	189-830-020-5		189-850-004-4	$ 81.26	189-850-041-6	
189-770-032-2	$ 109.94	189-840-001-3	$ 81.26	189-850-005-1	$ 81.26	189-850-042-4	
189-770-033-0	$ 109.94	189-840-002-1	$ 81.26	189-850-006-9	$ 81.26	189-850-043-2	
189-770-034-8	$ 109.94	189-840-003-9	$ 81.26	189-850-007-7	$ 81.26	189-850-044-0	
189-770-035-5	$ 109.94	189-840-004-7	$ 81.26	189-850-008-5	$ 81.26	189-850-045-7	
189-770-036-3	$ 109.94	189-840-005-4	$ 81.26	189-850-009-3	$ 81.26	189-860-001-8	$ 88.52
189-770-037-1	$ 109.94	189-840-006-2	$ 81.26	189-850-010-1	$ 81.26	189-860-002-6	$ 88.52
189-770-038-9	$ 109.94	189-840-007-0	$ 81.26	189-850-011-9	$ 81.26	189-860-003-4	$ 88.52
189-770-039-7	$ 109.94	189-840-008-8	$ 81.26	189-850-012-7	$ 81.26	189-860-004-2	$ 88.52
189-770-040-5	$ 109.94	189-840-009-6	$ 81.26	189-850-013-5	$ 81.26	189-860-005-9	$ 88.52
189-770-041-3	$ 109.94	189-840-010-4	$ 81.26	189-850-014-3	$ 81.26	189-860-006-7	$ 88.52
189-770-042-1	$ 109.94	189-840-011-2	$ 81.26	189-850-015-0	$ 81.26	189-860-007-5	$ 88.52

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

DA 67A		DA 67A		DA 67A		DA 67A	
189-860-008-3	$ 88.52	189-860-045-5	$ 88.52	189-880-004-8	$ 88.52	189-900-003-6	$ 88.52
189-860-009-1	$ 88.52	189-860-046-3	$ 88.52	189-880-005-5	$ 88.52	189-900-004-4	$ 88.52
189-860-010-9	$ 88.52	189-860-047-1	$ 88.52	189-880-006-3	$ 88.52	189-900-005-1	$ 88.52
189-860-011-7	$ 88.52	189-860-048-9	$ 88.52	189-880-007-1	$ 88.52	189-900-006-9	$ 88.52
189-860-012-5	$ 88.52	189-860-049-7	$ 88.52	189-880-008-9		189-900-007-7	$ 88.52
189-860-013-3	$ 88.52	189-860-050-5	$ 88.52	189-880-009-7	$ 88.52	189-900-008-5	$ 88.52
189-860-014-1	$ 88.52	189-860-051-3		189-880-010-5	$ 88.52	189-900-009-3	
189-860-015-8	$ 88.52	189-860-052-1		189-880-011-3	$ 88.52	189-900-010-1	$ 88.52
189-860-016-6	$ 88.52	189-860-053-9		189-880-012-1	$ 88.52	189-900-011-9	$ 88.52
189-860-017-4	$ 88.52	189-860-054-7		189-880-013-9	$ 88.52	189-900-012-7	$ 88.52
189-860-018-2	$ 88.52	189-860-055-4		189-880-014-7	$ 88.52	189-900-013-5	$ 88.52
189-860-019-0	$ 88.52	189-860-056-2		189-880-015-4		189-900-014-3	$ 88.52
189-860-020-8	$ 88.52	189-860-057-0		189-880-016-2	$ 88.52	189-900-015-0	$ 88.52
189-860-021-6	$ 88.52	189-860-058-8		189-880-017-0	$ 88.52	189-900-016-8	$ 88.52
189-860-022-4	$ 88.52	189-870-001-6	$ 88.52	189-880-018-8	$ 88.52	189-900-017-6	$ 88.52
189-860-023-2	$ 88.52	189-870-002-4	$ 88.52	189-880-019-6	$ 88.52	189-900-018-4	$ 88.52
189-860-024-0	$ 88.52	189-870-003-2	$ 88.52	189-880-020-4	$ 88.52	189-900-019-2	$ 88.52
189-860-025-7	$ 88.52	189-870-004-0	$ 88.52	189-880-021-2	$ 88.52	189-900-020-0	$ 88.52
189-860-026-5	$ 88.52	189-870-005-7	$ 88.52	189-880-022-0		189-900-021-8	$ 88.52
189-860-027-3	$ 88.52	189-870-006-5	$ 88.52	189-890-001-2	$ 88.52	189-900-022-6	
189-860-028-1	$ 88.52	189-870-007-3	$ 88.52	189-890-002-0	$ 88.52	189-900-023-4	$ 88.52
189-860-029-9	$ 88.52	189-870-008-1	$ 88.52	189-890-003-8	$ 88.52	189-900-024-2	$ 88.52
189-860-030-7	$ 88.52	189-870-009-9	$ 88.52	189-890-004-6	$ 88.52	189-900-025-9	$ 88.52
189-860-031-5	$ 88.52	189-870-010-7	$ 88.52	189-890-005-3	$ 88.52	189-900-026-7	$ 88.52
189-860-032-3	$ 88.52	189-870-011-5	$ 88.52	189-890-006-1	$ 88.52	189-900-027-5	$ 88.52
189-860-033-1	$ 88.52	189-870-012-3	$ 88.52	189-890-007-9		189-900-028-3	$ 88.52
189-860-034-9	$ 88.52	189-870-013-1	$ 88.52	189-890-008-7	$ 88.52	189-900-029-1	$ 88.52
189-860-035-6	$ 88.52	189-870-014-9	$ 88.52	189-890-009-5	$ 88.52	189-900-030-9	
189-860-036-4	$ 88.52	189-870-015-6	$ 88.52	189-890-010-3	$ 88.52	189-900-031-7	
189-860-037-2	$ 88.52	189-870-016-4	$ 88.52	189-890-011-1	$ 88.52	189-910-001-8	$ 88.52
189-860-038-0	$ 88.52	189-870-017-2	$ 88.52	189-890-012-9	$ 88.52	189-910-002-6	$ 88.52
189-860-039-8	$ 88.52	189-870-018-0	$ 88.52	189-890-013-7	$ 88.52	189-910-003-4	$ 88.52
189-860-040-6	$ 88.52	189-870-019-8		189-890-014-5		189-910-004-2	$ 88.52
189-860-041-4	$ 88.52	189-870-020-6		189-890-015-2		189-910-005-9	
189-860-042-2	$ 88.52	189-880-001-4	$ 88.52	189-890-016-0		189-910-006-7	$ 88.52
189-860-043-0	$ 88.52	189-880-002-2	$ 88.52	189-900-001-0	$ 88.52	189-910-007-5	$ 88.52
189-860-044-8	$ 88.52	189-880-003-0	$ 88.52	189-900-002-8	$ 88.52	189-910-008-3	$ 88.52

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

DA67A

189-910-009-1	$ 88.52	189-930-013-9	$ 88.52	189-960-010-8	$ 88.52	189-970-011-4	$ 88.52
189-910-010-9		189-930-014-7	$ 88.52	189-960-011-6	$ 88.52	189-970-012-2	$ 88.52
189-910-011-7	$ 88.52	189-930-015-4	$ 88.52	189-960-012-4	$ 88.52	189-970-013-0	$ 88.52
189-910-012-5	$ 88.52	189-930-016-2	$ 88.52	189-960-013-2	$ 88.52	189-970-014-8	$ 88.52
189-910-013-3	$ 88.52	189-930-017-0	$ 88.52	189-960-014-0	$ 88.52	189-970-015-5	
189-910-014-1	$ 88.52	189-930-018-8		189-960-015-7	$ 88.52	189-980-001-3	
189-910-015-8		189-940-001-2	$ 88.52	189-960-016-5	$ 88.52	189-980-002-1	$ 97.56
189-910-016-6	$ 88.52	189-940-002-0	$ 88.52	189-960-017-3	$ 88.52	189-980-003-9	$ 97.56
189-910-017-4	$ 88.52	189-940-003-8	$ 88.52	189-960-018-1	$ 88.52	189-980-004-7	$ 97.56
189-910-018-2	$ 88.52	189-940-004-6	$ 88.52	189-960-019-9	$ 88.52	189-980-005-4	$ 97.56
189-910-019-0	$ 88.52	189-940-005-3	$ 88.52	189-960-020-7	$ 88.52	189-980-006-2	$ 97.56
189-910-020-8	$ 88.52	189-940-006-1	$ 88.52	189-960-021-5	$ 88.52	189-980-007-0	$ 97.56
189-910-021-6	$ 88.52	189-940-007-9	$ 88.52	189-960-022-3		189-980-008-8	$ 97.56
189-910-022-4	$ 88.52	189-940-008-7	$ 88.52	189-960-023-1	$ 88.52	189-980-009-6	$ 97.56
189-910-023-2		189-940-009-5	$ 88.52	189-960-024-9	$ 88.52	189-980-010-4	$ 97.56
189-910-024-0		189-940-010-3	$ 88.52	189-960-025-6	$ 88.52	189-980-011-2	$ 97.56
189-920-001-6	$ 88.52	189-940-011-1	$ 88.52	189-960-026-4	$ 88.52	189-980-012-0	$ 97.56
189-920-002-4	$ 88.52	189-940-012-9	$ 88.52	189-960-027-2	$ 88.52	189-980-013-8	$ 97.56
189-920-003-2	$ 88.52	189-940-013-7		189-960-028-0	$ 88.52	**Total for DA67A**	**$100,006.70**
189-920-004-0	$ 88.52	189-950-001-9	$ 88.52	189-960-029-8	$ 88.52		
189-920-005-7	$ 88.52	189-950-002-7	$ 88.52	189-960-030-6	$ 88.52		
189-920-006-5	$ 88.52	189-950-003-5	$ 88.52	189-960-031-4	$ 88.52		
189-920-007-3	$ 88.52	189-950-004-3	$ 88.52	189-960-032-2	$ 88.52		
189-920-008-1	$ 88.52	189-950-005-0	$ 88.52	189-960-033-0	$ 88.52		
189-920-009-9		189-950-006-8	$ 88.52	189-960-034-8	$ 88.52		
189-930-001-4	$ 88.52	189-950-007-6	$ 88.52	189-960-035-5			
189-930-002-2	$ 88.52	189-950-008-4	$ 88.52	189-960-036-3			
189-930-003-0	$ 88.52	189-950-009-2		189-970-001-5	$ 88.52		
189-930-004-8	$ 88.52	189-960-001-7	$ 88.52	189-970-002-3	$ 88.52		
189-930-005-5	$ 88.52	189-960-002-5	$ 88.52	189-970-003-1	$ 88.52		
189-930-006-3	$ 88.52	189-960-003-3	$ 88.52	189-970-004-9	$ 88.52		
189-930-007-1	$ 88.52	189-960-004-1	$ 88.52	189-970-005-6	$ 88.52		
189-930-008-9	$ 88.52	189-960-005-8	$ 88.52	189-970-006-4	$ 88.52		
189-930-009-7		189-960-006-6	$ 88.52	189-970-007-2	$ 88.52		
189-930-010-5	$ 88.52	189-960-007-4	$ 88.52	189-970-008-0	$ 88.52		
189-930-011-3	$ 88.52	189-960-008-2	$ 88.52	189-970-009-8	$ 88.52		
189-930-012-1	$ 88.52	189-960-009-0		189-970-010-6	$ 88.52		

DA75A

213-040-089-4	$ 10,528.68
213-320-012-7	$ 3,459.72
213-320-013-5	$ 7,903.76
213-330-001-8	$ 20.04
213-330-002-6	$ 20.04
213-330-003-4	$ 20.04
213-330-004-2	$ 20.04
213-330-005-9	$ 20.04
213-330-006-7	$ 20.04
213-330-007-5	$ 20.04
213-330-008-3	$ 20.04
213-330-009-1	$ 20.04
213-330-010-9	$ 20.04
213-330-011-7	$ 20.04
213-330-012-5	$ 20.04
213-330-013-3	$ 20.04

DA 75A		DA 75A		DA 75A		DA 75A	
213-330-014-1	$ 20.04	213-340-008-1	$ 29.32	213-360-016-9	$ 21.98	213-360-053-2	$ 21.98
213-330-015-8	$ 20.04	213-340-009-9	$ 29.32	213-360-017-7	$ 21.98	213-360-054-0	$ 21.98
213-330-016-6	$ 20.04	213-340-010-7	$ 29.32	213-360-018-5	$ 21.98	213-360-055-7	$ 21.98
213-330-017-4	$ 20.04	213-340-011-5	$ 29.32	213-360-019-3	$ 21.98	213-360-056-5	$ 21.98
213-330-018-2	$ 20.04	213-340-012-3	$ 29.32	213-360-020-1	$ 21.98	213-360-057-3	$ 21.98
213-330-019-0	$ 20.04	213-340-013-1	$ 29.32	213-360-021-9	$ 21.98	213-360-058-1	$ 21.98
213-330-020-8	$ 20.04	213-340-014-9	$ 29.32	213-360-022-7	$ 21.98	213-360-059-9	$ 21.98
213-330-021-6	$ 20.04	213-340-015-6	$ 29.32	213-360-023-5	$ 21.98	213-360-060-7	$ 21.98
213-330-022-4	$ 20.04	213-340-016-4	$ 29.32	213-360-024-3	$ 21.98	213-360-061-5	
213-330-023-2	$ 20.04	213-340-017-2	$ 29.32	213-360-025-0	$ 21.98	213-390-001-5	$ 34.92
213-330-024-0	$ 20.04	213-340-018-0	$ 29.32	213-360-026-8	$ 21.98	213-390-002-3	$ 33.56
213-330-025-7	$ 20.04	213-340-019-8		213-360-027-6	$ 21.98	213-390-003-1	$ 33.56
213-330-026-5	$ 20.04	213-350-001-3	$ 268.32	213-360-028-4	$ 21.98	213-390-004-9	$ 34.92
213-330-027-3	$ 20.04	213-350-002-1	$ 33.56	213-360-029-2	$ 21.98	213-390-005-6	$ 34.92
213-330-028-1	$ 20.04	213-350-003-9	$ 33.56	213-360-030-0	$ 21.98	213-390-006-4	$ 34.92
213-330-029-9	$ 20.04	213-350-004-7	$ 268.32	213-360-031-8	$ 21.98	213-390-007-2	$ 34.92
213-330-030-7	$ 20.04	213-350-005-4	$ 134.16	213-360-032-6	$ 21.98	213-390-008-0	$ 33.56
213-330-031-5	$ 43.72	213-350-006-2	$ 268.32	213-360-033-4	$ 21.98	213-390-009-8	$ 34.92
213-330-032-3	$ 43.72	213-350-007-0	$ 268.32	213-360-034-2	$ 21.98	213-390-010-6	$ 33.56
213-330-033-1	$ 43.72	213-350-008-8	$ 268.32	213-360-035-9	$ 21.98	213-390-011-4	$ 34.92
213-330-034-9	$ 43.72	213-350-009-6	$ 268.32	213-360-036-7	$ 21.98	213-390-012-2	$ 34.92
213-330-035-6	$ 43.72	213-350-010-4	$ 268.32	213-360-037-5	$ 21.98	213-390-013-0	$ 33.56
213-330-036-4	$ 43.72	213-360-001-1	$ 21.98	213-360-038-3	$ 21.98	213-390-014-8	$ 33.56
213-330-037-2	$ 43.72	213-360-002-9	$ 21.98	213-360-039-1	$ 21.98	213-390-015-5	$ 30.80
213-330-038-0	$ 43.72	213-360-003-7	$ 21.98	213-360-040-9	$ 21.98	213-390-016-3	$ 34.92
213-330-039-8	$ 43.72	213-360-004-5	$ 21.98	213-360-041-7	$ 21.98	213-390-017-1	$ 34.92
213-330-040-6	$ 43.72	213-360-005-2	$ 21.98	213-360-042-5	$ 21.98	213-390-018-9	$ 36.98
213-330-041-4	$ 43.72	213-360-006-0	$ 21.98	213-360-043-3	$ 21.98	213-390-019-7	$ 36.98
213-330-044-8		213-360-007-8	$ 21.98	213-360-044-1	$ 21.98	213-390-020-5	$ 36.98
213-330-045-5		213-360-008-6	$ 21.98	213-360-045-8	$ 21.98	213-390-026-2	$ 36.98
213-340-001-6	$ 29.32	213-360-009-4	$ 21.98	213-360-046-6	$ 21.98	213-390-028-8	$ 36.98
213-340-002-4	$ 29.32	213-360-010-2	$ 21.98	213-360-047-4	$ 21.98	213-390-029-6	$ 36.98
213-340-003-2	$ 29.32	213-360-011-0	$ 21.98	213-360-048-2	$ 21.98	213-390-030-4	$ 34.92
213-340-004-0	$ 29.32	213-360-012-8	$ 21.98	213-360-049-0	$ 21.98	213-390-031-2	$ 36.98
213-340-005-7	$ 29.32	213-360-013-6	$ 21.98	213-360-050-8	$ 21.98	213-390-037-9	$ 36.98
213-340-006-5	$ 29.32	213-360-014-4	$ 21.98	213-360-051-6	$ 21.98	213-390-038-7	$ 36.98
213-340-007-3	$ 29.32	213-360-015-1	$ 21.98	213-360-052-4	$ 21.98	213-390-039-5	$ 36.98

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DA 75A		DA 75A		DA 75A		DA 75A	
213-390-041-1	$ 36.98	213-400-034-4	$ 21.98	213-410-031-8	$ 33.56	213-420-006-8	$ 33.56
213-390-042-9	$ 41.10	213-400-035-1	$ 33.56	213-410-032-6	$ 36.98	213-420-007-6	$ 34.92
213-390-043-7	$ 2,259.68	213-400-036-9	$ 33.56	213-410-033-4	$ 36.98	213-420-008-4	$ 33.56
213-390-044-5	$ 41.10	213-400-037-7	$ 33.56	213-410-034-2	$ 34.92	213-420-009-2	$ 34.92
213-400-001-3	$ 33.56	213-400-038-5	$ 33.56	213-410-035-9	$ 47.96	213-420-010-0	$ 36.98
213-400-002-1	$ 33.56	213-400-039-3	$ 33.56	213-410-036-7	$ 36.98	213-420-011-8	$ 34.92
213-400-003-9	$ 33.56	213-400-040-1	$ 33.56	213-410-037-5	$ 36.98	213-420-012-6	$ 34.92
213-400-004-7	$ 33.56	213-410-001-1	$ 34.92	213-410-038-3	$ 36.98	213-420-013-4	$ 33.56
213-400-005-4	$ 33.56	213-410-002-9	$ 34.92	213-410-039-1	$ 34.92	213-420-014-2	$ 34.92
213-400-006-2	$ 33.56	213-410-003-7	$ 33.56	213-410-040-9	$ 36.98	213-420-015-9	$ 47.96
213-400-007-0	$ 33.56	213-410-004-5	$ 36.98	213-410-041-7	$ 41.10	213-420-016-7	$ 41.10
213-400-008-8	$ 33.56	213-410-005-2	$ 36.98	213-410-042-5	$ 34.92	213-420-017-5	$ 33.56
213-400-009-6	$ 33.56	213-410-006-0	$ 34.92	213-410-043-3	$ 47.96	213-420-018-3	$ 36.98
213-400-010-4	$ 33.56	213-410-007-8	$ 33.56	213-410-044-1	$ 34.92	213-420-019-1	$ 36.98
213-400-011-2	$ 33.56	213-410-008-6	$ 36.98	213-410-045-8	$ 33.56	213-420-020-9	$ 34.92
213-400-012-0	$ 33.56	213-410-009-4	$ 34.92	213-410-046-6	$ 36.98	213-420-021-7	$ 36.98
213-400-013-8	$ 33.56	213-410-010-2	$ 36.98	213-410-047-4	$ 33.56	213-420-022-5	$ 36.98
213-400-014-6	$ 33.56	213-410-011-0	$ 36.98	213-410-048-2	$ 36.98	213-420-023-3	$ 33.56
213-400-015-3	$ 33.56	213-410-012-8	$ 36.98	213-410-049-0	$ 34.92	213-420-024-1	$ 36.98
213-400-016-1	$ 33.56	213-410-013-6	$ 34.92	213-410-050-8	$ 34.92	213-420-025-8	$ 34.92
213-400-017-9	$ 33.56	213-410-014-4	$ 34.92	213-410-051-6	$ 36.98	213-420-026-6	$ 34.92
213-400-018-7	$ 33.56	213-410-015-1	$ 36.98	213-410-052-4	$ 34.92	213-420-027-4	$ 36.98
213-400-019-5	$ 33.56	213-410-016-9	$ 34.92	213-410-053-2	$ 36.98	213-420-028-2	$ 36.98
213-400-020-3	$ 33.56	213-410-017-7	$ 34.92	213-410-054-0	$ 41.10	213-420-029-0	$ 36.98
213-400-021-1	$ 33.56	213-410-018-5	$ 34.92	213-410-055-7	$ 36.98	213-420-030-8	$ 34.92
213-400-022-9	$ 33.56	213-410-019-3	$ 36.98	213-410-056-5	$ 36.98	213-420-031-6	$ 34.92
213-400-023-7	$ 33.56	213-410-020-1	$ 34.92	213-410-058-1	$ 34.92	213-420-032-4	$ 33.56
213-400-024-5	$ 33.56	213-410-021-9	$ 33.56	213-410-059-9	$ 36.98	213-420-033-2	$ 34.92
213-400-025-2	$ 33.56	213-410-022-7	$ 34.92	213-410-060-7	$ 33.56	213-420-034-0	$ 34.92
213-400-026-0	$ 33.56	213-410-023-5	$ 36.98	213-410-061-5	$ 33.56	213-420-035-7	$ 33.56
213-400-027-8	$ 33.56	213-410-024-3	$ 34.92	213-410-062-3	$ 33.56	213-420-036-5	$ 33.56
213-400-028-6	$ 33.56	213-410-025-0	$ 33.56	213-410-063-1	$ 34.92	213-420-037-3	$ 41.10
213-400-029-4	$ 33.56	213-410-026-8	$ 33.56	213-420-001-9	$ 36.98	213-420-038-1	$ 33.56
213-400-030-2	$ 33.56	213-410-027-6	$ 33.56	213-420-002-7	$ 34.92	213-420-039-9	$ 34.92
213-400-031-0	$ 33.56	213-410-028-4	$ 34.92	213-420-003-5	$ 33.56	213-420-040-7	$ 34.92
213-400-032-8	$ 37.66	213-410-029-2	$ 34.92	213-420-004-3	$ 33.56	213-420-041-5	$ 36.98
213-400-033-6	$ 33.56	213-410-030-0	$ 33.56	213-420-005-0	$ 59.28	213-430-001-7	$ 33.56

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

DA 75A		DA 75A		DA 75A		DA 75A	
213-430-002-5	$ 33.56	213-430-088-4	$ 33.56	213-480-024-8	$ 33.56	213-510-014-3	$ 33.56
213-430-005-8	$ 33.56	213-430-089-2	$ 33.56	213-480-025-5	$ 33.56	213-510-015-0	$ 33.56
213-430-008-2	$ 33.56	213-430-090-0	$ 33.56	213-490-011-3	$ 33.56	213-510-016-8	$ 33.56
213-430-009-0	$ 33.56	213-430-091-8	$ 33.56	213-490-012-1	$ 33.56	213-510-017-6	$ 33.56
213-430-012-4	$ 33.56	213-430-092-6	$ 33.56	213-490-013-9	$ 33.56	213-510-018-4	$ 33.56
213-430-013-2	$ 33.56	213-430-093-4	$ 33.56	213-490-014-7	$ 33.56	213-510-019-2	$ 33.56
213-430-014-0	$ 33.56	213-430-094-2	$ 33.56	213-490-015-4	$ 33.56	213-510-020-0	$ 33.56
213-430-015-7	$ 33.56	213-430-095-9	$ 33.56	213-490-016-2	$ 33.56	213-510-021-8	$ 33.56
213-430-016-5	$ 33.56	213-430-096-7	$ 33.56	213-490-017-0	$ 33.56	213-510-022-6	$ 33.56
213-430-017-3	$ 33.56	213-430-097-5	$ 33.56	213-490-018-8	$ 33.56	213-510-023-4	$ 33.56
213-430-018-1	$ 33.56	213-430-098-3	$ 33.56	213-490-019-6	$ 33.56	213-510-024-2	$ 33.56
213-430-022-3	$ 33.56	213-430-099-1	$ 33.56	213-490-020-4	$ 33.56	213-510-025-9	$ 33.56
213-430-023-1	$ 33.56	213-430-100-7	$ 33.56	213-490-022-0	$ 33.56	213-510-026-7	$ 33.56
213-430-029-8	$ 33.56	213-430-101-5	$ 33.56	213-490-023-8	$ 33.56	213-510-027-5	$ 33.56
213-430-030-6	$ 33.56	213-430-102-3	$ 33.56	213-490-024-6	$ 33.56	213-510-028-3	$ 33.56
213-430-036-3	$ 33.56	213-430-103-1	$ 33.56	213-490-025-3	$ 33.56	213-510-029-1	$ 33.56
213-430-037-1	$ 33.56	213-430-104-9	$ 33.56	213-490-026-1	$ 33.56	213-510-030-9	$ 33.56
213-430-068-6	$ 33.56	213-430-105-6	$ 33.56	213-490-027-9	$ 33.56	213-510-031-7	$ 33.56
213-430-069-4	$ 33.56	213-430-107-2	$ 33.56	213-490-028-7	$ 33.56	213-510-032-5	$ 33.56
213-430-070-2	$ 33.56	213-430-108-0	$ 33.56	213-490-029-5	$ 33.56	213-510-033-3	$ 33.56
213-430-071-0	$ 33.56	213-430-109-8	$ 33.56	213-500-010-3	$ 33.56	213-520-008-3	$ 33.56
213-430-072-8	$ 33.56	213-430-110-6	$ 33.56	213-500-011-1	$ 33.56	213-520-009-1	$ 33.56
213-430-073-6	$ 33.56	213-430-111-4	$ 33.56	213-500-012-9	$ 33.56	213-520-010-9	$ 33.56
213-430-074-4	$ 33.56	213-480-010-7	$ 33.56	213-500-013-7	$ 33.56	213-520-011-7	$ 33.56
213-430-075-1	$ 33.56	213-480-011-5	$ 33.56	213-500-014-5	$ 33.56	213-520-012-5	$ 33.56
213-430-076-9	$ 33.56	213-480-012-3	$ 33.56	213-500-015-2	$ 33.56	213-520-013-3	$ 33.56
213-430-077-7	$ 33.56	213-480-013-1	$ 33.56	213-500-016-0	$ 33.56	213-520-014-1	$ 33.56
213-430-078-5	$ 33.56	213-480-014-9	$ 33.56	213-500-017-8	$ 33.56	213-520-015-8	$ 33.56
213-430-079-3	$ 33.56	213-480-015-6	$ 33.56	213-500-018-6	$ 33.56	213-520-016-6	$ 33.56
213-430-080-1	$ 33.56	213-480-016-4	$ 33.56	213-500-019-4	$ 33.56	213-520-017-4	$ 33.56
213-430-081-9	$ 33.56	213-480-017-2	$ 33.56	213-500-025-1	$ 33.56	213-530-009-9	
213-430-082-7	$ 33.56	213-480-018-0	$ 33.56	213-500-026-9	$ 33.56	213-530-011-5	$ 33.56
213-430-083-5	$ 33.56	213-480-019-8	$ 33.56	213-500-027-7	$ 33.56	213-530-012-3	$ 33.56
213-430-084-3	$ 33.56	213-480-020-6	$ 33.56	213-500-028-5	$ 33.56	213-530-013-1	$ 33.56
213-430-085-0	$ 33.56	213-480-021-4	$ 33.56	213-500-029-3	$ 33.56	213-530-014-9	$ 33.56
213-430-086-8	$ 33.56	213-480-022-2	$ 33.56	213-500-030-1	$ 33.56	213-530-015-6	$ 33.56
213-430-087-6	$ 33.56	213-480-023-0	$ 33.56	213-510-012-7		213-530-016-4	$ 33.56

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DA 75A		DA 75A		DA 75A		DA 75A	
213-530-017-2	$ 33.56	213-560-018-3	$ 33.56	213-580-021-3	$ 33.56	213-610-020-9	$ 668.38
213-530-018-0	$ 33.56	213-560-019-1	$ 33.56	213-580-022-1	$ 33.56	213-610-031-6	$ 9,080.52
213-530-019-8	$ 33.56	213-560-020-9	$ 33.56	213-580-023-9	$ 33.56	213-610-032-4	
213-530-020-6	$ 33.56	213-560-021-7	$ 33.56	213-580-025-4	$ 33.56	213-610-033-2	$ 393.02
213-530-021-4	$ 33.56	213-560-022-5	$ 33.56	213-580-026-2	$ 33.56	213-621-001-6	$ 157.32
213-530-022-2	$ 33.56	213-560-023-3	$ 33.56	213-580-028-8	$ 33.56	213-621-002-4	$ 719.24
213-530-023-0	$ 33.56	213-560-024-1	$ 33.56	213-580-029-6	$ 33.56	213-621-013-1	$ 2,843.88
213-530-024-8	$ 33.56	213-560-025-8	$ 33.56	213-580-030-4	$ 33.56	213-660-107-3	$ 33.56
213-540-008-9	$ 33.56	213-560-026-6	$ 33.56	213-580-032-0	$ 33.56	213-660-108-1	$ 33.56
213-540-009-7	$ 33.56	213-560-027-4	$ 33.56	213-580-033-8	$ 33.56	213-660-109-9	$ 33.56
213-540-010-5	$ 33.56	213-560-028-2	$ 33.56	213-590-013-8	$ 33.56	213-660-110-7	$ 33.56
213-540-011-3	$ 33.56	213-560-029-0	$ 33.56	213-590-014-6	$ 33.56	213-660-111-5	$ 33.56
213-540-012-1	$ 33.56	213-570-010-8	$ 33.56	213-590-016-1	$ 33.56	213-660-112-3	$ 33.56
213-540-013-9	$ 33.56	213-570-011-6	$ 33.56	213-590-017-9	$ 33.56	213-660-113-1	$ 33.56
213-540-014-7	$ 33.56	213-570-012-4	$ 33.56	213-590-018-7	$ 33.56	213-660-114-9	$ 33.56
213-540-015-4	$ 33.56	213-570-014-0	$ 33.56	213-590-020-3	$ 33.56	213-660-115-6	$ 33.56
213-540-016-2	$ 33.56	213-570-015-7	$ 33.56	213-590-021-1	$ 33.56	213-660-116-4	$ 33.56
213-540-017-0	$ 33.56	213-570-017-3	$ 33.56	213-590-022-9	$ 33.56	213-660-117-2	$ 33.56
213-540-018-8	$ 33.56	213-570-018-1	$ 33.56	213-590-024-5	$ 33.56	213-660-118-0	$ 33.56
213-550-007-8	$ 33.56	213-570-019-9	$ 33.56	213-590-025-2	$ 33.56	213-660-119-8	$ 33.56
213-550-008-6	$ 33.56	213-570-021-5	$ 33.56	213-590-027-8	$ 33.56	213-660-120-6	$ 33.56
213-550-009-4	$ 33.56	213-570-022-3	$ 33.56	213-590-028-6	$ 33.56	213-660-121-4	$ 33.56
213-550-010-2	$ 33.56	213-570-027-2	$ 33.56	213-590-029-4	$ 33.56	213-660-122-2	$ 33.56
213-550-011-0	$ 33.56	213-570-028-0	$ 33.56	213-590-031-0	$ 33.56	213-660-123-0	$ 33.56
213-550-012-8	$ 33.56	213-570-029-8	$ 33.56	213-590-032-8	$ 33.56	213-660-124-8	$ 33.56
213-550-013-6	$ 33.56	213-570-030-6	$ 33.56	213-590-034-4	$ 33.56	213-660-125-5	$ 33.56
213-550-014-4	$ 33.56	213-570-033-0	$ 33.56	213-590-035-1	$ 33.56	213-660-126-3	$ 33.56
213-550-015-1	$ 33.56	213-570-034-8	$ 33.56	213-590-036-9	$ 33.56	213-660-127-1	$ 33.56
213-550-016-9	$ 33.56	213-570-035-5	$ 33.56	213-590-037-7	$ 33.56	213-660-128-9	$ 33.56
213-560-010-0	$ 33.56	213-580-010-6	$ 33.56	213-590-038-5	$ 33.56	213-660-129-7	$ 33.56
213-560-011-8	$ 33.56	213-580-011-4	$ 33.56	213-590-039-3	$ 33.56	213-660-130-5	$ 33.56
213-560-012-6	$ 33.56	213-580-012-2	$ 33.56	213-590-040-1	$ 33.56	213-660-131-3	$ 33.56
213-560-013-4	$ 33.56	213-580-014-8	$ 33.56	213-590-041-9	$ 33.56	213-660-132-1	$ 33.56
213-560-014-2	$ 33.56	213-580-015-5	$ 33.56	213-590-042-7	$ 33.56	213-660-133-9	$ 33.56
213-560-015-9	$ 33.56	213-580-016-3	$ 33.56	213-590-043-5	$ 33.56	213-660-134-7	$ 33.56
213-560-016-7	$ 33.56	213-580-018-9	$ 33.56	213-610-017-5		213-660-135-4	$ 33.56
213-560-017-5	$ 33.56	213-580-019-7	$ 33.56	213-610-019-1		213-660-136-2	$ 33.56

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213-660-137-0	$ 33.56	213-660-174-3	$ 33.56	213-660-211-3		213-670-183-2	$ 33.56
213-660-138-8	$ 33.56	213-660-175-0	$ 33.56	213-670-147-7	$ 33.56	213-670-184-0	$ 33.56
213-660-139-6	$ 33.56	213-660-176-8	$ 33.56	213-670-148-5	$ 33.56	213-670-185-7	$ 33.56
213-660-140-4	$ 33.56	213-660-177-6	$ 33.56	213-670-149-3	$ 33.56	213-670-186-5	$ 33.56
213-660-141-2	$ 33.56	213-660-178-4	$ 33.56	213-670-150-1	$ 33.56	213-670-187-3	$ 33.56
213-660-142-0	$ 33.56	213-660-179-2	$ 33.56	213-670-151-9	$ 33.56	213-670-188-1	$ 33.56
213-660-143-8	$ 33.56	213-660-180-0	$ 33.56	213-670-152-7	$ 33.56	213-670-189-9	$ 33.56
213-660-144-6	$ 33.56	213-660-181-8	$ 33.56	213-670-153-5	$ 33.56	213-670-190-7	$ 33.56
213-660-145-3	$ 33.56	213-660-182-6	$ 33.56	213-670-154-3	$ 33.56	213-670-191-5	$ 33.56
213-660-146-1	$ 33.56	213-660-183-4	$ 33.56	213-670-155-0	$ 33.56	213-670-192-3	$ 33.56
213-660-147-9	$ 33.56	213-660-184-2	$ 33.56	213-670-156-8	$ 33.56	213-670-193-1	$ 33.56
213-660-148-7	$ 33.56	213-660-185-9	$ 33.56	213-670-157-6	$ 33.56	213-670-194-9	$ 33.56
213-660-149-5	$ 33.56	213-660-186-7	$ 33.56	213-670-158-4	$ 33.56	213-670-195-6	$ 33.56
213-660-150-3	$ 33.56	213-660-187-5	$ 33.56	213-670-159-2	$ 33.56	213-670-196-4	$ 33.56
213-660-151-1	$ 33.56	213-660-188-3	$ 33.56	213-670-160-0	$ 33.56	213-670-197-2	$ 33.56
213-660-152-9	$ 33.56	213-660-189-1	$ 33.56	213-670-161-8	$ 33.56	213-670-198-0	$ 33.56
213-660-153-7	$ 33.56	213-660-190-9	$ 33.56	213-670-162-6	$ 33.56	213-670-199-8	$ 33.56
213-660-154-5	$ 33.56	213-660-191-7	$ 33.56	213-670-163-4	$ 33.56	213-670-200-4	$ 33.56
213-660-155-2	$ 33.56	213-660-192-5	$ 33.56	213-670-164-2	$ 33.56	213-670-201-2	$ 33.56
213-660-156-0	$ 33.56	213-660-193-3	$ 33.56	213-670-165-9	$ 33.56	213-670-202-0	$ 33.56
213-660-157-8	$ 33.56	213-660-194-1	$ 33.56	213-670-166-7	$ 33.56	213-670-203-8	$ 33.56
213-660-158-6	$ 33.56	213-660-195-8	$ 33.56	213-670-167-5	$ 33.56	213-670-204-6	$ 33.56
213-660-159-4	$ 33.56	213-660-196-6	$ 33.56	213-670-168-3	$ 33.56	213-670-205-3	$ 33.56
213-660-160-2	$ 33.56	213-660-197-4	$ 33.56	213-670-169-1	$ 33.56	213-670-206-1	$ 33.56
213-660-161-0	$ 33.56	213-660-198-2	$ 33.56	213-670-170-9	$ 33.56	213-670-207-9	$ 33.56
213-660-162-8	$ 33.56	213-660-199-0	$ 33.56	213-670-171-7	$ 33.56	213-670-208-7	$ 33.56
213-660-163-6	$ 33.56	213-660-200-6	$ 33.56	213-670-172-5	$ 33.56	213-670-209-5	$ 33.56
213-660-164-4	$ 33.56	213-660-201-4	$ 33.56	213-670-173-3	$ 33.56	213-670-210-3	$ 33.56
213-660-165-1	$ 33.56	213-660-202-2	$ 33.56	213-670-174-1	$ 33.56	213-670-211-1	$ 33.56
213-660-166-9	$ 33.56	213-660-203-0	$ 33.56	213-670-175-8	$ 33.56	213-670-212-9	$ 33.56
213-660-167-7	$ 33.56	213-660-204-8	$ 33.56	213-670-176-6	$ 33.56	213-670-213-7	$ 33.56
213-660-168-5	$ 33.56	213-660-205-5	$ 33.56	213-670-177-4	$ 33.56	213-670-214-5	$ 33.56
213-660-169-3	$ 33.56	213-660-206-3	$ 33.56	213-670-178-2	$ 33.56	213-670-215-2	$ 33.56
213-660-170-1	$ 33.56	213-660-207-1	$ 33.56	213-670-179-0	$ 33.56	213-670-216-0	$ 33.56
213-660-171-9	$ 33.56	213-660-208-9	$ 33.56	213-670-180-8	$ 33.56	213-670-217-8	$ 33.56
213-660-172-7	$ 33.56	213-660-209-7	$ 33.56	213-670-181-6	$ 33.56	213-670-218-6	$ 33.56
213-660-173-5	$ 33.56	213-660-210-5	$ 33.56	213-670-182-4	$ 33.56	213-670-219-4	$ 33.56

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213-670-220-2	$ 33.56	213-670-257-4	$ 33.56	213-680-012-1	$ 30.80	213-680-059-2	$ 30.80
213-670-221-0	$ 33.56	213-670-258-2	$ 33.56	213-680-013-9	$ 30.80	213-680-060-0	$ 30.80
213-670-222-8	$ 33.56	213-670-259-0	$ 33.56	213-680-016-2	$ 30.80	213-680-061-8	$ 30.80
213-670-223-6	$ 33.56	213-670-260-8	$ 33.56	213-680-017-0	$ 30.80	213-680-062-6	$ 30.80
213-670-224-4	$ 33.56	213-670-261-6	$ 33.56	213-680-018-8	$ 30.80	213-680-063-4	$ 30.80
213-670-225-1	$ 33.56	213-670-262-4	$ 33.56	213-680-019-6	$ 30.80	213-680-064-2	$ 30.80
213-670-226-9	$ 33.56	213-670-263-2	$ 33.56	213-680-020-4	$ 30.80	213-680-065-9	$ 30.80
213-670-227-7	$ 33.56	213-670-264-0	$ 33.56	213-680-021-2	$ 30.80	213-680-069-1	$ 32.16
213-670-228-5	$ 33.56	213-670-265-7	$ 33.56	213-680-022-0	$ 30.80	213-680-070-9	$ 30.80
213-670-229-3	$ 33.56	213-670-266-5	$ 33.56	213-680-023-8	$ 30.80	213-680-071-7	$ 30.80
213-670-230-1	$ 33.56	213-670-267-3	$ 33.56	213-680-024-6	$ 30.80	213-680-072-5	$ 33.56
213-670-231-9	$ 33.56	213-670-268-1	$ 33.56	213-680-025-3	$ 30.80	213-680-073-3	$ 34.92
213-670-232-7	$ 33.56	213-670-269-9	$ 33.56	213-680-026-1	$ 30.80	213-680-076-6	$ 33.56
213-670-233-5	$ 33.56	213-670-270-7	$ 33.56	213-680-029-5	$ 30.80	213-680-077-4	$ 30.80
213-670-234-3	$ 33.56	213-670-271-5	$ 33.56	213-680-030-3	$ 30.80	213-680-078-2	$ 30.80
213-670-235-0	$ 33.56	213-670-272-3	$ 33.56	213-680-031-1	$ 30.80	213-680-079-0	$ 32.16
213-670-236-8	$ 33.56	213-670-273-1	$ 33.56	213-680-032-9	$ 30.80	213-680-080-8	$ 30.80
213-670-237-6	$ 33.56	213-670-274-9	$ 33.56	213-680-035-2	$ 30.80	213-680-081-6	$ 30.80
213-670-238-4	$ 33.56	213-670-275-6	$ 33.56	213-680-036-0	$ 30.80	213-680-082-4	$ 33.56
213-670-239-2	$ 33.56	213-670-276-4	$ 33.56	213-680-037-8	$ 30.80	213-680-083-2	$ 33.56
213-670-240-0	$ 33.56	213-670-277-2	$ 33.56	213-680-038-6	$ 30.80	213-680-084-0	$ 33.56
213-670-241-8	$ 33.56	213-670-278-0	$ 33.56	213-680-039-4	$ 30.80	213-680-085-7	$ 32.16
213-670-242-6	$ 33.56	213-670-279-8	$ 33.56	213-680-040-2	$ 30.80	213-680-086-5	$ 32.16
213-670-243-4	$ 33.56	213-670-280-6	$ 33.56	213-680-041-0	$ 30.80	213-680-093-1	$ 30.80
213-670-244-2	$ 33.56	213-670-281-4	$ 33.56	213-680-042-8	$ 30.80	213-680-094-9	$ 30.80
213-670-245-9	$ 33.56	213-670-282-2	$ 33.56	213-680-043-6	$ 30.80	213-680-095-6	$ 30.80
213-670-246-7	$ 33.56	213-670-283-0	$ 33.56	213-680-044-4	$ 30.80	213-680-096-4	$ 30.80
213-670-247-5	$ 33.56	213-670-284-8	$ 33.56	213-680-045-1	$ 30.80	213-680-098-0	$ 30.80
213-670-248-3	$ 33.56	213-670-285-5	$ 33.56	213-680-046-9	$ 30.80	213-680-099-8	$ 30.80
213-670-249-1	$ 33.56	213-670-286-3	$ 33.56	213-680-047-7	$ 30.80	213-680-100-4	$ 30.80
213-670-250-9	$ 33.56	213-670-287-1	$ 33.56	213-680-048-5	$ 30.80	213-680-101-2	$ 30.80
213-670-251-7	$ 33.56	213-670-288-9	$ 33.56	213-680-049-3	$ 30.80	213-680-103-8	$ 30.80
213-670-252-5	$ 33.56	213-670-289-7	$ 33.56	213-680-050-1	$ 30.80	213-680-104-6	$ 30.80
213-670-253-3	$ 33.56	213-670-290-5	$ 33.56	213-680-055-0	$ 30.80	213-680-105-3	$ 32.16
213-670-254-1	$ 33.56	213-670-291-3		213-680-056-8	$ 30.80	213-680-106-1	$ 30.80
213-670-255-8	$ 33.56	213-680-008-9	$ 30.80	213-680-057-6	$ 30.80	213-680-107-9	$ 30.80
213-670-256-6	$ 33.56	213-680-011-3	$ 30.80	213-680-058-4	$ 30.80	213-680-108-7	$ 30.80

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213-680-109-5	$ 30.80	213-690-033-5	$ 33.56	213-730-013-9	$ 37.66	213-730-050-1	$ 29.32
213-680-112-9	$ 30.80	213-690-034-3	$ 33.56	213-730-014-7	$ 37.66	213-730-051-9	$ 29.32
213-680-113-7	$ 30.80	213-690-035-0	$ 33.56	213-730-015-4	$ 37.66	213-730-052-7	$ 29.32
213-680-114-5	$ 30.80	213-690-036-8	$ 33.56	213-730-016-2	$ 37.66	213-730-053-5	$ 29.32
213-680-115-2	$ 30.80	213-690-037-6	$ 33.56	213-730-017-0	$ 37.66	213-730-054-3	$ 29.32
213-680-116-0	$ 30.80	213-690-038-4	$ 33.56	213-730-018-8	$ 37.66	213-730-055-0	$ 29.32
213-680-117-8	$ 30.80	213-690-039-2	$ 33.56	213-730-019-6	$ 37.66	213-730-056-8	$ 29.32
213-680-118-6	$ 30.80	213-690-040-0	$ 33.56	213-730-020-4	$ 37.66	213-730-057-6	$ 29.32
213-680-120-2	$ 30.80	213-690-041-8	$ 34.92	213-730-021-2	$ 37.66	213-730-058-4	$ 29.32
213-680-121-0	$ 30.80	213-690-042-6	$ 36.98	213-730-022-0	$ 37.66	213-730-059-2	$ 29.32
213-680-122-8	$ 30.80	213-690-043-4	$ 36.98	213-730-023-8	$ 37.66	213-730-060-0	$ 29.32
213-680-123-6	$ 30.80	213-690-044-2	$ 34.92	213-730-024-6	$ 37.66	213-730-061-8	$ 29.32
213-680-125-1	$ 32.16	213-690-045-9	$ 33.56	213-730-025-3	$ 37.66	213-730-062-6	$ 29.32
213-680-126-9	$ 30.80	213-690-046-7	$ 34.92	213-730-026-1	$ 37.66	213-730-063-4	$ 29.32
213-690-002-0	$ 36.98	213-690-047-5	$ 36.98	213-730-027-9	$ 37.66	213-730-064-2	$ 29.32
213-690-003-8	$ 34.92	213-690-048-3	$ 34.92	213-730-028-7	$ 37.66	213-730-065-9	$ 29.32
213-690-004-6	$ 34.92	213-690-051-7	$ 47.96	213-730-029-5	$ 37.66	213-730-066-7	$ 29.32
213-690-013-7	$ 36.98	213-690-052-5	$ 34.92	213-730-030-3	$ 37.66	213-730-067-5	$ 29.32
213-690-014-5	$ 41.10	213-690-053-3	$ 33.56	213-730-031-1	$ 37.66	213-730-068-3	$ 29.32
213-690-015-2	$ 36.98	213-690-054-1	$ 33.56	213-730-032-9	$ 37.66	213-730-069-1	$ 29.32
213-690-016-0	$ 33.56	213-690-055-8	$ 33.56	213-730-033-7	$ 29.32	213-730-070-9	$ 29.32
213-690-017-8	$ 34.92	213-690-056-6	$ 34.92	213-730-034-5	$ 29.32	213-730-071-7	$ 29.32
213-690-018-6	$ 34.92	213-690-058-2	$ 34.92	213-730-035-2	$ 29.32	213-730-072-5	$ 29.32
213-690-019-4	$ 36.98	213-690-059-0	$ 34.92	213-730-036-0	$ 29.32	213-730-073-3	$ 37.66
213-690-020-2	$ 34.92	213-690-060-8	$ 30.80	213-730-037-8	$ 29.32	213-730-074-1	$ 37.66
213-690-021-0	$ 34.92	213-730-001-4	$ 37.66	213-730-038-6	$ 29.32	213-730-075-8	$ 37.66
213-690-022-8	$ 34.92	213-730-002-2	$ 37.66	213-730-039-4	$ 29.32	213-730-076-6	$ 37.66
213-690-023-6	$ 36.98	213-730-003-0	$ 37.66	213-730-040-2	$ 29.32	213-730-077-4	$ 37.66
213-690-024-4	$ 36.98	213-730-004-8	$ 37.66	213-730-041-0	$ 29.32	213-730-078-2	$ 37.66
213-690-025-1	$ 34.92	213-730-005-5	$ 37.66	213-730-042-8	$ 29.32	213-730-079-0	$ 37.66
213-690-026-9	$ 34.92	213-730-006-3	$ 37.66	213-730-043-6	$ 29.32	213-730-080-8	$ 37.66
213-690-027-7	$ 34.92	213-730-007-1	$ 37.66	213-730-044-4	$ 29.32	213-730-081-6	
213-690-028-5	$ 34.92	213-730-008-9	$ 37.66	213-730-045-1	$ 29.32	213-730-082-4	
213-690-029-3	$ 33.56	213-730-009-7	$ 37.66	213-730-046-9	$ 29.32	213-740-001-2	$ 33.56
213-690-030-1	$ 34.92	213-730-010-5	$ 37.66	213-730-047-7	$ 29.32	213-740-002-0	$ 33.56
213-690-031-9	$ 33.56	213-730-011-3	$ 37.66	213-730-048-5	$ 29.32	213-740-003-8	$ 33.56
213-690-032-7	$ 33.56	213-730-012-1	$ 37.66	213-730-049-3	$ 29.32	213-740-004-6	$ 33.56

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DA 75A		DA 75A		DA 75A		DA 75A	
213-740-005-3	$ 33.56	213-740-042-6	$ 33.56	213-740-079-8	$ 33.56	213-760-003-3	$ 30.80
213-740-006-1	$ 33.56	213-740-043-4	$ 33.56	213-740-080-6	$ 33.56	213-760-004-1	$ 30.80
213-740-007-9	$ 33.56	213-740-044-2	$ 33.56	213-740-081-4	$ 33.56	213-760-005-8	$ 30.80
213-740-008-7	$ 33.56	213-740-045-9	$ 33.56	213-740-082-2	$ 33.56	213-760-006-6	$ 30.80
213-740-009-5	$ 33.56	213-740-046-7	$ 33.56	213-740-083-0	$ 33.56	213-760-007-4	$ 30.80
213-740-010-3	$ 33.56	213-740-047-5	$ 33.56	213-740-084-8	$ 33.56	213-760-008-2	$ 30.80
213-740-011-1	$ 33.56	213-740-048-3	$ 33.56	213-740-085-5	$ 33.56	213-760-009-0	$ 30.80
213-740-012-9	$ 33.56	213-740-049-1	$ 33.56	213-740-086-3	$ 33.56	213-760-010-8	$ 30.80
213-740-013-7	$ 33.56	213-740-050-9	$ 33.56	213-740-087-1	$ 33.56	213-760-011-6	$ 30.80
213-740-014-5	$ 33.56	213-740-051-7	$ 33.56	213-740-088-9	$ 33.56	213-760-012-4	$ 30.80
213-740-015-2	$ 33.56	213-740-052-5	$ 33.56	213-740-089-7	$ 33.56	213-760-013-2	$ 30.80
213-740-016-0	$ 33.56	213-740-053-3	$ 33.56	213-740-090-5	$ 33.56	213-760-014-0	$ 30.80
213-740-017-8	$ 33.56	213-740-054-1	$ 33.56	213-740-091-3	$ 33.56	213-760-015-7	$ 30.80
213-740-018-6	$ 33.56	213-740-055-8	$ 33.56	213-740-092-1	$ 33.56	213-760-016-5	$ 30.80
213-740-019-4	$ 33.56	213-740-056-6	$ 33.56	213-740-093-9	$ 33.56	213-760-017-3	$ 30.80
213-740-020-2	$ 33.56	213-740-057-4	$ 33.56	213-740-094-7	$ 33.56	213-760-018-1	$ 30.80
213-740-021-0	$ 33.56	213-740-058-2	$ 33.56	213-740-095-4	$ 33.56	213-760-019-9	$ 30.80
213-740-022-8	$ 33.56	213-740-059-0	$ 33.56	213-740-096-2	$ 33.56	213-760-020-7	$ 30.80
213-740-023-6	$ 33.56	213-740-060-8	$ 33.56	213-740-097-0	$ 33.56	213-760-021-5	$ 30.80
213-740-024-4	$ 33.56	213-740-061-6	$ 33.56	213-740-098-8	$ 33.56	213-760-022-3	$ 30.80
213-740-025-1	$ 33.56	213-740-062-4	$ 33.56	213-740-099-6	$ 33.56	213-760-023-1	$ 30.80
213-740-026-9	$ 33.56	213-740-063-2	$ 33.56	213-740-100-2	$ 33.56	213-760-024-9	$ 30.80
213-740-027-7	$ 33.56	213-740-064-0	$ 33.56	213-740-101-0	$ 33.56	213-760-025-6	$ 30.80
213-740-028-5	$ 33.56	213-740-065-7	$ 33.56	213-740-102-8	$ 33.56	213-760-026-4	$ 30.80
213-740-029-3	$ 33.56	213-740-066-5	$ 33.56	213-740-103-6	$ 33.56	213-760-027-2	$ 30.80
213-740-030-1	$ 33.56	213-740-067-3	$ 33.56	213-740-104-4	$ 33.56	213-760-028-0	$ 30.80
213-740-031-9	$ 33.56	213-740-068-1	$ 33.56	213-740-105-1	$ 33.56	213-760-029-8	$ 30.80
213-740-032-7	$ 33.56	213-740-069-9	$ 33.56	213-740-106-9	$ 33.56	213-760-030-6	$ 30.80
213-740-033-5	$ 33.56	213-740-070-7	$ 33.56	213-740-107-7	$ 33.56	213-760-031-4	$ 30.80
213-740-034-3	$ 33.56	213-740-071-5	$ 33.56	213-740-108-5	$ 33.56	213-760-032-2	$ 30.80
213-740-035-0	$ 33.56	213-740-072-3	$ 33.56	213-750-002-7	$ 130.38	213-760-033-0	$ 30.80
213-740-036-8	$ 33.56	213-740-073-1	$ 33.56	213-750-003-5	$ 130.38	213-760-034-8	$ 30.80
213-740-037-6	$ 33.56	213-740-074-9	$ 33.56	213-750-011-8	$ 2,070.58	213-760-035-5	$ 30.80
213-740-038-4	$ 33.56	213-740-075-6	$ 33.56	213-750-012-6	$ 4,706.92	213-760-036-3	$ 30.80
213-740-039-2	$ 33.56	213-740-076-4	$ 33.56	213-750-013-4	$ 13,532.42	213-760-037-1	$ 30.80
213-740-040-0	$ 33.56	213-740-077-2	$ 33.56	213-760-001-7	$ 30.80	213-760-038-9	$ 30.80
213-740-041-8	$ 33.56	213-740-078-0	$ 33.56	213-760-002-5	$ 30.80	213-760-039-7	$ 30.80

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DA 75A		DA 75A		DA 75A		DA 75A	
213-760-040-5	$ 30.80	213-760-077-7	$ 30.80	213-760-114-8	$ 30.80	213-810-034-8	$ 32.16
213-760-041-3	$ 30.80	213-760-078-5	$ 30.80	213-760-115-5	$ 30.80	213-810-035-5	$ 30.80
213-760-042-1	$ 30.80	213-760-079-3	$ 30.80	213-760-116-3	$ 30.80	213-810-036-3	$ 30.80
213-760-043-9	$ 30.80	213-760-080-1	$ 30.80	213-760-117-1	$ 30.80	213-810-037-1	$ 30.80
213-760-044-7	$ 30.80	213-760-081-9	$ 30.80	213-810-001-7	$ 30.80	213-810-038-9	$ 21.98
213-760-045-4	$ 30.80	213-760-082-7	$ 30.80	213-810-002-5	$ 30.80	213-810-039-7	$ 30.80
213-760-046-2	$ 30.80	213-760-083-5	$ 30.80	213-810-003-3	$ 30.80	213-810-040-5	$ 30.80
213-760-047-0	$ 30.80	213-760-084-3	$ 30.80	213-810-004-1	$ 30.80	213-810-041-3	$ 30.80
213-760-048-8	$ 30.80	213-760-085-0	$ 30.80	213-810-005-8	$ 30.80	213-810-042-1	$ 30.80
213-760-049-6	$ 30.80	213-760-086-8	$ 30.80	213-810-006-6	$ 30.80	213-810-043-9	$ 30.80
213-760-050-4	$ 30.80	213-760-087-6	$ 30.80	213-810-007-4	$ 30.80	213-810-044-7	$ 30.80
213-760-051-2	$ 30.80	213-760-088-4	$ 30.80	213-810-008-2	$ 30.80	213-810-045-4	$ 30.80
213-760-052-0	$ 30.80	213-760-089-2	$ 30.80	213-810-009-0	$ 30.80	213-810-046-2	$ 30.80
213-760-053-8	$ 30.80	213-760-090-0	$ 30.80	213-810-010-8	$ 30.80	213-810-047-0	$ 30.80
213-760-054-6	$ 30.80	213-760-091-8	$ 30.80	213-810-011-6	$ 30.80	213-810-048-8	$ 30.80
213-760-055-3	$ 30.80	213-760-092-6	$ 33.56	213-810-012-4	$ 30.80	213-810-049-6	$ 30.80
213-760-056-1	$ 30.80	213-760-093-4	$ 36.98	213-810-013-2	$ 32.16	213-810-050-4	$ 30.80
213-760-057-9	$ 30.80	213-760-094-2	$ 32.16	213-810-014-0	$ 30.80	213-810-051-2	$ 30.80
213-760-058-7	$ 32.16	213-760-095-9	$ 30.80	213-810-015-7	$ 30.80	213-810-052-0	$ 30.80
213-760-059-5	$ 30.80	213-760-096-7	$ 30.80	213-810-016-5	$ 30.80	213-810-053-8	$ 30.80
213-760-060-3	$ 30.80	213-760-097-5	$ 30.80	213-810-017-3	$ 30.80	213-810-054-6	$ 30.80
213-760-061-1	$ 30.80	213-760-098-3	$ 30.80	213-810-018-1	$ 30.80	213-810-055-3	$ 30.80
213-760-062-9	$ 30.80	213-760-099-1	$ 30.80	213-810-019-9	$ 30.80	213-810-056-1	$ 30.80
213-760-063-7	$ 30.80	213-760-100-7	$ 30.80	213-810-020-7	$ 30.80	213-810-057-9	$ 30.80
213-760-064-5	$ 30.80	213-760-101-5	$ 30.80	213-810-021-5	$ 30.80	213-810-058-7	$ 30.80
213-760-065-2	$ 30.80	213-760-102-3	$ 30.80	213-810-022-3	$ 30.80	213-810-059-5	$ 30.80
213-760-066-0	$ 30.80	213-760-103-1	$ 30.80	213-810-023-1	$ 30.80	213-810-060-3	$ 30.80
213-760-067-8	$ 30.80	213-760-104-9	$ 30.80	213-810-024-9	$ 30.80	213-810-061-1	$ 30.80
213-760-068-6	$ 30.80	213-760-105-6	$ 30.80	213-810-025-6	$ 30.80	213-810-062-9	$ 30.80
213-760-069-4	$ 30.80	213-760-106-4	$ 30.80	213-810-026-4	$ 30.80	213-810-063-7	$ 30.80
213-760-070-2	$ 30.80	213-760-107-2	$ 30.80	213-810-027-2	$ 30.80	213-810-064-5	$ 30.80
213-760-071-0	$ 30.80	213-760-108-0	$ 30.80	213-810-028-0	$ 30.80	213-810-065-2	$ 30.80
213-760-072-8	$ 30.80	213-760-109-8	$ 30.80	213-810-029-8	$ 30.80	213-810-066-0	$ 30.80
213-760-073-6	$ 30.80	213-760-110-6	$ 30.80	213-810-030-6	$ 30.80	213-810-067-8	$ 30.80
213-760-074-4	$ 30.80	213-760-111-4	$ 30.80	213-810-031-4	$ 30.80	213-810-068-6	$ 30.80
213-760-075-1	$ 32.16	213-760-112-2	$ 30.80	213-810-032-2	$ 30.80	213-810-069-4	$ 30.80
213-760-076-9	$ 30.80	213-760-113-0	$ 30.80	213-810-033-0	$ 32.16	213-810-070-2	$ 30.80

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DA 75A		DA 75A		DA 75A		DA 75A	
213-810-071-0	$ 30.80	213-810-108-0	$ 30.80	213-820-020-5	$ 25.18	213-820-057-7	$ 25.18
213-810-072-8	$ 30.80	213-810-124-7	$ 30.80	213-820-021-3	$ 25.18	213-820-058-5	$ 25.18
213-810-073-6	$ 30.80	213-810-125-4	$ 30.80	213-820-022-1	$ 25.18	213-820-059-3	$ 25.18
213-810-074-4	$ 30.80	213-810-126-2	$ 30.80	213-820-023-9	$ 25.18	213-820-060-1	$ 25.18
213-810-075-1	$ 30.80	213-810-127-0	$ 30.80	213-820-024-7	$ 25.18	213-820-061-9	$ 25.18
213-810-076-9	$ 30.80	213-810-128-8	$ 30.80	213-820-025-4	$ 25.18	213-820-062-7	$ 25.18
213-810-077-7	$ 30.80	213-810-129-6	$ 30.80	213-820-026-2	$ 25.18	213-820-063-5	$ 25.18
213-810-078-5	$ 30.80	213-810-130-4	$ 30.80	213-820-027-0	$ 25.18	213-820-064-3	$ 25.18
213-810-079-3	$ 30.80	213-810-131-2	$ 30.80	213-820-028-8	$ 25.18	213-820-065-0	$ 25.18
213-810-080-1	$ 30.80	213-810-132-0	$ 30.80	213-820-029-6	$ 25.18	213-820-066-8	$ 25.18
213-810-081-9	$ 30.80	213-810-133-8	$ 30.80	213-820-030-4	$ 25.18	213-820-067-6	$ 25.18
213-810-082-7	$ 30.80	213-810-134-6	$ 30.80	213-820-031-2	$ 25.18	213-820-068-4	$ 25.18
213-810-083-5	$ 30.80	213-810-135-3	$ 30.80	213-820-032-0	$ 25.18	213-820-069-2	$ 25.18
213-810-084-3	$ 30.80	213-810-136-1	$ 30.80	213-820-033-8	$ 25.18	213-820-070-0	$ 25.18
213-810-085-0	$ 30.80	213-810-137-9	$ 30.80	213-820-034-6	$ 25.18	213-820-071-8	$ 25.18
213-810-086-8	$ 30.80	213-810-138-7	$ 30.80	213-820-035-3	$ 25.18	213-820-072-6	$ 25.18
213-810-087-6	$ 30.80	213-810-139-5	$ 30.80	213-820-036-1	$ 25.18	213-820-073-4	$ 25.18
213-810-088-4	$ 30.80	213-810-140-3	$ 30.80	213-820-037-9	$ 25.18	213-820-074-2	$ 25.18
213-810-089-2	$ 30.80	213-820-001-5	$ 25.18	213-820-038-7	$ 25.18	213-820-075-9	$ 25.18
213-810-090-0	$ 30.80	213-820-002-3	$ 25.18	213-820-039-5	$ 25.18	213-820-076-7	$ 25.18
213-810-091-8	$ 30.80	213-820-003-1	$ 25.18	213-820-040-3	$ 25.18	213-820-077-5	$ 25.18
213-810-092-6	$ 30.80	213-820-004-9	$ 25.18	213-820-041-1	$ 25.18	213-820-078-3	$ 25.18
213-810-093-4	$ 30.80	213-820-005-6	$ 25.18	213-820-042-9	$ 25.18	213-820-079-1	$ 25.18
213-810-094-2	$ 30.80	213-820-006-4	$ 25.18	213-820-043-7	$ 25.18	213-820-080-9	$ 25.18
213-810-095-9	$ 30.80	213-820-007-2	$ 25.18	213-820-044-5	$ 25.18	213-820-081-7	$ 25.18
213-810-096-7	$ 30.80	213-820-008-0	$ 25.18	213-820-045-2	$ 25.18	213-820-082-5	$ 25.18
213-810-097-5	$ 30.80	213-820-009-8	$ 25.18	213-820-046-0	$ 25.18	213-820-083-3	$ 25.18
213-810-098-3	$ 30.80	213-820-010-6	$ 25.18	213-820-047-8	$ 25.18	213-820-084-1	$ 25.18
213-810-099-1	$ 30.80	213-820-011-4	$ 25.18	213-820-048-6	$ 25.18	213-820-085-8	$ 25.18
213-810-100-7	$ 30.80	213-820-012-2	$ 25.18	213-820-049-4	$ 25.18	213-820-086-6	$ 25.18
213-810-101-5	$ 30.80	213-820-013-0	$ 25.18	213-820-050-2	$ 25.18	213-820-087-4	$ 25.18
213-810-102-3	$ 30.80	213-820-014-8	$ 25.18	213-820-051-0	$ 25.18	213-820-088-2	$ 25.18
213-810-103-1	$ 30.80	213-820-015-5	$ 25.18	213-820-052-8	$ 25.18	213-820-089-0	$ 25.18
213-810-104-9	$ 30.80	213-820-016-3	$ 25.18	213-820-053-6	$ 25.18	213-820-090-8	$ 25.18
213-810-105-6	$ 30.80	213-820-017-1	$ 25.18	213-820-054-4	$ 25.18	213-820-091-6	
213-810-106-4	$ 30.80	213-820-018-9	$ 25.18	213-820-055-1	$ 25.18	213-830-001-3	$ 21.98
213-810-107-2	$ 30.80	213-820-019-7	$ 25.18	213-820-056-9	$ 25.18	213-830-002-1	$ 21.98

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DA 75A		DA 75A		DA 75A		DA 75A	
213-830-003-9	$ 21.98	213-830-040-1	$ 21.98	213-840-014-4	$ 33.56	213-850-031-5	$ 34.92
213-830-004-7	$ 21.98	213-830-041-9	$ 21.98	213-840-015-1	$ 33.56	213-850-032-3	$ 30.80
213-830-005-4	$ 21.98	213-830-042-7	$ 21.98	213-840-016-9	$ 33.56	213-850-033-1	$ 30.80
213-830-006-2	$ 21.98	213-830-043-5	$ 21.98	213-840-017-7	$ 33.56	213-850-034-9	$ 30.80
213-830-007-0	$ 21.98	213-830-044-3	$ 21.98	213-840-018-5	$ 23.54	213-850-035-6	$ 30.80
213-830-008-8	$ 21.98	213-830-045-0	$ 21.98	213-840-019-3	$ 33.56	213-850-036-4	$ 30.80
213-830-009-6	$ 21.98	213-830-046-8	$ 21.98	213-840-020-1	$ 33.56	213-850-037-2	$ 30.80
213-830-010-4	$ 21.98	213-830-047-6	$ 21.98	213-840-021-9	$ 14.58	213-850-038-0	$ 30.80
213-830-011-2	$ 21.98	213-830-048-4	$ 21.98	213-840-022-7	$ 9.42	213-850-039-8	$ 30.80
213-830-012-0	$ 21.98	213-830-049-2	$ 21.98	213-850-001-8	$ 33.56	213-850-040-6	$ 33.56
213-830-013-8	$ 21.98	213-830-050-0	$ 21.98	213-850-002-6	$ 32.16	213-850-041-4	$ 32.16
213-830-014-6	$ 21.98	213-830-051-8	$ 21.98	213-850-003-4	$ 32.16	213-850-042-2	$ 30.80
213-830-015-3	$ 21.98	213-830-052-6	$ 21.98	213-850-004-2	$ 32.16	213-850-043-0	$ 30.80
213-830-016-1	$ 21.98	213-830-053-4	$ 21.98	213-850-005-9	$ 30.80	213-850-044-8	$ 30.80
213-830-017-9	$ 21.98	213-830-054-2	$ 21.98	213-850-006-7	$ 36.98	213-850-045-5	$ 30.80
213-830-018-7	$ 21.98	213-830-055-9	$ 21.98	213-850-007-5	$ 32.16	213-850-046-3	$ 30.80
213-830-019-5	$ 21.98	213-830-056-7	$ 21.98	213-850-010-9	$ 34.92	213-850-047-1	$ 30.80
213-830-020-3	$ 21.98	213-830-057-5	$ 21.98	213-850-011-7	$ 32.16	213-850-048-9	$ 32.16
213-830-021-1	$ 21.98	213-830-058-3	$ 21.98	213-850-012-5	$ 30.80	213-850-049-7	$ 30.80
213-830-022-9	$ 21.98	213-830-059-1	$ 21.98	213-850-013-3	$ 30.80	213-850-050-5	$ 30.80
213-830-023-7	$ 21.98	213-830-060-9	$ 21.98	213-850-014-1	$ 30.80	213-850-051-3	$ 30.80
213-830-024-5	$ 21.98	213-830-061-7	$ 21.98	213-850-015-8	$ 30.80	213-850-052-1	$ 30.80
213-830-025-2	$ 21.98	213-830-062-5	$ 21.98	213-850-016-6	$ 30.80	213-850-053-9	$ 30.80
213-830-026-0	$ 21.98	213-830-063-3	$ 21.98	213-850-017-4	$ 32.16	213-850-054-7	$ 32.16
213-830-027-8	$ 21.98	213-830-064-1	$ 21.98	213-850-018-2	$ 30.80	213-850-055-4	$ 30.80
213-830-028-6	$ 21.98	213-830-065-8	$ 21.98	213-850-019-0	$ 30.80	213-850-056-2	$ 30.80
213-830-029-4	$ 21.98	213-830-066-6	$ 21.98	213-850-020-8	$ 30.80	213-850-057-0	$ 30.80
213-830-030-2	$ 21.98	213-830-067-4	$ 21.98	213-850-021-6	$ 30.80	213-850-058-8	$ 30.80
213-830-031-0	$ 21.98	213-830-068-2	$ 21.98	213-850-022-4	$ 30.80	213-850-059-6	$ 30.80
213-830-032-8	$ 21.98	213-830-069-0	$ 21.98	213-850-023-2	$ 30.80	213-850-060-4	$ 30.80
213-830-033-6	$ 21.98	213-830-070-8	$ 21.98	213-850-024-0	$ 30.80	213-850-061-2	$ 30.80
213-830-034-4	$ 21.98	213-830-071-6		213-850-025-7	$ 30.80	213-850-062-0	$ 30.80
213-830-035-1	$ 21.98	213-840-001-1	$ 58.36	213-850-026-5	$ 30.80	213-850-063-8	$ 30.80
213-830-036-9	$ 21.98	213-840-009-4	$ 26.84	213-850-027-3	$ 30.80	213-850-064-6	$ 30.80
213-830-037-7	$ 21.98	213-840-011-0	$ 20.24	213-850-028-1	$ 30.80	213-850-065-3	$ 30.80
213-830-038-5	$ 21.98	213-840-012-8	$ 33.56	213-850-029-9	$ 30.80	213-850-066-1	$ 30.80
213-830-039-3	$ 21.98	213-840-013-6	$ 33.56	213-850-030-7	$ 32.16	213-850-067-9	$ 30.80

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DA 75A		DA 75A		DA 75A		DA 75A	
213-850-068-7	$ 32.16	213-920-012-1	$ 33.56	213-920-049-3	$ 33.56	213-920-086-5	$ 33.56
213-850-069-5	$ 32.16	213-920-013-9	$ 33.56	213-920-050-1	$ 33.56	213-920-087-3	
213-850-070-3	$ 30.80	213-920-014-7	$ 33.56	213-920-051-9	$ 33.56	217-050-007-4	
213-850-071-1	$ 30.80	213-920-015-4	$ 33.56	213-920-052-7	$ 33.56	217-050-026-4	$ 399.36
213-850-072-9	$ 30.80	213-920-016-2	$ 33.56	213-920-053-5	$ 33.56	217-050-027-2	$ 1,617.58
213-850-073-7	$ 34.92	213-920-017-0	$ 33.56	213-920-054-3	$ 33.56	217-070-001-3	$ 41.10
213-850-074-5	$ 30.80	213-920-018-8	$ 33.56	213-920-055-0	$ 33.56	217-070-002-1	$ 34.92
213-850-075-2	$ 32.16	213-920-019-6	$ 33.56	213-920-056-8	$ 33.56	217-070-003-9	$ 34.92
213-850-076-0	$ 30.80	213-920-020-4	$ 33.56	213-920-057-6	$ 33.56	217-070-004-7	$ 34.92
213-850-077-8	$ 30.80	213-920-021-2	$ 33.56	213-920-058-4	$ 33.56	217-070-005-4	$ 34.92
213-850-078-6	$ 30.80	213-920-022-0	$ 33.56	213-920-059-2	$ 33.56	217-070-006-2	$ 32.16
213-850-079-4	$ 30.80	213-920-023-8	$ 33.56	213-920-060-0	$ 33.56	217-070-007-0	$ 32.16
213-850-080-2	$ 30.80	213-920-024-6	$ 33.56	213-920-061-8	$ 33.56	217-070-008-8	$ 32.16
213-850-081-0	$ 30.80	213-920-025-3	$ 33.56	213-920-062-6	$ 33.56	217-070-009-6	$ 33.56
213-850-082-8	$ 30.80	213-920-026-1	$ 33.56	213-920-063-4	$ 33.56	217-070-010-4	$ 34.92
213-850-083-6	$ 30.80	213-920-027-9	$ 33.56	213-920-064-2	$ 33.56	217-070-011-2	$ 33.56
213-850-086-9	$ 30.80	213-920-028-7	$ 33.56	213-920-065-9	$ 33.56	217-070-012-0	$ 32.16
213-850-087-7	$ 30.80	213-920-029-5	$ 33.56	213-920-066-7	$ 33.56	217-070-013-8	$ 34.92
213-910-001-6	$ 33.56	213-920-030-3	$ 33.56	213-920-067-5	$ 33.56	217-070-014-6	$ 36.98
213-910-002-4	$ 33.56	213-920-031-1	$ 33.56	213-920-068-3	$ 33.56	217-070-015-3	$ 34.92
213-910-003-2	$ 33.56	213-920-032-9	$ 33.56	213-920-069-1	$ 33.56	217-070-016-1	$ 41.10
213-910-004-0	$ 33.56	213-920-033-7	$ 33.56	213-920-070-9	$ 33.56	217-070-017-9	$ 47.96
213-910-005-7	$ 33.56	213-920-034-5	$ 33.56	213-920-071-7	$ 33.56	217-070-018-7	$ 34.92
213-910-006-5	$ 33.56	213-920-035-2	$ 33.56	213-920-072-5	$ 33.56	217-070-019-5	$ 33.56
213-910-007-3		213-920-036-0	$ 33.56	213-920-073-3	$ 33.56	217-070-020-3	$ 34.92
213-910-008-1		213-920-037-8	$ 33.56	213-920-074-1	$ 33.56	217-070-021-1	$ 36.98
213-920-001-4	$ 33.56	213-920-038-6	$ 33.56	213-920-075-8	$ 33.56	217-070-022-9	$ 36.98
213-920-002-2	$ 33.56	213-920-039-4	$ 33.56	213-920-076-6	$ 33.56	217-070-023-7	$ 36.98
213-920-003-0	$ 33.56	213-920-040-2	$ 33.56	213-920-077-4	$ 33.56	217-070-024-5	$ 36.98
213-920-004-8	$ 33.56	213-920-041-0	$ 33.56	213-920-078-2	$ 33.56	217-070-025-2	$ 36.98
213-920-005-5	$ 33.56	213-920-042-8	$ 33.56	213-920-079-0	$ 33.56	217-070-026-0	$ 41.10
213-920-006-3	$ 33.56	213-920-043-6	$ 33.56	213-920-080-8	$ 33.56	217-070-027-8	$ 36.98
213-920-007-1	$ 33.56	213-920-044-4	$ 33.56	213-920-081-6	$ 33.56	217-070-028-6	$ 36.98
213-920-008-9	$ 33.56	213-920-045-1	$ 33.56	213-920-082-4	$ 33.56	217-070-029-4	$ 36.98
213-920-009-7	$ 33.56	213-920-046-9	$ 33.56	213-920-083-2	$ 33.56	217-070-030-2	$ 36.98
213-920-010-5	$ 33.56	213-920-047-7	$ 33.56	213-920-084-0	$ 33.56	217-070-031-0	$ 36.98
213-920-011-3	$ 33.56	213-920-048-5	$ 33.56	213-920-085-7	$ 33.56	217-070-032-8	$ 41.10

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217-070-033-6	$ 33.56	217-081-032-5	$ 33.56	217-091-010-9	$ 36.98	217-093-010-7	$ 47.96
217-070-034-4	$ 33.56	217-081-033-3	$ 33.56	217-091-011-7	$ 34.92	217-093-011-5	$ 47.96
217-070-035-1	$ 33.56	217-081-034-1	$ 36.98	217-091-012-5	$ 34.92	217-101-001-6	$ 33.56
217-070-036-9	$ 36.98	217-081-035-8	$ 34.92	217-091-013-3	$ 34.92	217-101-002-4	$ 33.56
217-070-037-7	$ 33.56	217-081-036-6	$ 34.92	217-091-014-1	$ 34.92	217-101-003-2	$ 34.92
217-070-038-5	$ 33.56	217-081-037-4	$ 33.56	217-091-015-8	$ 34.92	217-101-004-0	$ 34.92
217-070-048-4	$ 36.98	217-081-038-2	$ 34.92	217-091-016-6	$ 34.92	217-101-005-7	$ 34.92
217-070-049-2	$ 34.92	217-081-039-0	$ 36.98	217-091-017-4	$ 34.92	217-101-006-5	$ 34.92
217-070-050-0	$ 34.92	217-081-050-7	$ 36.98	217-091-018-2	$ 33.56	217-101-007-3	$ 33.56
217-070-051-8	$ 34.92	217-081-051-5	$ 34.92	217-091-019-0	$ 33.56	217-101-008-1	$ 33.56
217-070-052-6	$ 33.56	217-081-052-3	$ 34.92	217-091-020-8	$ 33.56	217-101-009-9	$ 33.56
217-070-053-4	$ 34.92	217-081-053-1	$ 34.92	217-091-021-6	$ 34.92	217-101-010-7	$ 33.56
217-070-054-2	$ 34.92	217-081-054-9	$ 36.98	217-091-022-4	$ 36.98	217-101-011-5	$ 33.56
217-070-055-9	$ 36.98	217-081-055-6	$ 33.56	217-091-023-2	$ 34.92	217-102-001-5	$ 34.92
217-081-009-3	$ 41.10	217-081-056-4	$ 32.16	217-091-024-0	$ 34.92	217-102-002-3	$ 34.92
217-081-010-1	$ 41.10	217-081-057-2	$ 32.16	217-091-025-7	$ 34.92	217-102-003-1	$ 34.92
217-081-011-9	$ 36.98	217-081-058-0	$ 32.16	217-091-026-5	$ 34.92	217-102-004-9	$ 36.98
217-081-012-7	$ 34.92	217-081-059-8	$ 32.16	217-091-027-3	$ 33.56	217-102-005-6	$ 34.92
217-081-013-5	$ 32.16	217-081-061-4	$ 32.16	217-092-001-7	$ 36.98	217-102-006-4	$ 34.92
217-081-014-3	$ 33.56	217-081-062-2	$ 32.16	217-092-002-5	$ 41.10	217-102-007-2	$ 34.92
217-081-015-0	$ 41.10	217-081-063-0	$ 32.16	217-092-003-3	$ 36.98	217-102-008-0	$ 34.92
217-081-016-8	$ 47.96	217-081-064-8	$ 34.92	217-092-004-1	$ 36.98	217-102-009-8	$ 33.56
217-081-017-6	$ 41.10	217-081-065-5	$ 36.98	217-092-005-8	$ 34.92	217-102-010-6	$ 33.56
217-081-018-4	$ 34.92	217-081-066-3	$ 34.92	217-092-006-6	$ 36.98	217-102-011-4	$ 33.56
217-081-019-2	$ 34.92	217-081-067-1	$ 33.56	217-092-007-4	$ 36.98	217-102-014-8	$ 34.92
217-081-020-0	$ 36.98	217-081-068-9	$ 36.98	217-092-008-2	$ 34.92	217-102-016-3	$ 47.96
217-081-021-8	$ 47.96	217-082-001-9	$ 34.92	217-092-009-0	$ 34.92	217-102-017-1	$ 47.96
217-081-022-6	$ 47.96	217-082-002-7	$ 33.56	217-092-010-8	$ 33.56	217-102-018-9	$ 47.96
217-081-023-4	$ 36.98	217-082-003-5	$ 33.56	217-093-001-6	$ 34.92	217-102-019-7	$ 41.10
217-081-024-2	$ 34.92	217-082-004-3	$ 33.56	217-093-002-4	$ 33.56	217-102-020-5	$ 41.10
217-081-025-9	$ 34.92	217-082-005-0	$ 33.56	217-093-003-2	$ 33.56	217-102-021-3	$ 41.10
217-081-026-7	$ 34.92	217-082-006-8	$ 33.56	217-093-004-0	$ 33.56	217-102-022-1	$ 41.10
217-081-027-5	$ 33.56	217-082-007-6	$ 34.92	217-093-005-7	$ 34.92	217-102-023-9	$ 41.10
217-081-028-3	$ 33.56	217-082-008-4	$ 34.92	217-093-006-5	$ 36.98	217-102-024-7	$ 36.98
217-081-029-1	$ 33.56	217-091-001-8	$ 33.56	217-093-007-3	$ 34.92	217-102-025-4	$ 34.92
217-081-030-9	$ 34.92	217-091-008-3	$ 34.92	217-093-008-1	$ 36.98	217-102-026-2	$ 47.96
217-081-031-7	$ 34.92	217-091-009-1	$ 34.92	217-093-009-9	$ 34.92	217-103-001-4	$ 33.56

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DA 75A		DA 75A		DA 75A		DA 75A	
217-103-002-2	$ 33.56	217-114-003-7	$ 36.98	217-131-009-3	$ 36.98	217-132-030-8	$ 36.98
217-103-003-0	$ 36.98	217-114-004-5	$ 36.98	217-131-010-1	$ 34.92	217-132-031-6	$ 33.56
217-103-004-8	$ 34.92	217-114-005-2	$ 33.56	217-131-011-9	$ 36.98	217-200-005-7	$ 36.98
217-103-005-5	$ 33.56	217-114-006-0	$ 34.92	217-131-012-7	$ 33.56	217-200-006-5	$ 33.56
217-103-006-3	$ 36.98	217-114-007-8	$ 34.92	217-131-013-5	$ 33.56	217-200-007-3	$ 32.16
217-103-007-1	$ 36.98	217-114-008-6	$ 33.56	217-131-014-3	$ 34.92	217-200-008-1	$ 32.16
217-103-008-9	$ 33.56	217-121-001-2	$ 36.98	217-131-015-0	$ 36.98	217-200-009-9	$ 32.16
217-103-009-7	$ 36.98	217-121-002-0	$ 36.98	217-131-016-8	$ 47.96	217-200-010-7	$ 30.80
217-103-010-5	$ 36.98	217-121-003-8	$ 33.56	217-131-017-6	$ 47.96	217-200-011-5	$ 30.80
217-111-001-4	$ 33.56	217-121-004-6	$ 33.56	217-131-018-4	$ 41.10	217-200-012-3	$ 32.16
217-111-002-2	$ 33.56	217-121-005-3	$ 33.56	217-131-019-2	$ 33.56	217-200-013-1	$ 34.92
217-111-003-0	$ 33.56	217-121-006-1	$ 34.92	217-131-020-0	$ 36.98	217-200-014-9	$ 33.56
217-111-004-8	$ 34.92	217-121-007-9	$ 34.92	217-131-021-8	$ 34.92	217-200-015-6	$ 33.56
217-111-005-5	$ 34.92	217-121-008-7	$ 34.92	217-131-022-6	$ 34.92	217-200-016-4	$ 33.56
217-111-006-3	$ 34.92	217-121-009-5	$ 34.92	217-131-023-4	$ 33.56	217-200-017-2	$ 33.56
217-111-007-1	$ 33.56	217-121-010-3	$ 36.98	217-131-024-2	$ 36.98	217-200-018-0	$ 33.56
217-111-008-9	$ 41.10	217-121-011-1	$ 36.98	217-132-001-9	$ 41.10	217-200-019-8	$ 34.92
217-111-009-7	$ 33.56	217-122-002-9	$ 33.56	217-132-003-5	$ 36.98	217-200-020-6	$ 41.10
217-111-010-5	$ 36.98	217-122-003-7	$ 33.56	217-132-004-3	$ 33.56	217-200-021-4	$ 33.56
217-112-001-3	$ 34.92	217-122-004-5	$ 33.56	217-132-005-0	$ 33.56	217-200-022-2	$ 30.80
217-112-002-1	$ 33.56	217-122-005-2	$ 33.56	217-132-006-8	$ 33.56	217-200-025-5	$ 32.16
217-112-003-9	$ 33.56	217-122-006-0	$ 33.56	217-132-007-6	$ 34.92	217-200-026-3	$ 30.80
217-112-004-7	$ 33.56	217-122-007-8	$ 33.56	217-132-008-4	$ 34.92	217-200-039-6	$ 30.80
217-112-005-4	$ 33.56	217-122-008-6	$ 33.56	217-132-009-2	$ 34.92	217-200-040-4	$ 32.16
217-112-006-2	$ 36.98	217-122-009-4	$ 33.56	217-132-010-0	$ 36.98	217-210-007-1	$ 32.16
217-112-007-0	$ 34.92	217-122-010-2	$ 33.56	217-132-011-8	$ 34.92	217-210-008-9	$ 32.16
217-112-008-8	$ 34.92	217-122-011-0	$ 33.56	217-132-012-6	$ 34.92	217-210-009-7	$ 32.16
217-112-009-6	$ 36.98	217-122-012-8	$ 34.92	217-132-015-9	$ 36.98	217-210-010-5	$ 32.16
217-112-010-4	$ 36.98	217-122-013-6	$ 41.10	217-132-016-7	$ 36.98	217-210-011-3	$ 32.16
217-112-011-2	$ 34.92	217-131-001-0	$ 41.10	217-132-019-1	$ 33.56	217-210-012-1	$ 32.16
217-113-001-2	$ 88.26	217-131-002-8	$ 33.56	217-132-022-5	$ 34.92	217-210-013-9	$ 34.92
217-113-002-0	$ 34.92	217-131-003-6	$ 34.92	217-132-023-3	$ 34.92	217-210-014-7	$ 34.92
217-113-005-3	$ 34.92	217-131-004-4	$ 33.56	217-132-025-8	$ 41.10	217-210-015-4	$ 32.16
217-113-006-1	$ 33.56	217-131-005-1	$ 36.98	217-132-026-6	$ 41.10	217-210-016-2	$ 32.16
217-113-008-7	$ 41.10	217-131-006-9	$ 47.96	217-132-027-4	$ 36.98	217-210-017-0	$ 30.80
217-114-001-1	$ 34.92	217-131-007-7	$ 47.96	217-132-028-2	$ 34.92	217-210-018-8	$ 32.16
217-114-002-9	$ 34.92	217-131-008-5	$ 41.10	217-132-029-0	$ 36.98	217-210-019-6	$ 32.16

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DA 75A		DA 75A		DA 75A		DA 75A	
217-210-020-4	$ 34.92	217-210-064-2	$ 32.16	217-220-084-8	$ 33.56	217-220-132-5	$ 33.56
217-210-021-2	$ 36.98	217-210-065-9	$ 30.80	217-220-085-5	$ 33.56	217-220-133-3	$ 33.56
217-210-025-3	$ 33.56	217-210-066-7	$ 30.80	217-220-086-3	$ 33.56	217-220-134-1	$ 33.56
217-210-026-1	$ 34.92	217-210-069-1	$ 32.16	217-220-087-1	$ 33.56	217-220-136-6	$ 33.56
217-210-027-9	$ 41.10	217-210-070-9	$ 30.80	217-220-099-6	$ 33.56	217-220-137-4	$ 33.56
217-210-028-7	$ 47.96	217-210-071-7	$ 30.80	217-220-100-2	$ 33.56	217-220-138-2	$ 33.56
217-210-029-5	$ 41.10	217-210-072-5	$ 30.80	217-220-101-0	$ 33.56	217-220-139-0	$ 33.56
217-210-030-3	$ 34.92	217-210-073-3	$ 30.80	217-220-102-8	$ 33.56	217-220-144-0	$ 33.56
217-210-031-1	$ 33.56	217-210-074-1	$ 30.80	217-220-103-6	$ 33.56	217-220-145-7	$ 33.56
217-210-032-9	$ 33.56	217-210-075-8	$ 30.80	217-220-104-4	$ 33.56	217-220-146-5	$ 33.56
217-210-033-7	$ 33.56	217-210-076-6	$ 30.80	217-220-105-1	$ 33.56	217-220-147-3	$ 33.56
217-210-034-5	$ 36.98	217-210-077-4	$ 30.80	217-220-106-9	$ 33.56	217-220-148-1	$ 33.56
217-210-035-2	$ 36.98	217-210-078-2	$ 30.80	217-220-107-7	$ 33.56	217-220-149-9	$ 33.56
217-210-036-0	$ 36.98	217-210-087-3	$ 32.16	217-220-108-5	$ 33.56	217-220-150-7	$ 33.56
217-210-037-8	$ 34.92	217-210-088-1	$ 30.80	217-220-109-3	$ 33.56	217-220-151-5	$ 33.56
217-210-038-6	$ 36.98	217-210-090-7	$ 32.16	217-220-110-1	$ 33.56	217-220-152-3	$ 33.56
217-210-039-4	$ 33.56	217-210-091-5	$ 32.16	217-220-111-9	$ 33.56	217-220-153-1	$ 33.56
217-210-040-2	$ 33.56	217-210-092-3	$ 32.16	217-220-112-7	$ 33.56	217-220-154-9	$ 33.56
217-210-041-0	$ 33.56	217-210-093-1	$ 36.98	217-220-113-5	$ 33.56	217-220-155-6	$ 33.56
217-210-042-8	$ 33.56	217-210-094-9	$ 34.92	217-220-114-3	$ 33.56	217-220-156-4	$ 33.56
217-210-043-6	$ 33.56	217-210-095-6	$ 33.56	217-220-115-0	$ 33.56	217-220-157-2	$ 33.56
217-210-044-4	$ 33.56	217-210-108-7	$ 32.16	217-220-116-8	$ 33.56	217-220-158-0	$ 33.56
217-210-045-1	$ 33.56	217-220-041-8	$ 33.56	217-220-117-6	$ 33.56	217-220-159-8	$ 33.56
217-210-046-9	$ 33.56	217-220-042-6	$ 33.56	217-220-118-4	$ 33.56	217-220-160-6	$ 33.56
217-210-047-7	$ 33.56	217-220-043-4	$ 33.56	217-220-119-2	$ 33.56	217-220-161-4	$ 33.56
217-210-048-5	$ 33.56	217-220-044-2	$ 33.56	217-220-120-0	$ 33.56	217-220-162-2	$ 33.56
217-210-049-3	$ 33.56	217-220-045-9	$ 33.56	217-220-121-8	$ 33.56	217-220-163-0	$ 33.56
217-210-050-1	$ 34.92	217-220-046-7	$ 33.56	217-220-122-6	$ 33.56	217-230-013-5	$ 33.56
217-210-055-0	$ 32.16	217-220-047-5	$ 33.56	217-220-123-4	$ 33.56	217-230-014-3	$ 33.56
217-210-056-8	$ 30.80	217-220-057-4	$ 33.56	217-220-124-2	$ 33.56	217-230-015-0	$ 33.56
217-210-057-6	$ 30.80	217-220-058-2	$ 33.56	217-220-125-9	$ 33.56	217-230-016-8	$ 33.56
217-210-058-4	$ 30.80	217-220-063-2	$ 33.56	217-220-126-7	$ 33.56	217-230-017-6	$ 33.56
217-210-059-2	$ 32.16	217-220-064-0	$ 33.56	217-220-127-5	$ 33.56	217-230-018-4	$ 33.56
217-210-060-0	$ 32.16	217-220-065-7	$ 33.56	217-220-128-3	$ 33.56	217-230-019-2	$ 33.56
217-210-061-8	$ 32.16	217-220-066-5	$ 33.56	217-220-129-1	$ 33.56	217-230-038-2	$ 30.80
217-210-062-6	$ 32.16	217-220-082-2	$ 33.56	217-220-130-9	$ 33.56	217-230-039-0	$ 30.80
217-210-063-4	$ 32.16	217-220-083-0	$ 33.56	217-220-131-7	$ 33.56	217-230-040-8	$ 30.80

Drainage Area Benefit Assessment
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DA 75A		DA 75A		DA 75A		DA 75A	
217-230-041-6	$ 30.80	217-230-078-8	$ 30.80	217-240-002-6	$ 30.80	217-260-021-1	$ 19.78
217-230-042-4	$ 30.80	217-230-079-6	$ 30.80	217-240-003-4	$ 30.80	217-260-022-9	$ 19.78
217-230-043-2	$ 30.80	217-230-080-4	$ 30.80	217-240-004-2	$ 32.16	217-260-023-7	$ 19.78
217-230-044-0	$ 30.80	217-230-081-2	$ 30.80	217-240-005-9	$ 30.80	217-260-024-5	$ 19.78
217-230-045-7	$ 30.80	217-230-082-0	$ 30.80	217-240-006-7	$ 30.80	217-260-025-2	$ 21.98
217-230-046-5	$ 30.80	217-230-083-8	$ 30.80	217-240-007-5	$ 30.80	217-260-026-0	$ 21.98
217-230-047-3	$ 30.80	217-230-087-9	$ 30.80	217-240-008-3	$ 30.80	217-260-027-8	$ 21.98
217-230-048-1	$ 30.80	217-230-088-7	$ 30.80	217-240-009-1	$ 30.80	217-260-028-6	$ 21.98
217-230-049-9	$ 30.80	217-230-089-5	$ 30.80	217-240-010-9	$ 30.80	217-260-029-4	$ 21.98
217-230-050-7	$ 30.80	217-230-090-3	$ 30.80	217-240-011-7	$ 30.80	217-260-030-2	$ 21.98
217-230-051-5	$ 30.80	217-230-091-1	$ 30.80	217-240-012-5	$ 30.80	217-260-031-0	$ 21.98
217-230-052-3	$ 30.80	217-230-092-9	$ 30.80	217-240-013-3	$ 30.80	217-260-032-8	$ 21.98
217-230-053-1	$ 30.80	217-230-093-7	$ 30.80	217-240-014-1	$ 30.80	217-260-033-6	$ 21.98
217-230-054-9	$ 30.80	217-230-094-5	$ 30.80	217-240-015-8	$ 30.80	217-260-034-4	$ 21.02
217-230-055-6	$ 30.80	217-230-095-2	$ 34.92	217-240-016-6	$ 30.80	217-260-035-1	$ 21.02
217-230-056-4	$ 30.80	217-230-096-0	$ 33.56	217-240-017-4	$ 30.80	217-260-036-9	$ 21.02
217-230-057-2	$ 30.80	217-230-097-8	$ 32.16	217-240-018-2	$ 30.80	217-260-037-7	$ 21.02
217-230-058-0	$ 30.80	217-230-098-6	$ 30.80	217-260-001-3	$ 29.32	217-260-038-5	$ 21.02
217-230-059-8	$ 30.80	217-230-099-4	$ 30.80	217-260-002-1	$ 29.32	217-260-039-3	$ 21.02
217-230-060-6	$ 30.80	217-230-100-0	$ 30.80	217-260-003-9	$ 29.32	217-260-040-1	$ 21.02
217-230-061-4	$ 30.80	217-230-101-8	$ 30.80	217-260-004-7	$ 29.32	217-260-041-9	$ 21.02
217-230-062-2	$ 30.80	217-230-102-6	$ 30.80	217-260-005-4	$ 29.32	217-260-042-7	$ 21.02
217-230-063-0	$ 30.80	217-230-103-4	$ 30.80	217-260-006-2	$ 29.32	217-260-043-5	$ 19.36
217-230-064-8	$ 30.80	217-230-106-7	$ 30.80	217-260-007-0	$ 29.32	217-260-044-3	$ 19.36
217-230-065-5	$ 30.80	217-230-108-3	$ 33.56	217-260-008-8	$ 29.32	217-260-045-0	$ 19.36
217-230-066-3	$ 30.80	217-230-109-1	$ 33.56	217-260-009-6	$ 29.32	217-260-046-8	$ 19.36
217-230-067-1	$ 30.80	217-230-110-9	$ 33.56	217-260-010-4	$ 29.32	217-260-047-6	$ 19.36
217-230-068-9	$ 30.80	217-230-111-7	$ 33.56	217-260-011-2	$ 29.32	217-260-048-4	$ 19.36
217-230-069-7	$ 30.80	217-230-112-5	$ 33.56	217-260-012-0	$ 29.32	217-260-049-2	$ 19.36
217-230-070-5	$ 30.80	217-230-113-3	$ 33.56	217-260-013-8	$ 19.78	217-260-050-0	$ 19.36
217-230-071-3	$ 30.80	217-230-114-1	$ 33.56	217-260-014-6	$ 19.78	217-260-051-8	$ 19.36
217-230-072-1	$ 30.80	217-230-115-8	$ 33.56	217-260-015-3	$ 19.78	217-260-052-6	
217-230-073-9	$ 30.80	217-230-116-6	$ 33.56	217-260-016-1	$ 19.78	217-260-053-4	
217-230-074-7	$ 30.80	217-230-117-4	$ 33.56	217-260-017-9	$ 19.78	217-260-054-2	
217-230-075-4	$ 30.80	217-230-118-2	$ 33.56	217-260-018-7	$ 19.78	217-260-055-9	
217-230-076-2	$ 30.80	217-230-119-0	$ 33.56	217-260-019-5	$ 19.78	217-260-056-7	
217-230-077-0	$ 30.80	217-240-001-8	$ 30.80	217-260-020-3	$ 19.78	217-280-001-9	$ 25.18

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DA 75A

217-280-002-7	$	25.18
217-280-003-5	$	25.18
217-280-004-3	$	25.18
217-280-005-0	$	25.18
217-280-006-8	$	25.18
217-280-007-6	$	25.18
217-280-008-4	$	25.18
217-280-009-2	$	25.18
217-280-010-0	$	25.18
217-280-011-8	$	25.18
217-280-012-6	$	25.18
217-280-013-4	$	25.18
217-280-014-2	$	25.18
217-280-015-9	$	25.18
217-280-016-7	$	25.18
217-280-017-5	$	25.18
217-280-018-3	$	25.18
217-280-019-1	$	25.18
217-280-020-9	$	25.18
217-280-021-7	$	25.18
217-280-022-5	$	25.18
217-280-023-3		
217-280-024-1		
217-280-025-8		
217-280-026-6		
217-280-027-4		
217-290-001-7	$	29.32
217-290-002-5	$	29.32
217-290-003-3	$	29.32
217-290-004-1	$	25.18
217-290-005-8	$	25.18
217-290-006-6	$	25.18
217-290-007-4	$	25.18
217-290-008-2	$	25.18
217-290-009-0	$	25.18
217-290-010-8	$	25.18
217-290-011-6	$	25.18

DA 75A

217-290-012-4	$	25.18
217-290-013-2	$	25.18
217-290-014-0	$	25.18
217-290-015-7	$	25.18
217-290-016-5	$	25.18
217-290-017-3	$	25.18
217-290-018-1	$	25.18
217-290-019-9	$	25.18
217-290-020-7	$	25.18
217-290-021-5	$	25.18
217-290-022-3	$	25.18
217-290-023-1	$	25.18
217-290-024-9	$	25.18
217-290-025-6	$	25.18
217-290-026-4	$	25.18
217-290-027-2	$	25.18
217-290-028-0	$	25.18
217-290-029-8	$	25.18
217-290-030-6	$	25.18
217-290-031-4	$	25.18
217-290-032-2	$	29.32
217-290-033-0	$	29.32
217-290-034-8		
217-290-035-5		
217-290-036-3		
217-290-037-1		
217-290-038-9		
217-290-039-7		
217-290-040-5		
217-290-041-3		
217-290-042-1		
217-290-043-9		
217-300-001-5	$	21.98
217-300-002-3	$	21.98
217-300-003-1	$	21.98
217-300-004-9	$	21.98
217-300-005-6	$	21.98

DA 75A

217-300-006-4	$	21.98
217-300-007-2	$	21.98
217-300-008-0	$	21.98
217-300-009-8	$	21.98
217-300-010-6	$	21.98
217-300-011-4	$	21.98
217-300-012-2	$	21.98
217-300-013-0	$	21.98
217-300-014-8	$	21.98
217-300-015-5	$	21.98
217-300-016-3	$	21.98
217-300-017-1	$	21.98
217-300-018-9	$	21.98
217-300-019-7	$	25.18
217-300-020-5	$	25.18
217-300-021-3	$	25.18
217-300-022-1	$	25.18
217-300-023-9	$	25.18
217-300-024-7	$	25.18
217-300-025-4	$	25.18
217-300-026-2	$	25.18
217-300-027-0	$	25.18
217-300-028-8	$	25.18
217-300-029-6	$	25.18
217-300-030-4	$	25.18
217-300-031-2	$	19.16
217-300-032-0	$	19.16
217-300-033-8	$	19.16
217-300-034-6	$	19.16
217-300-035-3	$	19.16
217-300-036-1	$	19.16
217-300-037-9	$	21.98
217-300-038-7	$	21.98
217-300-039-5	$	21.98
217-300-040-3	$	21.98
217-300-041-1	$	21.98
217-300-042-9	$	21.98

DA 75A

217-300-043-7	$	21.98
217-300-044-5	$	21.98
217-300-045-2	$	21.98
217-300-046-0	$	21.98
217-300-047-8	$	21.98
217-300-048-6	$	21.98
217-300-049-4		
217-300-050-2		
217-300-051-0		
217-300-052-8		
217-300-053-6		
217-300-054-4		
217-300-055-1		
217-300-056-9		

Total for DA75A $140,028.30

DA 76A

187-470-001-4	$	847.36
187-470-002-2	$	591.70
187-470-003-0	$	709.48
187-470-004-8	$	709.48
187-470-005-5	$	847.36
187-470-006-3	$	709.48
187-470-007-1	$	976.12
187-470-008-9	$	709.48
187-470-009-7	$	709.48
187-470-010-5	$	976.12
187-470-011-3	$	847.36
187-470-012-1	$	976.12
187-470-013-9	$	976.12
187-470-014-7	$	976.12
187-490-001-0	$	466.62
187-490-002-8	$	466.62
187-490-003-6	$	466.62
187-490-004-4	$	466.62
187-490-005-1	$	466.62
187-490-006-9	$	466.62

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DA 76A		DA 76A		DA 76A		DA 76A	
187-490-007-7	$ 466.62	187-490-048-1	$ 466.62	187-500-022-4	$ 466.62	187-520-015-4	$ 466.62
187-490-008-5	$ 466.62	187-490-049-9	$ 466.62	187-500-023-2	$ 466.62	187-520-016-2	$ 466.62
187-490-009-3	$ 466.62	187-490-050-7	$ 466.62	187-500-024-0	$ 697.62	187-520-017-0	$ 466.62
187-490-010-1	$ 466.62	187-490-051-5	$ 466.62	187-500-025-7	$ 466.62	187-520-018-8	$ 466.62
187-490-011-9	$ 466.62	187-490-052-3	$ 466.62	187-500-026-5	$ 466.62	187-520-019-6	$ 466.62
187-490-012-7	$ 466.62	187-490-053-1	$ 466.62	187-500-027-3	$ 466.62	187-520-020-4	$ 466.62
187-490-013-5	$ 466.62	187-490-054-9	$ 466.62	187-500-028-1	$ 466.62	187-520-021-2	$ 466.62
187-490-014-3	$ 466.62	187-490-055-6	$ 466.62	187-510-001-6	$ 466.62	187-520-022-0	$ 466.62
187-490-015-0	$ 466.62	187-490-056-4	$ 466.62	187-510-002-4	$ 466.62	187-520-024-6	$ 466.62
187-490-016-8	$ 466.62	187-490-057-2	$ 466.62	187-510-003-2	$ 466.62	187-520-025-3	$ 466.62
187-490-017-6	$ 466.62	187-490-058-0	$ 466.62	187-510-004-0	$ 466.62	187-520-026-1	$ 466.62
187-490-018-4	$ 466.62	187-490-059-8	$ 466.62	187-510-005-7	$ 466.62	187-520-027-9	$ 466.62
187-490-019-2	$ 466.62	187-490-060-6	$ 466.62	187-510-006-5	$ 466.62	187-520-028-7	$ 466.62
187-490-020-0	$ 466.62	187-490-061-4	$ 466.62	187-510-007-3	$ 466.62	187-520-029-5	$ 466.62
187-490-021-8	$ 466.62	187-490-062-2	$ 466.62	187-510-008-1	$ 466.62	187-520-030-3	$ 466.62
187-490-022-6	$ 466.62	187-490-063-0	$ 466.62	187-510-009-9	$ 466.62	187-520-031-1	$ 466.62
187-490-023-4	$ 466.62	187-500-001-8	$ 466.62	187-510-010-7	$ 466.62	187-520-032-9	$ 466.62
187-490-024-2	$ 466.62	187-500-002-6	$ 466.62	187-510-012-3	$ 466.62	187-520-033-7	$ 466.62
187-490-025-9	$ 466.62	187-500-003-4	$ 466.62	187-510-013-1	$ 466.62	187-520-034-5	$ 466.62
187-490-026-7	$ 466.62	187-500-004-2	$ 466.62	187-510-014-9	$ 466.62	187-520-035-2	$ 466.62
187-490-027-5	$ 466.62	187-500-005-9	$ 466.62	187-510-015-6	$ 466.62	187-520-036-0	$ 466.62
187-490-028-3	$ 466.62	187-500-006-7	$ 466.62	187-510-017-2	$ 466.62	187-520-037-8	$ 466.62
187-490-029-1	$ 466.62	187-500-007-5	$ 466.62	187-510-018-0	$ 466.62	187-520-038-6	$ 466.62
187-490-030-9	$ 466.62	187-500-008-3	$ 466.62	187-520-001-4	$ 466.62	187-531-001-1	$ 466.62
187-490-035-8	$ 466.62	187-500-009-1	$ 466.62	187-520-002-2	$ 466.62	187-531-002-9	$ 466.62
187-490-036-6	$ 466.62	187-500-010-9	$ 466.62	187-520-003-0	$ 466.62	187-531-003-7	$ 466.62
187-490-037-4	$ 466.62	187-500-011-7	$ 466.62	187-520-004-8	$ 466.62	187-531-004-5	$ 466.62
187-490-038-2	$ 466.62	187-500-012-5	$ 709.48	187-520-005-5	$ 466.62	187-531-005-2	$ 466.62
187-490-039-0	$ 466.62	187-500-013-3	$ 466.62	187-520-006-3	$ 466.62	187-531-006-0	$ 466.62
187-490-040-8	$ 466.62	187-500-014-1	$ 466.62	187-520-007-1	$ 466.62	187-531-007-8	$ 466.62
187-490-041-6	$ 466.62	187-500-015-8	$ 466.62	187-520-008-9	$ 466.62	187-532-001-0	$ 466.62
187-490-042-4	$ 466.62	187-500-016-6	$ 466.62	187-520-009-7	$ 466.62	187-532-002-8	$ 466.62
187-490-043-2	$ 466.62	187-500-017-4	$ 466.62	187-520-010-5	$ 466.62	187-532-003-6	$ 466.62
187-490-044-0	$ 466.62	187-500-018-2	$ 466.62	187-520-011-3	$ 466.62	187-532-004-4	$ 466.62
187-490-045-7	$ 466.62	187-500-019-0	$ 466.62	187-520-012-1	$ 466.62	187-532-005-1	$ 466.62
187-490-046-5	$ 466.62	187-500-020-8	$ 466.62	187-520-013-9	$ 466.62	187-532-006-9	$ 466.62
187-490-047-3	$ 466.62	187-500-021-6	$ 466.62	187-520-014-7	$ 466.62	187-532-007-7	$ 466.62

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Proposed Fees for Lien Year 2017

DA 76A

187-532-008-5	$	466.62
187-532-009-3	$	466.62
187-532-010-1	$	466.62
187-532-011-9	$	466.62
187-533-001-9	$	466.62
187-533-002-7	$	466.62
187-533-003-5	$	466.62
187-533-004-3	$	466.62
187-534-001-8	$	466.62
187-534-002-6	$	466.62
187-535-001-7	$	466.62
187-536-001-6	$	466.62
187-537-001-5	$	466.62
187-537-002-3	$	466.62
187-537-003-1	$	466.62
187-537-008-0	$	466.62
187-537-010-6	$	466.62
187-537-011-4	$	466.62
187-537-012-2	$	466.62
187-541-001-9	$	466.62
187-541-002-7	$	466.62
187-541-003-5	$	466.62
187-541-004-3	$	466.62
187-542-001-8	$	466.62
187-542-002-6	$	466.62
187-542-003-4	$	466.62
187-542-004-2	$	466.62
187-542-005-9	$	847.36
187-542-006-7	$	466.62
187-542-007-5	$	466.62
187-542-008-3	$	466.62
187-542-009-1	$	466.62
187-542-010-9	$	466.62
187-542-011-7	$	466.62
187-543-001-7	$	466.62
187-543-002-5	$	466.62
187-543-003-3	$	466.62

DA 76A

187-543-004-1	$	466.62
187-544-003-2	$	466.62
187-544-004-0	$	466.62
187-551-001-6	$	466.62
187-551-002-4	$	466.62
187-551-003-2	$	466.62
187-551-006-5	$	466.62
187-551-007-3	$	466.62
187-551-008-1	$	466.62
187-552-001-5	$	847.36
187-552-002-3	$	466.62
192-210-023-3	$	976.12
192-210-024-1	$	976.12
192-210-025-8	$	976.12
192-210-027-4	$	976.12
192-210-028-2	$	976.12
192-210-029-0	$	976.12
192-210-030-8	$	976.12
192-210-031-6	$	976.12
193-180-013-8		
193-180-018-7		
193-180-037-7		
193-190-031-8		
193-190-032-6		
193-690-069-3	$	976.12
193-880-001-6	$	466.62
193-880-002-4	$	466.62
193-880-003-2	$	466.62
193-880-004-0	$	466.62
193-880-005-7	$	466.62
193-880-006-5	$	466.62
193-880-008-1	$	466.62
193-880-009-9	$	466.62
193-880-010-7	$	466.62
193-880-011-5	$	466.62
193-890-001-4	$	466.62
193-890-002-2	$	466.62

DA 76A

193-890-003-0	$	466.62
193-890-004-8	$	466.62
193-890-005-5	$	466.62
193-890-006-3	$	466.62
193-890-007-1	$	466.62
193-890-008-9	$	466.62
193-890-009-7	$	466.62
193-890-010-5	$	466.62
193-890-011-3	$	466.62
193-890-012-1	$	466.62
193-890-013-9	$	466.62
193-890-014-7	$	466.62
193-890-015-4	$	466.62
193-890-016-2	$	466.62
193-890-018-8	$	466.62
193-890-021-2	$	466.62
193-890-022-0	$	466.62
193-890-023-8	$	466.62
193-890-024-6	$	466.62
193-890-025-3	$	466.62
193-890-026-1	$	466.62
193-890-027-9	$	466.62
193-890-028-7	$	466.62
193-890-029-5	$	591.70
193-890-030-3	$	466.62
193-890-031-1		
193-890-032-9	$	466.62
193-890-033-7	$	466.62
193-890-034-5	$	466.62
193-900-001-2	$	466.62
193-900-002-0	$	466.62
193-900-003-8	$	466.62
193-900-004-6	$	466.62
193-900-005-3	$	466.62
193-900-006-1	$	466.62
193-900-007-9	$	466.62
193-900-008-7	$	466.62

DA 76A

193-900-009-5	$	466.62
193-900-013-7	$	466.62
193-900-015-2	$	709.48

Total for DA76A $140,005.00

DA 910

202-091-010-1		
202-091-013-5	$	164.70
202-351-001-5	$	183.06
202-351-002-3	$	183.06
202-351-003-1	$	183.06
202-351-004-9	$	183.06
202-351-005-6	$	213.64
202-352-001-4	$	164.70
202-352-002-2	$	213.64
202-352-003-0	$	183.06
202-352-004-8	$	183.06
202-352-005-5	$	213.64
202-352-006-3	$	183.06
202-352-007-1	$	183.06
202-352-008-9	$	213.64
202-353-001-3	$	183.06
202-353-002-1	$	183.06
202-353-003-9	$	164.70
202-353-004-7	$	164.70
202-353-005-4	$	164.70
202-353-006-2	$	164.70
202-353-007-0	$	164.70
202-353-008-8	$	164.70
202-353-009-6	$	164.70
202-353-010-4	$	164.70
202-353-011-2	$	164.70
202-353-012-0	$	164.70
202-353-013-8	$	164.70
202-354-001-2	$	164.70
202-354-002-0	$	164.70
202-354-003-8	$	164.70

Drainage Area Benefit Assessment
Proposed Fees for Lien Year 2017

05/30/17

DA 910		DA 910		DA 910		DA 910	
202-354-004-6	$ 164.70	202-371-020-1	$ 213.64	202-391-011-6	$ 164.70	202-394-012-1	$ 164.70
202-354-005-3	$ 164.70	202-371-021-9	$ 183.06	202-391-012-4	$ 164.70	202-394-013-9	$ 164.70
202-354-006-1	$ 164.70	202-371-022-7	$ 164.70	202-391-013-2	$ 164.70	202-394-016-2	$ 164.70
202-361-001-3	$ 137.16	202-372-001-0	$ 137.16	202-391-014-0	$ 164.70	202-394-017-0	$ 164.70
202-361-002-1	$ 183.06	202-372-002-8	$ 137.16	202-391-015-7	$ 164.70	202-394-018-8	$ 164.70
202-361-003-9	$ 213.64	202-372-003-6	$ 137.16	202-391-016-5	$ 164.70	202-394-019-6	$ 164.70
202-361-004-7	$ 183.06	202-381-001-9	$ 137.16	202-391-017-3	$ 149.38	202-394-020-4	$ 155.52
202-361-007-0	$ 183.06	202-381-002-7	$ 137.16	202-391-018-1	$ 143.28	202-395-001-3	$ 164.70
202-361-008-8	$ 183.06	202-381-003-5	$ 137.16	202-391-019-9	$ 149.38	202-395-002-1	$ 164.70
202-362-001-2	$ 213.64	202-381-004-3	$ 137.16	202-391-020-7	$ 149.38	202-395-003-9	$ 164.70
202-362-002-0	$ 213.64	202-381-005-0	$ 137.16	202-391-021-5	$ 149.38	202-395-004-7	$ 164.70
202-362-003-8	$ 213.64	202-381-006-8	$ 137.16	202-391-022-3	$ 164.70	202-395-005-4	$ 164.70
202-362-004-6	$ 213.64	202-381-007-6	$ 137.16	202-392-001-6	$ 164.70	202-395-006-2	$ 164.70
202-362-005-3	$ 393.12	202-381-008-4	$ 137.16	202-392-002-4	$ 149.38	202-395-007-0	$ 164.70
202-362-006-1	$ 213.64	202-381-009-2	$ 137.16	202-392-003-2	$ 149.38	202-395-008-8	$ 164.70
202-362-007-9	$ 183.06	202-381-010-0	$ 137.16	202-392-004-0	$ 155.52	202-395-009-6	$ 164.70
202-363-001-1	$ 137.16	202-382-001-8	$ 137.16	202-392-005-7	$ 164.70	202-395-010-4	$ 164.70
202-363-002-9	$ 137.16	202-382-002-6	$ 183.06	202-393-001-5	$ 149.38	202-395-011-2	$ 164.70
202-363-003-7	$ 137.16	202-382-003-4	$ 137.16	202-393-002-3	$ 149.38	202-401-001-5	$ 137.16
202-363-004-5	$ 164.70	202-382-004-2	$ 137.16	202-393-003-1	$ 149.38	202-401-002-3	$ 149.38
202-363-005-2	$ 164.70	202-382-005-9	$ 137.16	202-393-004-9	$ 149.38	202-401-003-1	$ 149.38
202-363-006-0	$ 164.70	202-382-006-7	$ 137.16	202-393-005-6	$ 155.52	202-401-004-9	$ 149.38
202-364-001-0	$ 164.70	202-382-007-5	$ 137.16	202-393-006-4	$ 149.38	202-401-005-6	$ 143.28
202-364-002-8	$ 164.70	202-382-008-3	$ 137.16	202-393-007-2	$ 149.38	202-401-006-4	$ 137.16
202-371-001-1	$ 183.06	202-382-009-1	$ 137.16	202-393-008-0	$ 149.38	202-401-007-2	$ 149.38
202-371-002-9	$ 164.70	202-382-010-9	$ 137.16	202-393-009-8	$ 149.38	202-401-008-0	$ 149.38
202-371-003-7	$ 183.06	202-382-011-7	$ 137.16	202-393-010-6	$ 164.70	202-401-009-8	$ 143.28
202-371-004-5	$ 183.06	202-391-001-7	$ 213.64	202-394-002-2	$ 143.28	202-402-001-4	$ 164.70
202-371-005-2	$ 183.06	202-391-002-5	$ 183.06	202-394-003-0	$ 149.38	202-402-002-2	$ 164.70
202-371-008-6	$ 183.06	202-391-003-3	$ 164.70	202-394-004-8	$ 149.38	202-402-003-0	$ 164.70
202-371-009-4	$ 164.70	202-391-004-1	$ 164.70	202-394-005-5	$ 143.28	202-402-004-8	$ 164.70
202-371-010-2	$ 164.70	202-391-005-8	$ 164.70	202-394-006-3	$ 143.28	202-402-005-5	$ 164.70
202-371-011-0	$ 137.16	202-391-006-6	$ 164.70	202-394-007-1	$ 143.28	202-402-006-3	$ 149.38
202-371-012-8	$ 137.16	202-391-007-4	$ 164.70	202-394-008-9	$ 155.52	202-402-007-1	$ 149.38
202-371-016-9	$ 137.16	202-391-008-2	$ 164.70	202-394-009-7	$ 164.70	202-402-008-9	$ 149.38
202-371-017-7	$ 213.64	202-391-009-0	$ 164.70	202-394-010-5	$ 164.70	202-402-009-7	$ 149.38
202-371-018-5	$ 213.64	202-391-010-8	$ 164.70	202-394-011-3	$ 164.70	202-402-010-5	$ 149.38

DA910

202-402-011-3	$	155.52
202-403-001-3	$	155.52
202-403-002-1	$	149.38
202-403-003-9	$	143.28
202-403-004-7	$	143.28
202-403-005-4	$	164.70
202-403-006-2	$	164.70
202-403-007-0	$	164.70
202-403-008-8	$	164.70
202-403-009-6	$	164.70
202-403-010-4	$	164.70
202-403-011-2	$	155.52
202-403-012-0	$	149.38
202-403-013-8	$	149.38
202-403-014-6	$	149.38
202-403-015-3	$	149.38
202-403-016-1	$	149.38
202-403-017-9	$	137.16
202-403-018-7	$	137.16
202-403-019-5	$	137.16
202-403-020-3	$	137.16
202-403-021-1	$	137.16
202-403-022-9	$	137.16
202-404-001-2	$	137.16
202-404-002-0	$	137.16
202-404-003-8	$	137.16
202-404-004-6	$	137.16
202-404-005-3	$	137.16
202-404-006-1	$	149.38
202-404-007-9	$	149.38
202-404-008-7	$	143.28
202-404-009-5	$	143.28
202-404-010-3	$	143.28
202-404-011-1	$	164.70
202-404-012-9	$	183.06
202-404-013-7	$	149.38
202-404-014-5	$	143.28

DA910

202-404-015-2	$	149.38
202-404-016-0	$	149.38
Total for DA910		**$35,000.34**

Table 1

Drainage Area		FY 2016/17 Estimated Rate Per IAU	FY 2016/17 Estimated Assessment for Typical Residential Parcel (3.05 IAU)	FY 2016/17 Proposed Total Assessment	FY 2017/18 Estimated Rate Per IAU	FY 2017/18 Estimated Assessment for Typical Residential Parcel (3.05 IAU)	FY 2017/18 Proposed Total Assessment
67A	Rossmoor	$ 24.11	$ 73.54	$ 78,500.00	$ 29.17	$ 88.98	$ 100,000.00
75A	Canyon Lakes	$ 9.40	$ 28.68	$ 115,500.00	$ 11.45	$ 34.91	$ 140,000.00
76A	Boque Ranch	$ 75.66	$ 230.76	$ 116,500.00	$ 91.31	$ 278.50	$ 140,000.00
520	Laurel Basin	$ 30.29	$ 92.39	$ 38,500.00	$ 37.47	$ 114.28	$ 47,000.00
910	Rassier Ranch	$ 67.08	$ 204.59	$ 48,300.00	$ 50.99	$ 155.51	$ 35,000.00
1010	Bettencourt	$ 23.37	$ 71.28	$ 258,500.00	$ 27.21	$ 82.98	$ 300,000.00
1010A	Shadow Creek	$ 78.32	$ 238.87	$ 80,500.00	$ 88.11	$ 268.73	$ 90,000.00

Contra Costa County

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: June 20, 2017

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 Savvas Papaiacovou for a shade hangar at Buchanan Field Airport effective July 3, 2017 in the monthly amount of $177.07, Pacheco area. (District IV)

FISCAL IMPACT:

The Airport Enterprise Fund will realize $2,124.84 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 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.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Beth Lee, (925) 681-4200

cc:

BACKGROUND: (CONT'D)

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

Hangar Agreement - S. Papaiacovou

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES: July 3, 2017** ("**Effective Date**"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**Airport**"), **Savvas Papaiacovou** ("**Renter**"), hereby mutually agree and promise as follows:

2. **RENTER AND AIRCRAFT INFORMATION:** Simultaneous with the execution of this T-Hangar and Shade Hangar Rental Agreement **("Rental Agreement")** by Renter, Renter shall complete the Renter and Aircraft Information Form. 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 or, if the 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.

3. **PURPOSE:** The purpose of this Rental Agreement is to provide for the rental of a T-Hangar or Shade Hangar space at the Contra Costa County - Buchanan Field Airport for the storage of the aircraft described in the Renter and Aircraft Information Form **("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 T-Hangar or Shade Hangar shown as # **B-04** on the T-Hangar and Shade Hangar Site Plan, attached hereto as Exhibit B and incorporated herein. This T-Hangar or Shade Hangar is part of the T-Hangar and Shade Hangar Site **("T-Hangar Site")** and shall hereinafter be described as the **"T-Hangar."**

   Renter has inspected the T-Hangar and hereby accepts the T-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 T-Hangar.

5. **USE:** The T-Hangar shall be exclusively by Renter for the storage of Renter's Aircraft. In addition to the storage of Renter's Aircraft, Renter may use the T-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 T-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 T-Hangar for the storage of aircraft not owned or leased by Renter is prohibited. ("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 T-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 registered as of the Effective Date, upon completion of construction, Renter shall register 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 **July 3, 2017**, 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 $ **177.07** 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

Contra Costa County

To: Blackhawk GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: Blackhawk GHAD Resolution No. 2017/01

RECOMMENDATION(S):

1. ADOPT Blackhawk GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under the Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager;
2. RECEIVE information on unanticipated expenditures for fiscal year 2016/2017 for increased operations and management costs; and
3. RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:

On June 4, 1985, the Contra Costa County Board of Supervisors adopted Resolution No. 85/289 approving the formation of the Canyon Lakes Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budges for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Amara Morrison
510.834.6600

cc:

BACKGROUND: (CONT'D)

fiscal year budget for 2017/2018 as prepared b y the GHAD General Manager, Sands Construction Company Inc., which is attached to Resolution No. 2017/01 as Exhibit A. The budget identifies the annual payment limit as $163,000, at page 2 under Administration.

The 2016/2017 GHAD budget, approved by Resolution No. 2016/01 identified a total annual payment limit of $163,000. It will be necessary to exceed the General Manager payment limit by $35,000 before the end of the 2016/2017 fiscal year (June 30, 2017) in order to fund management of the GHAD through June 30, 2017. Such increase is necessary given the extraordinary rain amounts this past winter and the GHAD 's necessary response to these rain events' impacts on the GHAD-managed property; such increase is also necessary given trial-related expenses in Feiger v. Blackhawk Corp, et. al.

Such requested increase in the budget is authorized by Section 5 of Resolution 2011/01 which allows the GHAD Manager to expend funds necessary for emergency responses in excess of the approved budget, provided the GHAD Manager reports back to the GHAD Board as soon thereafter as reasonably practical on the expenditure of funds.

STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607,and53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices. Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/0l as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

ATTACHMENTS

Blackhawk GHAD Resolution and Report 2017

Blackhawk GHAD Resolution No. 2017/01

BLACKHAWK
GEOLOGIC HAZARD ABATEMENT DISTRICT

TO:	**Blackhawk GHAD** **Board of Directors**
FROM:	**GHAD Attorney Patricia Curtin**
BOARD MEETING DATE:	**June 20, 2017**
SUBJECT:	**Blackhawk GHAD Resolution No. 2017/01**

RECOMMENDATION(S):

1. ADOPT Blackhawk GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under the Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager;

2. RECEIVE information on unanticipated expenditures for fiscal year 2016/2017 for increased operations and management costs; and

3. RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:

On June 4, 1985, the Contra Costa County Board of Supervisors adopted Resolution No. 85/289 approving the formation of the Canyon Lakes Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, Sands Construction Company, Inc., which is attached to Resolution No. 2017/01 as Exhibit A. The budget identifies the annual payment limit as $163,000, at page 2 under Administration.

The 2016/2017 GHAD budget, approved by Resolution No. 2016/01, identified a total annual payment limit of $163,000. It will be necessary to exceed the General Manager payment limit by $35,000 before the end of the 2016/2017 fiscal year (June 30, 2017) in order to fund management of the GHAD through June 30, 2017. Such increase is necessary given the extraordinary rain amounts this past winter and the GHAD's necessary response to these rain events' impacts on the GHAD-managed property; such increase is also necessary given trial-related expenses in *Feiger v. Blackhawk Corp, et. al.*

Such requested increase in the budget is authorized by Section 5 of Resolution 2011/01 which allows the GHAD Manager to expend funds necessary for emergency responses in excess of the approved budget, provided the GHAD Manager reports back to the GHAD Board as soon thereafter as reasonably practical on the expenditure of funds.

The GHAD Manager and GHAD Treasurer are working to submit requests for FEMA assistance to cover the increased costs.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/01 as Exhibit B.

THE BOARD OF DIRECTORS OF BLACKHAWK GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (BLACKHAWK GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD Manager rates under the existing consulting services agreement and acknowledging receipt of the GHAD Statement of Investment Policy.

WHEREAS, on April 22, 1986, the Contra Costa County Board of Supervisors adopted Resolution 86/210 approving the formation of the Blackhawk Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on March 15, 2011, pursuant to Resolution No. 2011/01, the GHAD Board approved the consultant services agreement (Agreement) with Sands Construction Company, Inc., to act as Interim GHAD Manager. This Agreement, in section 3, requires the GHAD Board to determine by resolution each fiscal year the annual payment limit for GHAD Manager services.

WHEREAS, on January 08, 2013, pursuant to Resolution No. 2014/05, the GHAD Board removed the term "Interim" from the GHAD Manger title, the Agreement was incorporated therein by reference.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD Manager, Sands Construction Company, Inc., attached hereto as Exhibit A. The budget attached in Exhibit A identifies the annual payment limit at $163,000 at page 2, under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the annual payment limit for GHAD Manager services at $163,000 as set forth in Exhibit A and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy dated June 2017, attached hereto as Exhibit B.

3. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

BLACKHAWK
GEOLOGIC HAZARD ABATEMENT DISTRICT

Program Budget

FISCAL YEAR 2017-2018

APRIL 2017

EXHIBIT A

BLACKHAWK
GEOLOGIC HAZARD ABATEMENT DISTRICT

Program Budget

FISCAL YEAR 2017-2018

APRIL 2017

BLACKHAWK
GEOLOGIC HAZARD ABATEMENT DISTRICT

May 30, 2017

Blackhawk GHAD Board of Directors
c/o Supervisor Diane Burgis
3361 Walnut Boulevard, Suite 140
Brentwood, California 94513

SUBJECT: Program Budget for Fiscal Year 2017-2018
Blackhawk Geologic Hazard Abatement District

Dear Board Members:

Attached please find the proposed program budget for the Blackhawk Geologic Hazard Abatement District (Blackhawk GHAD or GHAD) for fiscal year 2017/2018. The proposed fiscal year budget totals $3,616,200, which exceeds projected revenues and anticipates a $1,546,200 deficit and the need to draw a commensurate amount from the reserve fund. At the time of this publication, it is expected that the fund balance on June 30, 2017 will be approximately $7,350,000. A fund balance of $5,803,800 is projected for June 30, 2018.

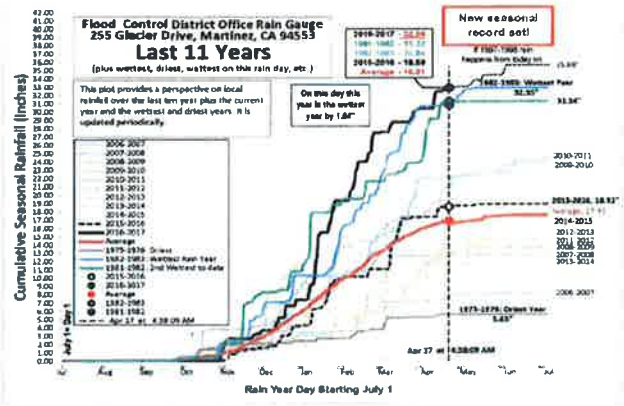
There are four major annual budget categories; their respective budget expenses break down as follows:

Major Projects	74 percent
Preventative Maintenance and Operations	14 percent
Special Projects	2 percent
Administration, Legal, Accounting	10 percent

As a percentage of the annual budget, the Major Projects Program will utilize a large portion of the budget and require significant draws from the reserve fund. The heavy rains from this last season produced over 30 landslides with preliminary damage estimates totaling over $3,000,000. The Blackhawk GHAD has applied to the Federal Emergency Response Agency (FEMA) for federal and state disaster area funds. Damage and repair estimates include emergency response, cleanup and protective measures; as well as engineering and construction and repair costs. Repair and restoration will be prioritized and will likely continue through the next few years. In addition, the district intends to install additional slope stabilization measures below Building 6 at Silver Oak Townhomes. This large-scale stabilization project will incorporate a structural tied back concrete and steel pile wall, very similar to the projects completed by the GHAD below Building 17 and Building 7.

The Preventive Maintenance Program will focus on continued efforts to secure damaged areas and complete asset site restorations. The program will continue to upgrade and analyze these sites and the associated data collection to insure all predictive features of these instrumentation and asset sites are fully realized. Specifically, we will continue to target the following program elements - Concrete Interceptor Ditch Systems (Repair and Replace Program); the Horizontal Drains (Site Maintenance Program, and a district wide cleaning program); the Piezometers (Site Maintenance Program), and the Soil Debris Bench (Maintenance Program). The Operations Program will continue its existing monitoring profile through this period.

The Bay Area received record setting precipitation this past season as shown by the impressive numbers recorded in the graphic below.



The Danville area received approximately 43.00 – inches of rain this year[1]. GHAD historical records indicate an increase in landslide activity throughout the district once 150% of the annual rainfall thresholds have been met. This year's cumulative rainfall topped out at about 200% of normal, thus producing a record setting number of landslides. Currently, The National Oceanic and Atmospheric Administration (NOAA) predicts El Niño neutral conditions in the Southern Oscillation; however, these early probability forecasts have often changed throughout the summer months.

The Special Projects Program will be directed at finalizing Amendment 3 to the Plan of Control which seeks to clarify the independent role of the Blackhawk GHAD and further strengthen those areas of the plan that serve to define the scope of the district's responsibilities. It is anticipated that the GHAD will continue to pursue additional studies in the areas of fiscal policy and geologic risk analyses. Approximately 2% of the annual budget has been set-aside for the Special Projects Program. We continue to work to strengthen our communication with district constituents and stakeholders within the Blackhawk community.

This budget anticipates continued strengthening and building efficiencies within the Administration Program. General legal counsel will continue to be provided by the Blackhawk GHAD Board appointed attorney, Patricia Curtin of Wendel, Rosen, Black & Dean, LLP, and specific litigation counsel will be provided by Timothy J. Ryan of Bold, Polisner, Maddow, Nelson & Judson.

The Blackhawk GHAD had been sued by a number of townhome owners and the Silver Oaks HOA in litigation filed May 6, 2009, in the Contra Costa Superior Court (*Jerrold Feiger, et al. v. Blackhawk Corporation* et al., Case No. C09-01221). The case involved property damage claims arising from alleged earth movement on privately owned slopes situated below plaintiffs' townhomes. The lawsuit proceeded to trial in February of 2017 and involved a total of 11 units in 5 different buildings and the Silver Oaks Homeowners Association. The Court rendered a Tentative Decision on the case in late April and judged in favor of the Blackhawk GHAD on all three causes of action presented by the plaintiffs.

The GHAD had determined, through its own geotechnical investigations, that landslide activity was occurring at two separate locations along the abutting southern and western slopes. Accordingly, GHAD designed and recently completed slope stabilization projects on the southern slope below Silver Oaks Building 17 (2014) and on the western slope below Silver Oaks Building 7 (2015). The area has continued to be monitored for slope movement and data has shown that the area below Building 6 is subject to additional movement. GHAD made a determination that it was necessary to address this movement and slope stabilization designs are being pursued. It is anticipated that this project, which is likely to be constructed substantially similar to the previous two slope stabilization projects below Silver Oak Townhomes, will occur in the Fall of 2017 or Spring of 2018, subject to securing the necessary property owner agreements to allow the GHAD to proceed.

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[1] Contra Costa County Flood Control District – July 1 – June 30 (precipitation year)

A summary of the expenses is shown on Table 1, pages 4, 5 and 6, followed by brief descriptions of each of the budget items on pages 7 through 17.

Respectfully yours,

Blackhawk Geologic Hazard Abatement District

Michael D. Sands
Sands Construction Company, Inc.
General Manager

Distribution list:

Blackhawk GHAD Board of Directors:

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3361 Walnut Boulevard, Suite 140
Brentwood, CA 94513

Supervisor John M. Gioia
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El Cerrito, CA 94530

Supervisor Candace Andersen
309 Diablo Road
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Supervisor Federal D. Glover (Board Chair)
315 East Leland Road
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GHAD Attorney:

Patricia Curtin, Esq. (Blackhawk GHAD Attorney)
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1111 Broadway, 24th Floor
Oakland, CA 94607

Timothy J. Ryan, Esq.
Bond, Polisner, Maddow, Nelson & Judson
500 Ygnacio Valley Road, Suite 325
Walnut Creek, CA 94596-3840

GHAD Treasurer:

Mark I. Miller
Watermark Asset Management, Inc.
2010 Crow Canyon Place, Suite 210
San Ramon, CA 94583

Upon Execution: The following entities will be noticed that management will post approved Budget at www.blackhawkghad.com

Blackhawk Homeowners Association
4125 Blackhawk Plaza Circle, #230
Danville, CA 94506
Attention: Melissa Manzo

Hidden Oaks at Blackhawk
c/o Community Care Property Management
P.O. Box 269
Oakley, CA 94561

Tennis Villas at Blackhawk
c/o CMJ Associates, Inc.
P.O. Box 190
Pleasanton, CA 94566

Saddleback at Blackhawk
c/o Jean Bates & Associates
70 Railroad Avenue
Danville, CA 94506

Silver Oak Townhomes at Blackhawk
Canyons at Blackhawk
c/o Bridgeport Company
1 Annabel Lane #217
San Ramon, CA 94583
Attention: Bill Bavelas

Blackhawk Country Club
599 Blackhawk Club Drive
Danville, CA 94506
Attention: Kevin Dunne, General Manager

Blackhawk Geologic Hazard Abatement District
Program Budget
Fiscal Year 2017/2018

The following proposed line item program budget (Table 1) summarizes the anticipated expenditures for fiscal year 2017/2018 for the Blackhawk Geologic Hazard Abatement District (Blackhawk GHAD, GHAD, or District). Through an ongoing assessment, the GHAD manager evaluates and addresses geologic risk through the implementation of an annual program budget consisting of four major categories. Preceding Table 1, and directly below, please see a general overview description of the four major program elements within the budget.

Major Projects Program

The annual Major Projects Program includes landslide repair projects, drainage improvement projects and capital improvement projects necessary to either control, mitigate, or prevent landslide activity. Other large program responses necessary to implement the Plan of Control, including specific purpose studies and investigations may also be included in the Major Projects Program.

Generally, for consideration of inclusion into the Major Projects Program, a project or study would represent a level of complexity requiring plans, specifications, and comprehensive engineering analysis including modeling and research, or a project with a protracted scope such as those requiring multiple regulatory agency approvals. Most Major Projects have a projected cost that exceeds $50,000.

Historically, the Major Projects Program has been comprised of significant landslide repair projects and other responsive large projects; at other times, it has included programmatic studies and investigations useful in generating proactive responses. This diversity of projects demonstrates the importance of a flexible Major Projects Program structure that adapts between responsive and proactive needs and capabilities to manage the dynamic nature of larger scale geologic events.

Preventive Maintenance and Operations Program

The annual Preventive Maintenance and Operations Program includes all minor repairs, cleanup, maintenance, monitoring and replacement of drainage structures and other assets that degrade over a serviceable life. The goal of preventive maintenance is to keep assets in operational condition and identify potential slope stability risks before they manifest, allowing measures to be taken to either prevent, or mitigate the impact of these hazards as defined in the Blackhawk GHAD Plan of Control.

Typical Blackhawk GHAD assets include concrete lined ditches, sub-drainage systems, groundwater measuring instrumentation, slope inclinometers and moisture gauges, and slope debris catchment features.

The Preventive Maintenance Program also includes preparations for emergency response, winterization measures including erosion protection and slope stabilization supplies, and instrument maintenance.

The Operations Program is primarily populated with scheduled instrument monitoring events. Data from these instruments are evaluated to establish risk and trends in an effort to avert landslide activity. In addition to the instruments monitoring program, the Operations Program contains the Incident Response and Community Relations Program, which incorporates comprehensive first response capabilities, and fosters community incident interaction.

Special Projects

The Blackhawk GHAD pursues ongoing and new activities identified as "Special Projects." Special Projects include activities requested by the Board such as the Communications Program, or projects and studies designed to improve the District's operational effectiveness and insure financial solvency. Special Projects also include utilizing new technologies to increase the efficiencies of the day-to-day operations. Establishment, testing and placing into service a new Geographic Information System (GIS) has been one of many successful fruitions of the Special Projects Program.

Administration

Administrative expenses are required to operate the Blackhawk GHAD and implement projects. Administrative expenses include personnel and consultants to manage the operations including; the General Manager, Administrative Manager, Construction Services Manager, certain clerical and accounting staff, consultants, and legal support.

With respect to the General Management of the Blackhawk GHAD - The Blackhawk GHAD Board of Directors through Resolution 2016/01, among other business, established a Consulting Services Agreement with Sands Construction Company, Inc. to act as General Manager. The payment limit established for a term through Jun 30, 2017 is $163,000. The scope of services for the General Manager include, managing the day-to-day operations through implementation of the necessary financial recordkeeping and reporting; updating and maintaining governing documents, such as the Plan of Control; and managing and updating administrative tools such as the Reserve Study, Communications Plan, Work program and Monthly Incident Log. The General Manager Consulting Services Agreement provides for certain administrative positions including, but not limited to, a General Manager, an Administrative Manager, a Construction Services Manager and a Network Administrator as well as overhead costs, such as office space rent, office supplies and postage. The General Manager will retain the necessary professionals, including without limitation, engineers, accounting professionals, and vendors to facilitate the operations of the GHAD. The General Manager Consulting Services Agreement and associated budget allows for the conditional use of subcontractors such as administrative sub-consultants and engineering or construction sub-consultants, within the payment limits of the Consulting Services Agreement.

With respect to the Operations Management of the Blackhawk GHAD, the Operations Manager payment limit is set at $261,680 for a term through June 30, 2017. The scope of services for the Operations Manager include implementing the Major Projects and Preventive Maintenance Programs through forecasting work schedules and priorities; preparing Requests for Proposals and managing maintenance and repair operations within the Major Projects and Preventive Maintenance Programs - including project management and construction management; and preparing for and responding to emergency incidents. The Operations Manager Consulting Services Agreement provides for certain operational positions including, but not limited to: an Operations Manager, Construction Services Manager and Construction Services Technician, as well as certain overhead costs, such as, office supplies, and electronic monitoring devices testing apparatus rental. The Operations Manager Consulting Services Agreement and associated budget, allows for the conditional use of subcontractors such as contractors, engineers, and special inspectors, within the payment limits of the Consulting Services Agreement.

A summary of the proposed Fiscal-Year 2017-2018 Budget is presented in Table 1 on the following pages.

Table 1 – Summary of Fiscal-Year 2017/2018 Budget

Budget Item	Budget Amount	% of Total Budget
Major Repairs		
528 Buttonwood Landslide Repair Project (Partial Cost - Started FY16/17)	200,000	
Blackhawk Plaza Wall Failure/ Landslide Repair Project (Partial Cost – Started FY16/17)	150,000	
391 Kingswood Lane Landslide Repair Project	554,600	
901 Pepperwood Landslide Repair Project	150,000	
Deer Meadow Landslides (multiple) Repair Projects	432,000	
3149 Fox Creek Drive Landslide Repair Project	193,100	
Silver Oak Townhomes – Bldg 6 (Slope Stabilization Project)	550,000	
Other Storm Event Landslides (Highest Priority Inventoried Sites)	200,000	
Landscape Replacement (associated with repairs) (Limited to no greater than 10% of repair costs)*	239,000	
Total Major Projects	**2,668,700**	**74%**

Preventive Maintenance		
Drainage		
Storm Drain Facilities	0.00	
B-58 Concrete Lined Ditches		
Maintenance/Clean/Map	35,500	
Repair and Replace	20,000	
Retention Basins	10,000	
Subdrain Systems	10,000	
Horizontal Drains	10,000	
Subdrain Outlets/Pumps	5,000	
Piezometers	10,000	
Settlement Monitors	5,000	
Minor Repairs	150,000	
Winterization	125,000	
Emergency Response	50,000	
Debris Benches	10,000	
Subtotal	**$440,500**	

Budget Item	Budget Amount	% of Total Budget
Operations		
Piezometer Monitoring	6,000	
Horizontal Drain Monitoring	6,000	
Subdrain Monitoring	6,000	
Settlement Monitoring	5,000	
Incident Response/Community Relations	30,000	
Project Monitoring	2,000	
Subtotal	**$55,000**	
Total Preventive Maintenance/Operations	**$495,500**	**14%**

Special Projects		
Plan of Control	25,000	
Reserve Study Update	1,000	
Special Studies	10,000	
Information Technology	20,000	
Accounting Systems Upgrade	1,000	
Procedures Manual	1,000	
Communications Program	3,500	
CA Association of GHADs – Membership/Insurance	4,500	
Total Special Projects	**$66,000**	**2%**

Administration		
Legal fees		
General Counsel	50,000	
Special Counsel		
Litigation/Legal Concerns		
Bronco Don Holdings vs. Blackhawk GHAD**	75,000	
Legal Matters/Claims	30,000	
Staffing/Administrative Support	120,000	
Accounting/Bookkeeping	92,000	
Training/Education	2,000	
Office – Rent/Supplies/Equipment/Lease	17,000	
Total Administration	**$386,000**	**10%**

TOTAL PROPOSED BUDGET FY2017/2018	**$3,616,200**	**100%**

Available Funds	
Estimated Beginning Fund Balance – July 1, 2017***	7,350,000
Estimated Contributions from M-23 (M-23 Surplus)	1,950,000
Estimated Interest on Investments	120,000
Other Income	00
Total Available Funds	**$9,420,000**
Uses of Funds	
Major Projects	2,668,700
Preventive Maintenance	495,500
Special Projects	66,000
Administrative	386,000
Total Use of Funds	**$3,616,200**
Estimated Reserve Available/Ending Fund Balance June 30, 2018	**$5,803,800**

* Pursuant to the Blackhawk GHAD Plan of Control – Section H-1

** 3800 Blackhawk Road – Damage Claim (Contra Costa County Superior Court – Case No. C17-00785)

*** Includes estimated accrued true-up revenue payment (Sept 2017) of $92,072.; Projected Fund Balance date of publication

DESCRIPTION OF BUDGET ITEMS

Major Projects

528 Buttonwood Landslide Repair Project
(Partial Cost - Started FY16/17)

An approximately 16000 cubic yard landslide occurred on the hillside above 528 Buttonwood Drive as a result of the heavy seasonal rains. The landslide threatened three home sites. Emergency response measures were taken to protect the homes and additional temporary slope stabilization and protective measures were implemented to secure the site until permanent repairs could be initiated. The landslide repair is planned to begin in late FY2016-2017 and continue into FY2017-2018. The repair will involve complete landslide removal and replacement with drained engineered fill. The site will then receive additional erosion control and protective measures until the native vegetation re-establishes.

Estimated Cost FY17/18 $200,000

Blackhawk Plaza Wall Failure/ Landslide Repair Project
(Partial Cost – Started FY16/17)

A slope and wall failure occurred during heavy rains. The failure involved a concrete segmented wall and the slope above. Included in the incident was damage to the parking structure. The site was immediately isolated with barriers to protect patrons of the shopping center, covered and secured with additional barriers to protect the downslope right of way of Camino Tassajara. Secondary movement of the slide occurred with continued rain and emergency response measures were taken to remove the upslope material and the site was re-secured. Permanent repairs are scheduled for late FY2016-2017 and the project will likely continue into FY2017-2018. The repair project will consist of replacing the damaged wall and reconstructing the slope with reinforced engineered fill. The asphalt pavement and concrete structures will be reconstructed.

Estimated Cost FY17/18 $150,000

391 Kingswood Lane Landslide Repair Project

The GHAD was contacted during an intense storm and asked to respond to a site that had experienced a significant slope failure that threatened site and structural improvements. The landslide feature that occurred impacted an intensely landscaped portion of the property and potentially threatened structural elements of the home and attached structures. The site was temporarily stabilized and has been maintained during the ensuing months. Because of the unique and challenging nature of the landslide and surrounding area, the GHAD has engineered a stabilization scheme which incorporates the installation of a series of structural subterranean concrete and steel pile walls. Subject to securing the necessary access agreements, and completed construction engineering and documents, the GHAD intends to initiate permanent repairs during this fiscal year.

Estimated Cost $554,600

901 Pepperwood Landslide Repair Project

This series of mudflows that occurred on Pepperwood Lane serve as one of the initial responses for The GHAD as the rain events began to aggregate into the record setting rainfall that was experienced in the Danville area. Initial responses involved a late-night response to protect the downslope properties and re-establish impacted drainage facilities. Further and continual action was necessary to maintain temporary stability and functionality of the community drainage systems as further storms produced additional movement in the slides. The GHAD continues to evaluate the failure mechanism on many of these debris and mudflows and the Pepperwood site serves as a high priority site.

Estimated Cost $150,000

Deer Meadow Landslides (multiple) Repair Projects

The Deer Meadow corridor experienced numerous and recurring mudflows as the storms began to bear down on the Blackhawk community. Efforts ensued immediately to establish emergency response measures and protective measures. However, the storms over a vast hillside presented a continued challenge to mitigate the impact of the intense rainfall. The GHAD is currently studying this area, as well as its adjacent partner Pepperwood Lane to provide enhanced protective measures to help protect downslope properties.

Estimated Cost $432,000

3149 Fox Creek Drive Landslide Repair Project

The Fox Creek area, much like much of the district, received an intense rainfall that produced mudflows and landslides that blocked community drainage facilities and threatened homesites. The landslide on the hillside above 3149 Fox Creek Drive occurred in mid-late February at a time that we had received record rainfall and the ground surface was thoroughly saturated. Emergency response measures were taken and this site experienced secondary slide movement with further rain events, requiring an escalated response. The GHAD intends to continue a study of this site and will likely pursue a conventional complete removal and replacement of the failed area.

Estimated Cost $193,100

Silver Oak Townhomes – Bldg. 6
(Slope Stabilization Project)

As a result of continued monitoring of the western slope below Silver Oaks Townhomes, the GHAD has made a determination that it is advisable to install slope stability measures to prevent future movement of the slope. Engineering and construction documents are being completed to define a slope stabilization scheme similar to those utilized in the area.

Example - Work from Bldg. 7 Project

Estimated Cost $550,000

Other Storm Event Landslides
(Highest Priority Inventoried Sites)

Beginning the evening of January 10, 2017, the Blackhawk GHAD experienced an onset of record setting rain events. Damage from these events produced over 70 Incident Responses from the GHAD and responses ranging from community drainage facilities impacted to mudfows and rotational landslides. The GHAD maintains an inventory of sites that will be addressed on a priority basis over the next few years. Addressing repairs will be assessed in accordance with the priority established in the Blackhawk GHAD Plan of Control and ongoing assessments by the GHAD manager.

Estimated Cost $200,000

Landscape Replacement

Typically, remedial landscaping is either included in the scope of work for major projects or eliminated completely from the repair scheme depending on impact from remedial efforts to restore slope stability; however, on occasion the associated License Agreements executed in preparation of the work will address a reimbursement or allowance to the property owner for remedial landscaping installation. With as many sites and events that the Blackhawk GHAD has to attend to over the next fiscal year, we have allowed for certain, unknown at this time, reimbursements for landscape/structure reimbursements.

Estimated Cost $239,000

Preventive Maintenance and Operations

Preventive Maintenance

Preventive maintenance generally consists of those measures taken to prevent an incident or landslide event, including asset maintenance, drainage structures, instrument sites and winterization measures. Operations include ongoing monitoring programs and responses to community requests. Details of the proposed budget for each of these categories are listed below.

Given the unique nature and extent of the damage and response efforts necessary within the Major Projects Program this year, the Preventive Maintenance Program will continue through this fiscal year with those tasks that are essential to maintaining slope instrumentation sites and information and data collection and other measures to insure slope stability. We will defer discretionary efforts within the Preventive Maintenance program until we complete efforts to address the damages sustained during this year's rain events.

B-58 Drain Systems

Maintenance – Allows for one major annual cleaning and mapping. In addition, District staff periodically walks the B-58 systems to get a first-hand account of the current conditions and project serviceable life. This information, along with other empirical data, is utilized in our Reserve Study updates. With the extreme weather conditions this year and the related soil and vegetation load impacting the network of B-58 systems, we have anticipated and allowed for a greater effort to maintain proper drainage for these facilities over the fiscal year.

Estimated Cost $35,500

Repair and Replacement – As a result of intensified efforts in recent years a total of 1508 lineal feet of B-58 was replaced and several-hundred lineal feet of B-58 was repaired. The district now currently lists approximately 284 lineal feet of significantly damaged B-58 to be repaired throughout the district, with other damage assessment costs (repair or replace) estimated (in 2017 dollars) at approximately $1,025,000. A priority has been established, based on the degree of damage and associated risk to improved properties, and a percentage of these replacement projects will be budgeted throughout the upcoming years. This year's budget will be utilized on repairs to existing B-58s on a site-by-site basis.

Estimated Cost $20,000

Retention Basins

There are seven retention basins within the district boundaries. Three of these facilities are maintained exclusively by the Contra Costa County Flood Control District through CSA M-23, and the Blackhawk GHAD performs certain periodic maintenance operations at the other four locations, as well as the property owner. In a collective agreement with the Homeowners Association, the Country Club (landowner), and the GHAD, de-siltation efforts have recently been completed in two retention basins. It is anticipated that the GHAD will participate in additional de-siltation projects during fiscal year 2017/2018; however, the GHAD has been working with the Blackhawk Country Club to develop a Memorandum of Understanding that directs the maintenance and management efforts at these locations moving forward. During FY 2016/2017 the GHAD management continued to engage the Contra Costa County Public Works Department (Public Works) and the Blackhawk Homeowners Association in discussions to help develop clarity as to the relative responsibilities for drainage maintenance within the GHAD. Those discussions are ongoing and have been expanded beyond the retention basin maintenance to incorporate more of the total network of storm drain systems within the district. We are greatly encouraged as these trilateral discussions continue and anticipate a more comprehensive and clear understanding of storm drain maintenance and arterial drainage system maintenance moving forward.

Estimated Cost $10,000

Subdrain Systems

Outlet sites for subdrain systems must be monitored and maintenance provided to insure outlets have not been damaged or impeded. This budget will allow for an inspection and minor maintenance of these sites.

Estimated Cost $10,000

Horizontal Drains

The District Manager has placed a high priority on verifying the condition of and restoring as many existing horizontal drains throughout the development as possible. A definitive list of sites requiring repairs has been determined and work continues on restoring the sites and installing identification markers. The work this year has been temporarily slowed in favor of addressing urgent damage sites sustained during the extreme rainy season. The program will continue in resuming the multi-year cleaning program once urgent sites have been addressed.

Estimated Cost $10,000

Subdrain Outlets/Pumps

The Blackhawk GHAD conducts ongoing efforts to identify, locate and make determinations about the effectiveness of the network of subdrains throughout the District. It is anticipated that on-site restoration work may be necessary at some sites. This additional work as well as the additional introduction of the subdrain systems into the District GIS system has been incorporated into this budget item.

The GHAD maintains a subdrain pumping facility located adjacent to Hole #1 of the Lakes Course Country Club. Periodic site checks for operation are required. In recent years the equipment, instrumentation and electronics have been updated. This year, maintenance will be performed at this site to insure the continued reliability of this system and facility.

Estimated Cost $5,000

Piezometers

The District reads and maintains in excess of 100 piezometers measuring ground water elevations. A definitive list of sites requiring repairs has been determined and work begun on restoring the sites and installing identification markers. The work this year has been continued to include a greater number of sites and inclusion of the sites into the GIS, and to maintain site locations.

Estimated Cost $10,000

Settlement Monitors

Over time, a number of settlement monitors have been placed throughout the development. These monitors were, in large part, installed as part of a specific study and therefore are not continually monitored. Currently ongoing monitoring programs exist in several areas of the District.

Estimated Cost $5,000

Minor Repairs

A budget is established annually for unanticipated minor projects within the Preventive Maintenance Program. Currently numerous slope repair projects are in the design phase and repair efforts are expected to take place in FY2017/2018 in the various areas throughout the district.

Estimated Cost $150,000

Winterization

The District provides an annual budget for procuring and storing an inventory of winterization materials and to provide for the costs of site installation. Winterization materials have been significantly depleted during this last seasons' responses. In addition, many projects will need subsequent winterization measures following this year's repair season. Therefore, the budget has been increased from previous years.

Estimated Cost $125,000

Emergency Response

During the winter rainy season the Blackhawk GHAD responds to a range of urgent, active, and threatening landslides as well as drainage issues where property damage is threatened. These incidents typically involve mud or debris flows, plugged storm drains at the base of slopes or flooded properties due to the overflow of runoff from plugged or damaged facilities. In severe cases these responses can require the initiation of temporary slope stabilization measures in preparation for a major repair.

Estimated Cost $50,000

Debris Benches

Numerous earthen debris benches exist throughout the district. It is essential that these facilities are inspected to insure capacities and drainage have not been compromised. Annual inspections are made and periodic debris removal plans are initiated. This year's budget allows for geotechnical evaluations and the periodic removal of accumulated debris from several of those benches identified during the study and routine monitoring events.

Estimated Cost $10,000

Operations

An inventory of on-site instrumentation including hundreds of piezometers, inclinometers, horizontal drains, subdrains and settlement monuments are monitored periodically throughout the year as a preventative measure. Collected data from these sites is analyzed and aggregated into the GIS system for further analysis to establish trends.

Monitoring sites can be established for a variety of uses. Often completed repair sites require monitoring to confirm that the slope has been stabilized. Other sites have been utilized to indicate signs of unstable conditions developing and have been instrumental in determining slope conditions prior to the activation of a landslide.

Through the use of collected data such as groundwater depth, magnitude of slope movement, depth of movement, and ground surface movement, the District has been able to arrest slope movement in advance of an incipient failure. Archiving of historical data is currently being integrated into the GHAD GIS system.

Throughout the year the District receives incident response or assistance calls from property owners regarding slope stability or drainage issues. Community relations, including incident responses through the annual Operations Program has been institutionalized as a role of Blackhawk GHAD management. All incidents are recorded within the GIS and move through the district response mechanisms as is appropriate and consistent with the Blackhawk GHAD Plan of Control.

The GHAD manager receives updates in long-range weather and oceanic temperature changes through the National Oceanic and Atmospheric Administration (NOAA) and other scientific

and atmospheric agencies that track data and produce probabilistic assessments on the likelihood of seasonal heavy rain conditions.

Estimated Cost $75,000

Special Projects

During fiscal year 2017-2018 the District will continue several special projects. Brief descriptions of the special projects are presented in Table 1 and further described below:

Plan of Control

It is anticipated that Amendment 3 to the Plan of Control will be presented to the Board which will contain certain minor, but necessary, clarifications in the language.

Estimated Cost $25,000

Reserve Study Update

The Blackhawk GHAD reserve fund study was originally completed in FY2002-2003. An extensive update to the plan was completed in fiscal year 2012-2013. The reserve study functions as a pro-forma analysis of the financial needs of the Blackhawk GHAD. It serves as a tool to calculate the annual contribution required by the GHAD to build and maintain sufficient funds for emergencies and capital replacement programs based on past weather patterns, landslide repair costs, and general attrition. Historically, as a result of severe winters, draws have been necessary on the reserve fund. Work has been completed on an independent analysis of the fund health and methodologies. This analysis has been used in updating the pro-forma plan and provides instruction to GHAD management as to the necessary reserve demands over time.

Estimated Cost $1,000

Special Studies

The Blackhawk GHAD intends to continue targeted studies in the areas of fiscal policy and geologic risk. The GHAD, now in its 31st year, has the unique opportunity to address many of the issues surrounding long-term viability and sustainability, within changing environmental and financial conditions. Using empirical data we can assess potentially increasing financial loads and geologic risks that may accompany the maturation process of this district. We are confident that these studies have produced, and will continue to produce beneficial results.

Estimated Cost $10,000

Information Systems and Technology

The Blackhawk GHAD has completed an upgrade to its GIS system to include all of the GHAD's data collection and monitoring operations. The system is now fully operational and is run from internal servers, combined with secure and private "cloud" storage. The record and

tool that this system offers facilitates the General Manager's ability to locate past repairs and assist in a variety of risk assessments within the District. Upgrades have now provided additional state-of-the-art security and redundancy features not historically available.

As a result of an independent evaluation of the Blackhawk GHAD's information systems conducted in 2012 and again in 2015, the GHAD has modernized its IT systems and security. Additionally, the GHAD website www.blackhawkghad.com has continued to provide a mechanism to disseminate information to our constituents.

It is anticipated that work will continue on enhancements to the GHAD GIS during this term. Work will include, incorporating access features to data and graphic representations, and improving the performance and usability of the site.

Estimated Cost $20,000

Accounting System Upgrade

Periodic upgrades are necessary to enhance accounting system capabilities. The Blackhawk GHAD utilizes expense accounting software to assist in reporting and the day to day operation of the District. Continued accounting systems enhancements will be implemented allowing more data entry streamlining, enhanced reporting, and quality control assurance procedures, augmenting the current systems.

Estimated Cost $1,000

Procedures Manual

The Blackhawk GHAD continually upgrades procedures and modifies plans to incorporate new technologies that assist the GHAD in delivering the highest level of services. Procedures require certain modifications and enhancements as new methodologies are introduced and incorporated into the GHAD Standard Operation Procedures. Certain financial and operations procedures have been institutionalized within the program. Additional procedures will be incorporated to further define and standardize the following areas:

- Preventive Maintenance/Operations
- Communications
- Administrative Procedures

Estimated Cost $1,000

Communications Plan

The Blackhawk GHAD maintains a communications plan designed to keep constituents current on GHAD operations and developments. The plan addresses several venues and mediums in which to disseminate information within this district, and to other concerned parties, and to establish clear and accessible channels for community interaction. The GHAD has now implemented a web page for public information and a multi-page informational brochure has been completed and distributed to interested Homeowner Associations (HOA) that describes

the GHAD and its responsibilities and limitations. Additionally, the General Manager writes periodic articles for the HOA newsletter.

Estimated Cost $3,500

Outreach/Legislative Review
California Association of GHADs (CAGHADs) Membership/Insurance

The proliferation of new GHADs within California has resulted in new legislation and adopted procedures. The Blackhawk GHAD Manager, in association with others, shares information and knowledge through a consortium of GHAD managers known as the California Association of GHADs (CAGHADs). The CAGHAD has recently obtained General Liability policies for its member GHADs. Policy premium costs for the Blackhawk GHAD are approximately $3,000[2]. Additionally, the GHAD manager participates in the CAGHADs as the organization pursues other financial instruments that may provide the Blackhawk GHAD additional options for extraordinary event financial planning. In 2016, the CAGHAD Board adopted a new fee schedule reducing the annual GHAD fees for membership by 50%.

Estimated Cost $4,500

Administration

The administration of the Blackhawk GHAD includes all costs associated with legal support, office expenses, staffing, and accounting. Brief descriptions are presented below.

Legal

General Counsel – Blackhawk GHAD management must interact regularly with GHAD Counsel. The day-to-day operations of the GHAD present myriad opportunities and issues to work directly with GHAD counsel, in the areas of contracts, agreements, issues or new business to present to the Board, legislation, property owner issues, etc.

Estimated Cost $50,000

Special Counsel – Blackhawk GHAD management requires the services of special counsel from time to time in the areas of litigation and other legal concerns. Currently special legal counsel is representing the GHAD in a claim involving 3800 Blackhawk Executive Center (3800 BECA).

Estimated Cost $75,000

[2] Nominal increases in unit costs are expected in 2018

Staffing/Administrative Support

The Blackhawk GHAD staff includes the General Manager, a Construction Services Manager, an Administration Manager and frequently other support staff and consulting professionals. The General Manager administers all GHAD day-to-day operations, including financial budgeting and communications regarding its activities. The Construction Services Manager, among other tasks, administers the Major Projects and Preventive Maintenance Programs and associated work schedules, consulting and construction contracts, and documents. The administrative staff is responsible for accounting/bookkeeping, contract administration, clerical, and construction management support. Additional management staff costs are also applied to specific projects as appropriate. Authorized business expenses such as rent, office supplies and leases are included in Staffing.

Estimated Cost $231,000

Statement of Investment Policy

Blackhawk GHAD
Policy Dated: June 2017

EXHIBIT B

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I. Introduction

Geologic Hazard Abatement Districts ("GHADs") are local governmental districts specifically formed for the purpose of prevention, mitigation, abatement or control of geologic hazards. GHADs are political subdivisions of the state and is not an agency or instrumentality of a local agency. A geologic hazard is broadly defined as an actual or threatened landslide, land subsidence, soil erosion, earthquake, fault movement, or any other natural or unnatural movement of land or earth. The board of directors of a GHAD is comprised of either five landowners from within the GHAD boundaries or the legislative body of the city or county that created the GHAD. The powers of the GHAD are vested in the board of directors.

A GHAD is empowered to acquire, construct, operate, manage or maintain improvements on public or private lands which are necessary or incidental to prevent, mitigate, abate or control geologic hazards within the district. The GHAD may assess landowners for the operation and maintenance of improvements acquired or constructed pursuant to GHAD law, found in the California Public Resources Code Section 26500 *et seq.* ("GHAD Law"). Further, the GHAD prepares plans of control which describe in detail a geologic hazard, its location and a plan for the prevention, mitigation, abatement or control thereof.

The GHAD Treasurer is entrusted with the financial management of the district's resources in close collaboration and cooperation with the GHAD Manager.

The GHAD Manager is empowered with the day-to-day responsibility of managing and overseeing the operations of the GHAD, including managing the annual budget, responding to constituents, execution and management of contracts.

The purpose of this Statement of Investment Policy ("Policy") is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize investment-related activities. Activities include providing accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective management of custodial relations, prudent investment and portfolio allocation for a real return on investment.

II. Statement of Objectives

In managing the GHAD investment portfolio, the GHAD Treasurer seeks to balance the investments to meet the short term, intermediate, and long term (reserve) needs of the GHAD. Investments are intended to achieve a real rate of return while minimizing the potential for capital losses arising from market changes or issuer default. While the GHAD Treasurer will not make investments for the purpose of trading or speculation as the dominant criterion, they will seek to enhance total portfolio return by means of effective investment allocation.

The GHAD will consider the following objectives for portfolio management:

1. **Safety** - Each investment transaction shall seek to ensure that capital losses are minimized, whether they are from securities defaults or erosion of market value.

2. **Liquidity** - The investment portfolio will remain sufficiently liquid to enable the GHAD to meet all operating requirements that might be reasonably anticipated while preserving principal.

3. **Yield** - The GHAD may establish a performance benchmark based on current investment objectives and constraints. The investment portfolio shall be managed to attain a real rate of return throughout budgetary and economic cycles, taking into account the GHAD's policy constraints and cash flow requirements. The portfolio yield represents current income while total return will include both income and capital appreciation/depreciation.

4. **Diversification** - The investment portfolio will be diversified to manage interest rate, market event, liquidity, and credit risk to meet the GHAD's investment objectives.

5. **Real Rate of Return-** the investment portfolio will seek an investment return in excess of inflation.

III. Use of State Investment Guidelines

GHAD Law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices for cities, districts and local agencies. This Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

IV. GHAD Treasurer Authority

The responsibility for conducting the GHAD investment program lies with the GHAD Treasurer, who has established procedures for the operation of the investment program, consistent with this Policy. Within the aforementioned authorities, the GHAD Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The GHAD Treasurer has further authority to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

For purposes of this Policy, the GHAD Treasurer must be registered under the Investment Advisors Act of 1940, as a registered Investment Advisor and The custodians must be registered broker-dealers with (FINRA) Financial Industry National Regulatory Authority and a member of the Securities Investor Protection Corporation (SIPC).

V. Investment Policy Adoption

This Policy shall be reviewed and approved by the GHAD Manager and GHAD Treasurer. If the GHAD Manager and GHAD Treasurer determine substantial modifications to this Policy are necessary, such modifications shall be reported to the Board of Directors.

VI. Standard of Prudence

GHAD Board members, employees and consultants involved in the investment process ("Participants") shall act responsibly as custodians of the public trust. Participants acknowledge that the GHAD's investment portfolio is subject to public review and evaluation. Nevertheless, in a diversified portfolio, it must be recognized that occasional measured losses are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

The standard of prudence to be used by investment officials shall be the "prudent Investment Manager standard," which states:

> *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing investments, the Investment Manager shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the client, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the (client) Investment Manager."*

Participants acting in accordance with this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy.

VII. Reporting

While there is no requirement in GHAD Law to do the following, the following investment activity reports will be completed.

A. Monthly

At the direction of the GHAD Treasurer, the Custodians shall provide a monthly institutional brokerage statement with an investment and transaction summary to the GHAD Manager.

B. Quarterly

The GHAD Treasurer shall submit quarterly investment reports to the GHAD Manager.

The quarterly report shall highlight key aspects of information contained in the investment reports; a summary of investment activity for each GHAD, total account balance, balance by position, quarterly performance summary of the investment portfolio and review of cash flow required to meet expenditures for the next six months.

C. Other

The GHAD Treasurer shall present to the GHAD Manager an annual report on the investment program and investment activity no later than 180 days following the end of the fiscal year. The annual report may include a performance summary, suggest policies and improvements that might enhance the investment program, and include an investment plan for the ensuing fiscal year. The GHAD Treasurer will provide additional data deemed necessary by the GHAD Manager to facilitate any additional accounting or reporting requirement.

VIII. Investment Instruments

The following sections describe individual investment types appropriate for the GHAD.

A. **United States Treasury Notes, Bonds, Bills, or Certificates of Indebtedness**, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

CA Govt Code 53601(b)

B. **Negotiable Certificates of Deposit** issued by a nationally- or state-chartered bank, a savings association or a federal association as defined by Section 5102 of the California Financial Code, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.

CA Govt Code 53601 (i)

C. **Money Market Funds** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C.).

The GHAD will typically utilize, but is not limited to, Government and Treasury money funds in portfolios. A Government money fund invests at least 99.5% of its total assets in cash, government securities, and/or repurchase agreements that are "collateralized fully" (i.e., collateralized by cash or government securities). A Treasury fund is a type of government money fund that invests in US Treasury Bills, Bonds and Notes.

CA Govt Code 53601 (l)

D. **Mutual Funds** an investment program funded by shareholders that trades in diversified holdings and is professionally managed.

E. **Exchange Traded Funds (ETF)** marketable securities that track an index; which can be comprised of a basket of assets (such as commodities, bonds, or equities) Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold.

F. **Municipal Bonds** issued by the State of California and any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or any local agency, or by a department, board, agency or authority of the state or any local agency.

Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CA Govt Code 53601 (c), CA Govt Code 53601 (d), CA Govt Code 53601 (e)

G. **Asset-Backed Securities** defined as all mortgage pass-through securities, collateralized mortgage obligations, mortgage-backed or other pay-through bonds, equipment lease-backed certificates, consumer receivable pass-through certificates, and consumer receivable-backed bonds.

Asset-backed securities shall be rated at least "AA" or the equivalent by a NRSRO at the time of purchase. Additionally, securities eligible for investment under this subsection shall be issued by an issuer whose debt is rated at least "A" or the equivalent by a NRSRO at the time of purchase.

CA Govt Code 53601 (o)

H. **Structured Notes**, a debt obligation that also contains an embedded derivative component that adjusts the security's risk/return profile. The return performance of a structured note will track both that of the underlying debt obligation and the derivative embedded within it.

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

IX. Investment Diversification

Investments shall be based on a review of cash flow forecasts. Investments will be reviewed quarterly to permit the GHAD Manager to meet all projected obligations.

The short term allocation will be invested in safe and liquid assets, typically money market funds, to ensure that operational expenses will be met for the current budgetary year (1x operating expense).

The intermediate allocation is maintained at 1x operating expense and is invested in inflation-protected securities and short-term fixed income holdings. This allocation is intended to cover

unexpected events (earthquakes, extreme weather conditions, etc.) if the annual operating funds are exhausted.

The long term reserve allocation invests assets in excess of the operating and intermediate budget allocations and is used to generate income and modest growth for future use. The objective of the long term reserve allocation is balanced between long-term capital appreciation and high current income, with an emphasis on income. This sleeve of the portfolio strives to provide a real rate of return over time (nominal rates of return adjusting for factors such as inflation, interest rates, credit spreads and foreign exchange).

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

X. Internal Controls

The GHAD Treasurer shall implement a system of internal controls. These controls are designed to prevent loss of investments arising from fraud, employee error, misrepresentation by third parties or imprudent actions by Participants involved in the investment process. Controls deemed most important include:

- **Separating transaction authority from accounting and record keeping.** Separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, fosters a system of checks and balances.

- **Avoiding physical delivery securities.** Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

- **Confirming telephone transactions for investments and wire transfers in writing.** Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax/email if on letterhead and the safekeeping institution has a list of authorized signatures.

- **Developing money transfer agreements with the third party custodian.** This agreement should outline the various controls and security provisions, and delineate responsibilities of each party making and receiving money transfers.

XI. Financial Institution Selection

The GHAD Treasurer shall review and select qualified financial institutions from which securities are held, purchased or sold.

In selecting financial institutions for the deposit or investment of GHAD funds, the GHAD Treasurer shall consider the financial stability of the institutions. The GHAD Treasurer shall

continue to monitor financial institutions' creditworthiness throughout the period in which GHAD funds are deposited or invested.

The GHAD Treasurer is authorized to conduct investment transactions on the GHAD's behalf. The GHAD Treasurer may use its own list of approved broker/dealers and financial institutions for investment purposes.

XII. Risk Tolerance

It is recognized that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. The GHAD Treasurer is expected to display prudence in the selection of securities as a way to minimize risk. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

The GHAD Treasurer shall use strategies to control risks of default, market price changes, illiquidity, credit quality, investment duration and portfolio volatility (standard deviation). The GHAD Treasurer shall periodically review with GHAD Manager the investment results, risks and the steps that have been taken to mitigate future risks.

XIII. Safekeeping and Custody

To protect against potential fraud and embezzlement, the assets of the GHAD shall be secured through third-party custody and safekeeping procedures.

The GHAD Treasurer shall maintain a list of financial institutions authorized to provide custodial services. Assets are held directly with the Custodian who provides independent verification of assets through monthly institutional account statements. Each GHAD will maintain a separate account with the Custodian.

The GHAD Treasurer is responsible for the coordination, review and monitoring of GHAD cash disbursements. Through a dual control verification process, the GHAD Treasurer verifies disbursement requests from the GHAD Manager. GHAD Managers shall only submit check requests for vendors approved by the GHAD Manager. The GHAD Treasurer coordinates and verifies disbursements from the Custodian to the approved vendors.

Glossary

ASK PRICE: The price at which a seller offers to sell a security to a buyer.

ASSET-BACKED SECURITIES: Bonds created from various types of consumer debt. Returns on these securities come from customer payments on their outstanding loans. The primary types of asset-backed securities are mortgages, home equity loans, auto loans, leases, credit card receivables and student loans.

BANKERS' ACCEPTANCE: A letter of credit issued in a foreign trade transaction which allows exporters to receive payment prior to importation of their goods. Banks provide short-term financing to facilitate the transaction and may sell the obligation to a third party. Bankers' Acceptances are secured by the issuer of the bill, while the underlying goods also serve as collateral.

BANK DEPOSITS: Collateral in the form of currency that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

BENCHMARK: A comparative base for measuring the performance or risk of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID PRICE: The price at which a buyer offers to purchase a security from the seller.

BOND: A debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate called a coupon payment. Bonds are used by companies, municipalities, states and the U.S. government to finance a variety of projects and operating activities.

BROKER: A broker aligns buyers and sellers of securities and receives a commission when a sale occurs. Brokers generally do not hold inventory or make a market for securities.

CALIFORNIA LOCAL AGENCY OBLIGATIONS: Bonds that are issued by a California county, city, city and county, including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

CD (CERTIFICATE OF DEPOSIT): Time deposits issued by a bank, savings or federal credit union, or state-licensed branch of a foreign bank. Negotiable Certificates of Deposits rely on the credit rating of the issuing entity.

COLLATERAL: Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COLLATERALIZATION: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

COMMERCIAL PAPER: Short-term unsecured promissory note issued by a company or financial institution. Commercial paper is issued at a discount and matures at face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

COUPON: The annual rate of interest that a bond's issuer promises to pay the bondholder, expressed as a percentage of the bond's face value.

CREDIT RISK: Credit risk is the likelihood that an issuer will be unable to make scheduled payments of interest or principal on an outstanding obligation.

CUSTODIAN: An agent such as a brokerage firm or a bank that stores a customer's investments for safekeeping. The custodian does not have fiduciary responsibilities.

DEALER: A dealer, as opposed to a broker, acts as a principal in security transactions, selling securities from, and buying securities for his/her own position.

DEFAULT: To default is to fail to repay principal or make timely interest payments on a bond or other debt investment security, or failure to fulfill the terms of a note or contract.

DELIVERY VERSUS PAYMENT (DVP): A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

DURATION: The weighted average time to maturity of a bond where the weights are the present values of future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates.

EXCHANGE TRADED FUNDS (ETF): ETF is a marketable security that tracks an index, a commodity, bonds, or a basket of assets like an index fund. Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold. ETFs typically have higher daily liquidity and lower fees than mutual fund shares.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FLOATING RATE INVESTMENTS: Notes whose interest rate is adjusted according to the interest rates of other financial instruments. These instruments provide protection against rising or falling interest rates, but may pay lower yield than fixed rate notes.

FUTURES: Commodities, which are sold in the present time and are to be delivered at a future date.

INTEREST ONLY STRIPs: Securities with cash flow based entirely on the monthly interest payments received from a mortgage, Treasury, or bond payment. No principal is included in these types of securities.

INVERSE FLOATING RATE INVESTMENTS: Variable-rate notes (such as inverse floating rate notes) whose coupon and value increase as interest rates decrease.

INVESTMENT PROGRAM: The process of modern portfolio management. The process includes establishing investment policy, analysis of the economic and capital markets environment, portfolio monitoring and rebalancing, and measuring performance.

LIQUIDITY: The ease with which investments can be converted to cash at their present market value. Liquidity is significantly affected by the number of buyers and sellers trading a given security and the number of units of the security available for trading.

LOCAL AGENCY BONDS: These bonds are issued by a county or city including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to state and local government entities and certain non-profit organizations in California in which organizations pool their funds for investment. LAIF is managed by the State Treasurer's Office.

MARKET RISK: Market risk is the risk that investments will change in value based on changes in general market prices.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract which includes provisions specific to the governmental agency that is signed by an authorized officer with each counterparty. A master agreement will often specify details to the nature of transactions, the relationship of the parties to the agreement, parameters pertaining to the ownership and custody of collateral, and remedies in the event of default by either party.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MEDIUM TERM NOTES (MTN): Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MORTGAGE-BACKED SECURITIES: A debt instrument with a pool of real estate loans as the underlying collateral. The mortgage payments of the real estate assets are used to pay interest and principal on the bonds.

MORTGAGE PASS-THROUGH SECURITIES: A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including equity securities, fixed-income securities and money market instruments. **Money market mutual funds** invest exclusively in short-term (1-day to 1-year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper. The principal objective is the preservation of capital and generation of current income.

OFFER: The price asked by a seller of securities. See Ask Price and Bid Price.

OPTION: A contract that provides the right or obligation, depending on the buyer or seller's position within the contract, to buy or to sell a specific amount of a specific security within a predetermined time period at a specified price. A call option provides the right to buy the underlying security. A put option provides the right to sell the underlying security. The seller of the contracts is called the writer.

PORTFOLIO: A collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker- dealers, banks, and a few unregulated firms.

PRINCIPAL ONLY STRIPS: Securities with cash flow based entirely on the principal payments received from an obligation.

RANGE NOTES: A range note is a bond that pays interest if a specified interest rate remains above or below a certain level and/or remains within a certain range.

RATE OF RETURN: The yield plus capital appreciation/depreciation obtainable on a security based on its purchase price or its current market price.

REPURCHASE AGREEMENT (RP, Repo): A contractual transaction between an investor and an issuing financial institution (bank or securities dealer). The investor exchanges cash for temporary ownership or control of collateral securities, with an agreement between the parties that on a future date, the financial institution will repurchase the securities.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held by the bank in the customer's name.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION (SEC): A federal government agency comprised of five commissioners appointed by the President and approved by the Senate. The SEC was established to protect the individual investor from fraud and malpractice in the marketplace. The Commission oversees and regulates the activities of registered investment advisers, stock and bond markets, broker/dealers, and mutual funds.

STATE OBLIGATIONS: Registered treasury notes or bonds of the 50 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 United States.

STRIPS: Bonds, usually issued by the U.S. Treasury, whose two components, interest and repayment of principal, are separated and sold individually as zero-coupon bonds. Strips are an acronym for Separate Trading of Registered Interest and Principal of Securities.

SUPRANATIONALS: International financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe.

TRUSTEE: An individual or organization, which holds or manages and invests assets for the benefit of another. The trustee is legally obliged to make all trust-related decisions with the trustee's interests in mind, and may be liable for damages in the event of not doing so.

U.S. AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations (GSEs), participations, or other instruments. The obligations are issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Issuers include: Fannie Mae, Farmer Mac, Federal Farm Credit Banks, Freddie Mac, Federal Home Loan Banks, Financing Corporation, Tennessee Valley Authority, Resolution Trust Funding Corporation, World Bank, Inter-American Development Bank, and PEFCO.

U.S. TREASURY OBLIGATIONS (TREASURIES): Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the U.S. and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

Treasury Bills: All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury Bills (T-bills). The Treasury currently issues 3-month and 6-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth cash flows.

Treasury Notes: All securities issued with initial maturities of 2- to 10-years are called Treasury Notes (T-notes), and pay interest semi-annually.

Treasury Bonds: All securities issued with initial maturities greater than 10-years are called Treasury Bonds (T-bonds). Like Treasury Notes, they pay interest semi- annually.

YIELD: The rate of annual income return on an investment, expressed as a percentage. Yield does not include capital gain.

Income Yield is obtained by dividing the current dollar income by the current market price for the security.

Net Yield or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-coupon bonds are typically issued at a discount and repaid at par upon maturity.

THE BOARD OF DIRECTORS OF BLACKHAWK GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (BLACKHAWK GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD Manager rates under the existing consulting services agreement and acknowledging receipt of the GHAD Statement of Investment Policy.

WHEREAS, on April 22, 1986, the Contra Costa County Board of Supervisors adopted Resolution 86/210 approving the formation of the Blackhawk Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on March 15, 2011, pursuant to Resolution No. 2011/01, the GHAD Board approved the consultant services agreement (Agreement) with Sands Construction Company, Inc., to act as Interim GHAD Manager. This Agreement, in section 3, requires the GHAD Board to determine by resolution each fiscal year the annual payment limit for GHAD Manager services.

WHEREAS, on January 08, 2013, pursuant to Resolution No. 2014/05, the GHAD Board removed the term "Interim" from the GHAD Manger title, the Agreement was incorporated therein by reference.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD Manager, Sands Construction Company, Inc., attached hereto as Exhibit A. The budget attached in Exhibit A identifies the annual payment limit at $163,000 at page 2, under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the annual payment limit for GHAD Manager services at $163,000 as set forth in Exhibit A and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy dated June 2017, attached hereto as Exhibit B.

3. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

Contra Costa County

To: Hillcrest Heights GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: Hillcrest Heights GHAD Resolution No. 2017/01

RECOMMENDATION(S):
ADOPT Hillcrest Heights GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager; and RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD treasurer.

FISCAL IMPACT:
The GHAD is funded 100% through assessments levied on properties within the GHAD Therefore, there is no impact on the County General Fund.

BACKGROUND:
On May 19, 2009, the Contra Costa County Board of Supervisors adopted Resolution No. 2009/02 approving the formation of the Hillcrest Heights Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/201 8 as prepared by the GHAD General Manager, Sands Construction Co. which is attached to Resolution No. 2017/0I. In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Amara Morrison
510.834.6600

cc:

BACKGROUND: (CONT'D)

required by that Agreement. The budget attached to Resolution No. 2017/0l identifies that limit at $48,000.
I

STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607,and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.
The Statement of Investment Policy is attached to Resolution No. 20I7/0I as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

ATTACHMENTS

Hillcrest Heights GHAD Resolution 2017-01 and Exhibit B

Hillcrest Heights Resolution No. 2017/01

HILLCREST HEIGHTS
GEOLOGIC HAZARD ABATEMENT DISTRICT

TO:	**Hillcrest Heights GHAD Board of Directors**
FROM:	**GHAD Attorney Patricia Curtin**
BOARD MEETING DATE:	**June 20, 2017**
SUBJECT:	**Hillcrest Heights GHAD Resolution No. 2017/01**

RECOMMENDATION(S):

ADOPT Hillcrest Heights GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager; and

RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:

On May 19, 2009, the Contra Costa County Board of Supervisors adopted Resolution No. 2009/02 approving the formation of the Hillcrest Heights Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, Sands Construction Co. which is attached to Resolution No. 2017/01. In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as required by that Agreement. The budget attached to Resolution No. 2017/01 identifies that limit at $48,000.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/01 as Exhibit B.

THE BOARD OF DIRECTORS OF HILLCREST HEIGHTS GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (HILLCREST HEIGHTS GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement and acknowledging receipt of the GHAD Statement of Investment Policy.

WHEREAS, on July 9, 1996, the Contra Costa County Board of Supervisors adopted Resolution 96/329 approving the formation of the Hillcrest Heights Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/02, the GHAD Board approved the consultant services agreement with GEOLEX, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services.

WHEREAS, on October 7, 2014, pursuant to Resolution No. 2014/02, the GHAD Board approved the consultant services agreement with Sands Construction Co., to act as General Manager for the GHAD due to the resignation of Bill Wigginton of GEOLEX, Inc.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, Sands Construction Co., attached hereto as Exhibit A. The budget attached in Exhibit A identifies this limit at $48,000 under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for General Manager services at $48,000 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy.

4. The recitals are incorporated herein by this reference.

HILLCREST HEIGHTS
GEOLOGIC HAZARD ABATEMENT DISTRICT

Program Budget
FISCAL YEAR 2017-2018

APRIL 2017

EXHIBIT A

HILLCREST HEIGHTS
GEOLOGIC HAZARD ABATEMENT DISTRICT

May 30, 2017

Hillcrest Heights GHAD Board of Directors
c/o Supervisor John M. Gioia
11780 San Pablo Avenue, Suite D
El Cerrito, California 94530

SUBJECT: Program Budget for Fiscal Year 2017-2018
Hillcrest Heights Geologic Hazard Abatement District

Dear Board Members:

Attached please find the proposed program budget for the Hillcrest Heights Geologic Hazard Abatement District (Hillcrest Heights GHAD, GHAD or District) for fiscal year 2017/2018. The proposed fiscal year budget totals $151,250, which falls within projected revenues and anticipates a $35,219 contribution to the reserve fund. At the time of this publication, it is expected that the fund balance on June 30, 2017 will be approximately $1,020,049. A fund balance of $1,055,268 is projected for June 30, 2018.

There are four major budget categories, their respective budget expenses break down as follows:

Major Projects	26 percent
Preventive Maintenance and Operations	26 percent
Special Projects	16 percent
Administration, Legal, Accounting	32 percent

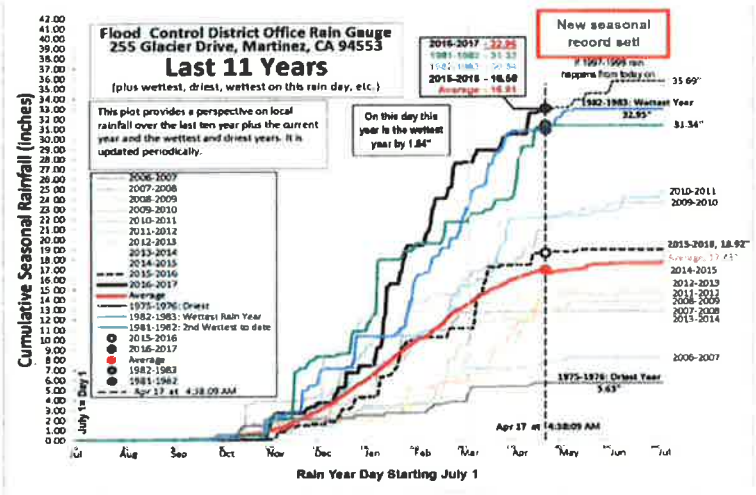
BACKGROUND:

On July 23, 1996 the Contra Costa Board of Supervisors adopted Resolution 96/239 approving the formation of the Hillcrest Heights Geologic Hazard Abatement District (Hillcrest Heights GHAD), located in the hills of El Sobrante, within the jurisdiction of Contra Costa County. The Hillcrest Heights GHAD was formed pursuant to State Public Resources Code § 26500 et seq. The Board of Supervisors at that time appointed itself as the Board of Directors of the Hillcrest Heights GHAD.

Resolution 97/178 adopted on April 1, 1997 by the Board of Supervisors, acting as the Hillcrest Heights Board, confirmed the assessments for the district and ordered the collection of the amounts called for in the Assessment Report. The initial fiscal year for the Hillcrest Heights GHAD was established as 1997-1998.

A 15-lot subdivision also completed in El Sobrante known as Spanish Trails was annexed in 2008 to the Hillcrest Heights GHAD and on February 25, 2009 the Notice of Assessment was recorded. Assessments were levied on the 15-lots beginning fiscal year 2009/2010. Maintenance transfer to the Hillcrest Heights GHAD for the activities pursuant to the approved Plan of Control occurred on February 5, 2010.

A 32-lot subdivision also located in El Sobrante known as Edgemont (Colina Canyon) was also annexed to the Hillcrest Heights GHAD on May 11, 2010 with the Final Map and Notice of Assessment recorded on July 29, 2010. Construction commenced on a number of model homes and activities halted and the subdivision remains in this condition at this time, although the district is receiving revenue from lot assessments. Maintenance transfer to the Hillcrest Heights GHAD has not taken place and therefore the district is not currently providing services.



As a percentage of the budget, the Major Projects Program will utilize a portion this year within the customary norms. In an effort to address localized groundwater conditions within the Spanish Trails subdivision, an array of horizontal drains have been installed. The heavy seasonal rains did not produce landslides this year within the district. Since cumulative precipitation exceeded two-times that of normal annual precipitation, we were very encouraged to see that the Hillcrest Heights GHAD sites performed extremely well (see graphic). Additionally, in advance of this year's storms, GHAD staff and consultants conducted inspections and provided asset site improvements to anticipate the potential for heavy rains. Fiscal year 2017-2018 will focus primarily on continuation of additional Major Projects consisting of two primary studies designed to further assess instrumentation effectiveness in providing markers that may indicate the potential for land movement, and studies focused on localized and regional slope stability analyses.

The Preventive Maintenance Program will focus on efforts to complete asset site restorations. The program will pursue analysis and upgrades to all instrument and asset sites and the associated data collection to insure all predictive features of these instrumentation sites are fully realized. Specifically, we will target the following program elements - Concrete Interceptor Ditch Systems (Repair and Replace Program); the Horizontal Drains (Site Maintenance Program); the Piezometers (Site Maintenance Program); and the Soil Debris Bench/Impact Walls (Maintenance Program). The Operations Program will continue its existing monitoring profile through this period, and we are currently beginning a study of accrued empirical data from its many monitoring assets in an effort to further expose any notable trending that might occur over significant periods of time, thereby reducing risk exposure. Currently, The National Oceanic and Atmospheric Administration (NOAA) predicts El Niño neutral conditions in the Southern Oscillation; however, these early probability forecasts have often changed throughout the summer months.

The Special Projects Program will be directed, in part, to analyzing the Plan of Control and other essential documents that establish and direct the Hillcrest Heights GHAD. Preliminary review will be initiated to assess the need to conduct a formal Reserve Study that would serve to test, identify weaknesses, and expose any necessary adjustments to the criteria or methodologies utilized in the program and anticipate revenue and reserve demands. Additional studies may include assessing the feasibility of integrating a Geographic Information System (GIS) into the Hillcrest Heights program.

This budget anticipates continued strengthening and building efficiencies within the Administration Program. General legal counsel will continue to be provided by the Hillcrest Heights GHAD Board appointed attorney, Patricia Curtin of Wendel, Rosen, Black & Dean, LLP.

A summary of the expenses is shown on Table 1, pages 4 and 5, followed by brief descriptions of each of the budget items on pages 6 through 12.

Respectfully yours,

Hillcrest Heights Geologic Hazard Abatement District

Michael D. Sands
Sands Construction Company, Inc.
General Manager

Distribution list:

Hillcrest Heights GHAD Board of Directors:

Supervisor John M. Gioia
11780 San Pablo Avenue, Suite D
El Cerrito, CA 94530

Supervisor Candace Andersen
309 Diablo Road
Danville, CA 94526

Supervisor Diane Burgis
3361 Walnut Boulevard, Suite 140
Brentwood, CA 94513

Supervisor Karen Mitchoff
2151 Salvio Street, Suite R
Concord, CA 94520

Supervisor Federal D. Glover (Board Chair)
315 East Leland Road
Pittsburg, CA 94565

GHAD Attorney:

Patricia Curtin, Esq. (Hillcrest Heights GHAD Attorney)
Wendel Rosen Black & Dean, LLP
1111 Broadway, 24th Floor
Oakland, CA 94607

GHAD Treasurer:

Mark I. Miller
Watermark Asset Management, Inc.
2010 Crow Canyon Place, Suite 210
San Ramon, CA 94583

Hillcrest Heights Geologic Hazard Abatement District
Program Budget
Fiscal Year 2017/2018

The following proposed line item program budget (Table 1) summarizes the anticipated expenditures for fiscal year 2017/2018 for the Hillcrest Heights Geologic Hazard Abatement District (Hillcrest Heights GHAD, GHAD, or District). Through an ongoing assessment, the manager evaluates and addresses geologic risk through the implementation of an annual program budget consisting of four major categories. Preceding Table 1, and directly below, is a general overview description of the four major program elements within the budget.

Major Projects Program

The annual Major Projects Program includes: landslide repair projects, drainage improvement projects, and capital improvement projects necessary to either control, mitigate, or prevent landslide activity. Other large program responses necessary to implement the Plan of Control, including specific purpose studies and investigations, may also be included in the Major Projects Program.

Generally, for consideration of inclusion into the Major Projects Program, a project or study would represent a level of complexity requiring plans, specifications, and comprehensive engineering analysis including modeling and research, or a project with a protracted scope such as those requiring multiple regulatory agency approvals. Most Major Projects have a projected cost that exceeds $25,000.

Historically, the Major Projects Program has been comprised of significant landslide repair projects and other responsive large projects; at other times, it has included programmatic studies and investigations useful in generating proactive responses. This diversity of projects demonstrates the importance of a flexible Major Projects Program structure that adapts between responsive and proactive needs and capabilities to manage the dynamic nature of larger scale geologic events.

Preventive Maintenance and Operations Program

The annual Preventive Maintenance and Operations Program includes all minor repairs, cleanup, maintenance, monitoring and replacement of drainage structures and other assets that degrade over a serviceable life. The goal of preventive maintenance is to keep assets in operational condition and identify potential slope stability risks before they manifest, allowing measures to be taken to either prevent, or mitigate the impact of these hazards as defined in the Hillcrest Heights GHAD Plan of Control.

Typical Hillcrest Heights GHAD assets include concrete lined ditches, subdrainage systems, groundwater measuring instrumentation, slope inclinometers and moisture gauges, and slope debris catchment features.

The Preventtive Maintenance Program also includes preparations for emergency response, winterization measures including erosion protection and slope stabilization supplies, and instrument maintenance.

The Operations Program is primarily populated with scheduled instrument monitoring events. Data from these instruments are evaluated to establish risk and trends in an effort to avert landslide activity. In addition to the instrumentation monitoring program, the Operations Program contains the Incident Response and Community Relations Program, which incorporates comprehensive first response capabilities, and fosters community incident interaction.

Special Projects

The Hillcrest Heights GHAD pursues ongoing and new activities identified as "Special Projects". Special Projects include activities requested by the Board such as the Communications Program, and projects and studies designed to improve the District's operational effectiveness and insure financial solvency. Special Projects also include utilizing new technologies to increase the efficiencies of the day-to-day operations.

Administration

Administrative expenses are required to operate the Hillcrest Heights GHAD and implement projects. Administrative expenses include personnel and consultants to manage the operations including: the General Manager, Administrative Manager, Construction Services Manager, certain clerical and accounting staff, consultants, and legal support.

With respect to the General Management of the Hillcrest Heights GHAD - The Hillcrest Heights GHAD Board of Directors through Resolution 2016/01, among other business, established a Consulting Services Agreement with Sands Construction Company, Inc. to act as General Manager. The payment limit established for a term through June 30, 2017 was $48,000; the proposed payment limit through June 30, 2018 is $48,000. The scope of services for the General Manager include: managing the day-to-day operations through implementation of the necessary financial recordkeeping and reporting; updating and maintaining governing documents, such as the Plan of Control; and managing and updating administrative tools such as the Reserve Study, Communications Plan, Work program and Monthly Incident Log. The General Manager Consulting Services Agreement provides for certain administrative positions including, but not limited to, a General Manager, an Administrative Manager, a Construction Services Manager and a Network Administrator as well as overhead costs, such as office space rent, office supplies and postage.

With respect to the Operations of the Hillcrest Heights GHAD, the scope of services for Operations include: implementing the Major Projects and Preventive Maintenance Programs through forecasting work schedules and priorities, and preparing Requests for Proposals and managing maintenance and repair operations within the Major Projects and Preventive Maintenance Programs, including project management and construction management, and preparing for and responding to emergency incidents.

The General Manager will retain the necessary professionals, including without limitation: engineers, accounting professionals, and vendors to facilitate the operations of the Hillcrest Heights GHAD. The General Manager Consulting Services Agreement and associated budget allows for the conditional use of subcontractors such as administrative sub-consultants and engineering or construction sub-consultants within the payment limits of the Consulting Services Agreement.

A summary of the proposed Fiscal Year 2017/2018 Budget is presented in Table 1 on the following pages.

Table 1 – Summary of Fiscal Year 2017/2018 Budget

Budget Item	Budget Amount	% of Total Budget
Major Repairs		
Study – Instrument Restoration/Replacement	10,000	
Study – Slope Stability Analyses	25,000	
Unanticipated Sites	5,000	
Total Major Projects	**$40,000**	**26%**
Preventive Maintenance/Operations		
Preventive Maintenance		
Drainage		
Storm Drain Facilities	500	
B-58 Concrete Lined Ditches		
Maintenance/Clean/Map	4,500	
Repair and Replace	2,000	
Retention Basins	2,500	
Subdrain Systems	3,000	
Horizontal Drains	3,000	
Subdrain Outlets	2,000	
Piezometers	2,000	
Settlement Monitors	500	
Minor Repairs	3,000	
Winterization	2,000	
Emergency Response	2,000	
Debris Benches/Impact Walls	1,000	
Subtotal	**$28,000**	
Operations		
Piezometer Monitoring	2,000	
Horizontal Drain Monitoring	2,000	
Subdrain Monitoring	2,000	
Settlement Monitoring	2,000	
Incident Response/Community Relations	3,000	
Subtotal	**$11,000**	
Total Preventive Maintenance/Operations	**$39,000**	**26%**

Budget Item	Budget Amount	% of Total Budget
Special Projects		
Plan of Control	15,000	
Reserve Study Update	1,000	
Special Studies	2,000	
Information Technology	1,000	
Accounting Systems Upgrade	1,000	
Tax Assessment Calculation	1,500	
Communications Program	2,000	
CA Association of GHADs – Membership/Insurance	750	
Total Special Projects	**$24,250**	**16%**
Administration		
Legal fees		
General Counsel	5,000	
Special Counsel		
Litigation/Legal Concerns		
Staffing/Administrative Support	25,000	
Accounting/Bookkeeping	12,000	
Training/Education	2,000	
Office – Rent/Supplies/Equipment/Lease	4,000	
Total Administration	**$48,000**	**32%**
TOTAL PROPOSED BUDGET FY2017/2018	**$151,250**	**100%**

Available Funds	
Estimated Beginning Fund Balance – July 1, 2017*	1,020,049
Estimated Property Owner Assessments	
Hillcrest Heights - $ 1,384.70 annually per unit x 65 units**	90,006
Spanish Trails - $ 2,426.93 annually per unit x 15 units**	36,404
Colina Canyon - $ 1,329.98 annually per unit x 32 units**	42,559
Estimated Interest on Investments	17,500
Other Income	0
Total Available Funds	**1,206,518**
Uses of Funds	
Major Projects	40,000
Preventive Maintenance	39,000
Special Projects	24,250
Administrative	48,000
Total Use of Funds	**$151,250**
Estimated Reserve Available/Ending Fund Balance June 30, 2018	**$1,055,268**

* Projected Fund Balance date of publication

** Estimated – Resource CPI, San Francisco Metropolitan Area – April 2017

DESCRIPTION OF BUDGET ITEMS

Major Projects

Study – Instrument Restoration and Replacement

Typically, instrument replacement and maintenance falls within the Preventive Maintenance program; however, this proposed study evaluates the current program protocol and further identifies potential sites for remedial installations or provisions. Preliminary studies have identified several sites for restoration work or new replacement installations.

Estimated Cost $10,000

Study – Slope Stability Analyses

Slope weathering and changes in groundwater levels over time can contribute to slope instability. It is important for Hillcrest Heights GHAD management to make dynamic assessments to insure design thresholds are met in slope stability. This study will address several potential sites and analyze conditions. Previous studies have identified potential sites for additional study.

Estimated Cost $25,000

Unanticipated Sites

During heavy rain years unexpected repairs are necessary to avert or control landslides that may threaten property within the District. It is vital for the manager to retain the availability of funds within the Major Repair Program to address such an event.

It is also common to experience a change in the planned construction schedule to include additional sites. Known sites can rise in priority throughout the year and additional sites may emerge.

Estimated Cost $5,000

Preventive Maintenance and Operations

Preventive Maintenance

Preventive maintenance generally consists of those measures taken to prevent an incident or landslide event including: asset maintenance, drainage structures, instrument sites and winterization measures. Operations include ongoing monitoring programs and responses to community requests. Details of the proposed budget for each of these categories are listed below.

Storm Drain Facilities (Major Repairs)

In addition to other drainage systems such as Concrete Interceptor Ditches, Subdrains, and other surface and subsurface drainage systems, the Hillcrest Heights GHAD maintains an

inventory of concrete drainage structures that from time to time are in need of refurbishment or repairs. A budget has been established to inspect these facilities and make any necessary repairs, not covered within the established "*B-58 Drain Systems – Repair and Replacement Program*" scope.

Estimated Cost $500

B-58 Drain Systems

Maintenance – Allows for one major annual cleaning and mapping. In addition, District staff periodically walks the B-58 systems to get a first-hand account of the current conditions and project serviceable life. This information, along with other empirical data, is typically utilized in Reserve Study updates. With the extreme weather conditions this year and the related soil and vegetation load impacting the network of B-58 systems, we have anticipated and allowed for a greater effort to maintain proper drainage for these facilities over the fiscal year.

Estimated Cost $4,500

Repair and Replacement – A detailed assessment will be performed to establish the existing condition of the B-58 Concrete ditches throughout the district. This assessment will serve to establish a baseline for needed repairs and/or assessments as to the remaining serviceable life of these assets to be utilized in reserve study criteria.

Estimated Cost $2,000

Retention Basins

There is one retention basin within the district boundaries. This retention basin requires annual improvements and de-silting efforts. With the extreme weather conditions this year and the related soil and vegetation load impact, we have anticipated and allowed for a greater effort to maintain proper drainage for these facilities over the fiscal year.

Estimated Cost $2,500

Subdrain Systems

Subdrain systems must be monitored and maintenance provided to insure the systems have not been damaged or impeded. This budget will allow for an inspection and minor maintenance of these sites.

Estimated Cost $3,000

Horizontal Drains

The District must provide ongoing maintenance to insure horizontal drains remain functional. This budget will allow for the maintenance of new installations from FY16/17.

Estimated Cost $3,000

Sub-drain Outlets

The Hillcrest Heights GHAD is currently conducting efforts to identify, locate and make determinations about the effectiveness of the network of subdrains throughout the District. It is anticipated that on-site restoration work may be necessary at some sites. This additional work has been incorporated into this budget item.

Estimated Cost $2,000

Piezometers

The District reads and maintains piezometers which measure ground water elevations. A budget has been established to provide for work to begin to restore the sites and install identification markers.

Estimated Cost $2,000

Settlement Monitors

Over time, a number of settlement monitors have been placed throughout the development. These monitors were, in large part, installed as part of one specific study or another and therefore are not continually monitored. Currently ongoing monitoring programs exist in several areas of the District.

Estimated Cost $500

Minor Repairs

A budget is established annually for minor projects establishing a provision for unanticipated minor projects within the Preventive Maintenance Program.

Estimated Cost $3,000

Winterization

The District provides an annual budget for procuring and storing an inventory of winterization materials and to provide for the costs of site installation.

Estimated Cost $2,000

Emergency Response

During the winter rainy season, the Hillcrest Heights GHAD prepares for and may respond to a range of urgent, active or threatening landslides as well as drainage issues where property damage is threatened. These incidents typically involve mud or debris flows, plugged storm drains at the base of slopes or flooded properties due to the overflow of runoff from plugged or damaged facilities. In severe cases these responses can require the initiation of temporary slope stabilization measures in preparation for a major repair.

Estimated Cost $2,000

Debris Benches/Impact Walls

Earthen debris benches and debris impact walls exist throughout the district. It is essential that these facilities are inspected to insure capacities and drainage have not been compromised. Annual inspections are made and periodic debris removal plans are initiated. This year's budget allows for geotechnical evaluations and the periodic removal of accumulated debris from several of those benches identified during the study and routine monitoring events.

Estimated Cost $1,000

Operations

An inventory of on-site instrumentation including piezometers, inclinometers, horizontal drains, sub-drains, and settlement monuments are monitored periodically throughout the year as a preventative measure.

Monitoring sites can be established for a variety of uses. Often completed repair sites require monitoring to confirm that the slope has been stabilized. Other sites have been utilized to indicate signs of unstable conditions developing and have been instrumental in determining slope conditions prior to the activation of a landslide.

Through the use of collected data such as groundwater depth, magnitude of slope movement, depth of movement and ground surface movement, the District has been able to arrest slope movement in advance of an incipient failure.

Throughout the year the District receives incident response or assistance calls from property owners regarding slope stability or drainage issues. Community relations, including incident responses through the annual Operations Program has been institutionalized as a role of Hillcrest Heights GHAD management. All incidents are recorded and move through the district response mechanisms as is appropriate and consistent with the Hillcrest Heights GHAD Plan of Control.

The Hillcrest Heights GHAD Manager receives updates in long range weather and oceanic temperature changes through the National Oceanic and Atmospheric Administration (NOAA) and other scientific and atmospheric agencies that track data and produce probabilistic assessments on the likelihood of a recurrence of El Niño conditions.

Estimated Cost $11,000

Special Projects

During fiscal year 2017/2018 the District will continue several special projects. Brief descriptions of the special projects are presented in Table 1 and further described below:

Plan of Control

It is anticipated that an evaluation and assessment of the current Plans of Control for the Hillcrest Heights GHAD, including Spanish Trails, will be pursued, in an effort to confirm

operational compliance. Once an initial evaluation is completed, consideration will be given to amend the current plan to incorporate historical practices of the GHAD and acknowledge technological and other procedural advancements.

Estimated Cost $15,000

Reserve Study Assessment

A reserve study functions as a pro-forma analysis of the financial needs of the Hillcrest Heights GHAD. The study serves as a tool to calculate the annual contribution required by the district to build and maintain sufficient funds for emergencies and capital replacement programs based on past weather patterns, landslide repair costs, and general attrition. As a result of severe winters, draws will likely be necessary in the future on the reserve fund. Work is planned to evaluate and complete an analysis of the fund health and methodologies. This analysis will be used in establishing a pro-forma plan and provide instruction to Hillcrest Heights GHAD management as to the necessary reserve demands over time.

Estimated Cost $1,000

Special Studies

The Hillcrest Heights GHAD intends to continue targeted studies in the areas of fiscal policy and geologic risk. The Hillcrest Heights GHAD, now in its 20th year, has the unique opportunity to address many of the issues surrounding long-term viability and sustainability, within a changing environment and financial conditions. Using empirical data we can assess potentially increasing financial loads and geologic risks that may accompany the maturation process of this district. We are confident that these studies have produced, and will continue to produce beneficial results.

Estimated Cost $2,000

Information Systems and Technology

The Hillcrest Heights GHAD will consider integrating a GIS system to include all of the GHAD's data collection and monitoring operations. The record and tool that this system offers facilitates the General Manager's ability to locate past repairs and assist in a variety of risk assessments within the District.

Estimated Cost $1,000

Accounting System Upgrade

Periodic upgrades are necessary to enhance accounting system capabilities. The Hillcrest Heights GHAD utilizes expense accounting software to assist in reporting and the day to day operation of the District. Continued accounting systems enhancements will be implemented allowing more data entry streamlining, enhanced reporting, and quality control assurance procedures, augmenting the current systems.

Estimated Cost $1,000

Tax Assessment Calculation

Each year an assessment calculation is conducted to identify and determine all qualified parcels within the district to receive assessments for Hillcrest Height GHAD services. Typically the GHAD Manager will contract these services to a firm that specializes in these services. Historically, the Hillcrest Heights GHAD has provided this information through its contracted consultant to the County Assessor's Office as required.

Estimated Cost $1,500

Communications Plan

The Hillcrest Heights GHAD maintains a communications plan designed to keep constituents up to date on Hillcrest Heights GHAD operations and developments. The plan addresses several venues and mediums in which to disseminate information within this district and to other concerned parties, and to establish clear and accessible channels for community interaction. The Hillcrest Heights GHAD intends to implement a web page for public information, and a multi-page informational brochure to be available to interested Homeowner Associations (HOA) and stakeholders that describes the Hillcrest Heights GHAD and its responsibilities and limitations. Additionally, the General Manager is available to write periodic articles for the HOA newsletter.

Estimated Cost $2,000

Outreach/Legislative Review
California Association of GHADs (CAGHADs) Membership/Insurance

The proliferation of new GHADs within California has resulted in new legislation and adopted procedures. The Hillcrest Heights GHAD Manager, in association with others, shares information and knowledge through a consortium of GHAD managers known as the California Association of GHADs (CAGHADs). The CAGHAD has recently obtained General Liability policies for its member GHADs. Policy premium costs for the Hillcrest Heights GHAD are approximately $500.[1]. Additionally, the Hillcrest Heights GHAD manager participates in the CAGHADs as the organization pursues other financial instruments that may provide the Hillcrest Heights GHAD additional options for extraordinary financial demand and planning. In 2016 the CAGHAD Board adopted a new fee schedule reducing the annual GHAD fees for membership by 50%.

Estimated Cost $750

Administration

The administration of the Hillcrest Heights GHAD includes all costs associated with legal support, office expenses, staffing, and accounting. Brief descriptions are presented below.

[1] Nominal increases in unit costs are expected in 2017

Legal

General Counsel – Hillcrest Heights GHAD management must interact regularly with Hillcrest Heights GHAD Counsel. The day-to-day operations of the Hillcrest Heights GHAD present myriad opportunities and issues to work directly with GHAD counsel, in the areas of contracts, agreements, issues or new business to present to the Board, legislation, property owner issues, etc.

Estimated Cost $5,000

Special Counsel – Typically Special Counsel consists of legal representation in the event of legal issues that might arise. Currently there are no legal issues involving litigation.

Estimated Cost $0

Staffing/Administrative Support

The Hillcrest Heights GHAD staff includes the General Manager, an Operations Manager, an Administration Manager and frequently other support staff and consulting professionals. The General Manager administers all Hillcrest Heights GHAD day-to-day operations, including financial budgeting and communications regarding its activities. The Operations Manager, among other tasks, administers the Major Projects and Preventive Maintenance Programs and associated work schedules, consulting and construction contracts, and documents. The administrative staff is responsible for accounting/bookkeeping, contract administration, clerical, and construction management support. Additional management staff costs are also applied to specific projects as appropriate. Authorized business expenses such as rent, office supplies and leases are included in Staffing.

Estimated Cost $43,000

Statement of Investment Policy

Hillcrest Heights GHAD
Policy Dated: June 2017

EXHIBIT B

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I. Introduction

Geologic Hazard Abatement Districts ("GHADs") are local governmental districts specifically formed for the purpose of prevention, mitigation, abatement or control of geologic hazards. GHADs are political subdivisions of the state and is not an agency or instrumentality of a local agency. A geologic hazard is broadly defined as an actual or threatened landslide, land subsidence, soil erosion, earthquake, fault movement, or any other natural or unnatural movement of land or earth. The board of directors of a GHAD is comprised of either five landowners from within the GHAD boundaries or the legislative body of the city or county that created the GHAD. The powers of the GHAD are vested in the board of directors.

A GHAD is empowered to acquire, construct, operate, manage or maintain improvements on public or private lands which are necessary or incidental to prevent, mitigate, abate or control geologic hazards within the district. The GHAD may assess landowners for the operation and maintenance of improvements acquired or constructed pursuant to GHAD law, found in the California Public Resources Code Section 26500 *et seq.* ("GHAD Law"). Further, the GHAD prepares plans of control which describe in detail a geologic hazard, its location and a plan for the prevention, mitigation, abatement or control thereof.

The GHAD Treasurer is entrusted with the financial management of the district's resources in close collaboration and cooperation with the GHAD Manager.

The GHAD Manager is empowered with the day-to-day responsibility of managing and overseeing the operations of the GHAD, including managing the annual budget, responding to constituents, execution and management of contracts.

The purpose of this Statement of Investment Policy ("Policy") is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize investment-related activities. Activities include providing accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective management of custodial relations, prudent investment and portfolio allocation for a real return on investment.

II. Statement of Objectives

In managing the GHAD investment portfolio, the GHAD Treasurer seeks to balance the investments to meet the short term, intermediate, and long term (reserve) needs of the GHAD. Investments are intended to achieve a real rate of return while minimizing the potential for capital losses arising from market changes or issuer default. While the GHAD Treasurer will not make investments for the purpose of trading or speculation as the dominant criterion, they will seek to enhance total portfolio return by means of effective investment allocation.

The GHAD will consider the following objectives for portfolio management:

1. **Safety** - Each investment transaction shall seek to ensure that capital losses are minimized, whether they are from securities defaults or erosion of market value.

2. **Liquidity** - The investment portfolio will remain sufficiently liquid to enable the GHAD to meet all operating requirements that might be reasonably anticipated while preserving principal.

3. **Yield** - The GHAD may establish a performance benchmark based on current investment objectives and constraints. The investment portfolio shall be managed to attain a real rate of return throughout budgetary and economic cycles, taking into account the GHAD's policy constraints and cash flow requirements. The portfolio yield represents current income while total return will include both income and capital appreciation/depreciation.

4. **Diversification** - The investment portfolio will be diversified to manage interest rate, market event, liquidity, and credit risk to meet the GHAD's investment objectives.

5. **Real Rate of Return**- the investment portfolio will seek an investment return in excess of inflation.

III. Use of State Investment Guidelines

GHAD Law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices for cities, districts and local agencies. This Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

IV. GHAD Treasurer Authority

The responsibility for conducting the GHAD investment program lies with the GHAD Treasurer, who has established procedures for the operation of the investment program, consistent with this Policy. Within the aforementioned authorities, the GHAD Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The GHAD Treasurer has further authority to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

For purposes of this Policy, the GHAD Treasurer must be registered under the Investment Advisors Act of 1940, as a registered Investment Advisor and The custodians must be registered broker-dealers with (FINRA) Financial Industry National Regulatory Authority and a member of the Securities Investor Protection Corporation (SIPC).

V. Investment Policy Adoption

This Policy shall be reviewed and approved by the GHAD Manager and GHAD Treasurer. If the GHAD Manager and GHAD Treasurer determine substantial modifications to this Policy are necessary, such modifications shall be reported to the Board of Directors.

VI. Standard of Prudence

GHAD Board members, employees and consultants involved in the investment process ("Participants") shall act responsibly as custodians of the public trust. Participants acknowledge that the GHAD's investment portfolio is subject to public review and evaluation. Nevertheless, in a diversified portfolio, it must be recognized that occasional measured losses are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

The standard of prudence to be used by investment officials shall be the "prudent Investment Manager standard," which states:

> *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing investments, the Investment Manager shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the client, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the (client) Investment Manager."*

Participants acting in accordance with this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy.

VII. Reporting

While there is no requirement in GHAD Law to do the following, the following investment activity reports will be completed.

A. Monthly

At the direction of the GHAD Treasurer, the Custodians shall provide a monthly institutional brokerage statement with an investment and transaction summary to the GHAD Manager.

B. Quarterly

The GHAD Treasurer shall submit quarterly investment reports to the GHAD Manager.

The quarterly report shall highlight key aspects of information contained in the investment reports; a summary of investment activity for each GHAD, total account balance, balance by position, quarterly performance summary of the investment portfolio and review of cash flow required to meet expenditures for the next six months.

C. Other

The GHAD Treasurer shall present to the GHAD Manager an annual report on the investment program and investment activity no later than 180 days following the end of the fiscal year. The annual report may include a performance summary, suggest policies and improvements that might enhance the investment program, and include an investment plan for the ensuing fiscal year. The GHAD Treasurer will provide additional data deemed necessary by the GHAD Manager to facilitate any additional accounting or reporting requirement.

VIII. Investment Instruments

The following sections describe individual investment types appropriate for the GHAD.

A. **United States Treasury Notes, Bonds, Bills, or Certificates of Indebtedness**, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

CA Govt Code 53601(b)

B. **Negotiable Certificates of Deposit** issued by a nationally- or state-chartered bank, a savings association or a federal association as defined by Section 5102 of the California Financial Code, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.

CA Govt Code 53601 (i)

C. **Money Market Funds** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C.).

The GHAD will typically utilize, but is not limited to, Government and Treasury money funds in portfolios. A Government money fund invests at least 99.5% of its total assets in cash, government securities, and/or repurchase agreements that are "collateralized fully" (i.e., collateralized by cash or government securities). A Treasury fund is a type of government money fund that invests in US Treasury Bills, Bonds and Notes.

CA Govt Code 53601 (l)

D. **Mutual Funds** an investment program funded by shareholders that trades in diversified holdings and is professionally managed.

E. **Exchange Traded Funds (ETF)** marketable securities that track an index; which can be comprised of a basket of assets (such as commodities, bonds, or equities) Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold.

F. **Municipal Bonds** issued by the State of California and any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or any local agency, or by a department, board, agency or authority of the state or any local agency.

Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CA Govt Code 53601 (c), CA Govt Code 53601 (d), CA Govt Code 53601 (e)

G. **Asset-Backed Securities** defined as all mortgage pass-through securities, collateralized mortgage obligations, mortgage-backed or other pay-through bonds, equipment lease-backed certificates, consumer receivable pass-through certificates, and consumer receivable-backed bonds.

Asset-backed securities shall be rated at least "AA" or the equivalent by a NRSRO at the time of purchase. Additionally, securities eligible for investment under this subsection shall be issued by an issuer whose debt is rated at least "A" or the equivalent by a NRSRO at the time of purchase.

CA Govt Code 53601 (o)

H. **Structured Notes**, a debt obligation that also contains an embedded derivative component that adjusts the security's risk/return profile. The return performance of a structured note will track both that of the underlying debt obligation and the derivative embedded within it.

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

IX. Investment Diversification

Investments shall be based on a review of cash flow forecasts. Investments will be reviewed quarterly to permit the GHAD Manager to meet all projected obligations.

The short term allocation will be invested in safe and liquid assets, typically money market funds, to ensure that operational expenses will be met for the current budgetary year (1x operating expense).

The intermediate allocation is maintained at 1x operating expense and is invested in inflation-protected securities and short-term fixed income holdings. This allocation is intended to cover

unexpected events (earthquakes, extreme weather conditions, etc.) if the annual operating funds are exhausted.

The long term reserve allocation invests assets in excess of the operating and intermediate budget allocations and is used to generate income and modest growth for future use. The objective of the long term reserve allocation is balanced between long-term capital appreciation and high current income, with an emphasis on income. This sleeve of the portfolio strives to provide a real rate of return over time (nominal rates of return adjusting for factors such as inflation, interest rates, credit spreads and foreign exchange).

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

X. Internal Controls

The GHAD Treasurer shall implement a system of internal controls. These controls are designed to prevent loss of investments arising from fraud, employee error, misrepresentation by third parties or imprudent actions by Participants involved in the investment process. Controls deemed most important include:

- **Separating transaction authority from accounting and record keeping.** Separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, fosters a system of checks and balances.

- **Avoiding physical delivery securities.** Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

- **Confirming telephone transactions for investments and wire transfers in writing.** Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax/email if on letterhead and the safekeeping institution has a list of authorized signatures.

- **Developing money transfer agreements with the third party custodian.** This agreement should outline the various controls and security provisions, and delineate responsibilities of each party making and receiving money transfers.

XI. Financial Institution Selection

The GHAD Treasurer shall review and select qualified financial institutions from which securities are held, purchased or sold.

In selecting financial institutions for the deposit or investment of GHAD funds, the GHAD Treasurer shall consider the financial stability of the institutions. The GHAD Treasurer shall

continue to monitor financial institutions' creditworthiness throughout the period in which GHAD funds are deposited or invested.

The GHAD Treasurer is authorized to conduct investment transactions on the GHAD's behalf. The GHAD Treasurer may use its own list of approved broker/dealers and financial institutions for investment purposes.

XII. Risk Tolerance

It is recognized that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. The GHAD Treasurer is expected to display prudence in the selection of securities as a way to minimize risk. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

The GHAD Treasurer shall use strategies to control risks of default, market price changes, illiquidity, credit quality, investment duration and portfolio volatility (standard deviation). The GHAD Treasurer shall periodically review with GHAD Manager the investment results, risks and the steps that have been taken to mitigate future risks.

XIII. Safekeeping and Custody

To protect against potential fraud and embezzlement, the assets of the GHAD shall be secured through third-party custody and safekeeping procedures.

The GHAD Treasurer shall maintain a list of financial institutions authorized to provide custodial services. Assets are held directly with the Custodian who provides independent verification of assets through monthly institutional account statements. Each GHAD will maintain a separate account with the Custodian.

The GHAD Treasurer is responsible for the coordination, review and monitoring of GHAD cash disbursements. Through a dual control verification process, the GHAD Treasurer verifies disbursement requests from the GHAD Manager. GHAD Managers shall only submit check requests for vendors approved by the GHAD Manager. The GHAD Treasurer coordinates and verifies disbursements from the Custodian to the approved vendors.

Glossary

ASK PRICE: The price at which a seller offers to sell a security to a buyer.

ASSET-BACKED SECURITIES: Bonds created from various types of consumer debt. Returns on these securities come from customer payments on their outstanding loans. The primary types of asset-backed securities are mortgages, home equity loans, auto loans, leases, credit card receivables and student loans.

BANKERS' ACCEPTANCE: A letter of credit issued in a foreign trade transaction which allows exporters to receive payment prior to importation of their goods. Banks provide short-term financing to facilitate the transaction and may sell the obligation to a third party. Bankers' Acceptances are secured by the issuer of the bill, while the underlying goods also serve as collateral.

BANK DEPOSITS: Collateral in the form of currency that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

BENCHMARK: A comparative base for measuring the performance or risk of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID PRICE: The price at which a buyer offers to purchase a security from the seller.

BOND: A debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate called a coupon payment. Bonds are used by companies, municipalities, states and the U.S. government to finance a variety of projects and operating activities.

BROKER: A broker aligns buyers and sellers of securities and receives a commission when a sale occurs. Brokers generally do not hold inventory or make a market for securities.

CALIFORNIA LOCAL AGENCY OBLIGATIONS: Bonds that are issued by a California county, city, city and county, including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

CD (CERTIFICATE OF DEPOSIT): Time deposits issued by a bank, savings or federal credit union, or state-licensed branch of a foreign bank. Negotiable Certificates of Deposits rely on the credit rating of the issuing entity.

COLLATERAL: Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COLLATERALIZATION: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

COMMERCIAL PAPER: Short-term unsecured promissory note issued by a company or financial institution. Commercial paper is issued at a discount and matures at face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

COUPON: The annual rate of interest that a bond's issuer promises to pay the bondholder, expressed as a percentage of the bond's face value.

CREDIT RISK: Credit risk is the likelihood that an issuer will be unable to make scheduled payments of interest or principal on an outstanding obligation.

CUSTODIAN: An agent such as a brokerage firm or a bank that stores a customer's investments for safekeeping. The custodian does not have fiduciary responsibilities.

DEALER: A dealer, as opposed to a broker, acts as a principal in security transactions, selling securities from, and buying securities for his/her own position.

DEFAULT: To default is to fail to repay principal or make timely interest payments on a bond or other debt investment security, or failure to fulfill the terms of a note or contract.

DELIVERY VERSUS PAYMENT (DVP): A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

DURATION: The weighted average time to maturity of a bond where the weights are the present values of future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates.

EXCHANGE TRADED FUNDS (ETF): ETF is a marketable security that tracks an index, a commodity, bonds, or a basket of assets like an index fund. Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold. ETFs typically have higher daily liquidity and lower fees than mutual fund shares.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FLOATING RATE INVESTMENTS: Notes whose interest rate is adjusted according to the interest rates of other financial instruments. These instruments provide protection against rising or falling interest rates, but may pay lower yield than fixed rate notes.

FUTURES: Commodities, which are sold in the present time and are to be delivered at a future date.

INTEREST ONLY STRIPs: Securities with cash flow based entirely on the monthly interest payments received from a mortgage, Treasury, or bond payment. No principal is included in these types of securities.

INVERSE FLOATING RATE INVESTMENTS: Variable-rate notes (such as inverse floating rate notes) whose coupon and value increase as interest rates decrease.

INVESTMENT PROGRAM: The process of modern portfolio management. The process includes establishing investment policy, analysis of the economic and capital markets environment, portfolio monitoring and rebalancing, and measuring performance.

LIQUIDITY: The ease with which investments can be converted to cash at their present market value. Liquidity is significantly affected by the number of buyers and sellers trading a given security and the number of units of the security available for trading.

LOCAL AGENCY BONDS: These bonds are issued by a county or city including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to state and local government entities and certain non-profit organizations in California in which organizations pool their funds for investment. LAIF is managed by the State Treasurer's Office.

MARKET RISK: Market risk is the risk that investments will change in value based on changes in general market prices.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract which includes provisions specific to the governmental agency that is signed by an authorized officer with each counterparty. A master agreement will often specify details to the nature of transactions, the relationship of the parties to the agreement, parameters pertaining to the ownership and custody of collateral, and remedies in the event of default by either party.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MEDIUM TERM NOTES (MTN): Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MORTGAGE-BACKED SECURITIES: A debt instrument with a pool of real estate loans as the underlying collateral. The mortgage payments of the real estate assets are used to pay interest and principal on the bonds.

MORTGAGE PASS-THROUGH SECURITIES: A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including equity securities, fixed-income securities and money market instruments. **Money market mutual funds** invest exclusively in short-term (1-day to 1-year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper. The principal objective is the preservation of capital and generation of current income.

OFFER: The price asked by a seller of securities. See Ask Price and Bid Price.

OPTION: A contract that provides the right or obligation, depending on the buyer or seller's position within the contract, to buy or to sell a specific amount of a specific security within a predetermined time period at a specified price. A call option provides the right to buy the underlying security. A put option provides the right to sell the underlying security. The seller of the contracts is called the writer.

PORTFOLIO: A collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker- dealers, banks, and a few unregulated firms.

PRINCIPAL ONLY STRIPS: Securities with cash flow based entirely on the principal payments received from an obligation.

RANGE NOTES: A range note is a bond that pays interest if a specified interest rate remains above or below a certain level and/or remains within a certain range.

RATE OF RETURN: The yield plus capital appreciation/depreciation obtainable on a security based on its purchase price or its current market price.

REPURCHASE AGREEMENT (RP, Repo): A contractual transaction between an investor and an issuing financial institution (bank or securities dealer). The investor exchanges cash for temporary ownership or control of collateral securities, with an agreement between the parties that on a future date, the financial institution will repurchase the securities.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held by the bank in the customer's name.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION (SEC): A federal government agency comprised of five commissioners appointed by the President and approved by the Senate. The SEC was established to protect the individual investor from fraud and malpractice in the marketplace. The Commission oversees and regulates the activities of registered investment advisers, stock and bond markets, broker/dealers, and mutual funds.

STATE OBLIGATIONS: Registered treasury notes or bonds of the 50 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 United States.

STRIPS: Bonds, usually issued by the U.S. Treasury, whose two components, interest and repayment of principal, are separated and sold individually as zero-coupon bonds. Strips are an acronym for Separate Trading of Registered Interest and Principal of Securities.

SUPRANATIONALS: International financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe.

TRUSTEE: An individual or organization, which holds or manages and invests assets for the benefit of another. The trustee is legally obliged to make all trust-related decisions with the trustee's interests in mind, and may be liable for damages in the event of not doing so.

U.S. AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations (GSEs), participations, or other instruments. The obligations are issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Issuers include: Fannie Mae, Farmer Mac, Federal Farm Credit Banks, Freddie Mac, Federal Home Loan Banks, Financing Corporation, Tennessee Valley Authority, Resolution Trust Funding Corporation, World Bank, Inter-American Development Bank, and PEFCO.

U.S. TREASURY OBLIGATIONS (TREASURIES): Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the U.S. and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

Treasury Bills: All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury Bills (T-bills). The Treasury currently issues 3-month and 6-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth cash flows.

Treasury Notes: All securities issued with initial maturities of 2- to 10-years are called Treasury Notes (T-notes), and pay interest semi-annually.

Treasury Bonds: All securities issued with initial maturities greater than 10-years are called Treasury Bonds (T-bonds). Like Treasury Notes, they pay interest semi- annually.

YIELD: The rate of annual income return on an investment, expressed as a percentage. Yield does not include capital gain.

Income Yield is obtained by dividing the current dollar income by the current market price for the security.

Net Yield or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-coupon bonds are typically issued at a discount and repaid at par upon maturity.

THE BOARD OF DIRECTORS OF HILLCREST HEIGHTS
GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (HILLCREST HEIGHTS GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement and acknowledging receipt of the GHAD Statement of Investment Policy.

WHEREAS, on July 9, 1996, the Contra Costa County Board of Supervisors adopted Resolution 96/329 approving the formation of the Hillcrest Heights Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/02, the GHAD Board approved the consultant services agreement with GEOLEX, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services.

WHEREAS, on October 7, 2014, pursuant to Resolution No. 2014/02, the GHAD Board approved the consultant services agreement with Sands Construction Co., to act as General Manager for the GHAD due to the resignation of Bill Wigginton of GEOLEX, Inc.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, Sands Construction Co., attached hereto as Exhibit A. The budget attached in Exhibit A identifies this limit at $48,000 under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for General Manager services at $48,000 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy.

4. The recitals are incorporated herein by this reference.

Contra Costa County

To: Canyon Lakes GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: Canyon Lakes GHAD Resolution 2017/01

RECOMMENDATION(S):
ADOPT Canyon Lakes GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager. RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:
The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:
On June 4, 1985, the Contra Costa County Board of Supervisors adopted Resolution No. 85/289 approving the formation of the Canyon Lakes Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2016/2017 as prepared by the GHAD General Manager, Sands Construction Company, Inc., which is attached to Resolution No. 2017/01 as Exhibit A. The budget identifies the annual payment limit as $100,155, under Administration.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Amara Morrison
510.834.6600

cc:

BACKGROUND: (CONT'D)

GHAD STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy. The Statement of Investment Policy is attached to Resolution No. 20ll/0l as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

ATTACHMENTS

Canyon Lakes Resolution 2017/01 and Exihibit B

Canyon Lakes Resolution No. 2017/01

CANYON LAKES
GEOLOGIC HAZARD ABATEMENT DISTRICT

TO:	**Canyon Lakes GHAD Board of Directors**
FROM:	**GHAD Attorney Patricia Curtin**
BOARD MEETING DATE:	**June 20, 2017**
SUBJECT:	**Canyon Lakes GHAD Resolution No. 2017/01**

RECOMMENDATION(S):

ADOPT Canyon Lakes GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager.

RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:

On June 4, 1985, the Contra Costa County Board of Supervisors adopted Resolution No. 85/289 approving the formation of the Canyon Lakes Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2016/2017 as prepared by the GHAD General Manager, Sands Construction Company, Inc., which is attached to Resolution No. 2017/01 as Exhibit A. The budget identifies the annual payment limit as $100,155, under Administration.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

GHAD STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property

assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/01 as Exhibit B.

THE BOARD OF DIRECTORS OF CANYON LAKES GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (CANYON LAKES GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD Manager rates under the existing consulting services agreement.

WHEREAS, on June 4, 1985, the Contra Costa County Board of Supervisors adopted Resolution 85/289 approving the formation of the Canyon Lakes Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on March 15, 2011, pursuant to Resolution No. 2011/01, the GHAD Board approved the consultant services agreement (Agreement) with Sands Construction Company, Inc., to act as Interim GHAD Manager. This Agreement, in section 3, requires the GHAD Board to determine by resolution each fiscal year the annual payment limit for GHAD Manager services.

WHEREAS, on January 08, 2013, pursuant to Resolution No. 2013/01, the GHAD Board removed the term "Interim" from the GHAD Manager title, the Agreement was incorporated therein by reference.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD Manager, Sands Construction Company, Inc., attached hereto as Exhibit A. The budget attached in Exhibit A identifies the annual payment limit at $100,155, at page 2 under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the annual payment limit for GHAD Manager services at $100,155 as set forth in Exhibit A and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy dated June 2017 attached hereto as Exhibit B.

4. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

CANYON LAKES
GEOLOGIC HAZARD ABATEMENT DISTRICT

Program Budget

FISCAL YEAR 2017-2018

APRIL 2017

EXHIBIT A

CANYON LAKES
GEOLOGIC HAZARD ABATEMENT DISTRICT

May 30, 2017

Canyon Lakes GHAD Board of Directors
c/o Supervisor Candace Andersen
309 Diablo Road
Danville, California 94526

SUBJECT: Program Budget for Fiscal Year 2017-2018
Canyon Lakes Geologic Hazard Abatement District

Dear Board of Directors:

Attached please find the proposed program budget for the Canyon Lakes Geologic Hazard Abatement District (Canyon Lakes GHAD or GHAD) for fiscal year 2017/2018. The proposed fiscal year budget totals $981,500, which exceeds projected revenues and anticipates a $345,000 deficit and the need to draw a commensurate amount from the reserve fund. At the time of this publication, it is expected that the fund balance on June 30, 2017 will be approximately $3,738,000. A fund balance of $3,393,000 is projected for June 30, 2018.

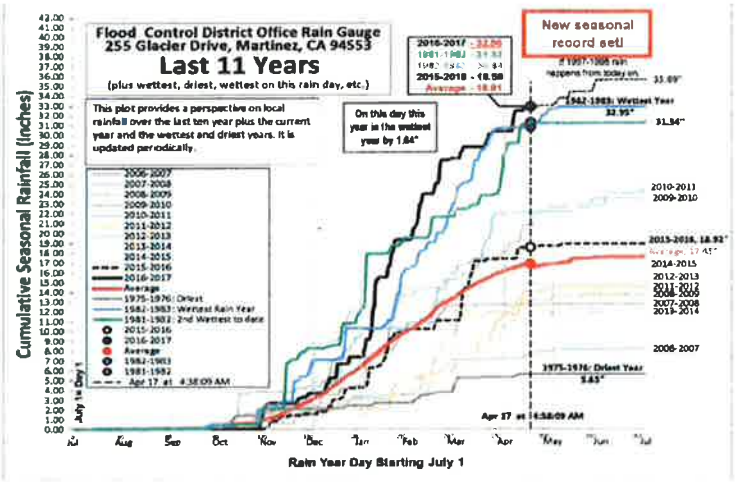
There are four major budget categories, their respective budget expenses breakdown as follows:

Major Repair	58 percent
Preventive Maintenance and Operations	15 percent
Special Projects	6 percent
Administration	21 percent

As a percentage of the annual budget, the Major Projects Program will utilize a large portion of the budget and require significant draws from the reserve fund. The heavy rains from this last season produced several landslides with preliminary damage estimates totaling over $600.00. The Canyon Lakes GHAD has applied to the Federal Emergency Response Agency (FEMA) for federal and state disaster area funds. Damage and repair estimates include emergency response, cleanup and protective measures; as well as engineering and construction and repair costs. Repair and restoration will be prioritized and will likely continue through the next few years.

The Preventive Maintenance Program will focus on continued efforts to secure damaged areas and complete asset site restorations. The program will continue to upgrade and analyze these sites and the associated data collection to insure all predictive features of these instrumentation and asset sites are fully realized. Specifically, we will continue to target the following program elements - Concrete Interceptor Ditch Systems (Repair and Replace Program); the Horizontal Drains (Site Maintenance Program, and a district wide cleaning program); the Piezometers (Site Maintenance Program), and the Soil Debris Bench (Maintenance Program). The Operations Program will continue its existing monitoring profile through this period.

The Bay Area received record setting precipitation this past season as shown in the impressive numbers recorded in the graphic below.



The San Ramon area received approximately 40.00 – inches of rain this year[1]. GHAD historical records indicate an increase in landslide activity throughout the district once 150% of the annual rainfall thresholds have been met. This year's cumulative rainfall topped out at about 200% of normal, thus producing a record setting number of landslides. Currently, The National Oceanic and Atmospheric Administration (NOAA) predicts El Niño neutral conditions in the Southern Oscillation; however, these early probability forecasts have often changed throughout the summer months.

The Special Projects Program costs will be directed to finalizing Amendment 2 to the Plan of Control which clarifies the independent role of the GHAD and strengthens those areas of the plan that define the scope of the District's responsibilities. It is anticipated that the Amended Plan will be presented to the GHAD Board for approval and brought into service during fiscal year 2017/2018. It is anticipated that the GHAD will pursue additional studies in the areas of Fiscal Policy and Geologic Risk Analyses. Approximately 6% of the annual budget has been established for the Special Projects Program. We continue to work to strengthen our communication with district constituents and stakeholders within the Canyon Lakes community.

This budget anticipates continued strengthening and building efficiencies within the Administration Program. General legal counsel will continue to be provided by the Canyon Lakes GHAD Board appointed attorney, Patricia Curtin of Wendel, Rosen, Black & Dean, LLP, and specific litigation counsel will be provided by Timothy J. Ryan of Bold, Polisner, Maddow, Nelson & Judson.

A summary of the expenses is shown on Table 1, pages 4 and 5, followed by brief descriptions of each of the budget items on pages 6 through 14.

Respectfully yours,

Canyon Lakes Geologic Hazard Abatement District

Michael D. Sands
Sands Construction Company, Inc.
General Manager

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[1] Contra Costa County Flood Control District – July 1 – June 30 (precipitation year)

Distribution list:

Canyon Lakes GHAD Board of Directors:

Supervisor Candace Andersen
309 Diablo Road
Danville, CA 94526

Supervisor John M. Gioia
11780 San Pablo Avenue, Suite D
El Cerrito, CA 94530

Supervisor Diane Burgis
3361 Walnut Boulevard, Suite 140
Brentwood, CA 94513

Supervisor Karen Mitchoff
2151 Salvio Street, Suite R
Concord, CA 94520

Supervisor Federal D. Glover (Board Chair)
315 East Leland Road
Pittsburg, CA 94565

GHAD Attorney:

Patricia Curtin, Esq. (Canyon Lakes GHAD Attorney)
Wendel Rosen Black & Dean, LLP
1111 Broadway, 24th Floor
Oakland, CA 94607

GHAD Treasurer:

Mark I. Miller
Watermark Asset Management, Inc.
2010 Crow Canyon Place, Suite 210
San Ramon, CA 94583

Upon Execution: The following entities will be noticed that management will post approved Budget at www.canyonlakesghad.com

Canyon Crest Homeowners Association
c/o Association Management Company, Inc.
P.O. Box 503
Pleasanton, CA 94566
(925) 462-2138 ext. 102
Attention: Ms. Tani Cligny

Canyon Green Homeowners Association
Fleur DuMont Homeowners Association
Canyon View Homeowners Association
c/o Homeowner Association Services
2266 Camino Ramon
San Ramon, CA 94583
(925) 830-4848
Attention: Tom Bantz and Brian Ritter

Canyon Owners' Association
c/o Howe Association Management, Inc.
485 Hartz Avenue, Suite 100
Danville, CA 94526
(925) 837-2805 ext. 1#
Attention: Jackie Howe

Canyon Woods Homeowners Association
c/o Christison Company
3090 Independence Drive
Livermore, CA 94551-9469
(925) 371-5710
Attention: Elizabeth Ramirez

Echo Ridge Homeowners Association
The Lake at Canyon Lakes Homeowners Association
c/o Common Interest Management Services
315 Diablo Road, Suite 221
Danville, CA 94526
(925) 743-3080 ext. 235
Attention: Janice Schock and Melanie Malik

Golden View Elementary School
Nancy White, Principal
5025 Canyon Crest Drive
San Ramon, CA 94583
(925) 735-0555

San Ramon Regional Center
Gary Sloan, CEO
6001 Norris Canyon Road
San Ramon, CA 94583
(925) 275-9200

Vista Pointe Canyon Lakes Owners Assoc
c/o M & C Association Management
4305 Hacienda Drive, Suite 180
Pleasanton, CA 94588
Pleasanton, CA 94588
Attention: Adrian Breato

Canyon Lakes Geologic Hazard Abatement District
Program Budget
Fiscal Year 2017/2018

The following proposed line item program budget (Table 1) summarizes the anticipated expenditures for fiscal year 2017/2018 for the Canyon Lakes Geologic Hazard Abatement District (Canyon Lakes GHAD, GHAD or District). Through an ongoing risk management assessment the GHAD manager evaluates and addresses risk through the implementation of an annual program budget consisting of four major categories. Preceding Table 1, and directly below, please see a general overview description of the four major program elements within the budget.

Major Projects Program

The annual Major Projects Program includes; landslide repair projects, drainage improvement projects and capital improvement projects necessary to either control, mitigate, or prevent landslide activity. Other large program responses necessary to implement the Plan of Control, including specific purpose studies and investigations, may also be included in the Major Projects Program.

Generally, for consideration of inclusion into the Major Projects Program, a project or study would represent a level of complexity requiring plans, specifications, and comprehensive engineering analysis including modeling and research, or a project with a protracted scope such as those requiring multiple regulatory agency approvals. Most Major Projects have a projected cost that exceeds $20,000.

Historically, the Major Projects Program has been comprised of significant landslide repair projects and other responsive large projects; at other times, it has included programmatic studies and investigations useful in generating proactive responses. This diversity of projects demonstrates the importance of a flexible Major Projects Program structure that adapts between responsive and proactive needs and capabilities to manage the dynamic nature of larger scale geologic events.

Preventive Maintenance and Operations

The annual Preventive Maintenance and Operations Program includes all minor repairs, cleanup, maintenance, monitoring and replacement of drainage structures and other assets that degrade over a serviceable life. The goal of preventive maintenance is to keep the assets in operational condition and identify potential slope stability risks before they manifest, allowing measures to be taken to either prevent, or mitigate the impact of these hazards as defined in the Canyon Lakes GHAD Plan of Control.

Canyon Lakes GHAD assets include, concrete lined ditches, subdrainage systems, groundwater measuring instrumentation, slope inclinometers, and moisture gauges, and slope debris catchment features.

The Preventive maintenance program also includes preparations for emergency response, winterization measures including erosion protection, slope stabilization supplies, and instrument maintenance.

The Operations Program is primarily populated with scheduled instrument monitoring events. Data from these instruments are evaluated to establish risk and trends in an effort to avert landslide activity. In addition to the instrumentation monitoring program, the Operations Program contains the Incident Response and Community Relations Program, which incorporates comprehensive first response capabilities, and fosters community incident interaction.

Special Projects

The Canyon Lakes GHAD pursues ongoing and new activities identified as Special Projects. Special Projects include activities requested by the Board such as the Communications Program, or projects and studies designed to improve the District's operational effectiveness and insure financial solvency. Special Projects also include utilizing new technologies to increase the efficiencies of the day-to-day operations of the GHAD. Establishment, testing and placing into service a new Geographic Information System (GIS) has been one of many successful fruitions of the Special Projects Program.

Administration

Administrative expenses are required to operate the Canyon Lakes GHAD and implement the projects. Administrative expenses include the various roles, personnel and consultants to manage the operations including; the General Manager, Administrative Manager, Construction Services Manager, certain clerical and accounting staff, consultants, and legal support.

With respect to the General Management of the Canyon Lakes GHAD - the Canyon Lakes GHAD Board of Directors through Resolution 2016/01, among other business, established a Consulting Services Agreement with Sands Construction Company, Inc. to act as General Manager. The payment limit established for a term through June 30, 2017 is $100,155. The scope of services for the General Manager include, managing the day-to-day operations through implementation of the necessary financial recordkeeping and reporting; updating and maintaining governing documents, such as the Plan of Control; and managing and updating administrative tools such as the Reserve Study, Communications Plan, Work program and Monthly Incident Log. The General Manager Consulting Services Agreement provides for certain administrative positions including, but not limited to; a General Manager, an Administrative Manager, a Construction Services Manager and a Network Administrator as well as overhead costs, such as office space rent, office supplies and postage. The General Manager will retain the necessary professionals, including without limitation, engineers, accounting professionals, and vendors to facilitate the operations of the GHAD. The General Manager Consulting Services Agreement and associated budget allows for the conditional use of subcontractors such as administrative sub-consultants and

engineering or construction sub-consultants, within the payment limits of the Consulting Services Agreement.

With respect to the operations management of the Canyon Lakes GHAD, the Operations Manager payment limit is set at $126,780 for a term through June 30, 2017. The scope of services for the Operations Manager include implementing the Major Projects and Preventive Maintenance Programs through forecasting work schedules and priorities; preparing Requests for Proposals and managing maintenance and repair operations within the Major Projects and Preventive Maintenance Programs - including project management and construction management; and preparing for and responding to emergency incidents. The Operations Manager Consulting Services Agreement provides for certain operational positions including, but not limited to, an Operations Manager, Construction Services Manager and Construction Services Technician, as well as certain overhead costs, such as, office supplies, and electronic monitoring devices testing apparatus rental. The Operations Manager Consulting Services Agreement and associated budget allows for the conditional use of subcontractors such as contractors, engineers, and special inspectors, within the payment limits of the Consulting Services Agreement.

A summary of the proposed Fiscal Year 2017/2018 Budget is presented in Table 1 on the following pages.

Table 1 – Summary of Proposal Fiscal Year 2017/2018 Budget

Budget Item	Budget Amount	% of Total Budget
Major Repairs		
1252 Canyon Side Landslide Repair	87,500	
Canyon Side – Open Space Landslide Repair	92,500	
Crow Canyon Road Landslide Repair	186,000	
Fairway #14 Open Space Landslide Reapir	140,000	
Unanticipated Sites	10,000	
Landscape Replacement (associated with repairs)	50,000	
Total Major Projects	**$566,000**	**58%**

Preventive Maintenance/Operations		
Preventive Maintenance		
Drainage		
Storm Drain Facilities	0.00	
B-58 Concrete Lined Ditches		
Maintenance/Clean/Map	20,000	
Repair and Replace	5,000	
Subdrain Systems	5,000	
Horizontal Drains	50,000	
Subdrain Outlets/Pumps	5,000	
Piezometers	5,000	
Settlement Monitors	1,000	
Retention Basins	5,000	
Minor Repairs	10,000	
Winterization	8,000	
Emergency Response	10,000	
Debris Benches	3,000	
Subtotal	**$127,000**	
Operations		
Piezometer Monitoring	5,000	
Horizontal Drain Monitoring	5,000	
Subdrain Monitoring	5,000	
Settlement Monitoring	1,000	
Incident Response/Homeowner Relations	10,000	
Subtotal	**$26,000**	
Total Preventive Maintenance/Operations	**$153,000**	**15%**

Special Projects		
Plan of Control	30,000	
Reserve Study	1,000	
Special Studies	5,000	
Information Technology/GIS	16,500	
Accounting Systems Upgrade	1,000	
Procedures Manual	1,000	
Communications Program	3,000	
CA Association of GHAD – Membership/Insurance	2,500	
Total Special Projects	**$60,000**	**6%**

Administration		
Legal fees		
General Counsel	25,000	
Special Counsel		
Litigation/Legal Concerns		
HOA/CCCFCD	30,000	
Assessment Roll Update	5,000	
Staffing/Administrative Support	65,000	
Accounting/Bookkeeping	60,000	
Training/Education	1,000	
Office – Rent/Supplies/Equipment/Lease	16,500	
Total Administration	**$202,500**	**21%**

TOTAL PROPOSED BUDGET FY2017/2018	**$981,500**	**100%**

Available Funds	
Estimated Beginning Fund Balance – July 1, 2017*	3,738,000
Estimated Property Owner Assessments	570,000
Estimated Interest on Investments	66,500
Other Income	00
Total Available Funds	**$4,374,500**
Uses of Funds	
Major Projects	566,000
Preventive Maintenance	153,000
Special Projects	60,000
Administrative	202,500
Total Use of Funds	**$981,500**
Estimated Reserve Available/Ending Fund Balance June 30, 2018	**$3,393,000**

* Includes estimated true-up revenue payment (June 2017) of $30,004; Projected Fund Balance date of publication

DESCRIPTION OF BUDGET ITEMS

Major Repairs

1252 Canyon Side Landslide Repair

During the heavy rains in the early months of 2017 a series of landslides occurred on the slopes around Canyon Side. This slide was initially reported by the San Ramon Public Works Department and immediate response included covering and securing the area. The site has been maintained throughout the winter and engineering analysis is currently underway. We anticipate repairs will be implemented during theis fiscal year.

Estimated Cost $87,500

Canyon Side – Open Space Landslide Repair

While on a site reconnaissance, GHAD staff observed an additional rotational slide threatening to enter the downslope watercourse. Barriers were set in place and drainage established. The site has been covered and maintained throughout the winter. Engineering designs and plans are currently being completed. Potential environmental issues will be considered with any design and action to proceed with a repair.

Estimated Cost $92,500

Crow Canyon Road Landslide Repair

This landslide occurred during an extremely heavy rain event and threatened the right of way of Crow Canyon Road. Immediate responses included; securing the site with plastic and barriers placed at the toe of slope to prevent future movement of the landslide debris from encroaching the right of way. This project is currently under engineering analysis and planning. The GHAD was able to obtain authorization to utilize Lidar scanning of the failure via drone flights, which greatly expedited the process of repair development.

Estimated Cost $186,000

Fairway #14 Open Space Landslide Repair

The fairway 14 landslide and debris flows occurred during heavy rains. The site is quite large and incorporates an area of several hundred feet of hillside. The resulting debris flows encroached onto the golf course - some siltation making its way to the watercourse below. Although this golf course site presents a lower priority for the GHAD to repair[2], it does produce the potential for significant mobilized slide debris to encounter the adjacent seasonal stream. The GHAD is currently working on possible mitigation schemes that will likely utilize a debris wall at the base of slope to prevent further incidents of land movement.

Estimated Cost $140,000

Unanticipated Sites:

During heavy rain years unexpected repairs are necessary to avert or control landslides that may threaten property within the District. It is vital for the manager to retain the availability of funds within the Major Repair Program to address such an event.

It is also common to experience a change in the planned construction schedule to include additional sites. Known sites can rise in priority throughout the year and additional sites may emerge.

Estimated Cost $10,000

[2] GHAD Plan of Control and past practices to protect structures on a priority basis given the availability of funds

Landscape Replacement:

Typically, remedial landscaping is either included in the scope of work for major projects or eliminated completely from the repair scheme: however, on occasion the associated License Agreements executed in preparation of the work will address a reimbursement or allowance to the property owner for remedial landscaping installation. With as many sites and events that the Canyon Lakes GHAD has to attend to over the next fiscal year, we have allowed for certain, unknown at this time, reimbursements for landscape/structure reimbursements.

Estimated Cost $50,000

Preventative Maintenance and Operations

Preventative Maintenance

Preventative maintenance generally consists of those measures taken to prevent an incident or landslide event, including asset maintenance, drainage structures, instrument sites and winterization measures. Operations include ongoing monitoring programs and responses to community requests. Details of the proposed budget for each of these categories are listed below.

Given the unique nature of the damage and response efforts necessary within the Major Projects Program this year, the Preventive Maintenance Program will continue through this fiscal year with those tasks that are essential to maintaining slope instrumentation sites and information and data collection and other measures to insure slope stability. We will defer discretionary efforts within the Preventive Maintenance program until we complete efforts to address the damages sustained during this year's rain events.

B-58 Drain Systems

Maintenance – Allows for one major annual cleaning and mapping. District staff periodically walks the B-58 systems to get a first-hand account of their current conditions and project their serviceable life. This information, along with other empirical data, is utilized in our Reserve Study updates. With the extreme weather conditions this year and the related soil and vegetation load impacting the network of B-58 systems, we have anticipated and allowed for a greater effort to maintain proper drainage for these facilities over the fiscal year.

Estimated Cost $20,000

Repair and Replacement – The GHAD has completed all of the listed 250 lineal feet of damaged B-58 throughout the district. In the future, a priority will be established based on the degree of damage and risk to improved properties, and a percentage of future replacement projects will be budgeted throughout the upcoming years. In recent years minor repairs were accomplished involving approximately 1500 lineal feet of B-58 drainage systems. This year an additional 100 lineal feet of minor repair (cracks and

small spalls) has been budgeted for repair. The remaining budget will be utilized on repairs to existing B-58s on a site-by-site basis.

Estimated Cost $5,000

Subdrain Systems

Outlet sites for subdrain systems must be monitored and maintenance provided to insure outlets have not been damaged or impeded. This budget will allow for an inspection and minor maintenance of these sites.

Estimated Cost $5,000

Horizontal Drains

The District Manager has placed a high priority on verifying the condition of and restoring as many existing horizontal drains throughout the development as possible. A definitive list of sites requiring repairs has been determined and work continued through fiscal year 2016/2017 on restoring the sites and installing identification markers. The work this year has been expanded to include commencement of a multi-year cleaning program.

Estimated Cost $50,000

Subdrain Outlets/Pumps

The Canyon Lakes GHAD conducts ongoing efforts to identify, locate, and make determinations about the effectiveness of the network of subdrains throughout the Development. The District anticipates that on-site restoration work may be necessary at some sites. This additional work as well as the introduction of the subdrain systems into the District GIS system has been incorporated into this budget item.

The District maintains three substation subdrain pumping facility sites located around the lake at Canyon Lakes. Periodic site checks for operation are required. In recent years the equipment, instrumentation and electronics have been updated. A budget has been established to provide ongoing site maintenance and pump replacement.

Estimated Cost $5,000

Piezometers

The District reads and maintains in excess of 72 piezometers measuring ground water elevations. A definitive list of sites requiring repairs has been determined and work completed on restoring many of the sites and installing identification markers and protective monuments at virtually all sites. The work this year has been expanded to include a greater number of sites and inclusion of the sites into the GIS system.

Estimated Cost $5,000

Settlement Monitors

Over time, a number of settlement monitors have been placed throughout the development. These monitors were, in large part, installed as part of a specific study and therefore are not continually monitored. A modest budget has been established for site preservation and maintenance.

Estimated Cost $1,000

Retention Basins

Protracted drought conditions in northern California have resulted in significant reduction in water levels in many dual-purpose storm water retention facilities in the area, including within the Canyon Lakes development. The GHAD manager is actively working with local Homeowners Associations and jurisdictional agencies to further explore the potential risk ramifications in an effort to collectively plan for impact.

Estimated Cost $5,000

Minor Repairs

A budget is established annually for anticipated, as well as unanticipated minor repair projects. There is not currently any anticipated minor projects within the Preventive Maintenance Program.

Estimated Cost $10,000

Winterization

An annual budget for the cost of winterization materials and installation has been established.

Estimated Cost $8,000

Emergency Response

During the winter rainy season the Canyon Lakes GHAD responds to a range of urgent active and threatening landslides and drainage issues where property damage is threatened. These incidents typically involve mud or debris flows, plugged storm drains at the base of slopes or flooded properties due to the overflow of runoff from plugged or damaged facilities. In severe cases these responses can be the initiation of slope stabilization measures in preparation for a major repair.

Estimated Cost $10,000

Debris Benches

Numerous earthen debris benches exist throughout the district. It is essential that these facilities are inspected to insure capacities and drainage have not been compromised. Annual inspections are made and periodic debris removal plans are initiated. This year's budget allows for geotechnical evaluations and the periodic removal of accumulated debris from several of those benches identified during the study and routine monitoring events.

Estimated Cost $3,000

Operations

An inventory of on-site instrumentation including hundreds of piezometers, inclinometers, horizontal drains, subdrains and settlement monuments are monitored periodically throughout the year as a preventative measure. Collected data from these sites is analyzed and aggregated into the GIS system for further analysis to establish trends.

Monitoring sites can be established for a variety of uses. Often completed repair sites require monitoring to confirm that the slope has been stabilized. Other sites have been utilized to indicate signs of unstable conditions developing and have been instrumental in determining slope conditions prior to the activation of a landslide.

Through the use of collected data such as water depth, magnitude of slope movement, depth of movement and ground surface movement, the District has been able to arrest slope movement in advance of an incipient failure. Archiving of historical data is currently being integrated into the GHAD GIS system.

Throughout the year the District receives incident response or assistance calls from property owners regarding slope stability or drainage issues. Community relations, including incident responses through the annual Operations Program has been institutionalized as a role of GHAD management. All incidents are recorded within the GIS and move through the district response mechanisms as is appropriate and consistent with the GHAD Plan of Control.

The GHAD manager receives updates in long-range weather and oceanic temperature changes through the National Oceanic and Atmospheric Administration (NOAA) and other scientific and atmospheric agencies that track data and produce probabilistic assessments on the likelihood of a recurrence of heavy rain conditions.

Estimated Cost $26,000

Special Projects

During fiscal year 2017/2018 the District will continue several special projects. Brief descriptions of the special projects are presented in Table 1 and further described below:

Plan of Control Update

At the time of this publication, Amendment 2 to the Plan of Control has been drafted and will be presented to the Board which will contain additional clarifications with respect to the GHADs responsibilities and authorities and make certain minor clarifications in the language.

Estimated Cost $30,000

Reserve Study

The Canyon Lakes GHAD reserve fund study has been completed. The Reserve Study functions as a pro-forma analysis of the financial needs of the GHAD. It serves as a tool to calculate the annual contribution requirements by the District to build and maintain sufficient

funds for emergencies based on past weather patterns and slide repair costs. The Reserve Study projects annual contribution to the funds required over a forty-year period and is periodically updated to represent new conditions and impacts.

Estimated Cost $1,000

Special Studies

The Canyon Lakes GHAD intends to conduct targeted studies in the areas of fiscal policy and geologic risk. The recent research and study into the Plan of Control update and the Reserve analysis will be utilized to provide initial data to conduct these research projects. The Canyon Lakes GHAD, now in its 30th year, has the unique opportunity to address many of the issues surrounding long-term viability and sustainability, within changing environmental and financial conditions. Using empirical data we can assess potentially increasing financial loads and geologic risks that may accompany the maturation process of this district. We are confident that these studies have produced and will continue to produce beneficial results.

Estimated Cost $5,000

Information Systems and Technology

GHAD has completed an upgrade to its GIS system to include all of the GHAD's data collection and monitoring operations. The system is now fully operational and is run from internal servers, combined with secure and private "cloud" storage. The record and tool that this system offers facilitates the General Manager's ability to locate past repairs and assist in a variety of risk assessments within the District. Upgrades have now provided additional state-of-the-art security and redundancy features not historically available.

As a result of an independent evaluation of the GHAD's information systems conducted in 2012 and again in 2015, the GHAD has modernized its IT systems and security. Additionally, a new GHAD website was launched www.canyonlakesghad.com to assist property owners and disseminate information to our constituents.

It is anticipated that work will continue on enhancements to the GHAD GIS during this term. Work will include, incorporating access features to data and graphic representations, and improving performance and usability of the site.

Estimated Cost $16,500

Accounting System Upgrade

Periodic upgrades are necessary to enhance accounting system capabilities. The GHAD utilizes expense accounting software to assist in reporting and the day to day operation of the District. Continued accounting systems enhancements will be implemented allowing more data entry streamlining, enhanced reporting, and quality control assurance procedures, augmenting the current systems.

Estimated Cost $1,000

Procedures Manual

GHAD continually upgrades procedures and modifies plans to incorporate new technologies that assist the GHAD in delivering the highest level of services. Procedures require certain modifications and enhancements as new methodologies are introduced and incorporated into the GHAD Standard Operation Procedures. Certain financial and operations procedures have been institutionalized within the program. Additional procedures will be incorporated to further define and standardize the following areas:

- Preventive Maintenance/Operations
- Communications
- Administrative Procedures

Estimated Cost $1,000

Communications Plan

The Canyon Lakes GHAD maintains a communications plan designed to keep constituents current on GHAD operations and developments. The plan addresses several venues and mediums in which to disseminate information within this district, and to other concerned parties, and to establish clear and accessible channels for community interaction. The GHAD has now implemented a web page for public information and a multi-page informational brochure has been completed and distributed to interested Homeowner Associations (HOA) that describes the GHAD and its responsibilities and limitations.

Estimated Cost $3,000

Outreach/Legislative Review
California Association of GHADs (CAGHADs) Membership/Insurance

The proliferation of new GHADs within California has resulted in new legislation and adopted procedures. The Canyon Lakes GHAD Manager, in association with others, shares information and knowledge through a consortium of GHAD managers known as the California Association of GHADs (CAGHADs). The CAGHAD has recently obtained General Liability policies for its member GHADs. Policy premium costs for the Canyon Lakes GHAD are approximately $1,400[3]. Additionally, the GHAD manager participates in the CAGHADs as the organization pursues other financial assets that may provide the GHADs additional options for extraordinary event financial planning. In 2016 the CAGHAD Board adopted a new fee schedule reducing the annual GHAD fees for membership by 50%.

Estimated Cost $2,500

Administration

The administration of the Canyon Lakes GHAD includes all costs associated with legal support, office expenses, staffing, and accounting. Brief descriptions are presented below.

[3] Nominal increases in unit costs are expected in 2016

Legal

General Counsel – GHAD management must interact regularly with GHAD Counsel. The day-to-day operations of the GHAD present myriad of opportunities and issues to work directly with GHAD counsel, in the areas of contracts, agreements, issues or new business to present to the Board, legislation, property owner issues, etc.

Estimated Cost $25,000

Special Counsel – GHAD management requires the services of special counsel from time to time in the areas of litigation and other legal concerns.

Estimated Cost $30,000

Assessment Roll Update

Annually, the district funds an effort to recalculate the final assessment roll for the district. This budget allows for a periodic analysis of the comprehensiveness of the roll in addition to calculating the properties status and rate modifications.

Estimated Cost $5,000

Staffing/Administrative Support

The GHAD staff includes the General Manager, a Construction Services Manager, an Administration Manager and frequently other support staff. The General Manager administers all GHAD day-to-day operations, including financial budgeting and communications regarding its activities. The Construction Services Manager, among other tasks, administers the Major Projects and Preventive Maintenance Programs and associated work schedules, consulting and construction contracts, and documents. The administrative staff is responsible for accounting/bookkeeping, contract administration, clerical, and construction management support. Additional management staff costs are also applied to specific projects as appropriate. Authorized business expenses such as rent, office supplies and leases are included in Staffing.

Estimated Cost $142,500

Statement of Investment Policy

Canyon Lakes GHAD
Policy Dated: June 2017

EXHIBIT B

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I. Introduction

Geologic Hazard Abatement Districts ("GHADs") are local governmental districts specifically formed for the purpose of prevention, mitigation, abatement or control of geologic hazards. GHADs are political subdivisions of the state and is not an agency or instrumentality of a local agency. A geologic hazard is broadly defined as an actual or threatened landslide, land subsidence, soil erosion, earthquake, fault movement, or any other natural or unnatural movement of land or earth. The board of directors of a GHAD is comprised of either five landowners from within the GHAD boundaries or the legislative body of the city or county that created the GHAD. The powers of the GHAD are vested in the board of directors.

A GHAD is empowered to acquire, construct, operate, manage or maintain improvements on public or private lands which are necessary or incidental to prevent, mitigate, abate or control geologic hazards within the district. The GHAD may assess landowners for the operation and maintenance of improvements acquired or constructed pursuant to GHAD law, found in the California Public Resources Code Section 26500 *et seq.* ("GHAD Law"). Further, the GHAD prepares plans of control which describe in detail a geologic hazard, its location and a plan for the prevention, mitigation, abatement or control thereof.

The GHAD Treasurer is entrusted with the financial management of the district's resources in close collaboration and cooperation with the GHAD Manager.

The GHAD Manager is empowered with the day-to-day responsibility of managing and overseeing the operations of the GHAD, including managing the annual budget, responding to constituents, execution and management of contracts.

The purpose of this Statement of Investment Policy ("Policy") is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize investment-related activities. Activities include providing accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective management of custodial relations, prudent investment and portfolio allocation for a real return on investment.

II. Statement of Objectives

In managing the GHAD investment portfolio, the GHAD Treasurer seeks to balance the investments to meet the short term, intermediate, and long term (reserve) needs of the GHAD. Investments are intended to achieve a real rate of return while minimizing the potential for capital losses arising from market changes or issuer default. While the GHAD Treasurer will not make investments for the purpose of trading or speculation as the dominant criterion, they will seek to enhance total portfolio return by means of effective investment allocation.

The GHAD will consider the following objectives for portfolio management:

1. **Safety** - Each investment transaction shall seek to ensure that capital losses are minimized, whether they are from securities defaults or erosion of market value.

2. **Liquidity** - The investment portfolio will remain sufficiently liquid to enable the GHAD to meet all operating requirements that might be reasonably anticipated while preserving principal.

3. **Yield** - The GHAD may establish a performance benchmark based on current investment objectives and constraints. The investment portfolio shall be managed to attain a real rate of return throughout budgetary and economic cycles, taking into account the GHAD's policy constraints and cash flow requirements. The portfolio yield represents current income while total return will include both income and capital appreciation/depreciation.

4. **Diversification** - The investment portfolio will be diversified to manage interest rate, market event, liquidity, and credit risk to meet the GHAD's investment objectives.

5. **Real Rate of Return-** the investment portfolio will seek an investment return in excess of inflation.

III. Use of State Investment Guidelines

GHAD Law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices for cities, districts and local agencies. This Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

IV. GHAD Treasurer Authority

The responsibility for conducting the GHAD investment program lies with the GHAD Treasurer, who has established procedures for the operation of the investment program, consistent with this Policy. Within the aforementioned authorities, the GHAD Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The GHAD Treasurer has further authority to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

For purposes of this Policy, the GHAD Treasurer must be registered under the Investment Advisors Act of 1940, as a registered Investment Advisor and The custodians must be registered broker-dealers with (FINRA) Financial Industry National Regulatory Authority and a member of the Securities Investor Protection Corporation (SIPC).

V. Investment Policy Adoption

This Policy shall be reviewed and approved by the GHAD Manager and GHAD Treasurer. If the GHAD Manager and GHAD Treasurer determine substantial modifications to this Policy are necessary, such modifications shall be reported to the Board of Directors.

VI. Standard of Prudence

GHAD Board members, employees and consultants involved in the investment process ("Participants") shall act responsibly as custodians of the public trust. Participants acknowledge that the GHAD's investment portfolio is subject to public review and evaluation. Nevertheless, in a diversified portfolio, it must be recognized that occasional measured losses are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

The standard of prudence to be used by investment officials shall be the "prudent Investment Manager standard," which states:

> *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing investments, the Investment Manager shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the client, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the (client) Investment Manager."*

Participants acting in accordance with this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy.

VII. Reporting

While there is no requirement in GHAD Law to do the following, the following investment activity reports will be completed.

A. Monthly

At the direction of the GHAD Treasurer, the Custodians shall provide a monthly institutional brokerage statement with an investment and transaction summary to the GHAD Manager.

B. Quarterly

The GHAD Treasurer shall submit quarterly investment reports to the GHAD Manager.

The quarterly report shall highlight key aspects of information contained in the investment reports; a summary of investment activity for each GHAD, total account balance, balance by position, quarterly performance summary of the investment portfolio and review of cash flow required to meet expenditures for the next six months.

C. Other

The GHAD Treasurer shall present to the GHAD Manager an annual report on the investment program and investment activity no later than 180 days following the end of the fiscal year. The annual report may include a performance summary, suggest policies and improvements that might enhance the investment program, and include an investment plan for the ensuing fiscal year. The GHAD Treasurer will provide additional data deemed necessary by the GHAD Manager to facilitate any additional accounting or reporting requirement.

VIII. Investment Instruments

The following sections describe individual investment types appropriate for the GHAD.

A. **United States Treasury Notes, Bonds, Bills, or Certificates of Indebtedness**, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

CA Govt Code 53601(b)

B. **Negotiable Certificates of Deposit** issued by a nationally- or state-chartered bank, a savings association or a federal association as defined by Section 5102 of the California Financial Code, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.

CA Govt Code 53601 (i)

C. **Money Market Funds** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C.).

The GHAD will typically utilize, but is not limited to, Government and Treasury money funds in portfolios. A Government money fund invests at least 99.5% of its total assets in cash, government securities, and/or repurchase agreements that are "collateralized fully" (i.e., collateralized by cash or government securities). A Treasury fund is a type of government money fund that invests in US Treasury Bills, Bonds and Notes.

CA Govt Code 53601 (l)

D. **Mutual Funds** an investment program funded by shareholders that trades in diversified holdings and is professionally managed.

E. **Exchange Traded Funds (ETF)** marketable securities that track an index; which can be comprised of a basket of assets (such as commodities, bonds, or equities) Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold.

F. **Municipal Bonds** issued by the State of California and any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or any local agency, or by a department, board, agency or authority of the state or any local agency.

Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CA Govt Code 53601 (c), CA Govt Code 53601 (d), CA Govt Code 53601 (e)

G. **Asset-Backed Securities** defined as all mortgage pass-through securities, collateralized mortgage obligations, mortgage-backed or other pay-through bonds, equipment lease-backed certificates, consumer receivable pass-through certificates, and consumer receivable-backed bonds.

Asset-backed securities shall be rated at least "AA" or the equivalent by a NRSRO at the time of purchase. Additionally, securities eligible for investment under this subsection shall be issued by an issuer whose debt is rated at least "A" or the equivalent by a NRSRO at the time of purchase.

CA Govt Code 53601 (o)

H. **Structured Notes**, a debt obligation that also contains an embedded derivative component that adjusts the security's risk/return profile. The return performance of a structured note will track both that of the underlying debt obligation and the derivative embedded within it.

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

IX. Investment Diversification

Investments shall be based on a review of cash flow forecasts. Investments will be reviewed quarterly to permit the GHAD Manager to meet all projected obligations.

The short term allocation will be invested in safe and liquid assets, typically money market funds, to ensure that operational expenses will be met for the current budgetary year (1x operating expense).

The intermediate allocation is maintained at 1x operating expense and is invested in inflation-protected securities and short-term fixed income holdings. This allocation is intended to cover

unexpected events (earthquakes, extreme weather conditions, etc.) if the annual operating funds are exhausted.

The long term reserve allocation invests assets in excess of the operating and intermediate budget allocations and is used to generate income and modest growth for future use. The objective of the long term reserve allocation is balanced between long-term capital appreciation and high current income, with an emphasis on income. This sleeve of the portfolio strives to provide a real rate of return over time (nominal rates of return adjusting for factors such as inflation, interest rates, credit spreads and foreign exchange).

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

X. Internal Controls

The GHAD Treasurer shall implement a system of internal controls. These controls are designed to prevent loss of investments arising from fraud, employee error, misrepresentation by third parties or imprudent actions by Participants involved in the investment process. Controls deemed most important include:

- **Separating transaction authority from accounting and record keeping.** Separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, fosters a system of checks and balances.

- **Avoiding physical delivery securities.** Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

- **Confirming telephone transactions for investments and wire transfers in writing.** Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax/email if on letterhead and the safekeeping institution has a list of authorized signatures.

- **Developing money transfer agreements with the third party custodian.** This agreement should outline the various controls and security provisions, and delineate responsibilities of each party making and receiving money transfers.

XI. Financial Institution Selection

The GHAD Treasurer shall review and select qualified financial institutions from which securities are held, purchased or sold.

In selecting financial institutions for the deposit or investment of GHAD funds, the GHAD Treasurer shall consider the financial stability of the institutions. The GHAD Treasurer shall

continue to monitor financial institutions' creditworthiness throughout the period in which GHAD funds are deposited or invested.

The GHAD Treasurer is authorized to conduct investment transactions on the GHAD's behalf. The GHAD Treasurer may use its own list of approved broker/dealers and financial institutions for investment purposes.

XII. Risk Tolerance

It is recognized that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. The GHAD Treasurer is expected to display prudence in the selection of securities as a way to minimize risk. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

The GHAD Treasurer shall use strategies to control risks of default, market price changes, illiquidity, credit quality, investment duration and portfolio volatility (standard deviation). The GHAD Treasurer shall periodically review with GHAD Manager the investment results, risks and the steps that have been taken to mitigate future risks.

XIII. Safekeeping and Custody

To protect against potential fraud and embezzlement, the assets of the GHAD shall be secured through third-party custody and safekeeping procedures.

The GHAD Treasurer shall maintain a list of financial institutions authorized to provide custodial services. Assets are held directly with the Custodian who provides independent verification of assets through monthly institutional account statements. Each GHAD will maintain a separate account with the Custodian.

The GHAD Treasurer is responsible for the coordination, review and monitoring of GHAD cash disbursements. Through a dual control verification process, the GHAD Treasurer verifies disbursement requests from the GHAD Manager. GHAD Managers shall only submit check requests for vendors approved by the GHAD Manager. The GHAD Treasurer coordinates and verifies disbursements from the Custodian to the approved vendors.

Glossary

ASK PRICE: The price at which a seller offers to sell a security to a buyer.

ASSET-BACKED SECURITIES: Bonds created from various types of consumer debt. Returns on these securities come from customer payments on their outstanding loans. The primary types of asset-backed securities are mortgages, home equity loans, auto loans, leases, credit card receivables and student loans.

BANKERS' ACCEPTANCE: A letter of credit issued in a foreign trade transaction which allows exporters to receive payment prior to importation of their goods. Banks provide short-term financing to facilitate the transaction and may sell the obligation to a third party. Bankers' Acceptances are secured by the issuer of the bill, while the underlying goods also serve as collateral.

BANK DEPOSITS: Collateral in the form of currency that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

BENCHMARK: A comparative base for measuring the performance or risk of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID PRICE: The price at which a buyer offers to purchase a security from the seller.

BOND: A debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate called a coupon payment. Bonds are used by companies, municipalities, states and the U.S. government to finance a variety of projects and operating activities.

BROKER: A broker aligns buyers and sellers of securities and receives a commission when a sale occurs. Brokers generally do not hold inventory or make a market for securities.

CALIFORNIA LOCAL AGENCY OBLIGATIONS: Bonds that are issued by a California county, city, city and county, including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

CD (CERTIFICATE OF DEPOSIT): Time deposits issued by a bank, savings or federal credit union, or state-licensed branch of a foreign bank. Negotiable Certificates of Deposits rely on the credit rating of the issuing entity.

COLLATERAL: Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COLLATERALIZATION: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

COMMERCIAL PAPER: Short-term unsecured promissory note issued by a company or financial institution. Commercial paper is issued at a discount and matures at face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

COUPON: The annual rate of interest that a bond's issuer promises to pay the bondholder, expressed as a percentage of the bond's face value.

CREDIT RISK: Credit risk is the likelihood that an issuer will be unable to make scheduled payments of interest or principal on an outstanding obligation.

CUSTODIAN: An agent such as a brokerage firm or a bank that stores a customer's investments for safekeeping. The custodian does not have fiduciary responsibilities.

DEALER: A dealer, as opposed to a broker, acts as a principal in security transactions, selling securities from, and buying securities for his/her own position.

DEFAULT: To default is to fail to repay principal or make timely interest payments on a bond or other debt investment security, or failure to fulfill the terms of a note or contract.

DELIVERY VERSUS PAYMENT (DVP): A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

DURATION: The weighted average time to maturity of a bond where the weights are the present values of future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates.

EXCHANGE TRADED FUNDS (ETF): ETF is a marketable security that tracks an index, a commodity, bonds, or a basket of assets like an index fund. Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold. ETFs typically have higher daily liquidity and lower fees than mutual fund shares.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FLOATING RATE INVESTMENTS: Notes whose interest rate is adjusted according to the interest rates of other financial instruments. These instruments provide protection against rising or falling interest rates, but may pay lower yield than fixed rate notes.

FUTURES: Commodities, which are sold in the present time and are to be delivered at a future date.

INTEREST ONLY STRIPs: Securities with cash flow based entirely on the monthly interest payments received from a mortgage, Treasury, or bond payment. No principal is included in these types of securities.

INVERSE FLOATING RATE INVESTMENTS: Variable-rate notes (such as inverse floating rate notes) whose coupon and value increase as interest rates decrease.

INVESTMENT PROGRAM: The process of modern portfolio management. The process includes establishing investment policy, analysis of the economic and capital markets environment, portfolio monitoring and rebalancing, and measuring performance.

LIQUIDITY: The ease with which investments can be converted to cash at their present market value. Liquidity is significantly affected by the number of buyers and sellers trading a given security and the number of units of the security available for trading.

LOCAL AGENCY BONDS: These bonds are issued by a county or city including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to state and local government entities and certain non-profit organizations in California in which organizations pool their funds for investment. LAIF is managed by the State Treasurer's Office.

MARKET RISK: Market risk is the risk that investments will change in value based on changes in general market prices.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract which includes provisions specific to the governmental agency that is signed by an authorized officer with each counterparty. A master agreement will often specify details to the nature of transactions, the relationship of the parties to the agreement, parameters pertaining to the ownership and custody of collateral, and remedies in the event of default by either party.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MEDIUM TERM NOTES (MTN): Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MORTGAGE-BACKED SECURITIES: A debt instrument with a pool of real estate loans as the underlying collateral. The mortgage payments of the real estate assets are used to pay interest and principal on the bonds.

MORTGAGE PASS-THROUGH SECURITIES: A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including equity securities, fixed-income securities and money market instruments. **Money market mutual funds** invest exclusively in short-term (1-day to 1-year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper. The principal objective is the preservation of capital and generation of current income.

OFFER: The price asked by a seller of securities. See Ask Price and Bid Price.

OPTION: A contract that provides the right or obligation, depending on the buyer or seller's position within the contract, to buy or to sell a specific amount of a specific security within a predetermined time period at a specified price. A call option provides the right to buy the underlying security. A put option provides the right to sell the underlying security. The seller of the contracts is called the writer.

PORTFOLIO: A collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker- dealers, banks, and a few unregulated firms.

PRINCIPAL ONLY STRIPS: Securities with cash flow based entirely on the principal payments received from an obligation.

RANGE NOTES: A range note is a bond that pays interest if a specified interest rate remains above or below a certain level and/or remains within a certain range.

RATE OF RETURN: The yield plus capital appreciation/depreciation obtainable on a security based on its purchase price or its current market price.

REPURCHASE AGREEMENT (RP, Repo): A contractual transaction between an investor and an issuing financial institution (bank or securities dealer). The investor exchanges cash for temporary ownership or control of collateral securities, with an agreement between the parties that on a future date, the financial institution will repurchase the securities.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held by the bank in the customer's name.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION (SEC): A federal government agency comprised of five commissioners appointed by the President and approved by the Senate. The SEC was established to protect the individual investor from fraud and malpractice in the marketplace. The Commission oversees and regulates the activities of registered investment advisers, stock and bond markets, broker/dealers, and mutual funds.

STATE OBLIGATIONS: Registered treasury notes or bonds of the 50 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 United States.

STRIPS: Bonds, usually issued by the U.S. Treasury, whose two components, interest and repayment of principal, are separated and sold individually as zero-coupon bonds. Strips are an acronym for Separate Trading of Registered Interest and Principal of Securities.

SUPRANATIONALS: International financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe.

TRUSTEE: An individual or organization, which holds or manages and invests assets for the benefit of another. The trustee is legally obliged to make all trust-related decisions with the trustee's interests in mind, and may be liable for damages in the event of not doing so.

U.S. AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations (GSEs), participations, or other instruments. The obligations are issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Issuers include: Fannie Mae, Farmer Mac, Federal Farm Credit Banks, Freddie Mac, Federal Home Loan Banks, Financing Corporation, Tennessee Valley Authority, Resolution Trust Funding Corporation, World Bank, Inter-American Development Bank, and PEFCO.

U.S. TREASURY OBLIGATIONS (TREASURIES): Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the U.S. and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

Treasury Bills: All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury Bills (T-bills). The Treasury currently issues 3-month and 6-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth cash flows.

Treasury Notes: All securities issued with initial maturities of 2- to 10-years are called Treasury Notes (T-notes), and pay interest semi-annually.

Treasury Bonds: All securities issued with initial maturities greater than 10-years are called Treasury Bonds (T-bonds). Like Treasury Notes, they pay interest semi- annually.

YIELD: The rate of annual income return on an investment, expressed as a percentage. Yield does not include capital gain.

Income Yield is obtained by dividing the current dollar income by the current market price for the security.

Net Yield or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-coupon bonds are typically issued at a discount and repaid at par upon maturity.

CANYON LAKES
GEOLOGIC HAZARD ABATEMENT DISTRICT

TO:	**Canyon Lakes GHAD Board of Directors**
FROM:	**GHAD Attorney Patricia Curtin**
BOARD MEETING DATE:	**June 20, 2017**
SUBJECT:	**Canyon Lakes GHAD Resolution No. 2017/01**

RECOMMENDATION(S):

ADOPT Canyon Lakes GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager.

RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:

On June 4, 1985, the Contra Costa County Board of Supervisors adopted Resolution No. 85/289 approving the formation of the Canyon Lakes Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2016/2017 as prepared by the GHAD General Manager, Sands Construction Company, Inc., which is attached to Resolution No. 2017/01 as Exhibit A. The budget identifies the annual payment limit as $100,155, under Administration.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

GHAD STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property

assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/01 as Exhibit B.

THE BOARD OF DIRECTORS OF CANYON LAKES
GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (CANYON LAKES GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD Manager rates under the existing consulting services agreement.

WHEREAS, on June 4, 1985, the Contra Costa County Board of Supervisors adopted Resolution 85/289 approving the formation of the Canyon Lakes Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on March 15, 2011, pursuant to Resolution No. 2011/01, the GHAD Board approved the consultant services agreement (Agreement) with Sands Construction Company, Inc., to act as Interim GHAD Manager. This Agreement, in section 3, requires the GHAD Board to determine by resolution each fiscal year the annual payment limit for GHAD Manager services.

WHEREAS, on January 08, 2013, pursuant to Resolution No. 2013/01, the GHAD Board removed the term "Interim" from the GHAD Manager title, the Agreement was incorporated therein by reference.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD Manager, Sands Construction Company, Inc., attached hereto as Exhibit A. The budget attached in Exhibit A identifies the annual payment limit at $100,155, at page 2 under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the annual payment limit for GHAD Manager services at $100,155 as set forth in Exhibit A and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy dated June 2017 attached hereto as Exhibit B.

4. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

Contra Costa County

To: California Tradewinds GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: California Tradewinds GHAD Resolution 2017/01

RECOMMENDATION(S):
ADOPT California Tradewinds GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager; ADOPT California Tradewinds GHAD Resolution No. 2017/02 increasing the GHAD budget through the 2016/2017 fiscal year to $14,800; and RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:
The GHAD is funded 100% through assessments levied on properties within the GHAD. The increase in the 201612017 fiscal year will result in an increase in the 201612017 budget from $6,000 to $8,800. However, there are sufficient funds in the budget to accommodate such requested increase since the GHAD has collected monies to fund the transfer of maintenance responsibilities from the developer.

BACKGROUND:
On May 19, 2009, the Contra Costa County Board of Supervisors adopted Resolution No. 2009/02 approving the formation of the California Tradewinds Geologic Hazard Abatement

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Amara Morrison
510.834.6600

By: , Deputy

cc:

BACKGROUND: (CONT'D)

District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, Sands Construction Co. which is attached to Resolution No. 20l7/0l.

In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as required by that Agreement. The budget attached to Resolution No. 2017/0l as Exhibit A identifies that limit at $6,000.

The GHAD Board is also being requested to increase the amount of budgeted funds in the 2016/2017 fiscal year from $6,000 by $8,800 which reflects a total amended 2016/2017 budget through June 30, 2017, The reason for this increased budget is the California Tradewinds GHAD is in the process of accepting a transfer of maintenance responsibilities from the developer DeNova Homes. The GHAD has collected $8,800.00 from DeNova Homes to fund the transfer of maintenance responsibility process. To date, the GHAD Manager has accrued, but not yet billed, these costs against the GHAD Manager's Consulting Services Agreement since this transfer was not contemplated in the 2016/2017 budget submitted to the Board in June of 2016.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue transfer of maintenance responsibilities if the 2016/2017 amended budget is not approved. Further, the GHAD will not be able to continue operation starting July 1, 2017 if the 2017/2018 budget is not adopted.

ATTACHMENTS

California Tradewinds Resolution 2017/01 and Report

CA Tradewinds Resolution No. 2017/01

THE BOARD OF DIRECTORS OF CALIFORNIA TRADEWINDS GEOLOGIC HAZARD ABATEMENT DISTRICT

TO:	**California Tradewinds GHAD Board of Directors**
FROM:	**GHAD Attorney Patricia Curtin**
BOARD MEETING DATE:	**June 20, 2017**
SUBJECT:	**California Tradewinds GHAD Resolution No. 2017/01**

RECOMMENDATION(S):

ADOPT California Tradewinds GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and General Manager;

ADOPT California Tradewinds GHAD Resolution No. 2017/02 increasing the GHAD budget through the 2016/2017 fiscal year to $14,800; and

RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. The increase in the 2016/2017 fiscal year will result in an increase in the 2016/2017 budget from $6,000 to $8,800. However, there are sufficient funds in the budget to accommodate such requested increase since the GHAD has collected monies to fund the transfer of maintenance responsibilities from the developer.

BACKGROUND:

On May 19, 2009, the Contra Costa County Board of Supervisors adopted Resolution No. 2009/02 approving the formation of the California Tradewinds Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, Sands Construction Co. which is attached to Resolution No. 2017/01. In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as required by that Agreement. The budget attached to Resolution No. 2017/01 as Exhibit A identifies that limit at $6,000.

The GHAD Board is also being requested to increase the amount of budgeted funds in the 2016/2017 fiscal year from $6,000 by $8,800 which reflects a total amended 2016/2017 budget through June 30, 2017. The reason for this increased budget is the California Tradewinds GHAD is in the process of accepting a transfer of maintenance responsibilities from the developer DeNova Homes. The GHAD has collected $8,800.00 from DeNova Homes to fund the transfer of maintenance responsibility process. To date, the GHAD Manager has accrued, but not yet billed, these costs against the GHAD Manager's Consulting Services Agreement since this transfer was not contemplated in the 2016/2017 budget submitted to the Board in June of 2016.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue transfer of maintenance responsibilities if the 2016/2017 amended budget is not approved. Further, the GHAD will not be able to continue operation starting July 1, 2017 if the 2017/2018 budget is not adopted.

GHAD STATEMENT OF INVESTMENT POLICY

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/01 as Exhibit B .

THE BOARD OF DIRECTORS OF CALIFORNIA TRADEWINDS GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (CALIFORNIA TRADEWINDS GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement.

WHEREAS, on June 10, 1997, the Contra Costa County Board of Supervisors adopted Resolution 97/297 approving the formation of the California Tradewinds Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/02, the GHAD Board approved the consultant services agreement with GEOLEX, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services.

WHEREAS, on October 7, 2014, pursuant to Resolution No. 2014/02, the GHAD Board approved the consultant services agreement with Sands Construction Co., to act as General Manager for the GHAD due to the resignation of Bill Wigginton of GEOLEX, Inc.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, Sands Construction Co., attached hereto as Exhibit A. The budget attached in Exhibit A identifies this limit at $7,200 under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for General Manager services at $7,200 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy attached as Exhibit B.

4. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

THE BOARD OF DIRECTORS OF CALIFORNIA TRADEWINDS GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/02 (CALIFORNIA TRADEWINDS GHAD)

SUBJECT: Adopting California Tradewinds GHAD Resolution No. 2017/02 increasing the GHAD budget through the 2016/2017 fiscal year to $14,800.

WHEREAS, the GHAD Board of Directors previously adopted on June 21,2016 its budget for the fiscal year 2016/2017 prepared by the GHAD General Manager, Sands Construction Co. The budget limit for the 2016/2017 fiscal year was set at $6,000 by Resolution 2016/01.

WHEREAS, the GHAD Board is being requested to increase the amount of budgeted funds in the 2016/2017 fiscal year from $6,000 by $8,800 which reflects a total amended 2016/2017 budget of $14,800 through June 30, 2017 to cover the cost of the transfer of maintenance responsibilities from the developer DeNova Homes to the GHAD.

WHEREAS, the GHAD Manager has accrued, but not yet billed, these increased costs against the GHAD Manager's Consulting Services Agreement since this transfer was not anticipated in the 2016/2017 budget submitted to the Board in June of 2016.

WHEREAS, the GHAD Board of Directors desires to increase the budget for the fiscal year 2016/2017 by $8,800 for a total of $14,800 through June 30, 2017. The amended budget is attached hereto in Exhibit A.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the amended GHAD budget for the 2016/2017 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board amends the payment limit for General Manager services from $6,000 (approved by Resolution No. 2015/01) to $14,800 for fiscal year 2016/2017 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

3. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

CALIFORNIA TRADEWINDS
GEOLOGIC HAZARD ABATEMENT DISTRICT

Program Budget

FISCAL YEAR 2017-2018

APRIL 2017

EXHIBIT A

CALIFORNIA TRADEWINDS

GEOLOGIC HAZARD ABATEMENT DISTRICT

May 30, 2017

CA Tradewinds GHAD Board of Directors
c/o Supervisor Federal D. Glover (Board Chair)
315 East Leland Road
Pittsburg, California 94565

SUBJECT: Program Budget for Fiscal Year 2017-2018
CA Tradewinds Geologic Hazard Abatement District

Dear Board Members:

Attached please find the proposed program budget for the California Tradewinds Geologic Hazard Abatement District (CA Tradewinds GHAD, or GHAD) for fiscal year 2017/2018. The proposed fiscal year budget totals $22,400, which exceeds projected revenues and anticipates a $1,023 deficit and the need to draw a commensurate amount from the reserve fund. At the time of this publication, it is expected that the fund balance on June 30, 2017 will be approximately $19,282. A fund balance of $18,259 is projected for June 30, 2018.

There are four major budget categories, their respective budget expenses break down as follows:

Major Projects	0 percent
Preventive Maintenance and Operations	53 percent
Special Projects	20 percent
Administration, Legal, Accounting	27 percent

BACKGROUND:

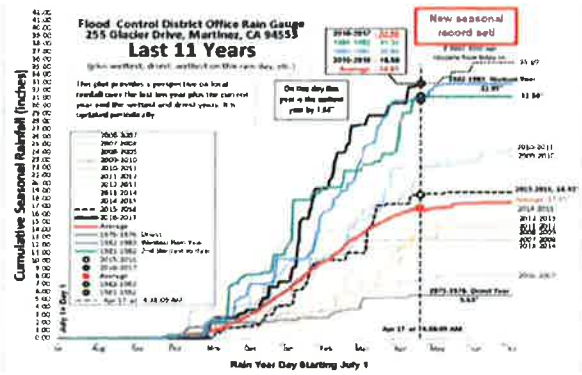
On June 1, 1997, the Contra Costa Board County of Supervisors adopted Resolution 97/297 approving the formation of the California Tradewinds Geologic Hazard Abatement District (CA Tradewinds GHAD), located in the hills of Bay Point within the jurisdiction of Contra Costa County. The CA Tradewinds GHAD was formed pursuant to State Public Resources Code § 26500 et seq. The Board of Supervisors at that time appointed itself as the Board of Directors of the CA Tradewinds GHAD.

Resolutions 98/194 adopted on April 21, 1998 by the Board of Supervisors, acting as the CA Tradewinds GHAD Board, confirmed the assessments for the district and ordered the collection of the amounts called for in the Assessment Report. The initial fiscal year for the CA Tradewinds GHAD was established as 1998-1999.

A 17-lot subdivision also completed in Bay Point known as Savana Seabreeze II was annexed in 2008 to the CA Tradewinds GHAD. The Final Map was filed in 2013. Assessments in fiscal year 2014-2015 included 11 of the planned 17 parcels. It is now known that building permits have now been pulled on the remaining 6 parcels and the 2017-2018 budget anticipates Seabreeze II to be fully populated with assessments levied on the remaining 6 parcels. Pursuant to the Plan of Control provisions[1] maintenance

[1] First Amendment to California Tradewinds Geologic Hazard Abatement District – Dated 10/07/2007: Revised 8/08/2008 – Exhibit C (3)

responsibilities have been and are currently being provided by the Savana developer. In late October of 2016 the developer, DeNova Homes, submitted an application to begin the transfer process pursuant to the Plan of Control[2]. Until the transfer is completed maintenance responsibilities remain with the developer.



As a percentage of the budget, this year the Major Projects Program is not anticipating a Major Project and therefore funds have not been set aside in advance of this program. The heavy seasonal rains did not produce landslides this year within the district. Since cumulative precipitation exceeded two-times that of normal annual precipitation, we were very encouraged to see that the CA Tradewinds GHAD site performed extremely well (see graphic). Additionally, in advance of this year's storms, GHAD staff and consultants conducted inspections and provided asset site improvements to anticipate the potential for heavy rains. Although it is not anticipated, if need should arise the Major Projects program is likely to focus on studies designed to further assess instrumentation effectiveness in providing markers that may indicate the potential for land movement, and studies focused on localized and regional slope stability analyses.

The Preventive Maintenance Program will focus on efforts to complete asset site restorations. The program will pursue analysis and upgrades to all instrument and asset sites and the associated data collection to insure all predictive features of these instrumentation sites are fully realized. Specifically, we will target the following program elements - Concrete Interceptor Ditch Systems (Repair and Replace Program); and the Soil Debris Bench/Bio swale (Maintenance Program). The Operations Program will continue its existing monitoring profile through this period, and we are currently beginning a study of accrued empirical data from its many monitoring assets in an effort to further expose any notable trending that might occur over significant periods of time, thereby reducing risk exposure. Currently, the National Oceanic and Atmospheric Administration (NOAA) predicts El Niño neutral conditions in the Southern Oscillation; however, these early probability forecasts have often changed throughout the summer months.

The Special Projects Program will be directed, in part, to analyzing the Plan of Control and other essential documents that establish and direct the CA Tradewinds GHAD. Preliminary review will be initiated to assess the need to conduct a formal Reserve Study which would serve to test, identify weaknesses, and expose any necessary adjustments to the criteria or methodologies utilized in the program and anticipate revenue and reserve demands. Additional studies may include assessing the feasibility of integrating a Geographic Information System (GIS) into the CA Tradewinds program.

This budget anticipates continued strengthening and building efficiencies within the Administration Program. General legal counsel will continue to be provided by the CA Tradewinds GHAD Board appointed attorney, Patricia Curtin of Wendel, Rosen, Black & Dean, LLP.

A summary of the expenses is shown on Table 1, pages 4 and 5, followed by brief descriptions of each of the budget items on pages 6 through 11.

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[2] First Amendment to California Tradewinds Geologic Hazard Abatement District – Dated 10/07/2007: Revised 8/08/2008 – Exhibit C (5)

Respectfully yours,

CA Tradewinds Geologic Hazard Abatement District

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Sands Construction Company, Inc.
General Manager

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CA Tradewinds Geologic Hazard Abatement District
Program Budget
Fiscal Year 2017/2018

The following proposed line item program budget (Table 1) summarizes the anticipated expenditures for fiscal year 2017/2018 for the CA Tradewinds Geologic Hazard Abatement District (CA Tradewinds GHAD, GHAD or District). Through an ongoing assessment, the manager evaluates and addresses geologic risk through the implementation of an annual program budget consisting of four major categories. Preceding Table 1, and directly below, is a general overview description of the four major program elements within the budget.

Major Projects Program

The annual Major Projects Program includes: landslide repair projects, drainage improvement projects and capital improvement projects necessary to either control, mitigate, or prevent landslide activity. Other large program responses necessary to implement the Plan of Control, including specific purpose studies and investigations, may also be included in the Major Projects Program.

Generally, for consideration of inclusion into the Major Projects Program, a project or study would represent a level of complexity requiring plans, specifications, and comprehensive engineering analysis including modeling and research, or a project with a protracted scope such as those requiring multiple regulatory agency approvals. Most Major Projects have a projected cost that exceeds $10,000.

Historically, the Major Projects Program has been comprised of significant landslide repair projects and other responsive large projects; at other times, it has included programmatic studies and investigations useful in generating proactive responses. This diversity of projects demonstrates the importance of a flexible Major Projects Program structure that adapts between responsive and proactive needs and capabilities to manage the dynamic nature of larger scale geologic events.

Preventive Maintenance and Operations Program

The annual Preventive Maintenance and Operations Program includes all minor repairs, cleanup, maintenance, monitoring and replacement of drainage structures and other assets that degrade over a serviceable life. The goal of preventive maintenance is to keep assets in operational condition and identify potential slope stability risks before they manifest, allowing measures to be taken to either prevent, or mitigate the impact of these hazards as defined in the CA Tradewinds GHAD Plan of Control.

Typical CA Tradewinds GHAD assets include concrete lined ditches, subdrainage systems, groundwater measuring instrumentation, slope inclinometers and moisture gauges, and slope debris catchment features.

The Preventive Maintenance Program also includes preparations for emergency response, winterization measures including erosion protection and slope stabilization supplies, and instrument maintenance.

The Operations Program is primarily populated with scheduled instrument monitoring events. Data from these instruments are evaluated to establish risk and trends in an effort to avert landslide activity. In addition to the instrumentation monitoring program, the Operations Program contains the Incident Response and Community Relations Program, which incorporates comprehensive first response capabilities, and fosters community incident interaction.

Special Projects

The CA Tradewinds GHAD pursues ongoing and new activities identified as "Special Projects." Special Projects include activities requested by the Board such as the Communications Program, or projects and studies designed to improve the District's operational effectiveness and insure financial solvency. Special Projects also include utilizing new technologies to increase the efficiencies of the day-to-day operations.

Administration

Administrative expenses are required to operate the CA Tradewinds GHAD and implement projects. Administrative expenses include personnel and consultants to manage the operations including; the General Manager, Administrative Manager, Construction Services Manager, certain clerical and accounting staff, consultants, and legal support.

With respect to the General Management of the CA Tradewinds GHAD - The CA Tradewinds GHAD Board of Directors through Resolution 2016/01, among other business, established a Consulting Services Agreement with Sands Construction Company, Inc. to act as General Manager. The payment limit established for a term through June 30, 2017 was $6,000; the proposed payment limit through June 30, 2018 is $7,200. The scope of services for the General Manager include, managing the day-to-day operations through implementation of the necessary financial recordkeeping and reporting; updating and maintaining governing documents, such as the Plan of Control; and managing and updating administrative tools such as the Reserve Study, Communications Plan, Work program and Monthly Incident Log. The General Manager Consulting Services Agreement provides for certain administrative positions including, but not limited to; a General Manager, an Administrative Manager, a Construction Services Manager and a Network Administrator as well as overhead costs, such as office space rent, office supplies and postage.

With respect to the Operations of the CA Tradewinds GHAD, the scope of services for Operations include implementing the Major Projects and Preventive Maintenance Programs through forecasting work schedules and priorities; and preparing Requests for Proposals and managing maintenance and repair operations within the Major Projects and Preventive Maintenance Programs, including project management and construction management and preparing for and responding to emergency incidents.

The General Manager will retain the necessary professionals, including without limitation, engineers, accounting professionals, and vendors to facilitate the operations of the CA Tradewinds GHAD. The General Manager Consulting Services Agreement, and associated budget, allows for the conditional use of subcontractors such as administrative sub-consultants and engineering or construction sub-consultants, within the payment limits of the Consulting Services Agreement.

A summary of the proposed Fiscal Year 2017/2018 Budget is presented in Table 1 on the following pages.

Table 1 – Summary of Fiscal Year 2017/2018 Budget

Budget Item	Budget Amount	% of Total Budget
Major Repairs		
No Major Projects Planned	0	
Total Major Projects	**$0**	**0%**

Preventive Maintenance/Operations		
Preventive Maintenance		
Drainage		
Storm Drain Facilities	0	
B-58 Concrete Lined Ditches		
Maintenance/Clean/Map	5,000	
Repair and Replace	0	
Retention Basins	0	
Subdrain Systems	1,000	
Horizontal Drains	0	
Subdrain Outlets	1,000	
Piezometers	0	
Settlement Monitors	0	
Minor Repairs	0	
Winterization	500	
Emergency Response	1,000	
Debris Benches/Impact Walls/ Bio-swales	2,000	
Subtotal	**$10,500**	
Operations		
Piezometer Monitoring	0	
Horizontal Drain Monitoring	0	
Subdrain Monitoring	200	
Settlement Monitoring	0	
Incident Response/Community Relations	1,000	
Subtotal	**$1,200**	
Total Preventive Maintenance/Operations	**$11,700**	**53%**

Budget Item	Budget Amount	% of Total Budget
Special Projects		
Plan of Control	0	
Reserve Study Update	0	
Special Studies Seabreeze II Transfer	1,500	
Information Technology	0	
Accounting Systems Upgrade	0	
Tax Assessment Calculation	1,500	
Communications Program	1,000	
CA Association of GHADs – Membership/Insurance	600	
Total Special Projects	**$4,600**	**20%**
Administration		
Legal fees		
General Counsel	1,000	
Special Counsel		
Litigation/Legal Concerns	0	
Staffing/Administrative Support	3,000	
Accounting/Bookkeeping	1,500	
Training/Education	0	
Office – Rent/Supplies/Equipment/Lease	600	
Total Administration	**$6,100**	**27%**
TOTAL PROPOSED BUDGET FY2017/2018	**$22,400**	**100%**

Available Funds	
Estimated Beginning Fund Balance – July 1, 2017*	19,282
Estimated Property Owner Assessments	
Tradewinds - $ 249.58 annually per unit x 46 units**	11,481
Seabreeze II - $ 520.85 annually per unit x 19 units**	9,896
Estimated Interest on Investments	0
Other Income	0
Total Available Funds	**40,659**
Uses of Funds	
Major Projects	0
Preventive Maintenance	11,700
Special Projects	4,600
Administrative	6,100
Total Use of Funds	**$22,400**
Estimated Reserve Available/Ending Fund Balance June 30, 2018	**$18,259**

* Projected Fund Balance date of publication, includes estimated true-up revenue payment (June 2017) $1,273.60

** Estimated – Resource CPI, San Francisco Metropolitan Area – April 2017

DESCRIPTION OF BUDGET ITEMS

Major Projects

No Anticipated Major Projects

Preventive Maintenance and Operations

Preventive Maintenance

Preventive maintenance generally consists of those measures taken to prevent an incident or landslide event including; asset maintenance, drainage structures, instrument sites and winterization measures. Operations include ongoing monitoring programs and responses to community requests. Details of the proposed budget for each of these categories are listed below.

Storm Drain Facilities (Major Repairs)

In addition to other drainage systems such as Concrete Interceptor Ditches, Subdrains, and other surface and subsurface drainage systems, the CA Tradewinds GHAD maintains an inventory of concrete drainage structures that from time to time are in need of refurbishment or repairs. A budget has been established to inspect these facilities and make any necessary repairs, not covered within the established "*B-58 Drain Systems – Repair and Replacement Program*" scope.

Estimated Cost $0

B-58 Drain Systems/Bio-swales

Maintenance – Allows for one major annual cleaning and mapping. In addition, District staff periodically walks the B-58 systems and Bio-swales to get a first-hand account of the current conditions and project serviceable life. This information, along with other empirical data, is typically utilized in Reserve Study updates. With the extreme weather conditions this year and the related soil and vegetation load impacting the network of B-58 systems, we have anticipated and allowed for a greater effort to maintain proper drainage for these facilities over the fiscal year.

Estimated Cost $5,000

Repair and Replacement – A detailed assessment will be performed to establish the existing condition of the B-58 Concrete ditches throughout the district. This assessment

will serve to establish a baseline for needed repairs and/or assessments as to the remaining serviceable life of these assets to be utilized in reserve study criteria.

Estimated Cost $0

Retention Basins

There is one retention basin within the district boundaries. This retention basin requires annual improvements and de-silting efforts.

Estimated Cost $0

Subdrain Systems

Subdrain systems must be monitored and maintenance provided to insure the systems have not been damaged or impeded. This budget will allow for an inspection and minor maintenance of these sites.

Estimated Cost $1,000

Horizontal Drains

There are no Horizontal Drains currently within the district.

Estimated Cost $0

Sub-drain Outlets

The CA Tradewinds GHAD is currently conducting efforts to identify, locate and make determinations about the effectiveness of the network of subdrains throughout the District. It is anticipated that on-site restoration work may be necessary at some sites. This additional work has been incorporated into this budget item.

Estimated Cost $1,000

Piezometers

There are no known piezometers currently within the district.

Estimated Cost $0

Settlement Monitors

There are no known inclinometers currently within the district.

Estimated Cost $0

Minor Repairs

No anticipated Minor Repairs

Estimated Cost $0

Winterization

The District provides an annual budget for procuring and storing an inventory of winterization materials and to provide for the costs of site installation. The district will procure materials as needed.

Estimated Cost $750

Emergency Response

During the winter rainy season, the CA Tradewinds GHAD prepares for and may respond to a range of urgent, active or threatening landslides as well as drainage issues where property damage is threatened. These incidents typically involve mud or debris flows, plugged storm drains at the base of slopes or flooded properties due to the overflow of runoff from plugged or damaged facilities. In severe cases these responses can require the initiation of temporary slope stabilization measures in preparation for a major repair.

Estimated Cost $1,000

Debris Benches

Earthen debris benches exist throughout the district. It is essential that these facilities are inspected to insure capacities and drainage have not been compromised. Annual inspections are made and periodic debris removal plans are initiated. This year's budget allows for geotechnical evaluations and the periodic removal of accumulated debris from several of those benches identified during the study and routine monitoring events.

Estimated Cost $1,000

Operations

An inventory of on-site instrumentation including piezometers, inclinometers, horizontal drains, sub-drains and settlement monuments are monitored periodically throughout the year as a preventative measure.

Monitoring sites can be established for a variety of uses. Often completed repair sites require monitoring to confirm that the slope has been stabilized. Other sites have been utilized to indicate signs of unstable conditions developing and have been instrumental in determining slope conditions prior to the activation of a landslide.

Through the use of collected data such as groundwater depth, magnitude of slope movement, depth of movement and ground surface movement, the District has been able to arrest slope movement in advance of an incipient failure.

Throughout the year, the District receives incident response or assistance calls from property owners regarding slope stability or drainage issues. Community relations, including incident responses through the annual Operations Program has been institutionalized as a role of CA Tradewinds GHAD management. All incidents are recorded and move through the district response mechanisms as is appropriate and consistent with the CA Tradewinds GHAD Plan of Control.

The CA Tradewinds GHAD Manager receives updates in long range weather and oceanic temperature changes through the National Oceanic and Atmospheric Administration (NOAA) and other scientific and atmospheric agencies that track data and produce probabilistic assessments on the likelihood of a recurrence of El Niño conditions.

Estimated Cost $2,200

Special Projects

During fiscal year 2017/2018, the District will continue several special projects. Brief descriptions of the special projects are presented in Table 1 and further described below:

Plan of Control

It is anticipated that an evaluation and assessment of the current Plan of Control for the CA Tradewinds GHAD will be pursued in an effort to confirm operational compliance. Project costs will be applied to General Administration.

Estimated Cost $0

Reserve Study Assessment

A reserve study functions as a pro-forma analysis of the financial needs of the CA Tradewinds GHAD. It serves as a tool to calculate the annual contribution required by the district to build and maintain sufficient funds for emergencies and capital replacement programs based on past weather patterns, landslide repair costs, and general attrition. As a result of severe winters, draws will likely be necessary in the future on the reserve fund. Work is planned to evaluate and complete an analysis of the fund health and methodologies. This analysis will be used in establishing a pro-forma plan and provide instruction to CA Tradewinds GHAD management as to the necessary reserve demands over time. Project analysis costs will be applied to General Administration.

Estimated Cost $0

Special Studies

The CA Tradewinds GHAD intends to continue targeted studies in the areas of fiscal policy and geologic risk. The CA Tradewinds GHAD, now in its 17th year, has the unique opportunity to address many of the issues surrounding long-term viability and sustainability, within a changing environment and financial conditions. Using empirical data, we can assess potentially increasing financial loads and geologic risks that may accompany the maturation process of this district. We are confident that these studies have produced. and will continue to produce beneficial results. We will defer this discretionary work this term in favor of building reserves.

Estimated Cost $0

Information Systems and Technology

The CA Tradewinds GHAD will consider integrating a GIS system to include all of the GHAD's data collection and monitoring operations. The record and tool that this system offers

facilitates the General Manager's ability to locate past repairs and assist in a variety of risk assessments within the District.

Estimated Cost $0

Accounting System Upgrade

Periodic upgrades are necessary to enhance accounting system capabilities. The CA Tradewinds GHAD utilizes expense accounting software to assist in reporting and the day to day operation of the District. Continued accounting systems enhancements will be implemented allowing more data entry streamlining, enhanced reporting, and quality control assurance procedures, augmenting the current systems. Project costs will be applied to General Administration.

Estimated Cost $0

Tax Assessment Calculation

Each year an assessment calculation is conducted to identify and determine all qualified parcels within the district to receive assessments for CA Tradewinds GHAD services. Typically the GHAD Manager will contract these services to a firm that specializes in these services. Historically, the CA Tradewinds GHAD has provided this information through its contracted consultant to the County Assessor's Office as required.

Estimated Cost $1,500

Communications Plan

The CA Tradewinds GHAD maintains a communications plan designed to keep constituents current on CA Tradewinds GHAD operations and developments. The plan addresses several venues and mediums in which to disseminate information within this district, and to other concerned parties, and to establish clear and accessible channels for community interaction. The CA Tradewinds GHAD intends to implement a web page for public information and a multi-page informational brochure to be available to interested Homeowner Associations (HOA) and stakeholders that describes the CA Tradewinds GHAD and its responsibilities and limitations. Additionally, the General Manager is available to write periodic articles for the HOA newsletter.

Estimated Cost $500

Outreach/Legislative Review
California Association of GHADs (CAGHADs) Membership/Insurance

The proliferation of new GHADs within California has resulted in new legislation and adopted procedures. The CA Tradewinds GHAD Manager, in association with others, shares information and knowledge through a consortium of GHAD managers known as the California Association of GHADs (CAGHADs). The CAGHAD has recently obtained General Liability policies for its member GHADs. Policy premium costs for the CA Tradewinds GHAD are

approximately $500.[3]. Additionally, the CA Tradewinds GHAD manager participates in the CAGHADs as the organization pursues other financial instruments that may provide the CA Tradewinds GHAD additional options for extraordinary financial demand and planning. In 2016 the CAGHAD Board adopted a new fee schedule reducing the annual GHAD fees for membership by 50%.

Estimated Cost $600

Administration

The administration of the CA Tradewinds GHAD includes all costs associated with legal support, office expenses, staffing, and accounting. Brief descriptions are presented below.

Legal

General Counsel – CA Tradewinds GHAD management must interact regularly with CA Tradewinds GHAD Counsel. The day-to-day operations of the CA Tradewinds GHAD present myriad opportunities and issues to work directly with GHAD counsel, in the areas of contracts, agreements, issues or new business to present to the Board, legislation, property owner issues, etc.

Estimated Cost $1,000

Special Counsel – Typically Special Counsel consists of legal representation in the event of legal issues that might arise. Currently there are no legal issues involving litigation.

Estimated Cost $0

Staffing/Administrative Support

The CA Tradewinds GHAD staff includes the General Manager, an Operations Manager, an Administration Manager and frequently other support staff and consulting professionals. The General Manager administers all CA Tradewinds GHAD day-to-day operations, including financial budgeting and communications regarding its activities. The Operations Manager, among other tasks, administers the Major Projects and Preventive Maintenance Programs and associated work schedules, consulting and construction contracts, and documents. The administrative staff is responsible for accounting/bookkeeping, contract administration, clerical, and construction management support. Additional management staff costs are also applied to specific projects as appropriate. Authorized business expenses such as rent, office supplies and leases are included in Staffing.

Estimated Cost $6,000

[3] Nominal increases in unit costs are expected in 2017

Statement of Investment Policy

CA Tradewinds GHAD
Policy Dated: June 2017

EXHIBIT B

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I. Introduction

Geologic Hazard Abatement Districts ("GHADs") are local governmental districts specifically formed for the purpose of prevention, mitigation, abatement or control of geologic hazards. GHADs are political subdivisions of the state and is not an agency or instrumentality of a local agency. A geologic hazard is broadly defined as an actual or threatened landslide, land subsidence, soil erosion, earthquake, fault movement, or any other natural or unnatural movement of land or earth. The board of directors of a GHAD is comprised of either five landowners from within the GHAD boundaries or the legislative body of the city or county that created the GHAD. The powers of the GHAD are vested in the board of directors.

A GHAD is empowered to acquire, construct, operate, manage or maintain improvements on public or private lands which are necessary or incidental to prevent, mitigate, abate or control geologic hazards within the district. The GHAD may assess landowners for the operation and maintenance of improvements acquired or constructed pursuant to GHAD law, found in the California Public Resources Code Section 26500 *et seq.* ("GHAD Law"). Further, the GHAD prepares plans of control which describe in detail a geologic hazard, its location and a plan for the prevention, mitigation, abatement or control thereof.

The GHAD Treasurer is entrusted with the financial management of the district's resources in close collaboration and cooperation with the GHAD Manager.

The GHAD Manager is empowered with the day-to-day responsibility of managing and overseeing the operations of the GHAD, including managing the annual budget, responding to constituents, execution and management of contracts.

The purpose of this Statement of Investment Policy ("Policy") is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize investment-related activities. Activities include providing accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective management of custodial relations, prudent investment and portfolio allocation for a real return on investment.

II. Statement of Objectives

In managing the GHAD investment portfolio, the GHAD Treasurer seeks to balance the investments to meet the short term, intermediate, and long term (reserve) needs of the GHAD. Investments are intended to achieve a real rate of return while minimizing the potential for capital losses arising from market changes or issuer default. While the GHAD Treasurer will not make investments for the purpose of trading or speculation as the dominant criterion, they will seek to enhance total portfolio return by means of effective investment allocation.

The GHAD will consider the following objectives for portfolio management:

1. **Safety** - Each investment transaction shall seek to ensure that capital losses are minimized, whether they are from securities defaults or erosion of market value.

2. **Liquidity** - The investment portfolio will remain sufficiently liquid to enable the GHAD to meet all operating requirements that might be reasonably anticipated while preserving principal.

3. **Yield -** The GHAD may establish a performance benchmark based on current investment objectives and constraints. The investment portfolio shall be managed to attain a real rate of return throughout budgetary and economic cycles, taking into account the GHAD's policy constraints and cash flow requirements. The portfolio yield represents current income while total return will include both income and capital appreciation/depreciation.

4. **Diversification -** The investment portfolio will be diversified to manage interest rate, market event, liquidity, and credit risk to meet the GHAD's investment objectives.

5. **Real Rate of Return-** the investment portfolio will seek an investment return in excess of inflation.

III. Use of State Investment Guidelines

GHAD Law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices for cities, districts and local agencies. This Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

IV. GHAD Treasurer Authority

The responsibility for conducting the GHAD investment program lies with the GHAD Treasurer, who has established procedures for the operation of the investment program, consistent with this Policy. Within the aforementioned authorities, the GHAD Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The GHAD Treasurer has further authority to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

For purposes of this Policy, the GHAD Treasurer must be registered under the Investment Advisors Act of 1940, as a registered Investment Advisor and The custodians must be registered broker-dealers with (FINRA) Financial Industry National Regulatory Authority and a member of the Securities Investor Protection Corporation (SIPC).

V. Investment Policy Adoption

This Policy shall be reviewed and approved by the GHAD Manager and GHAD Treasurer. If the GHAD Manager and GHAD Treasurer determine substantial modifications to this Policy are necessary, such modifications shall be reported to the Board of Directors.

VI. Standard of Prudence

GHAD Board members, employees and consultants involved in the investment process ("Participants") shall act responsibly as custodians of the public trust. Participants acknowledge that the GHAD's investment portfolio is subject to public review and evaluation. Nevertheless, in a diversified portfolio, it must be recognized that occasional measured losses are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

The standard of prudence to be used by investment officials shall be the "prudent Investment Manager standard," which states:

> *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing investments, the Investment Manager shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the client, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the (client) Investment Manager."*

Participants acting in accordance with this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy.

VII. Reporting

While there is no requirement in GHAD Law to do the following, the following investment activity reports will be completed.

A. Monthly

At the direction of the GHAD Treasurer, the Custodians shall provide a monthly institutional brokerage statement with an investment and transaction summary to the GHAD Manager.

B. Quarterly

The GHAD Treasurer shall submit quarterly investment reports to the GHAD Manager.

The quarterly report shall highlight key aspects of information contained in the investment reports; a summary of investment activity for each GHAD, total account balance, balance by position, quarterly performance summary of the investment portfolio and review of cash flow required to meet expenditures for the next six months.

C. Other

The GHAD Treasurer shall present to the GHAD Manager an annual report on the investment program and investment activity no later than 180 days following the end of the fiscal year. The annual report may include a performance summary, suggest policies and improvements that might enhance the investment program, and include an investment plan for the ensuing fiscal year. The GHAD Treasurer will provide additional data deemed necessary by the GHAD Manager to facilitate any additional accounting or reporting requirement.

VIII. Investment Instruments

The following sections describe individual investment types appropriate for the GHAD.

A. **United States Treasury Notes, Bonds, Bills, or Certificates of Indebtedness**, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

CA Govt Code 53601(b)

B. **Negotiable Certificates of Deposit** issued by a nationally- or state-chartered bank, a savings association or a federal association as defined by Section 5102 of the California Financial Code, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.

CA Govt Code 53601 (i)

C. **Money Market Funds** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C.).

The GHAD will typically utilize, but is not limited to, Government and Treasury money funds in portfolios. A Government money fund invests at least 99.5% of its total assets in cash, government securities, and/or repurchase agreements that are "collateralized fully" (i.e., collateralized by cash or government securities). A Treasury fund is a type of government money fund that invests in US Treasury Bills, Bonds and Notes.

CA Govt Code 53601 (l)

D. **Mutual Funds** an investment program funded by shareholders that trades in diversified holdings and is professionally managed.

E. **Exchange Traded Funds (ETF)** marketable securities that track an index; which can be comprised of a basket of assets (such as commodities, bonds, or equities) Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold.

F. **Municipal Bonds** issued by the State of California and any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or any local agency, or by a department, board, agency or authority of the state or any local agency.

Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CA Govt Code 53601 (c), CA Govt Code 53601 (d), CA Govt Code 53601 (e)

G. **Asset-Backed Securities** defined as all mortgage pass-through securities, collateralized mortgage obligations, mortgage-backed or other pay-through bonds, equipment lease-backed certificates, consumer receivable pass-through certificates, and consumer receivable-backed bonds.

Asset-backed securities shall be rated at least "AA" or the equivalent by a NRSRO at the time of purchase. Additionally, securities eligible for investment under this subsection shall be issued by an issuer whose debt is rated at least "A" or the equivalent by a NRSRO at the time of purchase.

CA Govt Code 53601 (o)

H. **Structured Notes**, a debt obligation that also contains an embedded derivative component that adjusts the security's risk/return profile. The return performance of a structured note will track both that of the underlying debt obligation and the derivative embedded within it.

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

IX. Investment Diversification

Investments shall be based on a review of cash flow forecasts. Investments will be reviewed quarterly to permit the GHAD Manager to meet all projected obligations.

The short term allocation will be invested in safe and liquid assets, typically money market funds, to ensure that operational expenses will be met for the current budgetary year (1x operating expense).

The intermediate allocation is maintained at 1x operating expense and is invested in inflation-protected securities and short-term fixed income holdings. This allocation is intended to cover

unexpected events (earthquakes, extreme weather conditions, etc.) if the annual operating funds are exhausted.

The long term reserve allocation invests assets in excess of the operating and intermediate budget allocations and is used to generate income and modest growth for future use. The objective of the long term reserve allocation is balanced between long-term capital appreciation and high current income, with an emphasis on income. This sleeve of the portfolio strives to provide a real rate of return over time (nominal rates of return adjusting for factors such as inflation, interest rates, credit spreads and foreign exchange).

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

X. Internal Controls

The GHAD Treasurer shall implement a system of internal controls. These controls are designed to prevent loss of investments arising from fraud, employee error, misrepresentation by third parties or imprudent actions by Participants involved in the investment process. Controls deemed most important include:

- **Separating transaction authority from accounting and record keeping.** Separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, fosters a system of checks and balances.

- **Avoiding physical delivery securities.** Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

- **Confirming telephone transactions for investments and wire transfers in writing.** Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax/email if on letterhead and the safekeeping institution has a list of authorized signatures.

- **Developing money transfer agreements with the third party custodian.** This agreement should outline the various controls and security provisions, and delineate responsibilities of each party making and receiving money transfers.

XI. Financial Institution Selection

The GHAD Treasurer shall review and select qualified financial institutions from which securities are held, purchased or sold.

In selecting financial institutions for the deposit or investment of GHAD funds, the GHAD Treasurer shall consider the financial stability of the institutions. The GHAD Treasurer shall

continue to monitor financial institutions' creditworthiness throughout the period in which GHAD funds are deposited or invested.

The GHAD Treasurer is authorized to conduct investment transactions on the GHAD's behalf. The GHAD Treasurer may use its own list of approved broker/dealers and financial institutions for investment purposes.

XII. Risk Tolerance

It is recognized that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. The GHAD Treasurer is expected to display prudence in the selection of securities as a way to minimize risk. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

The GHAD Treasurer shall use strategies to control risks of default, market price changes, illiquidity, credit quality, investment duration and portfolio volatility (standard deviation). The GHAD Treasurer shall periodically review with GHAD Manager the investment results, risks and the steps that have been taken to mitigate future risks.

XIII. Safekeeping and Custody

To protect against potential fraud and embezzlement, the assets of the GHAD shall be secured through third-party custody and safekeeping procedures.

The GHAD Treasurer shall maintain a list of financial institutions authorized to provide custodial services. Assets are held directly with the Custodian who provides independent verification of assets through monthly institutional account statements. Each GHAD will maintain a separate account with the Custodian.

The GHAD Treasurer is responsible for the coordination, review and monitoring of GHAD cash disbursements. Through a dual control verification process, the GHAD Treasurer verifies disbursement requests from the GHAD Manager. GHAD Managers shall only submit check requests for vendors approved by the GHAD Manager. The GHAD Treasurer coordinates and verifies disbursements from the Custodian to the approved vendors.

Glossary

ASK PRICE: The price at which a seller offers to sell a security to a buyer.

ASSET-BACKED SECURITIES: Bonds created from various types of consumer debt. Returns on these securities come from customer payments on their outstanding loans. The primary types of asset-backed securities are mortgages, home equity loans, auto loans, leases, credit card receivables and student loans.

BANKERS' ACCEPTANCE: A letter of credit issued in a foreign trade transaction which allows exporters to receive payment prior to importation of their goods. Banks provide short-term financing to facilitate the transaction and may sell the obligation to a third party. Bankers' Acceptances are secured by the issuer of the bill, while the underlying goods also serve as collateral.

BANK DEPOSITS: Collateral in the form of currency that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

BENCHMARK: A comparative base for measuring the performance or risk of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID PRICE: The price at which a buyer offers to purchase a security from the seller.

BOND: A debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate called a coupon payment. Bonds are used by companies, municipalities, states and the U.S. government to finance a variety of projects and operating activities.

BROKER: A broker aligns buyers and sellers of securities and receives a commission when a sale occurs. Brokers generally do not hold inventory or make a market for securities.

CALIFORNIA LOCAL AGENCY OBLIGATIONS: Bonds that are issued by a California county, city, city and county, including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

CD (CERTIFICATE OF DEPOSIT): Time deposits issued by a bank, savings or federal credit union, or state-licensed branch of a foreign bank. Negotiable Certificates of Deposits rely on the credit rating of the issuing entity.

COLLATERAL: Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COLLATERALIZATION: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

COMMERCIAL PAPER: Short-term unsecured promissory note issued by a company or financial institution. Commercial paper is issued at a discount and matures at face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

COUPON: The annual rate of interest that a bond's issuer promises to pay the bondholder, expressed as a percentage of the bond's face value.

CREDIT RISK: Credit risk is the likelihood that an issuer will be unable to make scheduled payments of interest or principal on an outstanding obligation.

CUSTODIAN: An agent such as a brokerage firm or a bank that stores a customer's investments for safekeeping. The custodian does not have fiduciary responsibilities.

DEALER: A dealer, as opposed to a broker, acts as a principal in security transactions, selling securities from, and buying securities for his/her own position.

DEFAULT: To default is to fail to repay principal or make timely interest payments on a bond or other debt investment security, or failure to fulfill the terms of a note or contract.

DELIVERY VERSUS PAYMENT (DVP): A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

DURATION: The weighted average time to maturity of a bond where the weights are the present values of future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates.

EXCHANGE TRADED FUNDS (ETF): ETF is a marketable security that tracks an index, a commodity, bonds, or a basket of assets like an index fund. Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold. ETFs typically have higher daily liquidity and lower fees than mutual fund shares.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FLOATING RATE INVESTMENTS: Notes whose interest rate is adjusted according to the interest rates of other financial instruments. These instruments provide protection against rising or falling interest rates, but may pay lower yield than fixed rate notes.

FUTURES: Commodities, which are sold in the present time and are to be delivered at a future date.

INTEREST ONLY STRIPs: Securities with cash flow based entirely on the monthly interest payments received from a mortgage, Treasury, or bond payment. No principal is included in these types of securities.

INVERSE FLOATING RATE INVESTMENTS: Variable-rate notes (such as inverse floating rate notes) whose coupon and value increase as interest rates decrease.

INVESTMENT PROGRAM: The process of modern portfolio management. The process includes establishing investment policy, analysis of the economic and capital markets environment, portfolio monitoring and rebalancing, and measuring performance.

LIQUIDITY: The ease with which investments can be converted to cash at their present market value. Liquidity is significantly affected by the number of buyers and sellers trading a given security and the number of units of the security available for trading.

LOCAL AGENCY BONDS: These bonds are issued by a county or city including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to state and local government entities and certain non-profit organizations in California in which organizations pool their funds for investment. LAIF is managed by the State Treasurer's Office.

MARKET RISK: Market risk is the risk that investments will change in value based on changes in general market prices.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract which includes provisions specific to the governmental agency that is signed by an authorized officer with each counterparty. A master agreement will often specify details to the nature of transactions, the relationship of the parties to the agreement, parameters pertaining to the ownership and custody of collateral, and remedies in the event of default by either party.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MEDIUM TERM NOTES (MTN): Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MORTGAGE-BACKED SECURITIES: A debt instrument with a pool of real estate loans as the underlying collateral. The mortgage payments of the real estate assets are used to pay interest and principal on the bonds.

MORTGAGE PASS-THROUGH SECURITIES: A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including equity securities, fixed-income securities and money market instruments. **Money market mutual funds** invest exclusively in short-term (1-day to 1-year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper. The principal objective is the preservation of capital and generation of current income.

OFFER: The price asked by a seller of securities. See Ask Price and Bid Price.

OPTION: A contract that provides the right or obligation, depending on the buyer or seller's position within the contract, to buy or to sell a specific amount of a specific security within a predetermined time period at a specified price. A call option provides the right to buy the underlying security. A put option provides the right to sell the underlying security. The seller of the contracts is called the writer.

PORTFOLIO: A collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker- dealers, banks, and a few unregulated firms.

PRINCIPAL ONLY STRIPS: Securities with cash flow based entirely on the principal payments received from an obligation.

RANGE NOTES: A range note is a bond that pays interest if a specified interest rate remains above or below a certain level and/or remains within a certain range.

RATE OF RETURN: The yield plus capital appreciation/depreciation obtainable on a security based on its purchase price or its current market price.

REPURCHASE AGREEMENT (RP, Repo): A contractual transaction between an investor and an issuing financial institution (bank or securities dealer). The investor exchanges cash for temporary ownership or control of collateral securities, with an agreement between the parties that on a future date, the financial institution will repurchase the securities.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held by the bank in the customer's name.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION (SEC): A federal government agency comprised of five commissioners appointed by the President and approved by the Senate. The SEC was established to protect the individual investor from fraud and malpractice in the marketplace. The Commission oversees and regulates the activities of registered investment advisers, stock and bond markets, broker/dealers, and mutual funds.

STATE OBLIGATIONS: Registered treasury notes or bonds of the 50 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 United States.

STRIPS: Bonds, usually issued by the U.S. Treasury, whose two components, interest and repayment of principal, are separated and sold individually as zero-coupon bonds. Strips are an acronym for Separate Trading of Registered Interest and Principal of Securities.

SUPRANATIONALS: International financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe.

TRUSTEE: An individual or organization, which holds or manages and invests assets for the benefit of another. The trustee is legally obliged to make all trust-related decisions with the trustee's interests in mind, and may be liable for damages in the event of not doing so.

U.S. AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations (GSEs), participations, or other instruments. The obligations are issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Issuers include: Fannie Mae, Farmer Mac, Federal Farm Credit Banks, Freddie Mac, Federal Home Loan Banks, Financing Corporation, Tennessee Valley Authority, Resolution Trust Funding Corporation, World Bank, Inter-American Development Bank, and PEFCO.

U.S. TREASURY OBLIGATIONS (TREASURIES): Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the U.S. and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

Treasury Bills: All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury Bills (T-bills). The Treasury currently issues 3-month and 6-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth cash flows.

Treasury Notes: All securities issued with initial maturities of 2- to 10-years are called Treasury Notes (T-notes), and pay interest semi-annually.

Treasury Bonds: All securities issued with initial maturities greater than 10-years are called Treasury Bonds (T-bonds). Like Treasury Notes, they pay interest semi- annually.

YIELD: The rate of annual income return on an investment, expressed as a percentage. Yield does not include capital gain.

Income Yield is obtained by dividing the current dollar income by the current market price for the security.

Net Yield or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-coupon bonds are typically issued at a discount and repaid at par upon maturity.

THE BOARD OF DIRECTORS OF CALIFORNIA TRADEWINDS GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (CALIFORNIA TRADEWINDS GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement.

WHEREAS, on June 10, 1997, the Contra Costa County Board of Supervisors adopted Resolution 97/297 approving the formation of the California Tradewinds Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/02, the GHAD Board approved the consultant services agreement with GEOLEX, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services.

WHEREAS, on October 7, 2014, pursuant to Resolution No. 2014/02, the GHAD Board approved the consultant services agreement with Sands Construction Co., to act as General Manager for the GHAD due to the resignation of Bill Wigginton of GEOLEX, Inc.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, Sands Construction Co., attached hereto as Exhibit A. The budget attached in Exhibit A identifies this limit at $7,200 under Administration.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for General Manager services at $7,200 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

Contra Costa County

To: Wendt Ranch GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: Wendt Ranch GHAD Resolution 2017/01

RECOMMENDATION(S):
ADOPT Wendt Ranch GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and GHAD Manager. RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:
The GHAD is funded I00% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:
On February 12, 2002, the Contra Costa County Board of Supervisors adopted Resolution 2002/59 approving the formation of the Wendt Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, ENGEO, Inc., which is attached to Resolution No. 20l7/0l. In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as required by that Agreement. The budget attached to Resolution No. 2017/01 as Exhibit A identifies that limit at $114,225.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Amara Morrison
510.834.6600

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/0I as Exhibit B.

ATTACHMENTS

Wendt Ranch Resolution 2017/01 and Report

Wendt Ranch Resolution No. 2017/01

WENDT RANCH
GEOLOGIC HAZARD ABATEMENT DISTRICT

TO:	**Wendt Ranch GHAD** **Board of Directors**
FROM:	**GHAD Attorney Patricia Curtin**
BOARD MEETING DATE:	**June 20, 2017**
SUBJECT:	**Wendt Ranch GHAD Resolution No. 2017/01**

RECOMMENDATION(S):

1. ADOPT Wendt Ranch GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and GHAD Manager.

2. RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:

On February 12, 2002, the Contra Costa County Board of Supervisors adopted Resolution 2002/59 approving the formation of the Wendt Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, ENGEO, Inc., which is attached to Resolution No. 2017/01. In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as required by that Agreement. The budget attached to Resolution No. 2017/01 as Exhibit A identifies that limit at $114,225.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a

prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/01 as Exhibit B.

THE BOARD OF DIRECTORS OF WENDT RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (WENDT RANCH GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement and receiving the GHAD Statement of Investment Policy.

WHEREAS, on February 12, 2002, the Contra Costa County Board of Supervisors adopted Resolution 2002/59 approving the formation of the Wendt Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, ENGEO, Inc., attached hereto as Exhibit A.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/03, the GHAD Board approved the consultant services agreement with ENGEO, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services. The budget attached in Exhibit A identifies this limit at $114,225.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for the GHAD General Manager services at $114,225 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy.

4. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

WENDT RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT
PROGRAM BUDGET FOR FISCAL YEAR 2017/18

EXHIBIT A

June 8, 2017

Wendt Ranch Geologic Hazard Abatement District Board of Directors
Wendt Ranch Geologic Hazard Abatement District
651 Pine Street, Room 107
Martinez, CA 94553

Subject: Wendt Ranch Geologic Hazard Abatement District
Contra Costa County, California

PROGRAM BUDGET FOR FISCAL YEAR 2017/18

Dear Board Members:

Attached is the program budget for the Wendt Ranch Geologic Hazard Abatement District (GHAD) for Fiscal Year 2017/18. The proposed program budget is $273,150. The budget expenses break down into the following approximate percentages of the total receivables.

Major Repair .....0 percent
Preventive Maintenance and Operations .....35 percent
Special Projects .....2 percent
Administration and Accounting.....7 percent
Additional - Outside Professional Services.....4 percent

The budget anticipates a contribution of approximately $298,000 (52% of total receivables) to the reserve fund. A summary of the expenses is shown on Table 2, followed by a brief description of each budget item on the following pages.

If you have any questions regarding the contents of this letter, please contact us.

Sincerely,

Wendt Ranch Geologic Hazard Abatement District
ENGEO Incorporated, GHAD Manager
ENGEO Project No. 4063.002.017

Eric Harrell

Paul C. Guerin

eh/pcg/dt

Attachment: Program Budget Fiscal Year 2017/18

WENDT RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT

PROPOSED PROGRAM BUDGET
FISCAL YEAR 2017/18

The following proposed program budget summarizes the anticipated receivables and expenditures for fiscal year 2017/18 for the Wendt Ranch Geologic Hazard Abatement District, which includes Wendt Ranch, Intervening Properties (Monterosso), and the Alamo Creek communities.

The GHAD has maintenance and monitoring responsibilities and is the property owner for the following parcels within the District. The parcels listed include all of the open space parcels within the Monterosso and Wendt Ranch developments. Maintenance, monitoring responsibilities, and ownership for the listed parcels were transferred to the GHAD in February and March 2009.

TABLE 1: Parcels owned by GHAD

ASSESSOR'S PARCEL NUMBER	PARCEL	DESCRIPTION
Monterosso (Intervening Properties) Development		
206-020-094	I	Western Water Quality Basin
206-020-095	K	Western Open Space
206-580-036	B	Open Space North of Casablanca Bridge
206-020-093	C	Eastern Open Space
206-580-038	J	Northeast Bioretention Cell
206-630-053	E	Southeast Bioretention Cell
Wendt Ranch Development		
206-030-037	A, 8698	Wendt Ranch Southern Open Space including Buffalo Wetlands
206-650-011	B, 8847	Wendt Ranch Western Open Space, North of Casablanca
206-030-038	B, 8698	Wendt Ranch Western Open Space, South of Casablanca
206-030-034	D, 8002	Wendt Ranch Detention Basin

Maintenance and monitoring responsibilities for the remaining properties within the GHAD, not listed above, are the responsibility of the individual property owners, although several parcels have been offered to the GHAD, but have not yet been accepted by the GHAD due to punchlist items remaining to be completed. Within this budget, it is anticipated that during the 2017/18 fiscal year, additional parcels within the Alamo Creek development will be offered for transfer to the Wendt Ranch GHAD.

The 2016/17 assessment limit was calculated at $558.01 per residential unit adjusted up 2.67% from the 2015/16 assessment level of $543.49. The assessment limit annual adjustment is based on the 2005 Engineer's Report using the consumer price index. The final assessment roll prepared for the 2016/17 fiscal year and submitted to the Contra Costa County Assessor's Office identifies 1,167 properties subject to the levy of the GHAD assessment. The total levy amount for the 2016/17 FY was $489,127.30. The GHAD levy for FY 2016/17 was set at $396.66 per parcel.

Based on the San Francisco/Oakland/San Jose consumer price index figures reported through April 2017, for budgeting purposes, we estimate a FY 2016/17 inflation rate adjustment of 3.5 percent. For the 2017/18 fiscal year, it is anticipated that approximately 1,210 parcels will be subject to the levy. Parcels are subject to the levy starting the first fiscal year following issuance of a building permit.

In general, the budget amounts listed are based on the Engineer's Report approved by the Wendt Ranch GHAD Board of Directors in 2005. The current Program Budget estimates that at the beginning of the 2017/18 fiscal year, the cumulative reserve will be about $2,866,000 and about $3,163,000 at the end of the 2017/18 fiscal year. At $2,866,000, the cumulative reserve will be about $733,000 or 34 percent above the 2005 reserve estimate for the end of the 2016/2017 fiscal year, despite a lower total unit count than originally anticipated for the current fiscal year.

We attribute the additional reserve accumulation to a number of factors including: (1) The Wendt Ranch GHAD has not yet accepted monitoring and maintenance responsibilities for open space surrounding the Alamo Creek development; (2) five of the past ten winters have had below-average rainfall; therefore, there has been a reduced level of slope instability and erosion; (3) a large-scale repair has not been necessary within the GHAD-maintained areas; and (4) the budgets submitted and expenditures made by the current GHAD manager reflect the lower level of activity due to weather conditions and limited geographic responsibilities, thus allowing a higher percentage of the GHAD revenues to be applied to the reserve portion of the budget, while maintaining an appropriate monitoring and maintenance program.

Special Condition 1(e) of the approved Consulting Services Agreement provides that a payment limit shall be determined each fiscal year by GHAD Board by resolution. For fiscal year 2017/18 (July 1, 2017 through June 30, 2018), the payment limit is set at $114,225. The tasks included within the payment limit may include site-monitoring events, transfer of monitoring and maintenance responsibilities, oversight of maintenance and repair projects, administration, accounting, and assessment roll updates.

The budget is divided into four categories including: Major Repair; Preventive Maintenance and Operations; Special Projects; and Administration and Accounting. As needed, the GHAD Manager may reallocate funds within the budget without Board approval.

Major Repair

Included within the major repair category are those repair or improvement projects that are intermittent and, by their nature, do not fit within a scheduled maintenance program. Minor slope repair and erosion control items are generally funded within the Preventive Maintenance and Operations category. For the purposes of this budget, we define major repairs as those estimated at over $50,000.

Preventive Maintenance and Operations

Preventive maintenance and operations include slope stabilization services, erosion protection, and professional services within the District. Professional services include site-monitoring events, as specified in the GHAD Plan of Control. Slope stabilization and erosion protection responsibilities include the open space slopes and creek channels. GHAD-maintained

improvements generally include detention and water quality basins, maintenance roads, concrete-lined drainage ditches, retaining walls, subsurface drainage facilities, storm drain facilities, trails, and debris benches.

Special Projects

The Special Projects category allows the GHAD to budget for projects beneficial to the GHAD that do not fit into one of the other three categories.

Administration and Accounting

This category includes administrative expenses for tasks of the GHAD Manager, clerical and accounting staff related to the operation and administration of the GHAD.

TABLE 2: Summary of Proposed Fiscal Year 2017/18 Budget

BUDGET ITEM	LABEL	BUDGET AMOUNT	PERCENT OF TOTAL BUDGET
MAJOR REPAIRS			
Major Projects	**TOTAL**	**$0**	0%
PREVENTIVE MAINTENANCE AND OPERATIONS			
Professional Services			
Scheduled Monitoring Events			
Open Space Scheduled Monitoring Events		$12,000	
Open Space Heavy Rainfall Events		$6,000	
Bioretention Cell Scheduled Monitoring Events		$4,000	
Bioretention Heavy Rainfall Events		$1,600	
Transfer of Open Space – Alamo Creek		$18,000	
Technical Consultants, Parcel Transfer (Outside Services)		$8,000	
	Subtotal	$49,600	
Maintenance and Operations			
Sediment Removal – Concrete Structures		$6,000	
Bioretention and Other Water Quality Facilities		$10,000	
Erosion Repairs		$25,000	
Subdrain Outlets		$1,500	
Detention Basin		$25,000	
Creek Banks		$15,000	
Slope Stabilization		$25,000	
Trail, File Break and Fence Maintenance		$40,000	
	Subtotal	$147,500	
	TOTAL	**$197,100**	35%
SPECIAL PROJECTS			
Reserve Study		$4,000	
GPS/GIS Development		$5,000	
Web Site Development		$2,000	
	TOTAL	**$11,000**	2%

BUDGET ITEM	LABEL	BUDGET AMOUNT	PERCENT OF TOTAL BUDGET
ADMINISTRATION AND ACCOUNTING – GHAD Manager			
Administration and Accounting		$36,000	
Budget Preparation		$3,500	
	Subtotal	$39,500	7%
Outside Professional Services – Nontechnical			
Assessment Roll and Levy Update Preparation		$5,000	
Legal Counsel		$10,000	
Treasurer		$8,000	
Contra Costa County Assessor's Fees		$1,300	
California Association of GHADs Membership		$450	
Insurance		$800	
	Subtotal	$25,550	4%
	TOTAL	**$65,050**	
ESTIMATED EXPENDITURES	**TOTAL**	**$273,150**	**48%**
ESTIMATED RECEIVABLES			
Estimated Balance (June 30, 2017)		$2,866,070	
Estimated 2017/18 Assessment Amount		$523,900	
Estimated Earnings on Investments		$46,920	
Total Available Funds	**TOTAL**	**$3,436,891**	
ESTIMATED EXPENDITURES			
Major Projects		$0	
Preventive Maintenance and Operations		$197,100	
Special Projects		$11,000	
Administration and Accounting		$65,050	
Estimated Expenditures	**TOTAL**	**$273,150**	
ESTIMATED RESERVE/FUND BALANCE ON JUNE 30, 2018		**$3,163,741**	

MAJOR REPAIRS

There are currently no major repair projects anticipated in the 2017/18 fiscal year budget within the GHAD-maintained areas of the Wendt Ranch GHAD. While no major repairs are ongoing at this time, by their very nature, major repairs such as landslides are unpredictable and could occur during the 2017/18 fiscal year. The reserve portion of the budget allows for the funding toward these unpredictable events.

PREVENTIVE MAINTENANCE AND OPERATIONS

Professional Services

Open Space Scheduled Monitoring Events

As provided in the Plan of Control, there are two scheduled monitoring events within the GHAD that will occur during each calendar year including geotechnical instrument monitoring.

Estimated budget $12,000

Open Space Heavy Rainfall Events

We have budgeted for two heavy rainfall monitoring events during the 2017/18 winter season.

Estimated budget $6,000

Bioretention Cell Scheduled Monitoring Events

As provided in the Design Report and Operations and Maintenance Manual for Bioretention Facilities, there are two scheduled monitoring events for the two bioretention cells within the GHAD that will occur during November and May.

Estimated budget $4,000

Bioretention Heavy Rainfall Events

We have budgeted for two heavy rainfall monitoring events for the bioretention facilities during the 2017/18 winter season.

Estimated budget $1,600

Transfer of Open Space – Alamo Creek

We anticipate in this budget that ownership, maintenance and monitoring responsibilities of additional open space within the Alamo Creek Development may be offered to the GHAD during the 2017/18 fiscal year. As provided in the Plan of Control, the transfer process includes inspections and verification of proper maintenance or condition of the GHAD-maintained improvements.

Estimated budget $18,000

Technical Consultants, Parcel Transfer (Outside Services)

As part of the transfer process, the GHAD plans to contract with Darwin Myers Associates to provide for third party review of the GHAD-maintained improvements prior to transfer.

Estimated budget $8,000

Maintenance and Operations

Sediment Removal - Concrete Structures

This budget item is to provide for the periodic removal of vegetation, cleaning, sealing and minor repair of concrete-lined drainage ditches within the Mustang Soccer Fields, Wendt Ranch, and Intervening Properties (Monterosso) developments.

Estimated budget $6,000

Bioretention and other Water Quality Facilities

The budget item allows for ongoing maintenance activities as described in the operations and maintenance manual.

Estimated budget $10,000

Erosion Repairs

This is for unanticipated minor erosion repairs, including those that may occur during the 2017/18 fiscal year.

Estimated budget $25,000

Subdrain Outlets

This budget item provides for subdrain outlets to be located, relocated, and marked as necessary.

Estimated budget $1,500

Detention Basins

The budget allows for ongoing maintenance activities.

Estimated budget $25,000

Creek Bank Maintenance

Anticipated tasks under this budget item include the repair of slope or creek erosion and removal of debris from creek channel culverts.

Estimated budget $15,000

Slope Stabilization

This is for unanticipated minor repairs, including slope instability or erosion, which may occur during the 2017/18 fiscal year.

Estimated budget $25,000

Trail, Fire Break and Fence Maintenance

This budget item includes annual firebreak mowing, gravel-surfaced road maintenance, trail maintenance, and fence repairs, which may occur during the 2017/18 fiscal year.

Estimated budget $40,000

SPECIAL PROJECTS

Global Positioning System (GPS)/Geographic Information System (GIS) Development

To provide for a more efficient system to capture, store, update, manipulate, analyze, and display information pertaining to GHAD features (including, but not limited to, subdrains, landslides, drainage facilities, cuts, fills, or slopes), the GHAD has provided a budget item to continue development of a GIS database. The database would facilitate and streamline the tracking of location, maintenance, and repair activities and automate the communication of this information to affected parties. We anticipate this first phase of GIS database development will include transition of available and pertinent information to an electronic format suitable for GIS deployment and, as necessary, field-verification of such features with GPS surveys.

Estimated budget $5,000

Web Site Maintenance and Updates

To allow for greater access to information about the Wendt Ranch GHAD, the GHAD has provided a budget item to update and maintain the existing website launched during the 2013/2014 fiscal year.

Estimated budget $2,000

Reserve Study

During fiscal year 2017/18, a reserve study will be completed based on the levels of expenditure expected to address future maintenance responsibilities, and accumulation the appropriate long-term reserves to address larger geologic events.

Estimated budget $4,000

ADMINISTRATION AND ACCOUNTING

GHAD Manager

Administration and Accounting

Administrative expenses include the GHAD Manager duties related to the operation and administration of the GHAD. The budget estimate for the accounting and administrative services are derived from the original GHAD budget used to prepare the GHAD's Engineer's Report.

Estimated budget $36,000

Budget Preparation

This budget provides for the preparation of the annual report and budget.

Estimated budget $3,500

Outside Professional Services – Nontechnical

Assessment Roll and Levy Update

This budget item allows for preparation of the assessment roll for the District and the updated levy based on the Consumer Price Index adjustment.

Estimated budget $5,000

Legal Counsel

This budget item allows the GHAD to secure legal counsel for the District as provided under Resolution 2008/01 adopted on November 18, 2008. The duties of the legal counsel may include but not be limited to, preparation or review of contracts, grant deeds, right of entry and board resolutions.

Estimated budget $10,000

Treasurer

This budget item accounts for fees related to investment of the GHAD reserve funds and processing of accounts payable. This budget item allows the GHAD to hire a treasurer for the District as provided under Resolution 2008/01 adopted on November 18, 2008.

Estimated cost **$8,000**

Contra County Assessor's Fees

This budget item accounts for fees from the Contra County Assessor's Office.

Estimated cost **$1,300**

California Association of GHADs Membership

The GHAD maintains membership in the California Association of GHADs.

Estimated cost **$450**

Insurance

The GHAD maintains general liability insurance for open space areas within the District.

Estimated cost **$800**

Statement of Investment Policy

Wendt GHAD
Policy Dated: June 2017

EXHIBIT B

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I. Introduction

Geologic Hazard Abatement Districts ("GHADs") are local governmental districts specifically formed for the purpose of prevention, mitigation, abatement or control of geologic hazards. GHADs are political subdivisions of the state and is not an agency or instrumentality of a local agency. A geologic hazard is broadly defined as an actual or threatened landslide, land subsidence, soil erosion, earthquake, fault movement, or any other natural or unnatural movement of land or earth. The board of directors of a GHAD is comprised of either five landowners from within the GHAD boundaries or the legislative body of the city or county that created the GHAD. The powers of the GHAD are vested in the board of directors.

A GHAD is empowered to acquire, construct, operate, manage or maintain improvements on public or private lands which are necessary or incidental to prevent, mitigate, abate or control geologic hazards within the district. The GHAD may assess landowners for the operation and maintenance of improvements acquired or constructed pursuant to GHAD law, found in the California Public Resources Code Section 26500 *et seq.* ("GHAD Law"). Further, the GHAD prepares plans of control which describe in detail a geologic hazard, its location and a plan for the prevention, mitigation, abatement or control thereof.

The GHAD Treasurer is entrusted with the financial management of the district's resources in close collaboration and cooperation with the GHAD Manager.

The GHAD Manager is empowered with the day-to-day responsibility of managing and overseeing the operations of the GHAD, including managing the annual budget, responding to constituents, execution and management of contracts.

The purpose of this Statement of Investment Policy ("Policy") is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize investment-related activities. Activities include providing accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective management of custodial relations, prudent investment and portfolio allocation for a real return on investment.

II. Statement of Objectives

In managing the GHAD investment portfolio, the GHAD Treasurer seeks to balance the investments to meet the short term, intermediate, and long term (reserve) needs of the GHAD. Investments are intended to achieve a real rate of return while minimizing the potential for capital losses arising from market changes or issuer default. While the GHAD Treasurer will not make investments for the purpose of trading or speculation as the dominant criterion, they will seek to enhance total portfolio return by means of effective investment allocation.

The GHAD will consider the following objectives for portfolio management:

1. **Safety** - Each investment transaction shall seek to ensure that capital losses are minimized, whether they are from securities defaults or erosion of market value.

2. **Liquidity** - The investment portfolio will remain sufficiently liquid to enable the GHAD to meet all operating requirements that might be reasonably anticipated while preserving principal.

3. **Yield -** The GHAD may establish a performance benchmark based on current investment objectives and constraints. The investment portfolio shall be managed to attain a real rate of return throughout budgetary and economic cycles, taking into account the GHAD's policy constraints and cash flow requirements. The portfolio yield represents current income while total return will include both income and capital appreciation/depreciation.

4. **Diversification** - The investment portfolio will be diversified to manage interest rate, market event, liquidity, and credit risk to meet the GHAD's investment objectives.

5. **Real Rate of Return-** the investment portfolio will seek an investment return in excess of inflation.

III. Use of State Investment Guidelines

GHAD Law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices for cities, districts and local agencies. This Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

IV. GHAD Treasurer Authority

The responsibility for conducting the GHAD investment program lies with the GHAD Treasurer, who has established procedures for the operation of the investment program, consistent with this Policy. Within the aforementioned authorities, the GHAD Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The GHAD Treasurer has further authority to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

For purposes of this Policy, the GHAD Treasurer must be registered under the Investment Advisors Act of 1940, as a registered Investment Advisor and The custodians must be registered broker-dealers with (FINRA) Financial Industry National Regulatory Authority and a member of the Securities Investor Protection Corporation (SIPC).

V. Investment Policy Adoption

This Policy shall be reviewed and approved by the GHAD Manager and GHAD Treasurer. If the GHAD Manager and GHAD Treasurer determine substantial modifications to this Policy are necessary, such modifications shall be reported to the Board of Directors.

VI. Standard of Prudence

GHAD Board members, employees and consultants involved in the investment process ("Participants") shall act responsibly as custodians of the public trust. Participants acknowledge that the GHAD's investment portfolio is subject to public review and evaluation. Nevertheless, in a diversified portfolio, it must be recognized that occasional measured losses are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

The standard of prudence to be used by investment officials shall be the "prudent Investment Manager standard," which states:

> *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing investments, the Investment Manager shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the client, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the (client) Investment Manager."*

Participants acting in accordance with this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy.

VII. Reporting

While there is no requirement in GHAD Law to do the following, the following investment activity reports will be completed.

A. Monthly

At the direction of the GHAD Treasurer, the Custodians shall provide a monthly institutional brokerage statement with an investment and transaction summary to the GHAD Manager.

B. Quarterly

The GHAD Treasurer shall submit quarterly investment reports to the GHAD Manager.

The quarterly report shall highlight key aspects of information contained in the investment reports; a summary of investment activity for each GHAD, total account balance, balance by position, quarterly performance summary of the investment portfolio and review of cash flow required to meet expenditures for the next six months.

C. Other

The GHAD Treasurer shall present to the GHAD Manager an annual report on the investment program and investment activity no later than 180 days following the end of the fiscal year. The annual report may include a performance summary, suggest policies and improvements that might enhance the investment program, and include an investment plan for the ensuing fiscal year. The GHAD Treasurer will provide additional data deemed necessary by the GHAD Manager to facilitate any additional accounting or reporting requirement.

VIII. Investment Instruments

The following sections describe individual investment types appropriate for the GHAD.

A. **United States Treasury Notes, Bonds, Bills, or Certificates of Indebtedness**, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

CA Govt Code 53601(b)

B. **Negotiable Certificates of Deposit** issued by a nationally- or state-chartered bank, a savings association or a federal association as defined by Section 5102 of the California Financial Code, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.

CA Govt Code 53601 (i)

C. **Money Market Funds** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C.).

The GHAD will typically utilize, but is not limited to, Government and Treasury money funds in portfolios. A Government money fund invests at least 99.5% of its total assets in cash, government securities, and/or repurchase agreements that are "collateralized fully" (i.e., collateralized by cash or government securities). A Treasury fund is a type of government money fund that invests in US Treasury Bills, Bonds and Notes.

CA Govt Code 53601 (l)

D. **Mutual Funds** an investment program funded by shareholders that trades in diversified holdings and is professionally managed.

E. **Exchange Traded Funds (ETF)** marketable securities that track an index; which can be comprised of a basket of assets (such as commodities, bonds, or equities) Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold.

F. **Municipal Bonds** issued by the State of California and any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or any local agency, or by a department, board, agency or authority of the state or any local agency.

Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CA Govt Code 53601 (c), CA Govt Code 53601 (d), CA Govt Code 53601 (e)

G. **Asset-Backed Securities** defined as all mortgage pass-through securities, collateralized mortgage obligations, mortgage-backed or other pay-through bonds, equipment lease-backed certificates, consumer receivable pass-through certificates, and consumer receivable-backed bonds.

Asset-backed securities shall be rated at least "AA" or the equivalent by a NRSRO at the time of purchase. Additionally, securities eligible for investment under this subsection shall be issued by an issuer whose debt is rated at least "A" or the equivalent by a NRSRO at the time of purchase.

CA Govt Code 53601 (o)

H. **Structured Notes**, a debt obligation that also contains an embedded derivative component that adjusts the security's risk/return profile. The return performance of a structured note will track both that of the underlying debt obligation and the derivative embedded within it.

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

IX. Investment Diversification

Investments shall be based on a review of cash flow forecasts. Investments will be reviewed quarterly to permit the GHAD Manager to meet all projected obligations.

The short term allocation will be invested in safe and liquid assets, typically money market funds, to ensure that operational expenses will be met for the current budgetary year (1x operating expense).

The intermediate allocation is maintained at 1x operating expense and is invested in inflation-protected securities and short-term fixed income holdings. This allocation is intended to cover

unexpected events (earthquakes, extreme weather conditions, etc.) if the annual operating funds are exhausted.

The long term reserve allocation invests assets in excess of the operating and intermediate budget allocations and is used to generate income and modest growth for future use. The objective of the long term reserve allocation is balanced between long-term capital appreciation and high current income, with an emphasis on income. This sleeve of the portfolio strives to provide a real rate of return over time (nominal rates of return adjusting for factors such as inflation, interest rates, credit spreads and foreign exchange).

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

X. Internal Controls

The GHAD Treasurer shall implement a system of internal controls. These controls are designed to prevent loss of investments arising from fraud, employee error, misrepresentation by third parties or imprudent actions by Participants involved in the investment process. Controls deemed most important include:

- **Separating transaction authority from accounting and record keeping.** Separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, fosters a system of checks and balances.

- **Avoiding physical delivery securities.** Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

- **Confirming telephone transactions for investments and wire transfers in writing.** Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax/email if on letterhead and the safekeeping institution has a list of authorized signatures.

- **Developing money transfer agreements with the third party custodian.** This agreement should outline the various controls and security provisions, and delineate responsibilities of each party making and receiving money transfers.

XI. Financial Institution Selection

The GHAD Treasurer shall review and select qualified financial institutions from which securities are held, purchased or sold.

In selecting financial institutions for the deposit or investment of GHAD funds, the GHAD Treasurer shall consider the financial stability of the institutions. The GHAD Treasurer shall

continue to monitor financial institutions' creditworthiness throughout the period in which GHAD funds are deposited or invested.

The GHAD Treasurer is authorized to conduct investment transactions on the GHAD's behalf. The GHAD Treasurer may use its own list of approved broker/dealers and financial institutions for investment purposes.

XII. Risk Tolerance

It is recognized that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. The GHAD Treasurer is expected to display prudence in the selection of securities as a way to minimize risk. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

The GHAD Treasurer shall use strategies to control risks of default, market price changes, illiquidity, credit quality, investment duration and portfolio volatility (standard deviation). The GHAD Treasurer shall periodically review with GHAD Manager the investment results, risks and the steps that have been taken to mitigate future risks.

XIII. Safekeeping and Custody

To protect against potential fraud and embezzlement, the assets of the GHAD shall be secured through third-party custody and safekeeping procedures.

The GHAD Treasurer shall maintain a list of financial institutions authorized to provide custodial services. Assets are held directly with the Custodian who provides independent verification of assets through monthly institutional account statements. Each GHAD will maintain a separate account with the Custodian.

The GHAD Treasurer is responsible for the coordination, review and monitoring of GHAD cash disbursements. Through a dual control verification process, the GHAD Treasurer verifies disbursement requests from the GHAD Manager. GHAD Managers shall only submit check requests for vendors approved by the GHAD Manager. The GHAD Treasurer coordinates and verifies disbursements from the Custodian to the approved vendors.

Glossary

ASK PRICE: The price at which a seller offers to sell a security to a buyer.

ASSET-BACKED SECURITIES: Bonds created from various types of consumer debt. Returns on these securities come from customer payments on their outstanding loans. The primary types of asset-backed securities are mortgages, home equity loans, auto loans, leases, credit card receivables and student loans.

BANKERS' ACCEPTANCE: A letter of credit issued in a foreign trade transaction which allows exporters to receive payment prior to importation of their goods. Banks provide short-term financing to facilitate the transaction and may sell the obligation to a third party. Bankers' Acceptances are secured by the issuer of the bill, while the underlying goods also serve as collateral.

BANK DEPOSITS: Collateral in the form of currency that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

BENCHMARK: A comparative base for measuring the performance or risk of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID PRICE: The price at which a buyer offers to purchase a security from the seller.

BOND: A debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate called a coupon payment. Bonds are used by companies, municipalities, states and the U.S. government to finance a variety of projects and operating activities.

BROKER: A broker aligns buyers and sellers of securities and receives a commission when a sale occurs. Brokers generally do not hold inventory or make a market for securities.

CALIFORNIA LOCAL AGENCY OBLIGATIONS: Bonds that are issued by a California county, city, city and county, including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

CD (CERTIFICATE OF DEPOSIT): Time deposits issued by a bank, savings or federal credit union, or state-licensed branch of a foreign bank. Negotiable Certificates of Deposits rely on the credit rating of the issuing entity.

COLLATERAL: Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COLLATERALIZATION: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

COMMERCIAL PAPER: Short-term unsecured promissory note issued by a company or financial institution. Commercial paper is issued at a discount and matures at face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

COUPON: The annual rate of interest that a bond's issuer promises to pay the bondholder, expressed as a percentage of the bond's face value.

CREDIT RISK: Credit risk is the likelihood that an issuer will be unable to make scheduled payments of interest or principal on an outstanding obligation.

CUSTODIAN: An agent such as a brokerage firm or a bank that stores a customer's investments for safekeeping. The custodian does not have fiduciary responsibilities.

DEALER: A dealer, as opposed to a broker, acts as a principal in security transactions, selling securities from, and buying securities for his/her own position.

DEFAULT: To default is to fail to repay principal or make timely interest payments on a bond or other debt investment security, or failure to fulfill the terms of a note or contract.

DELIVERY VERSUS PAYMENT (DVP): A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

DURATION: The weighted average time to maturity of a bond where the weights are the present values of future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates.

EXCHANGE TRADED FUNDS (ETF): ETF is a marketable security that tracks an index, a commodity, bonds, or a basket of assets like an index fund. Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold. ETFs typically have higher daily liquidity and lower fees than mutual fund shares.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FLOATING RATE INVESTMENTS: Notes whose interest rate is adjusted according to the interest rates of other financial instruments. These instruments provide protection against rising or falling interest rates, but may pay lower yield than fixed rate notes.

FUTURES: Commodities, which are sold in the present time and are to be delivered at a future date.

INTEREST ONLY STRIPs: Securities with cash flow based entirely on the monthly interest payments received from a mortgage, Treasury, or bond payment. No principal is included in these types of securities.

INVERSE FLOATING RATE INVESTMENTS: Variable-rate notes (such as inverse floating rate notes) whose coupon and value increase as interest rates decrease.

INVESTMENT PROGRAM: The process of modern portfolio management. The process includes establishing investment policy, analysis of the economic and capital markets environment, portfolio monitoring and rebalancing, and measuring performance.

LIQUIDITY: The ease with which investments can be converted to cash at their present market value. Liquidity is significantly affected by the number of buyers and sellers trading a given security and the number of units of the security available for trading.

LOCAL AGENCY BONDS: These bonds are issued by a county or city including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to state and local government entities and certain non-profit organizations in California in which organizations pool their funds for investment. LAIF is managed by the State Treasurer's Office.

MARKET RISK: Market risk is the risk that investments will change in value based on changes in general market prices.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract which includes provisions specific to the governmental agency that is signed by an authorized officer with each counterparty. A master agreement will often specify details to the nature of transactions, the relationship of the parties to the agreement, parameters pertaining to the ownership and custody of collateral, and remedies in the event of default by either party.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MEDIUM TERM NOTES (MTN): Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MORTGAGE-BACKED SECURITIES: A debt instrument with a pool of real estate loans as the underlying collateral. The mortgage payments of the real estate assets are used to pay interest and principal on the bonds.

MORTGAGE PASS-THROUGH SECURITIES: A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including equity securities, fixed-income securities and money market instruments. **Money market mutual funds** invest exclusively in short-term (1-day to 1-year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper. The principal objective is the preservation of capital and generation of current income.

OFFER: The price asked by a seller of securities. See Ask Price and Bid Price.

OPTION: A contract that provides the right or obligation, depending on the buyer or seller's position within the contract, to buy or to sell a specific amount of a specific security within a predetermined time period at a specified price. A call option provides the right to buy the underlying security. A put option provides the right to sell the underlying security. The seller of the contracts is called the writer.

PORTFOLIO: A collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker- dealers, banks, and a few unregulated firms.

PRINCIPAL ONLY STRIPS: Securities with cash flow based entirely on the principal payments received from an obligation.

RANGE NOTES: A range note is a bond that pays interest if a specified interest rate remains above or below a certain level and/or remains within a certain range.

RATE OF RETURN: The yield plus capital appreciation/depreciation obtainable on a security based on its purchase price or its current market price.

REPURCHASE AGREEMENT (RP, Repo): A contractual transaction between an investor and an issuing financial institution (bank or securities dealer). The investor exchanges cash for temporary ownership or control of collateral securities, with an agreement between the parties that on a future date, the financial institution will repurchase the securities.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held by the bank in the customer's name.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION (SEC): A federal government agency comprised of five commissioners appointed by the President and approved by the Senate. The SEC was established to protect the individual investor from fraud and malpractice in the marketplace. The Commission oversees and regulates the activities of registered investment advisers, stock and bond markets, broker/dealers, and mutual funds.

STATE OBLIGATIONS: Registered treasury notes or bonds of the 50 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 United States.

STRIPS: Bonds, usually issued by the U.S. Treasury, whose two components, interest and repayment of principal, are separated and sold individually as zero-coupon bonds. Strips are an acronym for Separate Trading of Registered Interest and Principal of Securities.

SUPRANATIONALS: International financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe.

TRUSTEE: An individual or organization, which holds or manages and invests assets for the benefit of another. The trustee is legally obliged to make all trust-related decisions with the trustee's interests in mind, and may be liable for damages in the event of not doing so.

U.S. AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations (GSEs), participations, or other instruments. The obligations are issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Issuers include: Fannie Mae, Farmer Mac, Federal Farm Credit Banks, Freddie Mac, Federal Home Loan Banks, Financing Corporation, Tennessee Valley Authority, Resolution Trust Funding Corporation, World Bank, Inter-American Development Bank, and PEFCO.

U.S. TREASURY OBLIGATIONS (TREASURIES): Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the U.S. and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

Treasury Bills: All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury Bills (T-bills). The Treasury currently issues 3-month and 6-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth cash flows.

Treasury Notes: All securities issued with initial maturities of 2- to 10-years are called Treasury Notes (T-notes), and pay interest semi-annually.

Treasury Bonds: All securities issued with initial maturities greater than 10-years are called Treasury Bonds (T-bonds). Like Treasury Notes, they pay interest semi- annually.

YIELD: The rate of annual income return on an investment, expressed as a percentage. Yield does not include capital gain.

Income Yield is obtained by dividing the current dollar income by the current market price for the security.

Net Yield or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-coupon bonds are typically issued at a discount and repaid at par upon maturity.

THE BOARD OF DIRECTORS OF WENDT RANCH
GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (WENDT RANCH GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement and receiving the GHAD Statement of Investment Policy.

WHEREAS, on February 12, 2002, the Contra Costa County Board of Supervisors adopted Resolution 2002/59 approving the formation of the Wendt Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, ENGEO, Inc., attached hereto as Exhibit A.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/03, the GHAD Board approved the consultant services agreement with ENGEO, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services. The budget attached in Exhibit A identifies this limit at $114,225.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for the GHAD General Manager services at $114,225 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

Contra Costa County

To: Wiedemann Ranch GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: Wiedemann Ranch GHAD Resolution No 2017/01

RECOMMENDATION(S):
ADOPT Wiedemann Ranch GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and GHAD Manager. RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:
The GHAD is funded I00% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:
On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/1438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, ENGEO, Inc., which is attached to Resolution No. 2017/01. In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as required by that Agreement. The budget attached to Resolution No. 2017/01 as Exhibit A identifies that limit at $109,800.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Amara Morrison
510.834.6600

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved. The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one oÍ more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607,and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy. The Statement of Investment Policy is attached to Resolution No. 20I7/0I as Exhibit B.

ATTACHMENTS

Wiedemann Ranch GHAD Resolution 2017/01 and Report

Wiedemann Ranch GHAD Resolution No. 2017/01

WIEDEMANN RANCH
GEOLOGIC HAZARD ABATEMENT DISTRICT

TO:	**Wiedemann Ranch GHAD Board of Directors**
FROM:	**GHAD Attorney Patricia Curtin**
BOARD MEETING DATE:	**June 20, 2017**
SUBJECT:	**Wiedemann Ranch GHAD Resolution No. 2017/01**

RECOMMENDATION(S):

ADOPT Wiedemann Ranch GHAD Resolution No. 2017/01 adopting the GHAD budget for 2017/2018 fiscal year and updating GHAD Manager payment limit under Consulting Services Agreement, as recommended by the GHAD Attorney and GHAD Manager.

RECEIVE the GHAD Statement of Investment Policy prepared by the GHAD Treasurer.

FISCAL IMPACT:

The GHAD is funded 100% through assessments levied on properties within the GHAD. Therefore, there is no impact on the County General Fund.

BACKGROUND:

On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The GHAD Board is requested to adopt budgets for the GHAD operations each fiscal year. The GHAD Board is being requested to adopt the fiscal year budget for 2017/2018 as prepared by the GHAD General Manager, ENGEO, Inc., which is attached to Resolution No. 2017/01. In addition, the GHAD Board is being requested to update the GHAD General Manager payment limits under the existing Consulting Services Agreement as required by that Agreement. The budget attached to Resolution No. 2017/01 as Exhibit A identifies that limit at $109,800.

CONSEQUENCE OF NEGATIVE ACTION:

The GHAD will not be able to continue operation starting July 1, 2017 if the budget is not approved.

The GHAD Manager, GHAD Attorney, and GHAD Treasurer recommend that the GHAD Board review and acknowledge receipt of an annual Statement of Investment Policy with sets forth a

prudent and systematic investment relative to the monies generated by the GHAD property assessments. These activities help ensure the appropriate management of the GHAD investment portfolio in order to achieve a meaningful return on investment.

The responsibility for conducting the GHAD investment program is delegated to the Treasurer, who has established written procedures for the operation of the investment program, consistent with the Statement of Investment Policy. The Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The Treasurer has further authority, with consent of the GHAD Board of Directors, to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

The GHAD law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices. The Statement of Investment Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

Finally, the GHAD's Statement of Investment Policy shall be reviewed regularly by the GHAD Manager and Treasurer. The Board of Directors shall approve all substantive modifications of the Policy.

The Statement of Investment Policy is attached to Resolution No. 2017/01 as Exhibit B.

THE BOARD OF DIRECTORS OF WIEDEMANN RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (WIEDEMANN RANCH GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement and receiving the GHAD Statement of Investment Policy.

WHEREAS, on September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, ENGEO, Inc., attached hereto as Exhibit A.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/02, the GHAD Board approved the consultant services agreement with ENGEO, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services. The budget attached as Exhibit A identifies this limit for fiscal year 2017/2018 at $109,800.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for General Manager services at $109,800 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy attached as Exhibit B.

4. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

WIEDEMANN RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT
PROGRAM BUDGET FOR FISCAL YEAR 2017/18

EXHIBIT A

June 8, 2017

Wiedemann Ranch GHAD Board of Directors
Wiedemann Ranch Geologic Hazard Abatement District
651 Pine St., Room 107
Martinez, CA 94553

Subject: Wiedemann Ranch Geologic Hazard Abatement District
Contra Costa County, California

PROGRAM BUDGET FOR FISCAL YEAR 2017/18

Dear Board Members:

Attached is the program budget for the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) for the Fiscal Year 2017/18. The program budget as proposed is $219,800. The budget expenses break down into the following approximate percentages of the total receivables.

- Major Repair ..... 0 percent
- Preventive Maintenance and Operations ..... 24 percent
- Special Projects ..... 2 percent
- Administration and Accounting ..... 6 percent
- Additional - Outside Professional Services ..... 4 percent

The budget anticipates a contribution of approximately $400,000 (64% of total receivables) to the reserve fund. A summary of the expenses is shown on Table I followed by a brief description of each budget item on the following pages.

If you have any questions regarding the contents of this letter, please contact us.

Sincerely,

Wiedemann Ranch Geologic Hazard Abatement District
ENGEO Incorporated, GHAD Manager
ENGEO Project No. 3586.002.017

Eric Harrell
eh/pcg/bvv

Paul C. Guerin

Wiedemann Ranch Geologic Hazard Abatement District
Program Budget
Fiscal Year 2017/18

The following budget summarizes the anticipated expenditures for fiscal year 2017/18 for the Wiedemann Ranch Geologic Hazard Abatement District, which currently includes the Norris Canyon Estates, Henry Ranch, Elworthy Ranch, and Red Hawk (Podva) developments. The GHAD has acquired monitoring, maintenance, and repair responsibilities within the Henry Ranch development and portions of the Norris Canyon Estates development. We anticipate that improvements within the Elworthy Ranch development will be offered to the GHAD in fiscal year 2017/18. Improvements within the Red Hawk (Podva) development will not be eligible to offer to the GHAD until fiscal year 2019/20.

The fiscal year for the Wiedemann Ranch GHAD begins on July 1. The budget is divided into four categories including Major Repair; Preventive Maintenance and Operations; Special Projects; and Administration and Accounting. As needed, the GHAD Manager may reallocate funds without additional Board approval.

The 2016/17 assessment amounts were as follows:

Development	Type of Residence	2016/17 Assessment Limit
Norris Canyon Estates	Single Family	$851.48
Henry Ranch	Single Family	$824.42
Elworthy Ranch	Single Family	$1,428.31
Elworthy Ranch	Apartment	$714.16
Red Hawk (Podva)	Single Family	$2,395.00

The assessment limits were adjusted up 2.67 percent from the 2015/16 assessment levels. The assessment limit annual adjustment is based on the assessment limit set in each of the developments Engineer's Report using the consumer price index. The final assessment roll prepared for the 2016/17 fiscal year and submitted to the Contra Costa County Assessor's Office identifies 558 properties subject to the levy of the GHAD assessment. The total levy amount for the 2016/17 FY was $529,251.20.

Based on the San Francisco/Oakland/San Jose consumer price index figures reported through April 2017, for budgeting purposes, we estimate a FY 2016/17 inflation rate adjustment of 3.5 percent. We estimate that 560 residential units will be subject to assessment in the FY 2017/18.

In general, the budget amounts listed are based on the Engineers' Reports approved by the Wiedemann Ranch GHAD Board of Directors in 2001 for the Norris Canyon Estates and Henry Ranch developments, in 2014 for the Elworthy Ranch development, and in 2016 for the Red Hawk (Podva) development. The budget amounts have been inflation adjusted to provide the estimates. The current Program Budget projects that at the beginning of the 2017/18 fiscal year, the cumulative reserve will be about $4,125,000 and about $4,525,000 at the end of the 2017/18

fiscal year. At $4,125,000, the cumulative reserve will be about $1,762,000 or 64 percent above prior budget estimates. To allow for an accurate comparison between the original 2001 budget and the estimated cumulative reserve at the end of the 2015/16 fiscal year, we added the estimated cost of a major repair to the 2001 budget. As shown in the 2001 budget, a major repair of approximately $1,297,000 was shown for the 2012/13 FY and this event has not occurred.

We attribute the additional reserve accumulation to a number of factors including: (1) The Wiedemann Ranch GHAD has acquired monitoring and maintenance responsibilities for all of Henry Ranch, Subdivision 7578 and portions of Subdivisions 7575, 7996, and 7998, but does not yet have maintenance and monitoring responsibilities for the remainder of the Norris Canyon Estates, Elworthy Ranch, and Podva developments, (2) five of the past ten winters have had below-average rainfall; therefore, there has been a reduced level of slope instability and erosion, (3) a large-scale repair (estimated at $1,000,000 in 2001 dollars every 10 years) has not been necessary within the GHAD-maintained areas and, (4) the budgets submitted and expenditures by the GHAD manager reflect the lower level of activity due to weather conditions and limited geographic responsibilities, thus allowing a higher percentage of the GHAD revenues to be applied to the reserve portion of the budget, while maintaining an appropriate monitoring and maintenance program.

Special Condition 1(e) of the approved Consulting Services Agreement provides that a payment limit shall be determined each fiscal year by a resolution of the GHAD Board. For fiscal year 2017/18 (July 1, 2017 through June 30, 2018), the payment limit is set at $109,800. The tasks included within the payment limit may include site monitoring events, transfer of monitoring and maintenance responsibilities, oversight of maintenance and repair projects, administration, accounting, assessment roll updates, and budget preparation.

MAJOR REPAIR

Included within the major repair category are those repair or improvement projects that are intermittent and, by their nature, do not fit within a scheduled maintenance program. Minor slope repair and erosion control items are generally funded within the Preventive Maintenance and Operations category. For the purposes of this budget, we define major repairs as those estimated at over $50,000.

PREVENTIVE MAINTENANCE AND OPERATIONS

Preventive maintenance and operations include professional services, slope stabilization services, and erosion protection within the District. Professional services include site monitoring events as scheduled in the GHAD Plan of Control. Slope stabilization and erosion protection responsibilities include the open space slopes and creek channels. GHAD-maintained improvements generally include the District's slopes, concrete-lined drainage ditches, retaining walls, subsurface drainage facilities, monitoring instruments including settlement monitoring devices, storm drain facilities, and the creek channels.

SPECIAL PROJECTS

The Special Projects category allows the GHAD to budget for projects beneficial to the GHAD that are not included in one of the other three categories.

ADMINISTRATION AND ACCOUNTING

Administrative expenses include the General Manager duties related to the operation and administration of the GHAD. These include clerical and accounting functions.

A summary of the proposed Fiscal Year 2017/18 Budget is shown in Table I.

TABLE I : Summary of Proposed Fiscal Year 2017/18 Budget

Budget Item	Label	Budget Amount	Percentage of Total Receivables
Major Repairs			
	Total	**$0**	**0%**
Preventive Maintenance and Operations			
Professional Services			
Scheduled Monitoring Events		$21,000	
Heavy Rainfall Monitoring Events		$6,000	
Transfer of Subdivisions 7575, 7996, 7998, and Elworthy Ranch		$18,000	
Transfer of Subdivisions 7575, 7996, 7998, and Elworthy Ranch – Outside Services		$10,000	
	Subtotal	$55,000	
Maintenance and Operations			
Concrete-Lined Drainage Ditches and Maintenance Roads		$12,000	
Erosion Control including Creek Channels		$50,000	
Slope Stabilization		$30,000	
	Subtotal	$92,000	
Preventive Maintenance and Operations	**Total**	**$147,000**	**24%**
Special Projects			
Reserve Study		$4,000	
GPS/GIS Development		$5,000	
Web Site Maintenance and Updates		$2,000	
	Total	**$11,000**	**2%**
Administration and Accounting – GHAD Manager			
Administration and Accounting		$30,000	
Annual Report and Budget Preparation		$4,500	
	Subtotal	$34,500	**6%**
Outside Professional Services - Nontechnical			
Assessment Roll and Levy Update Preparation		$4,500	
Legal Counsel		$10,000	
Wiedemann Ranch GHAD Treasurer		$11,000	

Budget Item	Label	Budget Amount	Percentage of Total Receivables
Contra Costa County Assessor's Fees		$750	
California Association of GHADs Membership		$250	
Insurance		$800	
	Subtotal	$23,750	**4%**
Administration and Accounting	**Total**	**$61,800**	
Proposed Expenditures	**Total**	**$219,800**	**36%**
Estimated Receivables			
Estimated Balance (June 30, 2017)		$4,124,483	
2017/18 Assessment Amount (Estimated)		$553,615	
Estimated Interest on Investments		$66,109	
Estimated Total Available Funds		$4,744,117	
Estimated Expenditures			
Major Projects		$0	
Preventive Maintenance, and Operations		$147,000	
Special Projects		$11,000	
Administration, Accounting, and Legal		$61,800	
Estimated Expenditures	**Total**	**$219,800**	
Estimated Reserve/Fund Balance on June 30, 2018		**$4,524,317**	

PREVENTIVE MAINTENANCE AND OPERATIONS

There are currently no ongoing major repair projects, and none are anticipated for the 2017/18 fiscal year within the GHAD-maintained areas of the Wiedemann Ranch GHAD. Minor slope repair and erosion control items are generally funded within the Preventive Maintenance and Operations category. While no major repairs are ongoing at this time, by their nature, major repairs such as landslides are unpredictable and could occur during the 2017/18 fiscal year. The reserve portion of the budget allows for funding toward these unpredictable events.

Professional Services

Scheduled Monitoring Events

As provided in the Plan of Control, we have three scheduled monitoring events within the GHAD during each calendar year. **Estimated budget $21,000**

Heavy Rainfall Events

We have budgeted for two heavy rainfall-monitoring events during the 2017/18 winter season. **Estimated budget $6,000**

Transfer of Parcels within Subdivisions 7575, 7996 or 7998 to the GHAD

In FY 2013/14, the remainder of parcels within the Norris Canyon Estates development, not previously accepted by the Wiedemann Ranch GHAD, were offered to the GHAD by the project developers. As provided in the Plan of Control, part of the ongoing transfer process is an inspection of the GHAD-maintained improvements. We have provided a budget estimate for the ongoing transfer process activities within the GHAD. **Estimated budget $18,000**

Transfer of Parcels within Subdivisions 7575, 7996 or 7998 to the GHAD (Outside Professional Services)

As part of the ongoing transfer process, the GHAD has contracted with Darwin Myers of Darwin Myers Associates to provide for third-party review of the GHAD-maintained improvements prior to transfer. We have provided a budget estimate for the ongoing transfer process during the 2017/18 fiscal year. **Estimated budget $10,000**

Maintenance and Operations

Concrete-Lined Drainage Ditches and Maintenance Roads

This budget item is to provide for the removal of vegetation and cleaning of concrete-lined drainage ditches within the Henry Ranch and GHAD-accepted portions of the Norris Canyon Estates developments. Currently, this includes approximately 21,500 lineal feet of ditch cleaning. In addition, this item provides for removal of vegetation from maintenance roads.
Estimated budget $11,000

Erosion Control

Anticipated tasks under this budget item include the repair of slope or creek erosion and removal of debris from creek channel culverts. Cleaning and vegetation management of the Henry Ranch Detention Basin is included within this budget item. **Estimated budget $50,000**

Slope Stabilization

This is for minor repairs, including slope instability or erosion, which may occur during the 2017/18 fiscal year. Purchase of emergency stabilization supplies is included within this budget item. **Estimated budget $30,000**

SPECIAL PROJECTS

Global Positioning System (GPS)/Geographic Information System (GIS) Development

To provide for a more efficient system to capture, store, update, manipulate, analyze, and display information pertaining to GHAD features (including, but not limited to, subdrains, landslides, drainage facilities, cuts, fills, or slopes), the GHAD has provided a budget item to continue development of a GIS database. The database will facilitate and streamline the tracking of location, maintenance, and repair activities and automate the communication of this information to affected parties. We anticipate this first phase of GIS database development would include

transition of available and pertinent information to an electronic format suitable for GIS deployment, and as necessary, field-verification with GPS surveys.

Estimated budget $5,000

Web Site Maintenance and Updates

To allow for greater access to information about the Wiedemann Ranch GHAD, the GHAD has provided a budget item to update and maintain the existing website launched during the 2013/14 fiscal year. **Estimated budget $2,000**

Reserve Study

During fiscal year 2017/18, a reserve study will be developed based on the levels of expenditure expected to address future maintenance responsibilities, and accumulation the appropriate long-term reserves to address larger geologic events. **Estimated budget $4,000**

ADMINISTRATION AND ACCOUNTING

Administration

Administrative expenses include the General Manager duties related to the operation and administration of the GHAD. The budget estimate for the accounting and administrative services are derived from the original GHAD budget used to prepare the GHAD's Engineer's Report.

Estimated budget $30,000

Annual Report and Budget Preparation

This budget provides for the preparation of the annual report and budget. The budget estimate for the accounting and administrative services are derived from the original GHAD budget used to prepare the GHAD's Engineer's Report. **Estimated budget $4,500**

Assessment Roll and Levy Update

This budget item allows for preparation of the assessment roll for the District and the updated levy based on the Consumer Price Index adjustment. **Estimated budget $4,500**

Legal Counsel

This budget item allows the GHAD to secure legal counsel for the District as provided under Resolution 2008/01 adopted on November 18, 2008. The duties of the legal counsel may include but not be limited to preparation or review of contracts, grant deeds, right of entry and board resolutions. **Estimated budget $10,000**

Treasurer

This budget item accounts for fees related to investment of the GHAD reserve funds and processing of accounts payable. This budget item allows the GHAD to hire a treasurer for the District as provided under Resolution 2008/01 adopted on November 18, 2008.

Estimated cost $10,000

Contra County Assessor's Fees

This budget item allows for fees from the Contra County Assessor's Office.

Estimated cost **$750**

Association Membership

The GHAD maintains membership in the California Association of GHADs.

Estimated cost **$250**

Insurance

The GHAD maintains general liability insurance for open space areas within the District. In fiscal year 2017/18 the GHAD may obtain ownership of open space within the Elworthy Ranch development.

Estimated cost **$800**

Statement of Investment Policy

Wiedemann GHAD
Policy Dated: June 2017

EXHIBIT B

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I. Introduction

Geologic Hazard Abatement Districts ("GHADs") are local governmental districts specifically formed for the purpose of prevention, mitigation, abatement or control of geologic hazards. GHADs are political subdivisions of the state and is not an agency or instrumentality of a local agency. A geologic hazard is broadly defined as an actual or threatened landslide, land subsidence, soil erosion, earthquake, fault movement, or any other natural or unnatural movement of land or earth. The board of directors of a GHAD is comprised of either five landowners from within the GHAD boundaries or the legislative body of the city or county that created the GHAD. The powers of the GHAD are vested in the board of directors.

A GHAD is empowered to acquire, construct, operate, manage or maintain improvements on public or private lands which are necessary or incidental to prevent, mitigate, abate or control geologic hazards within the district. The GHAD may assess landowners for the operation and maintenance of improvements acquired or constructed pursuant to GHAD law, found in the California Public Resources Code Section 26500 *et seq.* ("GHAD Law"). Further, the GHAD prepares plans of control which describe in detail a geologic hazard, its location and a plan for the prevention, mitigation, abatement or control thereof.

The GHAD Treasurer is entrusted with the financial management of the district's resources in close collaboration and cooperation with the GHAD Manager.

The GHAD Manager is empowered with the day-to-day responsibility of managing and overseeing the operations of the GHAD, including managing the annual budget, responding to constituents, execution and management of contracts.

The purpose of this Statement of Investment Policy ("Policy") is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize investment-related activities. Activities include providing accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective management of custodial relations, prudent investment and portfolio allocation for a real return on investment.

II. Statement of Objectives

In managing the GHAD investment portfolio, the GHAD Treasurer seeks to balance the investments to meet the short term, intermediate, and long term (reserve) needs of the GHAD. Investments are intended to achieve a real rate of return while minimizing the potential for capital losses arising from market changes or issuer default. While the GHAD Treasurer will not make investments for the purpose of trading or speculation as the dominant criterion, they will seek to enhance total portfolio return by means of effective investment allocation.

The GHAD will consider the following objectives for portfolio management:

1. **Safety** - Each investment transaction shall seek to ensure that capital losses are minimized, whether they are from securities defaults or erosion of market value.

2. **Liquidity** - The investment portfolio will remain sufficiently liquid to enable the GHAD to meet all operating requirements that might be reasonably anticipated while preserving principal.

3. **Yield** - The GHAD may establish a performance benchmark based on current investment objectives and constraints. The investment portfolio shall be managed to attain a real rate of return throughout budgetary and economic cycles, taking into account the GHAD's policy constraints and cash flow requirements. The portfolio yield represents current income while total return will include both income and capital appreciation/depreciation.

4. **Diversification** - The investment portfolio will be diversified to manage interest rate, market event, liquidity, and credit risk to meet the GHAD's investment objectives.

5. **Real Rate of Return**- the investment portfolio will seek an investment return in excess of inflation.

III. Use of State Investment Guidelines

GHAD Law does not include any direction or prohibitions on investment practices for GHAD funds. Government Code Sections 53601, 53607, and 53646 of the State of California regulate investment practices for cities, districts and local agencies. This Policy uses the State's provisions for local government investments as a starting point for developing and implementing the GHAD's investment policies and practices.

IV. GHAD Treasurer Authority

The responsibility for conducting the GHAD investment program lies with the GHAD Treasurer, who has established procedures for the operation of the investment program, consistent with this Policy. Within the aforementioned authorities, the GHAD Treasurer coordinates closely with the GHAD Manager on budget, cash flow and disbursements and is responsible for managing the investment of GHAD revenues and reserve funds. The GHAD Treasurer has further authority to engage the services of one or more third party custodians ("Custodian") to provide safekeeping and custody of assets.

For purposes of this Policy, the GHAD Treasurer must be registered under the Investment Advisors Act of 1940, as a registered Investment Advisor and The custodians must be registered broker-dealers with (FINRA) Financial Industry National Regulatory Authority and a member of the Securities Investor Protection Corporation (SIPC).

V. Investment Policy Adoption

This Policy shall be reviewed and approved by the GHAD Manager and GHAD Treasurer. If the GHAD Manager and GHAD Treasurer determine substantial modifications to this Policy are necessary, such modifications shall be reported to the Board of Directors.

VI. Standard of Prudence

GHAD Board members, employees and consultants involved in the investment process ("Participants") shall act responsibly as custodians of the public trust. Participants acknowledge that the GHAD's investment portfolio is subject to public review and evaluation. Nevertheless, in a diversified portfolio, it must be recognized that occasional measured losses are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

The standard of prudence to be used by investment officials shall be the "prudent Investment Manager standard," which states:

> *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing investments, the Investment Manager shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the client, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the (client) Investment Manager."*

Participants acting in accordance with this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy.

VII. Reporting

While there is no requirement in GHAD Law to do the following, the following investment activity reports will be completed.

A. Monthly

At the direction of the GHAD Treasurer, the Custodians shall provide a monthly institutional brokerage statement with an investment and transaction summary to the GHAD Manager.

B. Quarterly

The GHAD Treasurer shall submit quarterly investment reports to the GHAD Manager.

The quarterly report shall highlight key aspects of information contained in the investment reports; a summary of investment activity for each GHAD, total account balance, balance by position, quarterly performance summary of the investment portfolio and review of cash flow required to meet expenditures for the next six months.

C. Other

The GHAD Treasurer shall present to the GHAD Manager an annual report on the investment program and investment activity no later than 180 days following the end of the fiscal year. The annual report may include a performance summary, suggest policies and improvements that might enhance the investment program, and include an investment plan for the ensuing fiscal year. The GHAD Treasurer will provide additional data deemed necessary by the GHAD Manager to facilitate any additional accounting or reporting requirement.

VIII. Investment Instruments

The following sections describe individual investment types appropriate for the GHAD.

A. **United States Treasury Notes, Bonds, Bills, or Certificates of Indebtedness**, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

CA Govt Code 53601(b)

B. **Negotiable Certificates of Deposit** issued by a nationally- or state-chartered bank, a savings association or a federal association as defined by Section 5102 of the California Financial Code, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.

CA Govt Code 53601 (i)

C. **Money Market Funds** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C.).

The GHAD will typically utilize, but is not limited to, Government and Treasury money funds in portfolios. A Government money fund invests at least 99.5% of its total assets in cash, government securities, and/or repurchase agreements that are "collateralized fully" (i.e., collateralized by cash or government securities). A Treasury fund is a type of government money fund that invests in US Treasury Bills, Bonds and Notes.

CA Govt Code 53601 (l)

D. **Mutual Funds** an investment program funded by shareholders that trades in diversified holdings and is professionally managed.

E. **Exchange Traded Funds (ETF)** marketable securities that track an index; which can be comprised of a basket of assets (such as commodities, bonds, or equities) Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold.

F. **Municipal Bonds** issued by the State of California and any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or any local agency, or by a department, board, agency or authority of the state or any local agency.

Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CA Govt Code 53601 (c), CA Govt Code 53601 (d), CA Govt Code 53601 (e)

G. **Asset-Backed Securities** defined as all mortgage pass-through securities, collateralized mortgage obligations, mortgage-backed or other pay-through bonds, equipment lease-backed certificates, consumer receivable pass-through certificates, and consumer receivable-backed bonds.

Asset-backed securities shall be rated at least "AA" or the equivalent by a NRSRO at the time of purchase. Additionally, securities eligible for investment under this subsection shall be issued by an issuer whose debt is rated at least "A" or the equivalent by a NRSRO at the time of purchase.

CA Govt Code 53601 (o)

H. **Structured Notes**, a debt obligation that also contains an embedded derivative component that adjusts the security's risk/return profile. The return performance of a structured note will track both that of the underlying debt obligation and the derivative embedded within it.

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

IX. Investment Diversification

Investments shall be based on a review of cash flow forecasts. Investments will be reviewed quarterly to permit the GHAD Manager to meet all projected obligations.

The short term allocation will be invested in safe and liquid assets, typically money market funds, to ensure that operational expenses will be met for the current budgetary year (1x operating expense).

The intermediate allocation is maintained at 1x operating expense and is invested in inflation-protected securities and short-term fixed income holdings. This allocation is intended to cover

unexpected events (earthquakes, extreme weather conditions, etc.) if the annual operating funds are exhausted.

The long term reserve allocation invests assets in excess of the operating and intermediate budget allocations and is used to generate income and modest growth for future use. The objective of the long term reserve allocation is balanced between long-term capital appreciation and high current income, with an emphasis on income. This sleeve of the portfolio strives to provide a real rate of return over time (nominal rates of return adjusting for factors such as inflation, interest rates, credit spreads and foreign exchange).

The minimum rating criteria for particular investment categories is applied on the date of purchase. The GHAD may from time to time be invested in a security whose rating is downgraded. In the event a rating drops, the securities shall be reviewed and a plan of action shall be implemented by the GHAD Treasurer.

X. Internal Controls

The GHAD Treasurer shall implement a system of internal controls. These controls are designed to prevent loss of investments arising from fraud, employee error, misrepresentation by third parties or imprudent actions by Participants involved in the investment process. Controls deemed most important include:

- **Separating transaction authority from accounting and record keeping.** Separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, fosters a system of checks and balances.

- **Avoiding physical delivery securities.** Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

- **Confirming telephone transactions for investments and wire transfers in writing.** Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax/email if on letterhead and the safekeeping institution has a list of authorized signatures.

- **Developing money transfer agreements with the third party custodian.** This agreement should outline the various controls and security provisions, and delineate responsibilities of each party making and receiving money transfers.

XI. Financial Institution Selection

The GHAD Treasurer shall review and select qualified financial institutions from which securities are held, purchased or sold.

In selecting financial institutions for the deposit or investment of GHAD funds, the GHAD Treasurer shall consider the financial stability of the institutions. The GHAD Treasurer shall

continue to monitor financial institutions' creditworthiness throughout the period in which GHAD funds are deposited or invested.

The GHAD Treasurer is authorized to conduct investment transactions on the GHAD's behalf. The GHAD Treasurer may use its own list of approved broker/dealers and financial institutions for investment purposes.

XII. Risk Tolerance

It is recognized that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. The GHAD Treasurer is expected to display prudence in the selection of securities as a way to minimize risk. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

The GHAD Treasurer shall use strategies to control risks of default, market price changes, illiquidity, credit quality, investment duration and portfolio volatility (standard deviation). The GHAD Treasurer shall periodically review with GHAD Manager the investment results, risks and the steps that have been taken to mitigate future risks.

XIII. Safekeeping and Custody

To protect against potential fraud and embezzlement, the assets of the GHAD shall be secured through third-party custody and safekeeping procedures.

The GHAD Treasurer shall maintain a list of financial institutions authorized to provide custodial services. Assets are held directly with the Custodian who provides independent verification of assets through monthly institutional account statements. Each GHAD will maintain a separate account with the Custodian.

The GHAD Treasurer is responsible for the coordination, review and monitoring of GHAD cash disbursements. Through a dual control verification process, the GHAD Treasurer verifies disbursement requests from the GHAD Manager. GHAD Managers shall only submit check requests for vendors approved by the GHAD Manager. The GHAD Treasurer coordinates and verifies disbursements from the Custodian to the approved vendors.

Glossary

ASK PRICE: The price at which a seller offers to sell a security to a buyer.

ASSET-BACKED SECURITIES: Bonds created from various types of consumer debt. Returns on these securities come from customer payments on their outstanding loans. The primary types of asset-backed securities are mortgages, home equity loans, auto loans, leases, credit card receivables and student loans.

BANKERS' ACCEPTANCE: A letter of credit issued in a foreign trade transaction which allows exporters to receive payment prior to importation of their goods. Banks provide short-term financing to facilitate the transaction and may sell the obligation to a third party. Bankers' Acceptances are secured by the issuer of the bill, while the underlying goods also serve as collateral.

BANK DEPOSITS: Collateral in the form of currency that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

BENCHMARK: A comparative base for measuring the performance or risk of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID PRICE: The price at which a buyer offers to purchase a security from the seller.

BOND: A debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate called a coupon payment. Bonds are used by companies, municipalities, states and the U.S. government to finance a variety of projects and operating activities.

BROKER: A broker aligns buyers and sellers of securities and receives a commission when a sale occurs. Brokers generally do not hold inventory or make a market for securities.

CALIFORNIA LOCAL AGENCY OBLIGATIONS: Bonds that are issued by a California county, city, city and county, including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

CD (CERTIFICATE OF DEPOSIT): Time deposits issued by a bank, savings or federal credit union, or state-licensed branch of a foreign bank. Negotiable Certificates of Deposits rely on the credit rating of the issuing entity.

COLLATERAL: Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COLLATERALIZATION: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

COMMERCIAL PAPER: Short-term unsecured promissory note issued by a company or financial institution. Commercial paper is issued at a discount and matures at face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

COUPON: The annual rate of interest that a bond's issuer promises to pay the bondholder, expressed as a percentage of the bond's face value.

CREDIT RISK: Credit risk is the likelihood that an issuer will be unable to make scheduled payments of interest or principal on an outstanding obligation.

CUSTODIAN: An agent such as a brokerage firm or a bank that stores a customer's investments for safekeeping. The custodian does not have fiduciary responsibilities.

DEALER: A dealer, as opposed to a broker, acts as a principal in security transactions, selling securities from, and buying securities for his/her own position.

DEFAULT: To default is to fail to repay principal or make timely interest payments on a bond or other debt investment security, or failure to fulfill the terms of a note or contract.

DELIVERY VERSUS PAYMENT (DVP): A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

DURATION: The weighted average time to maturity of a bond where the weights are the present values of future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates.

EXCHANGE TRADED FUNDS (ETF): ETF is a marketable security that tracks an index, a commodity, bonds, or a basket of assets like an index fund. Unlike mutual funds, an ETF trades like a common stock on a stock exchange. ETFs experience price changes throughout the day as they are bought and sold. ETFs typically have higher daily liquidity and lower fees than mutual fund shares.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FLOATING RATE INVESTMENTS: Notes whose interest rate is adjusted according to the interest rates of other financial instruments. These instruments provide protection against rising or falling interest rates, but may pay lower yield than fixed rate notes.

FUTURES: Commodities, which are sold in the present time and are to be delivered at a future date.

INTEREST ONLY STRIPs: Securities with cash flow based entirely on the monthly interest payments received from a mortgage, Treasury, or bond payment. No principal is included in these types of securities.

INVERSE FLOATING RATE INVESTMENTS: Variable-rate notes (such as inverse floating rate notes) whose coupon and value increase as interest rates decrease.

INVESTMENT PROGRAM: The process of modern portfolio management. The process includes establishing investment policy, analysis of the economic and capital markets environment, portfolio monitoring and rebalancing, and measuring performance.

LIQUIDITY: The ease with which investments can be converted to cash at their present market value. Liquidity is significantly affected by the number of buyers and sellers trading a given security and the number of units of the security available for trading.

LOCAL AGENCY BONDS: These bonds are issued by a county or city including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to state and local government entities and certain non-profit organizations in California in which organizations pool their funds for investment. LAIF is managed by the State Treasurer's Office.

MARKET RISK: Market risk is the risk that investments will change in value based on changes in general market prices.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract which includes provisions specific to the governmental agency that is signed by an authorized officer with each counterparty. A master agreement will often specify details to the nature of transactions, the relationship of the parties to the agreement, parameters pertaining to the ownership and custody of collateral, and remedies in the event of default by either party.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MEDIUM TERM NOTES (MTN): Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MORTGAGE-BACKED SECURITIES: A debt instrument with a pool of real estate loans as the underlying collateral. The mortgage payments of the real estate assets are used to pay interest and principal on the bonds.

MORTGAGE PASS-THROUGH SECURITIES: A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including equity securities, fixed-income securities and money market instruments. **Money market mutual funds** invest exclusively in short-term (1-day to 1-year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper. The principal objective is the preservation of capital and generation of current income.

OFFER: The price asked by a seller of securities. See Ask Price and Bid Price.

OPTION: A contract that provides the right or obligation, depending on the buyer or seller's position within the contract, to buy or to sell a specific amount of a specific security within a predetermined time period at a specified price. A call option provides the right to buy the underlying security. A put option provides the right to sell the underlying security. The seller of the contracts is called the writer.

PORTFOLIO: A collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker- dealers, banks, and a few unregulated firms.

PRINCIPAL ONLY STRIPS: Securities with cash flow based entirely on the principal payments received from an obligation.

RANGE NOTES: A range note is a bond that pays interest if a specified interest rate remains above or below a certain level and/or remains within a certain range.

RATE OF RETURN: The yield plus capital appreciation/depreciation obtainable on a security based on its purchase price or its current market price.

REPURCHASE AGREEMENT (RP, Repo): A contractual transaction between an investor and an issuing financial institution (bank or securities dealer). The investor exchanges cash for temporary ownership or control of collateral securities, with an agreement between the parties that on a future date, the financial institution will repurchase the securities.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held by the bank in the customer's name.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION (SEC): A federal government agency comprised of five commissioners appointed by the President and approved by the Senate. The SEC was established to protect the individual investor from fraud and malpractice in the marketplace. The Commission oversees and regulates the activities of registered investment advisers, stock and bond markets, broker/dealers, and mutual funds.

STATE OBLIGATIONS: Registered treasury notes or bonds of the 50 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 United States.

STRIPS: Bonds, usually issued by the U.S. Treasury, whose two components, interest and repayment of principal, are separated and sold individually as zero-coupon bonds. Strips are an acronym for Separate Trading of Registered Interest and Principal of Securities.

SUPRANATIONALS: International financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe.

TRUSTEE: An individual or organization, which holds or manages and invests assets for the benefit of another. The trustee is legally obliged to make all trust-related decisions with the trustee's interests in mind, and may be liable for damages in the event of not doing so.

U.S. AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations (GSEs), participations, or other instruments. The obligations are issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Issuers include: Fannie Mae, Farmer Mac, Federal Farm Credit Banks, Freddie Mac, Federal Home Loan Banks, Financing Corporation, Tennessee Valley Authority, Resolution Trust Funding Corporation, World Bank, Inter-American Development Bank, and PEFCO.

U.S. TREASURY OBLIGATIONS (TREASURIES): Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the U.S. and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

Treasury Bills: All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury Bills (T-bills). The Treasury currently issues 3-month and 6-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth cash flows.

Treasury Notes: All securities issued with initial maturities of 2- to 10-years are called Treasury Notes (T-notes), and pay interest semi-annually.

Treasury Bonds: All securities issued with initial maturities greater than 10-years are called Treasury Bonds (T-bonds). Like Treasury Notes, they pay interest semi- annually.

YIELD: The rate of annual income return on an investment, expressed as a percentage. Yield does not include capital gain.

Income Yield is obtained by dividing the current dollar income by the current market price for the security.

Net Yield or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-coupon bonds are typically issued at a discount and repaid at par upon maturity.

THE BOARD OF DIRECTORS OF WIEDEMANN RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT

Adopted this Resolution on June 20, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2017/01 (WIEDEMANN RANCH GHAD)

SUBJECT: Adopting 2017/2018 annual budget and updating GHAD General Manager payment limits under the existing consulting services agreement and receiving the GHAD Statement of Investment Policy.

WHEREAS, on September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

WHEREAS, the GHAD Board of Directors desires to adopt the budget for the fiscal year 2017/2018 prepared by the GHAD General Manager, ENGEO, Inc., attached hereto as Exhibit A.

WHEREAS, on May 19, 2009, pursuant to Resolution No. 2009/02, the GHAD Board approved the consultant services agreement with ENGEO, Inc., to act as General Manager for the GHAD. This Agreement, in section 1(e), requires the GHAD Board to determine by resolution each fiscal year the payment limits for GHAD General Manager services. The budget attached as Exhibit A identifies this limit for fiscal year 2017/2018 at $109,800.

The Board of Directors of the GHAD HEREBY RESOLVES THAT:

1. The GHAD Board approves the GHAD budget for the 2017/2018 fiscal year attached as Exhibit A and incorporated herein by this reference.

2. The GHAD Board adopts the payment limit for General Manager services at $109,800 for fiscal year 2017/2018 as set forth in Exhibit A, and incorporates this payment limit into the consulting services agreement.

3. The GHAD Board hereby acknowledges receipt of the Statement of Investment Policy attached as Exhibit B.

4. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

Contra Costa County

To: Wiedemann Ranch GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: Adopting Resolution approving Annexation of Elworthy Ranch subdivision in Danville Wiedemann Ranch GHAD

RECOMMENDATION(S):
ADOPT Resolution No. 2017/228 approving the annexation of the Elworthy Ranch subdivision into the Wiedemann Ranch Geologic Hazard Abatement District ("GHAD") as required under Public Resources Code section 26581, as recommended by the GHAD Attorney and the GHAD Manager.

FISCAL IMPACT:
None. Funding of GHAD responsibilities within the Elworthy Ranch development was anticipated in the approved Engineer's Report; these costs were used to set the development's assessment limit; therefore, no revisions to the Engineer's Report or budget are anticipated which are related to this proposed annexation, other than planned annual CPI adjustments.

BACKGROUND:
On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution No. 98/438 approving the formation of the Wiedemann Ranch GHAD and appointed itself to serve as the GHAD Board of Directors.

Under

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Amara Morrison
510.834.6600

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Condition of Approval No. 25, the Town of Danville required that the Elworthy Ranch Residential Development (Subdivision 9009) (the "Project") be included within a GHAD. To satisfy this requirement, annexation of the Project into the Wiedemann Ranch GHAD was approved on July 29, 2014, by the Wiedemann Ranch GHAD Board of Directors.

Attorneys for the GHAD have advised that this proposed Board of Supervisors action is needed because California Public Resources Code Section 26581 states that the annexation is subject to the approval of the legislative body which ordered formation of the GHAD. The Contra Costa County Board of Supervisors ordered formation of the Wiedemann Ranch GHAD in 2008. The requirement for the legislative body that formed the GHAD to approve any annexations remains, even though members of the Contra Costa County Board of Supervisors also serve as the Wiedemann Ranch GHAD Board of Directors.

Approval of the Elworthy Ranch annexation by the Board of Supervisors will complete actions necessary to under California Public Resources Code Section 26581.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contra Costa GHAD Board of Supervisors does not proceed with this matter, satisfaction of annexation requirements under California Public Resources Code Section 26581 will not be complete and future transfer of responsibilities to the GHAD as anticipated in the Plan of Control will likely be delayed and possibly may not occur.

ATTACHMENTS

Resolution No. 2017/228

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 06/20/2017 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2017/228

IN THE MATTER OF adopting Resolution No. 2017/228 approving the annexation of the Elworthy Ranch subdivision in Danville into the Wiedemann Ranch Geologic Hazard Abatement District ("GHAD").

RECITALS:

1. On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution No. 98/438 approving the formation of the Wiedemann Ranch GHAD and appointed itself to serve as the GHAD Board of Directors.
2. On July 29, 2014 the Wiedemann Ranch GHAD Board of Directors approved annexation of Elworthy Ranch development into the Wiedemann Ranch GHAD.
3. Public Resources Code section 26581 states that a proposed annexation into the GHAD is subject to approval of the legislative body that ordered formation of the GHAD on September 1, 1998 pursuant to Resolution No. 98/438.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY DECLARES, RESOLVES, FINDS AND ORDERS THAT:

1. The Board of Supervisors of Contra Costa County hereby approves the annexation of the Elworthy Ranch subdivision to the Wiedemann Ranch GHAD as described in the GHAD Petition as required under Public Resources Code section 26581.

2. This Resolution shall become effective immediately upon its passage and adoption.

Contact: Amara Morrison 510.834.6600

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: June 20, 2017

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

By: , Deputy

cc:

Contra Costa County

To: Wiedemann Ranch GHAD Board of Directors

From: Patricia E. Curtin, GHAD Attorney and General Manager

Date: June 20, 2017

Subject: Adopting Resolution approving the annexation of the Red Hawk Podva Subdivision in Danville into Wiedemann Ranch GHAD

RECOMMENDATION(S):
ADOPT Resolution No. 2017/229 approving the annexation of the Red Hawk (Podva) subdivision into the Wiedemann Ranch Geologic Hazard Abatement District ("GHAD") as required under Public Resources Code section 26581, as recommended by the GHAD Attorney and GHAD Manager.

FISCAL IMPACT:
None. Funding of GHAD responsibilities within the Red Hawk (Podva) development was anticipated in the approved Engineer's Report; these costs were used to set the development's assessment limit; therefore, no revisions to the Engineer's Report or budget are anticipated which are related to this proposed annexation, other than planned annual CPI adjustments.

BACKGROUND:
On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution No. 98/438 approving the formation of the Wiedemann Ranch GHAD and appointed itself to serve as the GHAD Board of Directors.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Amara Morrison
510.622.7689

cc:

BACKGROUND: (CONT'D)

Under Condition of Approval No. 5, the Town of Danville required that the Red Hawk (Podva) Residential Development (Subdivision 9309) (the "Project") be included within a GHAD. To satisfy this requirement, annexation of the Project into the Wiedemann Ranch GHAD was approved on March 29, 2016 by the Wiedemann Ranch GHAD Board of Directors.

Attorneys for the GHAD have advised that this proposed Board of Supervisors action is needed because California Public Resources Code Section 26581 states that the annexation is subject to the approval of the legislative body which ordered formation of the GHAD. The Contra Costa County Board of Supervisors ordered formation of the Wiedemann Ranch GHAD in 2008. The requirement for the legislative body that formed the GHAD to approve any annexations remains, even though members of the Contra Costa County Board of Supervisors also serve as the Wiedemann Ranch GHAD Board of Directors.

Approval of the Red Hawk (Podva) annexation by the Board of Supervisors will complete actions necessary to under California Public Resources Code Section 26581.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contra Costa GHAD Board of Supervisors does not proceed with this matter, satisfaction of annexation requirements under California Public Resources Code Section 26581 will not be complete and future transfer of responsibilities to the GHAD as anticipated in the Plan of Control will likely be delayed and possibly may not occur.

ATTACHMENTS

Resolution No. 2017/229

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 06/20/2017 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2017/229

IN THE MATTER OF adopting Resolution No. 2017/229 approving the annexation of the Red Hawk (Podva) subdivision in Danville into the Wiedemann Ranch Geologic Hazard Abatement District ("GHAD").

RECITALS:

1. On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution No. 98/438 approving the formation of the Wiedemann Ranch GHAD and appointed itself to serve as the GHAD Board of Directors.
2. On March 29, 2016 the Wiedemann Ranch GHAD Board of Directors approved annexation of Red Hawk (Podva) development into the Wiedemann Ranch GHAD.
3. Public Resources Code section 26581 states that a proposed annexation into the GHAD is subject to approval of the legislative body that ordered formation of the GHAD on September 1, 1998 pursuant to Resolution No. 98/438.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY DECLARES, RESOLVES, FINDS AND ORDERS THAT:

1. The Board of Supervisors of Contra Costa County hereby approves the annexation of the Red Hawk (Podva) subdivision to the Wiedemann Ranch GHAD as described in the GHAD Petition as required under Public Resources Code section 26581.

2. This Resolution shall become effective immediately upon its passage and adoption.

Contact: Amara Morrison 510.622.7689

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: June 20, 2017

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: June 20, 2017

Subject: Claims

RECOMMENDATION(S):
DENY claims filed by Ara Alikian, Kara Birrer, Calvary Temple Church, and Joseph Diehl. DENY late claims filed by David Mariampolski & Megan Frantz and Brian & Emily Shenson.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Ara Alikian: Property claim for damage to vehicle in the amount of $560.93
Kara Birrer: Claim for wrongful termination in an undisclosed amount
Calvary Temple Church: Property claim for damage to landscaping in the amount of $1,514
Joseph Diehl: Property claim for damage to vehicle in undisclosed amount
David Mariampolski & Megan Frantz: Request that the Board of Supervisors accept a late claim
Brian & Emily Shenson: Request that the Board of Supervisors accept a late claim

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Scott Selby
925.335.1400

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The limitations period in Government Code section 945.6, subsection (a) (1) would not apply to these claimants.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: ACCEPT Board members meeting reports for May 2017

RECOMMENDATION(S):
ACCEPT Board members meeting reports for May 2017.

FISCAL IMPACT:
No fiscal impact.

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 has nothing to report for April 2017.

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: **06/20/2017** ☑ 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: June 20, 2017

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

Contact: Joellen Bergamini
925.335.1906

By: , Deputy

cc:

ATTACHMENTS

District II May 2017 Report

District IV May 2017 Report

District III May 2017 Report

District I May 2017 Report

Supervisor Candace Andersen – Monthly Meeting Report *May 2017*

Date	Meeting	Location
1	CCCTA A & F	Lafayette
2	Board of Supervisors	Martinez
3	Mental Health Comm	Concord
4	EB Leadership Awards	Concord
6	Muir Gala	Moraga
8	Internal Operations	Martinez
9	Board of Supervisors	Martinez
9	Start Smart	Danville
10	CCCERA	Concord
10	LAFCO	Martinez
11	East Bay Leadership	Oakland
15	Alamo Liaison	Danville
17	STAND! Breakfast	Concord
17	CCTA	Walnut Creek
18	CCCTA	Concord
18	ABAG	San Francisco
22	Family & Human Services	Martinez
23	Board of Supervisors	Martinez
24	Workforce Devel. Bd.	Pleasant Hill
24	CCCERA	Concord
29	Memorial Day Events	WC/Danville
31	County Connection A & F	Lafayette

Supervisor Karen Mitchoff
May 2017

DATE	MEETING NAME	LOCATION	PURPOSE
5/2/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
5/3/17	ABAG Regional Planning Committee	San Francisco	Decisions on agenda items
5/3/17	CCTA Planning Committee	Walnut Creek	Decisions on agenda items
5/4/17	County Oversight Board Meeting	Martinez	Decisions on agenda items
5/4/17	Mayor's Conference	Walnut Creek	Community Outreach
5/8/17	TWIC Committee Meeting	Martinez	Decisions on agenda items
5/8/17	Legislation Committee Meeting	Martinez	Decisions on agenda items
5/9/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
5/11/17	TRANSPAC	Pleasant Hill	Decisions on agenda items
5/18/17	ABAG Executive Board Meeting	San Francisco	Decisions on agenda items
5/19/17	ABAG Administrative Committee Retreat	Lafayette	Decisions on agenda items
5/19/17	Kennedy King Awards	Concord	Community Outreach
5/23/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
5/24/17	Delta Conservancy Meeting	Sacramento	Decisions on agenda items
5/24/17	Blue Star Moms Memorial Dedication	Concord	Community Outreach
5/25/17	BAAQMD Mobile Source Committee	San Francisco	Decisions on agenda items
5/25/17	CCCSWA Meeting	Walnut Creek	Decisions on agenda items
5/29/17	Walnut Creek Memorial Day Ceremony	Walnut Creek	Community Outreach
5/31/17	BAAQMD Special Board Meeting	San Francisco	Decisions on agenda items

Supervisor Diane Burgis - May 2017 AB1234 Re

(Government Code Section 53232.3(d) requires that members legislative
attended for which there has been expense reimbursement (mileage,

Date	Meeting Name	Location
2-May	Board of Supervisors Meeting	Martinez
3-May	Meeting with the Hazardous Materials Commission	Martinez
3-May	Open Space Parks & EBRPD Liaison Committee Meeting	Martinez
3-May	Meeting with County Administrator, David Twa	Martinez
3-May	Meeting with District Attorney, Mark Peterson	Martinez
3-May	Brentwood Mega Mixer Event	Brentwood
4-May	Meeting with Contra Costa Water District, Jerry Brown	Brentwood
4-May	Meeting with Rainbow Community Center	Brentwood
4-May	Meeting with Hospital Council	Brentwood
4-May	Constituent Meeting	Brentwood
5-May	Republic Services No Duck-Duck Event	Emeryville
6-May	Pure Muir Gala Event	Moraga
8-May	Transportation, Water & Infrastructure Committee Meeting	Martinez
8-May	Legislative Committee Meeting	Martinez
8-May	Meeting with East Bay Regional Park District	Martinez
8-May	Meeting with County Water Agency, Ryan Hernandez	Martinez
9-May	Board of Supervisors Meeting	Martinez
9-May	Contra Costa County Fire Protection District Meeting	Martinez
9-May	Housing Authority Meeting	Martinez
9-May	Bethel Island Municipal Advisory Council	Bethel Island
10-May	Meeting with Local 1	Martinez
10-May	Meeting with AFSCME 2700	Martinez
10-May	Meeting with Contra Costa Regional	Martinez
10-May	Meeting with County Assessor, Gus Krammer	Martinez
10-May	LAFCO Meeting	Martinez
11-May	CAL-ID RAN Board	Martinez
11-May	Meeting with California Highway Patrol	Martinez
11-May	Meeting with Ag Commissioner, Humberto Izquierdo	Martinez
12-May	Delta Counties Coalition Meeting	Brentwood
16-May	Constituent Meeting	Brentwood
16-May	Meeting with Tobacco Retail Regulations	Brentwood
16-May	Delta 6 Meeting	Brentwood

16-May	Constituent Meeting	Brentwood
16-May	Meeting with Deputy District Attorney Association	Brentwood
17-May	CSAC Legislative Conference	Sacramento
17-May	CSAC Legislation Conference Dinner	Sacramento
18-May	CSAC Legislative Conference	Sacramento
18-May	Delta Protection Commission Meeting	Isleton
19-May	Delta Counties Coalition Meeting	Brentwood
19-May	Kennedy-King Memorial Fund Event	Concord
20-May	Speaking Engagement with the League of Women Voters of Diablo Valley	Lafayette
22-May	Meeting with Contra Costa Food Bank	Martinez
22-May	Meeting with County Administrator, David Twa	Martinez
23-May	Board of Supervisors Meeting	Martinez
23-May	Contra Costa County Fire Protection District Special Meeting	Martinez
23-May	Meeting with Contra Costa Sheriff-Coroner, David Livingston	Martinez
25-May	Speaking Engagement with Keller Williams Real Estate	Brentwood
27-May	Speaking Engagement with Memorial Day Observance Ceremony	Oakley
29-May	Speaking Engagement with Antioch Memorial Day Celebration	Antioch
30-May	Meeting with Deputy District Attorney Association	Brentwood
30-May	Constituent Meeting	Brentwood
30-May	Meeting with Vice Commander of the Trilogy	Brentwood
30-May	Constituent Phone Meeting	Brentwood
30-May	Internship Meeting	Brentwood
30-May	Phone Meeting with Village Community Resource Center	Brentwood
30-May	Phone Meeting with DA Department	Brentwood
31-May	Meeting with APAPA Tri- Valley Chapter	Brentwood
31-May	Meeting with Antioch City Councilwoman, Lori Orgochock and Antioch City Manager, Ron Bernal	Brentwood
31-May	Meeting with JFK Family Counseling and Oakley City Manager, Brian Montgomery	Oakley
31-May	Delta Women's Business Guild Event	Brentwood
31-May	Grand Opening of Kiwanis Club of Oakley	Oakley

* Reimbursement may come from an agency other than Contra Costa County

port
bodies report on meetings
meals, lodging, etc).

Purpose
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Supervisor John Gioia

May – 2017 Monthly Meeting Statement

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.).

Supervisor sought reimbursement from the County for the following meetings that he attended in his capacity as a County Supervisor during the month of May, 2017.

*See attached**

Supervisor John Gioia

May – 2017 Monthly Meeting Report

Date	Meeting	Location
11	Speaker/Bay Planning Coalition Conference	Oakland, CA
18	CSAC Legislative Conference	Sacramento, CA
18	CSAC Board of Directors	Sacramento, CA

Contra
Costa
County

To: Board of Supervisors

From: John Gioia, District I Supervisor

Date: June 20, 2017

Subject: Honoring Natalie Kniess for her contributions to the East Richmond Heights neighborhood

---

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: James Lyons, 510-231-8692

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2017/224

The Board of Supervisors of Contra Costa County, California

In the matter of: **Resolution No. 2017/224**

Honoring Natalie Kniess for her contributions to the East Richmond Heights neighborhood.

Whereas, Natalie Kniess moved to unincorporated East Richmond Heights in West Contra Costa County in 2004; and

Whereas, Ms. Kniess volunteered diligently to improve her neighborhood and community; and

Whereas, Ms. Kniess is one of a group of neighbors spearheading the formation of an East Richmond Heights Municipal Advisory Council (MAC); and

Whereas, Ms. Kniess led efforts to improve the effectiveness of the East Richmond Heights Neighborhood Watch program; and

Whereas, Ms. Kniess co-created a neighborhood website, raised funds for the installation of a community bulletin board and organized patio improvements at the Arlington Market; and is a former director of S.A.F.E. NorCal, an organization which cleans and donates stuffed animals in emergencies; and

Whereas, Ms. Kniess is founder of the East Richmond Heights Arts & Music Festival, debuting this year; and

Whereas, while Natalie Kniess is moving to Sonoma County, but her legacy as an effective, passionate community activist in East Richmond Heights will remain.

Now, Therefore, Be It Resolved that the Board of Supervisors of Contra Costa County does hereby honor Natalie Kniess for her inspirational service to East Richmond Heights and wishes her well on future endeavors.

_____

FEDERAL D. GLOVER
Chair, District V Supervisor

_____

JOHN GIOIA
District I Supervisor

_____

CANDACE ANDERSEN
District II Supervisor

_____

DIANE BURGIS
District III Supervisor

_____

KAREN MITCHOFF
District IV 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: June 20, 2017

David J. Twa,

By: _____, Deputy

Contra Costa County

To: Board of Supervisors

From: John Gioia, District I Supervisor

Date: June 20, 2017

Subject: APPOINT Brandy Faulkner to appointed seat 6 of the El Sobrante Municipal Advisory Council

RECOMMENDATION(S):
APPOINT Brandy Faulkner to the Appointee 6 Seat on the El Sobrante Municipal Advisory Council, to a term coterminous with the term of Supervisor Gioia ending on 12/31/2018.

FISCAL IMPACT:
None.

BACKGROUND:
The El Sobrante Municipal Advisory Council shall advise the Board of Supervisors on: 1) Services which are or may be provided to unincorporated El Sobrante by the County or other local governmental agencies. Such services include, but are not limited to, public health, safety, welfare, public works, and planning, 2) the feasibility of organizing the existing special districts serving unincorporated El Sobrante in order to more efficiently provide public services such as, but not limited to, water, sewer, fire, and parks and recreation, 3) representing unincorporated El Sobrante before the Local Agency Formation Commission on proposed boundary changes affecting the community, 4) representing unincorporated El Sobrante before the County Planning Commission(s) and the Zoning Administrator on land use and other planning matters affecting the community. In this regard, the Council shall cooperate with any other planning advisory bodies in unincorporated El Sobrante in order to avoid duplication and delay in the planning process, 5) Provide input and reports to the Board of Supervisors, County staff, or any other County hearing body on issues of concern to unincorporated El Sobrante, and 6) representing unincorporated El Sobrante before other public entities and agencies. It is understood that the Board of Supervisors is the final decision making authority

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: James Lyons, 510-231-8692

cc:

BACKGROUND: (CONT'D)

with respect to issues concerning unincorporated El Sobrante and that the Council shall shall solely in an advisory capacity.

Brandy Faulkner
El Sobrante, CA 94803

Supervisor Gioia advertises his open advisory body seats in numerous ways including through his website, eblasts, and newsletters, as well as with the traditional media.

ATTACHMENTS

Brandy_Faulkner_Application

Application Form

Submit Date: Mar 27, 2017
Status: submitted

Profile

This application is used for all boards and commissions

First Name: Brandy
Middle Initial:
Last Name: Faulkner

Email Address:

Home Address:
Suite or Apt:

City: El Sobrante
State: CA
Postal Code: 94803

Primary Phone:

Employer:
Job Title:
Occupation:

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

○ Yes ◉ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

○ Yes ◉ No

Interests & Experiences

Which Boards would you like to apply for?

El Sobrante Municipal Advisory Council

Please describe your interest in serving as a member of the board(s) you have selected and if applicable which seat you are applying for.

As a new resident of El Sobrante, I feel the area has great potential, but has been somewhat neglected and underrepresented, despite residents' pleas for attention. I feel it is at a crossroads in terms of what it could vs. what it will become if not given immediate priority. El Sobrante businesses appear, frankly, to be out of business. Outdated signage, boarded up windows, etc. This, in turn, serves to deter healthy new investment. We seem to lack identity or pride in our home town at present. With our identity, more and more, being defined as a haven for smoke shops, pawn shops, thrift shops, illegal dumping and seedy bars. I'd like to help breathe new life into El Sob's business district - perhaps even moving "downtown" to a more walkable area (no one has a successful downtown on a highway). We can keep the rustic feel, while simultaneously not letting El Sobrante slip into a ghetto. As gentrification pushes more people our way, we have a chance to attract the people we feel will keep El Sobrante a safe, thriving community. But we need the County's help to tackle things like: enforcing blight laws, enforcing vacant structures ordinances, increasing community policing, repairing or roads (San Pablo Dam Rd has gotten EXTREMELY dangerous), responding to request about cleaning up illegal dumping, encouraging businesses to invest in their appearances, etc.

Have you previously served on a government or non-profit board or committee?

Yes. I've been on the Board of 3 different non-profits over the years. I've also run non-profits professionally in Director roles.

Please describe how your education, work experience, or other activities have prepared you to serve on the board or commission you have selected.

I have an MBA in "Sustainable Management", which is to say that the program had a bent on balancing business with sustainability. I've worked for many years with organizations that have a community or environmental focus while maintaining positive cash flow. I have a history of community involvement, listening to and then acting on behalf of my fellow community members to create positive change. Perhaps, most importantly, I'm a resident of El Sobrante, with energy to make it a better place to live for all. I'm willing to step up to represent all the frustrated voices I hear on our local Nextdoor chat boards.

Faulkner_CV_Contra_Costa.pdf

Upload a Resume

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

12/4/16 - 3/15/2017

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

○ Yes ◉ No

Accounts Payable/ Receivable

Position Title

Employer's Name and Address

Berkeley Lights, Inc. 5858 Horton St #320, Emeryville, CA 94608

Duties Performed

• Accounts payable point of contact for internal staff, external vendors • Receive vendor invoices, match against purchase orders and packing slips, route for payment approval, account coding, route for payment using Microsoft Great Plains • Maintain vendor relationships • Provide audit support and special requests from Controller and VP Finance

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2nd

10/5/2016 - 12/1/2016

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

○ Yes ◉ No

Grants & Contracts Manager / Accounts Receivable

Position Title

Employer's Name and Address

Building Futures with Women and Children, 1395 Bancroft Ave, San Leandro, CA 94577

Duties Performed

• As a consultant, got the organization caught up on an invoicing backlog • Invoiced Federal (HUD), County, City, State and Local grants and contracts related to Homelessness, Housing and Domestic violence

---

3rd

3/2/2011 - 10/1/2016

Dates (Month, Day, Year) From - To

45+

Hours per Week Worked?

Volunteer Work?

○ Yes ◉ No

Director of Operations

Position Title

Employer's Name and Address

Greenhouse Gas Management Institute, 9231 View Avenue NW, Seattle WA 98117 (headquarters)

Duties Performed

• Operational and Financial Management of the organization • Identified and eliminated spending waste, while boosting efficiency and organizational growth • Created a budget surplus and brought all liabilities current for the first time in company history • Identified and implemented new tools and processes to improve efficiency and reduce risk • Scaled existing systems to accommodate organizational growth • Grants management: Project management, budget tracking, invoicing of federal and int'l grants • Accounting/Taxes/HR: QuickBooks, GL, reconciliation of multiple accounts, A/P, A/R, financial reporting, Form 990, Form 1099, ADP multi-state payroll, timesheet system management, benefits, expense reports, policies and procedures • Contracts: Management of multiple contracts, monthly expenses and invoicing, Negotiated Indirect Cost Recovery Agreement (NICRA) • Marketing: Oversaw creation of new website and refreshed brand identity, monthly newsletter, graphics, SEO, Google Adwords, printed materials • Strategy: Collaboration with Executive Director, Staff and Board of Directors to shape offerings and products, SWOT analysis

Contra Costa County

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Date: June 20, 2017

Subject: APPOINTMENT TO THE ALCOHOL AND OTHER DRUGS ADVISORY BOARD OF CONTRA COSTA COUNTY

RECOMMENDATION(S):
REAPPOINT the following person to the District II-C Seat of the Alcohol and Other Drugs Advisory Board of Contra Costa County for a three-year term with an expiration date of June 30, 2020, as recommended by Supervisor Candace Andersen:

Catherine Taughinbaugh
Danville, CA 94526

FISCAL IMPACT:
None.

BACKGROUND:
The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding treatment and prevention of alcohol and drug abuse problems. They report their findings and recommendations to the Contra Costa Health Services Department, the Board of Supervisors, and the communities they serve. The Alcohol and Other Drugs Advisory Board works in collaboration with the Alcohol and Other Drugs Services Division of Contra Costa Health Services. They provide input and recommendations as they pertain to alcohol and other drugs prevention, intervention, and treatment services.

☑ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Jill Ray, 925-957-8860

cc: District 2 Supervisor, Maddy Book, AOD Advisory Board, Appointee

BACKGROUND: (CONT'D)

Supervisor Andersen has been pleased with Ms. Taughinbaugh's participation on the Board and would like her to continue for another term.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will become vacant.

Contra Costa County

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Date: June 20, 2017

Subject: RESIGNATION FROM THE FIRST 5 CONTRA COSTA CHILDREN AND FAMILIES COMMISSION

RECOMMENDATION(S):
ACCEPT the resignation of the following individual from the District II Seat of the First 5 Contra Costa Children and Families Commission effective immediately, as recommended by Supervisor Candace Andersen:

Barbara Cappa
Alamo, CA 94507

DECLARE a vacancy in the District II seat on First 5 on the Contra Costa Children and Families Commission, and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:
None.

BACKGROUND:
The Contra Costa County Board of Supervisors established the First 5 Contra Costa Children and Families Commission on June 15, 1999 (Ordinance 99-15). The Board appointed nine Commission members and nine Alternate members on September 1, 1999.

Members include

☑ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Jill Ray, 925-957-8860

By: , Deputy

cc: District 2 Supervisor, Maddy Book, First 5, Appointee

BACKGROUND: (CONT'D)

one Supervisor from the County Board of Supervisors, the directors of the County departments of Health Services and Employment and Human Services, and a representative from the County Administrator's Office of Children's Services. The other five members of the Commission are appointed by the Board of Supervisors and represent each Supervisorial District.

Commissioners and Alternate Commission members represent various disciplines and backgrounds including pediatrics, early childhood education, child welfare, and schools. Alternate members, including second representatives from the Board of Supervisors, the county agencies mentioned above, and the five districts, hold all the powers of the appointed Commissioners except voting privileges.

Due to Ms. Cappa's work commitments, rather than continually miss meetings, she has opted to resign her seat on the Commission.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will be filled, without the benefit of a Commissioner present, which could effect quorum.

Contra Costa County

To: Board of Supervisors

From: INTERNAL OPERATIONS COMMITTEE

Date: June 20, 2017

Subject: RECOMMENDATION FOR APPOINTMENT TO THE CONTRA COSTA RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS

RECOMMENDATION(S):
APPOINT Walter Pease to the Contra Costa Resource Conservation District board of directors to complete the unexpired term ending on November 30, 2018.

FISCAL IMPACT:
None to the County.

BACKGROUND:
Contra Costa Resource Conservation District (RCD) director recruitment is conducted by the County pursuant to a 1998 RCD resolution ordering that all future directors shall be appointed by the County Board of Supervisors in lieu of election (Public Resources Code Section 9314).

The mission of the RCD is to carry out natural resources conservation projects through voluntary and cooperative efforts. The RCD is a non-regulatory agency that works with individuals, growers, ranchers, public agencies, non-profit organizations and corporations to accomplish its mission. The USDA Natural Resource Conservation Service provides technical support for the RCD's programs.

On April 7, 2017, RCD Director Tom Bloomfield resigned from the RCD Board, and on April 25, 2017, the Board of Supervisors declared a vacancy and directed staff to recruit for a replacement director. Staff opened a recruitment on April 18, 2017 for a four-week period that ended on May 19, 2017. The recruitment garnered one application

☑ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☑ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc:

BACKGROUND: (CONT'D)

from Walter Pease, which is attached.

Mr. Pease was out of state and could not attend the June 12, 2017 IOC meeting. RDC member Igor Skaredoff spoke in favor of Mr. Pease's appointment to the RCD Board, highlighting Mr. Pease's credentials and prior contributions to the development of the watershed program. The IOC recommends the appointment of Mr. Pease to complete the remaining term of the seat vacated by former director Tom Bloomfield.

ATTACHMENTS

Media Publication

Candidate Application_CCRCD_Walter Pease_2017

Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • www.co.contra-costa.ca.us

Media Release

FOR IMMEDIATE RELEASE
Tuesday, April 18, 2017

Contact: Julie DiMaggio Enea
Phone: (925) 335-1077
Email: julie.enea@cao.cccounty.us

WOULD YOU LIKE TO SERVE ON THE CONTRA COSTA RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS ?

The Contra Costa Resource Conservation District is looking for an individual interested in serving on its Board of Directors. Contra Costa County land owners with a strong interest in soil and water conservation are encouraged to apply. The District is recruiting to fill one vacancy, to complete the current term of office expiring on November 30, 2018. The County Board of Supervisors will make the appointment. Individuals selected will serve as unpaid volunteers.

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 335-1900 or by visiting the County webpage at www.co.contra-costa.ca.us. Applications should be returned to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553 no later than Friday, May 19, 2017 by 5:00 p.m. Applicants should plan to be available for public interviews in Martinez on Monday, June 12, 2017. More information about the Contra Costa Resource Conservation District and complete eligibility requirements can be obtained by calling Teresa Hunter at the Resource Conservation District, at (925) 672-4577, ext. 4149 or visiting the District website at http://www.ccrcd.org/ .

# # # #

RECEIVED
APR 26 2017
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

Print Form

Contra Costa County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Resource Conservation District

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION | **PRINT EXACT SEAT NAME (if applicable)**

1. **Name:** Pease (Last Name) Walter (First Name) Clifford (Middle Name)

2. **Address:** [redacted] (No.) (Street) (Apt.) Pleasant Hill (City) CA (State) 94523 (Zip Code)

3. **Phones:** [redacted] (Home No.) (Work No.) (Cell No.)

4. **Email Address:** [redacted]

5. **EDUCATION**: Check appropriate box if you possess one of the following:

High School Diploma ☑ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved: Masters

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) San Diego State	Biology	Yes No ☑ ☐	130		BS	1971
B) Diablo Valley College	Mgmt	Yes No ☐ ☑	20			
C) Univ. of La Verne	Public Admin	Yes No ☑ ☐		40	MS	2000
D) Other schools / training completed: CSU Sacramento	Course Studied: Water Treatment	Hours Completed: 14	Certificate Awarded: Yes No ☐ ☐			

THIS FORM IS A PUBLIC DOCUMENT

6. **PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.**

A) Dates (Month, Day, Year) From	To	Title	Duties Performed
5/2010	12/2016	Director of Water utilities	Manage Water utilities (Water + Sewer collection) Prepare regulatory reports
Total: Yrs. 6	Mos. 7	Employer's Name and Address: City of Pittsburg 65 Civic Ave Pittsburg 94565	
Hrs. per week 40. Volunteer ☐			

B) Dates (Month, Day, Year) From	To	Title	Duties Performed
1/2012	5/2010	Asst. PW Director	Supervise operations of PW Dept, prepare reports & budgets
Total: Yrs. 7	Mos. 9	Employer's Name and Address: City of Pittsburg	
Hrs. per week 40. Volunteer ☐			

C) Dates (Month, Day, Year) From	To	Title	Duties Performed
10/94	1/2012	Water utility Mgr	Manage operation of water utility
Total: Yrs. 7	Mos. 3	Employer's Name and Address: City of Monterey Park 320 W. Newmark Monterey Park, CA	
Hrs. per week 40. Volunteer ☐			

D) Dates (Month, Day, Year) From	To	Title	Duties Performed
7/76	10/94	Water Superintendent	Supervise operation of WTP + lab.
Total: Yrs. 18	Mos. 3	Employer's Name and Address: City of Martinez 525 Henrietta St Martinez 94553	
Hrs. per week 40. Volunteer ☐			

THIS FORM IS A PUBLIC DOCUMENT

7. **How did you learn about this vacancy?**

☐ **CCC Homepage** ☐ **Walk-In** ☐ **Newspaper Advertisement** ☐ **District Supervisor** ☑ **Other** Director

8. **Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No** ☑ **Yes** ☐

   If Yes, please identify the nature of the relationship:

9. **Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No** ☑ **Yes** ☐

   If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: [redacted] **Date:** 4/21/17

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553**.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

Walter C. Pease

[redacted]
Pleasant Hill, CA 94523
[redacted]

EXPERIENCE

DIRECTOR OF WATER UTILITIES May 2010 to December 2016
City of Pittsburg

Supervise operations and maintenance of Water Utilities Department consisting of 35 full-time employees and a $18M budget (not including CIP). Oversight of: 32 MGD Water Treatment Plant, Water Distribution System, Wastewater Collection System; CIP planning, project selection and prioritization.

- Prepare Water Utilities Department budgets.
- Development review.
- Water Conservation duties including program development, regulations, supervision, handling customer problems, etc.
- Presentations to City Council including: water and sewer rates, development fees, urban water management plan.
- Other duties as listed below continuing for Water Utilities Department.

ASSISTANT PUBLIC WORKS DIRECTOR Jan 2002 to May 2010
City of Pittsburg
Supervise operations and maintenance of Public Works Department consisting of 78 full-time employees and up to 50 part-time employees and a $26 M budget (not including CIP). Oversight of: 32 MGD Water Treatment Plant, Water Distribution System, Wastewater Collection System, Parks and facilities, Street maintenance, Storm water system maintenance, Vehicle maintenance, and Building maintenance.

- Supervise the preparation of Public Works Department budget. Prepared Internal Services cost allocations for building and vehicle maintenance for City Departments.

- Direct supervision of WTP and Laboratory (August 2003 to October 2004). Worked on Vulnerability Assessment with Consultant. Worked on water quality issues related to well and backwash water with Consultant. Laboratory Director.

- Prepared Water and Wastewater Collection System multi-year Capital Improvement Programs.

- Worked with Engineering Consultant on Water System Master Plan revisions and Wastewater Collection System Master Plan update and revisions.

- Worked with Consultant on revisions of Water and Sewer Rates, Development Connection Fees and other charges and fees.

- Review of new development including subdivisions totaling over 3,000 dwelling units.

- Write City Council staff reports for Public Works Department purchases, consultant agreements, rate changes, and Capital Improvement Program projects

- Wrote 2005 Urban Water Management Plan.

- Write California Urban Water Conservation Council biannual reports.

- Wrote 2009 Water Conservation program and presented to City Council.

- Review and comment on proposed regulations for: water, water conservation, collections systems, and storm water.

WATER UTILITY MANAGER Oct. 1994 to Jan 2002
City of Monterey Park

- Supervised operations and maintenance of Water Division with 20 full-time employees and a $5 M budget. System consisted of 12,100 service connections serving 58,000 customers with 12 wells. Average water production was 10 million gallons per day.

- Responsible for:
  Distribution system water quality
  Pump station and reservoir maintenance and operations
  Water meter readers
  Water meter testing and repair
  Backflow prevention program
  Well production system
  Water sampling and testing to meet California Department of Public Health (DPH) requirements
  Distribution system maintenance, consisting of three crews which included repairs, new installations, system upgrades, and emergency response.

- Helped consultant produce comprehensive Water System Master Plan (1996), including replacement schedule and project costs. Prioritized projects for Capital Improvement Program as part of the process; emphasizing water system reliability, employee safety, and improving customer's water quality at the tap. Set up a 20-year CIP schedule on spreadsheet (Excel) based on fund balance after indexed revenue projections and indexed O&M costs.

- Developed Website information for water system including: Annual Water Quality Reports, information for developers, water conservation materials, water glossary, water system characteristics information and links to other water web sites.

- Prepared budgets and review expenditures for Water Administration, Production, Commercial, Distribution and Capital Improvements.

- Initiated Large Water Meter Testing Program and initiated Large Meter Upgrade Program to accommodate testing and proper sizing of large water meters.

- Wrote draft "Sewer System Improvement Maintenance Fee" report, based on results and findings of Sewer System Master Plan (1996).

- Served as member of Safety Committee and Emergency Preparedness Committee.

- Prepared comprehensive study of water meter replacement requirements. The report included meter accuracy analysis, recommended meter change-out time, estimated annual revenue loss, and payback time for accelerated replacement program. Public Works and Finance Directors reviewed the study. Meter change-out program replaced 9,000 water meters (out of 12,000) over a six-year period.

- Replaced three gas chlorine systems with sodium hypochlorite generation systems.

- Initiated seismic evaluation of water system facilities. Started seismic retrofit program, based on recommendation. Received $224,760 grant from FEMA/CaOES for portion of project costs.

WATER SUPERINTENDENT July 1976 to Oct. 1994
City of Martinez

Supervised operations ands maintenance of Water Division which included operations, laboratory, maintenance and safety programs for 11 employees. System consisted of 9,500 service connections and a 12 million gallon per day conventional water treatment plant.

- Responsible for:
  - Distribution system water quality
  - Pump station and reservoir maintenance and operations
  - Water meter readers
  - Water meter testing and repair
  - Backflow prevention program.
  - Laboratory Accreditation and certification from DPH's Environmental Laboratory Accreditation Program.
  - Supervised laboratory analyses and Quality Assurance Program.

- Produced 10-year Capital Improvement Program including replacement schedule and costs. Prioritized projects for Capital Improvement Program as part of the budget process.

- Produced master planning and advanced planning for Water System growth. Included reservoir and pump station sizing, locations, elevations, water line sizing and costs.

- Worked with Engineering Consultant on update of Water System Master Plan.

- Prepared budgets and reviewed expenditures for Water Administration, Treatment, Distribution and Capital Improvements totaling over $5 million per year.

- Set up monitoring plan, supervised sample analyses and wrote reports to meet requirements of Regional Water Quality Control Board for filter backwash discharge and marina dredging discharge projects.

- Worked with Rate Consultant on Water Rate Study and Development Fee and presented it to the City Council.

- Assisted in the coordination various departments involved in water system operations, engineering, maintenance, and billing.

- Initiated site study for 2 million gallon reservoir and presented it to the City Council. Site was acquired through eminent domain and constructed.

- Wrote and administered Water Rationing Plan (1977) and served as Water Referee.

- Served as City of Martinez Safety Coordinator (1979 to 1984) and assisted with various safety programs. Served on Safety Committee.

- Administered City of Martinez Water System's Water Conservation program.

- Worked with Finance Department to handle bills and problems they had difficulty resolving.

- Prepared hazardous material safety plans, chemical inventory plans as required by Contra Costa County.

- Maintained staff responsibility for formation of Benefit District for portion of Martinez Water System.

- Helped set up city's Emergency Operations Center and performed as part of team that implemented Incident Command System (ICS). Part of ICS structure's response group.

CHEMIST May 1974 to July 1976
California-American Water Co.
Performed bacteriological, chemical and physical testing for six separate districts (77,000 total service connections) for source and potable water and to meet discharge requirements. Company's districts used a combination of well and surface waters. Analyzed well discharge samples and reported to Regional Water Quality Control Board.

WATER TREATMENT PLANT OPERATOR Nov 1973 to May 1974
California-American Water Co.

Operated 25 mgd Water Treatment Plant. Did lab tests, water treatment plant maintenance. Took field samples. Handled customer complaints.

EDUCATION

Public Administration (MPA)	University of La Verne
Public Administration	CSU Hayward
Biology (BS)	San Diego State University
Graduate courses in Civil Engineering and Biology (includes: Sanitary Engineering and Water/Wastewater Treatment Plant Design)	San Diego State University
Management courses	Los Medanos Community College
Management and Safety courses	Diablo Valley College
Water Microbiology	Solano Community College
Water Treatment/Distribution/Management/ Wastewater Collection systems courses	CSU Sacramento
Street maintenance	Citrus College

CERTIFICATION

Water Treatment Plant Operator - CDPH T5
Water Distribution System Operator - CDPH D5
Water Quality Analyst (AWWA) - Grade II
Backflow Prevention Device Tester (USC)
Water Conservation Practitioner (AWWA) - Grade 1
Collection System Maintenance (CWEA) – Grade 3

Other active affiliations:

Friends of Alhambra Creek - Martinez, CA.
Kiwanis International – Pittsburg Chapter (Treasurer)
Boy Scouts – Assistant Scout Master
College Park High School Instrumental Music Boosters (treasurer – 3 years)

Contra Costa County

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Date: June 20, 2017

Subject: APPOINTMENT TO THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT'S FIRE ADVISORY COMMISSIONERS

RECOMMENDATION(S):
APPOINT the following person to the District II Seat of the Contra Costa County Fire Protection District's Fire Advisory Commissioners effective July 1, 2017 for a four-year term with an expiration date of June 30, 2021, as recommended by Supervisor Candace Andersen:

Matthew Guichard
Walnut Creek, CA 94597

FISCAL IMPACT:
None.

BACKGROUND:
The Commission was established to review and advise on annual operations and capital budgets; to review district expenditures; to review and advise on long-range capital improvement plans; pursuant to district ordinance to serve as the Appeals Board on weed abatement matters; to advise the Fire Chief on district service matters; to meet jointly with the Board of Supervisors and provide advice to the board as needed; to communicate with the other fire district advisory commissions on services and functional integration; to assist in the Fire Chief's selection process as required; to serve as liaison between the Board of Supervisors and the community served by each district; to perform such other duties and responsibilities as may be assigned and as directed by the Board of Supervisors. The Commission consists of 7 members and 5 alternates. Terms for all Commission seats are four years.

☑ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Jill Ray, 925-957-8860

By: , Deputy

cc: District 2 Supervisor, Maddy Book, CCFPDFAC, Appointee

BACKGROUND: (CONT'D)

Supervisor Andersen advertised the upcoming vacancy of the District II Term for the last 60 days. Mr. Guichard's was the only application received. Supervisor Andersen met with Mr. Guichard and feels he will be a positive addition to the Fire Commission.

CONSEQUENCE OF NEGATIVE ACTION:

The District II Seat will become vacant.

CHILDREN'S IMPACT STATEMENT:

No impact.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Appropriation Adjustment for Purchase of New Vehicles for EHSD

RECOMMENDATION(S):

Employment and Human Services (0502) / Fleet Services (0064): APPROVE Appropriation and Revenue Adjustment No. AP00 5086 and AUTHORIZE the transfer of revenue in the amount of $299,010 from the Employment and Human Services Department (100300 - 0502), to Fleet Internal Service Fund (150100 - 0064), for the purchase of ten vehicles.

FISCAL IMPACT:

The requested appropriation and revenue adjustment would transfer $299,010 of the Department's County allocation to the Fleet Internal Service fund for the purchase of the ten new vehicles. (100% County)

BACKGROUND:

EHSD is purchasing ten vehicles. Nine of the vehicles are replacements for existing non-ISF vehicles that have logged extensive mileage and are to be retired. The tenth vehicle is meant to supplement the department's fleet as the social workers strive to meet the growing needs of the community.

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department would not be able to purchase vehicles to replace the retired vehicles. The department's ability to serve the public would be restricted.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Erik Brown
925-313-1561

cc:

CHILDREN'S IMPACT STATEMENT:

Not applicable

ATTACHMENTS

AIR 29934 AP00 5086

CONTRA COSTA COUNTY

APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY

[X] BOARD OF SUPERVISORS

[X] COUNTY ADMINISTRATOR

[X] AUDITOR CONTROLLER

ACCOUNT CODING

DEPARTMENT : DEPT. 0064, ISF Fleet Services

ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
4284	4953	AUTOS & TRUCKS		299,010.00
		TOTALS	0	299,010.00

APPROVED

AUDITOR-CONTROLLER:

BY: [signature] DATE 5/30/17

COUNTY ADMINISTRATOR

BY: [signature] DATE 6/2/17

BOARD OF SUPERVISORS:

YES:

NO:

BY:_____ DATE_____

EXPLANATION OF REQUEST

To adjust appropriated expenditures for ISF Fleet Services for FY 16/17 for the purchase by EHSD of ten 2017 Ford Fusion Hybrid vehicles

[signature]

Emilia Gabriele	EHSD Chief Financial Officer	5/26/2017
SIGNATURE	TITLE	DATE

APPROPRIATION ADJ JOURNAL NO. APOO 5086

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C 24

AUDITOR-CONTROLLER USE ONLY
FINAL APPROVAL NEEDED BY:
[X] BOARD OF SUPERVISORS
[X] COUNTY ADMINISTRATOR
[X] AUDITOR-CONTROLLER

ACCOUNT CODING | DEPARTMENT : DEPT. 0064, ISF Fleet Services

ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
4284	9951	REIMBURSEMENTS-GOV/GOV	299,010.00	
		TOTALS	299,010.00	0

APPROVED

AUDITOR-CONTROLLER:
BY [signature] DATE 5/30/17

COUNTY ADMINISTRATOR:
BY: [signature] DATE 6/2/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

To adjust estimated revenue for ISF Fleet Services for FY 16/17 for the purchase by EHSD of ten 2018 Ford Fusion Hybrid vehicles.

[signature]
Emilia Gabriele — EHSD Chief Financial Officer — 5/26/2017
SIGNATURE — TITLE — DATE

REVENUE ADJ. RAOO 5086
JOURNAL NO.

CONTRA COSTA COUNTY

APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- [X] BOARD OF SUPERVISORS
- [X] COUNTY ADMINISTRATOR
- [X] AUDITOR CONTROLLER

ACCOUNT CODING

DEPARTMENT : EHSD - ORG. 0502 (CFS)

ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
5216	5011	REIMBURSEMENTS-GOV/GOV		299,010.00
5216	1011	PERMANENT SALARIES	186,748.00	
5216	1015	DEFERRED COMP	2,139.00	
5216	1042	FICA/MEDICARE	14,285.00	
5216	1044	RETIREMENT EXPENSE	58,393.00	
5216	1060	EMPLOYEE GROUP INSURANCE	28,386.00	
5216	1063	UNEMPLOYMENT INSURANCE	411.00	
5216	1070	WORKERS COMP INSURANCE	8,648.00	
		TOTALS	299,010.00	299,010.00

APPROVED

AUDITOR-CONTROLLER:

BY: [signature] DATE 5/30/17

COUNTY ADMINISTRATOR:

BY: [signature] DATE 6/2/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

To adjust appropriated expenditures to ISF Fleet Services for FY 16/17 for the replacement by EHSD of ten vehicles with high mileage.

[signature] 5/26/17

Emilia Gabriele	EHSD Chief Financial Officer	5/26/2017
SIGNATURE	TITLE	DATE

APPROPRIATION ADJ. JOURNAL NO. APOO 5086

Contra Costa County

To: Board of Supervisors

From: Robin Lipetzky, Public Defender

Date: June 20, 2017

Subject: Proposition 47 Defense Outreach Program

RECOMMENDATION(S):
Public Defender's Office (0243): APPROVE Appropriations and Revenue Adjustment No. 5095 authorizing new revenue in the amount of $50,000 from the San Francisco Foundation and appropriating it to fund temporary clerical help for the Proposition 47 Outreach Program.

FISCAL IMPACT:
This grant will fund the continuation of salary and statutory employment benefit charges for two (2) temporary clerks. There is no requirement for matching funds by the County, and the grant will not increase Net County Cost. Anticipated grant revenues will be received in 2016-17 and expended in FY 2016-17 and FY 2017-18.

$50,000 in new revenue from the San Francisco Foundation
$50,000 appropriated for salary and benefit expenses for temporary help.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

Contact: Richard Loomis, 925-335-8093

By: , Deputy

cc:

BACKGROUND:

At its meeting on February 14, 2017, the Board of Supervisors authorized the Public Defender to apply for and accept a grant renewal with the San Francisco Foundation to fund continuation of the Proposition 47 Outreach Program. The Office of the Public Defender received funding from this private foundation in each of the past two Budget Years, and based on the success of the Department's efforts additional funding is available for renewal of the grant.

Proposition 47 legislation reclassifies some non-serious and non-violent drug crimes from felonies to misdemeanors. The Contra Costa Public Defender's Office has become a statewide leader in this work.

The job duties performed by these temporary employees include, the following services/activities:

- Client Intake,
- Review of closed cases for eligibility,
- Drafting and filing of petitions,
- Preparing files for Court Hearings,
- Client Communication and Notifications,
- Conducting of Public Outreach/Education events.

Diligent solicitation of supplemental funding from non-profit foundations has resulted in the award of grant revenues to augment the public funding commitment to pursue this important work.

CONSEQUENCE OF NEGATIVE ACTION:

If the new revenue and appropriations are not authorized and approved, the Public Defender's Office will not have access to the additional staffing needed to provide legal services to eligible defendants.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

TC24/27_5095

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24

ACCOUNT CODING		DEPARTMENT: 0243 : PUBLIC DEFENDER		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
2909	9966	MISCELLANEOUS GRANTS & DONATIONS	50,000.00	
		TOTALS	50,000.00	0.00

APPROVED

AUDITOR – CONTROLLER

By: Marie Rullock Date 6/15/17

COUNTY ADMINISTRATOR

By: [signature] Date 6/05/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

Grant Awarded by the San Francisco Foundation for continued implementation of a Proposition-47 Outreach Program, as authorized by BOS Agenda Item #C.34 on 02/14/2017.

PREPARED BY: Richard Loomis
TITLE: ASA-III
DATE: 4/18/2017

REVENUE ADJ. JOURNAL NO. RAOO 5095

(M 129 Rev. 6/09 CAO)

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
- ☒ BOARD OF SUPERVISORS
- ☐ COUNTY ADMINISTRATOR
- ☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0243 PUBLIC DEFENDER		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
2909	1013	TEMPORARY SALARIES		46,175.00
2909	1042	FICA / MEDICARE		3,825.00
			0.00	50,000.00

APPROVED

AUDITOR – CONTROLLER
By: Mari Rulloda Date 6/15/17

COUNTY ADMINISTRATOR
By: [signature] Date 6/15/17

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

Increase temporary salary and benefit expenditure appropriations for two (2) Seasonal Clerks for continued implementation of a Proposition-47 Outreach Progarm, as authorized by BOS Agenda Item #C.34 on 02/14/2017.

PREPARED BY: Richard Loomis
TITLE: ASA-III
DATE: 4/18/2017

APPROPRIATION ADJ. JOURNAL NO. APOO 5095

(M 129 Rev. 6/09)

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: 2017 CSAC Challenge Awards

RECOMMENDATION(S):
AUTHORIZE a letter of authorization from the Chair of the Board for the submission of applications to the California State Association of Counties (CSAC) 2017 Challenge Awards.

FISCAL IMPACT:
The entry fee is $75 for each application. The total entry fee for the nine applications is $675. The entry fee is paid out of the County Administrator Office's budget.

BACKGROUND:
In April, the California State Association of Counties (CSAC) invited counties to enter their 2017 Challenge Awards competition. The program is intended to recognize the innovative and creative spirit of county governments, who seek to find unique, replicable, effective and cost saving ways of providing programs and services to their citizens. The deadline for entry is a postmark of June 23, 2017.

CSAC recognizes counties in three population categories -- rural, urban (representing counties like Contra Costa), and suburban -- and five issue areas:

1. **Administration of Justice & Public Safety –** Includes programs associated with local law enforcement and public safety, adult and juvenile detention, and probation.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

Contact: B. Riveira, 925-335-1018

By: , Deputy

cc:

BACKGROUND: (CONT'D)
>

2. **Agriculture, Environment & Natural Resources –** Includes programs associated with agriculture, the environment, air quality, water, flood control, energy, parks and recreation, public lands, forestry, mining, endangered species, solid waste, and hazardous waste.
3. **Government Finance, Administration & Technology –** Includes programs associated with internal operations, employee training and wellness, workers' compensation, public records, technology, economic development, elections, libraries, food safety, and disaster planning/response.
4. **Health & Human Services –** Includes programs associated with health care, mental health, homelessness, foster care, child welfare services, adult protective services, IHSS, general assistance, aging, CalWORKs, county hospitals, the indigent, and veterans.
5. **Housing, Land Use & Infrastructure –** Includes programs associated with housing, land use, growth, planning, transportation, infrastructure, tribal gaming issues.

Awards may be presented in three population categories for each of the five issue areas. Two levels of awards will be presented in each category of population: Challenge Awards and Merit Awards. The judges have the flexibility to offer an optional top-level award: The California Counties Innovation Award. Judges will also consider all entries for special awards that are open to all population categories.

Challenge Award-winning programs receive state and national exposure, are highlighted in county best practices videos, and recognized at Boards of Supervisors meetings. Challenge Awards will be presented in person in the recipient's county. Merit Awards will be mailed. Award recipients will also be featured on CSAC's Web site at www.csac.counties.org. This is a great way to let colleagues across the state and nation know about the innovative work we are doing.

Contra Costa County departments propose to submit the following applications for the 2017 CSAC Challenge Awards:

1. **Contra Costa Fire Public/Private Pre-Hospital Care Program**: The Contra Costa County Fire Protection District created a public-private relationship with American Medical Response medical transport to provide a consolidated pre-hospital care system. The efficiency of being able to send the correct resources to an incident and reduce redundancy also reduced costs and added capacity back to the fire system by reducing the number of incidents in which fire trucks respond. The dispatch centers have been consolidated, and a response time reduction of 51 seconds has been realized.

2. **Misdemeanor Early Representation Program (ERP):** The Public Defender's Office implemented the ERP to provide immediate representation for persons cited for misdemeanors, *before* charges are filed, to avoid costly and devastating arrests and jail time. Failure to appear (FTA) rates have dropped dramatically for those served. By tracking court appearance data and trends, ERP has been able to identify factors that contribute to FTA rates and are working with all Justice partners to improve the justice system.

3. **Creek Channel Safety Awareness Program**: The Contra Costa County Public Works Flood Control District implemented this program to promote community education and safety in creeks and channels throughout the county to reduce drowning risk. This program gets the safety message out to multiple arenas on an annual basis. There have been neither deaths nor a need to rescue people in any of our creeks or channels since the program began in 2011.

4. **Rain Map App:** The Contra Costa Public Works Flood Control District application is an initiative allowing the community to monitor rainfall and potential flooding of creeks and channels within Contra Costa County. The Rain Map App uses Doppler radar data so that the community can view rain coverage and intensity in real time in their specified location. The Rain Map has been instrumental in raising community awareness of potential flooding.

5. **Giving the Natives a Chance (GNC):** The Contra Costa County Public Works Flood Control District has initiated an annual community-based planting project that restores native plants to flood control channels. The GNC restoration project showcases the benefits of re-establishing native plant communities along local streams.

6. **Inter-County Business Intelligence Partnership:** The Employment and Human Services Department (EHSD) implemented a data warehouse-based dashboard to simplify access to social services program data. This business intelligence has created a strategic advantage, and both Contra Costa and Santa Clara counties are reaping the benefits.

7. **Customer Experience Improvement Project:** EHSD improved its call center queuing priorities, preventing callers from sitting in queue for long periods of time until higher priority calls can be answered. This showed an immediate improvement in call distribution, and reduced call abandons and queue times.

8. **Parent Partner Program of Contra Costa County**: EHSD implemented this program to match parents in the foster care system with Parent Partners who successfully overcame their own struggles and reunified with their children. Parents who had Parent Partners are about 50 percent more likely to be reunified with their children and 50 percent less likely to experience recidivism.

9. **Recruiting Millennial Poll Workers Program**: The Clerk-Recorder created this program to aggressively recruit younger poll workers by making the first contact immediate and simple and by appealing to their natural idealism. Contra Costa County Elections Division's current group of volunteers is aging; in 2012, 60 percent were 61 and older. As a result of the shift in recruitment, almost 40 percent of our 2,526 poll workers in the November election were 40 years or younger.

CONSEQUENCE OF NEGATIVE ACTION:

Without a letter of authorization to submit an entry, a department will not be able to compete for a CSAC Challenge Award.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: Reallocate and Re-Title CCTV Production Manager Classification and Cancel One (1) Part-Time CCTV Program Coordinator

RECOMMENDATION(S):

ADOPT position adjustment resolution no. 21725 to reallocate the salary of the CCTV Production Manager (ADDK) (represented) classification on the Salary Schedule from salary plan and grade ZA5 1555 ($5,397.88 - $6,561.16) to ZA5 1555 ($6,477.46 - $7,873.39) as recommended by the Office of Communications and Media; re-title the class of CCTV Production Manager (ADDK) (represented) to Operations Director, Office of Communication and Media (ADDK) (represented); and cancel one (1) part-time CCTV Program Coordinator (ADSD) (represented) position number 13916 at salary plan and grade ZB5 1232 ($3,920.40 - $4,765.27) in the County Administrator's Office, Office of Communication and Media.

FISCAL IMPACT:

The action would result in a annual cost increase of $27,552 for the Operations Director, Office of Communication and Media position of which $5,196 is due to pension. The elimination of the part-time CCTV Program Coordinator position would save $41,000 resulting in a net decrease in salary and benefit costs for the department of <$13,448>.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Betsy Burkhart (925) 313-1180

cc: Laura Strobel, Betsy Burkhart

BACKGROUND:

The Office of Communications and Media is a division within the County Administrator's Office. The Office manages the County website, fields public and media inquiries, coordinates communication with Departmental public information staff, and manages/operates CCTV and its sister stations.

The Office is currently staffed by a Director, a Production Manager, a Clerk Specialist, a half-time Administrative Analyst and a half-time Production Assistant. Multiple contractors and a temporary employee provide support for a wide range of duties associated with the video and cable television broadcasting arm of the Office.

Over the past 7 years, the video and cable television operations have expanded to include channel management for partner cities, oversight of public and educational television, and development of policies and procedures for web-based video platforms that are separate and unique from cable television.

The role and required skills for the position currently titled Production Manager have expanded as a result, and require an added dimension of knowledge regarding web video collection and transmission, how to merge with traditional cable video, and new technologies that support Public, Education and Government television.

The job specification and the salary range for the current position are significantly out of alignment compared to peer positions in other comparable agencies. The Office of Communication and Media is in the process of a complete review and reorganization of the staff positions to better support the mission of the Office and County. Each single-class job specification is undergoing review; one part-time position has already been reduced to half-time, and Human Resources is assisting with reclassification of positions as needed.

This action will address the incomplete and outdated job specification as well as the salary requirements for retention and recruitment.

CONSEQUENCE OF NEGATIVE ACTION:

The incumbent will not be properly compensated compared to similar agencies for the same type of work.This will pose problems for both retention of the incumbent, as well as recruitment for new candidates in the future.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P300 21725 HR

POSITION ADJUSTMENT REQUEST

NO. 21725
DATE 8/11/2015

Department No./
Department County Administrator - CCTV Budget Unit No. 0003 Org No. 1225 Agency No. 03

Action Requested: Reallocate and Re-Title CCTV Production Manager Classification and Cancel One (1) Part-Time CCTV Program Coordinator

Proposed Effective Date: 9/1/2015

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost _____ Net County Cost _____

Total this FY _____ N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Betsy Burkhart
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Theresa Speiker — 8/11/15
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 4/26/2017

Reallocate CCTV Production Manager (ADDK) (represented) on the Salary Schedule from salary plan and grade ZA5 1555 ($5,397.88-$6,561.16) to ZA5 1555 ($6,477.46-$7,873.39); retitle CCTV Production Manager to Operations Director, Office of Communication and Media; and cancel 1 part-time CCTV Program Coordinator (ADSD) (represented) position no. 13916 at salary plan and grade ZB5 1232 ($3,920.40-$4,765.27) in the Office of Comm and Media.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.
☐ _____(Date)

Mary Jane De Jesus-Saepharn — 4/26/2017
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE _____

☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

(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 4/26/2017 No. xxxxxx

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: Todd Billeci, Interim County Probation Officer

Date: June 20, 2017

Subject: Reclassify one Institutional Services Worker - Lead and the incumbent to a Storekeeper position.

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22000 to reclassify one (1) Institutional Services Worker - Lead (1KVF) (represented) position no. 12553 at salary plan and grade TB5 1257 ($4,018) and the incumbent to Storekeeper (91VA) (represented) at salary plan and grade TB5 1173 ($3,697 - $4,494) in the Probation Department.

FISCAL IMPACT:
This action would result in a cost to the Department of approximately $5,103 annually; $1,131 of which is attributable to employer pension costs; 100% General Fund. The proposed increase will be offset by continued salary savings from ongoing vacancies.

BACKGROUND:
The Institutional Services Worker – Lead assigned to the Probation Department has been performing duties that are similar in duties and tasks to the Storekeeper classification. The incumbent is responsible for the inventory, ordering and receiving of materials, supplies and equipment needed to operate the county juvenile institutions and other Probation Department programs. After reviewing the job tasks performed by the incumbent, the preponderance of duties have been found to fall within the Storekeeper classification.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Danielle Fokkema, (925) 313-4195

cc: Danielle Fokkema

CONSEQUENCE OF NEGATIVE ACTION:

If this reclassification is not approved, the incumbent will not be properly compensated for the work being performed.

ATTACHMENTS

AIR 27211 P300 22000 Reclassify

POSITION ADJUSTMENT REQUEST

NO. 22000
DATE 12/2/2016

Department Probation

Department No./
Budget Unit No. 0309 Org No. 3120 Agency No. 30

Action Requested: ADOPT Position Adjustment Resolution No. 22000 to reclassify one (1) Institutional Services Worker-Lead (1KVF) (represented) position No. 12553 and the incumbent to Storekeeper (91VA) (represented) in the Probation Department

Proposed Effective Date: 1/1/2016

Classification Questionnaire attached: Yes ☒ No ☐ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost	$4,537.00	Net County Cost	$4,537.00
Total this FY	$2,268.00	N.C.C. this FY	$2,268.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Staffing vacancies

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Danielle Fokkema
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Vana Tran for Timothy Ewell — Deputy County Administrator
12/5/2016 — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 6/8/2017

Reclassify one (1) Institutional Services Worker - Lead (1KVF) (represented) position no. 12553 at salary plan and grade TB5 1257 ($4,018) and the incumbent to Storekeeper (91VA) (represented) at salary plan and grade TB5 1173 ($3,697 - $4,494)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.
☒ 5/2/2017(Date)

Fina Prak — (for) Director of Human Resources
6/8/2017 — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE _____

☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

(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 6/8/2017 No. xxxxxx

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: Todd Billeci, County Probation Officer

Date: June 20, 2017

Subject: Reclassify one Institutional Services Worker - Generalist and the incumbent to Storekeeper position.

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22089 to reclassify one (1) Institutional Services Worker-Generalist (1KVD) (represented) position No. 677 at salary plan and grade TB5 0922 ($2,884 - $3,505) and the incumbent to a Storekeeper (91VA) (represented) at salary plan and grade TB5 1173 ($3,697 - $4,494) in the Probation Department.

FISCAL IMPACT:
This action would result in a cost to the Department of approximately $4,628 annually; $1,026 of which is attributable to employer pension costs; 100% General Fund. The proposed increase will be offset by continued salary savings from ongoing vacancies.

BACKGROUND:
The Institutional Services Worker-Generalist assigned to the Probation Department has been performing duties that are similar in duties and tasks to the Storekeeper classification. A desk audit of the job duties of the incumbent was performed. The incumbent is performing and is responsible for ordering,receiving, taking inventory, and distributing.

CONSEQUENCE OF NEGATIVE ACTION:
If this reclassification is not approved, the incumbent will not be properly compensated for the work being performed.

CHILDREN'S IMPACT STATEMENT:
Not applicable.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Danielle Fokkema, (925) 313-4195

cc: Danielle Fokkema

ATTACHMENTS

P300 No. 22089

POSITION ADJUSTMENT REQUEST

NO. 22089
DATE 5/30/2017

Department Probation

Department No./
Budget Unit No. 0309 Org No. 3160 Agency No. 30

Action Requested: ADOPT Position Adjustment Resolution No. 22089 to reclassify one Institutional Services Worker-Generalist (1KVD) (represented) position No. 677 and the incumbent to Storekeeper (91VA) (represented) in the Probation Department.

Proposed Effective Date: 12/1/2016

Classification Questionnaire attached: Yes ☒ No ☐ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost	$4,628.00	Net County Cost	$4,628.00
Total this FY	$2,700.00	N.C.C. this FY	$2,700.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Staffing vacancies

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Danielle Fokkema
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Hang Nguyen for Tim Ewell — 5/30/2017
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 6/8/2017
Reclass one Institutional Services Worker-Generalist (1KVD) (represented) position No. 677 and the incumbent to Storekeeper (91VA) (represented) in the Probation Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.
☒ 5/1/2017(Date)

Fina Prak — 6/8/2017
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 6/13/2017
☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

Timothy M. Ewell
(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 6/13/2017 No. xxxxxx

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: June 20, 2017

Subject: Add Seven Substance Abuse Counselors to the Health Services Department

RECOMMENDATION(S):
Adopt Position Adjustment Resolution No. 22100 to add seven full-time Substance Abuse Counselor (VHVC) positions at salary level TC5-1436 ($4,797 - $5,831) in the Health Services Department. (Represented)

FISCAL IMPACT:
Upon approval, there is an annual cost of approximately $734,856, which includes estimated pension costs of $173,907. The cost will be offset with budgeted funds from 100% Drug MediCal Waiver funding.

BACKGROUND:
The Health Services Department is requesting to add seven Substance Abuse Counselors to its Behavioral Health Division. These positions are needed to staff the Adult, Child/Adolescent, Older Adult Mental Health Clinics and the two Homeless Shelters. The counselors will provide Substance Use Disorders (SUD) treatment services for Drug Medi-Cal beneficiaries with co-occurring disorders. Duties will include: conducting substance use disorders assessments, developing treatment plans, conducting individual and group sessions, providing consultation, and linkages to other services and levels of care. The addition of the Substance Abuse Counselors will support the Behavioral Health Division's efforts of integration and co-location of services.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Melissa Carofanello - 925-957-5248

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Behavioral Health Division's Alcohol and Other Drugs Services (AODS) Program will not be able to adequately staff and administer Behavioral Health Division's Drug Medi-Cal Organized Deliver System monitored by the state agency California Department of Health Care Services.

ATTACHMENTS

P300 No. 22100 HSD BH

POSITION ADJUSTMENT REQUEST

NO. 22100
DATE 6/8/2017

Department HEALTH SERVICES

Department No./
Budget Unit No. 466 Org No. 5908 Agency No. A18

Action Requested: Add seven full time Substance Abuse Counselors (VHVC) positions in the Health Services - Behavioral Health Division.

Proposed Effective Date: 6/21/2017

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	$734,855.78	Net County Cost	$0.00
Total this FY	$61,237.98	N.C.C. this FY	$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Drug MediCal Waiver Funding

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 — 6/14/2017
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 6/14/2017

☐ 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 6/14/2017 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: June 20, 2017

Subject: Reclassify Public Health Program Specialist I position to Public Health Program Specialist II in the Health Services Department

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22072 to reclassify one (1) Public Health Program Specialist I (VBSD) (represented) position #11982 and its incumbent at salary plan and grade level ZA5-1602 ($5,655 - $6,873), to Public Health Program Specialist II (VBND) (represented) at salary plan and grade level ZA5-1711 ($6,299 - $7,657) in the Health Services Department.

FISCAL IMPACT:
Upon approval, this action has an annual cost of approximately $13,818 with pension costs of $3,337 already included. This cost is offset entirely with grant revenues.

BACKGROUND:
The Health Services Department is requesting the reclassification of Public Health Program Specialist I position #11982 and its incumbent to Public Health Program Specialist II. Based on the job duties and responsibilities, the Department has determined that Public Health Program Specialist II is the appropriate classification level for the work performed at the desk. The incumbent has primary responsibility for directing the daily operations of the Senior Nutrition

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Jo-Anne Linares, (925) 957-5240

cc: Jo-Anne Linares

BACKGROUND: (CONT'D)

Program which provides over 595,000 meals annually to Senior Citizens county-wide through a network of 17 Senior Centers and 93 Meals on Wheels routes five days a week. This program also provides meals to persons with AIDS. This position has direct involvement with agencies in their daily operations due to the severe consequences associated with providing food to an aging population and others with compromised immune systems.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the incumbent will not be classified and compensated appropriately.

ATTACHMENTS

P300 No. 22072 HSD

POSITION ADJUSTMENT REQUEST

NO. 22072
DATE 3/9/2017

Department Health Services

Department No./
Budget Unit No. 0450 Org No. 5766 Agency No. A18

Action Requested: Reclassify Public Health Program Specialist I (VBSD) position #11982 to Public Health Program Specialist II (VBND) in the Health Services Department.

Proposed Effective Date: 6/30/2017

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	$13,818.29	Net County Cost	$0.00
Total this FY	$3,454.00	N.C.C. this FY	$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% grant revenues

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jo-Anne Linares
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kevin J. Corrigan — 4/26/2017
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 5/25/2017
Reclassify one (1) Public Health Program Specialist I (VBSD) position #11982 and its incumbent at salary plan and grade level ZA5-1602 ($5,655 - $6,873) to Public Health Program Specialist II (VBND) at salary plan and grade level ZA5-1711 ($6,299 - $7,657) in the Health Services Department. (Represented)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.
Effective: ☒ Day following Board Action.
☐ _____(Date)

Marta Goc — 5/25/2017
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 6/14/2017
☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

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 6/14/2017 No. xxxxxx

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: Sharon Offord Hymes, Risk Manager

Date: June 20, 2017

Subject: Add One (1) Clerk-Senior Level and Cancel One (1) Information Systems Specialist I

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22042 to add one (1) Clerk-Senior Level (JWXC) (represented) at salary plan and grade 3RX 1033 ($3,210 - $4,100) and cancel one (1) Information Systems Specialist I (LTWA) (represented) position #16165 at salary plan and grade TB5 1244 ($3,967 - $4,822) in the County Administrator's Office, Risk Management.

FISCAL IMPACT:
The action will result in annual cost savings.

BACKGROUND:
The Department already has one filled Information Systems Specialist I and additional temporary staff have been providing clerical support to the Loss Control and Training

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Sharon Hymes-Offord
(925) 335-1400

cc: Sharon Brown

BACKGROUND: (CONT'D)

units. By canceling the vacant, funded Information Systems Specialist I position and adding one Clerk-Senior Level position, it will reduce the dependency on temporary staff for needed clerical support in the Risk Management department.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval, Risk Management will continue to have a dependency on temporary staffing to fulfill clerical tasks.

ATTACHMENTS

AIR 28999 P300 22042 Add and Cancel

POSITION ADJUSTMENT REQUEST

NO. 22042
DATE 3/17/2017

Department CAO- Risk Management

Department No./
Budget Unit No. 0150 Org No. 1505 Agency No. 02

Action Requested: Add 1 Clerk-Senior Level (JWXC) and Cancel 1 Information Systems Specialst I (LTWA) position (no. 16165) in the Risk Management Department.

Proposed Effective Date: _____

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost	($8,339.00)	Net County Cost	$0.00
Total this FY	($2,085.00)	N.C.C. this FY	$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Salary Savings

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Sharon Hymes-Offord
_____
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Laura Strobel — 3/17/17
_____ _____
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 4/26/2017

Add one (1) Clerk-Senior Level (JWXC) (represented) at salary plan and grade 3RX 1033 ($3,210.94 - $4,100.51) and cancel one (1) Information Systems Specialist I (LTWA) (represented) position #16165 at salary plan and grade TB5 1244 ($3,967.25 - $4,822.22)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.
☐ _____(Date)

Mary Jane De Jesus-Saepharn — 4/26/2017
_____ _____
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE _____

☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

_____
(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 4/28/2017 No. xxxxxx

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: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Add one Network Administrator II position and Cancel one Network Analyst II position in the Public Works Department

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22081 to add one (1) full-time Network Administrator II (LNSB) (represented) position at salary plan and grade level ZA5 1787 ($6,791- $8,255) and cancel one (1) Network Analyst II (LBTA) (represented) vacant position No. 16495 at salary plan and grade ZA5 1787 ($6,791- $8,255) in the Public Works Department.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The roles and responsibilities of the Information Technology (IT) staff in the Public Works Department were recently analyzed. Consequently, it was determined that the scope of knowledge, skills and abilities of the Network Analyst II classification falls short of the divisional needs for keeping the network running without costly gaps in service. Over the years, the demands of managing, updating, installing and maintaining Public Works' growing network have increased substantially. As such, it is necessary to broaden the skill set and job role/responsibilities

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Kelli Zenn, (925) 313-2108

cc: Kelli Zenn

BACKGROUND: (CONT'D)

to adequately meet the current and future needs of the IT division. The Network Analyst II position is currently vacant; therefore, the timing of this action is prudent. Additionally, since the two salary schedules are the same, it would have zero impact on the division's budget.

CONSEQUENCE OF NEGATIVE ACTION:

A Network Administrator II position is essential to the efficient operation of the Public Works IT division. If this action is not approved, the Network Manager will not have the flexibility to assign job responsibilities among all IT staff, which will negatively impact the operation of existing and future network functions.

ATTACHMENTS

P300 No. 22081

POSITION ADJUSTMENT REQUEST

NO. 22081
DATE 5/11/17

Department Public Works

Department No./
Budget Unit No. 0650 Org No. 4528 Agency No. 65

Action Requested: ADD one (1) full time Network Administrator II (LNSB) (represented) position at salary plan and grade level ZA5 1787 ($6791- $8255); and, CANCEL one (1) full time Network Analyst II (LBTA) (represented) vacant position No. 16495 at salary plan and grade level ZA5 1787 ($6791- $8255) in the Public Works Department.

Proposed Effective Date: _____

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 $0.00

Total this FY $0.00 N.C.C. this FY $0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A; Salary schedule for both positions is identical

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Julia R. Bueren
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel — 5/11/17
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 6/5/2017

ADD one (1) full-time Network Administrator II (LNSB) (represented) position at salary plan and grade level ZA5 1787 ($6791- $8255); and, CANCEL one (1) Network Analyst II (LBTA) (represented) vacant position No. 16495 at salary plan and grade ZA5 1787 ($6791- $8255) in the Public Works Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.
☐ _____(Date)

Eva Barrios — 6/5/2017
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE _____

☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

(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:

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Salary reallocation for the classification of Stormwater Pollution Control Manager (NASB) (represented) in the Public Works Department

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 29902 to reallocate the salary of the Stormwater Pollution Control Manager (NASB) (represented) classification on the Salary Schedule from salary plan and grade level ZA5 1949 ($7,973 – $9,691) to salary plan and grade level ZA5 1951 ($8,531- $10,370) in the Public Works Department.

FISCAL IMPACT:
Upon approval, this action will have an annual cost increase of approximately $14,251 including an estimated pension cost of $2,444. The cost shall be funded by Stormwater Utility Fee assessments collected by the Cities/Towns and County, proportional to their respective populations.

BACKGROUND:
The Stormwater Pollution Control Manager is a single class position responsible for administering, developing and implementing activities of the countywide Contra Costa Clean Water Program (CCCWP). The CCCWP regulates the discharge of non-point source stormwater pollutants and ensures that all affected municipalities

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Kelli Zenn, (925) 313-2108

cc: James Hicks, Kelli Zenn

BACKGROUND: (CONT'D)

satisfactorily maintain the legal mandated requirements. Due to the retirement of the previous incumbent in March 2017, a recent recruitment was conducted to fill the vacant position. The results of the recruitment generated several qualified candidates, however, each candidate that was offered the position declined due to concerns related to salary. As a result, the Public Works Department is requesting to reallocate the salary of Stormwater Pollution Control Manager in an effort to attract and ultimately hire a qualified candidate for this position.

CONSEQUENCE OF NEGATIVE ACTION:

Without this modification, the County will continue to experience difficulty attracting qualified candidates for this position.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

P300 No. 29902

POSITION ADJUSTMENT REQUEST

NO. 29902
DATE 5/23/2017

Department Public Works

Department No./
Budget Unit No. 0650 Org No. 4541 Agency No. 65

Action Requested: Reallocate the classification of Stormwater Pollution Control Manager (NASB) (represented) on the salary schedule from salary plan and grade level ZA5 1949 ($7,973 – $9,691) to salary plan and grade level ZA5 1951 ($8,531- $10,370) in the Public Works Department.

Proposed Effective Date: 6/1/2017

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 14,251 Net County Cost 0

Total this FY 679 N.C.C. this FY 0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Stormwater Utility Fees

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Julia R. Bueren

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julie Enea

Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 6/7/2017

Reallocate the classification of Stormwater Pollution Control Manager (NASB) (represented) on the salary schedule from salary plan and grade level ZA5 1949 ($7,973 – $9,691) to salary plan and grade level ZA5 1951 ($8,531- $10,370) in the Public Works Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.
☐ _____(Date)

Eva Barrios 6/7/2017

(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 6/13/17

☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

Laura Strobel

(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 6/13/2017 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: June 20, 2017

Subject: Add five (5) permanent full-time positions in the Health Services Department

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22102 to add one (1) full-time Health Plan Authorization Representative (VRTA) at salary plan and grade level TC5-1182 ($3,731 - $4,535); two (2) full-time Clerk - Experienced Level (JWXB) at salary plan and grade level 3RH-0750 ($2,905-$3,605); and two (2) full-time Health Plan Member Services Counselor (V9VE) at salary plan and grade level TC5-1182 ($3,731 - $4,535) positions in the Health Services Department.

FISCAL IMPACT:
Upon approval, this action has an annual cost of approximately $440,594 with pension costs of $88,369 already included. This cost is offset with 100% Health Plan member premiums.

BACKGROUND:
The Health Services Department is requesting to add five permanent full-time positions in order to staff and implement the new Non-Emergency Medical Transportation Benefit Program within Contra Costa Health Plan. Currently, there are 100,000 members who are eligible for non-emergency medical transportation benefits and the unit is already experiencing backlogs in processing

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Jo-Anne Linares, (925) 957-5240

cc:

BACKGROUND: (CONT'D)

requests and delays in payment. Although staff has been working overtime, the workload continues to be voluminous. Moreover, the number of eligible members will significantly increase to 200,000 as the benefit is extended to all Health Plan Medi-Cal Population starting July 1, 2017.

The requested positions will meet the demand of the program operations and provide effective services to members. The Health Plan Authorization Representative will be responsible for obtaining and maintaining all necessary documentation required to process referrals and requests in the EPIC system. The Health Plan Member Services Counselors will be responsible for educating enrollees and explaining the program benefits; and the Clerks will be responsible for organizing and mailing transportation benefit information packets to members. Staff will be reporting to the Utilization Review Manager in the Cooperative Case Management Unit.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Contra Costa Health Plan will not have adequate staff to implement the new Non-Emergency Medical Transportation Benefit Program which may adversely impact patient care services.

ATTACHMENTS

P300 No. 22102 HSD

POSITION ADJUSTMENT REQUEST

NO. 22102
DATE 5/25/2017

Department Health Services

Department No./
Budget Unit No. 0860 Org No. 6115 Agency No. A18

Action Requested: Add one (1) full-time Health Plan Authorization Representative (VRTA), two (2) full-time Health Plan Member Services Counselor (V9VE) and two (2) full-time Clerk-Experienced Level (JWXB) positions in the Health Services Department.

Proposed Effective Date: 6/21/2017

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	$440,594.16	Net County Cost	$0.00
Total this FY	$0.00	N.C.C. this FY	$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Health Plan Member Premiums

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jo-Anne Linares
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza — 6/14/2017
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 6/14/2017
☐ 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 6/14/2017 No. xxxxxx

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: June 20, 2017

Subject: Add and cancel positions in the Health Services Department.

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22103 to add one (1) permanent full-time Health Services Clinical Systems Analyst II (LBTE) position at salary grade ZB5-2142($9,652-$10,641) and one (1) permanent full-time Network Technician II (LNVA) position at salary grade ZB5-1592($5,559-$6,805) and cancel vacant permanent full-time Health Services Systems Analyst II (LBVC) position#1685 at salary grade ZB5-1784($6,771-$9,074) in the Health Services Department. (Represented)

FISCAL IMPACT:
Upon approval, this action has an annual cost of $106,670 with an estimated pension cost of $35,670 included. (100% Hospital Enterprise Fund I)

BACKGROUND:
Contra Costa County Health Services (CCHS) Information Technology (IT) Unit is requesting to add one Health Services Clinical Systems Analyst II position and one Network Technician II position; cancel one vacant Health Services Systems Analyst II (LBVC) position. The Health Services Clinical Systems Analyst II position is being requested to better support the ccLink Clinical Documentation module being installed within the County Behavioral Health Clinics. The Network

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Shelanda Adams, 925-957-5263

cc:

BACKGROUND: (CONT'D)

Technician II position is being requested for the Public Health units Health Care Interpreter Network (HCIN), which provides high quality video health care interpretation. The HCIN Network Technician provides all of the deployment and installation of the video interpretation devices, whether on carts or wall mounted. There are approximately 500 in our hospital and health centers as well as Behavioral health sites and CCS locations. The new Network Technician II position will create signage and instructions as well as labeling for each individual unit. Once the equipment is configured and installed, this employee will train providers and staff in its use for accessing interpreters on the system. They are responsible for all troubleshooting, should problems arise, including closely working with the Network Group on Wi-Fi connectivity, network bandwidth issues, and other issues either in person or over the phone. The Network Technician II position will also maintain all of the equipment by visiting every clinic and department on a rotating basis to assess whether the video units are meeting expectations and functioning properly. The HS Systems Analyst II position no longer serves the need of the department and is being canceled to partially off-set the costs.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Information Technology Department will not have adequate staff support for ccLink Clinical Documentation modules being installed within the County Behavioral Health Clinics nor will the IT department be able to provide troubleshooting for system-wide problems.

ATTACHMENTS

P300 No. 22103 HSD

POSITION ADJUSTMENT REQUEST

NO. 22103
DATE 6/1/2017

Department HEALTH SERVICES

Department No./
Budget Unit No. 0540 Org No. 6555 Agency No. A18

Action Requested: Add one permanent full-time Health Services Clinical Systems Analyst II (LBTE) and one permanent full-time Network Technician II (LNVA) position, and cancel vacant permanent full-time 40/40 Health Services Systems Analyst II (LBVC) position #1685 in the Health Services Department.

Proposed Effective Date: 6/22/2017

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	$106,670.51	Net County Cost	$0.00
Total this FY	$0.00	N.C.C. this FY	$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hospital Enterprise Fund I

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Shelanda Adams
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza — 6/14/2017
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 6/14/2017
☐ 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 6/14/2017 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: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Lease Amendment-2025 Sherman Drive, Pleasant Hill

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment that will extend the term of the lease through June 30, 2020 between Contra Costa County (County) and Youth Homes, Inc. (Youth Homes), for County-owned property located at 2025 Sherman Drive, Pleasant Hill (Property). Project No: WLP152

FISCAL IMPACT:
Youth Homes will pay the County $28,800 per year in rent.

BACKGROUND:
On July 29, 2014, the County entered into a Lease with Youth Homes for use of the Property for the purpose of 1) operating a licensed residential care facility for children ages 12-17, 2) providing a group home emergency shelter and residential treatment home, and 3) providing private foster home placement and community counseling services. The County's Health Services Department is party to a separate program services contract under which Youth Homes has agreed

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Angela Bell, (925) 313-2337

cc:

BACKGROUND: (CONT'D)
to provide services to children placed there by the County's Employment and Human Services Department.

Youth Homes has occupied the Property since 2008 and has continued to pay rent to the County.

A lease amendment will allow Youth Homes to continue to occupy the Property.

CONSEQUENCE OF NEGATIVE ACTION:
If this Amendment to the Lease is not approved, Youth Homes will have to relocate its services.

ATTACHMENTS

Lease Amendment 2025 Sherman Dr, Pleasant Hill

First Amendment to Lease
Between
Youth Homes Incorporated
And
County of Contra Costa
For
2025 Sherman Drive
PLEASANT HILL, CALIFORNIA

This first amendment is dated June 20, 2017 and is between CONTRA COSTA COUNTY, a political subdivision of the State of California (the "**County**") and YOUTH HOMES INCORPORATED, a California corporation (the "**Lessee**").

Recitals

A. The County and the Lessee are parties to a lease dated July 29, 2014 (the "**Lease**"), under which the Lessee is leasing 2025 Sherman Drive, Pleasant Hill, California (the "**Premises**").

B. The parties desire to amend the Lease to extend the term.

The parties therefore agree as follows:

Agreement

1. Section 3. Term, is deleted in its entirety and replaced by the following:

   Section 3. Term. The term of this Lease begins July 1, 2014 and ends June 30, 2020.

2. All other terms of the Lease remain unchanged.

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County and Lessee are causing this first amendment to be executed as of the date set forth in the introductory paragraph.

COUNTY

COUNTY OF CONTRA COSTA, a political subdivision of the State of California

By _____
Julia R. Bueren
Director of Public Works

RECOMMENDED FOR APPROVAL:
JULIA R. BUEREN, Director of Public Works

By:_____
Karen A. Laws
Principal Real Property Agent

By:_____
Angela Bell
Associate Real Property Agent

APPROVED AS TO FORM:
SHARON L. ANDERSON, County Counsel

By:_____
Kathleen M. Andrus
Deputy County Counsel

LESSEE

YOUTH HOMES INCORPORATED, a California Corporation

By _____
Kathy Bowles
President

By _____
Stanley L. Maleski
Secretary/Treasurer

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Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: First Amendment to Lease - 1875 Arnold Drive, Martinez

RECOMMENDATION(S):
APPROVE a First Amendment to Lease with Skillcraft, Inc., for a 5-year term beginning April 1, 2017 through March 31, 2022, for approximately 10,660 square feet of office space located at 1875 Arnold Drive, Martinez, at a rate of $11,765 per month, for continued occupancy by the Employment and Human Services Department – Independent Living Skills Program, under the terms and conditions set forth in the First Amendment to Lease. (WLP146)

AUTHORIZE the Public Works Director, or designee, to EXECUTE the First Amendment to Lease, and to EXECUTE any options to extend the Lease.

FISCAL IMPACT:
This First Amendment to Lease will obligate the County to pay rent of $705,900 over the five (5) year Lease term. (100% General Fund, Org. #5220.)

BACKGROUND:
The Employment and Human Services Department's Independent Living Skills Program (ILSP) has been occupying this leased

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Dave Silva (925) 313-2132

By: , Deputy

cc:

BACKGROUND: (CONT'D)

space since February 2001. The Independent Living Skills Program provides services to youth still in foster care between the ages of 16 through 21. The primary focus of Contra Costa County's ILSP is to identify all eligible youth and provide emancipation services and resources to all youth with the goal of preparing them for responsible adulthood and independence. The First Amendment to Lease will allow the County to provide continued employment service programs to the public at this location.

CONSEQUENCE OF NEGATIVE ACTION:

If the First Amendment to Lease is not executed, the County will likely incur a greater expense in relocating this operation to another facility.

ATTACHMENTS

First Amendment to Lease-1875 Arnold Drive, Martinez

FIRST AMENDMENT TO LEASE

1875 ARNOLD DRIVE
MARTINEZ, CALIFORNIA

This First Amendment to Lease is dated June 20, 2017 and is between SKILLCRAFT, INC., a California Corporation (the "**Lessor**") and the COUNTY OF CONTRA COSTA, a political subdivision of the State of California (the "**County**").

RECITALS

A. Lessor and County are parties to a lease dated March 27, 2012, under which the County leases approximately 10,660 square feet of floor space in a building located at 1875 Arnold Drive, Martinez, California (the "**Lease**").

B. The parties desire to amend the Lease to (i) extend its term, (ii) modify the renewal periods, (iii) modify the common area maintenance reimbursement, (iv) modify the services by Lessor, and (v) modify the number of parking spaces included in the definition of the Premises.

The parties therefore agree as follows:

AGREEMENT

1. Unless otherwise defined in this First Amendment, all defined terms used in this First Amendment have the meaning ascribed to the in the Lease.

2. Section A.3. Parking is deleted in its entirety and replaced with the following:

A.3. PARKING.

A. General. Subject to Section A.3.B below, the County has unrestricted use of the parking lot adjacent to the Building (the "**Parking Lot**"). In addition, the County has exclusive use of one (1) parking space in the Parking Lot for parking a passenger van. The location of the passenger van parking space is marked with an arrow on Exhibit B1, and labeled, "County Passenger Van."

B. Parking Restrictions. Six (6) parking spaces in the Parking Lot are reserved for individuals who do not work in the Building. The location of the six visitor parking spaces is marked with an arrow on Exhibit B1, and labeled, "Visitor Parking." All other parking spaces are on a first come, first serve basis with the exception of the OE Federal Credit Union's seven (7) designated spaces.

The location of the seven OE Federal Credit Union parking spaces is marked with an arrow on Exhibit B1, and labeled, "Lessor Restricted Parking."

3. Section A.4. Term is deleted in its entirety and replaced with the following:

A.4. TERM. The "**Term**" of this Lease is comprised of an Initial Term and, at County's election, a First Renewal Term, and a Second Renewal Term, each as defined below.

a. Initial Term. The "**Initial Term**" is ten years, commencing April 1, 2012 and ending March 31, 2022.

b. Renewal Terms. The County has two (2) options to renew this Lease upon all terms and conditions set forth herein. The term of the first renewal period is five years, commencing April 1, 2022 and ending March 31, 2027 (the "**First Renewal**"). The term of the second renewal period is five years commencing April 1, 2027 and ending March 31, 2032 (the "**Second Renewal**").

c. Renewal Notice. If the County elects to renewal the lease, the County will provide Lessor with written notice of its election (a "**Renewal Notice**") at least one hundred eighty days prior to the end of the Term. However, if the County fails to provide such notice, its right to renew the Lease will not expire until fifteen working days after the County's receipt of the Lessor's written demand that the County exercise or forfeit the option to renew.

Upon commencement of one or both of the renewal terms, all reference to the Term of this Lease will be deemed to mean the Term as extended pursuant to this Section.

4. Section A.5. Rent is deleted in its entirety and replaced with the following:

A.5. RENT. Rent is payable on the first day of each month during the initial Term and, if applicable, the Renewal Terms, in the amounts set forth below (such amounts, "**Rent**"):

a. Initial Term

Period	Monthly Rent
April 1, 2012 through March 31, 2015	$10,130
April 1, 2015 through March 31, 2016	$10,414
April 1, 2016 through March 31, 2017	$10,695
April 1, 2017 through March 31, 2022	$11,765

b. First Renewal Term

Period	Monthly Rent
April 1, 2022 through March 31, 2027	$12,941

c. Second Renewal Term

Period	Monthly Rent
April 1, 2027 through March 31, 2032	$14,235

d. Fractional Month. Rent for any fractional month will be prorated and computed on a daily basis with each day's rent equal to one-thirtieth (1/30) of the monthly Rent.

e. Place of Payment. County's failure to pay any Rent within ten (10) business days after written notice of failure from Lessor to County, which notice shall not be issued prior to the Due Date, shall result in a charge equal to fifteen percent (15%) of the delinquent Rent as such liquidated damages. All rent and other payments due to Lessor pursuant to this Lease are to be made payable to SkillCraft, Incorporated, 1875 Arnold Drive, Martinez, CA 94553 or to such other address as may be designated in writing by Lessor from time to time.

5. Section A.6. Extension is deleted in its entirety.

6. Section A.10. Common Area Expense Reimbursement is deleted in its entirety and replaced with the following:

A.10. COMMON AREA EXPENSES REIMBURSEMENT: County shall pay to Lessor as additional Rent (**"Additional Rent"**) the County's Proportionate Share of actual CAM Expenses, defined below, incurred in each Lease Year. The "**County's Proportionate Share**" is 49.3% and is the result, expressed as a percentage, of dividing the rentable square feet in the Building (10,660) by the square feet in the Premises (excluding the parking spaces) (21,626).

A. Items Included in CAM Expenses. Common area expenses ("**CAM Expenses**") include the cost of the following provided at the Premises:

1. Janitorial supplies, routine maintenance and repair of the first floor lobby interior entrance, interior stairways, first floor public restrooms, Building elevator's telephone, fire sprinklers, and safety systems;

2. Maintenance and repair, painting, restriping, cleaning, sweeping and lighting of the parking lot, driveways, perimeter pest control and exterior walkways;

3. Cultivating, irrigating, maintaining and fertilizing landscaped areas (including the planting of seasonal flowers), maintenance and repair of landscaping sprinkler system;

4. Maintenance, repair and replacement of signs identifying location of the Building, parking lot directional and safety signs, exterior lights, and light standards;

5. Tools and supplies, depreciation on owned maintenance equipment and rental paid for rented maintenance equipment, each as specifically used primarily at the Premises;

6. Insurance premiums;

7. Costs of water, sewer and refuse collection services;

8. HVAC service and repair;

9. Costs of any capital improvements (amortized over the useful life of those improvements in accordance with generally accepted accounting principles) made to the Premises for the following reasons: (a) to reduce operating costs of the Building or (b) to comply with any governmental laws or regulations that were not in force on the effective date of this Lease;

10. Fire suppression system monitoring and maintenance equipment;

11. Real estate property taxes associated with the Building and the Premises, excluding penalties assessed in the late payment of property taxes by Lessor. It is understood that during the first and last years of County occupancy, the real estate property taxes will be prorated between Lessor and County according to the number of days the County is in possession of the Premises.

12. Those ordinary and routine maintenance and repair items described in Section A.9 Maintenance and Repairs; and

13. Electricity and gas used by the County. Both parties acknowledge that the Building lobby, common area, and parking lot are included on the Lessor's utility meter and that the County's Proportionate Share for these expenses will be based on the following amounts: electrical usage for these specified areas is 2233 kilowatts per month and gas usage at 158.75 therms per month. County's reimbursement to Lessor for these specified areas shall therefore be based on the following calculation:

Electrical Usage	2233 kilowatt(s) x current rate/kilowatt hour
Gas usage	158.75 therms(s) x current rate/therm

The costs of the above shall be added as a line item to the CAM costs after the 49.3% share has been applied. For example, if one (1) kilowatt hour costs $0.07, then the amount due to Lessor each month for the Common Area electricity will be $156.31 (2233 kw X $0.07 = $ 156.31).

B. Items Excluded from CAM Expenses:

1. Costs associated with the initial construction of the Building or any improvement located thereon, including costs of correcting any defects in initial design or construction;

2. Charges for depreciation, interest, amortization or penalties with the respect to the Building, the common area or any improvements located thereon;

3. Expenses which in accordance with generally accepted accounting principles would be capitalized;

4. Expenses resulting from negligent acts or errors of Lessor;

5. Expenses associated with the operation of the business of Lessor, such as personnel costs of employees not directly involved in management and operation of the common area, legal and accounting fees involving relations or disputes with employees, tenants or others, tax return preparation and administration, leasing commissions, advertising expenses and other costs of leasing and releasing, bad debts and other business losses;

6. Reserves for future expenses;

7. Amounts for which recovery is obtained under warranties, insurance coverage, from a tenant or otherwise;

8. The costs of providing improvements for any other tenant in the Building at any time; and

9. Changes in real estate property taxes associated with a change in ownership that result in increased taxes.

C. Payment of CAM Expenses: County shall pay to Lessor County's Proportionate Share of the estimated CAM Expenses for the current Lease Year in monthly installments (each such monthly payment, a "**CAM Installment Payment**"). Beginning April 1, 2012, the CAM Installment Payment is Three Thousand

Seven Hundred and NO/100 Dollars ($3,700.00). Beginning April 1, 2017, the CAM Installment Payment shall be Four Thousand One Hundred Fifty Seven and NO/100 Dollars ($4,157.00).

Within a reasonable time after March 31, 2013 and March 31st of each successive Lease Year, Lessor shall compute the actual CAM Expenses for the most recently completed Lease Year (April 1- March 31). Lessor shall submit such expenses and the associated supporting documentation to County for its review, along with the calculation of any amount due to or from the County based on the difference between actual CAM Expenses and the sum of the CAM Installment Payments made by the County for such Lease Year (together, such information is the "**Annual CAM Report**"). For each Lease Year, County shall pay to Lessor the amount, if any, by which the sum of the CAM Installment Payments for such Lease Year is less than the actual CAM Expenses for that year. For each Lease Year, Lessor shall pay to County the amount, if any, by which the sum of the CAM Installment Payments for such Lease Year exceeds the actual CAM Expenses for that year. The paying party shall pay the amount due within ninety (90) days after the County's receipt of the Annual CAM Report.

If the difference between the actual CAM Expenses and the sum of the CAM Installment Payments for a given Lease Year is equal to fifteen percent (15%) or more of the sum of the CAM Installment Payments for that Lease Year, subsequent CAM Installment Payments will be adjusted to reflect the actual anticipated CAM Expenses for the remainder of the then-current Lease Year. For example, if in April 2018, the Annual CAM Report for the previous Lease Year reveals actual CAM Expenses of $104,000, County's Proportionate Share would be $51,272. If County has been paying CAM Installment Payments that equal $44,400 for the previous Lease Year, then, (1) County will be obligated to make a one-time CAM reconciliation payment to Lessor in the amount of $6,872 ($51,272 - $44,400 = $6,872), and (2) the CAM Installment Payment would increase to $4,273.00 per month ($51,272 ÷ 12 = $4,272.66) ($4,273 rounded).

C. Records: Lessor shall retain all receipts, invoices, and records used to determine the CAM Expenses for at least one (1) year following Lessor's issuance of the Annual CAM Report for the relevant Lease Year. For a period of ninety (90) days after receipt of an Annual CAM Report that requires payment from the County, County shall have the right to examine and to copy at any reasonable time all receipts, invoices, and records relating to the charges made. Any such audit is to be conducted at Lessor's main accounting office. The pendency of an audit does not mitigate the County's obligation to pay the CAM Installment Payment (not yet adjusted) when due. In the event County fails to object to the accuracy of any such adjustments within the ninety (90) day period, then such facts shall be deemed accurate and correct. If inaccuracies are found during the ninety (90) day period, the amount payable will be corrected.

7. Section C.1 Services by Lessor is deleted in its entirety and replaced with the following:

   C.1. SERVICES BY LESSOR: It is understood and agreed Lessor shall provide certain janitorial services as shown in Exhibit C – Janitorial Specifications, which is attached hereto and incorporated herein, and maintenance, construction, remodeling, or like services as specifically requested by County in writing from time to time during the Term. County shall pay to Lessor as Additional Rent one hundred percent (100%) of the costs of such services. The monthly salary payable to the person providing janitorial services under this Lease is the "Monthly Salary." For the twelve-month period beginning April 1, 2017, the Monthly Salary is $2,145.00 per month. Every twelve months after April 1, 2017, during the Term, beginning April 1, 2018, the Monthly Salary will increase three percent (3%) over the Monthly Salary paid in the prior twelve-month period.

   Lessor shall consult with County and shall either select licensed and insured contractors, or employees of Lessor to provide the service. Lessor shall obtain County's prior approval on the scope, term, and cost of the contracts. County may change the level of service from time to time by giving Lessor thirty (30) days' prior written notice, including the right to terminate any or all service, or to require different contractors to provide said service.

8. All other terms of the Lease remain unchanged.

[Remainder of Page Intentionally Left Blank]

The parties are executing this first amendment as of the date set forth in the introductory paragraph.

County

COUNTY OF CONTRA COSTA, a political subdivision of the State of California

By:_____
Julia R. Bueren
Director of Public Works

RECOMMENDED FOR APPROVAL:

By: _____
Karen A. Laws
Principal Real Property Agent

By: _____
David L. Silva
Supervisory Real Property Agent

APPROVED AS TO FORM:
Sharon L. Anderson, County Counsel

By: _____
Kathleen M. Andrus
Deputy County Counsel

Lessee

SKILLCRAFT, INCORPORATED, a California corporation

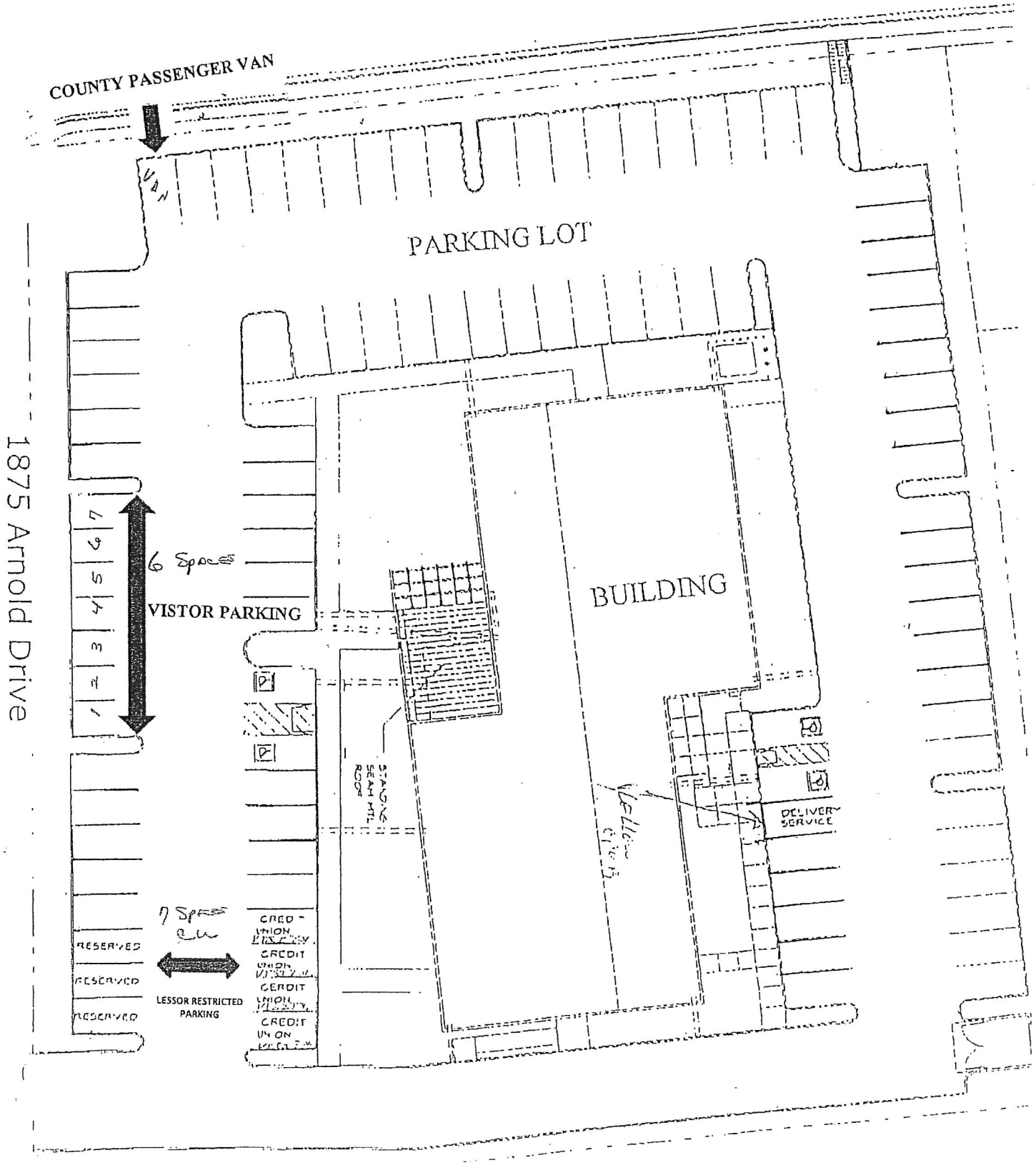
By_____
Jerry Phillips
President

By_____
Name
Secretary

EXHIBIT B1

BUILDING AND PARKING LOT

1875 ARNOLD DRIVE, MARTINEZ



Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: June 20, 2017

Subject: Amendment to Agreement between Contra Costa County and the City of Walnut Creek for the Housing Rehabilitation Loan and Grant Program

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute an amendment to an agreement with the City of Walnut Creek to revise the language to be consistent with current Community Development Block Grant regulations.

FISCAL IMPACT:
No fiscal impact to the General Fund. All funds are provided by the City of Walnut Creek.

BACKGROUND:
The County Department of Conservation and Development administers a housing rehabilitation loan and grant program through its Neighborhood Preservation Program (NPP). NPP offers grants and low-interest loans to low-income households who own and occupy their home. The recipients qualify for assistance under County guidelines and U.S. Department of Housing and Urban Development (HUD) regulations for the Community Development Block Grant (CDBG) program.

The City of Walnut Creek entered into an agreement with the County to enable the County NPP to administer the City's Housing Rehabilitation Loan and Grant Program (Program Agreement). Funds are used to eliminate conditions that are detrimental to health and safety, and for repairs such as roofing, electrical, plumbing, mechanical, termite repairs, lead-based paint mitigation, disability access improvements, interior and exterior painting, and other necessary deferred maintenance repairs. The program promotes the stabilization and enhancement of older neighborhoods to encourage a sense of pride in the neighborhood.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

Contact: Kara Douglas, (925) 674-7880

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The City of Walnut Creek wishes to amend the Program Agreement with the County to include revised language consistent with current CDBG regulations. Neither the amount ($132,511) nor the term (July 1, 2016 through June 30, 2017) is changing. The primary change is the elimination of references to the OMB Circular A87 and replacing it with references to OMB Circular 200.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board of Supervisors does not approve the Program Agreement amendment, the program will be delayed or canceled and the County will not receive the administrative fees that are earned through implementation of this program.

ATTACHMENTS

Contract Amendment

FIRST AMENDMENT
TO AGREEMENT FOR PUBLIC SERVICES
COMMUNITY DEVELOPMENT BLOCK GRANT

THIS FIRST AMENDMENT ("First Amendment") is entered into by and between the City of Walnut Creek, a municipal corporation ("City"), and Contra Costa County, a political subdivision of the State of California ("Subrecipient").

RECITALS

A. City and Subrecipient previously entered into that certain "Agreement for Public Services" dated August 18, 2016 ("Agreement") for a housing rehabilitation loan and grant program.

B. City and Subrecipient desire to amend the Agreement in order to incorporate updated contract language and requirements that the federal government requires as a condition of using Community Development Block Grant funds.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the City and Subrecipient agree as follows:

1. Amendment Date. The effective date of this First Amendment is June 20, 2017.

2. Defined Terms. All capitalized terms not otherwise defined in this First Amendment shall have the meanings given to them in the Agreement.

3. Amendment. The Agreement is hereby amended to add the following provision:

   "Federal Funding. Subrecipient acknowledges that funding for this Agreement is derived, in whole or in part, from the United States Department of Housing and Urban Development and agrees to comply with the provisions set forth on Attachment 1, attached hereto and incorporated herein by reference."

4. No Other Amendments. Except as expressly stated herein, the Agreement shall remain unchanged and in full force and effect. The Agreement and this First Amendment constitute the entire agreement between the parties. In the event of any inconsistency between the terms of this First Amendment and the terms of the Agreement, the terms of this First Amendment shall govern.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, this First Amendment is executed this _____ of _____, 2017.

CITY OF WALNUT CREEK By: _____ City Manager Approved as to Form: By: _____ City Attorney	Contra Costa County By: _____ Name: John Kopchik_____ Its: Director, Dept. of Conservation and Development_____ Approved as to Form: Sharon L. Anderson, County Counsel By:_____ Deputy County Counsel

ATTACHMENT 1

Subrecipient acknowledges that funding for the Agreement is derived, in whole or in part, from the United States Department of Housing and Urban Development and agrees to comply with the following provisions set forth below. In the event of any inconsistency between the terms set forth below and the terms of the Agreement, the terms set forth below shall govern.

1) Subrecipient Monitoring and Management Summary Information:

   a) Subrecipient Name (must match registered name in DUNS): Contra Costa, County of

   b) Subrecipient DUNS Number: 1394419550000

   c) Federal Award Identification Number (FAIN): B-14-MC-060030

   d) Federal Award Date: 6/20/14

   e) Subaward Period of Performance Start and End Date: July 1, 2016 – June 30, 2017

   f) Amount of Federal Funds Obligated by this Action: $132,511.00

   g) Total Amount of Federal Funds Obligated to the Subrecipient: $132,511.00

   h) Total Amount of the Federal Award: $132,511.00

   i) Federal Award Project Description as required by the Federal Funding Accountability and Transparency Act (FFATA): The housing rehabilitation loan and grant program will be directed to owner-occupied single-family residences in Walnut Creek. The Subrecipient provides services related to intake and review, loan and grant processing, reporting, and record keeping.

   j) Name of Federal Awarding Agency: U.S. Department of Housing and Urban Development

   k) Contact Information for Awarding Official at City: Cara Bautista-Rao, bautista-rao@walnut-creek.org, 925-943-5899 x 2216

   l) CFDA Number and Name: 14.218 Community Development Block Grants/ Entitlement Grants

   m) R&D Award: YES _____ NO __X__

   n) Indirect Cost Rate for the Federal Award: 10% de minimis rate applies as no special indirect cost rate has been proposed.

2) This Agreement is governed and controlled by the Housing and Community Development Act of 1974, the Notice of Funding Availability (NOFA), and all other applicable federal regulations and policies now in effect and as may be amended from time to time, including but not limited to the provisions of 2 CFR Section 200.326 and 2 CFR Part 200, Appendix II, as more particularly set forth below.

3) *Termination for Convenience*. In accordance with 2 CFR 200.Section 339(a)(3), City may terminate this Agreement for convenience, in whole or in part, upon thirty (30) days written notice. Subject to the rights of senior lenders, in the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials prepared by Subrecipient under this Agreement shall, at the option of the City, become the property of the City. Subrecipient shall be entitled to receive just and equitable compensation for any satisfactory work completed prior to any termination for convenience by the City.

4) *Equal Employment Opportunity*. During the performance of this Agreement, Subrecipient agrees as follows:

   a) Subrecipient will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Subrecipient will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Subrecipient agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

   b) Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of Subrecipient, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

   c) Subrecipient will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Subrecipient's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

   d) Subrecipient will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

   e) Subrecipient will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

f) In the event of Subrecipient's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and Subrecipient may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

g) Subrecipient will include the portion of the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (f) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-subrecipient or vendor. Subrecipient will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: provided, however, that in the event Subrecipient becomes involved in, or is threatened with, litigation with a sub-subrecipient or vendor as a result of such direction by the administering agency Subrecipient may request the United States to enter into such litigation to protect the interests of the United States.

5) *Minimum Wages*.

a) All laborers and mechanics employed or working upon the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the prime contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR Section 5.5(a)(1)(iv) of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR Section 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including

any additional classification and wage rates conformed under 29 CFR Section 5.5 (a)(1)(ii)) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the Subrecipient and its subc-subrecipients at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

   i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

   ii) The classification is utilized in the area by the construction industry; and

   iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

c) If Subrecipient and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

d) In the event Subrecipient, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

e) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs (a)(1)(ii) (B) or (C) of 29 CFR Section 5.5, shall be paid to all workers performing work in the classification under this Agreement from the first day on which work is performed in the classification.

f) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the Subrecipient shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

g) If Subrecipient does not make payments to a trustee or other third person, the Subrecipient may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, *provided*, that the Secretary of Labor has found, upon the written request of the Subrecipient, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Subrecipient to set aside in a separate account assets for the meeting of obligations under the plan or program.

6) *Withholding*. City shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from Subrecipient under this Agreement or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Subrecipient or any sub-subrecipient the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), all or part of the wages required by the contract, the City may, after written notice to the Subrecipient, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

7) *Payrolls and Basic Records.*

a) Payrolls and basic records relating thereto shall be maintained by Subrecipient during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work (or under the United States Housing Act of 1937, or under the Housing Act of 1949, in the construction or development of the project). Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR Section 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Subrecipient shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Subrecipients employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

b) Subrecipient shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Department of Housing and Urban Development (HUD) if the agency is a party to the Agreement, but if the agency is not such a party, the Subrecipient will submit the payrolls to the applicant, sponsor, or owner, as the case may be, for transmission to the Department of Housing and Urban Development (HUD). The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR Section 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (*e.g.*, the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at *http://www.dol.gov/esa/whd/forms/wh347instr.htm* or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the Department of Housing and Urban Development (HUD) if the agency is a party to the Agreement, but if the agency is not such a party, the contractor will submit them to the applicant, sponsor, or owner, as the case may be, for transmission to the Department of Housing and Urban Development (HUD), the Subrecipient, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the sponsoring government agency (or the applicant, sponsor, or owner).

c) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

   i) That the payroll for the payroll period contains the information required to be provided under Section 5.5 (a)(3)(ii) of Regulations, 29 CFR Part 5, the appropriate information is being maintained under Section 5.5 (a)(3)(i) of Regulations, 29 CFR Part 5, and that such information is correct and complete;

   ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR Part 3;

   iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

d) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by 29 CFR Section 5.5(a)(3)(ii)(B).

e) The falsification of any of the above certifications may subject the Subrecipient or sub-subrecipient to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

f) The Subrecipient or sub-subrecipient shall make the records required under 29 CFR Section 5.5(a)(3)(i) available for inspection, copying, or transcription by authorized representatives of the Department of Housing and Urban Development (HUD) or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the Subrecipient or sub-subrecipient fails to submit the required records or to make them available, the Federal agency may, after written notice to the Subrecipient, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR Section 5.12.

8) *Apprentices and Trainees*.

a) *Apprentices*. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the sub-subrecipient as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a sub-subrecipient is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the sub-subrecipient's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits,

apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the sub-subrecipientwill no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

b) *Trainees.* Except as provided in 29 CFR Section5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the sub-subrecipient will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

c) *Equal Employment Opportunity.* The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

9) *Compliance with Copeland "Anti-Kickback" Act.* Subrecipient shall comply with 18 USC Section 874, 40 USC Section 3145, and the requirements of 29 CFR Part 3, as may be applicable, which are incorporated by reference into this Agreement.

10) *Subcontracts*. The Subrecipient or sub-subrecipient shall insert in any subcontracts the clauses contained in 29 CFR Section 5.5(a)(1) through (10) and such other clauses as the Department of Housing and Urban Development (HUD) may by appropriate instructions require, and also a clause requiring the sub-subrecipients to include these clauses in any lower tier subcontracts. The prime sub-subrecipient shall be responsible for the compliance

by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR Section 5.5.

11) *Breach, Contract Termination, Debarment*. A breach of the contract clauses contained in 29 CFR Section 5.5(a)(1) through (10) and such other clauses as the Department of Housing and Urban Development (HUD) may by appropriate instructions require, may be grounds for termination of the Agreement, and for debarment as a Subrecipient and sub-subrecipient as provided in 29 CFR Section 5.12.

12) *Compliance with Davis-Bacon and Related Act Requirements.* All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this Agreement.

13) *Disputes concerning Labor Standards.* Disputes arising out of the labor standards provisions of this Agreement shall not be subject to the general disputes clause of this Agreement. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the Subrecipient (or any of its sub-subrecipients) and the City, the U.S. Department of Labor, or the employees or their representatives.

14) *Certification of Eligibility.*

    a) By entering into this Agreement, the Subrecipient certifies that neither it (nor he or she) nor any person or firm who has an interest in the Subrecipient's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR Section 5.12(a)(1).

    b) No part of this Agreement shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR Section 5.12(a)(1).

    c) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 USC Section 1001.

15) *Compliance with the Contract Work Hours and Safety Standards Act*.

    a) *Overtime Requirements*. No Subrecipient or sub-subrecipient contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

    b) *Violation; Liability for Unpaid Wages; Liquidated Damages*. In the event of any violation of the clause set forth in the paragraph immediately above, Subrecipient and any sub-subrecipient responsible therefor shall be liable for the unpaid wages. In addition, such Subrecipient and sub-subrecipient shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to

such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in the paragraph immediately above, in the sum of $10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in the paragraph immediately above.

c) *Withholding for Unpaid Wages and Liquidated Damages*. The City shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Subrecipient or sub-subrecipient under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in the paragraph immediately above.

d) *Subcontracts*. The Subrecipient or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (a) through (d) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (a) through (d) of this section.

16) *Clean Air Act*.

a) Subrecipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 USC Section 7401 et. seq.

b) Subrecipient agrees to report each violation to the California Environmental Protection Agency and understands and agrees that the City will, in turn, report each violation as required to assure notification to the City, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

c) Subrecipient agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by HUD.

17) *Federal Water Pollution Control Act*.

a) Subrecipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 USC 1251 et seq.

b) Subrecipient agrees to report each violation to the California Environmental Protection Agency and understands and agrees that the California Environmental Protection Agency will, in turn, report each violation as required to assure notification to the City, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

c) Contactor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by HUD.

18) *Suspension and Debarment*.

a) This Agreement is a covered transaction for purposes of 2 CFR Part 180 and 2 CFR Part 3000. As such Subrecipient is required to verify that none of the Subrecipient, its principals (defined at 2 CFR Section 180.995), or its affiliates (defined at 2 CFR Section 180.905) are excluded (defined at 2 CFR Section 180.940) or disqualified (defined at 2 CFR Section 180.935).

b) Subrecipient must comply with 2 CFR Part 180, Subpart C and 2 CFR Part 3000, Subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

c) This certification is a material representation of fact relied upon by the City. If it is later determined that the Subrecipient did not comply with 2 CFR Part 180, Subpart C and 2 CFR. Part 3000, subpart C, in addition to remedies available to the City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

d) The bidder or proposer agrees to comply with the requirements of 2 CFR Part 180, subpart C and 2 CFR Part 3000, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

19) *Byrd Anti-Lobbying Amendment, 31 USC Section 1352 (as amended)*. Subrecipients who apply or bid for an award of $100,000 or more shall file the required certification (See Appendix A. 44 CFR Part 18). Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 USC Section 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

20) *Procurement of Recovered Materials*.

a) In the performance of this Agreement, Subrecipient shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired –

i) Competitively within a timeframe providing for compliance with the contract performance schedule;

ii) Meeting contract performance requirements; or

iii) At a reasonable price.

b) Information about this requirement, along with the list of EPA-designate items, is available at EPA's Comprehensive Procurement Guidelines web site, https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program.

21) *Access to Records*.

a) Subrecipient agrees to provide the California Department of Housing and Urban Development, the City, the HUD Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Subrecipient which are directly pertinent to this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions.

b) Subrecipient agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

c) Subrecipient agrees to provide the HUD Administrator or his authorized representative access to construction or other work sites pertaining to the work being competed under the Agreement.

22) *HUD Seal, Logo, and Flags*. Subrecipient shall not use the HUD seal(s), logos, crests, or reproductions of flags or likeness of HUD agency officials without specific HUD pre-approval.

23) *Compliance with Federal Law, Regulations, and Executive Orders.* This is an acknowledgement that HUD financial assistance will be used to fund the Agreement only. Subrecipient will comply with all applicable federal law, regulations, executive orders, HUD policies, procedures, and directives.

24) *No Obligation by Federal Government*. The Federal Government is not a party to this Agreement and is not subject to any obligations or liabilities to the City, Subrecipient, or any other party pertaining to any matter resulting from the Agreement.

25) *Program Fraud and False or Fraudulent Statements or Related Acts.* Subrecipient acknowledges that 31 USC Chapter 38 (Administrative Remedies for False Claims and Statements) applies to the Subrecipient's actions pertaining to this Agreement.

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: June 20, 2017

Subject: First Amendment to 2017 Bay Area Regional Energy Network Subcontract Agreement between Association of Bay Area Governments and Contra Costa County

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a First Amendment to the 2017 Bay Area Regional Energy Network (BayREN) subcontract with the Association of Bay Area Governments (ABAG) to reduce the California Public Utilities Commission (CPUC) grant-funded reimbursement limit by $23,500 to a new limit of $128,593, with no change to previously agreed upon modified indemnification language and no change to the original term of January 1 through December 31, 2017.

FISCAL IMPACT:
There will be no impact to the General Fund. Costs are fully reimbursable with CPUC grant funding and no County matching funds are required.

BACKGROUND:
BayREN was established through a Memorandum of Understanding (MOU), which the County entered into in July 2012. All nine Bay Area counties (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma Counties) are a party to an MOU with ABAG, for the purpose of facilitating the implementation of energy efficiency programs throughout the Bay Area. On May 5, 2015, a Restated and Revised MOU was approved by the County in order to better define the roles and responsibilities of ABAG and the counties participating in BayREN.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Demian Hardman, (925) 674-7826

By: , Deputy

cc:

BACKGROUND: (CONT'D)

All BayREN counties have been receiving CPUC grant funding each calendar year since 2013 to provide marketing, education and outreach for the following four energy efficiency subprograms: (1) Single-Family, (2) Multi-Family; (3) Building Codes and Standards; and (4) Energy Efficiency Financing. Both the Single-Family and Multi-Family subprograms offer free technical services and financial incentives (rebates) if owners/contractors make specific energy efficiency improvements to existing residential structures. The Building Codes and Standards subprogram offers various resources (including training) to support local government officials with building energy code compliance and enforcement. The Energy Efficiency Financing subprogram focuses on marketing various financing options to diverse commercial and residential consumer markets throughout the Bay Area. Continued implementation of energy efficiency programs is consistent with the County's Climate Action Plan adopted in 2015.

To continue to receive CPUC grant funds awarded to ABAG to support BayREN subprograms throughout Contra Costa County, a subcontract agreement between ABAG and Contra Costa County was executed on March 28, 2017 for a period of January 1, 2017 through December 31, 2017 for an amount not to exceed $153,093.

The proposed First Amendment of the subcontract agreement amount reduces the total allocated funding from $153,093 to $128,593 to account for a reduction in funding allocated to the County for Single-Family subprogram work. The reduced subcontract amount ($23,500) will be reallocated under a separate agreement between ABAG and a third party to streamline the implementation of BayREN Single-Family subprogram outreach activities being provided throughout Contra Costa County. All other terms of the agreement are unchanged, including modified indemnification language. The funds allocated under this subcontract agreement are intended to cover County costs associated with promoting the program for both incorporated and unincorporated areas of the County. Technical services and rebates issued by BayREN are directly administered by ABAG.

CONSEQUENCE OF NEGATIVE ACTION:

ABAG would not be able to reallocate funding in a manner that would more effectively support BayREN activities in Contra Costa County. County staff would also be required to implement specific Single-Family subprogram marketing and outreach activities that ABAG is already handling directly for other BayREN member agencies.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: 2017-18 California Department of Education General Childcare & Development revenue contract

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an agreement with the California Department of Education for general childcare and development program services with a payment limit of $3,144,386 and term July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
County to receive up to $3,144,386
42.26% ($1,328,682) Federal
57.74% ($1,815,704) State
CFDA Nos. 93.596, 93.575
No County match

BACKGROUND:
California Department of Education notified the Department on June 5, 2017 of the 2017-2018 funding allocation for general childcare and development programs. The County receives funds from the California Department of Education to provide state preschool general childcare services to program eligible County residents. The program is operated by the Employment and Human Services Department, Community Services Bureau. Approval of this board order will allow the continued provision of these childcare services.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

By: , Deputy

Contact: CSB (925) 681-6333

cc: Ressie Dayco, Cassandra Youngblood

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County will not receive funding to operate the childcare & development program.

CHILDREN'S IMPACT STATEMENT:

The Department of Education General Childcare & Development funding supports three of the community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 3) "Families that are Economically Self-sufficient"; and, 4) "Families that are Safe, Stable, and Nurturing" 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: Ed Woo, Department of Information Technology

Date: June 20, 2017

Subject: East Bay Regional Communications System (EBRCS) Interagency Agreement Amendment/Extension

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute an Interagency Agreement amendment effective June 20, 2017 with the East Bay Regional Communications System Authority (EBRCSA), to increase the payment limit to the County by $460,000 to a new payment limit of $1,360,000, allowing the Department of Information Technology's Radio Group to continue to provide radio and microwave related services for the East Bay Regional Communication System (EBRCS) Project 25 Public Safety Communication System, for the period December 4, 2012 through June 30, 2019.

FISCAL IMPACT:
Revenue for the Department of Information Technology's Radio Group.

BACKGROUND:
The EBRCS Joint Powers Authority (JPA) has approved and directed that Contra Costa County Radio Service Staff be one of the primary service providers to perform system repair, installation, programming, and upgrade services as directed by the JPA for the radio sites and 911 dispatch centers on the East Bay Regional Communications System.

In accordance with Administrative Bulletin No 104, actions to initiate new or expanded programs or projects following adoption of the final budget require approval of the County Administrator and the Board of Supervisors. The County Administrator's Office has reviewed this request and recommends approval.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

By: , Deputy

Contact: Ed Woo, CIO
925-383-2688

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Loss of revenue for the Department of Information Technology's Radio Group.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: 2017-18 California Department of Education Prekindergarten and Family Literacy support contract

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Department Director, or designee, to execute a contract to accept funding from the California Department of Education in an amount not to exceed $27,500 to support pre-kindergarten and family literacy program support services for the term July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
$27,500; 100% State funding. No County match.

State contract #: CPKS 7007; CCC contract #: 39-896-10

BACKGROUND:
The California Department of Education notified the Department on June 5, 2017 of the 2017-18 funding allocation. This revenue contract will provide support funds for pre-kindergarten and family literacy services to program eligible children and families.

CONSEQUENCE OF NEGATIVE ACTION:
If not approved, County will not receive funding to operate this early childhood education program.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

Contact: CSB (925) 681-6333

By: , Deputy

cc: Ressie Dayco, Cassandra Youngblood

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Department, Community Services Bureau, supports three of the community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 3) "Families that are Economically Self-sufficient"; and, 4) "Families that are Safe, Stable, and Nurturing" by offering comprehensive services, including high quality childhood education, nutrition, and health services to low-income children throughout Contra Costa County.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #28-644-16 with Golden Rain Foundation of Walnut Creek

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #28-644-16 with Golden Rain Foundation of Walnut Creek, a non-profit corporation, to pay County an amount not to exceed $16,142, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018, in an amount not to exceed $4,036.

FISCAL IMPACT:
Contractor will pay County the net project income received from participants. No County funds required.

BACKGROUND:
On September 22, 2016, the Board of Supervisors approved Novation Contract #28-644-15 with Golden Rain Foundation of Walnut Creek, for the period from July 1, 2016 through June 30, 2017, which included a three-month automatic extension through September 30, 2017, for the provision of congregate meal services for County's Senior Nutrition Program.

Approval of Novation Contract #28-644-16 replaces

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Dan Peddycord
925-313-6712

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

the automatic extension under the prior Contract and allows the Agency to continue providing services through June 30, 2018, including modifications to County's standard indemnification and confidentiality clauses.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's senior citizens will not receive Senior Nutrition Program meals from this Agency.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Amendment #28-661-14 with the City of Walnut Creek

RECOMMENDATION(S):
Approve and Authorize the Health Services Director, or his designee, to execute on behalf of the County Amendment Agreement #28-661-14 with the City of Walnut Creek, to amend Agreement #28-661-12 to incorporate revised U.S. Department of Housing and Urban Development (HUD) subrecipient requirements for the operation of the Adult Interim Housing Program with no change in the amount payable to County up to $6,000 or the term of July 1, 2016 through June 30, 2017.

FISCAL IMPACT:
No change in original funding payable to the County up to $6,000 from the City of Walnut Creek Community Development Block Grant (CDBG). No additional County funds required.

BACKGROUND:
The Health Services Department seeks funding to operate the emergency shelter program at full capacity on a year-round basis. Each year, the shelters provide interim housing and support services to over 800 individuals per year. The Community Development Block Grant program, funded by HUD, is a source of public funding providing valuable housing and service benefits

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Lavonna Martin, 925-957-7704

cc: Tasha Scott, Marcy Wilhelm

BACKGROUND: (CONT'D)

to homeless persons of Contra Costa County. Without such funding, the emergency shelter program may have to operate at a reduced capacity.

HUD has updated its subrecipient requirements for Federal Awards in the Code of Federal Regulations (CFR), 2 CFR, Part 2000, which apply to the CDBG Program. These revised requirements became effective on January 1, 2016 and the City and subrecipients must amend the Fiscal Year 2016-2017 Agreements to include the revised federal language.

Approval of Amendment Agreement #28-661-14 will allow the County to comply with Federal subrecipient requirements and continue to receive CDBG funding from the City of Walnut Creek for operation of the County's Adult Interim Housing Program, through June 30, 2017.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, County will not receive funding and without such funding, the emergency shelter program may have to operate at a reduced capacity.

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Amendment to Grant Agreement with Department of Water Resources Flood Emergency Response Project, West and Central County areas.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Public Works Director, or designee to execute, on behalf of the County, an amendment to a Grant Agreement with California Department of Water Resources (DWR) to extend the term from June 25, 2017, to December 15, 2017, for the Flood Emergency Response (FER) Project Grant for the purchase and installation of the stream gauges, with no change to the payment limit, West and Central County areas.

FISCAL IMPACT:
No fiscal impact. (100% State)

BACKGROUND:
On June 3, 2014, the Board authorized the Public Works Director to execute a Grant Agreement with DWR for the amount of $206,500. The grant was for the installation of stream gauges with no required local match. The original grant agreement term was for three (3) years from the date of execution on June 25, 2014. The grant expiration date is June 25, 2017.

Shortly after the Grant Agreement was signed, a key staff member retired from service. That staff member had been identified as the lead installer of the stream gauges. Due to the County not having a state-approved labor compliance plan at that

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Mark Boucher, (925) 313-2274

cc: Mike Carlson, Deputy Public Works Director, Mark Boucher, Flood Control, Catherine Windham, Flood Control

BACKGROUND: (CONT'D)

time, non-county labor could not be used to install the stream gauges. This caused a delay in the installation work until April 2016. The delays have been made known to DWR in quarterly reports required by the Grant Agreement.

The grant has funded the equipment and installation costs of new stream gauges on various streams in West and East County. The newly hired staff member has been working diligently to acquire, assemble, program, and install the stream gauges. As they are installed, the gauges are being connected to the Contra Costa County Flood Control and Water Conservation District's data collection system. This data is shared with the National Weather Service and DWR. We intend to work toward providing better flood stage prediction and, therefore, better flood emergency response.

All of the gauges should be installed by the end of the summer of 2017. Some equipment substitutions have been made. Due to cost savings in some of these equipment substitutions, one more stream gauge has been added at no additional cost to the state per DWR's written approval.

An amendment of the Grant Agreement is necessary to extend the term of the agreement and acknowledge the equipment substitutions. The extension to mid-December allows ample time to prepare a final report and invoicing.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County would not complete the installation of stream gauges and prepare a final report on the project for DWR before the current contract expires. If the contract amendment is not executed, the default provisions in the original contract would likely be implemented.

ATTACHMENTS

Amendment 1

Draft

AMENDMENT 1
STATE OF CALIFORNIA
THE RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES
FIRST AMENDMENT TO AGREEMENT BETWEEN
THE STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES
CONTRA COSTA COUNTY DEPARTMENT OF PUBLIC WORKS
UNDER THE FLOOD EMERGENCY RESPONSE PROJECTS –
STATEWIDE GRANT

On June 25, 2014, the State of California Department of Water Resources (hereinafter called the State), and Contra Costa County Department Of Public Works (hereinafter called the Grantee) entered into an Agreement for the purpose of improving local flood emergency response. The project is designed to increase the capacity for locals to respond to flood threats through enhancements to early warning systems.

The State and Grantee desire to amend the original Agreement by updating the scope of work, revising the budget, and extending the contract term.

The June 25, 2014 Agreement is hereby amended by this instrument, Amendment 1, executed in triplicate to be effective as of the date of execution. This amendment is necessary to fulfill the intent and purpose of the original Agreement.

The State and the Grantee hereby agree with the following modifications:

1. Exhibit A – Scope of Work And Tasks

   The scope of work is amended as noted in Exhibit A (Amendment 1), attached. This revision is necessary to update the scope of the project. Revisions include modifications to Task 1 in regards to equipment inventory and Task 2 in regards to gage site locations.

2. Exhibit B Budget

   The budget is amended to match the revised budget attached, Exhibit B. This revision is necessary to reflect actual project expenditure patterns.

3. Section 2 Scope and Term of Agreement

   The term of the Agreement shall be from the latest day of execution by the State through December 15, 2017.

All other terms and conditions of the June 25, 2014 agreement shall remain unchanged.

IN WITNESS WHEREOF, the following authorized representatives have executed this Agreement as of the date last written below.

CONTRA COSTA COUNTY
DEPARTMENT OF PUBLIC WORKS

By: _____
Julia Bueren
Public Works Director

Date: _____

Approved as to Legal Form
and Sufficiency

By: _____
Sharon L. Anderson
County Counsel

Date: _____

STATE OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES

By: _____
Eric S. Koch, Chief
Division of Flood Management

Date: _____

Approved as to Legal Form
and Sufficiency

By: _____
Robin Brewer
Chief Counsel

Date: _____

Draft

Exhibit A (Amendment 1)
Stream Gage and Webpage Development — Contra Costa County

Amendments to the Project Scope of Work Tasks and Schedule

Introduction and Background

Due to adoption of new technologies and discoveries while fulling developing the gage sites for the project, Grantee has requested that changes in the stream gage sensors and locations as well as other minor items be allowed. This request was formalized in a letter to the State in May of 2017. The State has agreed to this change in scope as long as the budget is not exceeded.

Grantee has provided the detailed revised Equipment Inventory Table and revised Gage List, as presented under Tasks 1 and 2 respectively, in this Exhibit A.

In addition, due to possible cost reduction in the equipment, Grantee has requested that if there are remaining funds after final costs have been invoiced, that those remaining funds be applied to the labor costs that have not been fully covered.

The Description of Tasks below will supersede and replace the Description of Tasks for Task 1 and Task 2 of the original Contract Exhibit A. Task 3 of the original Contract Exhibit A is not changed.

Description of Tasks

Task 1 Purchase Equipment

Under Task 1, Grantee will purchase all equipment necessary to measure water depth in creeks, store the measurement (data) in a data collection unit and transfer the data via radio or digital cellular phone system to the Grantee's base station. Equipment in the Equipment Inventory Table below will be purchased for the gages. In the event alternative equipment is required based on conditions in the field, changes will be made by the Grantee's request and the DWR project manager's written approval.

The Purchase Equipment task will include ordering and receiving all of the equipment that will be installed in the field for all of the stream gages. The equipment to be purchased is:

Equipment Inventory Table

Action	Quantity	Specification
Purchase	11	50386N ScadaLynx RTU in NEMA enclosure, (2) 3-pin connector
Purchase	8	RTR-RMI-U ScadaLynx Radio Modem, UHF (Integra-TR)
Purchase	3	Digi Connect Wan 3 G Verizon (2670516)
Purchase	8	CRG8-NM/NM,20 20' Antenna Cable with connectors
Purchase	8	Antenna Mast (common galvanized pipe)
Purchase	8	SAM460 UHF Directional Antenna, 10dB gain
Purchase	10	5033-3.0B Solar Panel, 12Vdc 3.0amps with regulator and mount
Purchase	11	35 Amp Hour Battery
Purchase	0	AC/DC Converter
Purchase	3	NEMA Box (30x30x12) standard 3R (Big)
Purchase	6	NEMA Box (30x24x10) standard 3R (Small)
Purchase	4	Bubbler Gages (Amazon)
Purchase	1	Pressure Transducer 3.5" X 1" diameter SDI-12 output 316 stainless steel housing
Purchase	18	Concrete (bags of PCC for NEMA box pads, mast and staff gage footings.)

Purchase	5	4"x4", 2"x6", and/or steel pipe posts
Purchase	5	Staff Gage Plate pairs
Purchase	5	Pipe to Creek for sensor (average costs for each).
Purchase	6	OTT RLS - Radar Level Sensor w/ SDI-12 / 4-20 mA (cost with freight and tax)
Purchase	8	Support Posts (1 or 2--2" diameter galvanized pipes--average cost)

Task 1 Deliverables:

- Copies of invoices, shipping slips, and equipment specifications.

Task 2 Install Equipment

The Install Equipment task will include unpacking purchased equipment, organizing and bench testing equipment, programing data collection units (DCUs), preparing gage sites for installation of equipment, transport of equipment to gage sites, installation of all equipment, verifying the function of equipment, verifying transmission of data to Grantee's base station, troubleshooting any problems with sensors, DCUs, programing, or communications. This task will include assurance of proper and correct transmission of data to the Grantee's base station database.

The equipment to be installed at each gage site is proposed as shown in Table A1 provided at the end of this Exhibit A. The proposed gage locations are described below in the Gage List and shown in Figure A1 provided at the end of this Exhibit A.

Each gage is in a unique location and requires unique consideration for equipment, such as communication type, support equipment, enclosure type, sensor type, and power source. The equipment listed in Table A1 is the most adequate for each gage as understood at the time this Contract was executed. In the event alternative equipment is required based on conditions in the field, and if that equipment is more expensive, the differential additional cost of the equipment, beyond the total budget amount, will be borne by the Grantee with no additional cost to the State without the DWR project managers' explicit approval. The locations for the gages will be at or substantially equivalent to those listed in the Gage List listed below and shown in Figure A1.

Almost all of the gage installations will require environmental review. The San Pablo Cr @ La Honda Dr. will not need a permit. Those with trenches in the stream slopes and bed will be looked at more closely than those proposed to be secured to existing concrete structures (channels). Environmental review and coordination with permitting agencies will be done by Grantee staff. If a gage installation requires special permit conditions, the time of year the gage can be installed may be restricted. It is important to note this for scheduling purposes.

Gage List

Gage No.	Tag	Location — Comments
1	ACZ	Alhambra Cr @ D St. — This is an old USGS gage location with a gage house. This site was recently in operation and funded by the City of Martinez, but is currently not under continuous operation.
2	RCH	Rodeo Cr @ Hawthorne Dr.
3	PSP	Pinole Cr @ San Pablo Ave.
4	GCA	Grayson Creek @ Center Ave.
5	RMB	Tice Cr @ Rossmoor Basin
6	WCD	Walnut Cr @ Diamond Blvd

7	VBR	Wildcat Cr @ Vale Rd — This is an old USGS gage location with a gage house. This site is currently under operation funded by the City of San Pablo, but the data collection system is not compatible with the Grantee's system. A parallel data collection system will be installed.
8	GCC	Galindo Cr @ Treat Blvd
9	GVD	Green Valley Cr @ Diablo Rd
10	WGC	Walnut Cr @ Marsh Rd
11	GCC	Grayson Cr @ Taylor Blvd

(The numbers, tags, and location descriptions may change after gages are installed and tags/names synced with CDEC naming conventions).

Other encroachments or right-of-entry permissions may need to be obtained. In some cases, acquiring the rights for use of electricity from a utility (PG&E), public agency, or private entity may be available.

Permits that may be required are from:

- California Department of Fish and Wildlife.
- US Army Corps of Engineers regulatory branch.
- State Regional Water Quality Control Board.
- Local jurisdiction encroachment permits (Cities of Pleasant Hill, Concord and Danville).

These tasks also include obtaining any rights for use of property or resources that are not under the ownership or easement rights of the Grantee. Such rights could include:

- Incidental access thru property for initial installation and gage maintenance activities, and
- Low voltage electricity from a willing private party, city, or utility (PG&E).

In the event that differing field conditions, access rights, or permit conditions require an alternative gage location to be used, Grantee may change the gage location upon agreement by the DWR project manager.

Task 2 Deliverables:

- Invoices for labor costs.
- A post-installation report presenting all gages with maps, site photos, and equipment list, as evidence of final installation of stream gages.
- Copies of environmental permits required for installation of some gages.

Schedule

The schedule is shown in Table A2 and Figure A2 attached hereto. The schedule is based on assumed start dates and may be adjusted for actual start dates.

Schedule Deliverables:

- An adjusted schedule will be provided to the DWR project manager for the record based on actual start dates.
- Updated schedules will be provided to the DWR project manager as part of the quarterly reports, upon request by the DWR project manager, or as deemed necessary by Grantee.

Table A1 — Equipment List

See text for more detailed equipment specifications

Table A1 - Equipment List			Data Loggers		Support Equipment									Enclosures		Sensors			Hardware				
No.	Tag	Location	Data Collection Unit	Radio Comms Option	Cellular Comms. Option	Antenna Line	Antenna/Solar Mast/Support Post	Antenna	Solar Panel	35 Amp .Hour Battery	AC/DC Converter	NEMA Box (30x30x12) standard 3R (Big)	NEMA Box (30x24x10) standard 3R (Small)	Bubbler (WaterLog Amazon)	Pressure Transducer	Radar (OTT RLS)	Concrete for Posts	Support Posts	4"x4", 2"x6", and/or steel pipe posts	Staff Gages*	Pipe to Creek
1	ACZ	Alhambra Cr @ D St	X		X				X	X				X				X		X	X
2	RCH	Rodeo Cr @ Hawthorne Dr	X	X		X	X	X	X	X			X			X	X	X	X		
3	PSP	Pinole Cr @ San Pablo Ave	X	X		X	X	X	X	X			X			X	X	X			
3	GCA	Grayson Creek @ Center Ave	X	X		X		X		X			X			X					
5	RMB	Tice Cr @ Rossmoor Basin	X		X		X		X	X		X		X			X	X	X	X	X
6	WCD	Walnut Cr @ Diamond Blvd	X	X		X	X	X	X	X			X			X	X	X			
7	VBR	Wildcat Cr @ Vale Rd	X	X		X		X	X	X				X					X	X	X
8	GCC	Galindo Cr @ Treat Blvd	X	X		X	X	X	X	X		X			X		X	X	X	X	X
9	GVD	Green Valley Cr @ Diablo Rd	X		X		X	X	X	X		X		X			X	X	X	X	X
10	WGC	Walnut Cr @ Marsh Rd	X	X		X	X	X	X	X			X			X					
11	GCC	Grayson Cr @ Taylor Blvd	X	X		X	X		X	X			X			X		X			
		Unit Count	11	8	3	8	8	8	10	11	0	3	6	4	1	6	18	8 sites	5 sites	5 sites	5 sites

Figure A1 — Gage Location Map

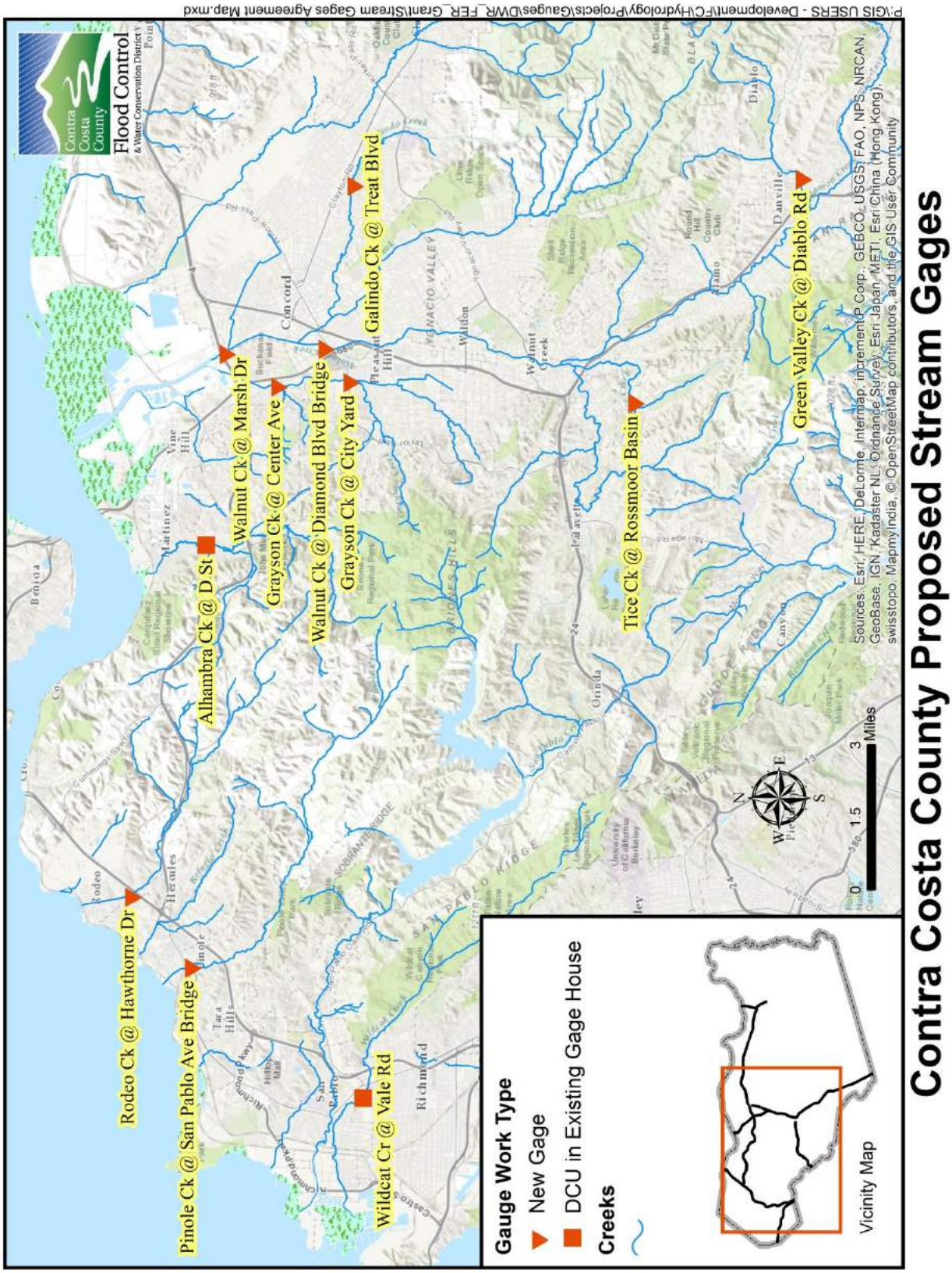


Table A2 — Schedule

The schedule is based on assumed start dates and may be adjusted for actual start dates. An adjusted schedule will be provided to State for the record based on actual start dates.

FER-Statewide Grant – Contra Costa County
Contra Costa County Department of Public Works
CA DEPARTMENT OF WATER RESOURCES AGREEMENT NO. 4600010642

Table A2 — Schedule

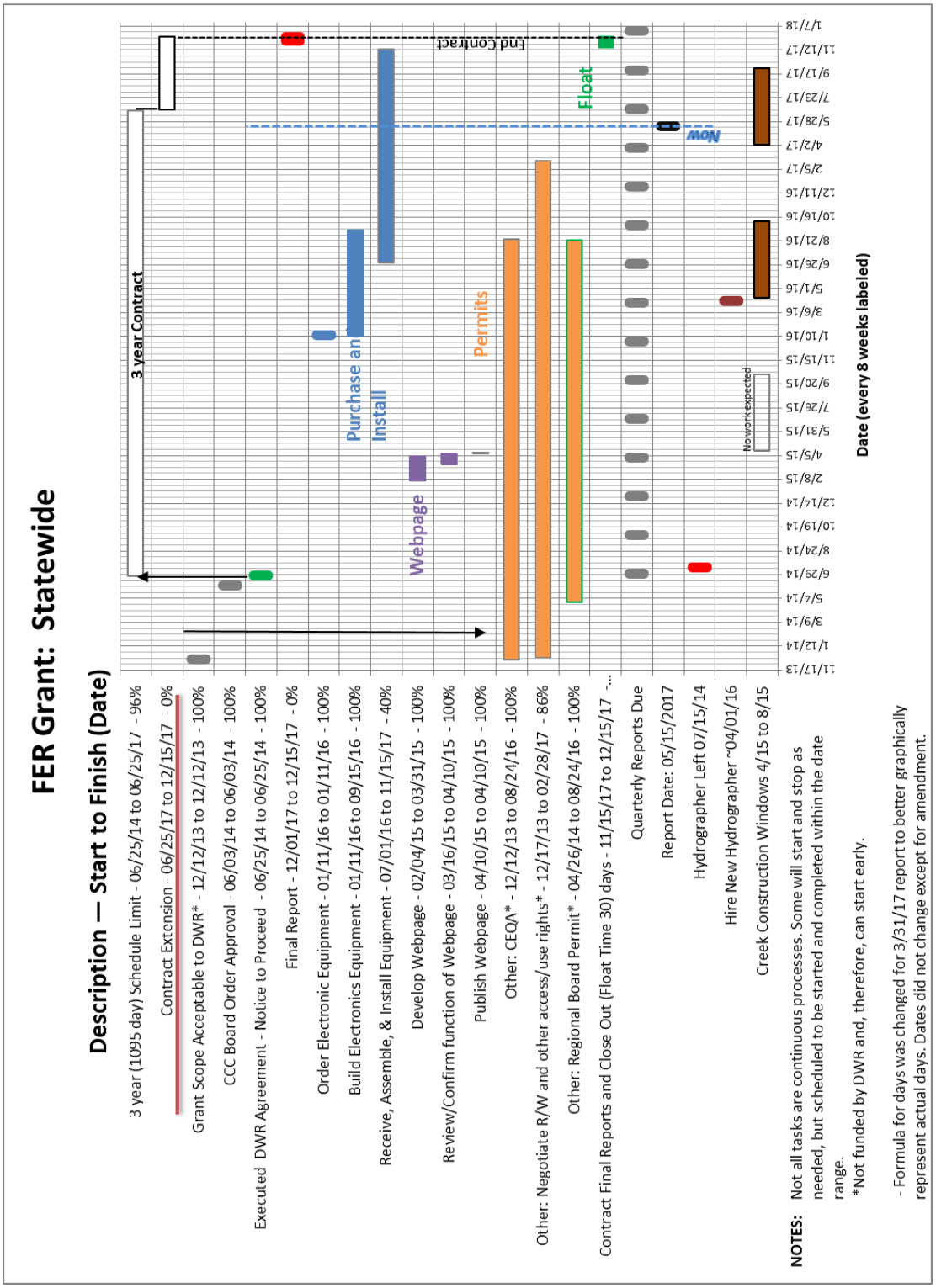
Item	Pred.	E/S	Lag	Task	Description	Grant Funded	Start	End	Cal. Days	Working Days (est.)	Percent Completed
0					3 year (1095 day) Schedule Limit	-	6/25/14	6/25/17	1095	752	96%
1	0				**Contract Extension**	No	6/25/17	12/15/17	172	121	0%
2	N/A				Grant Scope Acceptable to DWR*	No	12/12/13	12/12/13	1	1	100%
3	N/A				CCC Board Order Approval	No	6/3/14	6/3/14	1	1	100%
4	3	E	28		Executed DWR Agreement - Notice to Proceed	No	6/25/14	6/25/14	1	1	100%
5	13		-14		Final Report	No	12/1/17	12/15/17	14	11	0%
6	4	E		Task 1	Order Electronic Equipment	Yes	1/11/16	1/11/16	1	1	100%
7	6		120	Tasl 1.1	Build Electronics Equipment	Yes	1/11/16	9/15/16	247	174	100%
8	6	E	120	Task 2	Receive, Assemble, & Install Equipment	Yes	7/1/16	11/15/17	501	344	40%
9	8	E	21	Task 3.1	Develop Webpage	Yes	2/4/15	3/31/15	58	39	100%
10	9	E	-21	Task 3.2	Review/Confirm function of Webpage	Yes	3/16/15	4/10/15	24	20	100%
11	10	E		Task 3.3	Publish Webpage	Yes	4/10/15	4/10/15	1	1	100%
12	2	E			Other: CEQA*	No	12/12/13	8/24/16	986	679	100%
13	12	S	5		Other: Negotiate R/W and other access/use rights*	No	12/17/13	2/28/17	1167	801	86%
14	12	E			Other: Regional Board Permit*	No	4/26/14	8/24/16	850	586	100%
15	12	O			Contract Final Reports and Close Out (Float Time 30) days	No	11/15/17	12/15/17	30	23	0%

E/S = Start matches End or Start of Pred.
O = More complex predecess or rules
*Not funded by DWR and, therefore, can start early.
Working days are estimated due to complexities of accounting for weekends and holidays.

Note: Formula for days was changed for 3/31/17 report to better graphically represent actual days. Dates did not change.

Date work in creek allowed: 4/15
Date work in creeks must stop: 10/1

Figure A2 —Schedule



Draft

Exhibit B
Budget

The following table is an estimated budget for the project. Grantee may substitute equipment items for equal or better equipment as site conditions may warrant after DWR approval. Additional cost of items (if any) will be borne by the Grantee.

Limit of Grant Amount

The Grantee will bear the additional costs if actual costs exceed grant amount. Any surplus funds may be reallocated to other project tasks subject to the approval of DWR project manager.

Task 1 Purchase Equipment	No.	Unit	Unit Cost	DWR Total Funding
50386N ScadaLynx RTU in NEMA enclosure, (2) 3-pin connector	11	each	$3,295	$36,245
RTR-RMI-U ScadaLynx Radio Modem, UHF (Integra-TR)	8	each	1,475	$11,800
Digi Connect Wan 3 G Verizon (2670516)	3	each	1,400	$4,200
CRG8-NM/NM,20 20' Antenna Cable with connectors	8	each	120	$960
Antenna Mast (common galvanized pipe)	8	each	50	$400
SAM460 UHF Directional Antenna, 10dB gain	8	each	250	$2,000
5033-3.0B Solar Panel, 12Vdc 3.0amps with regulator and mount	10	each	815	$8,150
35 Amp-Hour Battery	11	each	75	$825
AC/DC Converter	0	each		-
NEMA Box standard 30" X 30" X 12" NEMA 3R rated Two point lock (two hasps and locks will be added)	3	each	418	$1,254
NEMA Box standard 30" X 24" X 10" NEMA 3R rated Two point lock (two hasps and locks will be added)	6	each	514	$3,084
Bubbler Gages (Amazon)	4	each	3,935	$15,740
Pressure Transducer 3.5" X 1" diameter SDI-12 output 316 stainless steel housing	1	each	1,300	$1,300
Concrete (bags of PCC for NEMA box posts, mast and staff gage footings.)	18	each	4	$72
4"x4", 2"x6", and/or steel pipe posts	5	each	42	$210
Staff Gage Plate pairs	5	each	80	$400
Pipe to Creek for sensor (average costs for each).	5	each	138	$690
OTT RLS - Radar Level Sensor w/ SDI-12 / 4-20 mA (cost with freight and tax)	6	each	3320	$19,920
Support Posts (1 or 2--2" diameter galvanized pipes--average cost)	8	each	120	$960
Subtotal Task 1				$108,210.00
California Sales Tax (8.5%)				$9,197.85
Total Task 1				$117,407.85

Task 2 Install Equipment	No.	Unit	Unit Cost	Total
Hydrographer or Technician or Student Worker**	669.67	hours	$126	$ 84,092.15
County Maintenance laborer assistance for in-field welding	-	LS	$800	-
Total Task 2				$84,092.15

Task 3 Develop Webpage	No.	Unit	Unit Cost	Total
3.1 HydroLynx Systems, Inc. (lump sum payment)	1	LS	$5,000	$5,000
3.2 Review and Confirm function of Webpage*	-		-	-
3.3 Publish Webpage*	-		-	-
Total Task 3				$5,000

Cost Share Summary	Total
Total Project Budget ($)	$206,500
Total Project Budget (%)	100%

*** Hours reflect only State Share. Maximum hourly rate used in budget, actual rate use on invoices.*

Contra
Costa
County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Agreement #29-811 with the California Department of Health Care Services

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, Cynthia Belon, to execute, on behalf of the County, Standard Agreement #29-811 (State #16-93243), with the California Department of Health Care Services, for Substance Use Disorder (SUD) treatment services under the Drug Medi-Cal Organized Delivery System (DMC-ODS), for the period from June 30, 2017 through June 30, 2019.

FISCAL IMPACT:
Approval of Standard Agreement #16-93243 will result in an amount not to exceed $63,951,162 for DMC-ODS pilot project through June 30, 2019 ot the Health Services Department. A County General Fund match of $2,280,821 is required, and will be budgeted within the Department's annual allocations through the three year grant period. No increase in General Fund allocations will be required.

BACKGROUND:
On August 13, 2015, the California Department of Health Care Services (DHCS) received approval from the Centers for Medicare and Medicaid Services to implement the DMC-ODS waiver. The DMC-ODS is a pilot project authorized originally under the California's Section

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon, 925-957-5201

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

1115 Bridge to Reform Demonstration Waiver and continued in the Medi-Cal 2020 Waiver. The purpose of the pilot program is to test a new paradigm for organized delivery of health care services for Medicaid eligible individuals with a substance use disorder. Today, people with substance Use Disorders with Medi-Cal health coverage have limited treatment options available. The DMC-ODS Waiver allows any California county to "opt in" to provide a full continuum of services currently unavailable to Medi-Cal beneficiaries following submission and approval of a County Implementation Plan (CIP). Contra Costa County – specifically, the Behavioral Health Division's Alcohol and Other Drug Services received DHCS approval of its CIP last August 10, 2016.

Approval of this contract will allow the County to participate in the DMC-ODS Waiver and will expand and enhance substance use disorder services for Contra Costa residents. This agreement is also the vehicle for supporting the continuation of federal block grant for Prevention and Treatment Programs.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved the County will not receive funding and will not meet the conditions and requirements of the State Department of Health Services for SUD services under the DMC-ODS.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: AB 109 Community Programs: Contract Renewals FY 17-18

RECOMMENDATION(S):
APPROVE and AUTHORIZE the County Administrator, or designee, to execute contracts, subject to approval to form by County Counsel, with reentry service providers in an aggregate amount not to exceed $4,210,000 to provide employment, housing, mentoring, family reunification, and legal services for the AB 109 Public Safety Realignment Program, for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
The contracts have an aggregate cost of $4,210,000 for FY 17/18 and are funded 100% with AB 109 Public Safety Realignment revenue.

BACKGROUND:
On January 13, 2017 the Community Corrections Partnership (CCP) Executive Committee approved a FY 2017-18 AB 109 Public Safety Realignment Budget for recommendation to the Board of Supervisors. The Recommended Budget included $4,867,201 for "Community Programs." Today's action by the Board of Supervisors authorizes $4,210,000 of that total for the renewal of "Community Programs" contracts awarded from the 2016 RFP/Q process.

In 2016 the CAO conducted a Request for Proposals/Qualifications (RFP/Q) process to select community based agencies to provide reentry services to AB 109 clients for employment training and placement, housing, legal services, mentoring and family reunification services, and the management of the Central-East Reentry Network. The RFP/Qs specified that contract terms were annual (on a fiscal year basis) with up to two one-year renewals possible with the successful performance of contract deliverables. On May 10, 2016 and Oct. 18, 2016, the Board of Supervisors approved and authorized the award of the Community Programs contracts.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: L. DeLaney, 925-335-1097

cc:

On February 6, 2017 the Public Protection Committee approved the FY 2017-18 AB 109 Public Safety Realignment Budget, which included funding for the following "Community Programs" contract allocations:

BACKGROUND: (CONT'D)

Employment Support and Placement Services - $2,000,000

- Goodwill Industries: $900,000 for Central County and East County
- Rubicon Programs, Inc.: $1,100,000 for West County and East County

Central-East Reentry Network - $1,015,000

- HealthRIGHT360: Network Management Services: $680,000 *(includes $75,000 one-time carry-forward, approved by CCP on May 5, 2017 for Salesforce data system development)*
- Mz. Shirliz Transitional: Transitional Housing: $150,000

Short and Long-Term Housing Access - $1,030,000

- SHELTER, Inc.: $980,000 for countywide housing services
- Reach Fellowship - Housing for Women and Children (in Richmond): $50,000

Mentoring & Family Reunification Services - $200,000

- Men and Women of Purpose - Mentoring : $110,000
- Center for Human Development - Family Reunification Services: $90,000

Civil Legal Services - $150,000

- Bay Area Legal Aid: $150,000

The CAO's Office of Reentry & Justice (ORJ) has been monitoring contractor performance for each of these contracts and recommends renewal of these existing contracts, per the RFP/Q specifications.

The ORJ is also presently conducting a Request for Interest (RFI) process, per County policy on contract renewals not exceeding three years in length, to select community-based contractors to provide the operation of the West County Reentry Resource Center (presently known as the "Reentry Success Center,"), and the provision of the Central-East Reentry Network reentry services.

CONSEQUENCE OF NEGATIVE ACTION:

Negative action would result in these contracts not being executed and a disruption of services to the AB 109 population.

CHILDREN'S IMPACT STATEMENT:

None

Contra Costa County

To: Board of Supervisors

From: Ed Woo, Chief Information Officer

Date: June 20, 2017

Subject: IBM Software Maintenance and Support Renewal

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Chief Information Officer, a purchase order with International Business Machines Corporation in an amount not to exceed $275,000 for maintenance and support of County mainframe computer software for the period July 1, 2017, through June 30, 2018, under the IBM Agreement for Licensed Programs between County and IBM.

FISCAL IMPACT:
The cost of $275,000 is budgeted under Org# 1060, Fiscal Year 2017/18 and charged out to user departments via DoIT's monthly billing process.

BACKGROUND:
The Department of Information Technology (DoIT) licenses, on behalf of the County, mainframe computer software from IBM, and receives support and maintenance for the software under the Acquisition for IBM Licensed Programs, and IBM International Agreement for Acquisition of Software Maintenance, which provide for annual renewal of support. IBM invoices DoIT on a monthly basis depending on the level of support used by DoIT. The Chief Information Officer needs authority to make payment for mainframe software support provided under the agreements.

CONSEQUENCE OF NEGATIVE ACTION:
The County mainframe would not receive necessary maintenance to remain operational.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Ed Woo (925) 383-2688

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: June 20, 2017

Subject: Contract Amendment with Environmental Science Associates for Environmental Review of the Keller Canyon Landfill Land Use Permit Amendment

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Environmental Science Associates, Inc., to extend the term from June 30, 2017 through December 31, 2018 and increase the payment limit by $130,983 to a new payment limit of $402,588, to prepare an Environmental Impact Report for the Keller Canyon Landfill land use permit amendment.

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 determined that the proposed land use permit amendment ("Project") warrants preparation of a Subsequent EIR pursuant to the requirements of the California Environmental Quality Act (CEQA). DCD retained Environmental Science Associates, Inc. (ESA) to prepare the EIR for this Project. The existing contract will expire on June 30, 2017, however it is not possible for the work to be completed within the existing contract timeframe and payment limits due to: (1) the Applicant's request that work on the EIR be placed on hold pending completion of the recent land use permit review process and associated new and modified land use permit conditions of approval taking effect, (2) potential changes to the scope of the project being considered by the Applicant which, if formally proposed, may

☑ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: David Brockbank (925) 674-7794

cc:

BACKGROUND: (CONT'D)

necessitate circulation of a new Notice of Preparation, and (3) updated studies being necessary to confirm whether the project will potentially significantly impact certain environmental resources. ESA is best suited to complete the EIR for this project and therefore DCD is requesting authorization to amend the contract with ESA.

No further changes are proposed to be made to the existing modified indemnification provision of the General Conditions (paragraph 18) applicable to this contract. The contractor will continue to be required to indemnify the County.

CONSEQUENCE OF NEGATIVE ACTION:

DCD will be unable to complete the EIR for the Keller Canyon Landfill land use permit amendment that has been partially prepared by ESA. The land use permit amendment process would be delayed in order for DCD staff to prepare a new proposal to enlist a consultant to finish the EIR.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Language Line Services, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Language Line Services, Inc., in an amount not to exceed $1,400,000 for interpretation and translation services for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
$1,400,000: 10% County, 48% State, 42% Federal

BACKGROUND:
Language Line Services, Inc. provides telephone interpretation, on-site interpretation, and document translation services to the Employment and Human Services Department and to the clients served by the Employment and Human Services Department. Services are provided to the County adult population, children, families, and employment and training program related clients throughout the County. State and Federal regulations require the County to provide public information materials to potential, present and past recipients regarding client services in any non-English language that is prevalent within the County.

CONSEQUENCE OF NEGATIVE ACTION:
Employment and Human Services would be unable to meet requirements for the administration of State and Federal programs.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Elaine Burres, 313-1717

cc:

CHILDREN'S IMPACT STATEMENT:

Not applicable.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Family and Children's Trust Committee (FACT), YMCA of the East Bay Contract

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Department Director, on behalf of the Family and Children's Trust (FACT) Committee, to execute a contract including modified indemnification language, with the YMCA of the East Bay in an amount not to exceed $115,000 for the Attachment Self-Regulation and Competency Project for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
$115,000: 100% State (Child Abuse Prevention, Intervention, and Treatment funding (CAPIT))

BACKGROUND:
The Attachment, Self-Regulation and Competency Project will provide mental health counseling services including Trauma Focused Cognitive Behavioral Therapy (TF-CBT) to elementary school students in San Pablo who do not qualify for MediCal. Through the provision of direct services and advocacy in English and Spanish caregivers will receive support and information to help them with positive, nurturing parenting; provide students with trauma informed counseling to improve resiliency and emotional & behavioral health; reduce barriers to treatment; decrease the risk of abuse and neglect ; and provide services that are culturally and linguistically appropriate.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Elaine Burres, 313-1717

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Family and Children's Trust program(s) could not provide planned services to children and family victims or those at risk of abuse and or neglect.

CHILDREN'S IMPACT STATEMENT:

The contract will will support 2 of the 5 community outcomes established in the Children's Report Card: 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", by establishing a supportive environment to encourage family interaction and reliance.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Contract with STAND! For Families Free of Violence for Shelter Services to Victims of Domestic Violence

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with STAND! For Families Free of Violence, a non-profit corporation of California, in an amount not to exceed $227,470 to provide shelter services for domestic violence victims and their children for the period of July 1, 2017 through June 30, 2018. (36% County, 64% Other)

FISCAL IMPACT:
$227,470: 36% County (General Fund), 64% Other (Marriage License Fees and Fines)

BACKGROUND:
This contract addresses the social needs of the County's population by providing a crisis call center number and an emergency shelter facility 24 hours per day, 7 days per week, providing at least 6,580 shelter bed days to a minimum of 122 women and children in domestic violence crisis situations. Contractor provides support and assistance as a response from a law enforcement agency or hospital emergency room including danger assessment, safety planning, and domestic violence education and information. Contractor is a domestic violence shelter-based agency providing services to domestic violence victims and their children in compliance with the requirements of the California Welfare and Institutions Code section 18294.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Gina Chenoweth
3-1648

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Employment and Human Services Department will be unable to provide valuable emergency shelter, support, counseling, and educational services to the County's victims of domestic violence and their children.

CHILDREN'S IMPACT STATEMENT:

This contract supports two of the five of Contra Costa County's community outcomes: (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" by providing a safe environment where children of families with domestic violence issues can receive appropriate support and follow-up services.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Purchase Order with SAMCLAR for Health Housing and Homeless and Behavioral Health relocation

RECOMMENDATION(S):
Approve and authorize the Purchasing Agent, on behalf of the Health Services Department, to execute a Purchase Order with SAMCLAR, in the amount not to exceed $375,000, for furniture purchase at 2400 Bisso Lane, for relocation of Health, Housing and Homeless Services and Behavioral Health Divisions Utilization Review and Provider Services Units.

FISCAL IMPACT:
100% General Fund.

BACKGROUND:
SAMCLAR has supplied needed furniture and installation for offices and other spaces to multiple Health Services Department locations. The Health, Housing and Homeless Services and Behavioral Health Divisions Utilization Review and Provider Services Units is relocating to 2400 Bisso Lane, in Concord, and requires furniture and ergonomic settings to be used it existing staff and the approximate 60 Full Time Employees.

CONSEQUENCE OF NEGATIVE ACTION:
If this Purchase Order is not approved the staff of Health, Housing and Homeless Services, and Behavioral Health Divisions, Utilization Review and Provider Services Units will not have the furniture and ergonomic settings, to perform their work efficiently.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon, 925-957-5201

cc: Tasha Scott, Marcy Wilhelm

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: June 20, 2017

Subject: Contract Amendment with Crowe Horwath, LLP for services related to solid waste and recycling collection franchises and rate setting

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Crowe Horwath, LLP, to extend the term from June 30, 2017 through June 30, 2020 and increase the payment limit by $135,779 to a new payment limit of $335,779, to provide continued technical assistance services for the County's solid waste and recycling collection franchise agreements and associated rate setting.

FISCAL IMPACT:
No impact to the County General Fund. The cost for these retainer contract services will be paid for with solid waste and recycling franchise fee revenue.

BACKGROUND:
The Department of Conservation and Development is responsible for administering the County's four existing solid waste and recycling collection franchise agreements, which involves detailed rate reviews and other periodic activities that require technical assistance from persons with specialized expertise.

The County has entered into prior retainer contracts with Crowe Horwath (previously NewPoint Group) in order to facilitate timely engagement of solid waste collection rate setting services as needed. For over 15 years, the Department has worked with the same Project Manager who has gained comprehensive County franchise specific knowledge and experience as a result of the rate setting assistance provided. Their historical background and in-depth understanding offer substantial value that benefits both the County and our rate payers.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Deidra Dingman (925) 674-7203

cc:

BACKGROUND: (CONT'D)

The proposed amendment to this retainer contract with Crowe Horwath will provide Department staff with continued financial, technical and professional consulting services needed to conduct analysis and studies related to the County's collection franchise agreements. Under this contract amendment, Crowe Horwath would be on retainer to provide specialized consulting services on an as-needed basis at the direction of the Department. The services to be provided would include, but not necessarily be limited to, rate reviews/studies, efficiency reviews, feasibility studies and service/rate related negotiations. Securing this consultant support effective July 1, 2017 ensures no interruption in retainer services, which will help the County adhere to the time lines established for the review and approval of rate review applications submitted by haulers.

No further changes are proposed to be made to the existing modified indemnification provision of the General Conditions (paragraph 18) applicable to this contract. The contractor will continue to be required to indemnify the County.

CONSEQUENCE OF NEGATIVE ACTION:

The Department would not have access to the technical expertise needed to thoroughly review and analyze rate applications and supporting financial documentation in order to determine the appropriate rate changes to be recommended to the Board. Additionally, the County would not have access to the assistance needed to conduct technical studies related to collection services and operations (e.g. efficiency) if needed, as provided for in the County's franchise agreements.

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: June 20, 2017

Subject: Contract Amendment - City of Clayton for Building Inspection Services

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with the City of Clayton to extend the term from June 30, 2017 through June 30, 2020 and amend the County's hourly billing rates for providing to the City plan check, inspection and code enforcement services.

FISCAL IMPACT:
The County's cost of providing services will be offset by permit fees and other revenues collected from property owners within the City of Clayton who receive services provided by County staff.

BACKGROUND:
Contra Costa County has provided Building Inspection services to the City of Clayton since the City incorporated in the 1960's. Through the Building Inspection Division of the Department of Conservation and Development (DCD), the County acts as the City's Building Department, providing plan check, inspection and code enforcement services.

DCD collects building permit fees and other revenues from permit applicants and property owners as compensation for the cost of providing these services.

In addition to the County's standard language indemnifying the County against any claims arising out of actions of the City of Clayton, the agreement would also indemnify the City of Clayton against certain claims arising out of actions of Contra Costa County.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Jason Crapo
925-674-7722

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment is not approved, the County will not be able to continue providing building inspection services to the City of Clayton.

ATTACHMENTS

Proposed Amendment

SECOND AMENDMENT TO THE AGREEMENT FOR BUILDING INSPECTION SERVICES BETWEEN THE CITY OF CLAYTON AND CONTRA COSTA COUNTY

This Second Amendment to the Agreement for Building Inspection Services ("Agreement") is entered into between the City of Clayton ("City") and Contra Costa County ("County") for building inspection and code enforcement services to be provided by the County for the City through June 30, 2020.

1. The Agreement is amended as follows:

   A. Section 2 of the Agreement is deleted in its entirety and replaced with the following:
   Section 2 TERM:
   This Agreement is effective July 1, 2011 through June 30, 2020, unless otherwise terminated as set forth in this Agreement.

   B. Section 3.C.(a) of the Agreement is amended to include the following additional sentence as the last sentence of that section:
   For the period July 1, 2017 through June 30, 2020, the County will charge the City for services the County provides under this Agreement at the rates set forth in Attachment C, attached hereto and incorporated herein.

   C. Attachment C, attached hereto and incorporated herein, is added as Attachment C to the Agreement.

2. All remaining terms of the Agreement not amended by this Second Amendment shall remain in full force and effect.

CONTRA COSTA COUNTY

By: _____
Jason Crapo
Deputy Director,
Building Inspection

Dated: _____

Approved as to form:

By: _____
Deputy County Counsel

Dated: _____

CITY OF CLAYTON

_____
Gary A. Napper
City Manager
City of Clayton

Dated: _____

Approved as to form:

_____
City Attorney

Dated: _____

REVISED ATTACHMENT C
DCD Hourly Billing Rates

Position/Title	Hourly Rate FY 2017-2018 [1]	Hourly Rate FY 2018-2019 [2]	Hourly Rate FY 2019-2020 [3]
Building Inspector II	150.00	158.00	166.00
Senior Building Inspector	168.00	176.00	185.00
Plan Checker II	122.00	128.00	134.00
Senior Plan Checker	139.00	146.00	153.00
Senior Structural Engineer	221.00	232.00	244.00
Principal Structural Engineer	244.00	256.00	269.00
Planner I	127.00	133.00	140.00
Planner II	156.00	164.00	172.00
Planner III	203.00	213.00	224.00
Principal Planner	226.00	237.00	249.00
IT Support	191.00	201.00	211.00

[1] These fees shall be charged to the City for services that County provides under this Agreement during the period July 1, 2017 through June 30, 2018.
[2] These fees shall be charged to the City for services that County provides under this Agreement during the period July 1, 2018 through June 30, 2019.
[3] These fees shall be charged to the City for services that County provides under this Agreement during the period July 1, 2019 through June 30, 2020.

Contra Costa County

To: Board of Supervisors

From: Dianne Dinsmore, Human Resources Director

Date: June 20, 2017

Subject: Administrative Services Agreement with Navia Benefit Solutions, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Human Resources Director, or designee, to execute an Administrative Services Agreement (ASA) containing modified indemnification language with Navia Benefit Solutions, Inc., effective June 21, 2017, to May 31, 2020, not to exceed $300,000 with the option of two (2) one-year renewal periods.

FISCAL IMPACT:

The administration costs for the COBRA and two County Flex Savings Accounts (Health Care Spending Account and Dependent Care Assistance Program) are approximately $100,000 per year and are funded through the Benefits Administration Fee, which is charged out to operating departments. The soft and indirect County costs for the Commuter Benefit Program will be paid by the County. The per-employee-per-month fee paid to the vendor of $3 will be paid by the participating employees for the months that they place an order.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Ann Elliott
925-335-1747

cc:

BACKGROUND:

Through various Memoranda of Understanding and the Management Resolution, the Board of Supervisors approved a new Commuter Benefit, with an effective date of July 1, 2017, to allow County employees to contribute pre-tax dollars to cover qualified transportation expenses such as train, bus or ferry costs. In addition, administration services for the COBRA process and the two County Flex Savings Accounts, known as the Health Care Spending Account and the Dependent Care Assistance Program will be provided by the same vendor. Following issuance of a Request for Proposal, the County selected Navia Benefit Solutions, Inc. to provide these services. The Administrative Services Agreement also contains a limitation on the contractors liability and modified indemnification language.

CONSEQUENCE OF NEGATIVE ACTION:

If the Administrative Services Agreement is not approved, the County will be unable to offer the Commuter Benefit program, as authorized by MOU and Management Resolution, and employees will not gain access to increased functionality provided by Navia Benefits.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Contract with Community Violence Solutions for Crisis Intervention and Advocacy Services

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Community Violence Solutions, a non-profit corporation of California, in an amount not to exceed $193,802 for crisis intervention and advocacy services to sexually exploited and commercially sexually exploited youth and families for a period of July 1, 2017 through June 30, 2018. (38% County, 54% State, 8% Federal)

FISCAL IMPACT:
$193,802: 38% County (General Fund), 54% State (Commercially Sexually Exploited Children Fund), 8% Federal (Commercially Sexually Exploited Children Fund)

BACKGROUND:
The Employment and Human Services Department contracts with Community Violence Solutions (CVS) to provide crisis intervention and advocacy services to victims of sexual assault, rape, human trafficking, domestic violence, and stalking in Contra Costa County as part of Contra Costa County's Alliance to End Abuse. Services include: providing a Sexual Assault Rape Team, staffing the Rape Crisis Line 24/7, providing comprehensive, coordinated services to commercially

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

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Clerks Notes:

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Gina Chenoweth
3-1648

cc:

BACKGROUND: (CONT'D)

sexually exploited youth and families, providing leadership to the Anti-Human Trafficking Coalition, providing outreach, education, training, and systems change advocacy. Additionally, CVS provides a designated Case Manager and Survivor Outreach Worker to increase identification, outreach, and services to victims of commercial sexual exploitation and at-risk youth in Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

Fewer Contra Costa County victims of sexual and commercial sexual exploitation and at-risk youth will be identified and/or receive intervention and/or advocacy services.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support all five 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"; (3)"Families that are Economically Self-Sufficient"; (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" by providing crisis intervention and advocacy services to victims of sexual and commercial sexual exploitation and at-risk youth.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Contract with the Regents of the University of California, Davis

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract containing modified indemnification language with the Regents of the University of California, Davis, in an amount not to exceed $416,925, to provide training on eligibility, employment services, adult services, and general leadership for the period of July 1, 2017 through June 30, 2018. (17% State, 83% Federal)

FISCAL IMPACT:
$416,925: 17% State; 83% Federal (CFDA #93.658, Foster Care Title IV-E; CFDA #93.778, Medical Assistance Program; CFDA #10.561, State Administrative Matching Grants for the Supplemental Nutrition Assistance Program; CFDA #93.558, Temporary Assistance for Needy Families)

BACKGROUND:
The University of California (UC) Davis provides training to Employment and Human Services Department CalWORKS Eligibility, Employment Services and Welfare-to-Work, and Adult Services staff.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

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

Contact: V. Kaplan, 3-1514

By: , Deputy

cc:

BACKGROUND: (CONT'D)

These are mandatory trainings include classes related to eligibility, leadership, health care reform, professional development, and career growth. The program meets State regulations that allow public institutions of higher education to provide in-kind match funding equal to the California Welfare Department's share of costs, resulting in no expense to the County, and a higher skilled, more informed staff.

The Regents of the University of California, Davis, require the inclusion of a mutual indemnification clause in this agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Employment and Human Services Department will be unable to provide staff training necessary to ensure a knowledgeable, professional staff.

CHILDREN'S IMPACT STATEMENT:

None.

Contra Costa County

To: Board of Supervisors

From: Dianne Dinsmore, Human Resources Director

Date: June 20, 2017

Subject: APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Human Resources Department, to execute an amendment to Purchase Order 53243

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Human Resources Department, to execute an amendment to Purchase Order 53243 with Sharp Business Systems to increase the payment limit by $30,000 to a new total of $129,400 to pay for additional copy charges on five (5) copy machines in the Human Resources Department with no change in the term of the lease of September 24, 2014 through September 23, 2017.

FISCAL IMPACT:
The increased payment limit is within the department's budget. (100% General Fund)

BACKGROUND:
When the copy machines were leased in 2014, the estimated copy charges were based on the number of copies we had in the prior year. However, since the lease was negotiated, our copy counts have increased as have the number of staff who are utilizing the copiers.

CONSEQUENCE OF NEGATIVE ACTION:
If this Purchase Order is not approved, we will not be able to continue with the lease.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Nancy Zandonella, 925-335-1751

cc: Nancy Zandonella

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Contract with YMCA of the East Bay for Children's and Women's Support Groups Services

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with YMCA of the East Bay, including modified indemnification language, in an amount not to exceed $85,000, to provide women and children of families experiencing domestic violence in West Contra Costa County with therapeutic and support groups, after school activities, and community outreach services to for a period of July 1, 2017 through June 30, 2018. (21% County, 49% State, 30% Federal)

FISCAL IMPACT:
$85,000: 21% County, 49% State, 30% Federal (Promoting Safe and Stable Families)

BACKGROUND:
Contractor is one of several agencies funded through Promoting Safe and Stable Families (PSSF) funding. Contractor will coordinate the delivery of services to women and children of families in West Contra Costa County experiencing domestic violence, by providing therapeutic and support groups, after school activities, and community outreach. Contractor will partner with the Greater Coronado All That Family Preservation Collaborative which is a combined effort of the following community agencies partnering together to serve the Coronado community: the Young Men's Christian Association of the East Bay-West Contra Costa Branch (YMCA), Early Childhood Mental Health Program (ECMH), and West Contra Costa Youth Services Bureau (YSB).

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

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

By: , Deputy

Contact: Gina Chenoweth
925-313-1648

cc:

CONSEQUENCE OF NEGATIVE ACTION:

West Contra Costa County women and children of families experiencing domestic violence will not have readily accessible support groups, after school, and educational activities.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support all five 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"; (3)"Families that are Economically Self-Sufficient"; (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" by providing West Contra Costa County women and children of families experiencing domestic violence therapeutic and support groups, after school and educational activities, support, and safety options.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #74-037-26 with Contra Costa ARC

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #74-037-26 with Contra Costa ARC, a non-profit corporation, in an amount not to exceed $203,703, to provide mental health services to recipients of the CalWORKs Program and their children, for the period from July 1, 2017 through June 30, 2018. This Contract includes a six-month automatic extension through December 31, 2018, in an amount not to exceed $101,851.

FISCAL IMPACT:
This Contract is funded 100% by CalWORKS. (Rate increase)

BACKGROUND:
In February 2017, County Administrator approved and Purchasing Services Manager executed Contract #74-037-25 with Contra Costa ARC, for the period from January 1, 2017 through June 30, 2017, 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.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon
925-957-5201

cc: L Walker, m Wilhelm

BACKGROUND: (CONT'D)

Approval of Contract #74-037-26 allows the Contractor to continue providing mental health services to recipients of the CalWORKs Program services through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CalWORKs recipients will not have sufficient access to the children's mental health services as needed.

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: June 20, 2017

Subject: Novation Contract #74-382-9 with The Contra Costa Clubhouses, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #74-382-9 with The Contra Costa Clubhouses, Inc., a non-profit corporation, in an amount not to exceed $565,883, to provide Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) services to adults recovering from psychiatric disorders, for the period from July 1, 2017 through June 30, 2018. This Contract includes a six-month automatic extension through December 31, 2018, in an amount not to exceed $282,941.

FISCAL IMPACT:
This Contract is funded 100% by Mental Health Services Act. (3% Cost of Living Adjustment)

BACKGROUND:
This Contract meets the social needs of County's population by providing programming for adults in recovery from psychiatric disorders, helping them to develop the support networks, vocational skills, and self-confidence needed to sustain stable and productive lives, throughout Contra Costa County.

On

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon, 925-957-5201

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

July 19, 2016, the Board of Supervisors approved Novation Contract #74-382-8 with The Contra Costa Clubhouses, Inc., for the period from July 1, 2016 through June 30, 2017, which included a six-month automatic extension through December 31, 2017, for the provision of MHSA PEI services.

Approval of Novation Contract #74-382-9 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, adults, and families of adults, in recovery from psychiatric disorders will not receive services helping them to develop support networks, vocational skills, and self-confidence needed to sustain productive lives.

CHILDREN'S IMPACT STATEMENT:

This MHSA-PEI program supports the following Board of Supervisors' community outcomes: "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 increases in social connectedness, communication skills, parenting skills, and knowledge of the human service system in Contra Costa County.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Amendment #26-715-6 with Diablo Valley Oncology & Hematology Medical Group, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract Amendment Agreement #26-715-6 with Diablo Valley Oncology & Hematology Medical Group, Inc., a corporation, effective July 1, 2017, to amend Contract #26-715-3 (as amendment by Amendment Agreement #26-715-4 and Assignment #26-715-5), to decrease the payment limit by $467,000, from $2,400,000 to a new payment limit of $1,933,000, with no change in the original term of January 1, 2015 through December 31, 2017.

FISCAL IMPACT:
This amendment is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:
On February 3, 2015, the Board of Supervisors approved Contract #26-715-3 (as amended by Amendment Agreement #26-715-4 and Assignment #26-715-5), with Walnut Creek Surgical Associates, Inc., now known as Diablo Valley Oncology & Hematology Medical Group, Inc., for the provision of general surgery services, including, but not limited to; consultation, on-call, medical and/or surgical procedures at Contra Costa Regional Medical Center and Health Centers (CCRMC), for

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Samir Shah, M.D., 925-370-5525

cc: K Cyr, M Wilhelm

BACKGROUND: (CONT'D)

the period from January 1, 2015 through December 31, 2017.

Due to a decrease in Contractor's available surgeons, the Division requested a reduction in the Contract payment limit of $467,000 to a new contract payment limit of $1,933,000.

Approval of Contract Amendment Agreement #26-715-6 will allow the Contractor to provide a decreased level of surgery services at CCRMC through December 31, 2017.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, Contractor's contract payment limit will not be reduced.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Community Violence Solutions Contract for the Operation of the Children's Interview Center

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Community Violence Solutions, Inc. a non-profit corporation, in an amount not to exceed $199,981, for the continued operation of the Children's Interview Center, for the period of July 1, 2017 through June 30, 2018. (21.3% County, 49.7% Other, 29% State)

FISCAL IMPACT:
$199,981: 21.3% County (10% EHSD, 11.3% Sheriff's Department); 49.7% Local Law Enforcement Agencies; 29% State Capped.

BACKGROUND:
Community Violence Solutions in collaboration with the Employment and Human Services Department (EHSD), the Sheriff's Department, and local Law Enforcement Agencies (LEA) operates the multidisciplinary Children's Interview Center (CIC). CIC provides forensic interviews and/or forensic exams to child victims of sexual abuse. It provides skilled interviewers in a child-friendly setting to decrease the child's trauma by minimizing the number of interviews, and it has implemented standardized evidence collection processes that increased the number of cases prosecuted.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: V. Kaplan, 925-313-1514

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without the site and services provided in this contract, forensic interviews and exams for child victims may need to take place multiple times, and in multiple locations, increasing the trauma to the child.

CHILDREN'S IMPACT STATEMENT:

This contract supports three of the five community outcomes established in the Children's Report Card: (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."

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #74-356-8 with Child Abuse Prevention Council of Contra Costa County

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #74-356-8 with Child Abuse Prevention Council of Contra Costa County, a non-profit corporation, in an amount not to exceed $121,465, to provide Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Services, for the period from July 1, 2017 through June 30, 2018. This Contract includes a six-month automatic extension through December 31, 2018, in an amount not to exceed $60,732.

FISCAL IMPACT:
This Contract is funded 100% MHSA. (3% Cost of Living Adjustment)

BACKGROUND:
This Contract meets the social needs of County's population by providing evidence-based curriculum of culturally, linguistically, and developmentally appropriate parenting classes to Spanish speaking families in East Contra Costa County and Central Contra Costa County's Monument Corridor.

On July 20, 2016, the Board of Supervisors approved Novation Contract #74-356-7 with Child Abuse Prevention

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon, 925-957-5201

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

Council of Contra Costa County, for the period from July 1, 2016 through June 30, 2017, which included a six-month automatic extension through December 31, 2017, for the provision of MHSA PEI Services.

Approval of Contract #74-356-8 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services, through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, this Contractor will not provide MHSA prevention and early intervention Nurturing Parenting Program and County residents will have reduced access to these services.

CHILDREN'S IMPACT STATEMENT:

This MHSA-PEI program supports the following Board of Supervisors' community outcomes: "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 increases in social connectedness, communication skills, parenting skills, and knowledge of the human service system in Contra Costa County.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #76-549-2 with Yana Wirengard, M.D.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #76-549-2 with Yana Wirengard, M.D., an individual, in an amount not to exceed $467,000, to provide general surgery services at Contra Costa Regional Medical Center and Contra Costa Health Centers (CCRMC), for the period from July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:
On July 12, 2016, the Board of Supervisors approved Contract #76-549 (as amended by Amendment Agreement #76-549-1) with Yana Wirengard, M.D., for the provision of general surgery services at CCRMC, including, but not limited to: clinic coverage, surgical procedures, on-call and administrative support services, through June 30, 2017.

Approval of Contract #76-549-2 will allow the contractor to continue to provide general surgery services at CCRMC through June 30, 2018.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Samir Shah, M.D., 925-370-5525

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring general surgery services at CCRMC will not have access to Contractor's services.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #25-078 with Shelter, Inc. of Contra Costa County

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #25-078 with Shelter, Inc. of Contra Costa County, a non-profit corporation, in an amount not to exceed $2,281,484, to provide housing assistance to Seriously and Persistently Mentally Ill (SMPI) youth and adults for the period from July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 100% Mental Health Services Act. (No rate increase)

BACKGROUND:
This Contract meets the social needs of the County's population in that it provides support services to County residents that are homeless, and have a diagnosis of mental illness or a dual-diagnosis of mental illness and substance abuse, and are receiving services of Contra Costa County Mental Health or other approved referral agencies.

On October 25, 2016, the Board of Supervisors approved Contract #74-314-7, as amended by Amendment Agreement #74-314-8, with Shelter, Inc. of Contra Costa County,

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Lavonna Martin, 925-313-7704

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

for the period from August 1, 2016 through June 30, 2017, for the provision of housing assistance to SMPI youth and adults. Monitoring of this Contract changed from Mental Health Services Division to Health, Housing and Homeless Services Division under Contract #25-078.

Approval of Contract #25-078 will allow Contractor to continue providing housing assistance through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SMPI youth and adults will not receive the housing assistance they need, putting them at risk for remaining homeless and requiring higher levels of care for mental illness and/or substance abuse.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "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: June 20, 2017

Subject: Contract #26-350-18 with Merritt, Hawkins and Associates, LLC

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #26-350-18 with Merritt, Hawkins and Associates, LLC, a limited liability corporation, in an amount not to exceed $400,000, to recruit family practice physicians at Contra Costa Regional Medical Center and Health Centers (CCRMC), for the period from July 1, 2017, through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:
On June 14, 2016, the Board of Supervisors approved Contract #26-350-16 (as amended by Amendment Agreement #26-350-17), with Merritt, Hawkins and Associates, LLC, to recruit family practice physicians at CCRMC, for the period from July 1, 2016 through June 30, 2017.

Approval of Contract #26-350-18 will allow Contractor to continue to recruit family practice physicians at CCRMC, through June 30, 2018. This contract includes modifications to the County Standard General Conditions, Paragraph 19 (Insurance).

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Samir Shah, M.D., 925-370-5525

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring family practice physicians at CCRMC will not have access to Contractor's services.

Contra
Costa
County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #74-452-5 with La Clinica De La Raza, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #74-452-5 with La Clinica De La Raza, Inc., a non-profit corporation, in an amount not to exceed $321,360, to provide mental health services for Seriously Emotionally Disturbed (SED) children for the period from July 1, 2017 through June 30, 2018. This Contract includes a six-month automatic extension through December 31, 2018, in an amount not to exceed $160,680.

FISCAL IMPACT:
This Contract is funded 50% Mental Health Realignment and 50% Federal Medi-Cal. (3% Cost of Living Adjustment)

BACKGROUND:
This Contract meets the social needs of County's population by providing community-based mental health services focusing on minority, SED children which will result in greater home, community and school success.

On May 24, 2016, the Board of Supervisors approved Novation Contract #74-452-4 with La Clinica De La Raza, Inc., for the period from July 1, 2016 through June 30, 2017, which included

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☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Cynthia Belon, 925-957-5201

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

a six-month automatic extension through December 31, 2017, for the provision of community-based mental health services including case management and crisis intervention services focused on minority, SED children in East Contra Costa County.

Approval of Contract #74-452-5 replaces the automatic extension in the prior Contract and allows Contractor to continue providing services through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there will be fewer mental health services available for minority SED children in East Contra Costa County as the County solicits and engages an alternative contractor.

CHILDREN'S IMPACT STATEMENT:

This EPSDT 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: June 20, 2017

Subject: Novation Contract #24-927-24 with Community Health for Asian Americans

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #24-927-24 with Community Health for Asian Americans, a non-profit corporation, in an amount not to exceed $1,632,680, to provide mental health services including wraparound and outpatient treatment to children in West County, for the period from July 1, 2017 through June 30, 2018. This Contract includes a six-month automatic extension through December 31, 2018, in an amount not to exceed $816,340.

FISCAL IMPACT:
This Contract is funded 49% Federal Medi-Cal; 49% Mental Health Realignment; 2% Non-Medi-Cal Mental Health Realignment. (3% Cost of Living Adjustment)

BACKGROUND:
This Contract meets the social needs of County's population by providing school and community based mental health services, including: assessments, individual, group and family therapy; medication support, case management, outreach, and crisis intervention services, to an underserved Asian population and will result in greater home, community, and school success.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon, 925-957-5201

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

On August 16, 2016, the Board of Supervisors approved Contract #24-927-21, as amended by Amendment Agreement #24-927-22, with Community Health for Asian Americans for the period from July 1, 2016 through June 30, 2017, which included a six-month automatic extension through December 31, 2017, for the provision of school and community based mental health services.

Approval of Novation Contract #24-927-24 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Asian American and other ethnic groups receiving services at four programs in West County would have reduced access to mental health services in school, drug court and clinic settings.

CHILDREN'S IMPACT STATEMENT:

This EPSDT 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), and a decrease in juvenile offender recidivism as measured by probation database information.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #74-321-12 with Bay Area Community Resources

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #74-321-12 with Bay Area Community Resources, a non-profit corporation, in an amount not to exceed $1,689,352, to provide school-based mental health services to Seriously Emotionally Disturbed (SED) students, for the period from July 1, 2017 through June 30, 2018. This Contract includes a six-month automatic extension through December 31, 2018, in an amount not to exceed $844,676.

FISCAL IMPACT:
This Contract is funded 50% Federal Medi-Cal; 50% Mental Health Realignment. (3% Cost of Living Adjustment)

BACKGROUND:
This Contract meets the social needs of County's population by providing school-based mental health services to County-designated SED elementary, middle school and high school students within the West Contra Costa Unified School District, and their families.

On July 12, 2016, the Board of Supervisors approved Novation Contract #74-321-10, as amended by Amendment Agreement #74-321-11, with Bay Area

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon, 925-957-5201

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

Community Resources, Inc., for the period from July 1, 2016 through June 30, 2017, which included a six-month automatic extension through December 31, 2017, for the provision of school-based mental health services for SED students.

Approval of Novation Contract #74-321-12 replaces the automatic extension under the prior Contract, allowing the Contractor to continue providing services through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there will be fewer school-based mental health services available to SED students and their families possibly resulting in the need for higher levels of care.

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: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Execute a contract amendment with ICF Jones and Stokes, Inc., to extend the termination date for continued environmental services.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with ICF Jones and Stokes, Inc., to extend the termination date from June 30, 2017 to December 31, 2018, for continued environmental services for the Downtown Martinez Jail Demolition Project, with no change to the contract payment limit of $500,000; and to change the contract identification from On-Call Environmental Services, Countywide, to Downtown Martinez Jail Demolition Project [Project No.: 4500-6X5885]. (District V)

FISCAL IMPACT:
100% County General Fund

BACKGROUND:
On March 15, 2012, the Board of Supervisors approved a three-year, on-call contract with ICF Jones and Stokes, Inc. (Contractor), in an amount not to exceed $500,000 for On-Call Environmental Services. Contractor has provided on-call environmental services for multiple projects.

On March 3, 2015, due to the County's need for services beyond the initial

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Trina Torres, 925. 313-2176

cc:

BACKGROUND: (CONT'D)

contract expiration date of February 28, 2015, the contract term was extended to August 31, 2016 to complete on-call environmental services for the following: 1) County Old Downtown Jail Facility, Martinez CA and 2) West County Detention Facility Expansion.

On July 19, 2016, due to the County's need for services beyond the initial contract extended expiration date of August 31, 2016, the contract term was extended to December 31, 2016 to complete on-call environmental work associated with 1) County Old Downtown Jail Facility, Martinez CA and 2) West County Detention Facility Expansion.

On January 10, 2017, due to the County's need for services beyond the initial contract extended expiration date of December 31, 2016, the contract term was extended to June 30, 2017 to complete on-call environmental work associated with the County Old Downtown Jail Facility, Martinez CA.

Due to the County's need for continued services beyond the initial contract expiration date of June 30, 2017, the contract term needs to be extended to complete environmental services associated with the County Old Downtown Jail Facility, Martinez CA. Also, since the remaining work is specifically for the County Old Downtown Jail Facility, Martinez CA, the Contract identification needs to be changed from On-Call Environmental Services to a new specific name of Downtown Martinez Jail Demolition Project.

All other terms and conditions of the original Contract, Contract Amendment No. 1, Amendment No. 2, Amendment No. 3, and this amendment between the County and the Contractor shall remain in full force and effect.

CONSEQUENCE OF NEGATIVE ACTION:

If the amendment is not approved, the remaining work will not be completed to obtain necessary environmental clearances which may jeopardize funding and cause delays with construction.

ATTACHMENTS

(06-20-17) ICF-Amendment #4

Contra Costa County
Standard Form L-7
Revised 2014

CONTRACT AMENDMENT AGREEMENT
(Purchase of Services – Long Form)

Number: F4507302
Fund/Org: 4500
Account: 6X5885
Other:

1. **Identification of Contract to be Amended**.

   Number: F4507302

   Effective Date: March 15, 2012

   Department: Public Works Department

   Subject: Downtown Martinez Jail Demolition Project

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

   Contractor: ICF Jones & Stokes, Inc.

   Capacity: Delaware Corporation

   Address: 620 Folsom Street, Suite 200 San Francisco, CA

3. **Amendment Date.** The effective date of this Contract Amendment Agreement is June 20, 2017.

4. **Amendment Specifications.** The Contract identified above is hereby amended as set forth in the "Amendment Specifications" attached hereto which are incorporated herein by reference.

5. **Signatures**. These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS	ATTEST: Clerk of the Board of Supervisors
By: _____ Chair/Designee	By: _____ Deputy

CONTRACTOR

Signature A Name of business entity: ICF Jones & Stokes, Inc., a Delaware Corporation	Signature B Name of business entity: ICF Jones & Stokes, Inc., a Delaware Corporation
By: _____ (Signature of individual or officer)	By: _____ (Signature of individual or officer)
_____ (Print name and title A, if applicable)	_____ (Print name and title B, if applicable)

Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

Contra Costa County
Standard Form L-2
Revised 2014.2

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

By: _____
Designee

FORM APPROVED BY COUNTY COUNSEL

By: _____
Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By: _____
Designee

AMENDMENT SPECIFICATIONS

Amendment No. 4

ICF Jones & Stokes, Inc.
(March 15, 2012 – Completion)

Due to County's need for Contractor's continued services, in exchange for the mutual promises set forth in this Amendment, County and Contractor agree to amend the Contract as follows:

1. Section I Contract Identification (Subject) "On-Call Environmental Services, Countywide" is deleted in its entirety and replaced with "Downtown Martinez Jail Demolition Project."

2. The Term set forth in Section 3 (Term) of the Contract is hereby extended from June 30, 2017 to a new termination date of "Upon Completion."

3. Section VIII (Limited Scope) of the Service Plan is deleted in its entirety and replaced with the following:

   "VIII. LIMITED SCOPE
   County and Consultant agree that notwithstanding the extension of the term of this Agreement effected by Amendment No. 4, the only work to be performed by Consultant under this Agreement is the completion of Consultant's work specifically for Downtown Martinez Jail Demolition Project, Project No. 4500-6X5885"

All other terms and conditions referenced in the original Contract entered into on March 15, 2012; Amendment No. 1 entered into on March 3, 2015; Amendment No. 2 entered into on July 19, 2016; and Amendment No. 3 entered into on January 10, 2017 between County and Contractor, not modified by this Amendment No. 4, shall remain in full force and effect.

Initials: _____ _____
Contractor County Dept.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Amendment to Purchase Order with CDW Government Inc.

RECOMMENDATION(S):
Approve and authorize the Purchasing Agent, on behalf of the Health Services Department, to execute an amendment to Purchase Order #F004427 with CDW Government Inc., to increase the payment limit by $240,000 to a new payment limit of $700,000 for the purchase of scanners, printers, projectors, laptops, mobile devices, and minor computer parts, with no change in the original term of July 1, 2016 through June 30, 2018.

FISCAL IMPACT:
100% Funding is included in the Hospital Enterprise Fund I Budget.

BACKGROUND:
CDW-Government provides Health Services Information Technology with computer related hardware including scanners, printers, projectors, laptops, mobile devices, and minor computer parts. Routine replacements and new equipment will be used in our Hospital and Clinics including the Contra Costa Regional Medical Center and Health Centers, Registration, Public Health, Mental Health, Environmental Health, Medical Records, Patient Billing, Contra Costa Health Plan, Finance and Administration Divisions.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Anna Roth, 925-370-5101

cc: Tasha Scott, Renee Nunez

CONSEQUENCE OF NEGATIVE ACTION:

Failure to replace scanners, printers, mobile devices, and minor hardware will increase the risk of unexpected failure. This could impact productivity at some locations including patient care at the hospital, health clinic locations, and key departments.

Contra
Costa
County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #74-233-2 with Estelita Marquez-Floyd, M.D.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #74-233-2 with Estelita Marquez-Floyd, M.D., an individual, in an amount not to exceed $266,240, to provide outpatient psychiatric services at the East County Mental Health Clinic, for the period from July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 50% Federal Medi-Cal; 50% Mental Health Realignment (No rate increase)

BACKGROUND:
On June 21, 2016, the Board of Supervisors approved Contract #74-233-1 with Estelita Marquez-Floyd, M.D., for the provision of outpatient psychiatric services; including, but not limited to: diagnosing, counseling, evaluating, and providing medical and therapeutic treatment to children and adolescents at the East County Mental Health Clinic, for the period from July 1, 2016 through June 30, 2017.

Approval of Contract #74-233-2 will allow the Contractor to continue providing outpatient psychiatric services at the East County Mental Health Clinic through June 30, 2018.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

Contact: Cynthia Belon, 925-957-5201

By: , Deputy

cc: E SUISALA, M WILHELM

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's clients will not have access to Contractor's psychiatric services.

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: June 20, 2017

Subject: Contract #24-681-2(33) with God's Grace Caring Home, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #24-681-2(33) with God's Grace Caring Home, Inc., a corporation, in an amount not to exceed $358,800, to provide augmented board and care services, for the period from July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 100% Mental Health Realignment funds. (Rate increase)

BACKGROUND:
This Contract meets the social needs of the County's population by providing augmentation of room and board, and twenty-four hour emergency residential care and supervision, to eligible mentally disordered clients, who are specifically referred by the Mental Health Program staff, and who are served by County Mental Health Services.

On May 24, 2016, the Board of Supervisors approved Contract #24-681-2(31), as amended by Amendment Amendment #24-681-2(32) with Susan Martinez (dba God's Grace Homes), for the period from July 1, 2016 through June 30, 2017, for the provision of augmented board

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

Contact: Cynthia Belon, 925-957-5201

By: , Deputy

cc: E Suisala, M Wilhelm

BACKGROUND: (CONT'D)

and care services for County-referred mentally disordered clients.

Approval of Contract #24-681-2(33) will allow the Contractor to continue providing augmented board and care services, through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, augmented board and care services will not be provided to County-referred mentally disordered clients by this Contractor.

Contra
Costa
County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #74–317-14 with Alternative Family Services, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #74–317-14 with Alternative Family Services, Inc., a non-profit corporation, in an amount not to exceed $1,005,370, to provide Multidimensional Treatment Foster Care (MTFC) services to Seriously Emotionally Disturbed (SED) youth and their families, for the period from July 1, 2017 through June 30, 2018. This Contract includes a six-month automatic extension through December 31, 2018, in an amount not to exceed $502,685.

FISCAL IMPACT:
This Contract is funded 50% Federal Medi-Cal; 50% County Mental Health Realignment. (Rate increase)

BACKGROUND:
This Contract meets the social needs of County's population in that it provides MTFC services to SED youth who are in foster care or in Intensive Treatment Foster Care homes, and their families, including mental health services, medication support, and crisis intervention.

On June 21, 2016, the Board

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

Contact: Cynthia Belon, 925-957-5201

By: , Deputy

cc: E Suisala, M Wilhelm

BACKGROUND: (CONT'D)

of Supervisors approved Novation Contract #74-317-12, (as amended by Amendment Agreement #74-317-13) with Alternative Family Services, Inc., for the period from July 1, 2016 through June 30, 2017, with a six-month automatic extension through December 31, 2017, for the provision of a MTFC program for SED adolescents. Approval of Novation Contract #74-317-14 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, multidimensional treatment foster care services for seriously emotionally disturbed youth and their families will not be provided.

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: June 20, 2017

Subject: Contract #24-312-37 with Asian Community Mental Health Board

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #24–312–37 with Asian Community Mental Health Board, a non-profit corporation, in an amount not to exceed $154,500 to provide interpretation, case management and advocacy services, for Southeast Asian refugees in West Contra Costa County, for the period from July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 100% Mental Health Realignment. (No Rate increase)

BACKGROUND:
According to the National Standards for Culturally Appropriate Services in Health Care, health care organizations are required to provide language assistance services, at no cost, to each patient with limited English proficiency, as well as to patients who use sign language to communicate. The provision of language assistance services is also required by State law and regulations.

On July 19, 2016,

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

Contact: Cynthia Belon, 925-957-5201

By: , Deputy

cc: E Suisala, M Wilhelm

BACKGROUND: (CONT'D)

the Board of Supervisors approved Contract #24–312–36 with Asian Community Mental Health Board, for the provision of translation services to Southeast Asian refugees in West Contra Costa County, for the period from July 1, 2016 through June 30, 2017.

Approval of Contract #24–312–37 will allow the Contractor to continue providing interpretation, case management and advocacy services, through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Southeast Asian refugees in West County will not receive translation, case management and advocacy services regarding their healthcare.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #23-616 with Collective Medical Technologies

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, a Master Subscription Agreement Contract #23-616 and related order forms with Collective Medical Technologies, Inc., in an amount not to exceed $660,000 for the purchase of software licenses, subscription, and maintenance for two healthcare data sharing applications, for the period of June 1, 2017 through May 31, 2020.

FISCAL IMPACT:
100% Funding is included in the Hospital Enterprise Fund I Budget (Community Connect Project)

BACKGROUND:
The Health Services Department will use the vendor's emergency department information exchange (EDIE) software application to support the Community Connect Project to identify in real-time patients who are seen in the Emergency Department (ED). The EDIE platform integrates with other hospital's emergency departments in the greater Bay Area Region. By sharing this information, providers at CCRMC will be able to see services rendered, reduce duplicate work-ups (labs, imaging, etc) at other Bay Area ED. Having this information is expected to improve the outcomes

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: David Runt, 925-313-6228

cc: Tasha Scott, Marcy Wilhelm, Renee Nunez

BACKGROUND: (CONT'D)

of lives of patients seen at CCRMC who are also seen in other ED's.

The Health Services Department will use the vendor's Pre-Manage software application to support the Community Connect Project to help early identification of patients who can best be served by case managers within the Community Connect program. As a result of that early identification, a case manager will be notified in real-time when the patient registers at a hospital, who can then push actionable and individualized information about the patient to downstream hospital providers. Not only that, but the patient's care providers may also be notified in real-time of patient discharge so that the provider may follow-up with the patient shortly after they are released, drastically reducing the likelihood of that patient's readmission. All in support of better patient outcomes.

The contract obligates the County to indemnify and defend the vendor from losses occurring as a result of County's breach of the Master Subscription Agreement. Under the Master Subscription Agreement, the vendor's liability to third parties is limited to its insurance limits - $5,000,000.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the above license and subscription services will cause CCHS to not meet a July 1 Go-Live requirement for the Community Connect Project. CCHS will lose $920,000 in funding.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: Contract with Hinderliter, de Llamas and Associates

RECOMMENDATION(S):
APPROVE and AUTHORIZE the County Administrator, or designee to execute a contract with Hinderliter, de Llamas and Associates in amount of $425,000 for sales tax monitoring and information services for the period of July 1, 2017 to June 30, 2020.

FISCAL IMPACT:
The contract costs are based on two factors; a flat fee annually for sales tax information/technical assistance and 15% of all revenue received by the County as a result of a contractor's audit. Historically, the County has recovered substantially more revenues than the cost of this contract. (100% General Fund)

BACKGROUND:
Hinderliter, de Llamas and Associates (HdL) was founded in 1983 by Robert Hinderliter, a former finance director and city administrator of Commerce, California. Mr. Hinderliter developed California's first computerized sales tax management program and secured the legislation that allows independent verification of the State Board of Equalization's allocation of sales tax revenues to local governments.

CONSEQUENCE OF NEGATIVE ACTION:
The County's ability to recover mis-allocated sales and use tax revenue will be reduced.

CHILDREN'S IMPACT STATEMENT:
No impact.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Timothy Ewell, 925-335-1036

By: , Deputy

cc:

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #26-935-16 with David Kleinerman, M.D.

RECOMMENDATION(S):
Approve and authorize the Health Services Director or his designee, to execute, on behalf of the County, Contract #26-935-16 with David Kleinerman, M.D., an individual, in an amount not to exceed $1,635,000, for the provision of urology services at Contra Costa Regional Medical and Health Centers (CCRMC), for the period from August 1, 2017 through July 31, 2020.

FISCAL IMPACT:
This Contract is funded 100% Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:
On September 9, 2014, the Board of Supervisors approved Contract #26-935-14 (as amended by Administrative Amendment #26-935-15) with David Kleinerman, M.D., for the provision of urology services, including but not limited to: clinic coverage, consultation, training, surgical procedures and on-call services at CCRMC for the period from August 1, 2014 through July 31, 2017.

Approval of Contract #26-935-16 will allow the Contractor to continue providing urology services at CCRMC, through July 31, 2020.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Samir Shah, M.D., 925-370-5525

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring urology services at CCRMC will not have access to Contractor's services.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: FISCAL YEAR 2017/18 COUNTY DISPUTE RESOLUTION PROGRAM

RECOMMENDATION(S):
APPROVE and AUTHORIZE the County Administrator, or designee, to execute two contracts, one with the Congress of Neutrals for $120,000 and one with the Center for Human Development for $60,000, in a total amount not to exceed $180,000 for the County Dispute Resolution Program for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
$180,000 for the period July 1, 2017 through June 30, 2018; 100% Restricted Dispute Resolution funds. No Net County Costs. Program costs offset by $8.00 filing fee on civil actions filed in the Superior Court.

BACKGROUND:
The Dispute Resolution Program Act of 1986 (Business and Professional Code Sections 465, et seq.) provided for the establishment and funding, at County option, of local dispute resolution services as an alternative to formal court proceedings. The Act authorized participating counties to increase Superior, Municipal and Justice Courts filing fees from one to three dollars for the purpose of funding local dispute resolution programs.

On January 1, 1987, the Board approved the County's participation in the program and authorized a three dollar increase in court filing fees. The Dispute Resolution Advisory Committee was created by the Board to consider implementation strategies and funding guidelines appropriate for Contra Costa County.

From 1989 through 1998, the Advisory Committee solicited proposals for funding under the Dispute Resolution Programs Act of 1986. The purpose of the funding is to encourage the establishment and use of local dispute

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

Contact: Timothy Ewell, 925-335-1036

By: , Deputy

cc:

resolution services as an alternative to formal Court proceedings. The program operates under the provisions of the Dispute Resolution Programs Act.

In 1998, the State updated the California Dispute Resolution Program Act and authorized counties to allocate up to $8.00 from filing fees to generate new revenues for these local programs. Effective January 1, 1999, the dispute resolution portion of the civil filing fee in Contra Costa County increased from $3.00 to $8.00. The increase was approved by the Board of Supervisors pursuant to a request by the Superior Court.

The following is a brief description of each program:

BACKGROUND: (CONT'D)

Center for Human Development - $60,000

General Dispute Resolution – Community Mediation Project will provide mediation and conciliation to landlords and tenants, consumers and merchants, neighbors, public agencies, citizen groups, families, animal disputes, family transition, and organizations. Specialty services include group facilitation, mediator training, real estate mediation, conflict resolution skills training for agencies, and business mediation and consultation. ($15,000)

Guardianship Mediation will continue to offer mediation services with a panel of two mediators to clients referred by the Courts for resolution of child custody and visitation issues in Guardianship Matter. Mediations will be held in the A.F. Bray Courthouse in Martinez. Services include referral, telephone conciliation, and mediation. ($45,000)

Congress of Neutrals - $120,000

General Dispute Resolution – Victim Offender Reconciliation Project (VORP) Program - will continue to provide a community-based restorative justice program for juvenile offenders. The Congress will provide mediation between certain non-chronic, non-violent juvenile offenders and their victims to obtain civil restitution in proceedings under the Welfare and Institutions Code. ($25,000)

Small Claims/Civil Harassment/Unlawful Detainer Mediation for all branches of the Superior Court; to improve court efficiency; assist court staff and reduce court caseload. Introduce disputants to the principles of conciliation and negotiated settlement; mediations will be done at the court, prior to the court hearing and/or on the day of the court hearing. The Congress will recruit and train community volunteers, certified law students and attorneys as mediators. This project will continue the Superior Court's high quality of Alternative Dispute Resolution and conflict management programs. ($90,000)

Family Law Contempt for the Martinez Division of the Superior Court; to improve court efficiency, assist bench officers and court staff; to support the District Attorney, the Public Defender and other agencies of Contra Costa County involved with cases where failure to pay family support becomes a contempt proceeding against the payor in default. To provide mediation and facilitated negotiation; to reduce court caseloads, and introduce disputants to the principles of conciliation and negotiated settlement; mediations to be done on the day of the court hearing; to recruit and train community volunteers, law students, attorneys as mediators; to serve all areas of Contra Costa County; and to continue Contra Costa County's high quality ADR and conflict management programs. ($5,000)

CONSEQUENCE OF NEGATIVE ACTION:

The 2017/18 County Dispute Resolution program will not implemented resulting in a service reduction in several areas to the citizens of Contra Costa County.

CHILDREN'S IMPACT STATEMENT:

Several of the dispute resolution/mediation services target better outcomes for children, including the Guardianship mediation and Victim Offender Reconciliation programs.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: CONTRACT WITH CONTRA COSTA COUNTY BAR ASSOCIATION FOR PROVISION OF CRIMINAL CONFLICT DEFENSE SERVICES

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with the Contra Costa County Bar Association in an amount not to exceed $4,800,000 for fiscal year 2017-18 and in an amount not to exceed $5,000,000 for fiscal year 2018-19 to continue to provide mandated criminal conflict defense and other legal services for the period July 1, 2017 through June 30, 2019.

FISCAL IMPACT:

Costs are budgeted for fiscal year 2017/18 in General Fund Budget Unit 0248 – Conflict Defense Services, administered by the County Administrator. The proposed contract includes an amount not to exceed $4,800,000 for fiscal year 2017-18 and an amount not to exceed $5,000,000 for fiscal year 2018-19 to continue to provide mandated criminal conflict defense and other legal services

BACKGROUND:

Since 1983, the County has contracted with the Contra Costa County Bar Association for the provision of conflict defense services. The County developed the Criminal Conflicts Program with the Bar in response to the escalating cost of conflict defense services under the old system of court-appointed counsel. Subsequently, in FY 1991/92, the Public Defender created an Alternate Defender's Office to handle some of the conflict cases. The cases referred to the Bar Association generally represent multiple co-defendant cases in which the Alternate Defender's Office can represent only one co-defendant, but may include other cases in which the Public Defender and Alternate Defender are unavailable.

The contract

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Timothy Ewell, 925-335-1036

cc:

BACKGROUND: (CONT'D)

with the Bar Association for conflict defense services includes only the costs associated with representing criminal and delinquency cases referred to the Bar Association through a written affidavit of conflict by the Public Defender and the Alternate Defender. Additionally, the County is required to pay for legal services in juvenile immigration cases. In prior years, the contract also provided for legal representation in juvenile dependency cases. County-provided juvenile dependency services were terminated by the Superior Court in July 2008.

Approval of the contract allows the Bar Association to continue providing services through June 30, 2019. The proposed contract maintains the current rate structure in fiscal year 2017-18 and increases rate by 4% in fiscal year 2018-19. The increase will be built into the FY 2018/19 budget.

CONSEQUENCE OF NEGATIVE ACTION:

Payment of criminal conflict attorney services is a mandated County cost. If the recommended action is not approved, the contract with the Bar Association will terminate as of June 30, 2017 and the County will continue to be obligated to pay the Bar for cases previously assigned to the Bar and still in progress. The appointment and payment of private attorneys for new cases in which the Public Defender and Alternate Defender are not available will revert to the court-appointed method used prior to the Bar Association contract -- a less efficient and more costly alternative. All active and new criminal and delinquency conflict cases will be referred to the courts for appointment of defense counsel.

Contra
Costa
County

To: Board of Supervisors

From: Sharon Offord Hymes, Risk Manager

Date: June 20, 2017

Subject: Contract with Todd Boley, Attorney at Law

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Director of Risk Management to execute a contract with Todd Boley, Attorney at Law, for legal services including tort litigation defense for the period of July 1, 2017 through June 30, 2018, in accordance with a specified fee schedule.

FISCAL IMPACT:
Legal costs are paid through the General Liability Internal Service Fund.

BACKGROUND:
This legal firm was selected for its experience and expertise in particular areas of legal defense. Risk Management assigns cases to the firm for defense of claims.

CONSEQUENCE OF NEGATIVE ACTION:
The County will not have the benefit of the firm's legal expertise.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Sharon Hymes-Offord
(925) 335-1450

cc:

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Extension/Amendment #23-455-11 with Xerox Consultant Company

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract Amendment Agreement #23-455-11 with Xerox Consultant Company, a corporation, effective April 1, 2017, to amend Contract #23-455-8 (as amended by Amendment/Extension Agreements #23-455-9 and #23-455-10), to increase the payment limit by $976,000 from $1,833,000 to a new payment limit of $2,809,000, and change corporation from Xerox Consultant Company to Conduent Healthcare Provider Consulting Solutions, Inc., and extend the termination date from June 30, 2017 to June 30, 2018.

FISCAL IMPACT:
This amendment is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:
On June 16, 2015, the Board of Supervisors approved Contract #23-455-8 (as amended by Amendment/Extension Agreements #23-455-9 and #23-455-10), with Xerox Consultant Company, Inc., for the provision of consulting and technical support for the Department's Information Systems Unit, for the period from July 1, 2015 through June 30, 2017.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: David Runt, 925-335-8700

cc: K Cyr, M Wilhelm

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #23-455-11 will allow the Contractor to continue to provide consulting and technical support for the Department's Information Systems Unit and will allow the Contractor to provide services under the new business name of Conduent Healthcare Provider Consulting Solutions, Inc., through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, Information Systems Unit will not have access to Contractor's services, contract term will not be extended and Contractor's name will not be updated on the current contract.

Contra Costa County

To: Board of Supervisors

From: Sharon Offord Hymes, Risk Manager

Date: June 20, 2017

Subject: Contract with Ah Hing dba Risk Management Outsourcing, LLC

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Director of Risk Management to execute a contract with Ah Hing dba Risk Management Outsourcing, LLC, to provide risk management services on behalf of Contra Costa County for the period from July 1, 2017 through June 30, 2018 in an amount not to exceed $118,987.66.

FISCAL IMPACT:
Costs for risk management related services are charged out to operating departments through the Internal Service Funds.

BACKGROUND:
Risk Management Outsourcing, LLP, has the experience and expertise needed to: 1) develop self-insured workers' compensation and liability premium charges for Departments based on payroll and losses; 2) obtain and organize data for actuarial reviews of the County's self-insurance programs; 3) develop insurance requirements, indemnification and other provisions to protect the County in contracts with Departments; 4) work with Departments and public contracting parties to develop reasonable alternatives to standard form contract insurance requirements; 6) obtain and organize underwriting information required

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Sharon Hymes-Offord
(925) 335.1450

cc: Dianne Dinsmore, Human Resources Director

BACKGROUND: (CONT'D)

by the County's excess property, general liability, medical malpractice, bonding, aircraft, and workers' compensation insurance carrier; 7) prepare forms for filing of risk management information required by state and federal regulatory agencies. This job has been growing and the County will be adding a position in FY 2017-18 to handle this function and transfer in-house by the end of FY 2017-18.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be able to ensure compliance with risk management and safety information required by state and federal regulatory agencies.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #76-583 with Universal Hospital Services, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #76-583 with Universal Health Services, Inc., a corporation, in an amount not to exceed $150,000, to provide preventative maintenance and repair services on the Mesa Temperature Monitoring System, GCX End User Devices, Metro Flow EMR Workstations and HUGS Infant Security System at Contra Costa Regional Medical and Health Centers (CCRMC) for the period from June 1, 2017 through May 31, 2018.

FISCAL IMPACT:
This Contract is funded 100% Hospital Enterprise Fund I.

BACKGROUND:
Under Contract #76-583, the Contractor will provide preventative maintenance and repair services on Mesa Temperature Monitoring System, GCX End User Devices, Metro Flow EMR Workstations and HUGS Infant Security System at CCRMC, for the period from June 1, 2017 through May 31, 2018.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract is not approved, County will not have repair and preventative maintenance services provided by the Contractor.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Anna Roth, 925-370-5101

cc: K Cyr, M Wilhelm

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Extension/Amendment #23-545-5 with Syntrix Consulting Group, LLC

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract Extension/Amendment Agreement #23-545-5 with Syntrix Consulting Group, LLC, a limited liability company, effective June 15, 2017, to amend Contract #23-545-2 (as amended by #23-545-3 and #23-545-4), to increase the payment limit by $332,500, from $580,000 to a new payment limit of $912,500, and extend the termination from June 30, 2017 to June 30, 2018.

FISCAL IMPACT:
This amendment is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:
On June 9, 2015, the Board of Supervisors approved Contract #23-545-2 (as amended by Amendment/Extension Agreements #23-545-3 and #23-545-4) with Syntrix Consulting Group, LLC for the provision of consulting with respect to data analytics and reporting for the Electronic Medical Records System, for the period from July 1, 2015 through June 30, 2017.

Approval of Contract Extension/Amendment Agreement #23-545-5 will allow the Contractor to provide additional consulting services, through June 30, 2018.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: David Runt, 925-335-8700

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this extension/amendment is not approved, the Information Systems Unit will not have access to the analytics and reporting services needed for the Electronic Medical Records Systems through June 30, 2018.

Contra
Costa
County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #74-476-3 with Consumers Self-Help Center

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #74-476-3 with Consumer Self-Help Center, a non-profit corporation, in an amount not to exceed $255,620, to provide a Patients' Rights Program for the period from July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 100% Mental Health Realignment. (No rate increase)

BACKGROUND:
This Contract meets the social needs of County's population by providing a State-mandated Patients' Rights Advocacy Program, including general advocacy and training services, Certification Review Hearing services, and Reise Capacity Hearing services.

On July 19, 2016, the Board of Supervisors approved Contract #74-476-2 with Consumers Self-Help Center, for the provision of a Patients' Rights Program for the period from July 1, 2016 through June 30, 2017.

Approval of Contract #74-476-3 will allow the Contractor to

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Cynthia Belon, 925-957-5201

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

continue providing a Patients' Rights Program through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not have a Patients' Rights Advocacy Program and will be out of compliance with the performance contract with the State Department of Health Care Services, placing funding for the Department's mental health programs at risk.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #26-458-23 with AYA Healthcare, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract #26-458-23 with AYA Healthcare, Inc., a corporation, in an amount not to exceed $700,000, to provide temporary nursing services for Contra Costa Regional Medical Center and Contra Costa Health Centers (CCRMC), for the period from July 1, 2017 through June 30, 2018.

FISCAL IMPACT:
This Contract is funded 100% Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:
On March 14, 2017, the Board of Supervisors approved Contract #26-458-21(as amended by Amendment Agreement #26-458-22) with AYA Healthcare, Inc., to provide temporary nursing services at CCRMC, for the period from September 1, 2015 through June 30, 2017.

Approval of Contract #26-458-23 will allow the Contractor to continue providing temporary nursing services, to cover during temporary absences and a shortage of nurses in critical areas at CCRMC through June 30, 2018.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Anna Roth, 925-370-5101

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring nursing services at CCRMC will not have access to Contractor's services.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Contract #22–219–60 with Compass Group USA, Inc. (dba Bateman Community Living)

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #22-219-60 with Compass Group USA, Inc. (dba Bateman Community Living), a corporation, in an amount not to exceed $2,831,211, to provide meal services for County's Senior Nutrition Program for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018 in an amount not to exceed $707,083.

FISCAL IMPACT:
This Contract is 100% federally funded, under Title III C 1 and Title III C 2 of the Federal Older Americans Act of 1965. No County funds are required. (Rate Increase)

BACKGROUND:
This Contractor was selected to provide meals for the Senior Nutrition Program through a competitive bid process conducted by the County's General Services Department (Purchasing). This Contract meets the social needs of the County's population. Contractor will provide prepackaged, frozen meals, on 249 County-designated serving days, for elderly, disabled,

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Daniel Peddycord, 925-313-6712

cc: Detra Morgan, Marcy Wilhelm

BACKGROUND: (CONT'D)

and AIDS/HIV diagnosed citizens of Contra Costa County.

On August 2, 2016, the Board of Supervisors approved Contract #22–219–58 (as amended by Contract Amendment #22-219-59), with Compass Group USA, Inc. (dba Compass Group Foodservice), now known as Compass Group USA, Inc. (dba Bateman Community Living), for the period from July 1, 2016 through June 30, 2017, with a three-month automatic extension through September 30, 2017, for the provision of meal services for County's Senior Nutrition Program.

Approval of Contract #22–219 60 replaces the automatic extension under the prior contact and will allow the Contractor to continue providing services through June 30, 2018 This Contract includes modifications to County's standard indemnification clause.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the elderly, disabled, and AIDS/HIV diagnosed citizens of Contra Costa County participating in the Senior Nutrition Program may not receive the appropriate meals or nutrition.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Extension #26-445-14 with Aaron K. Hayashi, M.D., Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Contract Extension Agreement #26-445-14 with Aaron K. Hayashi, M.D., Inc., a professional corporation, effective June 15, 2017, to extend the termination date from June 30, 2017 to September 30, 2017 with no change in the payment limit of $2,028,000.

FISCAL IMPACT:
None, there is no change in the Contract Payment Limit of $2,028,000. This Contract is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:
On May 13, 2014, the Board of Supervisors approved Contract #26-445-10 (as amended by Amendment Agreements #26-445-11 through #26-445-13), with Aaron K. Hayashi, M.D., Inc., for the provision of radiology services including, but not limited to: consultation, on-call coverage and interpretation of CT Scans, MRIs, Ultrasounds, invasive procedures and plain films for Contra Costa Regional Medical Center and Health Centers, for the period from July 1, 2014 through June 30, 2017.

Approval of Contract Extension Agreement #26-445-14 will allow the Contractor to continue providing radiology services through September 30, 2017.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

By: , Deputy

Contact: Samir Shah, M.D., 925-370-5525

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this extension is not approved, Contractor will not continue to provide services.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: CONTINUATION OF LOCAL EMERGENCIES ARISING OUT OF JANUARY/FEBRUARY 2017 STORM DAMAGE

RECOMMENDATION(S):
CONTINUE the emergency actions originally taken by the Board of Supervisors effective January 19 and February 14, 2017 regarding the hazardous conditions caused by a series of severe rainstorms in Contra Costa County.

FISCAL IMPACT:
This action is necessary to maintain eligibility for Contra Costa County and its cities to receive disaster relief funds to cover costs of the emergency response and damage repairs needed as a result of the significant storm events in early January 2017 that continued into February. The initial damage estimates for the County from the January 6 -10, 2017 storms are estimated at $9.5 million; additional damage from the February storms has not yet been estimated. The County does not currently have funds designated for the response and repair of the storm damages and has, therefore, applied for relief funds.

BACKGROUND:
Conditions of extreme peril to the safety of persons and property have arisen within the County, caused by a series of severe rainstorms that began in January 2017 and have continued into February, and have led to widespread flooding, mudslides, sinkholes and damage to public buildings, flood control facilities and roadways, including the collapse of a portion of Alhambra Valley Road at Pinole Creek, caused by a massive sinkhole.

These conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of the County. The initial damage estimate encompasses the County's response and cleanup of various sites throughout the county and estimated costs to repair damages from the storm. The estimate includes road infrastructure, flood control

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc:

BACKGROUND: (CONT'D)

>

infrastructure, public building facilities and park and recreation facilities. The majority of the damage occurred on or along rural county roads. The largest and most significant damage occurred on Alhambra Valley Road at Pinole Creek, and on Morgan Territory Road in Clayton, where there were washouts of the roads. Flood control infrastructure also experienced storm related damage. Public building and park facilities suffered minimal impact from the storm. A slideshow illustrating the storm damage can be accessed at this link: January 2017 Storm Damage Slideshow .

The effects of the storms continue to be dynamic. Since the Board's original emergency declaration of January 19, Public Works Department crews have been responding to isolated mudslides, localized flooding, downed trees and drainage issues throughout the county, along with intermittent road closures including Marsh Creek Road, Morgan Territory Road, and a partial closure at Alhambra Valley Road at Ferndale Road. There have additionally been isolated issues related to County buildings/facilities including 50 Douglas Drive, 12000 Marsh Creek Rd (Detention Facility) and the County Hospital. Public Works crews continue to respond to items as they are reported. On March 7, 2017, the Board of Supervisors declared a local emergency and authorized the Public Works Director to proceed in the most expeditious manner with the Morgan Territory Road slide repair project.

Government Code Section 8630 requires that, for a body that meets weekly, the need to continue the emergency declaration be reviewed at least every 30 days until the local emergency is terminated, which shall occur at the earliest possible date that conditions warrant. Since the conditions that warranted proclamations of an emergency persist, it is appropriate for the Board to continue the local emergency actions regarding the hazardous conditions caused by storm damage.

CONSEQUENCE OF NEGATIVE ACTION:

Pursuant to Resolution No. 2017/404, the proclamation of local emergencies by the Board of Supervisors on January 19 and February 14, 2017 (Resolutions No. 2017/404 and 2017/65) cannot remain in effect more than 30 days unless they are reviewed and continued by the Board of Supervisors.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

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:
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.

Government Code Section 8630 requires 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 June 6, 2017, the Board of Supervisors reviewed and approved the emergency declaration.

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

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: June 20, 2017

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

Contact: Enid Mendoza, (925) 335-1039

By: , Deputy

cc:

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Operations Update of the Employment and Human Services Department, Community Services Bureau

RECOMMENDATION(S):
ACCEPT the May 2017 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 communication 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: **06/20/2017** ☐ APPROVED AS RECOMMENDED ☐ OTHER

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

By: , Deputy

Contact: Elaine Burres, 313-1717

cc:

ATTACHMENTS

CSB May 2017 CAO Report

CSB May 2017 HS Fiscal

CSB May 2017 EHS Fiscal

CSB May 2017 EHS CC Partnership Fiscal

CSB May 2017 Credit Card

CSB May 2017 LIHEAP

CSB May 2017 Menu

CSB May 2017 CACFP Report

CSB May 2017 Community Assessment

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: May 2017

Camilla Rand, M.S.
Director

TOP WORK PLACES 2010

Good News Update/Accomplishments

- On May 22, the Head Start Regional Office held its semi-annual School Readiness meeting with Community Services Bureau (CSB) Child Development program leaders and content managers. These meetings typically include a review of program data and a discussion on CSB's plans to use this data to revise annual School Readiness Goals for the next program year, plan for professional development, and address the needs of families and children through program initiatives. This meeting's focus also included an articulation of how CSB ensures curriculum fidelity and support to children's social-emotional needs.
- Kathy Gallagher, EHSD Director, with Camilla Rand, Community Services Bureau (CSB) Director, and Katharine Mason, Division Manager, visited two (2) CSB Head Start centers. The two (2) CSB child development centers visited were Los Arboles Child Development center in Oakley which serves children 18 months through entrance to Kindergarten and Ambrose Infant/Toddler center in Bay Point, serving infants 6 weeks through 36 months old. At each center Kathy toured the classroom, meeting staff and children at the centers.
- Isabel Renggenathen, Assistant Director, along with the CalFresh Partner Group did a presentation to the Board of Supervisors on May 9 in observation of CalFresh Awareness Month. Members present were from the Food Bank, the Economic Opportunity Council, the Multi-Faith Action Coalition and First 5 Contra Costa. The presentation was focused on garnering Board support, the purpose of partner group formation, areas of risk and current involvement of projects to support CalFresh outreach such as CalFresh Express, Medi-Cal Mailings, Free/Reduced School Lunch and Benefits CalWIN and Get Fresh application submission.
- On May 4, all recently hired or promoted CSB Supervisors and Managers received an overview of CSB's Progressive Discipline and Chronological Supervision System so that they are better able to organize and facilitate supervision, recognition, staff development and progressive discipline of staff. Over twenty-five (25) managers/supervisors participated in this training. Refresher trainings on this topic will be held annually in the fall for all CSB Managers/Supervisors.
- Two (2) Community Services Bureau Teachers applied for and were accepted into the California Early Childhood Mentor Program through Diablo Valley College. Each teacher will mentor and supervise early childhood education students from DVC in their classroom. The DVC students will receive mentoring in classroom practicum as they complete their college courses.
- CSB held the Health and Nutrition Services Advisory Committee Luncheon in April. Twenty-three (23) participants from CSB and collaborative agencies were given the opportunity to problem solve current barriers to the access of medical and dental services that our families face, as well as share current and upcoming resources and services available in the community.

1470 Civic Court, Suite 200
Concord, CA 94520
Tel 925 681 6300
Fax 925 313 8301
www.cccounty.us/ehsd

- CSB in collaboration with Child Health and Disability Prevention Program (CHDP) co-facilitated two (2) hearing and two (2) vision screening certification trainings (approximately twenty (20) participants per training) for a combination of healthcare providers in the community and CSB staff. In order to meet the needs of both the community and CSB, one (1) additional hearing/vision training has been scheduled for June. Certification for healthcare providers and CSB staff contributes to an increased number of hearing and vision screenings administered to children ages 3-5 in our community.
- A Summer Safety Newsletter was created to remind parents of health and safety concerns that are more common in warm weather. The newsletter was distributed to all part day families prior to the end of the school year. Full day families will receive the newsletter prior to the end of their school year.
- The following three (3) exciting and successful parent engagement opportunities that were offered to CSB families are coming to an end for this school year:
  1) Make Parenting a Pleasure which is a research based parent curriculum – participating families learned practical stress management and communication skills; gained a greater understanding of their child; learned effective parenting skills and positive approaches to discipline; and built a support network.
  2) Family Financial Fitness training in collaboration with Community Financial Resources - families learned about the importance of developing money management techniques to include smart savings habits, building home budgets, managing cash flow, understanding and building credit, and finding the best option to build assets.
  3) English as a Second Language – participating families received instruction to advance their English conversational skills, grammar, reading, writing, pronunciation and vocabulary.

  We are in the process of evaluating the above parent engagement activities with the intent to expand in the 2017-18 school year, so additional families may also benefit from these valuable learning experiences.
- The Teachers Learning and Collaborating (TLC) 2016-17 Program ended on May 12 with nineteen (19) participants receiving a certificate of completion. TLC was started in September 2015 as an approach to Practice Based Coaching. Three (3) consultants were hired as coaches to work closely with the participants on implementing strategies for improving or refining teaching practices. Participants also had an opportunity to share and reflect individually or collectively on their teaching practices. The participants shared how TLC helped them grow personally and professionally. Their testimonies were a reflection of their coaches' work with them.
- CSB and the Economic Opportunity Council (EOC) released the Community Action survey to the public in an effort to obtain information on the needs of the community, which will be included in the 2018-19 Community Action Plan. The Plan is due to the Department of Community Services and Development (CSD) at the end of June 2017.
- On May 1-5, 2017, EOC chair, Ajit Kaushal, and CSB employee, Mele Tupou Lolohea, attended the California Community Action Partnership Association (CalCAPA) Conference in Long Beach. The conference focused on information about 2017 CSBG Budget and opportunities for agencies to exchange experiences, plans, get advice, network, and strengthen partnerships.

cc: Policy Council Chair
Family & Human Services Committee
Nicole Porter, ACF

- 2017 funding will remain the same as year 2016 for the Low Income Energy Assistance Program (LIHEAP) and Weatherization programs. The newly released 2018 proposed federal budget calls for the elimination of LIHEAP and CSBG funds. The EOC had an opportunity to celebrate Community Action month and educate the Board on CSBG funding and the support it provides to the community at the May 23 Board Meeting.

I. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 100.9 %
- Early Head Start enrollment: 100.6%
- Early Head Start Child Care Partnership enrollment: 100%
- Head Start Average Daily Attendance: 83%
- Early Head Start Average Daily Attendance: 86%
- Early Head Start Child Care Partnership Attendance: 86%
- Stage 2: 288 families and 449 children
- CAPP: 91 families and 145 children
- In total: 397 families and 594 children
- Incoming transfers from Stage 1: 22 families and 27 children
- LIHEAP: 284 households have been assisted
- Weatherization: 30 units

b. Staffing:

- During the month of May, CSB hired substitute teachers to build a viable substitute pool. The Bureau continues to recruit and hire substitute teachers to ensure adequate adult-child ratio in its child care classrooms. The Bureau continues to struggle to hire fully qualified teaching staff and is looking into exploring new outreach and recruitment strategies. CSB is asking the County HR Department to help develop strategies to recruit teachers.
- CSB has started the hiring process for an Intermediate Clerk-Project and is in the process of scheduling interviews.

c. Union issues:

- On May 8, 2017, CSB and the Business Agent for PEU Local 1, Line Staff Unit and Site Supervisors Unit held a Meet & Confer to discuss changes to the program and impact it will have on staff. An agreement was reached between the Bureau and the Union.

II. Emerging Issues and Hot Topics:

- The President's proposed federal budget called for the elimination of CSBG and LIHEAP funds (see above), which would mean an impact of $4.5 million in this county. The budget flat-lines Head Start and Early Head Start, relinquishing the 1% COLA just granted but does not decrease it further. There is no funding for block-granting in this budget.

cc: Policy Council Chair
Family & Human Services Committee
Nicole Porter, ACF

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2017 HEAD START PROGRAM
April 2017 Expenditures

1 DESCRIPTION	2 YTD Actual	3 Total Budget	4 Remaining Budget	5 % YTD
a. PERSONNEL	$ 1,317,669	$ 4,126,426	$ 2,808,757	32%
b. FRINGE BENEFITS	764,016	2,525,961	1,761,945	30%
c. TRAVEL	-	-	-	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	15,842	207,200	191,358	8%
f. CONTRACTUAL	1,444,797	6,860,154	5,415,357	21%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	320,994	1,371,343	1,050,349	23%
I. TOTAL DIRECT CHARGES	**$ 3,863,318**	**$ 15,091,084**	**$ 11,227,766**	**26%**
j. INDIRECT COSTS	280,889	878,928	598,039	32%
k. TOTAL-ALL BUDGET CATEGORIES	**$ 4,144,207**	**$ 15,970,012**	**$ 11,825,805**	**26%**
In-Kind (Non-Federal Share)	*$ 816,059*	*$ 3,992,503*	*$ 3,176,444*	*20%*

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2017 HEAD START PROGRAM
April 2017 Expenditures

1	2	3	4	5	6	7
	Jan-17 thru Mar-17	Actual Apr-17	Total YTD Actual	Total Budget	Remaining Budget	% YTD
a. Salaries & Wages (Object Class 6a)						
Permanent 1011	875,671	278,535	1,154,206	3,049,246	1,895,040	38%
Temporary 1013	103,918	59,545	163,463	1,077,180	913,717	15%
a. PERSONNEL (Object class 6a)	**979,588**	**338,080**	**1,317,669**	**4,126,426**	**2,808,757**	**32%**
b. FRINGE BENEFITS (Object Class 6b)						
Fringe Benefits	599,025	164,991	764,016	2,525,961	1,761,945	30%
b. FRINGE (Object Class 6b)	**599,025**	**164,991**	**764,016**	**2,525,961**	**1,761,945**	**764,016**
e. SUPPLIES (Object Class 6e)						
1. Office Supplies	7,053	(9,938)	(2,885)	50,100	52,985	-6%
2. Child and Family Services Supplies (Includesclassroom Supplies)	12,704	142	12,845	28,200	15,355	46%
4. Other Supplies	-	-	-	-	-	
Computer Supplies, Software Upgrades, Computer Replacemen	1,850	680	2,529	93,400	90,871	3%
Health/Safety Supplies	765	-	765	5,000	4,235	15%
Mental helath/Diasabilities Supplies	82	12	93	600	507	16%
Miscellaneous Supplies	742	1,315	2,057	21,200	19,143	10%
Emergency Supplies	-	-	-	4,500	4,500	0%
Household Supplies	93	343	436	4,200	3,764	10%
TOTAL SUPPLIES (6e)	**23,288**	**(7,446)**	**15,842**	**207,200**	**191,358**	**8%**
f. CONTRACTUAL (Object Class 6f)						
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)	4,593	3,579	8,172	35,000	26,828	23%
2. Health/Disabilities Services	-	-	-	-	-	
Estimated Medical Revenue from Medi-Cal (Org 1432 - credit)	-	-	-	(218,500)	(218,500)	0%
Health Consultant	11,250	3,214	14,465	45,700	31,235	32%
5. Training & Technical Assistance - PA11	-		-	-	-	
Interaction	-	-	-	3,000	3,000	0%
Diane Godard ($50,000/2)	6,250	-	6,250	11,000	4,750	57%
Josephine Lee ($35,000/2)	2,550	1,110	3,660	14,800	11,140	25%
7. Delegate Agency Costs			-	-	-	
First Baptist Church Head Start PA22	132,151	145,652	277,803	2,081,154	1,803,351	13%
First Baptist Church Head Start PA20	-	-	-	8,000	8,000	0%
8. Other Contracts	-		-	-	-	
FB-Fairgrounds Partnership (Wrap)	11,605	6,704	18,309	80,600	62,291	23%
FB-Fairgrounds Partnership	28,800	14,175	42,975	183,600	140,625	23%
FB-E. Leland/Mercy Housing Partnership	-	-	-	54,000	54,000	0%
Martinez ECC (18 HS slots x $225/mo x 12/mo)	18,000	9,000	27,000	108,000	81,000	25%
YMCA of the East Bay (20 HS slots x $225/mo x 12/mo)	9,000	-	9,000	54,000	45,000	17%
Child Outcome Planning and Administration (COPA/Nulinx)	4,715	839	5,554	17,500	11,946	32%
Enhancement/wrap-around HS slots with State CD Program	2,488	1,029,121	1,031,609	4,382,300	3,350,691	24%
f. CONTRACTUAL (Object Class 6f)	**231,403**	**1,213,394**	**1,444,797**	**6,860,154**	**5,415,357**	**21%**
h. OTHER (Object Class 6h)						
2. Bldg Occupancy Costs/Rents & Leases	88,469	34,319	122,788	316,200	193,412	39%
4. Utilities, Telephone	61,337	24,912	86,248	275,000	188,752	31%
5. Building and Child Liability Insurance	2,770	-	2,770	3,500	731	79%
6. Bldg. Maintenance/Repair and Other Occupancy	2,129	2,896	5,025	35,000	29,975	14%
8. Local Travel (55.5 cents per mile effective 1/1/2012)	5,919	2,441	8,361	36,000	27,639	23%
9. Nutrition Services			-	-	-	
Child Nutrition Costs	74,312	27,652	101,965	450,000	348,035	23%
(CCFP & USDA Reimbursements)	(95,310)	(22,807)	(118,117)	(200,000)	(81,883)	59%
13. Parent Services			-	-	-	
Parent Conference Registration - PA11	-	-	-	1,000	1,000	0%
Parent Resources (Parenting Books, Videos, etc.) - PA11	-	-	-	700	700	0%
PC Orientation, Trainings, Materials & Translation - PA11	1,577	472	2,049	5,700	3,651	36%
Policy Council Activities	-	-	-	1,000	1,000	0%
Parent Activities (Sites, PC, BOS luncheon) & Appreciation	619	-	619	1,000	381	62%
Child Care/Mileage Reimbursement	2,163	1,765	3,928	12,700	8,772	31%
14. Accounting & Legal Services			-	-	-	
Auditor Controllers	973	-	973	4,000	3,027	24%
Data Processing/Other Services & Supplies	2,906	1,950	4,856	20,000	15,144	24%
15. Publications/Advertising/Printing			-	-	-	
Outreach/Printing	75	-	75	-	(75)	
Recruitment Advertising (Newspaper, Brochures)	7,142	-	7,142	2,000	(5,142)	357%
16. Training or Staff Development	-		-	-	-	
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC,	2,612	2,430	5,042	10,598	5,556	48%
Staff Trainings/Dev. Conf. Registrations/Memberships - PA11	9,672	6,160	15,832	18,000	2,168	88%
17. Other						
Site Security Guards	6,274	3,621	9,895	32,000	22,105	31%
Dental/Medical Services	-	-	-	1,000	1,000	0%
Vehicle Operating/Maintenance & Repair	10,879	4,643	15,522	77,000	61,478	20%
Equipment Maintenance Repair & Rental	12,746	8,846	21,592	167,000	145,408	13%
Dept. of Health and Human Services-data Base (CORD)	839	-	839	12,000	11,161	7%
Other Operating Expenses (Facs Admin/Other admin)	13,510	10,081	23,590	89,945	66,355	26%
h. OTHER (6h)	**211,613**	**109,382**	**320,994**	**1,371,343**	**1,050,349**	**23%**
I. TOTAL DIRECT CHARGES (6a-6h)	**2,044,917**	**1,818,401**	**3,863,318**	**15,091,084**	**11,227,766**	**26%**
j. INDIRECT COSTS	**184,523**	**96,366**	**280,889**	**878,928**	**598,039**	**32%**
k. TOTALS (ALL BUDGET CATEGORIES)	**2,229,440**	**1,914,767**	**4,144,207**	**15,970,012**	**11,825,805**	**26%**
Donación de mercancías y servicios (In- Kind)	***337,367***	***478,692***	816,059	***3,992,503***	***3,176,444***	***20%***

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2017 EARLY HEAD START PROGRAM
April 2017 Expenditures

1 DESCRIPTION	2 YTD Actual	3 Total Budget	4 Remaining Budget	5 % YTD
a. PERSONNEL	$ 179,311	$ 513,707	$ 334,396	35%
b. FRINGE BENEFITS	104,147	352,873	248,726	30%
c. TRAVEL	-	-	-	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	140	29,700	29,560	0%
f. CONTRACTUAL	711,385	2,422,286	1,710,901	29%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	18,926	76,344	57,418	25%
I. TOTAL DIRECT CHARGES	$ 1,013,909	$ 3,394,910	$ 2,381,001	30%
j. INDIRECT COSTS	41,288	109,420	68,132	38%
k. TOTAL-ALL BUDGET CATEGORIES	**$ 1,055,197**	**$ 3,504,330**	**$ 2,449,133**	**30%**
In-Kind (Non-Federal Share)	*$ 263,799*	*$ 876,083*	*$ 612,283*	*30%*

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2017 EARLY HEAD START PROGRAM
April 2017 Expenditures

1	2	3	4	5	6	7
	Jan-17 thru Mar-17	Actual Apr-17	Total YTD Actual	Total Budget	Remaining Budget	% YTD
Expenditures						
a. Salaries & Wages (Object Class 6a)						
Permanent 1011	122,999	38,453	161,452	436,303	274,851	37%
Temporary 1013	14,255	3,604	17,859	77,404	59,545	23%
a. PERSONNEL (Object class 6a)	**137,254**	**42,056**	**179,311**	**513,707**	**334,396**	**35%**
b. FRINGE (Object Class 6b)	**78,063**	**26,084**	**104,147**	**352,873**	**248,726**	**30%**
e. SUPPLIES (Object Class 6e)						
1. Office Supplies	425	(2,438)	(2,013)	3,000	5,013	-67%
2. Child and Family Serv. Supplies/classroom Su	1,821	38	1,859	3,500	1,641	53%
4. Other Supplies	-	-	-		-	
Computer Supplies, Software Upgrades, Com	-	-	-	19,500	19,500	0%
Health/Safety Supplies	-	-	-	2,500	2,500	0%
Miscellaneous Supplies	44	249	293	1,200	907	24%
Household Supplies	-	-	-	-	-	
e. SUPPLIES (Object Class 6e)	**2,290**	**(2,150)**	**140**	**29,700**	**29,560**	**0%**
f. CONTRACTUAL (Object Class 6f)						
2. Health/Disabilities Services	-	-	-		-	
Health Consultant	4,822	1,378	6,199	18,300	12,101	34%
5. Training & Technical Assistance - PA11	-		-			
Interaction	-	-	-	10,500	10,500	0%
Josephine Lee ($35,000/2)	2,550	1,110	3,660	14,000	10,340	26%
8. Other Contracts						
FB-Fairgrounds Partnership	9,800	4,900	14,700	58,800	44,100	25%
FB-E. Leland/Mercy Housing Partnership	21,000	10,500	31,500	126,000	94,500	25%
Apiranet	-	97,200	97,200	379,200	282,000	26%
Crossroads	-	-	-	77,000	77,000	0%
Martinez ECC	11,200	5,600	16,800	67,200	50,400	25%
Child Outcome Planning & Admini. (COPA/Nu	680	-	680	3,000	2,320	23%
Enhancement/wrap-around HS slots with Stat	348,052	192,594	540,646	1,668,286	1,127,640	32%
f. CONTRACTUAL (Object Class 6f)	**398,104**	**313,282**	**711,385**	**2,422,286**	**1,710,901**	**29%**
h. OTHER (Object Class 6h)						
2. Bldg Occupancy Costs/Rents & Leases	327	133	460	1,500	1,040	31%
(Rents & Leases/Other Income)	-	-	-	-	-	
4. Utilities, Telephone	526	387	913	4,000	3,087	23%
5. Building and Child Liability Insurance	-	-	-	-	-	
6. Bldg. Maintenance/Repair and Other Occupa	132	276	408	1,500	1,092	27%
8. Local Travel (55.5 cents per mile)	1,179	437	1,616	5,300	3,684	30%
9. Nutrition Services	-	-	-	-	-	
Child Nutrition Costs	239	162	401	1,000	599	40%
(CCFP & USDA Reimbursements)	(307)	(74)	(381)	-	381	
13. Parent Services	-					
PC Orientation, Trainings, Materials & Transl	351	264	615	1,700	1,085	36%
Policy Council Activities	-	-	-	1,000	1,000	0%
Parent Activities (Sites, PC, BOS luncheon) &	-	-	-	1,000	1,000	0%
Child Care/Mileage Reimbursement	262	949	1,211	500	(711)	242%
14. Accounting & Legal Services	-					
Auditor Controllers	-	-	-	1,000	1,000	0%
Data Processing/Other Services & Supplies	651	326	977	2,300	1,323	42%
15. Publications/Advertising/Printing	-					
Recruitment Advertising (Newspaper, Brochur	-	-	-	100	100	
16. Training or Staff Development	-					
Agency Memberships (WIPFLI, Meeting Fee	6	1,500	1,506	10,200	8,694	15%
Staff Trainings/Dev. Conf. Registrations/Men	5,725	773	6,498	28,244	21,746	23%
17. Other	-					
Vehicle Operating/Maintenance & Repair	3,310	240	3,550	10,000	6,450	35%
Equipment Maintenance Repair & Rental	72	34	105	2,000	1,895	5%
Other Operating Expenses (Facs Admin/Othe	708	338	1,046	5,000	3,954	21%
Other Departmental Expenses	-	-	-	-	-	
h. OTHER (6h)	**13,180**	**5,746**	**18,926**	**76,344**	**57,418**	**25%**
I. TOTAL DIRECT CHARGES (6a-6h)	**628,892**	**385,017**	**1,013,909**	**3,394,910**	**2,381,001**	**30%**
j. INDIRECT COSTS	**25,592**	**15,696**	**41,288**	**109,420**	**68,132**	**38%**
k. TOTALS - ALL BUDGET CATEGORIES	**654,484**	**400,713**	**1,055,197**	**3,504,330**	**2,449,133**	**30%**
Non-Federal Match (In-Kind)	**163,621**	**100,178**	**263,799**	***876,083***	**612,283**	**30%**

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
EARLY HEAD START- CC PARTNERSHIP
April 2017 Expenditures

1 DESCRIPTION	2 YTD Actual	3 Total Budget	4 Remaining Budget	5 % YTD
a. PERSONNEL	$ 240,006	$ 291,503	$ 51,497	82%
b. FRINGE BENEFITS	155,333	203,871	48,538	76%
c. TRAVEL	-	-	-	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	11,013	24,800	13,787	44%
f. CONTRACTUAL	374,904	756,000	381,096	50%
g. CONSTRUCTION			-	0%
h. OTHER	37,286	64,699	27,413	58%
I. TOTAL DIRECT CHARGES	$ 818,541	$ 1,340,873	$ 522,332	61%
j. INDIRECT COSTS	80,030	60,956	(19,074)	131%
k. TOTAL-ALL BUDGET CATEGORIES	**$ 898,571**	**$ 1,401,829**	**$ 503,258**	**64%**
In-Kind (Non-Federal Share)	***$ 199,317***	***$ 270,207***	***$ 70,890***	***74%***

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
EARLY HEAD START- CC PARTNERSHIP
April 2017 Expenditures

1	2	3	4	5	6	7
	Jan-17 thru Mar-17	Actual Apr-17	Total YTD Actual	Total Budget	Remaining Budget	% YTD
Expenditures						
a. Salaries & Wages (Object Class 6a)						
Permanent 1011	92,219	48,283	236,251	287,813	51,562	82%
Temporary 1013	-	-	3,754	3,690	(64)	
a. PERSONNEL (Object class 6a)	**92,219**	**48,283**	**240,006**	**291,503**	**51,497**	**82%**
b. FRINGE BENEFITS (Object Class 6b)						
Fringe Benefits	63,359	30,696	155,333	203,871	48,538	76%
b. FRINGE (Object Class 6b)	**63,359**	**30,696**	**155,333**	**203,871**	**48,538**	**76%**
e. SUPPLIES (Object Class 6e)						
1. Office Supplies	1,455	(66)	3,439	4,600	1,161	75%
2. Child and Family Serv. Supplies/classroom Supplies	2,914	-	6,671	18,400	11,729	36%
4. Other Supplies	-					
Computer Supplies, Software Upgrades, Comp Replac	43	-	588	1,200	612	49%
Health/Safety Supplies	-	-	-	-	-	
Miscellaneous Supplies	17	34	196	400	204	49%
Household Supplies	46	-	118	200	82	59%
e. SUPPLIES (Object Class 6e)	**4,475**	**(32)**	**11,013**	**24,800**	**13,787**	**44%**
f. CONTRACTUAL (Object Class 6f)						
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contract	-	-	-	10,000	10,000	0%
8. Other Contracts	-					
Contra Costa Child Care Council	129,000	-	167,521	318,050	150,529	53%
First Baptist (20 slots x $450)	27,480	9,160	82,440	142,950	60,510	58%
Child Outcome Planning and Administration (COPA/Nu	403	-	1,104	2,000	896	55%
Carryover		113,485	117,782	260,000	142,218	45%
Loss of Subsidy	6,056	-	6,056	23,000	16,944	26%
f. CONTRACTUAL (Object Class 6f)	**162,938**	**122,645**	**374,904**	**756,000**	**381,096**	**50%**
h. OTHER (Object Class 6h)						
2. Bldg Occupancy Costs/Rents & Leases	2,709	2,097	5,407	9,300	3,893	58%
4. Utilities, Telephone	3,836	1,451	7,325	12,900	5,575	57%
5. Building and Child Liability Insurance	-	-	-	-	-	
6. Bldg. Maintenance/Repair and Other Occupancy	1,479	123	3,543	3,900	357	91%
8. Local Travel (54 cents per mile)	150	200	1,647	2,700	1,053	61%
13. Parent Services	-	-	-	-	-	0%
Parent Activities (Sites, PC, BOS luncheon) & Apprecia	-	-	70	100	30	70%
14. Accounting & Legal Services	-					
Legal (County Counsel)	-	-	-	500	500	0%
Data Processing/Other Services & Supplies	433	145	1,297	2,000	703	65%
15. Publications/Advertising/Printing	-	-	-	-	-	
16. Training or Staff Development	-					
Staff Trainings/Dev. Conf. Registrations/Memberships	3,093	675	12,838	25,907	13,069	50%
17. Other	-	-	-	-	-	
Equipment Maintenance Repair & Rental	2,668	157	4,891	6,000	1,109	82%
Other Operating Expenses (Facs Admin/Other admin)	57	335	267	1,392	1,125	19%
h. OTHER (6h)	**14,425**	**5,182**	**37,286**	**64,699**	**27,413**	**58%**
I. TOTAL DIRECT CHARGES (6a-6h)	**337,417**	**206,775**	**818,541**	**1,340,873**	**522,332**	**61%**
j. INDIRECT COSTS	**9,015**	**15,341**	**80,030**	**60,956**	**(19,074)**	**131%**
k. TOTALS - ALL BUDGET CATEGORIES	**346,431**	**222,116**	**898,571**	**1,401,829**	**503,258**	**64%**
Non-federal Match In-Kind	***70,000***	***33,317***	***199,317***	***270,207***	***70,890***	***74%***

Salaries charged to Traini and Technical Assistance
April 2017

	Salaries	Benefits	
Erika Ramirez	3,208.13	2,182.01	
Julia Kittle-White	4,863.44	2,147.27	
Isabel Renggenathan	4,756.66	3,464.58	
TOTAL	**12,828.23**	**7,793.86**	
	7,696.94	4,676.32	12,373.25

COMMUNITY SERVICES BUREAU
SUMMARY CREDIT CARD EXPENDITURE

Agency: Community Services Bureau

Month: April 2017

Credit Card: Visa/U.S. Bank

Authorized Users	
C. Rand, Bureau Dir	xxxx8798
K. Mason, Div Mgr	xxxx2364
C. Reich, Div Mgr	xxxx4959
S. Kim, Sr. Business Systems Analyst	xxxx1907
C. Johnson, AD	xxxx0220
J. Rowley, AD	xxxx2391
P. Arrington, AD	xxxx3838
I. Renggenathen, AD	xxxx2423
R. Radeva, PSA III	xxxx1899
Corporate Acct. Number	xxxx5045

Acct. code	Stat. Date	Card Account #	Amount	Program	Purpose/Description
2100	04/24/17	xxxx1907	36.96	FACS Mental Health Program	Office Exp
2100	04/24/17	xxxx1907	1,205.56	EHS-CC Partnership	Office Exp
2100	04/24/17	xxxx1907	1,369.33	Child Care Svs Program	Office Exp
2100	04/24/17	xxxx2391	228.36	Operation CSPP-FD	Office Exp
			2,840.21		
2150	04/24/17	xxxx0220	513.92	EHS Basis Grant	Food
			513.92		
2170	04/24/17	xxxx0220	67.88	HS Basic Grant	Household Expense
2170	04/24/17	xxxx0220	2,030.62	EHS Basis Grant	Household Expense
			2,098.50		
2251	04/24/17	xxxx1907	359.88	Child Care Svs Program	Computer Software Cost
			359.88		
2300	04/24/17	xxxx4959	117.88	Com Svc Block Grant	Transportation & Travel
			117.88		
2303	04/24/17	xxxx4959	48.94	Com Svc Block Grant	Other Travel Employees
2303	04/24/17	xxxx1907	188.80	HS Basic Grant	Other Travel Employees
2303	04/24/17	xxxx1907	188.80	Child Care Svs Program	Other Travel Employees
2303	04/24/17	xxxx8798	657.60	HS Basic Grant	Other Travel Employees
2303	04/24/17	xxxx8798	657.60	EHS-CC Partnership	Other Travel Employees
2303	04/24/17	xxxx3838	2,000.00	Child Dev Misc Grants	Other Travel Employees
2303	04/24/17	xxxx1899	1,278.38	HS Basic Grant	Other Travel Employees
2303	04/24/17	xxxx1899	1,278.38	EHS Basis Grant	Other Travel Employees
2303	04/24/17	xxxx1899	(95.34)	HS Basic Grant	Other Travel Employees
2303	04/24/17	xxxx1899	(95.34)	EHS Basis Grant	Other Travel Employees
2303	04/24/17	xxxx2391	2,083.35	Child Dev Misc Grants	Other Travel Employees
2303	04/24/17	xxxx0220	1,018.68	Child Dev Misc Grants	Other Travel Employees
			9,209.85		
2467	04/24/17	xxxx1907	895.00	Indirect Admin Costs	Training & Registration
			895.00		
2477	04/24/17	xxxx4959	2,585.96	EHS-CC Partnership	Educational Supplies
2477	04/24/17	xxxx2391	2,665.01	Child Dev Misc Grants	Educational Supplies
2477	04/24/17	xxxx0220	316.84	George Miller Concord Site Costs	Educational Supplies
			5,567.81		
2490	04/24/17	xxxx1899	1,220.00	Indirect Admin Costs	Misc Services/Supplies
			1,220.00		
		Total	22,823.05		

CAO Monthly Report
CSBG and Weatherization Programs
Year-to-Date Expenditures
As of April 30, 2017

1. 2017 LIHEAP WX
Contract # 17B-3005
Term: Oct. 1, 2016 - Dec. 31, 2017
Amount: WX $ 495,581

Total Contract	$	850,529
Expenditures		(27,701)
Balance	$	822,828
Expended		3%

2. 2017 LIHEAP ECIP/EHA 16
Contract # 17B-3005
Term: Oct. 1, 2016 - Dec. 31, 2017
Amount: EHA 16 $ 776,386

Total Contract	$	776,386
Expenditures		(264,044)
Balance	$	512,342
Expended		34%

4. 2017 COMMUNITY SERVICES BLOCK GRANT (CSBG)
Contract # 17F-2007
Term: Jan. 1, 2017 - December 31, 2017
Amount: $ 846,479

Total Contract	$	846,479
Expenditures		(137,086)
Balance	$	709,393
Expended		16%

fldr/fn:CAO Monthly Reports/WX YTD Exp-CAO Mo Rprt 04-2017

May 2017 – COMMUNITY SERVICES BUREAU PRESCHOOL MENU

MEATLESS MONDAY	JAMMIN TUESDAY	KIDS FAVE WEDNESDAY	VEGGIE THURSDAY	PICNIC FRIDAY
1 **BREAKFAST** FRESH APPLE CORN CHEX CEREAL **LUNCH** **** VEGGIE SKETTI WITH WHOLE GRAIN SPAGHETTI, DICED CARROTS, ZUCCHINI, MUSHROOMS, & SHREDDED CHEESE*** BROCCOLI FLORETS WITH VEGETABLE DRESSING FRESH KIWI **PM SNACK** GRAHAM CRACKERS 1% LOW-FAT MILK	2 **BREAKFAST** FRESH ORANGE WHOLE WHEAT BAGEL LOW-FAT CREAM CHEESE **LUNCH** ****WHITE CHICKEN CHILI*** (diced chicken, white beans, tomatoes, cheese, & light sour cream) FRESH STRAWBERRIES CORN TORTILLA CHIPS **PM SNACK** FRIENDS TRAIL MIX (kix, cheerios, chex, raisins, pretzels, & dried apricots) 1% LOW-FAT MILK	3 **BREAKFAST** FRESH BANANA CHEERIOS **LUNCH** ***SLOPPY JOE*** (GROUND TURKEY) MEXICALI CORN FRESH APPLE WHOLE GRAIN HAMBURGER BUN **PM SNACK** WHOLE GRAIN FISH CRACKERS 1% LOW-FAT MILK	4 **BREAKFAST** APPLESAUCE WHOLE WHEAT CINNAMON BREAD **LUNCH** ***CHIPOTLE BEANS*** (black beans, kidney beans, chunky salsa, green chilies, sour cream, & cheddar cheese) SHREDDED LETTUCE & TOMATOES FRESH ORANGE CORN TORTILLA CHIPS **PM SNACK** BROCCOLI & CAULIFLOWER FLORETS COTTAGE CHEESE RANCH DIP	5 "Cinco de Mayo" **BREAKFAST** FRESH TANGERINE RICE CHEX CEREAL **LUNCH** ***"MEXICAN CHICKEN SALAD"*** (corn kernels, green peas, cilantro lime juice, chilies, mayo) JICAMA STICKS FRESH STRAWBERRIES WHEAT CRACKERS **PM SNACK** WHOLE GRAIN BANANA BREAD 1% LOW-FAT MILK
8 **BREAKFAST** FRESH KIWI BRAN CEREAL **LUNCH** ***WHOLE GRAIN ROTINI & CHEESE*** RAINBOW COLE SLAW FRESH APPLE **PM SNACK** WHOLE GRAIN BUG BITE CRACKERS 1% LOW-FAT MILK	9 **BREAKFAST** FRESH ORANGE RAISIN BREAD WITH SUNBUTTER **LUNCH** ****GROUND TURKEY & SPANISH RICE*** (ground turkey, green peppers, tomatoes, tomato paste, & brown rice) FRESH STRAWBERRIES **PM SNACK** FRESH BANANA 1% LOW-FAT MILK	10 **BREAKFAST** PINEAPPLE TIDBITS WHOLE WHEAT BAGEL LOW-FAT CREAM CHEESE **LUNCH** ***CHICKEN CHILAQUILES WITH CORN TORTILLA CHIPS*** JICAMA STICKS MANGO CHUNKS **PM SNACK** HUMMUS WHOLE GRAIN PITA BREAD 1% LOW FAT MILK	11 **BREAKFAST** FRESH KIWI BREAKFAST BURRITO (eggs, salsa & whole wheat tortilla) **LUNCH** ****LIMA BEANS WITH CARROTS*** FRESH APPLE SLICES HOMEMADE WHOLE GRAIN CORNBREAD **PM SNACK** BROCCOLI FLORETS & BELL PEPPER STRIPS WHEAT THIN CRACKERS RANCH DRESSING	12 **BREAKFAST** FRESH STRAWBERRIES CORNFLAKES **LUNCH** ***TURKEY WRAP WITH LOW-FAT CREAM CHEESE*** SPINACH LEAVES, SHREDDED CARROTS & BELL PEPPERS FRESH CANTALOUPE WHOLE WHEAT TORTILLA **PM SNACK** LETS GO FISHING TRAIL MIX (crispix, pretzels, fish & cheese crackers) 1% LOW-FAT MILK
15 **BREAKFAST** FRESH ORANGE RICE CHEX CEREAL **LUNCH** ****VEGETABLE CHILI*** (kidney beans, tomatoes, bulgur wheat, yogurt, & cheddar cheese) FRESH APPLE WHEAT CRACKERS **PM SNACK** WHOLE GRAIN ANIMAL CRACKERS 1% LOW-FAT MILK	16 **BREAKFAST** FRESH KIWI WHOLE WHEAT ENGLISH MUFFIN LOW-FAT CREAM CHEESE **LUNCH** ***FILIPINO CHICKEN ADOBO*** BROCCOLI FLORETS REDUCED FAT RANCH DRESSING FRESH TANGERINE BROWN RICE **PM SNACK** CUCUMBER SLICES & BABY CARROTS COTTAGE CHEESE DIP	17 **BREAKFAST** FRESH BANANA KIX CEREAL **LUNCH** ***TURKEY TACOS WITH CHEESE*** SHREDDED LETTUCE & TOMATOES MANGO CHUNKS SOFT MINI TACO **PM SNACK** FRESH ORANGE HARD BOILED EGG	18 **BREAKFAST** FRESH STRAWBERRIES WHOLE WHEAT CINNAMON BREAD **LUNCH** ***BLACKEYE PEAS*** CREAMY COLESLAW & CRANBERRIES FRESH CANTALOUPE HOMEMADE WHOLE WHEAT CORNBREAD **PM SNACK** CARROT & ZUCCHINI STICKS REDUCED FAT RANCH DRESSING WHEAT CRACKERS	19 **BREAKFAST** FRESH BANANA CHEERIOS **LUNCH** ***TURKEY & SWISS CHEESE*** MAYO & MUSTARD DRESSING LEAFY GREEN LETTUCE & TOMATO SLICES FRESH APPLE WHOLE WHEAT BREAD **PM SNACK – NUTRITION EXPERIENCE** ANTS ON A LOG CELERY STICKS, SUNBUTTER & RAISINS 1% LOW-FAT MILK
22 **BREAKFAST** FRESH KIWI CORN CHEX **LUNCH** ****VEGGIE PITA POCKET*** (shredded cheese, fresh hard boiled egg toss salad mix & cucumbers) RANCH DRESSING FRESH STRAWBERRIES WHOLE WHEAT PITA BREAD **PM SNACK** FRESH APPLE SUNBUTTER	23 **BREAKFAST** FRESH ORANGE WHOLE WHEAT BAGEL LOW-FAT CREAM CHEESE **LUNCH** ***B.B.Q. TURKEY BURGER*** SPINACH SALAD WITH RASBERRY DRESSING FRESH APPLE WHOLE WHEAT HAMBURGER BUN **PM SNACK** GRAHAM CRACKERS 1% LOW-FAT MILK	24 **BREAKFAST** PINEAPPLE CHUNKS HOMEMADE ZUCCHINI BREAD **LUNCH** ****VIETNAMESE CHICKEN SALAD*** (diced chicken, shredded cabbage & carrots) FRESH KIWI BROWN RICE **PM SNACK - NUTRITION EXPERIENCE** FISH SNACK (celery sticks, goldfish crackers & cream cheese) 1% LOW-FAT MILK	25 **BREAKFAST** FRESH BANANA CINNAMON OATMEAL WITH VANILLA & RAISINS **LUNCH** ****MEXICAN PIZZA*** (refried beans, tomato paste & salsa) MOZZARELLA CHEESE MANGO CHUNKS WHOLE WHEAT FLOUR TORTILLA **PM SNACK** CUCUMBER & TOMATO SALAD WITH ITALIAN DRESSING WHEAT CRACKERS	26 **BREAKFAST** FRESH KIWI WHOLE WHEAT CHEESE TOAST **LUNCH** ***CURRY CHICKEN SALAD*** BABY CARROTS (no dressing) FRESH STRAWBERRIES WHOLE WHEAT PITA POCKET BREAD **PM SNACK** FRUIT SALSA (diced peaches, pineapple tidbits & red pell peppers) CORN TORTILLA CHIPS
29 memorial DAY	30 **BREAKFAST** FRESH ORANGE RICE CHEX CEREAL **LUNCH** ***ABC SANDWICH*** (sunbutter & cheese slice) CARROT STICKS(NO DRESSING) FRESH APPLE SLICES WHOLE WHEAT BREAD **PM SNACK** FRESH STRAWBERRIES LOW-FAT YOGURT	31 **BREAKFAST** FRESH KIWI KIX CEREAL **LUNCH** ****CHILI RICE*** (ground turkey, corn, tomatoes, chilies, rice, & cheddar cheese) FRESH CANTALOUPE **PM SNACK** STRING CHEESE PINEAPPLE TIDBITS	HAPPY MOTHER'S DAY!	**ALL BREAKFAST & LUNCH SERVED WITH 1% LOW-FAT MILK** *Indicates vegetable included in main dish **WATER IS OFFERED THROUGHOUT THE DAY**

EMPLOYMENT & HUMAN SERVICES DEPARTMENT
COMMUNITY SERVICES BUREAU
CHILD NUTRITION FOOD SERVICES
CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED
FY 2016-2017

Month covered	2017 March
Approved sites operated this month	15
Number of days meals served this month	23
Average daily participation	816
Child Care Center Meals Served:	
Breakfast	14,629
Lunch	18,768
Supplements	13,605
Total Number of Meals Served	47,002

fldr/fn:2017 CAO Monthly Reports

2017 – 2021 COMMUNITY SERVICES BUREAU
COMMUNITY ASSESSMENT EXECUTIVE SUMMARY

Purpose and Objective

- CSB conducts an annual Community Assessment to provide a complete profile of the current economic, health, safety and educational status of the estimated 64,668 children age 0-4 and their families who call Contra Costa County home.
- The Community Assessment is a multi-phase, ongoing process of data collection and assimilation that describes community strengths, needs and resources, and integrally involves the Head Start Policy Council, the Contra Costa County Board of Supervisors and active parents.
- Findings are used to revise programmatic approaches, optimize and coordinate service delivery across resources, and keep the Policy Council and Board of Supervisors informed.

Methodology

- A wide variety of data collection techniques and sources are used to conduct the Community Assessment. Federal and state agency data sources, internal programmatic data sources, local committees, commissions and community-based entities' utilization data, Community Care Licensing reports, and collaboration with McKinney-Vento Local Education Agency Liaisons helps provides reliable and regularly updated estimates of residents and conditions by geography, information about the demand for and utilization of childcare, and the number and location of age-eligible children experiencing homelessness.

Population Profile

- Since 2010, the population of Contra Costa County has grown 5% to 1,096,068, compared to 3% in California.
- Since 2009 the largest growth has been among Latino residents (up 46,918 or 20.7%), Asian residents (up 30,836 or 22.6%), and White residents (up 30,816 or 4.9%).
- In 2015, 31% (79,511) of the county's 260,864 children are under 6 and 15% (37,787) are under 3. About 6% (64,668) of all residents are 0-4 year olds, compared to 7% in the state overall. The zip codes of 94565 (89,712), 94509 (64,406), 94806 (60,627) and 94513 (58,399) are the most populous and home to the largest population of children under 5 with 27% (17,654) of the county's 64,668 0-4 year olds.

Economic Profile

- Median family income is $95,824 countywide, with lower medians in San Pablo, Antioch, Concord, Oakley, Pittsburg and Richmond. In 2015, 11% of individuals, 8% of families, 14% of children and 12% of families with children live below the FPL.
- Contra Costa's January 2017 unemployment rate (4.0%) compares favorably to the state (5.0%), but rates are much higher for residents in Vine Hill (9.8%), Tara Hills (9.2%), San Pablo (7.0%), Pacheco (7.0%), Antioch (6.3%), Bethel Island (5.9%) and Oakley (5.7%). Rates are also higher than average in the population centers of Concord (4.9%), Pittsburg (5.4%) and Richmond (5.2%), and unemployment among African American residents is still nearly twice that of the county.
- About 29% of homes in the region are affordable to a median income household, compared to 67% in 2010 and 61% nationally. The pace of rent increases has escalated dramatically since 2015, and in 2017, the median rent for a 2-bedroom unit is $2,173 per month. From 2015 to 2017, the median monthly rent for a 2-bedroom unit in the county increased 37%, compared to 16% from 2013 to 2015. About 35% of mortgages (85,522 homes) and 55% of rentals (71,114 units) are considered unaffordable in 2015.
- In 2016, 3,500 individuals in the county are homeless (1,730) or at risk of becoming homeless (1,770). Of these homeless, 1,110 sleep on the streets, 364 are in families, 21 are parenting youth with 21 children, 6 are unaccompanied children and 11% overall are age 0-17. Since 2011, Central and West County saw a decline in homelessness, while East County saw an increase.
- In 2015, 1.9% of residents are CalWORKs cash grant recipients, down from 2.1% in 2014. The county now has 7,837 CalWORKs cash grant cases involving 13,744 children. About 5% of local households rely on SSI benefits in 2015, receiving between $1,319 and $9,114 annually. About 6% (24,417) of households

participate in SNAP benefits, and 17% (44,752) of all children live in a home with SSI, cash PA or SNAP benefits, versus 27% statewide.

Health Profile

- In Contra Costa, 10% are uninsured compared to 15% statewide, but both rates have improved since 2014. In Contra Costa, 10% are uninsured compared to 15% statewide, but both rates have improved since 2014.
- In 2016, the county received a D for air quality from the American Lung Association, putting up to 23,069 asthmatic children and 158,199 elderly adults at special risk. Asthma diagnoses among children and residents of all ages continue to decline relative to the state; however, the county sees higher rates of asthma-related hospitalizations.
- Infant mortality rose to 4.3 per 1,000 in 2015 and is projected to top 5.0 in 2017. Although still lower than the state (5.0 per 1,000), the county's rate (4.3) has worsened while the state's has improved. About 88% of pregnant women receive first trimester prenatal care in the county, with multi-racial (80%) and Latino mothers (81%) least likely to receive care.
- From 2013 to 2014, the adult felony arrest rate in Contra Costa also rose nearly 4% with 11,519 arrests. Contra Costa's incarceration rate dropped 8% since 2014 from 315 per 100,000 to 291 per 100,000, while California's rate declined 9%. The rates of juvenile misdemeanor and felony arrests in both state and county have fallen sharply in recent years and this trend continues in 2014, with 1,025 juvenile misdemeanor arrests in the county and 627 juvenile felony arrests.

Education

- About 9,845 children age 0-5 are income-eligible for Head Start in Contra Costa, but access to childcare remains a problem. Barriers to access include a 7% drop in the number of childcare slots in licensed centers and homes, down from 38,237 slots in 2004 to 35,459 slots in 2014, and a 27% drop in the number of facility sites.
- In 2017, the county has 18,465 preschool daycare center slots and 1,888 infant center slots in licensed centers, with 42% of requests for licensed childcare involving preschoolers and 39% involving infants. Cost also remains a barrier, as full-time infant care in 2014 tops $14,979 annually, up $2,329 or 18% from 2010. Notably in California as a whole, only 9% of 0-2 year olds and 40% of 3 year olds eligible for childcare subsidies receive them, and even when available, subsidies may cover as little as 55% of a family's out-of-pocket costs for childcare.
- Contra Costa schools enrolled 176,437 children in 2015, up 7% since 2007, with a 5% growth in preschoolers and a 6% growth in kindergarteners.
- Of 2,744 students in Transitional Kindergarten (TK) in Contra Costa County, 29% are English Learners (EL) and 40% are socio-economically disadvantaged (SD), but SD rates are higher among Pacific Islander (71%), African American (68%) and Latino (64%) TK students.
- About 89% of residents have at least a high school education, including 95% of U.S.-born residents, 86% of naturalized citizens and 63% of non-citizens.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #29-285-34 with the City of San Pablo

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #29-285-34 with the City of San Pablo, a government agency, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018.

FISCAL IMPACT:
Agency will pay County the voluntary contributions it receives from participating seniors, after it has paid its authorized expenses. No County funds are required.

BACKGROUND:
This Contract meets the social needs of County's population by providing an average of 75 congregate meals per day, five days per week for senior citizens at the San Pablo Senior Center.

On July 19, 2016, the Board of Supervisors approved Novation Contract #29-285-33 with the City of San Pablo, for the period from July 1, 2016 through June 30, 2017, which included a three-month automatic extension

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Dan Peddycord, 925-313-6712

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

through September 30, 2017, for the provision of congregate meal services for County's Senior Nutrition Program.

Approval of Novation Contract #29-285-34 replaces the automatic extension under the prior Contract and allows the Agency to continue providing services through June 30, 2018, including modifications to County's standard indemnification and confidentiality clauses.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, senior citizens who depend on County's Senior Nutrition Program will not receive meals at Contractor's facility.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #28-540-22 with the City of Antioch

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #28-540-22 with the City of Antioch, a government agency, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three month automatic extension through September 30, 2018.

FISCAL IMPACT:
The City of Antioch will pay County the voluntary contributions it receives from participating seniors, after it has paid its authorized expenses. No County funds required.

BACKGROUND:
This Contract meets the social needs of County's population by providing an average of 85 congregate meals per day, five days per week for senior citizens at the Antioch Senior Center.

Approval of Contract #28-540-22, will allow the City of Antioch to continue to provide congregate meal services for the County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018,

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Dan Peddycord, 925-313-6712

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

which includes a three-month automatic extension through September 30, 2018. This Contract includes modifications to County's standard indemnification and confidentiality clauses.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's senior citizens who depend on County's Senior Nutrition Program will not receive meals at Contractor's facility.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #29-335-30 with the City of El Cerrito

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #29-335-30 with the City of El Cerrito, a government agency, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018.

FISCAL IMPACT:
Agency will pay County the voluntary contributions it receives from participating seniors, after it has paid its authorized expenses. No County match required.

BACKGROUND:
This Contract meets the social needs of County's population by providing an average of 43 meals per day, five days per week, for senior citizens in El Cerrito. On September 13, 2016, the Board of Supervisors approved Novation Contract #29-335-29 with the City of El Cerrito for the period from July 1, 2016 through June 30, 2017, which included a three-month automatic extension through September 30, 2017, for the provision of congregate meal services

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Daniel Peddycord, 925-313-6712

cc: D Morgan, M. Wilhelm

BACKGROUND: (CONT'D)

for the County's Senior Nutrition Program. Approval of Novation Contract #29-335-30 replaces the automatic extension under the prior Contract and allows Agency to continue providing services through June 30, 2018 including modifications to the County's standard indemnification and confidentiality clauses.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, senior citizens who depend on County's Senior Nutrition Program will not receive meals at Contractor's facility.

Contra Costa County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: June 20, 2017

Subject: Elevator Repairs at 2530 Arnold Drive, Martinez and Related CEQA Actions (WH136B)

RECOMMENDATION(S):

(1) APPROVE the Elevator Repair Project (Job Order Contract) at 2530 Arnold Drive, Martinez Project [250-1625]/WH136A (CP#17-06), and

(2) DETERMINE that the Project is a California Environmental Quality Act (CEQA), Class 1(d) Categorical Exemption, pursuant to Section 15301(d) of the CEQA Guidelines, and

(3) DIRECT the Director of the Conservation and Development Department to file a Notice of Exemption with the County Clerk, and

(4) AUTHORIZE the Public Works Director to arrange for payment of a $25 fee to the Department of Conservation and Development Department for processing and a $50 fee to the County Clerk for filing the Notice of Exemption.

FISCAL IMPACT:

The project itself is estimated to cost $280,000, plus soft costs. (100% General Fund)

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Ramesh Kanzaria, (925) 313-2000

cc:

BACKGROUND:

The purpose of the Project is to repair the elevator at 2530 Arnold Drive, Martinez and install upgrades in compliance with the California Building Code Accessibility Requirements. The Project consists of installing a new controller, selector system, hydraulic power unit, hoist-way door hangar assemblies, closers, interlocks, clutch rollers, door gobs, car door operator, associated car door equipment; and other minor equipment and electrical upgrades.

On April 18, 2017, the Board of Supervisors awarded a job order contract (JOC) for repair, remodeling, and other repetitive work to be performed pursuant to the Construction Task Catalog to each of Federal Solutions Group, Aztec Consultants, Mark Scott Construction, Inc., and S.C. Anderson Group International Inc., each in the amount of $2,500,000. This project is expected to be performed by one of the four JOC contractors. A task order catalogue has been prepared for the JOC Contractor to complete this Project. In the event that the Project is not performed by a JOC contractor, the Public Works Department will return to the Board for approval of plans and specifications and authorization to advertise and solicit bids.

CONSEQUENCE OF NEGATIVE ACTION:

If the Project is not approved, the elevator will not be compliant with the California Building Code Accessibility Requirements.

ATTACHMENTS

CEQA Documents

Contra
Costa
County

PUBLIC WORKS DEPARTMENT
INITIAL STUDY OF
ENVIRONMENTAL SIGNIFICANCE

PROJECT NUMBER: **250-1625 / WH136A**
CP# **17-06**

PROJECT NAME: **Elevator Repairs at 2530 Arnold Dr., Martinez**

PREPARED BY: Trina R. Torres DATE: February 16, 2017

APPROVED BY: _____ DATE: Feb. 22, 2017

RECOMMENDATIONS:

☒ Categorical Exemption: 15301 [Class 1(d)]
☐ Negative Declaration
☐ Environmental Impact Report Required
☐ Conditional Negative Declaration

The project will not have a significant effect on the environment. The recommendation is based on the following: The project consists of the minor alteration of existing public structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination, pursuant to section 15301(d) of the CEQA guidelines; (d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety.

What changes to the project would mitigate the identified impacts: N/A

USGS Quad Sheet: Walnut Creek	**Base Map Sheet #: G-13**	**Parcel #: APN#161-510-001**

GENERAL CONSIDERATIONS:

1. **Location**: The project is located at 2530 Arnold Drive, Martinez, CA. [Figures 1-2].
2. **Project Description**: The purpose of the project is to repair the elevator and install upgrades in compliance with the California Building Code Accessibility Requirements.

   The project consists of installing a new controller, selector system, hydraulic power unit, hoist-way door hanger assemblies, closers, interlocks, clutch rollers, door gibs, car door operator, associated car door equipment; and, other minor equipment and electrical upgrades.

3. **Does it appear that any feature of the project will generate significant public concern?**
   ☐ Yes ☒ **No** ☐ maybe (Nature of concern):
4. **Will the project require approval or permits by other than a County agency?**
   ☐ Yes ☒ **No**
5. **Is the project within the Sphere of Influence of any city?** Yes, Martinez.

Contra Costa County

Elevator Repairs at 2530 Arnold Dr., Martinez

Proj. No. 250-1625 / WH136A CP#17-06

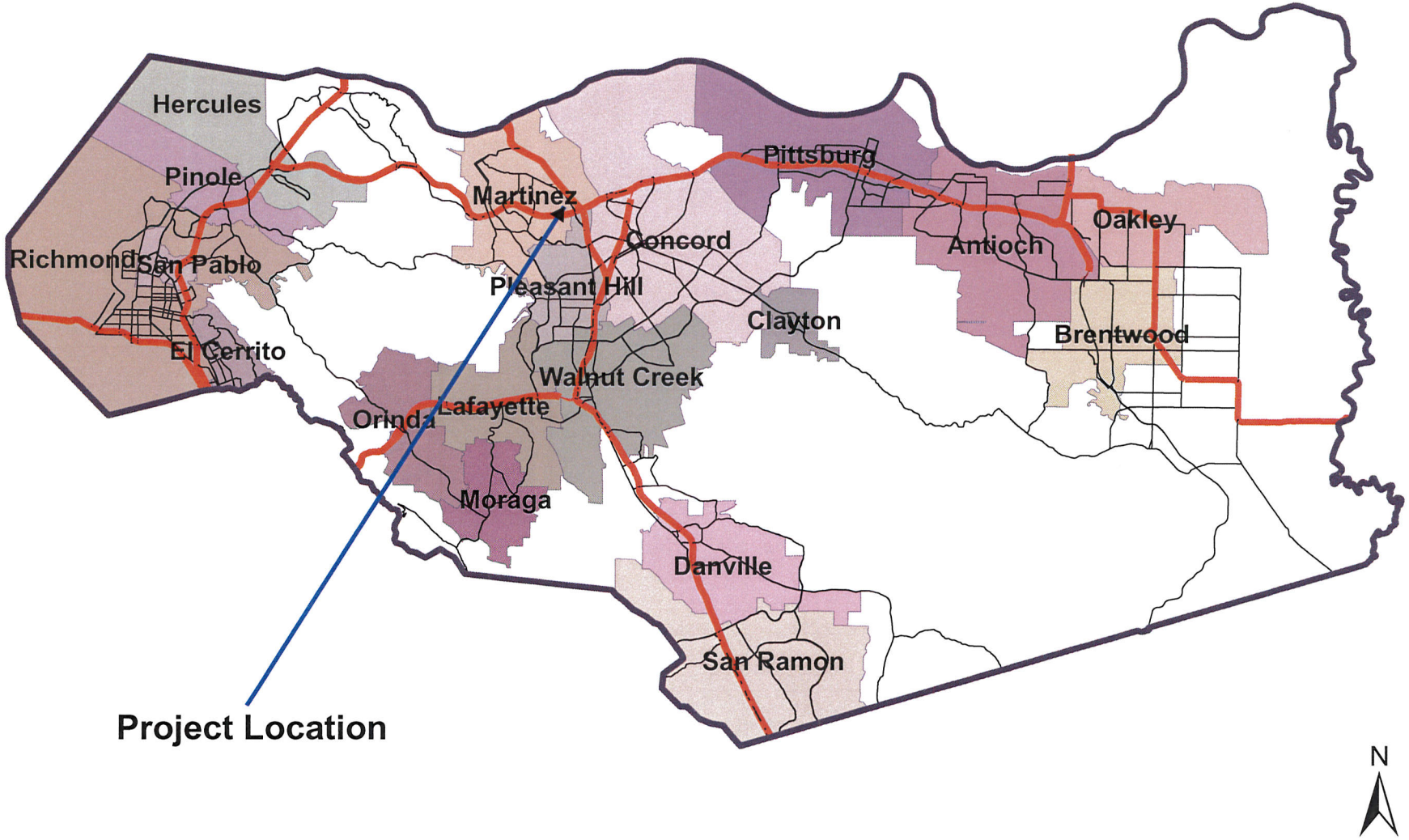
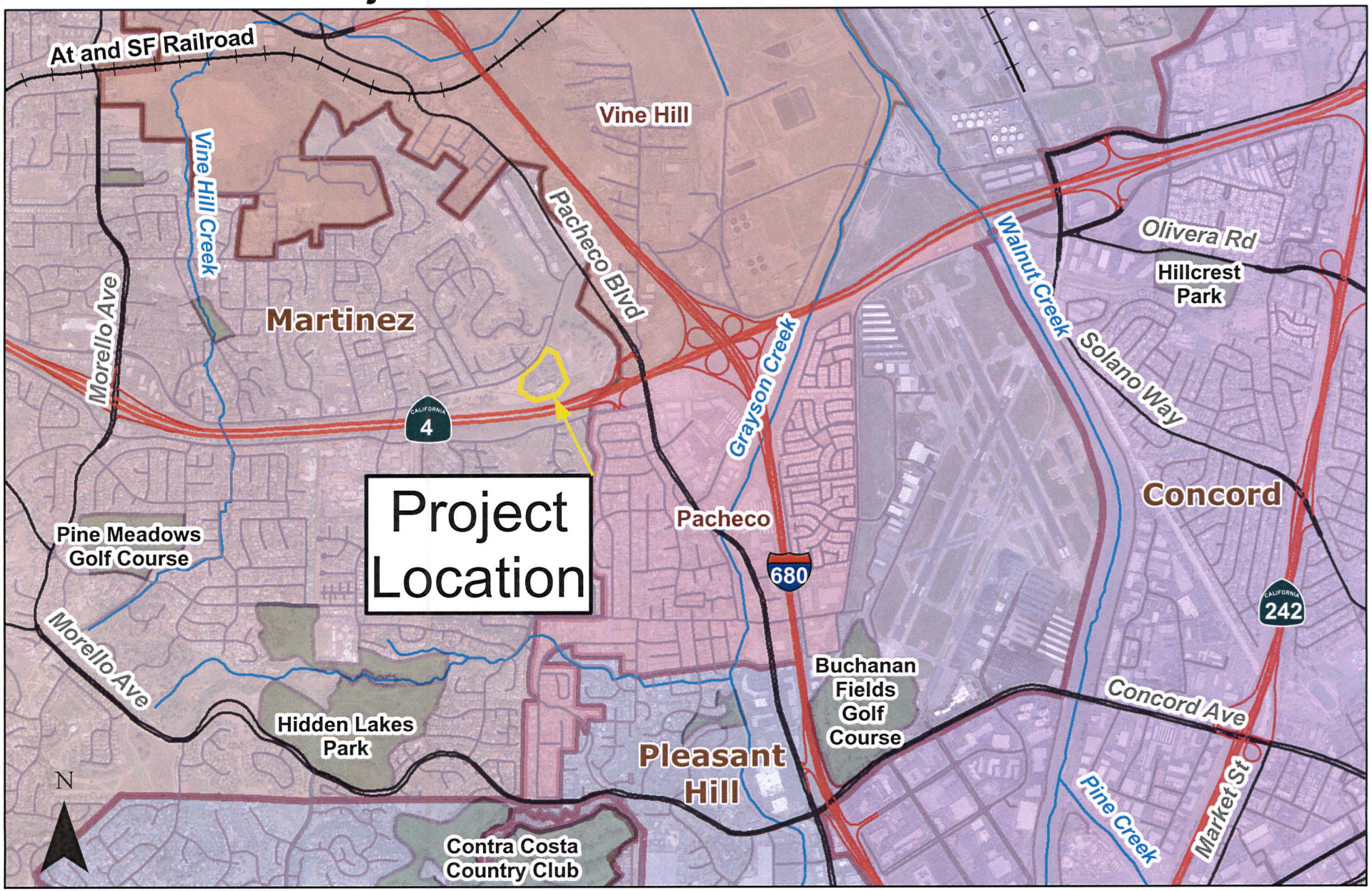


Figure 1

Elevator Repairs at 2530 Arnold Dr., Martinez

Proj. No. 250-1625 / WH136A CP#17-06



0 0.5 1 2 Miles

Figure 2

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

COPY

Project Title: **Elevator Repairs at 2530 Arnold Dr., Martinez**
Project No. 250-1625 / WH136A, CP# 17-06

Project Applicant: **Contra Costa County Public Works Department**

Project Location – **Specific**: 2530 Arnold Drive, Martinez, CA.

Project Location: Martinez, CA

Project Location – County: **Contra Costa**

Description of Nature, Purpose and Beneficiaries of Project: The purpose of the project is to repair the elevator and install upgrades in compliance with the California Building Code Accessibility Requirements.

The project consists of installing a new controller, selector system, hydraulic power unit, hoist-way door hanger assemblies, closers, interlocks, clutch rollers, door gibs, car door operator, associated car door equipment; and, other minor equipment and electrical upgrades.

Name of Public Agency Approving Project: **Contra Costa County**

Name of Person or Agency Carrying Out Project: **Contra Costa County Public Works Department**

Exempt Status:

☐ Ministerial Project (Sec. 21080(b) (1); 15268;
☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
☒ **Categorical Exemption:** 15301/Class 1(d)
☐ Other Statutory Exemption, Code No.:_____
☐ General Rule of Applicability [Article 5, Section 15061 (b)(3)]

Reasons why project is exempt: The project consists of the minor alteration of existing public structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination, pursuant to section 15301(d) of the CEQA guidelines; (d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety.

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: 2/22/17 Title: Principal Planner

☐ 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
☐ EIR - $3,078.25
☐ Neg. Dec. - $2,216.25
☐ DeMinimis Findings - $0
☒ **County Clerk - $50**
☒ **Conservation & Development - $25**

Total Due: $ 75.00
Total Paid $ _____
Receipt #: _____

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #28–556–22 with the City of Martinez

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #28-556-22 with the City of Martinez, a government agency, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018.

FISCAL IMPACT:
Agency will pay County the voluntary contributions it receives from participating seniors, after it has paid its authorized expenses. No County funds are required.

BACKGROUND:
This Contract meets the social needs of County's population by providing an average of 25 congregate meals per day, five days per week for senior citizens at the Martinez Senior Citizens Center.

On June 20 2016, the Board of Supervisors approved Novation Contract #28-556-21 with the City of Martinez, for the period from July 1, 2016 through June 30, 2017, which included a three-month automatic

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Dan Peddycord, 925-313-6712

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

extension through September 30, 2017, for the provision of congregate meal services for County's Senior Nutrition Program.

Approval of Novation Contract #28–556–22 replaces the automatic extension under the prior Contract and allows Agency to continue providing services through June 30, 2018, including modifications to County's standard indemnification and confidentiality clauses.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, senior citizens who depend on County's Senior Nutrition Program will not receive meals at Contractor's facility.

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: June 20, 2017

Subject: North Richmond Waste and Recovery Mitigation Fee Expenditure Plans – 2015/2016 (Amended) and 2017/2018

RECOMMENDATION(S):

1. APPROVE the Amended 2015/2016 North Richmond Waste and Recovery Mitigation Fee Expenditure Plan (Exhibit A), identifying the activities authorized to be funded with Mitigation Fee revenue and respective funding allocations for the period of July 1, 2015 through June 30, 2016, as recommended by the North Richmond Waste and Recovery Mitigation Fee Joint Expenditure Planning Committee.

2. APPROVE the 2017/2018 North Richmond Waste and Recovery Mitigation Fee Expenditure Plan (Exhibit B), identifying the activities authorized to be funded with Mitigation Fee revenue and respective funding allocations for the period of July 1, 2017 through June 30, 2018, as recommended by the North Richmond Waste and Recovery Mitigation Fee Joint Expenditure Planning Committee.

FISCAL IMPACT:

The proposed action will not have an impact on the County's General Fund. Mitigation Fee revenue is used to cover the costs incurred by the County and City of Richmond for any activities "Strategies" authorized to be funded under the applicable Expenditure Plan approved by the County and City. Each annual Expenditure Plan includes a Contingency line item in the budget to serve as a cushion for potential revenue shortfalls.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Demian Hardman, (925) 674-7826

cc:

BACKGROUND:

New Expenditure Plans and/or modifications to existing Expenditure Plans (Amended Expenditure Plan) must be approved by both the County Board of Supervisors and Richmond City Council to officially authorize use of North Richmond Waste and Recovery Mitigation Fee funding. The purpose of this North Richmond Mitigation Fee (NRMF) is to mitigate designated impacts resulting from the County and City approved land use permits for the expanded Bulk Material Processing Center (BMPC) located in North Richmond.

Summary of Changes to the 2015/2016 NRMF Expenditure Plan

The 2015/2016 North Richmond Mitigation Fee Expenditure Plan was approved by the County Board of Supervisors in June 2015 and Richmond City Council in July 2015. After the close of the 2015/2016 Expenditure Plan (EP) cycle, County staff identified unanticipated FY 2015/2016 costs that were incurred for Committee Administration/Staffing. City staff also identified unanticipated costs for two Strategies that were in excess of the amount available in the 2015/2016 EP Budget. On May 26, 2017, the North Richmond Mitigation Fee Committee (NRMFC) voted to recommend that the County Board of Supervisors and Richmond City Council approve an Amended 2015/2016 NRMF Expenditure Plan to move $34,589.07 from the "Contingency" line item to increase the funding for "Committee Administration/Staffing" by $21,205.20, increase funding for "Neighborhood Clean-ups (Strategy 2)" by $2,519.95 and increase funding for "Right-of-Way Pick-up & Tagging Abatement (Strategy 4)" by $10,863.92. The proposed changes reconcile the budgeted costs with the actual costs after the closeout of the fiscal year. The changes are shown in the Amended Expenditure Plan Budget on page 3 of the attached Exhibit A.

Summary of Recommended 2017/2018 Expenditure Plan

At the NRMFC meeting on May 26, 2017, the Committee voted to recommend that the County Board of Supervisors and Richmond City Council approve a 2017/2018 Expenditure Plan that allocates funding from July 1, 2017, through June 30, 2018.

The recommended 2017/2018 Expenditure Plan attached as Exhibit B allocates $105,000 to fund a new strategy (Strategy 13 – Urban Farm Park Dedication Project). The recommended Expenditure Plan Budget also includes funding allocation adjustments to existing strategies which either provide for increased services or address anticipated cost increases to maintain existing levels of service for the 2017/2018 Expenditure Plan cycle. The NRMFC recommended funding allocation increases for existing strategies are made possible due to the amount of unspent funds available from the prior 2015/2016 Expenditure Plan combined with the unspent funds not planned to be spent in the current 2016/2017 Expenditure Plan.

The NRMFC also recommended that the same nonprofit organizations that were allocated funding for Community Based Projects (Strategy 9) and Neighborhood Community Garden Projects (Strategy 12) under the current 2016/2017 Expenditure Plan cycle be awarded the same funding in the 2017/2018 Expenditure Plan. The Committee also recommended that additional funding be allocated to one of the nonprofit organizations under Strategy 9 for a special project to assist with maintaining landscaping to address blight at predominantly vacant County Housing Authority properties in North Richmond.

CONSEQUENCE OF NEGATIVE ACTION:

If the 2017/2018 Expenditure Plan is not approved by the Board prior to July 1, 2017 the previously approved strategies (activities) could not be funded by NRMF in which case most, if not all, would be halted. Furthermore, if the Amended 2015/2016 Expenditure Plan is not approved by the Board, both the City and County would not receive reimbursement for their additional costs incurred for the annual period that ended on June 30, 2016. The City could not receive reimbursement for additional payments totaling $13,383.87 for city-administered Strategies (Strategies 2 and Strategies 4) and the County would not receive reimbursement for additional Committee Administration/Staffing costs incurred in the amount of $21,205.20.

ATTACHMENTS

Exhibit A - Amended 2015/16 Expenditure Plan

Exhibit B - 2017/18 Expenditure Plan

North Richmond Waste & Recovery Mitigation Fee Amended 2015/16 Expenditure Plan

The Waste & Recovery Mitigation Fee was established as a result of the Draft Environmental Impact Report (EIR) dated November 2003 for the WCCSL Bulk Materials Processing Center (BMPC) and Related Actions (Project). The Project involved new and expanded processing and resource recovery operations on both the incorporated and unincorporated area of the Project site, which the EIR concluded would impact the host community. To mitigate this impact Mitigation Measure 4-5 called for a Mitigation Fee to benefit the host community, described as follows:

> "Mitigation Fee. The facility operator shall pay a Mitigation Fee of an amount to be determined by the applicable permitting authority(ies) ***to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond and adjacent areas*****.** The mitigation fee should be subject to the joint-control of the City and County and should be collected on all solid waste and processible materials received at the facility consistent with the existing mitigation fee collected at the Central IRRF."

In July 2004, the City of Richmond and Contra Costa County entered into a Memorandum of Understanding (MOU) agreeing to jointly administer Mitigation Fee monies collected from the BMPC for the benefit of the incorporated and unincorporated North Richmond area. This North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee (Committee) was formed pursuant to the terms of the MOU for the specific purpose of preparing a recommended Expenditure Plan. This Expenditure Plan provides a means to jointly administer the Mitigation Fee funding for the benefit of the host community, as described in the EIR. The Expenditure Plan is subject to final approval of the Richmond City Council and the Contra Costa County Board of Supervisors.

By approving this Expenditure Plan, the City Council and Board of Supervisors authorize the use of Mitigation Fee funding for only the purposes and in the amounts specified herein. The City and County have each designated their respective staff persons responsible for administering the development and implementation of the approved Expenditure Plan, which includes responsibility for drafting and interpreting Expenditure Plan language. However, the City and County have not delegated to the Committee or to staff the authority to expend funding for purposes not clearly identified in the Expenditure Plan document officially approved by their respective decision-making bodies.

Activities which can be funded in this Expenditure Plan period with the Mitigation Fee amounts specified within this Expenditure Plan are described herein as "Strategies" or "Staff Costs". Strategies are categorized as either "Core Services" or "Supplemental Enhancements". Core Services includes the higher funding priority strategies that most directly address the intended purpose of this City/County approved Mitigation Fee*, "to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond"*.

All references to the "Mitigation Fee Primary Funding Area" or "Mitigation Fee Funding Area" pertain to the geographic area shown in the attached map (Attachment 6).

Expenditure Plan Period:	July 1, 2015 - June 30, 2016 *(unless otherwise specified herein)*

BUDGET

The funding allocation amounts included in this document apply to the Expenditure Plan Period specified on the first page unless otherwise specified herein. The total amount of funding allocated in the Expenditure Plan Budget is based on revenue projections provided by the BMPC operator, Republic Service, which are dependant upon multiple variables (e.g. number of tons of recovered materials vs. solid waste, per ton gate rate charged and amount of CPI-adjusted per ton Mitigation Fee). Actual Mitigation Fee revenue may deviate from revenue projections provided by Republic and used to prepare this Budget. A “Contingency” line item is included in the Budget to help accommodate variations between projected and actual revenue. Excess funding allocated to strategies and not expended by the end of each Expenditure Plan period is treated as “roll-over” funding for reallocation in a subsequent Expenditure Plan period.

The Budget includes some line items that are based on fixed costs, however there are other line items which are scalable and/or dependant on utilization thereby providing flexibility to reallocate amounts if and when a significant need is identified. Allocated funding may remain unspent due to under-utilization of a particular program. If the amount allocated to a particular line item is determined to exceed needs based upon usage, the remaining funding can only be reallocated by officially amending the Expenditure Plan. This Expenditure Plan may only be adjusted upon official action taken by both the City and County. Although there has been some interest in allowing flexibility for staff to adjust funding allocations under specific circumstances, the authority to approve or modify the Expenditure Plan rests solely with the City Council and Board of Supervisors.

Annual fiscal year Expenditure Plan cycle is expected to reduce margin of error of Mitigation Fee revenue projects, streamline financial reconciliation/budgeting process and minimize need to amend Expenditure Plans mid-cycle. Amending Expenditure Plans involve administrative burden and costs due to the joint approval needed from both the Richmond City Council and County Board of Supervisors. In order to minimize the amount of funding needed to cover staff costs incurred to amend the Expenditure Plan, staff will only recommend changes to the Expenditure Plan when necessary to address a significant and time-sensitive need.

	#	Expenditure Plan (EP) Strategy *(EP Cycle: July 1, 2015 thru June 30, 2016)*	Approved in June 2015	Recommended Amended Allocations[5]
Core Services	1	Bulky Item Pick-ups & Disposal Vouchers	$ 1,575.00	$ 1,575.00
	2	Neighborhood Clean-ups	$ 10,500.00	$ 13,019.95
	3	Prevention Services Coordinator	$ 30,870.00	$ 30,870.00
	4	City/County Right-of-Way Pick-up & Tagging Abatement	$ 17,850.00	$ 28,713.92
	5	Code Enforcement - County	$ 97,196.40	$ 97,196.40
	6	Illegal Dumping Law Enforcement	$ 186,046.88	$ 186,046.88
	7	Surveillance Cameras	$ 2,835.00	$ 2,835.00
Supplemental Enhancements	8	Community Services Coordinator	$ 63,258.14	$ 63,258.14
	9	Community-Based Projects[1]	$ 100,000.00	$ 100,000.00
	10	North Richmond Green Community Service Programs	$ 41,090.00	$ 41,090.00
	11	North Richmond Green Campaign	$ 10,500.00	$ 10,500.00
	12	Neighborhood Community Garden Project(s)	$ 50,000.00	$ 50,000.00
		Contingency *(7% of Projected Revenue)*	$ 57,851.07	$ 23,262.00
Subtotal (without Committee Staffing)			$ 669,572.49	$ 648,367.29
	X	Committee Administration/Staffing	$ 61,140.22	$ 82,345.42
Total Projected Revenue in 2015/16[2]			$ 648,993.00	$ 648,993.00
Unobligated (Not Spent) Carry-Over Funding from 2013/2014 Expenditure Plan[3]			$ 81,719.70	$ 81,719.70
Obligated funding from 2014/15 Expenditure Plan to carry over into the 2015/2016 Expenditure Plan[4]			$ 171,944.64	$ 171,944.64
Total 2015/16 Expenditure Plan Budget			$ 902,657.35	$ 902,657.35

[1] *Funding allocation(s) among Community-Based Projects in Strategy 9 (Community-Based Projects) are incorporated into the 2015/16 Community Based Projects Table (**Attachment 2**). Funding allocation(s) among Neighborhood Community Garden Project(s) in Strategy 12 (Neighborhood Community Garden Project(s)) are incorporated into the 2015/16 Neighborhood Community Garden Projects Table (**Attachment 4**). Both are included as part of the 2015/2016 Expenditure Plan to be recommended to the Richmond City Council and County Board of Supervisors.*

[2] *Total Projected Revenue shown above reflects the amount projected to be received between July 1, 2015 and June 30, 2016.*

[3] *Amount shown includes Role-Over funding of $81,719.70 not spent or obligated to be spent from the prior 2013/14 Expenditure Plan, which was accepted by the NRMF Committee at their meeting in February 2015.*

[4] *Funding obligated for the previously approved under Community Based Project Strategy **(See Attachement 3 - Allocating $135,136.09)** and Neighborhood Community Garden Project(s) Strategy **(See Attachement 5 - Allocating $36,808.55)** for a total of $171,944.64 recommended to be carried over into the 2015/16 Expenditure Plan since activities are not expected to be completed by June 30, 2015.*

[5] *Reallocation of funding from the Contingency line item to authorize reimbursement for Neighborhood Clean-ups (Strategy 2), City/County Right-of-Way Pick-up & Tagging Abatement (Strategy 4) and Committee Administration /Staff costs incurred for the period through June 2016. Reduces Contignecy line item by $34,589.07 to cover increase of $2,519.95 to Strategy 2, increase to Strategy 4 of $10,863.92, and an increase in Committee Administration/Staffing of $21,205.20.*

DESCRIPTION OF STRATEGIES RECOMMENDED FOR FUNDING

Funding allocation amounts for each strategy are specified in the Budget table on page 3. The following Strategies describe the activities allowed to be funded with the amounts allocated to each in the Budget (associated allowable agency staff costs are described in the Staff Costs section). Strategies are grouped based on relative funding priority levels and the "Core Services" category contains higher priority Strategies than the "Supplemental Enhancements" category. Higher funding priority Strategies are those which best address the Fee's intended purpose, ***"to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond"***) and "Supplemental Enhancements".

Level 1 Priority - PRIMARY CORE SERVICES STRATEGIES

- 1 - Bulky Item Pick-ups & Disposal Vouchers
- 2 - Neighborhood Clean-up Events
- 4 - City/County Right-of-Way Trash & Tagging Removal
- 5 - Code Enforcement - County
- 6 - Illegal Dumping Law Enforcement

Level 2 Priority - SECONDARY CORE SERVICES STRATEGIES

- 3 - Prevention Services Coordinator
- 7 - Surveillance Cameras

Level 3 Priority - PRIMARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 8 - Community Services Coordinator
- 9 - Community Based Projects (SOME)
- 11 - North Richmond Green Campaign
- 12 – Neighborhood Community Garden Project(s)

Level 4 Priority - SECONDARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 9 - Community Based Projects (SOME)
- 10 - North Richmond Green Community Service Programs

CORE SERVICES

1. Bulky Item Pick-ups & Disposal Vouchers

Provide residents in the Mitigation Fee Primary Funding Area, who prove eligibility consistent with City/County procedures, with the option of choosing to:

- Request up to one on-call pick-up service per household per calendar year for bulky items that are not accepted in the current on-call clean-ups through Richmond Sanitary Service (RSS), only available to those with an active account with RSS; or
- Request up to twelve $5 vouchers per household for disposal at Republic's transfer station on Parr Blvd. per calendar year (vouchers expire after six months, Mitigation Fees only pay for vouchers that are actually redeemed).

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity(ies):

Community Housing Development Corporation *(processes requests and issues Disposal Vouchers/arranges Bulky Item Pick-ups)*

Republic Services - Golden Bear Transfer Station & Richmond Sanitary Service *(reimbursed for Disposal Vouchers redeemed and Bulky Item Pick-ups provided)*

Reporting/Payment Requirements: Effective July 1, 2012, CHDC and Republic Services shall provide required data pertinent to Strategy 1 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

2. Neighborhood Clean-ups

Provide at least one neighborhood and/or creek clean-up event in the Mitigation Fee Funding Area; additional clean-up event may be scheduled as funding allows. *[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]*

Administering Agency: City of Richmond

Implementing Entity(ies):

City Manager's Office *(coordinates scheduling of clean-up dates and associated arrangements in conjunction with partner entities)*

Republic Services - Richmond Sanitary Service *(reimbursed for providing/servicing clean-up boxes and disposing of debris placed in clean-up boxes)*

Reporting/Payment Requirements: Effective July 1, 2012, the City Manager's Office and Republic Services shall provide required data pertinent to Strategy 2 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

3. Prevention Services Coordinator

Fund at least a portion of a Prevention Services Coordinator (PSC) position (including salary/benefits/overhead and administering agency contracting charge[1]) on a contract basis to assist the City and County in implementing Strategy 1 as the point of contact for community members interested in claiming Disposal Vouchers or Bulky-Item Pick ups. Assist community members interested in reporting illegal dumping and seeking referral/resources. Track and report data related to illegally dumped waste collected by Republic Services Hot Spot Crew and handle associated referrals to applicable public agencies, including right-of-way referrals for Strategy 4.

[1] Administering agency contracting charge applies ($3,000 per contract)

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Community Housing Development Corporation (CHDC)
(reimbursed actual cost for part-time position and issues Disposal Vouchers/arranges Bulky Item Pick-ups)

Reporting/Payment Requirements: Effective July 1, 2012, CHDC shall provide required data pertinent to Strategy 1 and Strategy 3 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

4. City/County Right-of-Way Pick-up & Tagging Abatement

Fund consolidated pick-up program (including personnel, mileage, equipment rental and administrative costs) for removal of illegal dumping and tagging abatement* in the public right-of-way located within the unincorporated & incorporated Mitigation Fee Primary Funding Area. Removal of illegal dumping is intended to occur based upon referrals from the Prevention Services Coordinator for items/debris not collected by the designated Republic Services Hot Spot Route crew.

* Allocation of funding under this Strategy for this Expenditure Plan cycle is primarily intended to cover the cost incurred for City/County Right-of-Way Pick-up activities throughout the Primary Funding Area. Funds for Tagging Abatement were not allocated in this Expenditure Plan cycle.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Richmond Police Department's Code Enforcement Division

Reporting/Payment Requirements: Effective July 1, 2012, the Richmond Police Department's Code Enforcement Division shall provide required data pertinent to Strategy 4 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

5. Code Enforcement Staff - County

Fund at least a portion of County code enforcement position (including salary/benefits and related vehicle and equipment costs), to assist with vacant/ abandoned lot abatements and fencing as well as other health/building/zoning violations related to illegal dumping and blight throughout the unincorporated Mitigation Funding Area.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Department of Conservation & Development's Building Inspection Division

Reporting/Payment Requirements: Effective July 1, 2012, the County Department of Conservation & Development's Building Inspection Division shall provide required data pertinent to Strategy 5 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

6. Illegal Dumping Law Enforcement

Fund majority of a full-time Sheriff Deputy (between 90-100% of salary/benefits, overtime, uniform and related cell phone, equipment, and vehicle costs) to assist with law enforcement investigations and patrols to combat illegal dumping within the Mitigation Fee Primary Funding Area.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Sheriff's Office

Reporting/Payment Requirements: Effective July 1, 2012, the County Sheriff's Office shall provide required data pertinent to this Strategy based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

7. Surveillance Cameras

Fund the purchase of cameras, camera infrastructure, camera signage and costs related to maintenance, warranty, repair & relocation of surveillance camera system equipment within the Mitigation Fee Primary Funding Area to assist the dedicated Illegal Dumping Law Enforcement officer in targeting specific locations where illegal dumping occurs most regularly.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity(ies):

Richmond Police Department *(operate, move and maintain eight Pan-Tilt-Zoom wireless video surveillance cameras and associated camera system infrastructure throughout NR -AND- install/clean/move FlashCam cameras located within the incorporated NR area if funding is available)*

County Sheriff's Department *(coordinate monitoring of FlashCams located throughout NR and identify/request relocation of surveillance cameras throughout NR as needed)*

County Public Works Department (*install/clean/move FlashCam cameras located within the unincorporated NR area upon request if funding is available)*

Reporting/Payment Requirements: Effective July 1, 2012, each Implementing Entity shall provide required data pertinent to each entity's applicable Strategy 8 responsibilities based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers) now or in the future.

SUPPLEMENTAL ENHANCEMENTS

8. Community Services Coordinator

Fund at least a portion of a Community Services Coordinator (CSC) position to be staffed on a contract basis (including salary/benefits/overhead and administering agency contracting charge[2]). The CSC shall:

- serve as a link between the community of North Richmond, the City of Richmond, and Contra Costa County for issues related to beautification, illegal dumping, and blight;
- coordinate outreach activities related to illegal dumping and beautification within the Primary Funding area, as specified by the City/County, including North Richmond Green community service programs and outreach activities described under Strategies 10 & 11; and
- be bilingual in order to assist with Spanish translation as needed.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

9. Community Based Projects

Fund the development, implementation and oversight of a variety of community-based projects with specific focuses on anti-littering, environmental stewardship, blight reduction and/or beautification (including personnel/labor, administrative oversight, materials, equipment and related maintenance costs plus administering agency contracting charges[3]). Rather than funding stipend programs separately (including stipends, administrative oversight and related materials/equipment), new community-based projects/programs should include component for stipends, where appropriate, to pay local youth and/or other community members for assisting with illegal dumping prevention/abatement or beautification activities within the Mitigation Fee Primary Funding Area. Community Based Projects to be funded were solicited through an open Funding Request Proposal & Application process. Examples of potential project types that may be funded include but are not limited to:

[2]Administering agency contracting charge is $3,000 per contract.

[3]Administering agency contracting charge is $3,000 per contract if directly contracting with City or County.

a. Neighborhood Landscaping Improvements
b. Community Art Projects (e.g. Tile Art, Murals or Safe Routes/Popsicle Project)
c. Stipend Beautification Programs

Details, including recommended allocation amounts, for each of the selected Community Based Projects to be funded under this Expenditure Plan are contained in the Community Based Projects Tables included as Attachments 2 & 3. Funding for carry-over Projects in Attachment 3 is not included in the amount listed under Strategy 9 in the Budget.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agencies: Contra Costa County and City of Richmond and/or Community Housing Development Corporation (CHDC) on behalf of the City or County. CHDC may, under contract with either the City or County as a Administering Agency, administer Community Based Project contracts funded under this Strategy for some or all of the new Community Based Projects selected for funding in the 2015/2016 Expenditure Plan cycle. CHDC shall use no more than twenty (20) percent (%) of the total amount awarded to each Community-Based Project (after subtracting City/County contracting cost) listed in Attachment 2 to oversee project implementation, including facilitating review/assessment of reports' and deliverables. Payments to Implementing Entities for Community-Based Projects shall not be issued by CHDC without the written approval of City and County Committee Staff.

Implementing Entity: Various Non-Profit Organizations (see Community Based Projects Tables in Attachments 2 and 3)

Reporting/Payment Requirements: Any Community Based Project contracts issued or amended by the City/County shall incorporate Reporting & Invoicing Requirements generally consistent with those shown in Attachment 1. Community-Based Project contracts being administered by CHDC on behalf of either the City or County shall also incorporate Reporting and Invoicing Requirements generally consistent with those shown in Attachment 1. Attachment 1 only applies to Community-Based Project contracts with the Implementing Entities. The City and/or County will issue advance payments to CHDC, as needed, to ensure there is adequate funding available to payments requested by Implementing Entities if and when authorized by City and County Staff. Additionally, CHDC would be subject to contractual payment and reporting provisions that differ from those in Attachment 1 due to the nature of the services to be provided.

10. North Richmond Green Community Services Programs

Fund the following North Richmond Green programs on a contract basis[4] to the extent the specific details submitted are determined to align with the purpose of the Mitigation Fee and Expenditure Plan:

- *NR Little League Baseball Program* - Includes cost of registration and uniforms with customized North Richmond Green patches for up to 5-6

[4] Administering agency contracting charge applies ($3,000 per contract)

teams, season kick-off event/parade, equipment, stipends for game monitoring and oversight, food and transportation.

- *NR Adult Softball program* - Includes cost of registration, jerseys with North Richmond Green patches and hats for the men's and women's team.
- *NR Youth Twilight Basketball Program* - Includes cost of registration and uniforms with North Richmond Green patches for up to 5-6 teams, equipment, stipends for game monitoring and oversight, food and transportation.
- *NR Youth Eco Academy* - Youth projects to include school gardens, recycling efforts, habitat restoration, creek/bay/ocean water quality monitoring, beach/creek/neighborhood clean-ups and ecological field trips. May fund the cost of materials, transportation and fees associated with pre-approved community beautification projects such landscaping and murals.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

11. North Richmond Green Campaign

Fund the design, printing and/or distribution of education and outreach materials on a contract basis[4] which must align with the purpose of the Mitigation Fee and Expenditure Plan and be pre-approved by Committee Staff. Outreach materials must include "Jointly funded by City of Richmond & Contra Costa County" unless otherwise specified herein. Outreach materials may be any of the types specified below, however must clearly intend to directly:

- Inform the community about Mitigation Fee funded programs/efforts,
- Increase participation in Mitigation funded programs/efforts,
- Reduce illegal dumping and blight in the Mitigation Fee Funding Area, and/or
- Promote beautification in the Mitigation Fee Funding Area.

The following type of outreach material expenditures may be funded if reviewed and pre-approved by Committee Staff:

- STIPENDS – Pay local community members (youth and adults) to distribute printed outreach materials door-to-door to promote mitigation-funded strategies *(Jointly Funded text not applicable to stipend expenses, only materials)*
- HANDOUTS/MAILERS – Newsletters, flyers, brochures or other documents intended to be handed out or mailed to local residents/organizations.
- T-SHIRTS - Shirts shall include the NRGreen.org website to encourage people to learn more about Mitigation funded programs/efforts *(local phone number should also be included when possible, however inclusion of Jointly Funded text may not be required)*

- NR GREEN FESTIVAL – Event held once per year and generally include information booths to raise awareness about mitigation-funded efforts and other local beautification efforts as well as fun activities for kids and food. Materials promoting the event shall include the NRGreen.org website as well as a local phone number.
- SIGNAGE – Printed or manufactured signage, which includes promotional banners for local events/parades, which should include the NRGreen.org website for Community members to learn more about Mitigation funded programs/efforts. Repair, replacement and removal of NRMF-funded Light Pole Banners.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

12. Neighborhood Community Garden Project(s)

Fund on-going maintenance and up-keep of existing community gardens within the Primary Funding Area, which may include a component for stipends, where appropriate, to pay local youth and/or other community members for assisting with Community Garden upkeep and maintenance.

Neighborhood Community Garden Projects to be funded were solicited through an open Funding Request Proposal & Application process. Projects selected under this Strategy could be funded on an on-going basis if separately awarded funding in multiple Expenditure Plan cycles.

Details, including recommended allocation amounts, for each of the selected Neighborhood Community Garden Projects are included in Attachment 4.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agencies: Contra Costa County, City of Richmond and/or Community Housing Development Corporation (CHDC)[5] on behalf of the City or County. CHDC may, under contract with either the City or County as the Administering Agency, administer Neighborhood Community Garden Project contracts being funded under this Strategy for some or all of the Neighborhood Community Garden Project non-profit organizations selected for funding in the 2015/2016 Expenditure Plan cycle. CHDC shall use no more than twenty (20) percent (%) of the total amount awarded to each Project to oversee project implementation, including facilitating review/assessment of reports and deliverables. Payments to Implementing Entities for Neighborhood Community

[5] Administering agency contracting charge applies ($3,000 per contract) with the County or City

Garden Projects shall not be issued by CHDC without the written approval of both City and County Committee Staff.

Implementing Entity: Various Non-Profit Organizations (see Neighborhood Community Garden Projects Table in Attachment 4)

Reporting/Payment Requirements: Any Neighborhood Community Garden Project contracts issued or amended by the City/County shall incorporate Reporting & Invoicing Requirements generally consistent with those shown in Attachment 1. Neighborhood Community Garden Project contracts being administered by CHDC on behalf of either the City or County shall also incorporate Reporting & Invoicing Requirements generally consistent with those shown in Attachment 1. Attachment 1 only applies to the Neighborhood Community Garden Project contracts with the Implementing Entities. CHDC would be subject to contractual payment and reporting provisions that differ from those in Attachment 1 due to the nature of the services to be provided. The City and/or County will issue advance payments to CHDC, as needed, to ensure there is adequate funding available to payments requested by Implementing Entities if and when authorized by City and County Staff.

STAFF COSTS

Committee Administration/Staffing Funding: The funding allocated for Committee Administration/Staffing may not be adequate to cover the full cost of staff time necessary for jointly staffing the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee as well as developing, administering and overseeing this Expenditure Plan for the specified period. Supplemental funding allocation may be necessary upon determining actual costs exceed the amount budgeted to cover the intended City/County costs for joint staffing.

Strategy-Specific Funding: The cost of City/County staff time spent providing direct implementation assistance and/or coordination for specific Strategies may be covered with a portion of the NRMF funding budgeted for each applicable Strategy. Additionally, a portion of the NRMF funding budgeted for Strategies will be used to pay fixed administering agency contracting charge for each applicable contract ($3,000 per contract) unless otherwise specified herein.

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Attachment 2 - Community Based Projects Table (Strategy 9)

2015/2016 Expenditure Plan Funding Allocations for Projects recommended for City/County approval by the North Richmond Mitigation Fee Committee

In February 2015, the NRMF Committee recommended an allocation of $100,000 for 2015/16 Community Based Projects . These funds were recommended for allocation to the same projects that were allocated funds in the 2014/2015 Expenditure Plan. The Committee recommended allocation of this funding based on a Funding Request Proposal released on April 23, 2014 by Committee Staff and Proposals submitted by eligible non-profit organizations in May 2014. The project selections and funding recommendations made by the Committee are shown in the below Table.

New Community Based Projects Recommended for Funding in 2015/2016

Organization / *Fiscal Sponsor* *(if applicable)*	Project Title	Advance Payment Allowed (Up to 10% of Implementer Award Amount) Yes/No	Requested Amount	Non-Profit Implementer Award Amount for Project	County Contracting Cost to Contract with CHDC[1]	CHDC Contracting Cost (20%) to Manage Non-Profits	Total for Project Award & Contract	Notes
McGlothen Temple Educational Community Center	McGlothen Temple Educational Community Center	No	$ 10,000.00	$ 10,000.00	$ 386.60	$ 2,500.00	$ 12,886.60	Selected organization(s) may be asked to submit scaled-back versions of their Scope of Work describing what element(s) of their selected project they are proposing to complete with the amount available.
Neighborhood House of North Richmond (NHNR)	North Richmond Green Team	Yes	$ 25,000.00	$ 19,295.33	$ 745.95	$ 4,823.83	$ 24,865.12	
Reach Fellowship International	Reach Clean Up Initiative	Yes	$ 25,000.00	$ 19,295.33	$ 745.95	$ 4,823.83	$ 24,865.12	
Contra Costa County Service Integration Team (SIT)/North Richmond Economic Development Corporation	Contra Costa County Service Integration, Family Service Center, Build Men and Women	No	$ 9,714.00	$ 9,714.00	$ 375.54	$ 2,428.50	$ 12,518.04	
The Remember Us People Project (TRUPP) / Self-Sustaining Communities	Beautification, food and community building project	Yes	$ 25,000.00	$ 19,295.33	$ 745.95	$ 4,823.83	$ 24,865.12	
Total Funding Requested/Allocated			$ 94,714.00	$ 77,600.00	$ 3,000.00	$ 19,400.00	$ 100,000.00	

[1] Costs to have 3rd party organization (CHDC) manage and oversee contracts with Organizations selected for funding is up to twenty (20) percent (%) of award amount after first taking out City/County Contracting cost for $3,000 for City/County to contract directly with CHDC to have CHDC administer non-profit contracts.

Attachment 3 - Community Based Projects Table (Strategy 9)

Obligated funding allocated for Community Based Projects in the 2014/15 Expenditure Plan recommended to be included in the 2015/2016 Expenditure Plan to allow completion of work beyond June 30, 2015.

Community Based Projects Carried Over From 2014/2015 Expenditure Plan

Organization / *Fiscal Sponsor* *(if applicable)*	Project Title	Advance Payment Allowed (Up to 10% of Award	Requested Amount	Non-Profit Award for Project	Contracting Cost with CHDC	CHDC Contracting Cost (20%) to Manage Non-Profits	Total for Project Award & Contract	Non-Profit Award Amount Spent/Invoices Approved	Amount Remaining to be Spent	Notes
McGlothen Temple Educational Community Center	McGlothen Temple Educational Community Center	No	$10,000.00	$10,000.00	$288.29	$2,500.00	$12,788.29	$0.00	$12,788.29	All Projects went into contract in February 2015 with CHDC and are expected to be finished sometime towards the end of 2015.
Neighborhood House of North Richmond (NHNR)	North Richmond Green Team	Yes	$25,000.00	$17,907.45	$511.82	$4,476.86	$22,896.13	$6,300.00	$16,596.13	
Reach Fellowship International	Reach Clean Up Initiative	Yes	$25,000.00	$17,907.45	$511.82	$4,476.86	$22,896.13	$0.00	$22,896.13	
Contra Costa County Service Integration Team (SIT)/North Richmond Economic Development Corporation	Contra Costa County Service Integration, Family Service Center, Build Men and Women	No	$9,714.00	$9,714.00	$280.05	$2,428.50	$12,422.55	$1,272.24	$11,150.31	
The Remember Us People Project (TRUPP) / Self-Sustaining Communities	Beautification, food and community building project	Yes	$25,000.00	$17,907.45	$511.82	$4,476.86	$22,896.13	$3,600.00	$19,296.13	
2014/15 Community Based Project SUBTOTAL:			$ 94,714.00	$ 73,436.35		$ 18,359.08	$ 93,899.23	$ 11,172.24	$ 82,726.99	

Community Based Projects Carried Over From 2013/2014 Expenditure Plan

Organization / *Fiscal Sponsor* *(if applicable)*	Project Title	Advance Payment	Requested Amount	Non-Profit Award for Project	Agency Contracting Costs	Agency Contracting Costs Spent	Total for Project Award & Contract	Amount Spent	Amount Remaining to be Spent	Notes
Athletes United for Peace	Community Media Outreach Project	N/A	$ 150,000.00	$ 14,272.25	$ 3,000.00	$ -	$ 17,272.25	$ -	$ 17,272.25	Project not finished. Needs to be rolled over into 2015/16 EP. Expenses may have occurred but not verified or invoice to City or County yet.
Communities United Resorting Mother Earth (CURME) / Greater Richmond Interfaith Program (GRIP)	Lots of Crops	N/A	$ 242,681.80	$ 14,272.25	$ 3,000.00	$ -	$ 17,272.25	$ 14,272.25	$ 3,000.00	Project completed. Only the $3K Agency Contracting Costs not spent that needs to roll over into 2015/2016 EP.
Verde Partnership Garden	Verde Elementary School Garden	N/A	$14,000.00	$14,000.00	n/a	n/a	$14,000.00		$14,000.00	Projects Originally Carried Over from 2010/2011 EP. Most work has been completed. City/County waiting on final invoices to pay organizations.
Eco-Village	Eco-Stewardship Ambassadors Project	N/A	$83,860.00	$35,000.00	n/a	n/a	$35,000.00	$16,863.15	$18,136.85	
2013/2014 Community Based Project SUBTOTAL:			$ 392,681.80	$ 28,544.49		$ -	$ 34,544.50	$ 14,272.25	$ 52,409.10	
TOTALS (from all Subtotals above)			$ 487,395.80	$ 101,980.84		$ 18,359.08	$ 128,443.73	$ 25,444.49	$ 135,136.09	
Total Obligated Community Based Project Funding to be Carried Over Into 2015/2016 EP [1]									$ 135,136.09	

[1] Amount shown is the total of Community-Based Projects funding for Strategy 9 not spent in the previous 2013/14 and current 2014/2015 Expenditure Plans.

Attachment 4 - Neighborhood Community Garden Projects (Strategy 12)

Funding Allocations for New 2015/16 Neighborhood Community Garden Projects recommended for City/County approval by the North Richmond Mitigation Fee Committee

In February 2015, the NRMF Committee recommended an allocation of $50,000 for Neighborhood Community Garden Projects . Thes funds were recommended for allocation to the same non-profits that were allocated funding in the 2014/2015 Expenditure Plan. The Committee recommended allocation of this funding based on a Funding Request Proposal released in April 23, 2014 by Committee Staff and Proposals submitted by eligible non-profit organizations in May 2014. The project selections and funding recommendations made by the Committee are shown in the below Table.

New Neighborhood Community Garden Projects Recommended for Funding in 201452016							
Implementing Entity / *Fiscal Sponsor* *(if applicable)*	**Project Title**	**Requested Amount**	**Non-Profit Implementer Award Amount for Project**	**County Contracting Cost with CHDC[1]**	**CHDC Contracting Cost (20%) to Manage Non-Profits**	**Total Project Award & Contracting Costs**	**Notes**
Communities United Restoring Mother Earth (CURME) / Greater Richmond Interfaith Program	**Lots of Crops**	**$ 15,000.00**	**$ 13,800.00**	**$ 1,101.06**	**$ 3,450.00**	**$ 18,351.06**	Selected organization(s) may be asked to submit scaled-back Scope of Work describing what element(s) of their selected project they are proposing to complete with the amount available.
Urban Tilth	**Cultivating Hope: Maintaining North Richmond Gardens**	**$ 10,000.00**	**$ 10,000.00**	**$ 797.87**	**$ 2,500.00**	**$ 13,297.87**	
Davis Chapel Neighborhood Enhancement Team (DCNET)	**Davis Chapel A. Moore NR Community Garden**	**$ 25,000.00**	**$ 13,800.00**	**$ 1,101.06**	**$ 3,450.00**	**$ 18,351.06**	
Total Funding Requested/Allocated		**$ 50,000.00**	**37,600.00**	**3,000.00**	**9,400.00**	**$ 50,000.00**	

[1] Costs to have 3rd party organization (CHDC) manage and oversee contracts with Organizations selected for funding is up to twenty (20) percent (%) of award amount after first taking out City/County Contracting cost of $3,000 for City/County to contract directly with CHDC to have CHDC administer non-profit contracts.

Attachment 5 - Community Garden Projects Table (Strategy 12)

Obligated funding allocated for Community Garden Projects in the 2014/15 Expenditure Plan recommended to be included in the 2015/2016 Expenditure Plan to allow remaining funding not invoiced to be spent beyond June 30, 2014.

Community Garden Projects Carried Over from 2014/2015 Expenditure Plan (EP)									
Organization / *Fiscal Sponsor* *(if applicable)*	**Project Title**	**Requested Amount**	**Non-Profit Award for Project**	**County Contracting Costs with CHDC**	**CHDC Contracting Cost (20%) to Manage Non-Profits**	**Total for Project Award & Contract**	**Amount Spent**	**Amount Remaing to be Spent**	**Notes**
Communities United Resorting Mother Earth (CURME) / *Greater Richmond Interfaith Program (GRIP)*	**Lots of Crops**	$15,000.00	$10,641.52	$303.55	$2,660.38	$13,605.45	$1,578.83	**$12,026.62**	All garden projects went into contract in February 2015 with CHDC and allocated funding is expected to be spent somtime towards the end of 2015.
Urban Tilth	**Cultivating Hope: Maintaining North Richmond Gardens**	$10,000.00	$10,000.00	$289.10	$2,500.00	$12,789.10	$1,612.62	**$11,176.48**	
Davis Chapel Neighborhood Enhancement Team (DCNET)	**Davis Chapel A. Moore NR Community Garden**	$25,000.00	$10,641.52	$303.55	$2,660.38	$13,605.45	$0.00	**$13,605.45**	
Subtotals		**$ 50,000.00**	**$ 31,283.04**	**$896.20**		**$ 40,000.00**	**$3,191.45**	**$36,808.55**	
Obligated Funding to be Carried Over Into 2015/2016 EP[1]								**$ 36,808.55**	

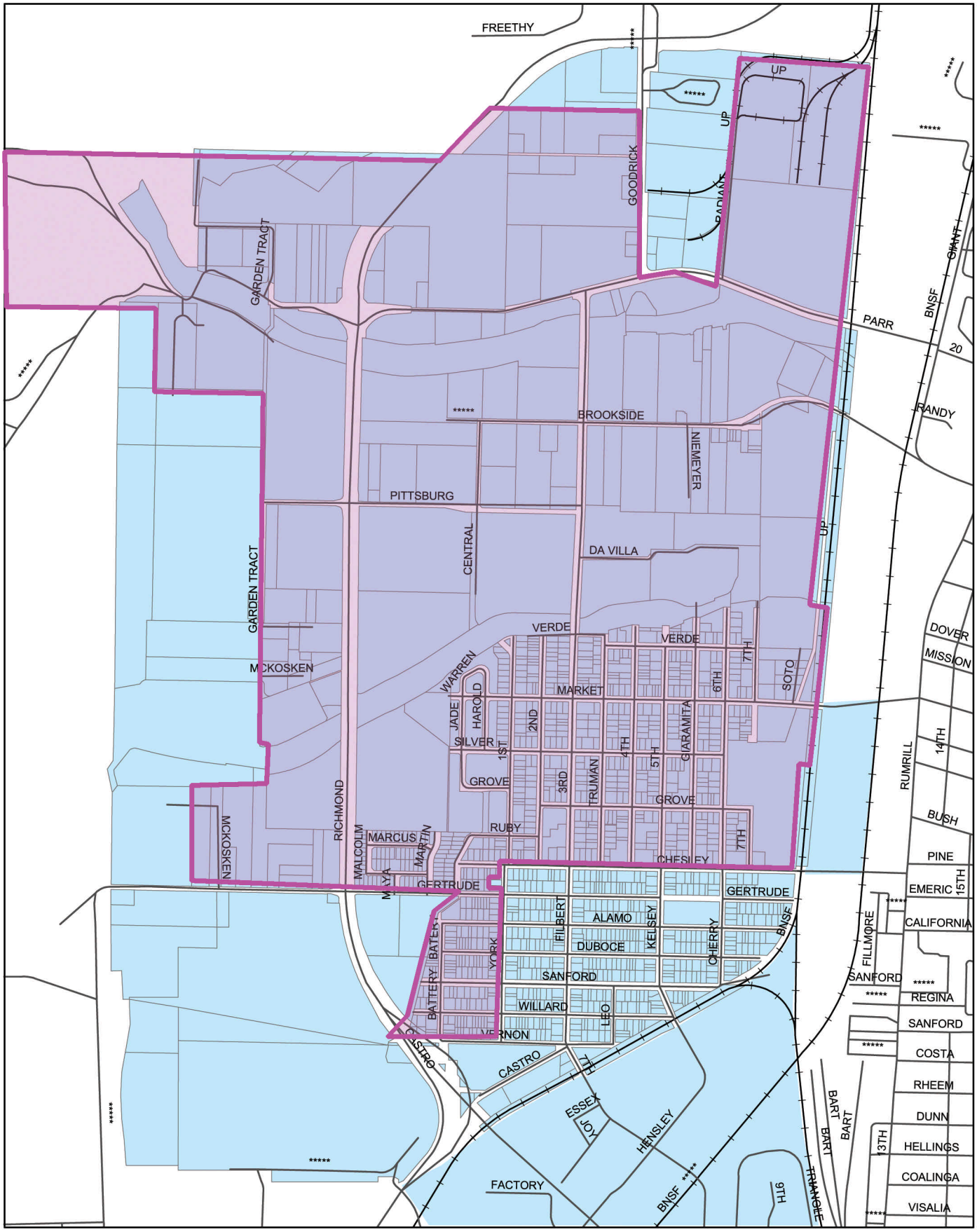
[1] Amount shown is the total of Neighborhood Community Garden Projects funding for Strategy 12 not spent in the current 2014/2015 Expenditure Plan.

Attachment 6

North Richmond Waste & Recovery Mitigation Fee Funding Area

Incorporated (City)

Unincorporated (County)

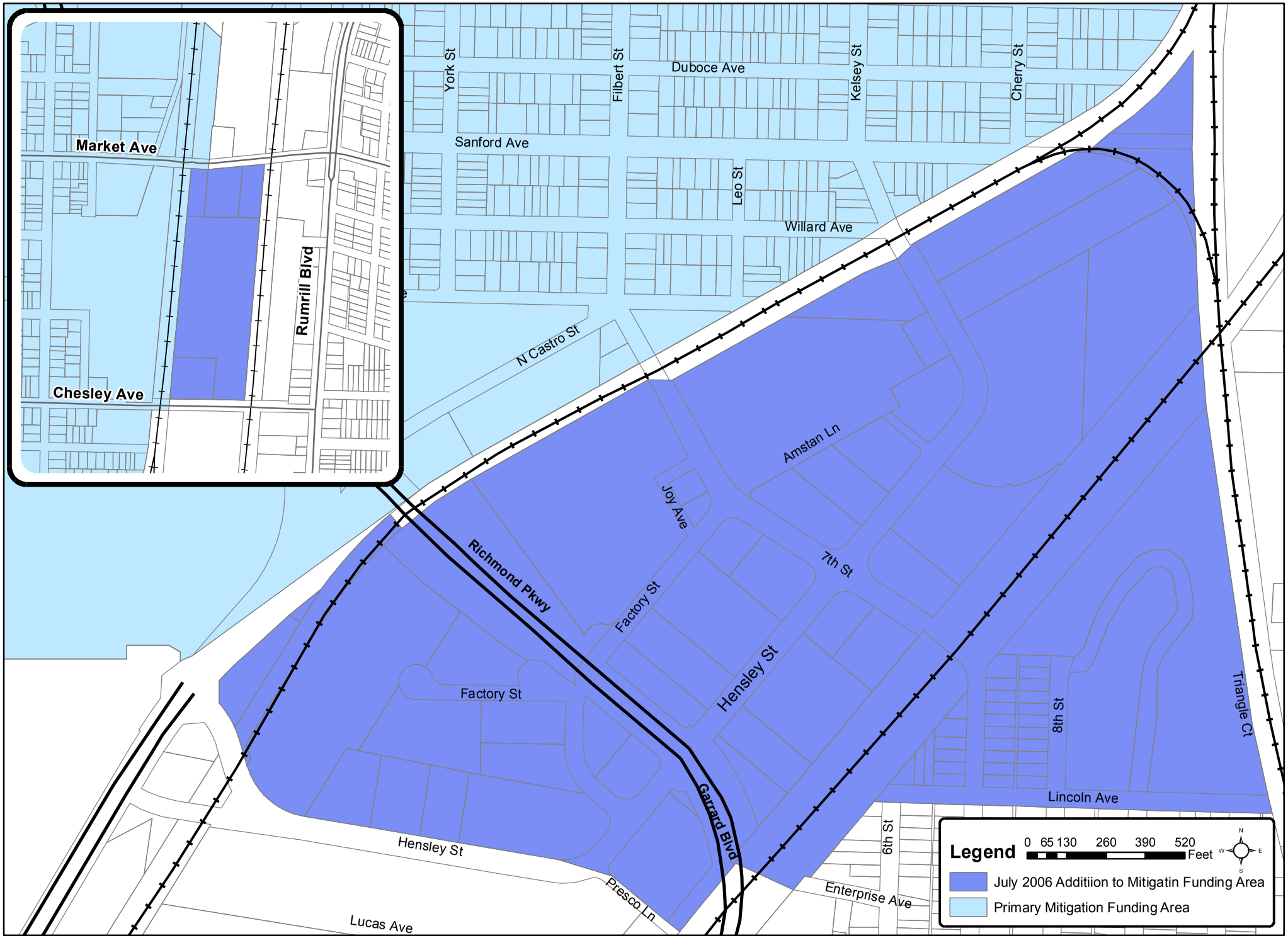


Contra Costa County
Community Development Department

Southern boundary shown on back side

Map contains copyrighted information
Revised on 7/28/2006

Committee Approved Additions to Primary Mitigation Funding Area



North Richmond Waste & Recovery Mitigation Fee 2017/18 Expenditure Plan

The Waste & Recovery Mitigation Fee was established as a result of the Draft Environmental Impact Report (EIR) dated November 2003 for the WCCSL Bulk Materials Processing Center (BMPC) and Related Actions (Project). The Project involved new and expanded processing and resource recovery operations on both the incorporated and unincorporated area of the Project site, which the EIR concluded would impact the host community. To mitigate this impact Mitigation Measure 4-5 called for a Mitigation Fee to benefit the host community, described as follows:

> "Mitigation Fee. The facility operator shall pay a Mitigation Fee of an amount to be determined by the applicable permitting authority(ies) ***to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond and adjacent areas*****.** The mitigation fee should be subject to the joint-control of the City and County and should be collected on all solid waste and processible materials received at the facility consistent with the existing mitigation fee collected at the Central IRRF."

In July 2004, the City of Richmond and Contra Costa County entered into a Memorandum of Understanding (MOU) agreeing to jointly administer Mitigation Fee monies collected from the BMPC for the benefit of the incorporated and unincorporated North Richmond area. This North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee (Committee) was formed pursuant to the terms of the MOU for the specific purpose of preparing a recommended Expenditure Plan. This Expenditure Plan provides a means to jointly administer the Mitigation Fee funding for the benefit of the host community, as described in the EIR. The Expenditure Plan is subject to final approval of the Richmond City Council and the Contra Costa County Board of Supervisors.

By approving this Expenditure Plan, the City Council and Board of Supervisors authorize the use of Mitigation Fee funding for only the purposes and in the amounts specified herein. The City and County have each designated their respective staff persons responsible for administering the development and implementation of the approved Expenditure Plan, which includes responsibility for drafting and interpreting Expenditure Plan language. However, the City and County have not delegated to the Committee or to staff the authority to expend funding for purposes not clearly identified in the Expenditure Plan document officially approved by their respective decision-making bodies.

Activities which can be funded in this Expenditure Plan period with the Mitigation Fee amounts specified within this Expenditure Plan are described herein as "Strategies" or "Staff Costs". Strategies are categorized as either "Core Services" or "Supplemental Enhancements". Core Services includes the higher funding priority strategies that most directly address the intended purpose of this City/County approved Mitigation Fee*, "to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond"*.

All references to the "Mitigation Fee Primary Funding Area" or "Mitigation Fee Funding Area" pertain to the geographic area shown in the attached map (Attachment 6).

Expenditure Plan Period:	July 1, 2017 - June 30, 2018 *(unless otherwise specified herein)*

BUDGET

The funding allocation amounts included in this document apply to the Expenditure Plan Period specified on the first page unless otherwise specified herein. The total amount of funding allocated in the Expenditure Plan Budget is based on revenue projections provided by the BMPC operator, Republic Service, which are dependant upon multiple variables (e.g. number of tons of recovered materials vs. solid waste, per ton gate rate charged and amount of CPI-adjusted per ton Mitigation Fee). Actual Mitigation Fee revenue may deviate from revenue projections provided by Republic and used to prepare this Budget. A “Contingency” line item is included in the Budget to help accommodate variations between projected and actual revenue. Excess funding allocated to strategies and not expended by the end of each Expenditure Plan period is treated as “roll-over” funding for reallocation in a subsequent Expenditure Plan period.

The Budget includes some line items that are based on fixed costs, however there are other line items which are scalable and/or dependant on utilization thereby providing flexibility to reallocate amounts if and when a significant need is identified. Allocated funding may remain unspent due to under-utilization of a particular program. If the amount allocated to a particular line item is determined to exceed needs based upon usage, the remaining funding can only be reallocated by officially amending the Expenditure Plan. This Expenditure Plan may only be adjusted upon official action taken by both the City and County. Although there has been some interest in allowing flexibility for staff to adjust funding allocations under specific circumstances, the authority to approve or modify the Expenditure Plan rests solely with the City Council and Board of Supervisors.

Annual fiscal year Expenditure Plan cycle is expected to reduce margin of error of Mitigation Fee revenue projects, streamline financial reconciliation/budgeting process and minimize need to amend Expenditure Plans mid-cycle. Amending Expenditure Plans involve administrative burden and costs due to the joint approval needed from both the Richmond City Council and County Board of Supervisors. In order to minimize the amount of funding needed to cover staff costs incurred to amend the Expenditure Plan, staff will only recommend changes to the Expenditure Plan when necessary to address a significant and time-sensitive need.

	#	**Expenditure Plan (EP) Strategy** *(EP Cycle: July 1, 2017 thru June 30, 2018)*	**Budget Allocations**
Core Services	1	Bulky Item Pick-ups & Disposal Vouchers	$ 2,000.00
	2	Neighborhood Clean-ups	$ 30,000.00
	3	Prevention Services Coordinator	$ 42,937.50
	4	City/County Right-of-Way Pick-up & Tagging Abatement	$ 30,000.00
	5	Code Enforcement - County	$ 102,056.22
	6	Illegal Dumping Law Enforcement	$ 195,349.22
	7	Surveillance Cameras	$ 2,000.00
Supplemental Enhancements	8	Community Services Coordinator	$ 76,945.05
	9	Community-Based Projects[1]	$ 143,089.34
	10	North Richmond Green Community Service Programs	$ 20,042.00
	11	North Richmond Green Campaign	$ 10,500.00
	12	Neighborhood Community Garden Projects[1]	$ 58,482.44
	13	Urban Farm Park Dedication Project	$ 105,000.00
		Contingency *(approximately 13% of the Projected Revenue)*	$ 85,365.29
Subtotal (without Committee Staffing)			**$ 903,767.06**
		Committee Administration/Staffing	$ 81,140.22
Total Allocations to be Funded with 2017/18 Revenue & Unobligated Carry-Over Funding			**$ 984,907.28**
Total Projected Revenue in 2017/18[2]			**$ 638,549.25**
Unobligated (Not Spent) Carry-Over Funding from 2015/2016 Expenditure Plan[3]			**$ 307,358.03**
Unobligated (Not Spent) Carry-Over Funding from 2016/2017 Expenditure Plan[4]			**$ 39,000.00**
Obligated funding from 2016/17 Expenditure Plan to carry over into the 2017/2018 Expenditure Plan[5]			**$ 115,800.72**
Total 2017/18 Expenditure Plan Budget			**$ 1,100,708.00**

*[1] Funding allocation(s) for Community-Based Projects under Strategy 9 of this Expenditure Plan are incorporated into the 2017/18 Community Based Projects Table (**Attachment 2**). Funding allocation(s) for Neighborhood Community Garden Project(s) under Strategy 12 are incorporated into the 2017/18 Neighborhood Community Garden Projects Table (**Attachment 4**). Both are included as part of the 2017/2018 Expenditure Plan.*

[2] Total Projected Revenue shown above reflects the amount projected to be received between July 1, 2017 and June 30, 2018.

[3] Amount shown includes roll-over funding of $307,358.03 not spent or obligated to be spent from the prior 2015/16 Expenditure Plan. Based on "North Richmond Waste and Recovery Mitigation Fee 2015-16 Expenditure Plan Budget Summary Close-out" document approved by Committee at their meeting in May 2017.

*[4] Two (2) Community Based Projects under Strategy 9 withdrew their request to use funding in the 2016-17 Expenditure Plan. Funding of $19,500 for Davis Chapel and $19,500 for Verde Eco-Stewards (Total of $39,000) is allocated as unobligated funding into the 2017-18 Expenditure Plan (**See notes section of Attachment 3 for details**).*

*[5] Funding obligated for the projects included in previously approved EP under the Community Based Project Strategy **(See Attachment 3 - Allocating $76,050)** and Neighborhood Community Garden Project(s) Strategy **(See Attachment 5 - Allocating $39,750.72)** for a total of $115,800.92 recommended to be carried over into the 2017/18 Expenditure Plan since activities are not expected to be completed by June 30, 2017.*

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DESCRIPTION OF STRATEGIES RECOMMENDED FOR FUNDING

Funding allocation amounts for each strategy are specified in the Budget table on page 3. The following Strategies describe the activities allowed to be funded with the amounts allocated to each in the Budget (associated allowable agency staff costs are described in the Staff Costs section). Strategies are grouped based on relative funding priority levels and the "Core Services" category contains higher priority Strategies than the "Supplemental Enhancements" category. Higher funding priority Strategies are those which best address the Fee's intended purpose, ***"to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond"***) and "Supplemental Enhancements".

Level 1 Priority - PRIMARY CORE SERVICES STRATEGIES

- 1 - Bulky Item Pick-ups & Disposal Vouchers
- 2 - Neighborhood Clean-up Events
- 4 - City/County Right-of-Way Trash & Tagging Removal
- 5 - Code Enforcement - County
- 6 - Illegal Dumping Law Enforcement

Level 2 Priority - SECONDARY CORE SERVICES STRATEGIES

- 3 - Prevention Services Coordinator
- 7 - Surveillance Cameras

Level 3 Priority - PRIMARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 8 - Community Services Coordinator
- 9 - Community Based Projects (SOME)
- 11 - North Richmond Green Campaign
- 12 – Neighborhood Community Garden Projects

Level 4 Priority - SECONDARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 9 - Community Based Projects (SOME)
- 10 - North Richmond Green Community Service Programs
- 13 – Urban Farm Park Dedication Project

CORE SERVICES

1. Bulky Item Pick-ups & Disposal Vouchers

Provide residents in the Mitigation Fee Primary Funding Area, who prove eligibility consistent with City/County procedures, with the option of choosing to:

- Request up to one on-call pick-up service per household per calendar year for bulky items that are not accepted in the current on-call clean-ups through Richmond Sanitary Service (RSS), only available to those with an active account with RSS; or
- Request up to twelve $5 vouchers per household for disposal at Republic's transfer station on Parr Blvd. per calendar year (vouchers expire after six months, Mitigation Fees only pay for vouchers that are actually redeemed).

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity(ies):

Community Housing Development Corporation *(processes requests and issues Disposal Vouchers/arranges Bulky Item Pick-ups)*

Republic Services - Golden Bear Transfer Station & Richmond Sanitary Service *(reimbursed for Disposal Vouchers redeemed and Bulky Item Pick-ups provided)*

Reporting/Payment Requirements: Effective July 1, 2012, CHDC and Republic Services shall provide required data pertinent to Strategy 1 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

2. Neighborhood Clean-ups

Provide at least one neighborhood and/or creek clean-up event in the Mitigation Fee Funding Area; additional clean-up event may be scheduled as funding allows.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity(ies):

City Manager's Office *(coordinates scheduling of clean-up dates and associated arrangements in conjunction with partner entities)*

Republic Services - Richmond Sanitary Service *(reimbursed for providing/servicing clean-up boxes and disposing of debris placed in clean-up boxes)*

Reporting/Payment Requirements: Effective July 1, 2012, the City Manager's Office and Republic Services shall provide required data pertinent to Strategy 2 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

3. Prevention Services Coordinator

Fund at least a portion of a Prevention Services Coordinator (PSC) position (including salary/benefits/overhead and administering agency contracting charge[1]) on a contract basis to assist the City and County in implementing Strategy 1 as the point of contact for community members interested in claiming Disposal Vouchers or Bulky-Item Pick ups. Assist community members interested in reporting illegal dumping and seeking referral/resources. Track and report data related to illegally dumped waste collected by Republic Services Hot Spot Crew and handle associated referrals to applicable public agencies, including right-of-way referrals

[1] Administering agency contracting charge applies ($3,000 per contract)

for Strategy 4. The PSC may also assist City and County with administering funding allocated to selected non-profit organizations under Strategies 9 and 12.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Community Housing Development Corporation (CHDC)
(reimbursed actual cost for part-time position and issues Disposal Vouchers/arranges Bulky Item Pick-ups)

Reporting/Payment Requirements: Effective July 1, 2012, CHDC shall provide required data pertinent to Strategy 1 and Strategy 3 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

4. City/County Right-of-Way Pick-up & Tagging Abatement

Fund consolidated pick-up program (including personnel, mileage, equipment rental and administrative costs) for removal of illegal dumping and tagging abatement* in the public right-of-way located within the unincorporated & incorporated Mitigation Fee Primary Funding Area. Funding is intended to pay for removal of illegal dumping that occurs as a result of referrals from the Prevention Services Coordinator for items/debris not collected by the designated Republic Services Hot Spot Route crew.

* Allocation of funding under this Strategy for this Expenditure Plan cycle is primarily intended to cover the cost incurred for City/County Right-of-Way Pick-up activities throughout the Primary Funding Area. Funds for Tagging Abatement are not proposed to be allocated in this Expenditure Plan cycle.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Richmond Police Department's Code Enforcement Division

Reporting/Payment Requirements: Effective July 1, 2012, the Richmond Police Department's Code Enforcement Division shall provide required data pertinent to Strategy 4 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

5. Code Enforcement Staff - County

Fund at least a portion of County code enforcement position (including salary/benefits and related vehicle and equipment costs), to assist with vacant/ abandoned lot abatements and fencing as well as other health/building/zoning violations related to illegal dumping and blight throughout the unincorporated Mitigation Funding Area.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Department of Conservation & Development's Building Inspection Division

Reporting/Payment Requirements: Effective July 1, 2012, the County Department of Conservation & Development's Building Inspection Division shall provide required data pertinent to Strategy 5 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

6. Illegal Dumping Law Enforcement

Fund majority of a full-time Sheriff Deputy (between approximately 90-100% of salary/benefits, overtime, uniform and related cell phone, equipment, and vehicle costs) to assist with law enforcement investigations and patrols to combat illegal dumping within the Mitigation Fee Primary Funding Area.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Sheriff's Office

Reporting/Payment Requirements: Effective July 1, 2012, the County Sheriff's Office shall provide required data pertinent to this Strategy based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

7. Surveillance Cameras

Fund the purchase of cameras, camera infrastructure, camera signage and costs related to maintenance, warranty, repair & relocation of surveillance camera system equipment within the Mitigation Fee Primary Funding Area to assist the dedicated Illegal Dumping Law Enforcement officer in targeting specific locations where illegal dumping occurs most regularly.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity(ies):

Richmond Police Department *(operate, move and maintain eight Pan-Tilt-Zoom wireless video surveillance cameras and associated camera system infrastructure throughout NR -AND- install/clean/move FlashCam cameras located within the incorporated NR area if funding is available)*

County Sheriff's Department *(coordinate monitoring of FlashCams located throughout NR and identify/request relocation of surveillance cameras throughout NR as needed)*

County Public Works Department (*install/clean/move FlashCam cameras located within the unincorporated NR area upon request if funding is available)*

Reporting/Payment Requirements: Effective July 1, 2012, each Implementing Entity shall provide required data pertinent to each entity's applicable Strategy 8 responsibilities based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers) now or in the future.

SUPPLEMENTAL ENHANCEMENTS

8. Community Services Coordinator

Fund at least a portion of a Community Services Coordinator (CSC) position to be staffed on a contract basis (including salary/benefits/overhead and administering agency contracting charge[2]). The CSC shall:

- serve as a link between the community of North Richmond, the City of Richmond, and Contra Costa County for issues related to beautification, illegal dumping, and blight using referral process identified by the City and County;
- coordinate outreach activities related to illegal dumping and beautification within the Primary Funding area, as specified by the City/County, including North Richmond Green community service programs and outreach activities described under Strategies 10 & 11; and
- be bilingual in order to assist with Spanish translation as needed.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

9. Community Based Projects

Fund the development, implementation and oversight of a variety of community-based projects with specific focuses on anti-littering, environmental stewardship, blight reduction and/or beautification (including personnel/labor, administrative oversight, materials, equipment and related maintenance costs plus administering agency contracting charges[3]). Rather than funding stipend programs separately (including stipends, administrative oversight and related materials/equipment), new community-based projects/programs should include component for stipends, where appropriate, to pay local youth and/or other community members for assisting with illegal dumping prevention/abatement or beautification activities within the Mitigation Fee Primary Funding Area. Community Based Projects to be

[2]Administering agency contracting charge is $3,000 per contract.

[3]Administering agency contracting charge is $3,000 per contract if directly contracting with City or County (in addition to the 20% allocation described in Administering Agencies section below).

funded were solicited through an open Funding Request Proposal & Application process. Examples of potential project types that may be funded include but are not limited to:

a. Neighborhood Landscaping Improvements
b. Community Art Projects (e.g. Tile Art, Murals or Safe Routes/Popsicle Project)
c. Stipend Beautification Programs

Details, including recommended allocation amounts, for each of the selected Community Based Projects to be funded under this Expenditure Plan are contained in the Community Based Projects Tables included as Attachments 2 & 3. Funding for carry-over Projects in Attachment 3 is not included in the amount listed under Strategy 9 in the Budget.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agencies: Contra Costa County and City of Richmond and/or Community Housing Development Corporation (CHDC) on behalf of the City or County. CHDC may, under contract with either the City or County as a Administering Agency, administer Community Based Project contracts funded under this Strategy for some or all of the new Community Based Projects selected for funding in the 2017/2018 Expenditure Plan cycle. CHDC shall use no more than twenty (20) percent (%) of the total amount awarded to each Community-Based Project (after subtracting City/County contracting cost) listed in Attachment 2 to oversee project implementation, including facilitating review/assessment of reports' and deliverables. Payments to Implementing Entities for Community-Based Projects shall not be issued by CHDC without the written approval of City and County Committee Staff.

Implementing Entity: Various Non-Profit Organizations and/or County Housing Authority (see Community Based Projects Tables in Attachments 2 and 3)

Reporting/Payment Requirements: Any Community Based Project contracts issued or amended by the City/County shall incorporate Reporting & Invoicing Requirements generally consistent with those shown in Attachment 1. Community-Based Project contracts being administered by CHDC on behalf of either the City or County shall also incorporate Reporting and Invoicing Requirements generally consistent with those shown in Attachment 1. Attachment 1 only applies to Community-Based Project contracts with the Implementing Entities. The City and/or County will issue advance payments to CHDC, as needed, to ensure there is adequate funding available to payments requested by Implementing Entities if and when authorized by City and County Staff. Additionally, CHDC would be subject to contractual payment and reporting provisions that differ from those in Attachment 1 due to the nature of the services to be provided.

10. North Richmond Green Community Services Programs

Fund the following North Richmond Green programs on a contract basis[4] to the extent the specific details submitted are determined to align with the purpose of the Mitigation Fee and Expenditure Plan:

- *NR Little League Baseball Program* - Includes cost of registration and uniforms with customized North Richmond Green patches for up to 5-6 teams, season kick-off event/parade, equipment, stipends for game monitoring and oversight, food and transportation.
- *NR Adult Softball program* - Includes cost of registration, jerseys with North Richmond Green patches and hats for the men's and women's team.
- *NR Youth Twilight Basketball Program* - Includes cost of registration and uniforms with North Richmond Green patches for up to 5-6 teams, equipment, stipends for game monitoring and oversight, food and transportation.
- *NR Youth Eco Academy* - Youth projects to include school gardens, recycling efforts, habitat restoration, creek/bay/ocean water quality monitoring, beach/creek/neighborhood clean-ups and ecological field trips. May fund the cost of materials, transportation and fees associated with pre-approved community beautification projects such landscaping and murals.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

11. North Richmond Green Campaign

Fund the design, printing and/or distribution of education and outreach materials on a contract basis[4] which must align with the purpose of the Mitigation Fee and Expenditure Plan and be pre-approved by Committee Staff. Outreach materials must include "Jointly funded by City of Richmond & Contra Costa County" unless otherwise specified herein. Outreach materials may be any of the types specified below, however must clearly intend to directly:

- Inform the community about Mitigation Fee funded programs/efforts,
- Increase participation in Mitigation funded programs/efforts,
- Reduce illegal dumping and blight in the Mitigation Fee Funding Area, and/or
- Promote beautification in the Mitigation Fee Funding Area.

The following type of outreach material expenditures may be funded if reviewed and pre-approved by Committee Staff:

[4] Administering agency contracting charge applies ($3,000 per contract)

- STIPENDS – Pay local community members (youth and adults) to distribute printed outreach materials door-to-door to promote mitigation-funded strategies *(Jointly Funded text not applicable to stipend expenses, only materials)*
- HANDOUTS/MAILERS – Newsletters, flyers, brochures or other documents intended to be handed out or mailed to local residents/organizations.
- T-SHIRTS - Shirts shall include the NRGreen.org website to encourage people to learn more about Mitigation funded programs/efforts *(local phone number should also be included when possible, however inclusion of Jointly Funded text may not be required)*
- NR GREEN FESTIVAL – Event held once per year and generally include information booths to raise awareness about mitigation-funded efforts and other local beautification efforts as well as fun activities for kids and food. Materials promoting the event shall include the NRGreen.org website as well as a local phone number.
- SIGNAGE – Printed or manufactured signage, which includes promotional banners for local events/parades, which should include the NRGreen.org website for Community members to learn more about Mitigation funded programs/efforts. Repair, replacement and removal of NRMF-funded Light Pole Banners.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

12. Neighborhood Community Garden Projects

Fund on-going maintenance and up-keep of existing community gardens within the Primary Funding Area, which may include a component for stipends, where appropriate, to pay local youth and/or other community members for assisting with Community Garden upkeep and maintenance.

Neighborhood Community Garden Projects to be funded were solicited through an open Funding Request Proposal & Application process. Projects selected under this Strategy could be funded on an on-going basis if separately awarded funding in multiple Expenditure Plan cycles.

Details, including recommended allocation amounts, for each of the selected Neighborhood Community Garden Projects are included in Attachment 4.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agencies: Contra Costa County, City of Richmond and/or Community Housing Development Corporation (CHDC)[5] on behalf of the City or County. CHDC may, under contract with either the City or County as the Administering Agency, administer Neighborhood Community Garden Project contracts being funded under this Strategy for some or all of the Neighborhood Community Garden Project non-profit organizations selected for funding in the 2016/2017 Expenditure Plan cycle. CHDC shall use no more than twenty (20) percent (%) of the total amount awarded to each Project to oversee project implementation, including facilitating review/assessment of reports and deliverables. Payments to Implementing Entities for Neighborhood Community Garden Projects shall not be issued by CHDC without the written approval of both City and County Committee Staff.

Implementing Entity: Various Non-Profit Organizations (see Neighborhood Community Garden Projects Table in Attachment 4)

Reporting/Payment Requirements: Any Neighborhood Community Garden Project contracts issued or amended by the City/County shall incorporate Reporting & Invoicing Requirements generally consistent with those shown in Attachment 1. Neighborhood Community Garden Project contracts being administered by CHDC on behalf of either the City or County shall also incorporate Reporting & Invoicing Requirements generally consistent with those shown in Attachment 1. Attachment 1 only applies to the Neighborhood Community Garden Project contracts with the Implementing Entities. CHDC would be subject to contractual payment and reporting provisions that differ from those in Attachment 1 due to the nature of the services to be provided. The City and/or County will issue advance payments to CHDC, as needed, to ensure there is adequate funding available to payments requested by Implementing Entities if and when authorized by City and County Staff.

13. Urban Farm Park Dedication Project

Fund a portion of the County Park Dedication project, known as the Roots and Restoration Farm ("Farm"), involving development of a 3.1 acre Agricultural Park and Riparian Restoration Learning Center located in North Richmond at 323 Brookside Drive. Funding maybe used for Environmental Site Analysis / Studies, Community Outreach and Engagement, and other interim activities directly associated with Farm development which may include the purchase of farm amenities.

Administering Agency: Contra Costa County

Implementing Entity: Urban Tilth (non-profit)

Reporting/Payment Requirements: Prior to any NRMF funded payments being issued for this project, all invoices submitted by Implementing Entity shall be accompanied with applicable substantiating documentation based on the Reporting & Invoicing Requirements shown in Attachment 1.

STAFF COSTS

Committee Administration/Staffing Funding: The funding allocated for Committee Administration/Staffing may not be adequate to cover the full cost of staff time necessary for jointly staffing the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee as well as developing, administering and overseeing this Expenditure Plan for the specified period. Supplemental funding allocation may be necessary upon determining actual costs exceed the amount budgeted to cover the intended City/County costs for joint staffing.

Strategy-Specific Funding: The cost of City/County staff time spent providing direct implementation assistance and/or coordination for specific Strategies may be covered with a portion of the NRMF funding budgeted for each applicable Strategy. Additionally, a portion of the NRMF funding budgeted for Strategies will be used to pay fixed administering agency contracting charge for each applicable contract (Currently $3,000 per contract. An additional $3,000 may be added to a contract amendment to add additional funding or nonprofits to a contract during an existing contract cycle) unless otherwise specified herein.

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Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #28–541–24 with the City of Richmond for its Recreation and Parks Department

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #28-541-4 with the City of Richmond, for its Recreation and Parks Department, a political subdivision of the State of California, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018.

FISCAL IMPACT:
Agency will pay County the voluntary contributions it receives from participating seniors, after it has paid its authorized expenses. No County funds are required.

BACKGROUND:
This Contract meets the social needs of County's population by providing an average of thirty (30) congregate meals per day, five days per week for senior citizens at its Congregate Senior Nutrition site in Richmond.

On July 12, 2016, the Board of Supervisors approved Novation Contract #28-541-23

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Dan Peddycord, 925-313-6712

cc: D Morgan, M WILHELM

BACKGROUND: (CONT'D)

with the City of Richmond, for its Recreation and Parks Department, for the period from July 1, 2016 through June 30, 2017, which included a three-month automatic extension through September 30, 2017, for the provision of congregate meal services for County's Senior Nutrition Program.

Approval of Novation Contract #28-541-24 replaces the automatic extension under the prior Contract and allows Agency to continue providing services through June 30, 2018. This Contract includes modifications to County's standard indemnification and confidentiality clauses and agrees to hold each party harmless from any claims arising out of the performance of this Contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, senior citizens who depend on County's Senior Nutrition Program will not receive meals at Contractor's facility.

Contra Costa County

To: Board of Supervisors

From: John Gioia, District I Supervisor

Date: June 20, 2017

Subject: Vote for Renewed Downtown Richmond Property & Business Improvment, Richmond

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Public Works Director, or her designee, to submit a ballot, on behalf of County-owned property at 1305 MacDonald Avenue, Richmond (Assessor's Parcel Number 540-082-033), in favor of renewing the Richmond Property and Business Improvement District, and renewing the property-based assessment, for a five year period beginning January 1, 2018. Work Authorization number T0027.

FISCAL IMPACT:
EHSD will incur approximately $8,128.25 in additional building occupancy costs per year, which will be budgeted in future years if this assessment passes. (100% General Fund)

BACKGROUND:
On July 11, 2017 at 6:30 P.M., a public hearing will be held at the Richmond City Council Chambers on the renewal of the DRPBID to improve and convey special benefits to properties located within the boundaries of the DRPBID.

☑ APPROVE ☑ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

Contact: Karen Laws (925) 313-2228

By: , Deputy

cc: Robert Campbell, Auditor-Controller

BACKGROUND: (CONT'D)

>

The Richmond City Council cannot impose the assessment if the ballots in opposition exceed ballots submitted in favor of it. Each ballot is weighted according to the financial obligation of the affected property.

This ballot must be received by the Richmond City Clerk before the close of the Public Hearing on July 11, 2017, to be counted.

The renewed DRPBID will commence on January 1, 2018 through December 31, 2022. Near the end of the term, the petition, ballot and City Council hearing processes must be repeated for the DRPBID to be renewed.

The cost to parcel owners is $0.13 per square foot per year for commercial parcels. This is a $0.01 increase from 2012. Assessment rates may be subject to an increase of no more than three percent (3%) per year. The budget for the initial year of operation is $199,869.53. Services to the DRPBID will include maintenance, safety and nuisance abatement, marketing, promotions, business development, capital improvements and related administration directly and only to assessed parcels within in boundaries.

The proposed assessment is described in the Engineer's Report of the Management District Plan on file and available for inspection with the City Clerk at the City Hall, 450 Civic Center Plaza, Richmond, California.

CONSEQUENCE OF NEGATIVE ACTION:

Each property owner within the DRPBID's boundaries has the right to vote on the Downtown Richmond Property and Business Improvement District assessment. Failure to approve this action would give up Contra Costa County's right to vote.

ATTACHMENTS

DownTown Richmond Ballot

DOWNTOWN RICHMOND PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
PUBLIC NOTICE

Developed by a coalition of property and business owners, the renewed Downtown Richmond Property and Business Improvement District (DRPBID) is a special benefit assessment district to improve and convey special benefits to properties located in the area. The DRPBID would provide the improvements and activities summarized below, above and beyond those currently provided by the City of Richmond.

A PUBLIC HEARING ON THE DRPBID RENEWAL IS SCHEDULED FOR
JULY 11, 2017, AT 6:30 P.M.,
CITY COUNCIL CHAMBERS,
450 CIVIC CENTER PLAZA, RICHMOND, CA 94804.

Location: The DRPBID generally includes parcels along portions of Nevin Avenue from 6th Street (in the west) to the BART tracks (in the east) from Macdonald Avenue and 16th Street; Macdonald Avenue from 6th Street (in the west) to the BART tracks (in the east); portions of 8th Street and Harbour Way from Barrett Avenue (in the north) to Bissell Avenue (in the south); portions of Marina Way from Nevin Avenue (in the north) to Bissell Avenue (in the south); and portions of 16th Street from Macdonald Avenue (in the north) to Bissell Avenue (in the south).

Purpose: The purpose of the DRPBID is to provide activities and improvements which constitute and convey a special benefit to assessed parcels. The DRPBID will provide Maintenance, Safety and Nuisance Abatement; Marketing, Promotions and Business Development; Capital Improvements; and related administration directly and only to assessed parcels within its boundaries.

Budget: The DRPBID annual assessment budget for the initial year of its five-year operation is anticipated to be $199,869.53. The annual budget may be subject to an increase in assessment rates of no more than three percent (3%) per year. The assessment funds will be supplemented by non-assessment funds (such as grants and event income), so that the total budget for the initial year is estimated at $212,317.68.

Cost: The assessment rate (cost to the parcel owner) is based on parcel type and square footage. The initial annual assessment rate applied to commercial parcels is $0.13 per square foot per year, and applied to non-profit housing parcels is $0.06 per square foot per year. Assessment rates may be subject to an increase of no more than three percent (3%) per year.

Duration: The renewed DRPBID will have a five-year-life beginning January 1, 2018 through December 31, 2022. Near the end of the term, the petition, ballot, and City Council hearing processes must be repeated for the DRPBID to be renewed.

Management: Richmond Main Street Initiative (RMSI) will continue to serve as the Owners' Association for the DRPBID.

The assessment shall not be imposed if the ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment, with the ballots weighted according to the proportional financial obligation of the affected property.

The Property Owner Ballot included in this packet contains important information concerning its completion, return, and tabulation, and the effect of casting ballots in support or in protest of the assessment. For more information on the documents in this packet, please call the City Clerk at (510)620-6513. For more information about the DRPBID, please call Civitas at (916) 437-4300.

CITY OF RICHMOND
DOWNTOWN RICHMOND PROPERTY AND BUSINESS IMPROVEMENT DISTRICT

ASSESSMENT BALLOT

This ballot is for the use of the property owner of the parcel or parcels identified below by Assessor Parcel Number (APN). The parcel or parcels are located within the proposed Downtown Richmond Property and Business Improvement District (PBID) in the City of Richmond. Please advise the City Clerk as soon as possible at (510) 620-6514 if the information set forth below is incorrect.

This ballot may be used to express either support for, or opposition to, the assessment in the proposed PBID. The assessment rate is described in the Notice included in this mailing and in the Engineer's Report found on pages 9 through 19 of the Management District Plan. The Management District Plan is on file and available for inspection with the City Clerk. To be counted, this ballot must be completed and signed below by an owner of the identified parcel or, if the owner is not an individual, by an authorized representative of the owner. The ballot must then be returned by mail or in person to the City Clerk at City Hall, 450 Civic Center Plaza, Richmond, California 94804.

Delivery by Mail: Seal the ballot in the envelope provided, affix first-class postage, and place in the mail so that it is received no later than the close of the public hearing on July 11, 2017 scheduled to begin at 6:30 p.m.

Personal Delivery: Seal the ballot in the envelope provided. Then deliver the sealed envelope to the City Clerk, City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804.
Clerk's office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.
Please note: Ballot must be submitted prior to the close of the public hearing scheduled to consider this matter. The hearing is scheduled for July 11, 2017, at 6:30 p.m.

The City Council will not impose the assessment if the ballots submitted in opposition to the assessment exceed those submitted in favor of it. Each ballot is weighted according to the proportional financial obligation of the affected property.

THIS BALLOT MUST BE RECEIVED BY THE CITY CLERK BEFORE THE CLOSE OF THE PUBLIC HEARING SCHEDULED TO BEGIN ON JULY 11, 2017 AT 6:30 P.M. TO BE COUNTED.

To cast this ballot, return either this entire page or the portion below this line.

DOWNTOWN RICHMOND PBID ASSESSMENT BALLOT

Please mark in the box below to cast your vote. Don't forget to sign and date your ballot!

☐ YES, I approve of the proposed assessment on the parcel(s) identified in this ballot.

☐ NO, I do not approve of the proposed assessment on the parcel(s) identifed in this ballot.

Property Ownership ID: *18*

Total PBID Assessment Amount (Votes Cast): *$8,128.25*

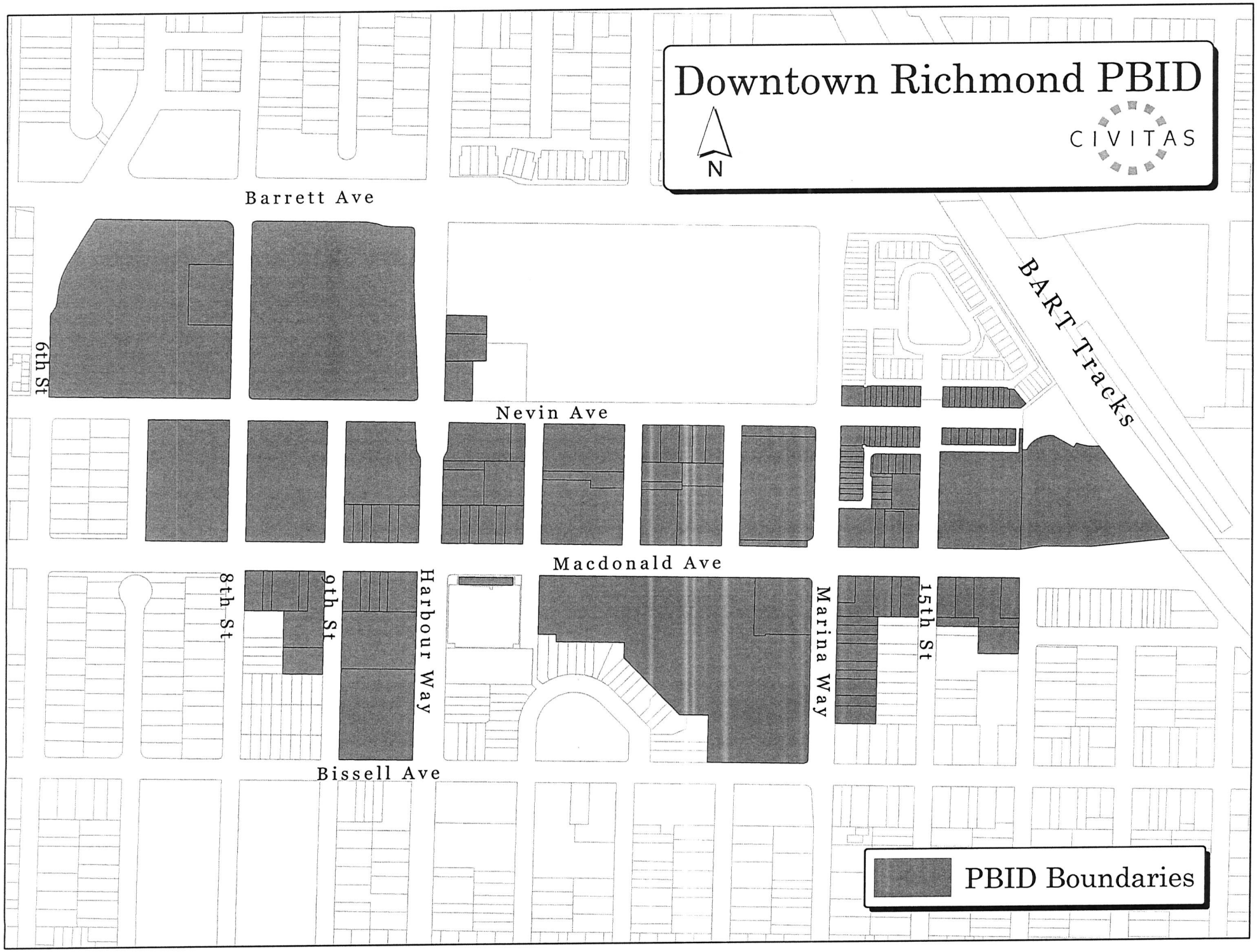
Assessor Parcel Number(s)	Owner of Record	Assessment Per Parcel
540082033	CONTRA COSTA COUNTY	$8,128.25

The undersigned swears under penalty of perjury that the undersigned is the record owner of the parcel identified above or is the authorized representative of the record owner.

_____
OWNER OR REPRESENTATIVE NAME (PRINTED)

_____ / /2017
OWNER OR REPRESENTATIVE SIGNATURE DATE

Note: Property owners with multiple parcels may have additional pages attached - please leave attached and sign all appropriate pages.


Downtown Richmond PBID
CIVITAS
N
Barrett Ave
6th St
Nevin Ave
BART Tracks
Macdonald Ave
8th St
9th St
Harbour Way
Marina Way
15th St
Bissell Ave
PBID Boundaries

PROCEDURES FOR COMPLETION, RETURN, AND TABULATION OF THE ASSESSMENT BALLOT

The property owner should complete the attached assessment ballot. An explanation of who may complete the assessment ballot on behalf of the property owner is provided below.

To complete the assessment ballot process, property owners must complete the following steps:

- Verify that the parcel number(s), legal owner's name, legal owner's address, and site address listed on the assessment ballot are correct. If any of these items are not correct, please contact the City Clerk at (510)620-6513.
- Review the two assessment ballot options to approve or disapprove the Downtown Richmond Property and Business Improvement District assessment.
- Mark your option to approve or disapprove the proposed assessment.
- Sign the assessment ballot.
- Place the completed assessment ballot in the return envelope.
- Submit return envelope with assessment ballot inside to the City Clerk, City of Richmond.

Assessment ballots may be submitted in the following manner:

- ❑ By Mail: City Clerk, City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804.
- ❑ In Person: City Clerk, City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804. Clerk's office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday. Please note: Ballot must be submitted prior to the close of the public hearing scheduled to consider this matter. The hearing is scheduled for July 11, 2017 at 6:30 p.m.

The assessment shall not be imposed if the ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. Ballots will be weighted according to the financial obligation of the owners of the affected properties.

WHO MAY COMPLETE THE ASSESSMENT BALLOTS

Assessment Ballots may be signed by the following parties:

1. If the property is owned by an individual, the individual may sign.
2. If the property is owned by a corporation, the ballot may be signed for the corporation by any officer or officers authorized to make contracts by the corporate by-laws or by resolution of the corporation's Board of Directors.
3. If the property is owned by a partnership, any general partner may sign.
4. If two or more persons own the property as tenants-in-common, any one tenant-in-common may sign for all.
5. If two or more persons own the property in joint tenancy, any one joint tenant may sign for all.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #28–501-26 with Pleasant Hill Recreation and Park District

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #28-501-26 with Pleasant Hill Recreation and Park District, a government agency, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018.

FISCAL IMPACT:
Agency will pay County the voluntary contributions it receives from participating seniors, after it has paid its authorized expenses. No County match required.

BACKGROUND:
This Contract meets the social needs of County's population by providing an average of 60 congregate meals per day, five days per week for senior citizens at the Pleasant Hill Recreation and Park District.

On July 28, 2016, the Board of Supervisors approved Novation Contract #28-501-25 with the Pleasant Hill Recreation & Park District, for the period from July 1, 2016 through June 30, 2017,

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Dan Peddycord
925-313-6712

cc: D Morgan, M WILHELM

BACKGROUND: (CONT'D)

which included a three-month automatic extension through September 30, 2017, for the provision of congregate meal services for County's Senior Nutrition Program.

Approval of Novation Contract #28-501-26 replaces the automatic extension under the prior Contract and allows the Agency to continue providing services through June 30, 2018, including modifications to County's standard indemnification and confidentiality clauses.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's senior citizens who depend on County's Senior Nutrition Program will not receive meals at Contractor's facility.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Novation Contract #28–705–15 with the City of Hercules

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute, on behalf of the County, Novation Contract #28-705-15 with the City of Hercules, a government agency, to provide congregate meal services for County's Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018. This Contract includes a three-month automatic extension through September 30, 2018.

FISCAL IMPACT:
Agency will pay County the voluntary contributions it receives from participating seniors, after it has paid its authorized expenses. No County funds are required.

BACKGROUND:
This Contract meets the social needs of County's population by providing an average of 38 congregate meals per day, five days per week for senior citizens at the Hercules Senior Center.

On July 19, 2016, the Board of Supervisors approved Novation Contract #28-705-14 with the City of Hercules for the period from July 1, 2016 through June 30, 2017, which included a three-month automatic extension

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Daniel Peddycord
925-313-6712

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

through September 30, 2017, for the provision of congregate meal services for County's Senior Nutrition Program.

Approval of Novation Contract #28-705-15 replaces the automatic extension under the prior Contract and allows Agency to continue providing services through June 30, 2018, including modifications to County's standard indemnification and confidentiality clauses.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, senior citizens who depend on County's Senior Nutrition Program will not receive meals at Contractor's facility.

Contra Costa County

To: Board of Supervisors

From: William Walker, M.D., Health Services Director

Date: June 20, 2017

Subject: Unpaid Student Training Agreement #77-115 with Grand Canyon Education, Inc., dba Grand Canyon Education, Inc.

RECOMMENDATION(S):
Approve and authorize the Health Services Director, or his designee, to execute on behalf of the County, Unpaid Student Training Agreement #77-115 with Grand Canyon Education, Inc., dba Grand Canyon Education, Inc., a corporation, to provide supervised field instruction at Contra Costa Regional Medical Center and Contra Costa Health Centers for healthcare administration students, for the period from June 1, 2017 through May 31, 2021.

FISCAL IMPACT:
None

BACKGROUND:
The purpose of this agreement is to provide healthcare administration students at Grand Canyon Education, Inc., dba Grand Canyon University with the opportunity to integrate academic knowledge with applied skills, at progressively higher levels of performance and responsibility. Supervised fieldwork experience for students is considered to be an integral part of both educational and professional preparation. The Health Services Department can provide the requisite field education, while at the same time, benefiting from the students' services to patients.

Under Unpaid Student Training Agreement

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: David Peddycord, (925) 313-6712

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

#77-115, Grand Canyon Education, Inc., dba Grand Canyon University, healthcare administration students will receive supervised fieldwork instruction experience at Contra Costa Regional Medical Center and Contra Costa Health Centers through May 31, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the students will not receive supervised fieldwork instruction experience at Contra Costa Regional Medical Center and Contra Costa Health Centers.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 20, 2017

Subject: Authorization to submit 2018-19 Community Action Plan (CAP) to State of California

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to submit to the California Department of Community Services and Development the County's 2018-19 Community Action Plan to ameliorate poverty and increase self-sufficiency efforts for impacted Contra Costa County residents.

FISCAL IMPACT:
No direct fiscal impact.
The State of California will prepare and distribute a Community Services Block Grant (CSBG) contract for Contra Costa County once the State receives notice of its 2018 allocation.

BACKGROUND:
The 2018-19 Community Action Plan (CAP) was developed with input from Contra Costa County residents, Department staff and clients along with the County's Economic Opportunity Council (EOC). The EOC reviewed and approved the CAP at its regular meeting on June 8, 2017.

The CAP guides the Community Services Block Grant (CSBG) program operated by the Community Services Bureau of the Employment & Human Services Department. Approval of the CAP by

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: CSB (925) 681-6345

cc: Nancy Sparks, Christina Reich, Cassandra Youngblood

BACKGROUND: (CONT'D)

the Board of Supervisors will allow the document to move forward for State approval. Once approved, the State will generate a CSBG contract with the County for designated CSBG funds, which is based on County poverty data. The needs assessment is a process used to determine unmet needs of low-income individuals, families, and communities. The needs assessment informs CSBG eligible entities how to utilize CSBG funds to meet the needs of low-income persons in their service areas in accordance with the assurances in the CSBG Act.

The CSBG contract will provide continuing funds for CSBG self-sufficiency programs and emergency services for eligible county individuals and families. Funding will determined by the State upon its receipt of notice of the federal CSBG allocation for California for 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not have the basis to receive CSBG funding in the 2018 program year.

CHILDREN'S IMPACT STATEMENT:

None

ATTACHMENTS

2018-19 CSBG Plan

2018-2019 Community Action Plan

California Department of Community Services and Development

Community Services Block Grant

PURPOSE

The Community Action Plan (CAP) serves as a two (2) year roadmap demonstrating how Community Services Block Grant (CSBG) eligible entities plan to deliver CSBG services. The CAP identifies and assesses poverty related needs and resources in the community and establishes a detailed plan, goals and priorities for delivering those services to individuals and families most affected by poverty. CSBG funds may be used to support activities that assist low-income families and individuals, homeless families and individuals, migrant or seasonal farm workers and elderly low-income individuals and families by removing obstacles and solving problems that block the achievement of self-sufficiency.

Community Action Plans must adhere to the following federal and state laws:

COMPLIANCE WITH FEDERAL LAW

To comply with the Community Services Block Grant (CSBG) Act, Public Law 105-285, Section 676b (11) eligible entities must complete a Community Action Plan (CAP), as a condition to receive funding through a Community Services Block Grant. Federal law mandates the eligible entities to include a community-needs assessment in the CAP for the community served.

COMPLIANCE WITH STATE LAW

To comply with California Government Code 12747 pertaining to the Community Services Block Grant Program, Community Action Plans are to be developed using processes that assess poverty-related needs, available resources, feasible goals and strategies, and that yield program priorities consistent with standards of effectiveness established for the CSBG program. The CAP should identify eligible activities to be funded in the program service areas and the needs that each activity is designed to meet. Additionally, CAPs should provide for the contingency of reduced federal funding.

COMPLIANCE WITH CSBG ORGANIZATIONAL STANDARDS

As described in the Office of Community Services (OCS) Information Memorandum (IM) #138 dated January 26, 2015, CSBG eligible entities will comply with implementation of the Organizational Standards. Compliance with Organizational Standards will be reported to OCS on an annual basis via the CSBG Annual report. In the section below, CSD has identified the Organizational Standards that provide guidance for the development of a comprehensive community needs assessment. CAP responses should reflect compliance with the Organizational Standards and demonstrate a thorough understanding of the Organizational Standards throughout the development of a comprehensive community needs assessment.

CONSUMER INPUT AND INVOLVEMENT

Standard 1.1 The organization/department demonstrates low-income individuals' participation in its activities.

Standard 1.2 organization/department analyzes information collected directly from low-income individuals as part of the community assessment.

COMMUNITY ENGAGEMENT

Standard 2.2: The organization/department utilizes information gathered from key sectors of the community in assessing needs and resources, during the community assessment process or other times. This sector would include at minimum: community-based organizations, faith-based organizations, private sector, public sector, and educational institutions.

COMMUNITY ASSESSMENT

Private Agency - Standard 3.1: Organization conducted a community assessment and issued a report within the past 3 year period.

Public Agency - Standard 3.1: Department conducted a community assessment and issued a report within the past 3 year period, if no other report exists.

Standard 3.2: As part of the community assessment the organization/department collects and analyzes both current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).

Standard 3.3: Organization/department collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.

Standard 3.4: The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.

Standard 3.5: The governing board or tripartite board/advisory body formally accepts the completed community assessment.

Standard 4.2: The organization's/department's Community Action plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.

Standard 4.3: The organization's /department's Community Action Plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle.

STRATEGIC PLANNING

Private Agency Standard 6.4: Customer satisfaction data and customer input, collected as part of the community assessment, is included in the strategic planning process.

Public Agency Standard 6.4: Customer satisfaction data and customer input, collected as part of the community assessment, is included in the strategic planning process, or comparable planning process.

STATE PLAN AND APPLICATION REQUIREMENTS

As required by the CSBG Act, Public Law 105-285, states are required to submit a state plan as a condition to receive funding. Information provided in the CAP by eligible entities is included in CSDs biennial State Plan and Application.

State of California
Department of Community Services and Development
CSBG Community Action Plan
CSD 410--Version (01/17)

COMMUNITY SERVICES BLOCK GRANT
2018/2019 PROGRAM YEAR COMMUNITY ACTION PLAN
COVER PAGE AND CERTIFICATION

TO: Department of Community Services and Development
Attention: Field Operations Unit
2389 Gateway Oaks Drive #100
Sacramento, CA 95833

FROM: Contra Costa County Employment and Human Services Department

Agency Contact Person Regarding Community Action Plan

Name: Nancy Sparks
Title: Comprehensive Services Manager
Phone: 925-681-6308 Ext: (none)
Fax: 925-313-8301
Email: nsparks@ehsd.cccounty.us

CERTIFICATION OF COMMUNITY ACTION PLAN AND ASSURANCES

The undersigned hereby certifies that this agency complies with the Assurances and Requirements of this 2018/2019 Community Action Plan and the information in this CAP is correct and has been authorized by the governing body of this organization.

Board Chairperson — Date

Executive Director — Date 6/12/17

TABLE OF CONTENTS

The CAP is to be arranged in the order below. Please include the appropriate page numbers for reference. Additional attachments are to be added as appendices.

(Insert Page Numbers)

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2018 - 2019 Community Action Plan Checklist

The following is a check list of the components to be included in the CAP. The CAP is to be received by CSD no later than **June 30, 2017**:

- ☒ **Cover Page and Certification**
- ☒ **Table of Contents**
- ☒ **Vision Statement**
- ☒ **Mission Statement**
- ☒ **Comprehensive Community Needs Assessment**
- ☒ **Documentation of Public Hearing(s)**
- ☒ **Federal Assurances**
- ☒ **State Assurances**
- ☒ **Individual and Community Eligibility Requirements**
- ☒ **Monitoring and Evaluation**
- ☒ **Data Collection**
- ☒ **Appendices (Optional)**

VISION STATEMENT

Provide your agency's Vision Statement which describes your agency's values. The vision is broader than any one agency can achieve; the agency collaborates with others in pursuit of this vision.

To end poverty by working in partnership with the community and its organizations in effort to maximize the opportunity for low-income families to achieve self-sufficiency

MISSION STATEMENT

The Mission Statement describes the agency's reason for existence and may state its role in achieving its vision.

Organizational Standard 4.1 references the Mission Statement for private and public entities:

Private Entities
The governing board has reviewed the organization's mission statement within the past 5 years and assured that:
1. The mission addresses poverty; and
2. The organization's programs and services are in alignment with the mission.

Public Entities
The tripartite board/advisory body has reviewed the department's mission statement within the past 5 years and assured that:
1. The mission addresses poverty; and
2. The CSBG programs and services are in alignment with the mission.

Provide your agency's Mission Statement

Mission Statement (Insert Statement)

To support individuals and families to thrive as contributing members of the community by providing high quality services and learning opportunities.

COMPREHENSIVE COMMUNITY NEEDS ASSESSMENT

Public law 105-285 requires the state to secure from each eligible entity, as a condition to receive funding, a CAP which includes a community-needs assessment for the community served. Additionally, state law requires each CSBG eligible entity to develop a CAP that assess poverty-related needs, available resources, feasible goals and strategies, and that yields

program priorities consistent with standards of effectiveness established for the program (*California Government Code 12747(a)*).

The Community Needs Assessment captures the problems and conditions of poverty in the agency's service area based on objective, verifiable data and information gathered through various sources. Identified problems and conditions must be substantiated by corroboration through public forums, customer questionnaires, surveys, statistical data, evaluation studies, key informants, and/or other reliable sources. The Community Needs Assessment should be comprehensive and serve as the basis for the agency's goals, and program delivery strategies. The Community Needs Assessment should describe local poverty-related needs and be used to prioritize eligible activities offered to low-income community members over the next two (2) years.

As a part of the Community Needs Assessment process, each organization will analyze both qualitative and quantitative data to provide a comprehensive "picture" of their service area. To assist the collection of quantitative data, CSD has provided a link to a data dashboard including instructions and a data dictionary. The link gives agencies access to data for every county in the state. The dashboard can be accessed by clicking on the link or copying and pasting the link in your browser.

https://public.tableau.com/views/Cap_Assessment/CAPData?:embed=y&:display_count=yes

This data can be used as a starting point for developing your needs assessment. It is derived from data sources that align to the federal assurances required for the Community Services Block Grant. Each respondent is responsible for providing information regarding the needs around each federal assurance to indicate whether the agency or some other entity is providing the services.

By clicking on the State and County level Data page, the user will have access to quantitative poverty data. Analysis of the data collected is critical and must include not only the summarization of findings, but the identification, measurement and reporting of improvements and changes in the community both in the conditions and resources to assist low-income consumers on their journey towards self-sufficiency.

In the space below, provide a narrative description of the causes and conditions of poverty affecting the community in your service area such as: child care, community housing, crime, educational achievement, employment/unemployment, income management, healthcare, homelessness, nutrition, and other factors not listed. In particular, describe how the agency ensures that the Community Needs Assessment reflects the current priorities of the low-income population in the service area, beyond the legal requirement for a local public hearing of the CAP.

Agencies should describe the methods and strategies used to collect the information and should utilize a combination of activities and tools such as: focus groups, surveys; community dialogue, asset mapping, interviews, and public records.

Helpful Resources		
United States Census Bureau Poverty Data click here	**State of California Department of Justice** Statistics by City and County click here	**U.S. Department of Housing and Urban Development** Homelessness Assistance click here
Employment Development Department Unemployment Insurance Information by County click here	**California Department of Education** Facts about California Schools Using DataQuest click here	**California Department of Public Health** Statistical Data click here
Bureau of Labor Statistics Labor Data click here	**California Department of Finance** Various Projections/ Estimates click here	**Community Action Partnership** Community Action guide to develop a CNA click here
A Comprehensive Community Needs Assessment (CCNA) Tool Statistical Data to assist CNA development click here		

Comprehensive Community Needs Assessment (Insert Narrative)

The Community Services Bureau (CSB) within the Employment and Human Services Department (EHSD) has served as the county's Community Action Agency (CAA) of Contra Costa County for 53 years. As part of its mission, CSB conducts an annual Community Assessment to provide a complete profile of the current economic, health, safety and educational status of the residents who call Contra Costa County home. The Community Assessment is a multi-phase, ongoing process of data collection and assimilation that describes community strengths, needs and resources. Through this collaborative process and data compilation, the Community Assessment helps identify and communicate the emerging needs and interests of community

members. It helps determine where eligible families live and the population of eligible children, and it describes eligible children and families by age, race and ethnicity, primary language, income, family size, social service needs, educational attainment, employment status, work and job training needs, health factors, nutrition, special educational needs, foster care status and housing needs.

Population Profile

- The population of Contra Costa County has grown 5% to 1,096,068, compared to 3% in California. The largest growth has been among Latino residents (up 46,918 or 20.7%), Asian residents (up 30,836 or 22.6%), and White residents (up 30,816 or 4.9%). Compared to the state, the county's proportion of African American residents is somewhat higher, while its proportion of Hispanic residents is considerably lower. About 76% of Contra Costa residents are U.S. born, compared to 73% in California, but 52% of the county's foreign-born residents have become naturalized citizens, compared to 49% in the state.
- Since 2010, cities such as Pacheco (up 16%), Rodeo (up 12%), Alamo (up 12%), Kensington (up 10%), Vine Hill (up 10%) and Discovery Bay (up 10%) saw a much faster growth while East Richmond Heights (down 9%) and Bayview (down 24%) have experienced significant population decline.
- The county's proportion of families (up 8%) and families with children (up 6%) has increased relative to the state, and single female-headed families, half of which include children, account for 12% of all households in Contra Costa.
- In 2015, 31% (79,511) of the county's 260,864 children are under 6 and 15% (37,787) are under 3. About 6% (64,668) of all residents are 0-4 year olds, compared to 7% in the state overall. The zip codes of 94565 (89,712), 94509 (64,406), 94806 (60,627) and 94513 (58,399) are the most populous and home to the largest population of children under 5 with 27% (17,654) of the county's 64,668 0-4 year olds.

Economic Profile

Income and Poverty

- Median family income in the county is $95,824 in 2015, ranging from $210,000 in Orinda to $47,871 in San Pablo. Other areas with family incomes below median include the population centers of Antioch, Concord, Oakley, Pittsburg and Richmond. Of householders with children age 0-5, 61% in the state and 64% in the county are in families in which all parents work, which represents 49,453 local families.
- About 11% of individuals, 8% of families, 14% of children and 12% of families with children live below the Federal Poverty Line (FPL) in 2015. Overall, 10% of U.S.-born residents live in poverty, compared to 7% of naturalized citizens and 20% of non-naturalized residents. About 22% of the county's single female-headed families and 32% of those with children live below the FPL. About 5,945 children under 6 live in poverty, down 40% from 9,845 in 2014. In 2015, 37% of single female-headed families with children under 5 live below the FPL. Of 13,513 Contra Costa women who gave birth in

2015, about 18% (2,457) live below the FPL, compared to 25% in California. The highest number of Contra Costa families below FPL are residents of Antioch (3,105), Concord (3,098) and Richmond (3,510). Zip codes with the highest number of families below FPL include 94565 (3,334), 94509 (2,383), 94806 (2,087), and 94520 (1,591). The largest concentrations of single female-headed families in poverty live in 94565 (1,457), 94509 (1,307), 94804 (948), 94801 (893), and 94806 (883).

- In 2015, 1.9% of Contra Costa residents are CalWORKs cash grant recipients, down from 2.1% in 2014. In 2016, the county has 7,837 CalWORKs cash grant cases involving 13,744 children. About 19,276 (5%) of county households rely on SSI benefits in 2015, receiving from $1,319 (Bethel Island) to $9,114 (Tara Hills) cash PA annually. About 24,417 (6%) local households receive SNAP benefits, compared to 9% in the state, and 17% (44,752) of local children live in a home with SSI, cash PA or SNAP benefits, versus 27% statewide.

Housing and Homelessness

- Since 2015, the pace of rent increases has escalated dramatically and in 2017, the median rent for a 2-bedroom unit is $2,173 per month. From 2015 to 2017, the median monthly rent for a 2-bedroom unit in the county increased 37%, compared to 16% from 2013 to 2015. About 35% of mortgages (85,522 homes) and 55% of rentals (71,114 units) are considered unaffordable in 2015.
- In 2016, 3,500 individuals in the county are homeless (1,730) or at risk of becoming homeless (1,770). Of these homeless, 1,110 sleep on the streets, 364 are in families, 21 are parenting youth with 21 children, 6 are unaccompanied children and 11% overall are age 0-17. Since 2011, Central and West County saw a decline in homelessness, while East County saw an increase. In 2016, 377 fewer students are homeless compared to 2014 (down 12%), but 2,814 students do not have stable housing, and 53% are younger than the sixth grade. About 37% (1,036) of homeless students attend school in West Contra Costa, 18% (500) in Mt. Diablo and 17% (491) in Antioch Unified.

Employment

- Contra Costa's January 2017 unemployment rate (4.0%) compares favorably to the state (5.0%), but rates are much higher for residents in Vine Hill (9.8%), Tara Hills (9.2%), San Pablo (7.0%), Pacheco (7.0%), Antioch (6.3%), Bethel Island (5.9%) and Oakley (5.7%). Rates are also higher than average in the population centers of Concord (4.9%), Pittsburg (5.4%) and Richmond (5.2%), and unemployment among African American residents is still nearly twice that of the county. While the county's workforce grew 10% or 48,600 workers since 2000, the number employed increased 8% or 38,900 jobs. About 8,633 (64%) of Contra Costa women who gave birth in the past year are in the workforce, compared to just 57% in California.
- Between 2000 and 2015, the Contra Costa County civilian labor force has grown a modest 9.7% or 48,600 potential workers, while the number employed across all

industries increased 8.0% or 38,900. Meanwhile the number of net jobs in the county across all industries increased just 11,000 (3.2%).

- Business trends since 2000 have resulted in job losses in several sectors, including farming (down 1,400 jobs); mining, logging, construction and manufacturing (down 14,300), information (down 9,200), and professional, technical or scientific-related services including waste management (down 4,200 jobs). In contrast, county entities have also produced 23,900 more jobs in education, health and social assistance and 12,500 jobs in hospitality, arts and entertainment, food service and recreation.

Transportation

- Contra Costa County residents spend traveling to work rose from 31.9 to 35.3 minutes from 2008 to 2015, which remains one of the longest commute among all nine Bay Area counties and continues to surpass the statewide average of 28.0 minutes. Workers age 16 and over who travel to a work place are more likely to commute using public transit or a carpool than workers in California overall and less likely to drive alone. However, the percentage of workers in the county who drive to work alone has gradually increased from 66.0% in 2000 to 68.9% in 2015, while the percentage who carpool has decreased from 16% in 2000 to 11.6% in 2015. The percentage of Contra Costa County workers who use public transit (including busses, trains and ferry boats) has also dropped from 16% in 2000 to 10.1% in 2015, but some of these shifts may be due to increases in the percentage of workers who work from home.

Health Profile

Health Insurance Coverage

- In Contra Costa, 10% are uninsured compared to 15% statewide, but both rates have improved since 2014. Rates are highest among foreign-born residents (19%) and for residents of Vine Hill (15%), Tara Hills (16%), Richmond (17%) and San Pablo (21%). About 4% (2,802) of 0-5 year olds are uninsured, and 6% of 2–11 year olds have never seen a dentist. Notably, foreign-born naturalized citizens are 4 times more likely than non-citizens to access health insurance.

- One of only a few counties in the U.S. sponsor its own health care system, Contra Costa County offers a comprehensive range of health-related services to residents under one organizational structure known as the Contra Costa Health Services (CCHS). As the largest department of the Contra Costa County government, CCHS is an integrated health care system that serves and supports individual, family, and community health. The CCHS program network provides a wide array of primary, specialty, and inpatient medical care, mental health services, substance abuse treatment, public health programs, environmental health protection, hazardous materials response and inspection, and emergency medical services. CCHS also operates the nation's first federally qualified, state-licensed and county-sponsored HMO, the Contra Costa Health Plan (CCHP).

- The CCHP, the first county-sponsored health plan in California to offer Medi-Cal

Managed Care coverage and serve Medicare beneficiaries, has been expanded several times in response to the needs of the community. In 2010 it began providing quality health care coverage to county employees, businesses, individuals, and families. Then, after implementation of the Affordable Care Act (ACA) in 2014, it began facilitating the ACA Medi-Cal coverage expansion to include individuals with incomes below 138% of the Federal Poverty Level.

- For these lower-income residents and for uninsured residents, the CCHS system offers a safety net of comprehensive health care and medical services not otherwise available. Through ACA legislation, the CCHS ensures all Medi-Cal recipients in Contra Costa County have access to essential health benefits, including doctor visits, hospital care, 3 pregnancy-related services, SNF, home health and hospice care, mental health care, autism care, and some substance use disorder care.

Health and Safety

- Because rates for Sexually Transmitted Diseases (STD) are considered a proxy for unsafe sexual practices and HIV risk factors, trends in incidence rates are particularly important to maintain healthy communities, and STD rates are closely monitored by a statewide surveillance system that defines high-risk populations; assesses STD trends; measures prevalence of select STDs, health impacts, and costs; and evaluates progress toward reducing incidence rates. In 2015, the rate of Chlamydia among 15-19 year old females in Contra Costa County is 2211.7 per 100,000 compared to 551.5 among boys the same age. Overall, 1,081 cases of Chlamydia were reported among 0-19 year olds in Contra Costa County in 2015, which is a slight increase from 1,003 cases of Chlamydia in 2014. Another 180 cases of Gonorrhea were reporting among 0-19 year olds which is the same as in 2014.
- Infant mortality rose to 4.3 per 1,000 in 2015 and is projected to top 5.0 in 2017. Although still lower than the state (5.0 per 1,000), the county's rate (4.3) has worsened while the state's has improved. About 88% of pregnant women receive first trimester prenatal care in the county, with multi-racial (80%) and Latino mothers (81%) least likely to receive care. By 2017, 7% (5,872) of births are projected to be low birthweight. About 41% of Contra Costa pregnant women participate in WIC, and 4% (500) do not have stable housing during pregnancy, compared to 3% statewide.

Asthma

- In 2016 an estimated 23,069 Contra Costa County children with asthma and 158,199 elderly adults are at special risk from low air quality. The county continues to see higher rates of asthma-related hospitalizations and emergency room visits than the state across all age groups. In 2014, the rate of asthma-related hospitalizations or ER visits among children age 0-4 is 22.7 per 10,000 compared to 19.6 in the state, and 142 children less than 5 had an asthma-related hospitalization or an ER visit in Contra Costa County. Additionally, children in low-income, African American communities may be much more susceptible to asthma-related health problems

than children overall.

Throughout the public hearings, a common theme was the fear of losing safety net programs and services. The EOC understand the threat felt by families and individuals and knows that Community Services Block Grant funding is vital in eliminating structural/systematic barriers that prevent families and individuals from becoming self-sufficient.

Community Needs				
Top Needs	Agency Priority (Yes/No)	Description of Programs/Services Directly Provided by Your Agency	Coordination Efforts	Page
Housing-Shelter	**Yes**	Assistance is also available to enroll eligible individuals and families in programs such as the Low Income Home Energy Assistance and Weatherization Programs.	CSB and the EOC have established strong links with community organizations such as Bay Area Legal Aid, Contra Costa Interfaith Housing, STAND! For Families Free of Violence, and Shelter Inc. Partnerships with the County Health Services Department including Public Health, Mental Health and Homeless Services, the Housing Authority, and the Building Inspection Department are strong and have been paramount in our efforts.	20
Employment-Jobs	**Yes**	**Student Intern Program-**CSBG funds are supporting the professional growth and development of low income individuals in the Student Intern program. Interns are placed throughout CSB's administrative offices and child care centers to receive on-the-job vocational experiences, guidance, and mentorship. Trainees are receiving specialized instruction in	CSB and the EOC have established strong links with community organizations such as Opportunity Junction, Bay Area Community Resources and Contra Costa Clubhouse that provide paid job-trainings, computer training, career skills and job placement.	18

		office practices and procedures, technical skills, and interpersonal skills to develop effective workplace habits that are leading to future employment opportunities.		
Food-Nutrition	**Yes**	CSB in its activities related to Head Start and Early Head Start places a fundamental emphasis on food and nutrition that is incorporated into every aspect of the agency's operation. Families receive quarterly newsletters containing information on health and nutrition. Nutritional Services for Children and Families include: • Nutritional screening and assessment • Individual nutrition counseling by a registered dietitian • Nutrition education • Integrated nutrition curriculum	CSB and EOC members work with several agencies who's mission it is to reduce hunger, promote healthy eating, improve access and availability of fresh produce to our underserve population. • Loaves and Fishes of Contra Costa, provides community based dining rooms where clients are welcomed to a hot meal, food pantry that includes fresh produce and nonperishable items, Adult Nutritional Cooking Skillet classes and Culinary school at their Martinez Dinning Room for Disadvantage youth and adults. • White Pony Express provides 250,000 pounds of high-quality nutritious food daily to	23

			shelters and other organizations working primarily with the homeless in Contra Costa. • STAND! For Families Free of Violence and Shelter Inc., both provide emergency food assistance to their clients.	
Comprehensive Health Services	**Yes**		Contra Costa Health Services (CCHS) is an integrated health care system that serves and supports individual, family, and community health. The CCHS program network provides a wide array of primary, specialty, and inpatient medical care, mental health services, substance abuse treatment, public health programs, environmental health protection, hazardous materials response and inspection, and emergency medical services. CCHS also operates the nation's first federally qualified, state-	18, 20,25

			licensed and county-sponsored HMO, the Contra Costa Health Plan (CCHP). CSB will also partner with agencies in the community that provide wrap-around services in mental health, workshops on healthy living habits, trauma-informed counseling, and assistance with health care applications.	

Instructions:

Top Needs: list the top needs from your most recent Needs Assessment

Agency Priority: Enter a Yes or No in the box to indicate if the need will be addressed directly or indirectly. If the need will not be met please provide explanation in narrative section below.

Description of programs/services/activities: Briefly describe the program, service or activity that your entity will directly provide.

Coordination: If your agency will address the need through coordination, describe what organizations and/or coalitions you will work with to meet the need, including the roles of each party.

Page: Please include the location where this information can be found.

Insert Narrative (Explain why need will not be met.)

DOCUMENTATION OF PUBLIC HEARING(S)

California Government Code 12747(b)-(d) requires all eligible entities to conduct a public hearing in conjunction with their CAP. In pursuant with this Article, agencies are to identify all testimony presented by the low-income and identify whether or not the concerns expressed by that testimony are addressed in the CAP.

Provide a narrative description of the agency's public hearing process and methods used to invite the local community to the public hearing(s), and the methods used to gather the information about the low-income community's needs. Examples include: Surveys, public forums, and secondary data collection.

Note: Public hearing(s) shall not be held outside of the service area(s).

Public Hearing Process (Insert Narrative)

Public hearings were conducted in the three primary regions of Contra Costa County on the following dates (West Contra Costa County – Richmond Public Library – Tuesday, April 4, 2017, 6:30 to 8:30 p.m.; East Contra Costa County - Los Medanos College - Thursday, April 6, 2017, 6:30 to 8:30 p.m.; Central Contra Costa County – County Building (500 Ellinwood) - April 19, 2017, 7:30 to 8:30 p.m.). These hearings were used to provide the public with face-to-face time with Economic Opportunity Council (EOC) members and CSB staff and to solicit factors believed to contribute to poverty in the County that would become input used to develop the Community Action Plan. Outreach to encourage participation included emailing invitation flyers, posting and distributing flyers, and outreach by EOC members and CSB staff. An overview of the Community Action Plan development process and the role of the EOC were explained by EOC members who served as moderators. The meeting was then opened up to allow those in attendance an opportunity to identify what each person believed to be the major factors contributing to poverty within their region or community if a community member, or from the perspective of their organization if representing or associated with a governmental agency or service provider. Meetings were recorded and notes were taken to be later transcribed and grouped according to similar areas of focus. To obtain maximum feedback from the community, a survey was also developed and distributed to allow additional opportunity for the public to provide input on the needs of the community.

The EOC made the following statement in transmitting the Community Action Plan to the Board of Supervisors: *The Economic Opportunity Council declares that the top factors contributing to poverty in Contra Costa County are housing & shelter, employment & training, food & nutrition, and comprehensive health services. In addressing these top factors, we recognize that there are overarching issues, namely access and integration. Access and integration refer to the*

compounding challenges of transportation, capacity, affordability and both timely and effective service delivery.

Below is an example of a diagram that can be used to capture and identify testimony of the low income.

Comment/Concern	Was the concern addressed in the CAP?	If so, indicate the page #	If not, indicate the reason
Job training needs	Yes	32	N/A
Transportation needs in ABC, CA	No	N/A	Due to limited funding, agency meets 50% of the transportation needs in ABC, CA.

Attachments

- Provide a copy of each public hearing notice published in the media.
- Provide a summary of all testimony presented by the low-income population:

Copies of the public hearing notices published in the media and testimony from the surveys are provided as attachments.

FEDERAL ASSURANCES

Public Law 105-285 establishes programmatic assurances for the State and eligible entities as a condition of receiving CSBG funds. Provide a detailed narrative describing the activities your agency will conduct that will enable low-income families and individuals to achieve the programmatic purposes listed below. **(Federal Assurances can be found on Public Law pages 2736-2739)**

1. **Programmatic Purposes**
   (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant or seasonal farm workers and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals—

   (i) to remove obstacles and solve problems that block the achievement of self-

sufficiency, (including self-sufficiency for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);

The Contra Costa County Employment and Human Services Department, Community Services Bureau (CSB) will comply with all specific assurances detailed under the Federal Community Services Block Grant Act. CSB, the Community Action Agency for the County of Contra Costa, is committed to ongoing assessment of the needs of the low-income people in the County, as well as to assuring that the CSBG funds are allocated to subcontracting agencies that further the purpose of these funds. CSB is part of an integrated social services system housed within the Contra Costa County Employment and Human Services Department. As such, CSB works with the other divisions of the Department such as Workforce Services, Aging and Adult Services, Children and Family Services, and the Workforce Development Board. Because CSB is a part of the Contra Costa County government, the agency has established strong links with the County Health Services Department including Public Health, Mental Health and Homeless Services, the Housing Authority, and the Building Inspection Department. The Agency also operates the Head Start and Early Head Start programs for the County as well as providing child development services under contract to the California Department of Education, Child Development Division.

(ii) secure and retain meaningful employment;

Community Services Bureau (CSB) will coordinate with and establish linkages among government and other social service programs to assure effective delivery of services and avoid duplication of services. CSB and EOC members work in partnership with providers through the following funded programs:

- Bay Area Community Resources- Bay Area Community Resources – focuses on workforce development and youth leadership. Funding from CSBG used to support safety violence prevention program through the HEART: Healing, Educating and Reducing Trauma with a primary focus on safety and violence prevention by serving youth aged 14-17 that are at high-risk of engagement in violence and crime. BACR works in collaboration with the Antioch Unified School District. Youth Leadership and Workforce Development programs support young people to make positive decisions about their education, employment, and behavioral health. Program activities are youth-led, foster civic engagement, and provide opportunities for youth to learn to be productive, connect, and navigate. Our youth leadership programs employ a program model that ensures participants have on-site access to five key service areas: (1) academic support, (2) workforce skill building, (3) civic engagement, (4) connection to support services, and (5) meaningful participation in youth development activities.
- Contra Costa Clubhouses (Putnam) - provides a safe and welcoming place where participants (called members, not patients or clients or consumers) to build on personal strengths instead of focusing on illness. Funding from CSBG used to provide support and strategies for members to move into and maintain gainful employment, and b) ensuring that members have effective opportunities to

complete their educations. Career services include: a) career workshops, b) healthy living programs for the development of skills and habits that support career success, c) assistance in developing personal career plans, d) transitional employment at area businesses managed by the Clubhouse, e) support to members return to school and in their paid independent employment, f) one-on-one advice, g) Dress-for-Success thrift shop, and h) benefits counseling.

- Opportunity Junction – helps struggling job-seekers transform themselves into breadwinners and role models. Opportunity Junction fights poverty by helping low-income Contra Costa residents gain the skills and confidence to get and keep jobs that support themselves and their families. Funding from CSBG used to support the a) flagship job training and placement program, b) career development t services, c) the technology center with an ESL component, and d) the Do-It-Yourself Tax Assistance Service. The program has three phases: training, internship, and alumni services.
- Student Intern program is designed to provide low-income participants with on-the-job training in the various units of county government while receiving web-based training called Metrix Learning. Courses are mandatory in pre-selected areas such as Microsoft Excel, Microsoft Word, and Microsoft PowerPoint, designed to meet the current and emerging training needs of the unemployed in today's competitive workforce. Participants are enrolled in the America's Job Center of California (AJCC) and gain access to workshops, career planning, and resume development. The program term is a maximum of 12 months per participant, with the goal of being employed full-time upon exit from the program.

SparkPoint centers provide access a full range of services designed to help them get out of poverty and achieve long-term financial stability. SparkPoint services focus on three areas: improving credit, increasing income and building assets. Using an integrated service model, SparkPoint clients are offered a host of services including:

- Income Support: benefits screening & tax preparation and workshops
- Savings and Assets: budgeting and banking workshops; financial planning; home buyer IDA; pre-paid debit cards
- Workforce Development: career coaching, resume creation
- Small Business Development: small business development course; small business IDA
- Financial Coaching and Counseling: credit & debt workshops; credit counseling; debt counseling
- Education: connections to training programs

(iii) attain an adequate education, with particular attention toward improving literacy skills of low-income families in the communities involved, which may include carrying out family literacy initiatives;

Raising a Reader is a "take-home" Book Bag Program purchased by CSB. This early literacy program encourages families with preschoolers to celebrate reading together and fall in love with books. Each week children take home a brightly colored book bag filled with three age appropriate picture story books. Parents are encouraged to read to their children daily and to engage their children in conversation about the stories. Fantasy, factual, multicultural, and multilingual books are represented in the bags.
REadingADvantage, Inc. (READ) provides in-reach services to currently incarcerated Head Start and Early Head Start parents and other loved ones by providing them with a recordable book to read to their child.

(iv) make better use of available income;

CSB partners with Sparkpoint who provide access to a full range of services designed to help them out of poverty and achieve long-term financial stability. SparkPoint services focus on three areas: improving credit, increasing income and building assets. Using an integrated service model, SparkPoint clients are offered a host of services including:

- Income Support: benefits screening & tax preparation and workshops
- Savings and Assets: budgeting and banking workshops; financial planning; home buyer IDA; pre-paid debit cards
- Workforce Development: career coaching, resume creation
- Small Business Development: small business development course; small business IDA
- Financial Coaching and Counseling: credit & debt workshops; credit counseling; debt counseling.

(v) obtain and maintain adequate housing and a suitable living environment;

Partnerships with such agencies in the community as: Contra Costa Interfaith Housing, Shelter Inc., STAND! For Families Free of Violence, Bay Area Legal Aid, and Contra Costa Health Services assist residents to maintain safe and affordable housing, Transitional housing, emergency shelter, and legal representation with housing related matters. These same agencies provide wrap-around services such as career services, mental health services, nutrition and wellness, and education assistance that assist in creating a suitable living environment.

(vi) obtain emergency assistance through loans, grants or other means to meet immediate and urgent family and individual needs; and

CSB provides emergency energy assistance for families and individuals in need. Community partners provide hotel vouchers, transportation vouchers, child care, and emergency food to family and individuals in need.

(vii) achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with

local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to;

(I) document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and;

N/A

(II) strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

CSB and the EOC support local events where service providers and local law enforcement representatives come together with the goal of improving access to services and housing for homeless adults, youth and families.

Please indicate the activities your agency sponsors to satisfy the Federal Assurance listed in #1 above (check all that apply):

☒Disaster Preparedness and Relief
☒Energy Support
☒Job Training
☐Asset Development Programs
☒Educational Support
☒Career Development
☒Volunteer Coordination Efforts
☒Food Resources
☒Health Education
☒Tax Preparation /Tax Credit Information
☒Mentoring
☒Parent Support
☒Child Development Information
☐Medical Service Access
☒Home Visiting/Case management
☒Childcare Services/Head Start
☐Other: Click here to enter text.
☐Other: Click here to enter text.

2. **Needs of Youth**
(B) To address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support

development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as—

(i) programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and

Please select the types of programs your agency sponsors to address the needs of youth:

☐Youth Mediation Programs
☒Youth Mentoring Programs
☒Tutoring
☒Life Skills Training
☒Youth Employment
☒Entrepreneurship Programs for Youth
☐Other: Click here to enter text.
☐Other: Click here to enter text.
☐Other: Click here to enter text.

Narrative Response:

CSB is committed to youth development by building and supporting youth employment training and educational programs in the community through Memorandums of Understanding or CSBG contracts with community organizations.

(ii) after-school childcare programs

Community partners such as Bay Area Community Resources, provides life skills, job-readiness workshops, paid work experience, academic engagement, and intensive case management to East County youth as part of its afterschool program and Health Services Department's Homeless Program - Calli House, provides shelter for at-risk homeless youth, intensive case management, wrap-around services, health screenings and family reunification and services for thousands of youth on a yearly basis. Contra Costa Interfaith Housing's on-site homework club provides assistance with homework, college applications, and financial support to low-income youth living in Los Medanos Village and Belle Monte housing communities.

3. **Coordination of Other Programs**
   (C)To make more effective use of, and to coordinate with, other programs (including State welfare reform efforts)

Please indicate the types of programs your agency coordinates services with:

☒Local Workforce Investment Boards
☐Social Service Departments

☐CSBG MSFW Agency
☒One-Stop Centers
☒Child Care Centers
☐Faith-Based Organizations
☐Community Based Organizations
☐Other: Click here to enter text.
☐Other: Click here to enter text.
☐Other: Click here to enter text.

Narrative Response:

CSB is actively involved with the following community partners:

- Bay Area Community Resources
- Bay Area Legal Aid
- Contra Costa Clubhouse
- Contra Costa County Aging and Adult Services
- Contra Costa County Children and Family Services
- Contra Costa County Housing Authority
- Contra Costa Interfaith Hosuing
- Contra Costa County Mental Health Association
- Contra Costa County Office of Education
- Contra Costa County One-Stop Career Centers
- Contra Costa County Workforce Development Board
- Contra Costa Crisis Center 211 Line
- Contra Costa Employment and Human Services Department
- Contra Costa Health Services Department
- Food Bank of Contra Costa and Solano Counties
- Loaves and Fishes of Contra Costa
- Opportunity Junction
- STAND! For Families Free of Violence
- Shelter, Inc.
- White Pony Express
- Workforce Services – CalWORKS

4. **Emergency Food and Nutrition**
   Describe how your agency will provide emergency supplies and services, nutritious foods, and related services to counteract conditions of starvation and malnutrition among low-income individuals.

CSB and EOC members work with several agencies who's mission it is to reduce hunger, promote healthy eating, improve access and availability of fresh produce to our underserve population.

- Loaves and Fishes of Contra Costa, provides community based dining rooms where

clients are welcomed to a hot meal, food pantry that includes fresh produce and nonperishable items, Adult Nutritional Cooking Skillet classes and Culinary school at their Martinez Dinning Room for Disadvantage youth and adults.

- White Pony Express provides 250,000 pounds of high-quality nutritious food daily to shelters and other organizations working primarily with the homeless in Contra Costa.
- STAND! For Families Free of Violence and Shelter Inc., both provide emergency food assistance to their clients.

CSB in its activities related to Head Start and Early Head Start places a fundamental emphasis on food and nutrition that is incorporated into every aspect of the agency's operation. Families receive quarterly newsletters containing information on health and nutrition. Nutritional Services for Children and Families include:

- Nutritional screening and assessment
- Individual nutrition counseling by a registered dietitian
- Nutrition education
- Integrated nutrition curriculum

5. **Employment and Training**

Describe how your agency will coordinate with, and establish linkages between, governmental and other social services programs to assure the effective delivery of services and avoid duplication; and describe coordination of employment and training activities as defined in section 3 of the Workforce Innovation and Opportunity Act [29 U.S.C. 3102]. .

Please indicate the types of entities your agency coordinates services with:

☒Workforce Investment Boards
☐Social Service Departments
☒One-Stop Centers
☒Child Care Centers
☐Faith-Based Organizations
☒Local Colleges
☒Adult Education programs
☒Job Training Organizations
☐CSBG MSFW Agency
☐CalWORKS
☒Community Based Organizations
☐Substance Abuse Treatment Providers
☐Other: Click here to enter text.
☐Other: Click here to enter text.
☐Other: Click here to enter text.

Narrative Response:

There are numerous programs, both internal to the County and through contracted or partner agencies that provide employment and training opportunities to those served by CSBG. The Community Services Bureau (CSB) will coordinate with and establish linkages among government and other social service programs to assure effective delivery of services and avoid duplication of services. CSB and EOC members work in partnership with providers through the following funded programs:

- Bay Area Community Resources- Bay Area Community Resources – focuses on workforce development and youth leadership. Funding from CSBG used to support safety violence prevention program through the HEART: Healing, Educating and Reducing Trauma with a primary focus on safety and violence prevention by serving youth aged 14-17 that are at high-risk of engagement in violence and crime. BACR works in collaboration with the Antioch Unified School District. Youth Leadership and Workforce Development programs support young people to make positive decisions about their education, employment, and behavioral health. Program activities are youth-led, foster civic engagement, and provide opportunities for youth to learn to be productive, connect, and navigate. Our youth leadership programs employ a program model that ensures participants have on-site access to five key service areas: (1) academic support, (2) workforce skill building, (3) civic engagement, (4) connection to support services, and (5) meaningful participation in youth development activities.
- placement issues and maximize job retention and employer satisfaction.
- Contra Costa Clubhouses (Putnam) - provides a safe and welcoming place where participants (called members, not patients or clients or consumers) to build on personal strengths instead of focusing on illness. Funding from CSBG used to provide support and strategies for members to move into and maintain gainful employment, and b) ensuring that members have effective opportunities to complete their educations. Career services include: a) career workshops, b) healthy living programs for the development of skills and habits that support career success, c) assistance in developing personal career plans, d) transitional employment at area businesses managed by the Clubhouse, e) support to members return to school and in their paid independent employment, f) one-on-one advice, g) Dress-for-Success thrift shop, and h) benefits counseling.
- Opportunity Junction – helps struggling job-seekers transform themselves into breadwinners and role models. Opportunity Junction fights poverty by helping low-income Contra Costa residents gain the skills and confidence to get and keep jobs that support themselves and their families. Funding from CSBG used to support the a) flagship job training and placement program, b) career development t services, c) the technology center with an ESL component, and d) the Do-It-Yourself Tax Assistance Service. The program has three phases: training, internship, and alumni services.
- The Student Intern program is designed to provide low-income participants with on-the-job training in the various units of county government while receiving web-based training called Metrix Learning. Courses are mandatory in pre-

selected areas such as Microsoft Excel, Microsoft Word, and Microsoft PowerPoint, designed to meet the current and emerging training needs of the unemployed in today's competitive workforce. Participants are enrolled in the America's Job Center of California (AJCC) and gain access to workshops, career planning, and resume development. The program term is a maximum of 12 months per participant, with the goal of being employed full-time upon exit from the program.

  - The Teacher Assistant in Training program prepares parents and community members for a career in Early Childhood Education (ECE). TATs receive eighteen (18) months to complete twelve (12) ECE units and become eligible for their Associate Teacher Permit. TATs who participate in the program have been given the opportunity to access other funding, such as stipends offered through Contra Costa County Office of Education, First 5 California etc., to assist them in continuing their education. Mentoring on the job is an essential part of the program, and CSB views the program vital to recruiting and involving parents in the Head Start program.

- **Coordinate Client Outreach** – Working together with our service partners, client services are coordinated with the Workforce Development Board of Contra Costa County (WDB) and the Small Business Development Center of Contra Costa County (SBDC). As the employment and training arm of the County with an increasing focus on addressing the needs of those with challenges or barriers to employment. As division under Employment and Human Services Department (EHSD), the Community Services Bureau is well positioned to identify employment and training needs in collaboration with our service partners and through ongoing assessments of low-income populations served. CSB works with WDB and SBDC, also a bureau within EHSD, maximizes service delivery while avoiding duplication.

6. **Low-Income Home Energy Assistance**
   Describe how your agency will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that the emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in the community.

CSB administers several Home Energy Assistance Programs designed to help low-income families and individuals better cope with the financial burden of high energy bills. These include the Low Income Home Energy Assistance Program's (LIHEAP) Heating and Energy Assistance, Fast Track emergency programs and "Weatherization" programs, and the Department of Energy (DOE) Weatherization program.
The LIHEAP program provides federal financial assistance for energy bills for families and individuals whose income is below 100% of Federal Poverty guidelines, including immediate financial assistance with 48 hour shut-off notices and energy education and budget counseling services. Households applying for DOE and LIHEAP may also receive free Weatherization and energy reduction services for their homes. This includes the installation of insulation and other

energy saving measures that will reduce the loss of energy from the home and can reduce monthly energy bills.

7. **Faith-Based Organizations, Charitable Groups, and Community Organization Partnerships**
   Describe how your agency will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.

Please select the various organizations that your agency forms partnerships to serve low-income residents in your service area, check all that apply:

☒Local school districts
☒Social Service Departments
☒State agencies
☒Colleges
☒Faith-Based Organizations
☒Community Based Organizations
☒Local Utility Companies
☐Charitable Organizations
☒Homeless Programs
☒Participant in County Taskforce
☒Local Food Banks
☐**Other:** Click here to enter text.
☐**Other:** Click here to enter text.
☐**Other:** Click here to enter text.

Narrative Response:

In order to establish high quality delivery system and form partnerships with other community organizations, CSB has Memorandums of Understanding (MOUs) and contracts with different agencies in the county which allows the opportunity to coordinate a unified service delivery system that best meets the needs of customers.

8. **Establishment of Procedures for Adequate Board Representation**
   Describe your agency's procedures for establishing adequate board representation under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism).

All meetings of the Economic Opportunity Council (EOC) are held in accordance with the

provisions of the Ralph M. Brown Act and the Contra Costa County Better Governance Ordinance. Public comment is provided in accordance with the Ralph M. Brown Act and the County Better Government Ordinance. Additionally, the EOC makes available to the general public all records as required by the Ralph M. Brown Act and the County Better Government Ordinance. Membership on the EOC includes the following sectors and number of representatives within sectors: a) Low-Income – 5 members, and alternate, b) Private/Non-Profit – 5 members, and c) Public Sector – 5 members (corresponding to the five supervisorial districts within the county).

The public comment section, which is a mandated component of any meeting, allows any individual or anyone representing an organization with the opportunity to advocate on behalf of the low income sector, present issues within the community, or present her or his case for appealing a recommendation from the EOC regarding the selection of a low-income or private sector representative. The EOC will notify the Contra Costa County Board of Supervisors of its recommendation of any comments or appeals. All recommendations by the EOC are subject to approval by the Board of Supervisors.

9. **Cost and Accounting Standards**
   Describe how your agency will ensure that cost and accounting standards of the Office of Management and Budget apply to a recipient of the funds.

CSB provides effective accounting and financial management in operating its program. It has formulated and maintained an adequate organizational structure that delineates lines of authority and responsibility; defines operational relationships; formulates lines of communication; and establishes system of internal checks and controls.
The financial management structure is composed of Board of Supervisors and Auditor-Controller that formulates financial policies, approves all budgets and contracts, and reviews operations and activities; Head Start Policy Council Fiscal Sub-committee and EOC Fiscal Sub-committee that reviews, provides input and approves annual and supplemental budget changes; EHS/HS Director who is responsible for all financial operations of the CSB; Chief Finance Officer who is responsible to the CSB Director for all financial operations of the program; Head Start Accountant and CSBG Accountant who are responsible to the Chief Finance Officer for all financial operations of the program; All employees who follow the lines of authority on the department's organizational chart.
Contra Costa County Employment and Human Services Department, Community Services Bureau adheres to the eight standards of effective financial management that has met federal regulations through the following: relates financial data to performance data and develops unit cost information whenever practical; provides accurate, current and complete disclosure of financial results; maintains records that identify source and application of funds; exercises effective control over and accountability for all funds, property, and other assets; prepares monthly comparisons of expenditures with budget; follows written procedures to minimize time between transfer and disbursement of funds; follows written procedures for determining reasonableness, allocability and allowability of costs in accordance with cost principles; and maintains accounting records that are supported by source documents.

The accountant reviews all expenditure documentation for allowable cost, allowable activity, reasonableness and budget availability. In addition, the accountant performs recalculation and review of the expenditure detail report received from the County. The accountant checks for accuracy as well as for appropriate allocation of costs to the programs using Office of Management and Budget (OMB) A-87 circular and other laws, regulations and information memos to ensure that costs are allowable. The accountant prepares monthly financial reports on a timely basis with each line item expense analyzed and checked for accuracy and classified by major categories. The monthly financial report shows year-to-date projected expenditures compared to budget. Budget variances are examined to ensure that program expenditures are within the target levels. This report is reviewed during the monthly budget meeting with senior management and is used by management in financial planning and decision-making. Together with the other program reports, the monthly financial report is submitted to the Board of Supervisors (BOS), the Economic Opportunity Council (EOC), and Policy Council (PC) to maintain accountability and control program quality.
The BOS sponsors an annual audit for all its accounts, books and records. Audit findings, if any, are reported to the Board and County Administrator's Office for appropriate action. Corrective action on audit findings are immediately acted upon and implemented. CSB maintains its accountability through its effective internal control structure which is integral parts of management. These controls include various methods used to safeguard assets and assure that they are used solely for authorized purposes, ensure reliability of accounting data, comply with management policies, grant terms and conditions, and federal and state regulations. There is a system of checks and balances to ensure accountability. Being part of the County government, CSB maintains accountability by adhering to its accounting policies and procedures that conform to Generally Accepted Accounting Principles (GAAP) and the County Administrative Bulletins.

10. Service Delivery System

a. Provide a description of your agency's service delivery system, for services provided or coordinated with CSBG funds targeted to low-income individuals and families in communities within the State.

b. Provide 2-3 examples of changes made by your agency to improve service delivery to enhance the impact for individuals, families, and communities with low-incomes based an in-depth analysis of performance data.

CSB Service Delivery System offers programs that target individual, family and community needs associated with the issues of poverty within communities in Contra Costa County. The service delivery broadly falls into three categories:

1. In Crisis or Immediate Need- These are food and emergency shelter needs and may sometimes involve domestic violence/healthcare needs.
2. At Risk- These individuals require assistance with CalWORKs, CalFresh, permanent housing/Section 8 or transitional shelter, childcare to look for work or for attending school leading to work and Health care/Medi-Cal assistance
3. Semi stable/stable- Here the family has a few barriers and is making good progress

towards self-sufficiency. Here the services needed are childcare, employment coaching/assistance and long term permanent housing, and LIHEAP.

The Employment and Human Services Department, through its direct programs and by working collaboratively with its community partners, is able to address these three categories of community needs and the issue of poverty and self-sufficiency to a large extent throughout the county.

1. The EOC recognizes the importance of connectivity between our partner agencies. Therefore the EOC will bridge the gap between service providers in our community to ensure that low-income families and individuals are receiving the best possible wrap-around services.
2. The EOC will host a Roundtable Event for our subcontractors at the beginning of each CSBG contact year so that service providers can come together to share information on their agencies and form relationships with other community agencies that will help better serve low-income families and individuals.

11. Linkages

Describe how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management, and follow-up consultations.

CSB staff and EOC members continues to establish linkages between internal and external partners to ensure low-income families are provided the services they need to move towards self-sufficiency. CSB agency continually reviews Community Assessment data and identifies gaps in services and opportunities to establish linkages to close those gaps and/or enhance current programs. Linkages at the administrative level allow for better program development and administration. CSB staff ensures that all of its contracted service providers are aware of each other and able to work together or accept referrals to better serve their respective clients. All programs, information and referral program, community outreach and education provide information to the larger community, in part in an effort to fill identified gaps in services. Unmet needs are identified through a variety of means that include disseminating information, making referrals, providing case management, and scheduling follow-up consultations in coordination with private and public entities

12. Funds Coordination

Describe how CSBG funds will be coordinated with other public and private resources.

CSBG funds are leveraged and coordinated with both public and non-profit agencies whenever possible through a Request For Information (RFI) process to serve the needs of the low-income Contra Costa residents. A list of current community partners include:

1. Bay Area Community Resources
2. Bay Area Legal Aid
3. Contra Costa Health Services Homeless Program
4. Contra Costa (Putnam) Clubhouse
5. Contra Costa Interfaith Housing
6. Opportunity Junction

7. Loaves and Fishes of Contra Costa and Solano
8. Shelter, Inc.
9. STAND! For Families Free of Violence
10. Bay Area Community Resources

CSB staff and EOC members continues to use the information collected as part of Community Needs Assessment to guide the use of CSBG funding to serve the low-income communities.

13. Innovative Community and Neighborhood Initiatives (Including Fatherhood/Parental Responsibility)

Describe how your agency will use funds to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle which may include fatherhood and other initiatives with the goal of strengthening families and encouraging effective parenting. -.

Please select the community and neighborhood initiatives your agency will use to fulfill the purpose of this subtitle:

☒Fatherhood Strengthening Classes
☒Counseling
☐Non-court-ordered parenting classes
☒Co-parenting communication skills
☒Classes assisting incarcerated or recently paroled men
☒Job training and employment assistance
☐Other: Click here to enter text.
☐Other: Click here to enter text.
☐Other: Click here to enter text.

Narrative Response:

CSB supports community and neighborhood-based initiatives that include the following:

- The Mobile Boutique: Thousands of items of cleaned, pressed, sorted clothing, toys and books are delivered and staged in impoverished neighborhoods in the county.
- Contra Costa Interfaith Housing Intensive Parenting workshops: 16 parenting workshops are held at the Bella Monte Apartments and Los Medanos Village for families to improve parenting and life skills while accessing resources.
- Healing, Education, And Reducing Trauma (HEART): program serves ten youth living in Antioch who are at high-risk of engagement in violence and crime. Program provides job-readiness workshops, and paid work experience.
- Male Involvement: participants enhanced their fathering skills and learned about the important roles they have as dad's in their children's lives by attending male involvement meetings and fatherhood classes based on the National Fatherhood

Initiative's 24/7 Dad Program.

- English as a second Language classes – parents attended a 10 week course at our George Miller Center in Concord and received instruction to advance their English conversational skills, grammar, reading, writing, pronunciation and vocabulary.
- REadingADvantage, Inc. (READ) provides in-reach services to currently incarcerated Head Start and Early Head Start parents and other loved ones by providing them with a recordable book to read to their child.

STATE ASSURANCES

California State Law establishes assurances for the State and eligible entities. Provide narrative descriptions of how your agency is meeting each assurance.

California Government Code 12747 (a): Community action plans shall provide for the contingency of reduced federal funding.

The Community Services Bureau works with the Economic Opportunity Council, the Board of Supervisors, local funding agencies and other stakeholders to review services priorities, the availability of resources, current identified needs and engages in a collaborative planning process. Community Services Bureau staff meet with funded agencies/programs to ascertain the impacts of reduced funding, their ability to leverage other funding and to develop a coordinated plan to proceed and move forward. The Community Services Bureau is an active partner with many community-based organizations and, as such, is well recognized and regarded in its abilities to leverage funds for identified servicers in the community. This includes providing information on other available funding and providing technical assistance to subcontracting agencies in the area of fund leveraging. The Community Services Bureau has been active in identifying funding opportunities for partner agencies through the local, state and national network of community resources.

California Government Code § 12760: Community action agencies funded under this article shall coordinate their plans and activities with other eligible entities funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

The Contra Costa Community Services Bureau assures that all recipients of services under programs funded with Community Services Block Grants (CSBG) funds have incomes at or below the official poverty guidelines, are recipients of TANF or SSI, or are members of a group

identified in our Community Action Plan as having a high incidence of poverty.

California Government Code §12768: Migrant and Seasonal Farmworker (MSFW) entities funded by the department shall coordinate their plans and activities with other eligible entities funded by the department to avoid duplication of services and to maximize services for all eligible beneficiaries. If your agency is not an MSFW entity, please write "not applicable".

There is no significant population of migrant and seasonal farm workers within the County. Nonetheless, the California Human Development Corporation (CHDC) does provide to adult and youth migrant and seasonal farm workers and their dependents, vocational and job training, on-the-job training, education, counseling, adult work experience, English-as-a-Second Language, and emergency supportive services at the East Bay Works Brentwood One Stop Business and Career Center. The Community Services Bureau and CHDC are members of the Contra Costa One Stop Consortium and work closely with each other and with other entities in Contra Costa County that assist migrant seasonal farm workers and their families to become self-sufficient, including obtaining their driver's license. The Community Services Bureau does not subcontract for employment and training services provided by the One Stop Consortium. However, the agency subcontracts for employment support and case management services such as Opportunity Junction's Job Training and Placement Program. The Community Services Bureau also collaborates with all of its partners to avoid duplication of services.

INDIVIDUAL AND COMMUNITY ELIGIBILITY REQUIREMENTS

Describe how your agency verifies participant income eligibility:

☒ Pay Stubs

☒ Social Security Award Letters

☒ Bank Statements

☒ Tax Statements

☒ Zero-income Statements

☒ Unemployment Insurance Letters

☒ Qualification for other need-based program, describe

Homelessness, CFS involvement, at-risk certifications by professionals, public assistance notice of action (NOAs), seeking employment, and parental incapacitation as certified by a medical

professional.

☐ Other, describe:

Income eligibility for general/short term services: For services with limited in-take procedures (where individual income verification is not possible or practical), describe how your agency generally verifies income eligibility for services? An example of these services is emergency food assistance.

CSB, by virtue of being part of the Employment and Human Services Department, has access to CalWIN, the public benefits management system and is able to retrieve real time verification documentation for short term services. Also, CSB utilizes self-certifications and self-declarations, signed under penalty of perjury, that allow those clients that are working in underground economies to state their situations, and staff then attest to the presence of these economies taking place in the community (ex. Day laborers). CSB also adheres to the McKinney Vento Act and allows clients that are homeless or have no access to personal documentation due to natural disasters to obtain services on the condition that they actively work with staff to obtain the documentation necessary to determine eligibility.

Community-targeted services: For services that provide a community-wide benefit (e.g. development of community assets/facilities; building partnerships with other organizations), describe how your agency ensures the services target low-income communities?

CSB's outreach efforts are driven by the needs of the community as determined by the Community Assessment, program data, and continual interface with the community. All programs operated by CSB are targeted to low-income children, families, and individuals. Partnership building efforts, including those that provide a community-wide benefit, are entered into with the express understanding that services target low-income communities.

MONITORING AND EVALUATION

CSBG eligible entities are required to be actively involved in the evaluation of your community action programs. Provide a narrative description of the specific method(s) of evaluation, frequency, and monitoring conducted that ensures high standards of program and fiscal performance.

1. Describe your methods for evaluating programs and services.

As the CSBG Eligible Entity, the Community Services Bureau actively monitors and evaluates funded programs and fiscal performance in accordance with the objectives in 2018-2019 Community Action Plan as follows: The Community Services Bureau incorporates program and fiscal reporting requirements in all subcontracts for services. Methods used to evaluate program and services include: a) site visits by EOC and program staff, b) monitoring contracts by the Contracts and Grants Unit, c) fiscal monitoring by way of reports by the accountant to the EOC fiscal sub-committee, d) presentations by sub-contractors to the EOC that include question and answer sessions, and e) the development of next steps for action by the sub-contractor.

2. Describe the frequency of evaluations conducted.

Subcontracting agencies providing services are required to collect and report data annually using the National Performance Indicators and the Client Characteristics report. The information is evaluated, aggregated and submitted to the Department of Community Services and Development in a timely manner. Also, the Community Services Bureau Staff, the EOC Board Members, and the independent auditors conduct annual program and fiscal monitoring of the contracting agencies. In addition to these methods for measuring the progress in accomplishing Contra Costa's Community Action Agency's goals.

3. Describe specific monitoring activities and how they are related to establishing and maintaining the integrity of the CSBG program.

Onsite monitoring is conducted through the use of monitoring instruments designed to check for compliance with regulatory and contractual requirements and is approached in a supportive manner to assure quality, mitigate any potential areas of risk, and create a solution space for ongoing program improvement. We have attached a copy of the Economic Opportunity Council Site Monitoring Evaluation sheet used during the monitoring visit.

DATA COLLECTION

The success of the CSBG Network relies heavily on the quality and relevance of data collected on individuals and families served. To comply with the requirements set forth by OCS with the State and Federal Accountability Measures, provide a narrative description on your agency's data collection and reporting process. Explain how your agency ensures accurate data is collected and reported on ALL agency activities, not just CSBG funded activities. Describe the system(s) your agency has in place to ensure accuracy, review the data prior to submission to the State, and how the data is used, analyzed and acted on to improve agency programs and services.

Describe the data collection process.

Actions taken by CSB include collecting the National Performance Indicator (NPI) Form 801 and

CSD Client Characteristics Form 295 collected from all CSBG subcontractors on an annual basis. The information is evaluated and aggregated to ensure that their goal has been met. Also, a factor in achieving outcomes is our locally designed management information system, CLOUDS (Child Location, Observation, and Utilization Data System). This system has received accolades on the local, state and national fronts, and utilizes electronic signatures and other features that have been newly approved by licensing and the California Department of Education as well as the Administration for Children and Families. Data from every interaction, screening, and assessment is entered via multiple modalities (tablet, wallpad, i-Phone, desktop) and real-time tracking and reports are generated with ease and great flexibility. This system ensures accountability to timelines and follow-up, ensuring high quality, timely, and responsive services at all times.

Describe the data reporting process.

Data collected through CLOUDS and other data systems used by our partners are easily synthesized into user friendly reports that are flexible by design and can be imported into EXCEL and filtered to include any data attribute. A multitude of reports are developed and sent to funding sources to demonstrate measurable outcomes. CSB staff will report to multiple entities such as our funding sources (federal, state, and local) and to our Economic Opportunity Council, Policy Council, Contra Costa First Five Commission Council, and our Board of Supervisors.

Describe how the data is used, analyzed and acted on to improve agency programs and services.

Analysis of data is critical to the work of CSB. Multiple data sources are used daily to improve outcomes. For example, an administrator can go to a dashboard in the CLOUDS system and see real time data regarding enrollment, attendance, meal counts, and staff placement. Using this information available at-a-glance, the administrator can re-allocate staff and release substitutes, resulting in cost savings to the program. Other information that is taken over the course of a year populates a report called the Program Information Report (PIR) that is reported to Congress each year to determine the outcomes of the Head Start and Early Head Start program. CLOUDS provides real-time data for managers to monitor daily whether or not children have their well child exams, parents are provided with resources to meet expressed goals, and teachers are performing necessary education assessments. All of these actions product data that is used to create immediate, short-range, and long-range plans and corrective actions that result in ongoing program improvement.

CSBG/NATIONAL PERFORMANCE INDICATORS (NPI) CAP PROJECTIONS

The Office of Community Services (OCS) published CSBG IM #152 Annual Report on January 19, 2017. The CSBG Annual Report replaces the current CSBG IS and includes an updated set of CSBG outcome measures that will replace the current NPI structure. CSBG Eligible Entities will

begin data collection with the new structure beginning October 2017. As more information is gathered CSD will ask agencies to complete their projections in accordance with the new outcome reporting structure.

APPENDICES (OPTIONAL)

All appendices should be labeled as an appendix (i.e., Appendix A: Community Survey Results) and submitted with the CAP.

Contra Costa County
Employment and Human Services Department
Community Services Bureau
2018-2019 Community Action Plan
Listing of Appendix

1. Appendix A - List of Contacts Used for Survey Distribution
2. Appendix B - Facebook Postings for Public Hearings (Serving as the CCC Community Action Agency)
3. Appendix C - Contra Costa County Public Hearing Flyers & Agendas
4. Appendix D- Employment & Human Services Department (EHSD) Posting for Public Hearings
5. Appendix E- Community Assessment-2017-2021
6. Appendix F – Economic Opportunity Council Site Monitoring Evaluation
7. Appendix G - Graph of Public Hearing Comments by Categories
8. Appendix H - Public Hearings 1-2-3 - Questions & Comments
9. Appendix I - Survey Comments & Results

Appendix A- Listing of Contracts Used for Survey Distribution

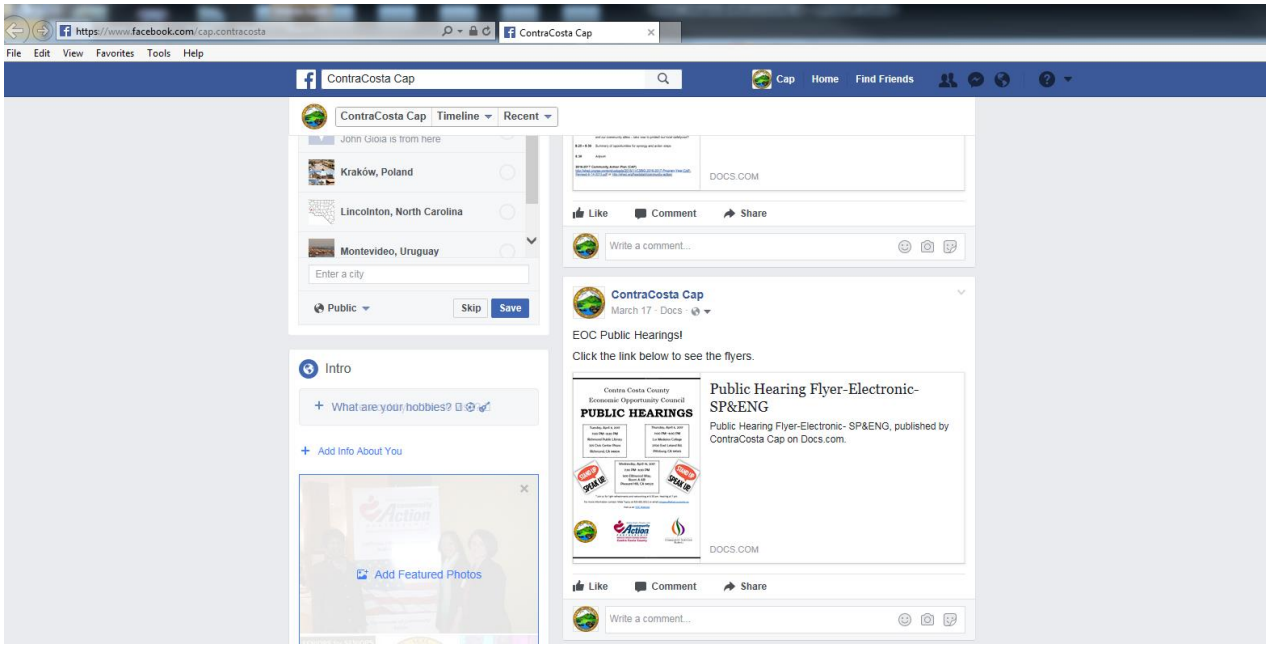
1. Community Partners (from FESP) – 51
2. EOC and CSBG Subcontractor List - 30
    a. Total 81
3. Contra Costa County Board of Supervisors (BOS) – Request BOS members to email the survey to their constituents and other contact lists – quantity of contacts unknown
4. STARS – forward to STARS, our internal county employee notification system, send to Dave Tilton at tiltoda@ehsd.cccounty.us on Monday, May 22, 2017 – quantity of contacts unknown
5. Request Made to the following Elected Officials

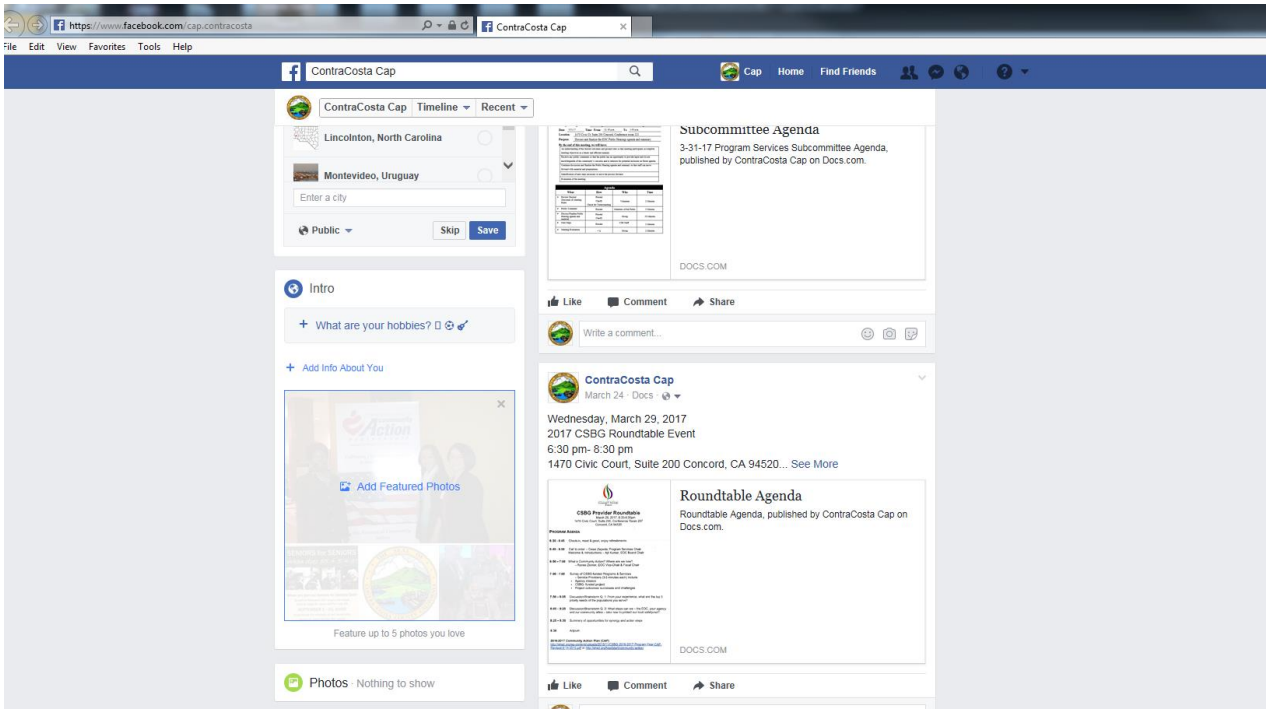
- Representative Mike Thompson
  Vallejo District Office
  985 Walnut Ave
  Vallejo, CA 94592
  phone: (707) 645-1888
  fax: (707) 645-1870
  hours: M-F 9-5:30pm
  email: Mel.orpilla@mail.house.gov

- Representative Mark DeSaulnier
  101 Ygnacio Valley Road, Suite #210
  Walnut Creek, CA 94596
  Phone: (925) 933-2660
  Fax: (925) 933-2677
  https://desaulnier.house.gov/

Appendix B- Facebook Postings for Public Hearings

Public Hearing Flyer Posted on Community Action FaceBook Page
https://www.facebook.com/cap.contracosta (Serving as the Contra Costa County Community Action Agency)





Appendix C - Contra Costa County Public Hearing Flyers & Agendas

West Contra Costa County Public Hearing
Copies of Agenda (English & Spanish) and Flyer Announcement
Richmond Public Library – Tuesday, April 4, 2017, 7:00 to 8:30 p.m.

Contra Costa County
Economic Opportunity Council

PUBLIC HEARINGS

Every two years, the Contra Costa County Economic Opportunity Council (EOC) is required to hold public hearings to gather information on priority needs of our low-income population. Comments from the public are used to inform the County's Community Action Plan and determine how Community Services Block Grant dollars are spent.

Tuesday, April 4, 2017
7:00 PM—8:30 PM
Richmond Public Library
325 Civic Center Plaza
Richmond, CA 94804

Thursday, April 6, 2017
7:00 PM—8:30 PM
Los Medanos College
2700 East Leland Rd.
Pittsburg, CA 94565

Wednesday, April 19, 2017
7:30 PM- 8:30 PM
500 Ellinwood Way,
Room A &B
Pleasant Hill, CA 94523

For more information contact: Mele Tupou at 925.681.6311 or email mtupou@ehsd.cccounty.us.
Visit us at: http://ehsd.org/headstart/community-action/eoc-members/

Condado de Contra Costa
Consejo de Oportunidad Económica

Audiencia Pública

Cada dos años, el Consejo de Oportunidades Económicas del Condado de Contra Costa (EOC) está obligado a celebrar audiencias públicas para reunir información sobre las necesidades prioritarias de nuestra población de bajos ingresos. Los comentarios del público se usan para informar al Plan de Acción Comunitaria del Condado y determinar cómo se gastan los dólares del Community Services Block Grant.

Martes 4 de abril de 2017
7:00—8:30 PM
Biblioteca Pública de Richmond
325 Civic Center Plaza
Richmond, CA 94804

Jueves 6 de abril de 2017
7:00 —8:30 PM
Colegio del Los Medanos
2700 East Leland Rd.
Pittsburg, CA 94565

Miercoles 19 de abril de 2017
7:30 PM- 8:30 PM
500 Ellinwood Way,
Habitación A y B
Pleasant Hill, CA 94523

Para mas information contacte: Mele Tupou 925-681-6311 o correo electronico: mtupou@ehsd.cccounty.us.
Visitanos en: http://ehsd.org/headstart/community-action/eoc-members/

PUBLIC HEARING
Tuesday, April 4, 2017, 7:00-8:30pm
Richmond Public Library – Community Room
325 Civic Center Plaza, Richmond, CA

ECONOMIC OPPORTUNITY COUNCIL (EOC)
Ajit Kaushal, Chair (District 4)
Renee Zeimer, Vice Chair (District 2)
Armando Morales, Secretary (Low Income)
Juan Pablo Benavente, (Low Income)
Samuel Houston, (Low Income)
Acaria Almeida, (Private/Non-Profit)
Bhupen Amin, (Private/Non-Profit)
Kaila Vidal, (Private/Non-Profit)
Jelani Killings, (Private/Non-Profit)
Devlyn Sewell, (Private/Non-Profit)
Cesar Zepeda, (District 1)
Theresa Kula, (District 5)

STAFF
Christina Reich, Division Manager
Nancy Sparks, Comprehensive Services Manager: 925.681.6305 or nsparks@ehsd.cccounty.us
Mele Tupou, Clerk: 925.681.6311 or mtupou@ehsd.cccounty.us

PERSONS WHO WISH TO ADDRESS THE COUNCIL WILL HAVE THREE (3) MINUTES* TO SPEAK. PLEASE STATE YOUR NAME AND CITY.
*EOC Chair may reduce the amount of time allotted per speaker depending on the number of speakers. Your patience is appreciated.

The EOC will provide reasonable accommodations for persons with disabilities planning to participate in the Public Hearing. Please contact EOC Staff at least 24 hours before the meeting at 925.681.6311.

AGENDA

Purpose: To gather input from the public in order to identify high priority needs of low-income and under-served populations in Contra Costa County.

7:00 Call to order – Cesar Zepeda, Program Services Chair
Welcome & Introductions – Ajit Kumar, Chair

7:05 What is Community Action? Where are we now? What is our charge?
– Renee Zeimer, Vice-Chair

7:15 Public Hearing Process – Cesar Zepeda

East Contra Costa County Public Hearing
Copies of Agenda (English & Spanish) and Flyer Announcement
Los Medanos College - Thursday, April 6, 2017, 7:00 to 8:30 p.m.

Contra Costa County
Economic Opportunity Council

PUBLIC HEARINGS

Every two years, the Contra Costa County Economic Opportunity Council (EOC) is required to hold public hearings to gather information on priority needs of our low-income population. Comments from the public are used to inform the County's Community Action Plan and determine how Community Services Block Grant dollars are spent.

Tuesday, April 4, 2017
7:00 PM–8:30 PM
Richmond Public Library
325 Civic Center Plaza
Richmond, CA 94804

Thursday, April 6, 2017
7:00 PM–8:30 PM
Los Medanos College
2700 East Leland Rd.
Pittsburg, CA 94565

STAND UP SPEAK UP.

Wednesday, April 19, 2017
7:30 PM- 8:30 PM
500 Ellinwood Way,
Room A &B
Pleasant Hill, CA 94523

STAND UP SPEAK UP.

For more information contact: Mele Tupou at 925.681.6311 or email mtupou@ehsd.cccounty.us.
Visit us at: http://ehsd.org/headstart/community-action/eoc-members/

Community Services Bureau

community Action Partnership
Contra Costa County

Condado de Contra Costa
Consejo de Oportunidad Económica

Audiencia Pública

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Pittsburg, CA 94565

Miercoles 19 de abril de 2017
7:30 PM- 8:30 PM
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Community Services Bureau

community Action Partnership
Contra Costa County

PUBLIC HEARING

Thursday, April 6, 2017, 7:00-8:30pm
Los Medanos College – Library
2700 East Leland Road, Pittsburg, CA

ECONOMIC OPPORTUNITY COUNCIL (EOC)
Ajit Kaushal, Chair (District 4)
Renee Zeimer, Vice Chair (District 2)
Armando Morales, Secretary (Low Income)
Juan Pablo Benavente, (Low Income)
Samuel Houston, (Low Income)
Acaria Almeida, (Private/Non Profit)
Bhupen Amin, (Private/Non Profit)
Kaila Vidal, (Private/Non Profit)
Jelani Killings, (Private/Non Profit)
Devlyn Sewell, (Private/Non Profit)
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Theresa Kula, (District 5)

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AGENDA

Purpose: To gather input from the public in order to identify high priority needs of low-income and under-served populations in Contra Costa County.

7:00 Call to order – Jelani Killings, Governance Chair
Welcome & Introductions – Ajit Kumar, Chair

7:05 What is Community Action? Where are we now? What is our charge?
– Renee Zeimer, Vice-Chair

7:15 Public Hearing Process – Jelani Killings

Central Contra Costa County Public Hearing
Copies of Agenda (English & Spanish) and Flyer Announcement
County Building (500 Ellinwood) - April 19, 2017 - 7:30 to 8:30 p.m.

Contra Costa County
Economic Opportunity Council

PUBLIC HEARINGS

Every two years, the Contra Costa County Economic Opportunity Council (EOC) is required to hold public hearings to gather information on priority needs of our low-income population. Comments from the public are used to inform the County's Community Action Plan and determine how Community Services Block Grant dollars are spent.

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PUBLIC HEARING

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Pleasant Hill, CA

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Nancy Sparks, Comprehensive Services Manager: 925.681.6305 or nsparks@ehsd.cccounty.us
Mele Tupou, Clerk: 925.681.6311 or mtupou@ehsd.cccounty.us

PERSONS WHO WISH TO ADDRESS THE COUNCIL WILL HAVE THREE (3) MINUTES* TO SPEAK. PLEASE STATE YOUR NAME AND CITY.
*EOC Chair may reduce the amount of time allotted per speaker depending on the number of speakers. Your patience is appreciated.

The EOC will provide reasonable accommodations for persons with disabilities planning to participate in the Public Hearing. Please contact EOC Staff at least 24 hours before the meeting at 925.681.6311.

AGENDA

Purpose: To gather input from the public in order to identify high priority needs of low-income and under-served populations in Contra Costa County.

7:30 Call to order – Juan Pablo Benavente
Welcome & Introductions – Ajit Kaushal, Chair

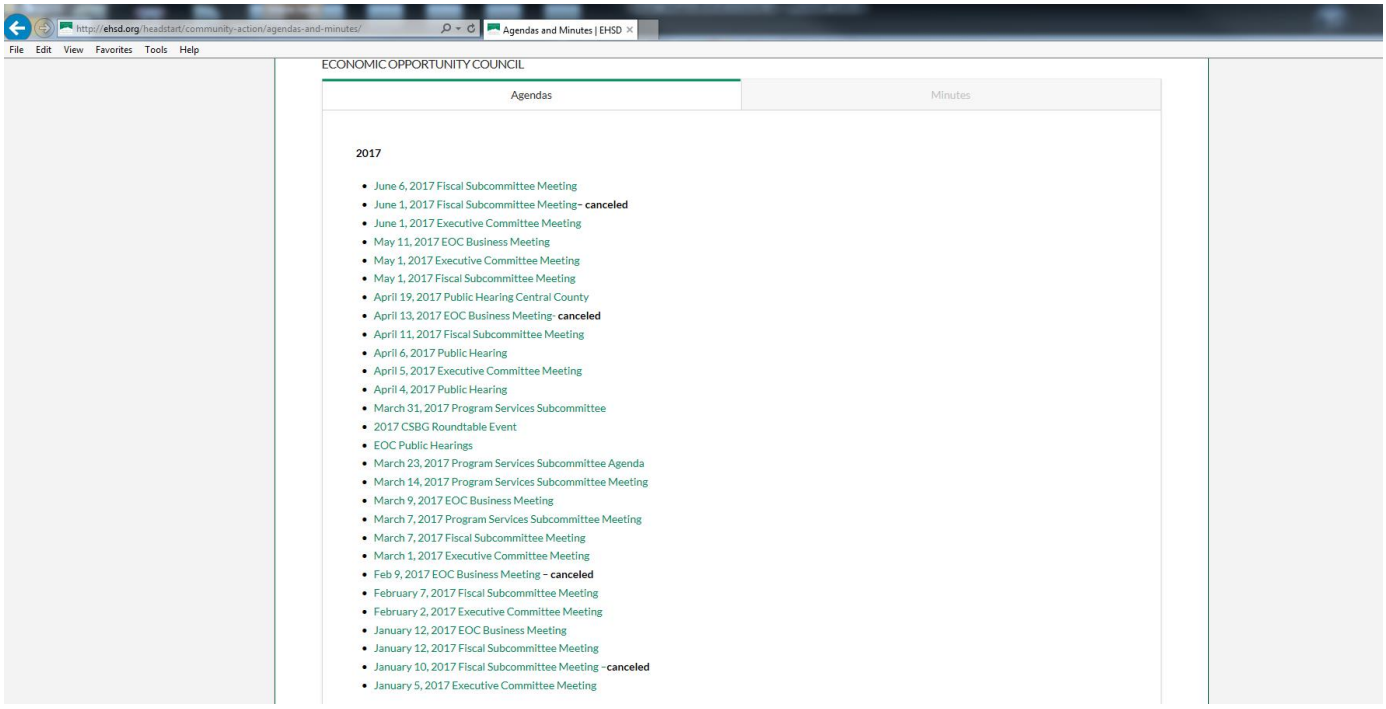
7:35 What is Community Action? Where are we now? What is our charge?
– Renee Zeimer, Vice-Chair

7:45 Public Hearing Process – Juan Pablo Benavente

Attachment D

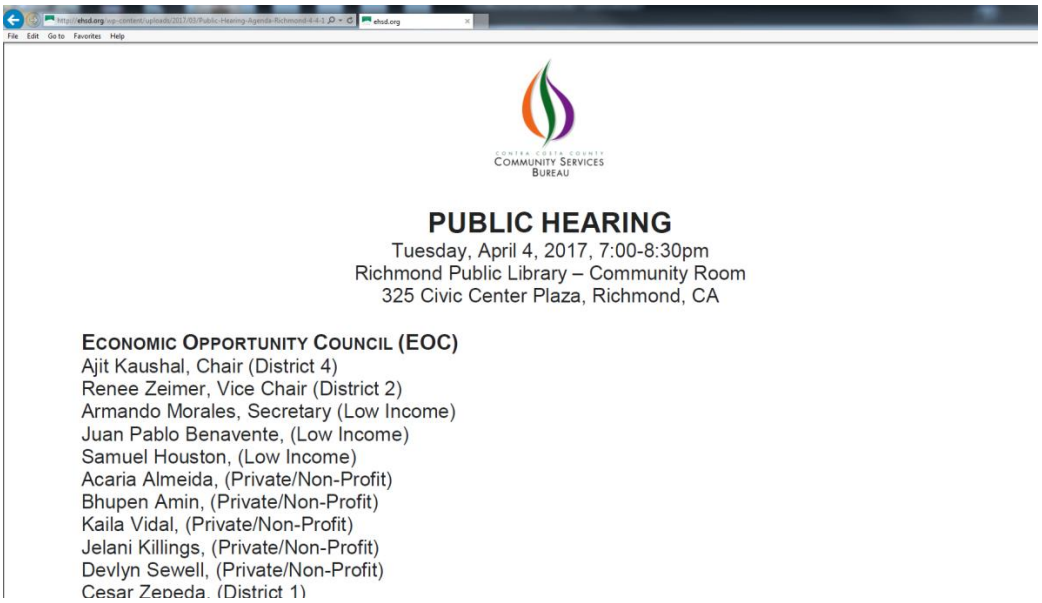
Employment & Human Services Website Page Postings for the Three Public Hearings
http://ehsd.org/headstart/community-action/agendas-and-minutes/

West Contra Costa County - Richmond Public Library - Tuesday, April 4, 2017, 7:00 to 8:30 p.m.
East Contra Costa County - Los Medanos College - Thursday, April 6, 2017, 7:00 to 8:30 p.m.
Central Contra Costa County - County Building (500 Ellinwood) - April 19, 2017, 7:30 to 8:30 p.m.



West Contra Costa County - Richmond Public Library - Tuesday, April 4, 2017, 7:00 to 8:30 p.m.

http://ehsd.org/wp-content/uploads/2017/03/Public-Hearing-Agenda-Richmond-4-4-17.pdf

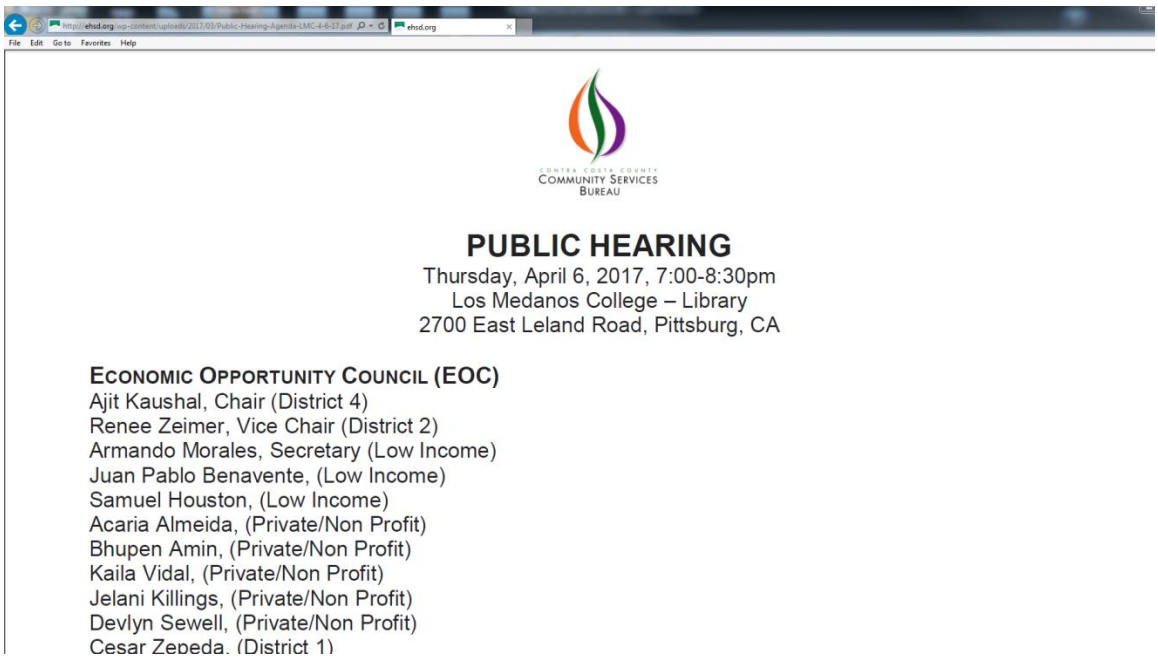


CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

PUBLIC HEARING
Tuesday, April 4, 2017, 7:00-8:30pm
Richmond Public Library – Community Room
325 Civic Center Plaza, Richmond, CA

ECONOMIC OPPORTUNITY COUNCIL (EOC)
Ajit Kaushal, Chair (District 4)
Renee Zeimer, Vice Chair (District 2)
Armando Morales, Secretary (Low Income)
Juan Pablo Benavente, (Low Income)
Samuel Houston, (Low Income)
Acaria Almeida, (Private/Non-Profit)
Bhupen Amin, (Private/Non-Profit)
Kaila Vidal, (Private/Non-Profit)
Jelani Killings, (Private/Non-Profit)
Devlyn Sewell, (Private/Non-Profit)
Cesar Zepeda, (District 1)

East Contra Costa County - Los Medanos College - Thursday, April 6, 2017, 7:00 to 8:30 p.m.
http://ehsd.org/wp-content/uploads/2017/03/Public-Hearing-Agenda-LMC-4-6-17.pdf

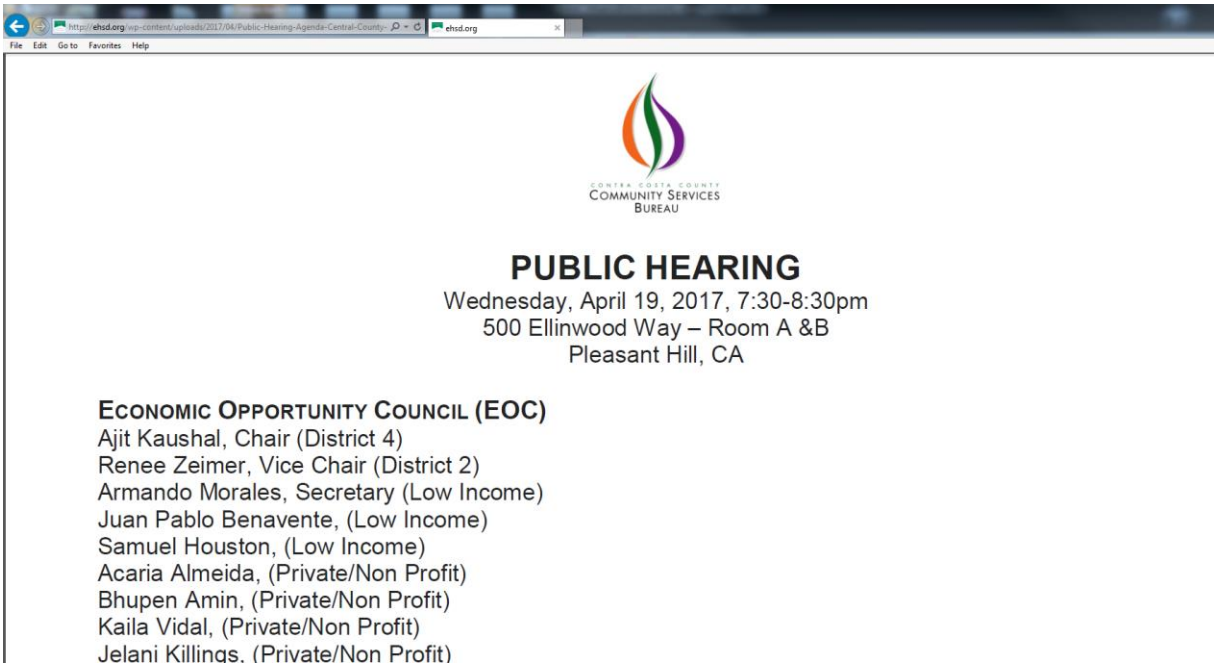


CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

PUBLIC HEARING
Thursday, April 6, 2017, 7:00-8:30pm
Los Medanos College – Library
2700 East Leland Road, Pittsburg, CA

ECONOMIC OPPORTUNITY COUNCIL (EOC)
Ajit Kaushal, Chair (District 4)
Renee Zeimer, Vice Chair (District 2)
Armando Morales, Secretary (Low Income)
Juan Pablo Benavente, (Low Income)
Samuel Houston, (Low Income)
Acaria Almeida, (Private/Non Profit)
Bhupen Amin, (Private/Non Profit)
Kaila Vidal, (Private/Non Profit)
Jelani Killings, (Private/Non Profit)
Devlyn Sewell, (Private/Non Profit)
Cesar Zepeda, (District 1)

Central Contra Costa County - County Building (500 Ellinwood) - April 19, 2017, 7:30 to 8:30 p.m.
http://ehsd.org/wp-content/uploads/2017/04/Public-Hearing-Agenda-Central-County-4-19-17.pdf



CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

PUBLIC HEARING
Wednesday, April 19, 2017, 7:30-8:30pm
500 Ellinwood Way – Room A &B
Pleasant Hill, CA

ECONOMIC OPPORTUNITY COUNCIL (EOC)
Ajit Kaushal, Chair (District 4)
Renee Zeimer, Vice Chair (District 2)
Armando Morales, Secretary (Low Income)
Juan Pablo Benavente, (Low Income)
Samuel Houston, (Low Income)
Acaria Almeida, (Private/Non Profit)
Bhupen Amin, (Private/Non Profit)
Kaila Vidal, (Private/Non Profit)
Jelani Killings, (Private/Non Profit)

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

2017 – 2021
COMMUNITY ASSESSMENT
KEY FINDINGS

Contra Costa County
Employment and Human Services Department
Community Services Bureau

Rev. 5/2017

Demography

At 1,096,068 residents, the population of Contra Costa County has grown 5% since 2010, compared to 3% growth in California overall. In these 6 years, several communities saw much faster growth, including Pacheco (16%), Rodeo (12%), Alamo (12%), Kensington (10%), Vine Hill (10%) and Discovery Bay (10%). The largest growth has been among Asian (up 23%), Latino (up 21%) and White residents (up 5%), and in 2015, the county is 61% white, 25% Hispanic, 15% Asian and 9% African American. About 76% of local residents are U.S.-born compared to 73% in California, but 52% of the county's foreign-born residents are naturalized citizens, compared to 49% statewide.

After several years of declines, births in the county have increased 11% since 2013, with the largest number of 2015 births in Concord (2,048), Richmond (1,715), Antioch (1,421) and Pittsburg (1,062). The teen birth rate (11.4 per 1,000), although less than the state overall (17.1), is of concern in Antioch (133 teen births), Martinez (59 births), Pittsburg (56 births), Richmond (40 births) and Pinole (33 teen births). The birth rate among the area's foreign-born women (63.5 per 1,000) exceeds that of U.S-born women (45.9), as well as foreign-born women in California (57.8).

Since 2009, the county's proportion of families (up 8%) and families with children (up 6%) has increased relative to the state. Single female-headed families, half of which include children, now account for 12% of all households. In 2015, 31% (79,511) of the county's 260,864 children are under 6 and 15% (37,787) are under 3. About 6% (64,668) of all residents are 0-4 year olds, compared to 7% statewide. The areas of 94565, 94509, 94806 and 94513 are the most populous and home to the largest population of children under 5 with 27% (17,654) of the county's 0-4 year olds.

Economy

As of January 2017 the county's unemployment rate (4%) compares favorably to the state (5%), but rates excced the county in Vine Hill (10%), Tara Hills (9%), San Pablo (7%), Pacheco (7%), Antioch (6%), Bethel Island (6%), Oakley (6%), Pittsburg (5%), Richmond (5%) and Concord (5%). While the county's workforce grew 10% or 48,600 workers since 2000, employmnet increased just 8% or 38,900 jobs. About 64% (8,633) of Contra Costa women who gave birth in the past year are in the workforce, compared to just 57% statewide.

Median family income is $95,824 countywide, with lower medians in San Pablo, Antioch, Concord, Oakley, Pittsburg and Richmond. In 2015, 11% of individuals, 8% of families, 14% of children and 12% of families with children live below the FPL. Notably, the poverty rate among single female-headed families with children under 5 is now 37%, and of 13,513 Contra Costa women with births in 2015, 18% (2,457) live below the FPL. However, the number of children under 6 living in poverty (5,945) has dropped 40% since 2014. Countywide, 10% of U.S.-born residents live in poverty, compared to 7% of naturalized citizens and 20% of non-citizens.

Only 29% of county homes are affordable to a median income household, compared to 67% in 2010. In particular, the pace of rent increases has escalated dramatically, up 37% since 2015, and the median monthly rent for a 2-bedroom unit is now $2,173. About 35% of mortgages (85,522) and 55% of rental units (71,114) are considered unaffordable in 2015. In 2016, 3,500 individuals in the county are homeless or at risk of becoming homeless, including 1,110 living on the streets, 364 in families, 21 parenting youth with 21 children, and 6 unaccompanied children. About 11% of the region's homeless are children, and 2,814 students do not have stable housing.

In 2015, 1.9% of residents are CalWORKs cash grant recipients, down from 2.1% in 2014. The county now has 7,837 CalWORKs cash grant cases involving 13,744 children. About 5% of local households rely on SSI benefits in 2015, receiving between $1,319 and $9,114 annually. About 6% (24,417) of households participate in SNAP benefits, and 17% (44,752) of all children live in a home with SSI, cash PA or SNAP benefits, versus 27% statewide.

Health and Safety

In Contra Costa, 10% are uninsured compared to 15% statewide, but both rates have improved since 2014. Rates are highest among foreign-born residents (19%) and for residents of Vine Hill (15%), Tara Hills (16%), Richmond (17%) and San Pablo (21%). About 4% (2,802) of 0-5 year olds are uninsured, and 6% of 2–11 year olds have never seen a dentist. Notably, foreign-born naturalized citizens are 4 times more likely than non-citizens to access health insurance.

Infant mortality rose to 4.3 per 1,000 in 2015 and is projected to top 5.0 in 2017. Although still lower than the state (5.0 per 1,000), the county's rate (4.3) has worsened while the state's has improved. About 88% of pregnant women receive first trimester prenatal care in the county, with multi-racial (80%) and Latino mothers (81%) least likely to receive care. By 2017, 7% (5,872) of births are projected to be low birthweight. About 41% of Contra Costa pregnant women participate in WIC, and 4% (500) do not have stable housing during pregnancy, compared to 3% statewide.

In 2015, the rate of first entry into foster care in the county (1.6 per 1,000) continues lower than in the state (2.8), but locally, 49% of all 414 first entries are children age 0-5. Compared to a 1% decline in its population of children since 2006, the county's number of foster care first entries has declined 24% while its point-in-time count of foster children is down 35%. Still, rates among African American children at 6.4 per 1,000 are much higher. Contra Costa schools enrolled 1,573 foster students in 2014-15, with 113 (7%) in kindergarten.

In 2016, 20,254 students attend special education classes, up 17% since 2011, including at least 2,129 children under 6. An estimated 11% (118,603) of all Contra Costa residents have a major disability, including 1% of children age 0-4, but the incidence among 0-4 year olds is considerably higher in East Richmond Heights (3%), Pinole (3%), Rodeo (3%), San Pablo (3%) and Alamo (6%). In 2014-15, the CCHS Behavioral Health Division saw children for mental health outpatient visits 288,432 times, averaging 24,036 visits per month.

In 2015, Contra Costa's 5th and 7th graders continue to surpass the state on fitness tests, but physical fitness among 9th graders has now fallen behind the state, with Native Hawaiian/Pacific Islander, African American, Asian, Filipino, multi-racial and economically disadvantaged students most at risk.

In 2016, the county received a D for air quality from the American Lung Association, putting up to 23,069 asthmatic children and 158,199 elderly adults at special risk. Asthma diagnoses among children and residents of all ages continue to decline relative to the state; however, the county sees higher rates of asthma-related hospitalizations. In 2014, 22.7 per 10,000 age 0-4 (142 children) had an asthma-related hospitalization in Contra Costa compared to 19.6 in the state.

After trending downward since 2009, Chlamydia rates have risen to 422.5 per 100,000 in 2015, up from 385.5 in 2014, while Gonorrhea rates have risen to 118.1, up from 93.4. Notably, Chlamydia among 15-19 year old females in Contra Costa rose to 2211.7 per 100,000 in 2015, while it dropped to 551.5 per 100,000 among boys the same age.

Since 2004, adult misdemeanor arrests had fallen 18% in the county compared to a 3% drop in the state, but in 2014 the county saw a 1-year 4% increase with 13,695 adult misdemeanor arrests. From 2013 to 2014, the adult felony arrest rate in Contra Costa also rose nearly 4% with 11,519 arrests. Contra Costa's incarceration rate dropped 8% since 2014 from 315 per 100,000 to 291 per 100,000, while California's rate declined 9%. The rates of juvenile misdemeanor and felony arrests in both state and county have fallen sharply in recent years and this trend continues in 2014, with 1,025 juvenile misdemeanor arrests in the county and 627 juvenile felony arrests. The felony arrest rate among youth, which fell to 5.2 per 1,000 overall, remains significantly higher among African American youth (24.5); however, African American youth have also seen the steepest declines in the past 6 years, with rates down from 43.8 to 24.5 per 1,000.

Education

Contra Costa schools enrolled 176,437 children in 2015, up 7% since 2007, with a 5% growth in preschoolers and a 6% growth in kindergarteners. The overall student body is 35% Latino, 33% White, 12% Asian and 10% African American. Of 2,744 students in Transitional Kindergarten (TK), 29% are English Learners (EL) and 40% are socio-economically disadvantaged (SD), but SD rates are higher among Pacific Islander (71%), African American (68%) and Latino (64%) TK students. About 40% (70,588) of students overall are FRPM-eligible compared to 59% in the state, but rates in Pittsburg (76%), West Contra Costa (71%), Antioch (68%) and John Swett (68%) are much higher.

The percentage of English Learners (EL) in the county has grown from 15% to 18% since 2004, and 80% of all EL students attend schools in West Contra Costa, Mt. Diablo, Pittsburg or Antioch Unified. About 79% of all EL students speak Spanish, and 12% (3,889) are kindergarteners. Across all students and grade levels, 55% meet or exceed English performance standards and 45% meet or exceed Math standards, compared to the state's 49% and 37%, respectively.

Countywide truancy is 38%, with rates in West Contra Costa (60%), John Swett (49%), Martinez (45%), Acalanes Union High (43%) and Antioch (42%) significantly higher. About 89% of all county high school students graduate compared to 82% statewide, but dropout rates exceed the overall county (6%) in West Contra Costa (7%), Antioch (8%), John Swett (8%), Martinez (9%), Pittsburg (9%) and Mt. Diablo Unified (11%).

About 89% of residents have at least a high school education, including 95% of U.S.-born residents, 86% of naturalized citizens and 63% of non-citizens. About 262,910 U.S.-born residents of all ages attend school with 7% (18,404) in preschool. Another 30,801 students are foreign-born with 1.4% (431) in preschool. Overall, 58% of the county's 3-4 year olds attend preschool, with lower rates in Hercules (39%), Pittsburg (39%), Vine Hill (37%) and East Richmond (18%), but more than 90% of income eligible 3-4 year olds in 94525, 94598, 94526, 94517 and 94506 are not enrolled.

About 9,845 children age 0-5 are income-eligible for Head Start in Contra Costa, but access to childcare remains a problem for many. Barriers to access include a 7% drop in the number of childcare slots in licensed centers and homes, down from 38,237 slots in 2004 to 35,459 slots in 2014, and a 27% drop in the number of facility sites. In 2017, the county has 18,465 preschool daycare center slots and 1,888 infant center slots in licensed centers, with 42% of requests for licensed childcare involving preschoolers and 39% involving infants. Cost also remains a barrer for many, as full-time infant care in 2014 tops $14,979 annually, up $2,329 or 18% from 2010. Notably in California as a whole, only 9% of 0-2 year olds and 40% of 3 year olds eligible for childcare subsidies receive them, and even when available, subsidies may cover as little as 55% of a family's out-of-pocket costs for childcare.

Contra Costa County
Employment & Human Services Department
Community Services Bureau

Economic Opportunity Council (EOC)
Site Monitoring Evaluation

Site Location: _____ **Date of Visit:** _____

Site Representative: _____ **Title:** _____

EOC Representative: _____ **Time of Visit:** _____

Purpose of facility: _____

_____

_____

Attach Mission Statement or Brochure(s)

Does the Service Provider Mission Support the EOC Missions Statement? Yes ☐ No ☐

Site Program(s) (Check all Applicable Programs):

☐ Education	☐ Medical
☐ Job Training	☐ Probation
☐ Housing	☐ After School Program
☐ Emergency Shelter Childcare	☐ Tutoring
☐ Transportation	☐ Others:

Population served (i.e. families, specific high-risk groups, neighborhood, etc): _____

<u>Interview Questions:</u>

- How does your program receive referrals? (i.e. Religious Organization(s), Walk-in's, Outreach, Schools, Corrections, Self, Other) _____
- How many client(s) does the facility support? Daily: _____ Weekly: _____ Monthly: _____ Annual: _____
- Number staff employed: _____ Volunteers: _____
- Is staffing fully in place for your CSBG funded program? If not, why? _____
- What screening criteria are used to determine eligibility? _____
- What obstacles do your clients face before, during, and after your program? (i.e. unemployment, housing, etc) _____
- In general, is your program well known and received positively in the community? _____
- What issues/barriers have you encountered as an organization? What specific actions are you taking to address these problems? Are any of these issue areas in which the EOC might provide assistance? _____
- Are there other issues or facets of your program of which you would like the EOC to be aware? _____

Contra Costa County
Employment & Human Services Department
Community Services Bureau

EOC Representative Observation:

	Lowest				Highest
1. Was the facility clean?	1	2	3	4	5
2. Was the staff professional and easily to be identified?	1	2	3	4	5
3. Was the facility organized and professional?	1	2	3	4	5
4. How were the clients interacting with staff?	1	2	3	4	5
5. What is your overall perception of the facility?	1	2	3	4	5

Contract Service Activities:

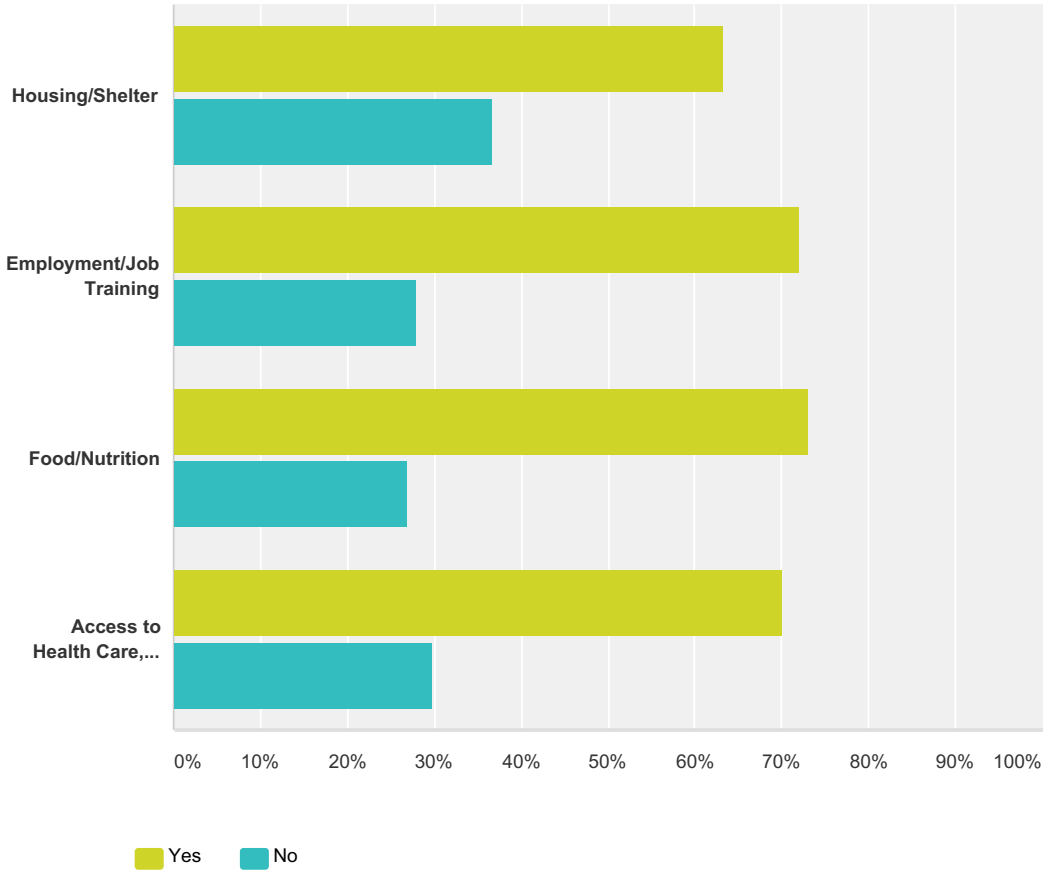
Activity:	Status:

NOTES:

Improvement(s) / Recommendations:

Q3 Do you believe that the 2016-2017 Community Action Plan priority areas still fit the needs of your community?

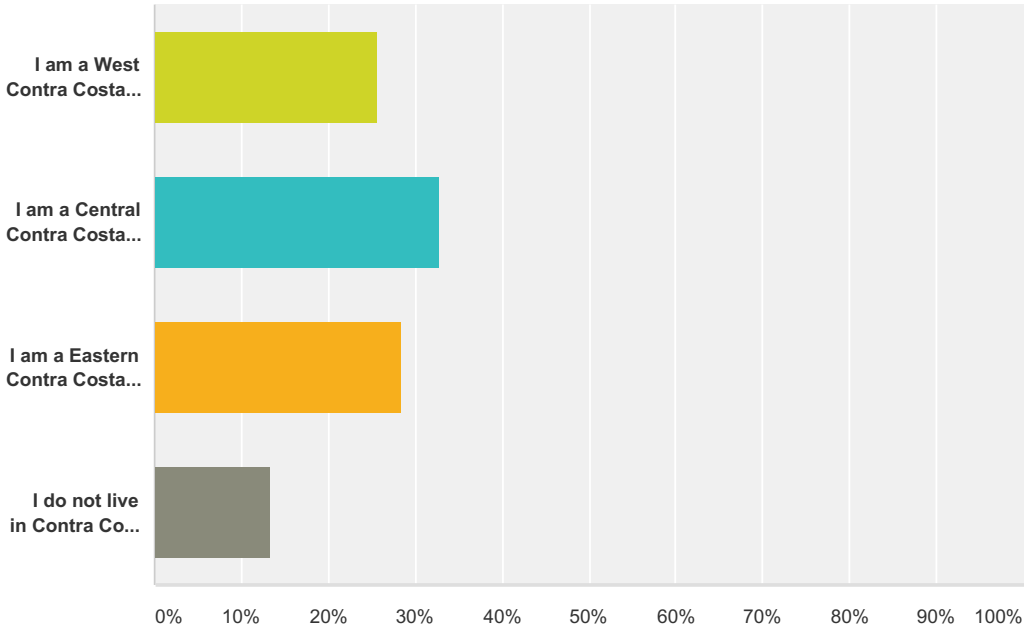
Answered: 106 Skipped: 12



	Yes	No	Total
Housing/Shelter	**63.21%** 67	**36.79%** 39	106
Employment/Job Training	**72.12%** 75	**27.88%** 29	104
Food/Nutrition	**73.08%** 76	**26.92%** 28	104
Access to Health Care, Transportation, Child Care	**70.19%** 73	**29.81%** 31	104

Q4 From the list below, select those responses that best describe your current situation (select one):

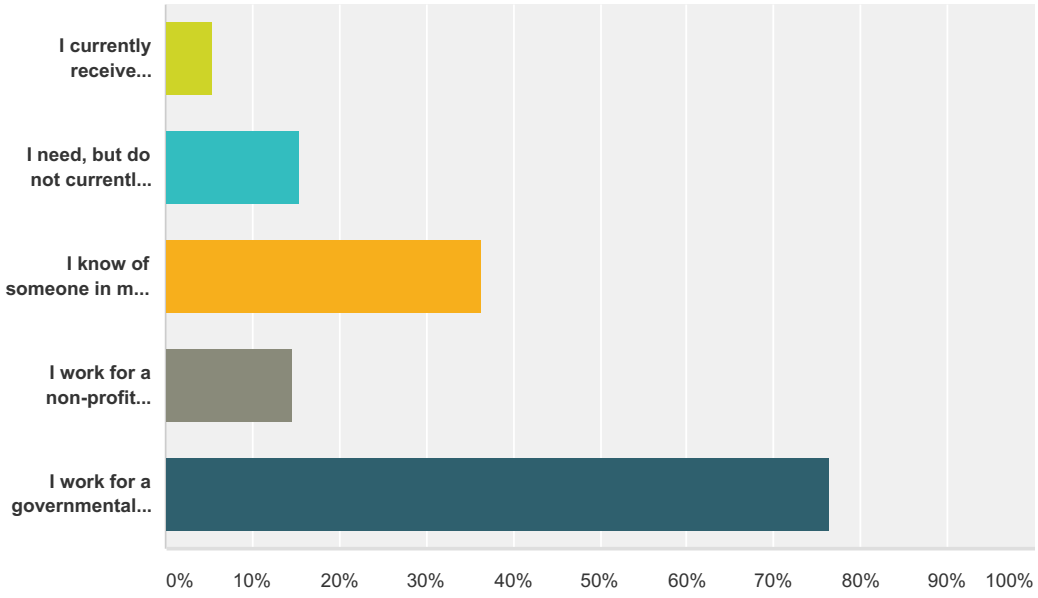
Answered: 113 Skipped: 5



Answer Choices	Responses	
I am a West Contra Costa County resident	**25.66%**	29
I am a Central Contra Costa County resident	**32.74%**	37
I am a Eastern Contra Costa County resident	**28.32%**	32
I do not live in Contra Costa County	**13.27%**	15
Total		**113**

Q5 Please select those responses that best describe your current situation (select all that apply):

Answered: 110 Skipped: 8



Answer Choices	Responses
I currently receive services in one or more of the areas I listed in responding to Question 1.	5.45% 6
I need, but do not currently receive services in one or more of the areas I listed in responding to Question 1.	15.45% 17
I know of someone in my community that does not currently receive, but needs services in one or more of the areas I listed in responding to Question 1.	36.36% 40
I work for a non-profit organization that provides services to Contra Costa County residents in one or more of the areas I listed in responding to Question 1.	14.55% 16
I work for a governmental agency that provides services to Contra Costa County residents in one or more of the areas I listed in responding to Question 1.	76.36% 84
Total Respondents: 110	

Attachment H
Public Hearings 1-2-3 - Questions & Comments
West Contra Costa County Public Hearing - Richmond April 4, 2017
East Contra Costa County Public Hearing - Los Medanos College April 6, 2017
Central Contra Costa County Public Hearing – Central April 19, 2017

Comment/Concern	**Was the concern addressed in the CAP?**	**If so, page #**	**If not, indicate the reason**
PH1.Health and safety, for immigrants.	Yes	Pg. 10 and 11 (Last paragraph)	
PH1. Mental health. The people who don't receive medical benefits have more causes of depression, crime, abuse, and housing issues. Mental health is a high issue.	Yes	Comprehensive Health Services- Pg. 18, 20, 25	
PH1. Have rights to a safe job and be treated properly if they get injured on the job. These immigrants are put in a position to think if they report an injury on sexual harassment that they will lose their job. Some are even scared to ask for supplies to do their job right in fear of being "Black listed". They are lacking proper training.	Yes	Employment/ Training pg. 18	
PH1. Homelessness. Housing is most important. There isn't enough housing, food, transportation, child care.	Yes	Affordable housing- pg. 20	
PH1. Food and child care. Don't tell me the problem give me the solution.	Yes	Food/Nutrition Pg. 23	
PH2. Oppotuinity Junction helps with every aspect of life. People come in wanting to work and find jobs. This isn't the first time the president has tried to take away our funding. This program is good funding.	Yes	Employment/ Training pg. 18	
PH2. Kids should have jobs to help fix up the community; it would also prevent less crime. When people get jobs they pay into the system. People on SSI aren't getting anything near minimum wage and that's what they have to live on. The county won't even give the people on SSI food stamps because they make too much money. 25 million should be going to housing not to the jails; The homeless use massive amount of emergencies if they had housing they wouldn't use it. I thought you had more voice and control in this county budget.	Yes	Employment/ Training pg. 18	
PH2. Affordable housing is most important. There is a lot of people getting evicted; The people who are receiving aid should know the agenda.	Yes	Affordable housing- pg. 20	
PH2. main issues Jobs, Shelter, child care	Yes	Affordable housing- pg. 20	

Comment/Concern	Was the concern addressed in the CAP?	If so, page #	If not, indicate the reason
PH3. Mental health awareness. We are seeing more homelessness, more anxiety and stress. People afraid to leave their homes. We need to educate people, create mental health awareness. Prevention is number 1. Provide funding for mental health services, so we can provide when it's due.		Comprehensive Health Services- Pg. 18, 20, 25	
PH3. In need of food & nutrition, housing, job skills and training. Extreme low income in all of contra costa county. We need more services for all phases of life.	Yes	Affordable housing- pg. 20 Employment/ Training pg. 18	
PH3. More affordable programs in the summer for kids. It's expensive for parents who can't afford the cost of some of these programs. There are some low income programs but we need to provide more. It's important to provide these programs for our kids.	Yes	Employment/ Training pg. 18	
PH3. For my community I would like to see high quality education. The president doesn't care about our district schools he's more concerned with charter schools. What gets the most attention gets the right resources.	No		Due to limited funding.
PH3. affordable housing and programs for children 5 and older. (translated)	Yes	Affordable housing- pg. 20	
PH3. Our youth our future for tomorrow; need programs to keep them away from violence and drugs. Our community minimum wage went up but things like rent and groceries go up as well. Most services are given to people with citizenship while the people who aren't legal don't get programs. Like help with paying bills.	Yes	Employment/ Training pg. 18	
PH3. Section 8. Happy to have a roof over my head but I have a landlord who won't fix thing's when something needs a fix. It's hard to relocate because a lot of people won't rent to others who are on section 8 due to the name it that comes with it.	Yes	Affordable housing- pg. 20	
PH3. Schools in Bay Point need funding to provide free lunches and fix up the schools for they are very run down. Trying to take away free lunch from the schools in Bay point. (translated)	No		Due to limited funding.
PH3. The community should be taught about political policies and taught real world financial literacy. Things that aren't taught in schools. Stocks, bonds , auctions or even what credit is. More training for the kids to have better understanding of it.	Yes	Pg 19.	

Comment/Concern	Was the concern addressed in the CAP?	If so, page #	If not, indicate the reason
PH3. Wants help with therapy and support due to a man who stocks her at work. Every time she leaves work he is there. *(translated)*	No		Spoke to her privately about contacting law enforcement
PH3. Law enforcement programs for our young men, especially our young men of color. Teach them how to interact with law enforcement.	No		Due to limited funding
PH3. More housing, there isn't enough.	Yes	Affordable housing- pg. 20	
PH3. Create solutions for housing. More stability for these families.	Yes	Affordable housing- pg. 20	
PH3. Find ways to provide more income for low income families.	Yes	Employment/ Training pg. 18	
PH3. Kids with ADHD should have a special class or school. It's hard for them to be in classes with 25-30 students. They often get in trouble for acting out. Or treated as a "special kid". They need some type of special program for those kids.	No		Due to limited funding
PH3. More awareness to the community of the resources they can receive. Get the word out so they can get the help they need.	Yes	Pg. 30-#1, 2	
PH3. A lot of cost to maintain a unit. You have families with 10 plus people moving into 2 bedroom apartments. Then when they leave there is thousands is property damage. Where does the money come from to fix the unit?	Yes	Affordable housing- pg. 20	
PH3. Provide all services to all areas such as Antioch and Pittsburg.	Yes	-Affordable housing- pg. 20 -Employment/ Training pg. 18 -Comprehensive Health Services- Pg. 18, 20, 25	
PH3. I live in Richmond and there are many necessities there is a lot of garbage in the streets, there are a lot of holes in the pavement. Streets are dark and that is dangerous to walk. In the parks there is no security and there are many people smoking drugs. *(translated)*	No		Observation-not a cause for poverty.
PH1-West County PH2-East County PH3-Central County			

Comment/Concern	Was the concern addressed in the CAP?	If so, page #	If not, indicate the reason

Q1 From your perspective, what are the top challenges facing Contra Costa residents? (for example, you might identify food, shelter, housing, etc.)?

Answered: 115 Skipped: 3

Answer Choices	Responses	
1.	**100.00%**	115
2.	**96.52%**	111
3.	**88.70%**	102

#	1.	Date
1	Lack of motivation/want everything done for them	5/31/2017 1:06 PM
2	taxes	5/30/2017 3:37 PM
3	Housing	5/30/2017 8:42 AM
4	Affordable childcare	5/26/2017 2:43 PM
5	shelter	5/26/2017 1:08 PM
6	affordable housing	5/26/2017 8:43 AM
7	housing	5/25/2017 1:22 PM
8	Housing	5/24/2017 3:45 PM
9	Housing	5/24/2017 2:33 PM
10	housing	5/24/2017 12:41 PM
11	Housing and expense of housing	5/24/2017 12:31 PM
12	Housing	5/24/2017 11:34 AM
13	housing	5/24/2017 9:19 AM
14	Affordable Housing	5/24/2017 8:57 AM
15	Housing	5/24/2017 8:38 AM
16	low salary	5/23/2017 5:06 PM
17	decent paying employment	5/23/2017 2:45 PM
18	rent cost	5/23/2017 2:32 PM
19	affordable housing	5/23/2017 1:44 PM
20	lack of affordable housing	5/23/2017 1:25 PM
21	affordable housing	5/23/2017 12:45 PM
22	Competitive Wages	5/23/2017 11:27 AM
23	Housing	5/23/2017 11:18 AM
24	homelessness	5/23/2017 11:16 AM
25	Housing	5/23/2017 11:00 AM
26	housing costs	5/23/2017 10:51 AM
27	Employment	5/23/2017 10:30 AM
28	housing	5/23/2017 10:27 AM

29	Housing	5/23/2017 10:21 AM
30	Affordable housing, especially for seniors	5/23/2017 10:05 AM
31	Housing	5/23/2017 10:01 AM
32	Rental rates/housing	5/23/2017 9:37 AM
33	affordable housing	5/23/2017 9:08 AM
34	Affordable housing	5/23/2017 9:08 AM
35	Affordable Housing	5/23/2017 9:07 AM
36	affordable housing	5/23/2017 8:55 AM
37	Housing	5/23/2017 8:44 AM
38	HOUSING	5/23/2017 8:43 AM
39	housing	5/23/2017 8:42 AM
40	housing	5/23/2017 8:29 AM
41	affordable housing	5/23/2017 8:14 AM
42	housing	5/23/2017 8:13 AM
43	Affordable Housing	5/23/2017 8:04 AM
44	Shelter	5/23/2017 7:53 AM
45	housing	5/23/2017 7:45 AM
46	Housing	5/23/2017 7:44 AM
47	Cost of housing	5/23/2017 7:43 AM
48	high cost of living	5/23/2017 7:41 AM
49	housing	5/23/2017 7:38 AM
50	affordable housing	5/23/2017 7:33 AM
51	Unaffordable housing.	5/23/2017 7:25 AM
52	crime	5/23/2017 7:24 AM
53	Mental Health	5/23/2017 7:16 AM
54	housing	5/23/2017 7:11 AM
55	Housing	5/23/2017 7:07 AM
56	crime	5/23/2017 6:45 AM
57	Housing	5/22/2017 6:04 PM
58	housing	5/22/2017 5:21 PM
59	Affordable housing	5/22/2017 5:16 PM
60	Employment	5/22/2017 5:00 PM
61	food	5/22/2017 4:51 PM
62	Shelter	5/22/2017 4:48 PM
63	Poverty	5/22/2017 4:46 PM
64	housing prices	5/22/2017 4:37 PM
65	Housing costs	5/22/2017 4:32 PM
66	Mental Health assistance	5/22/2017 4:31 PM
67	Housing	5/22/2017 4:27 PM
68	Housing	5/22/2017 4:26 PM
69	housing	5/22/2017 4:26 PM

70	housing	5/22/2017 4:25 PM
71	Affordable housing	5/22/2017 4:20 PM
72	Housing costs	5/22/2017 4:20 PM
73	Traffic	5/22/2017 4:16 PM
74	Homelessness/housing	5/22/2017 4:16 PM
75	Overpriced housing	5/22/2017 4:15 PM
76	HOUSING COST/AVAILABLE LOW INCOME HOUSING	5/22/2017 4:12 PM
77	Affordable rentals & Affordable homes (developers and others blocking resident access)	5/22/2017 4:12 PM
78	High cost housing	5/22/2017 4:11 PM
79	over population	5/22/2017 4:10 PM
80	housing	5/22/2017 4:10 PM
81	Housing/ Cost	5/22/2017 4:09 PM
82	Affordable housing	5/22/2017 4:09 PM
83	housing	5/22/2017 4:08 PM
84	Rent	5/22/2017 4:07 PM
85	Shelter	5/22/2017 4:07 PM
86	afordable housing	5/22/2017 4:06 PM
87	affordable housing	5/22/2017 4:06 PM
88	Homeless	5/22/2017 4:05 PM
89	housing	5/22/2017 4:04 PM
90	Affordable housing	5/22/2017 4:04 PM
91	housing	5/22/2017 4:04 PM
92	housing for homeless	5/22/2017 4:03 PM
93	Affordable Housing	5/22/2017 4:03 PM
94	Housing	5/22/2017 4:02 PM
95	Housing	5/22/2017 4:01 PM
96	Housing	5/22/2017 4:00 PM
97	Housing	5/22/2017 3:51 PM
98	Lack of affordable housing	5/22/2017 1:24 PM
99	Affordable Housing	5/22/2017 10:46 AM
100	Housing	5/22/2017 10:40 AM
101	Housing	5/22/2017 10:30 AM
102	housing	5/19/2017 2:39 PM
103	housing	5/17/2017 3:52 PM
104	Housing	5/16/2017 11:55 AM
105	Traffic	5/16/2017 11:46 AM
106	Safety (Crime Prevention, Adequate Law Enforcement)	5/16/2017 9:16 AM
107	Housing	5/15/2017 4:03 PM
108	Housing - high rents	5/15/2017 12:07 PM
109	Employment opportunities	5/15/2017 9:23 AM
110	housing	5/15/2017 9:11 AM

111	Employment and job training	5/12/2017 4:23 PM
112	Affordable housing	5/12/2017 3:46 PM
113	College graduates still not being able to afford housing on their own	5/12/2017 3:32 PM
114	Housing	5/12/2017 3:18 PM
115	affordable housing	5/12/2017 3:04 PM
#	**2.**	**Date**
1	Housing/Rent costs	5/31/2017 1:06 PM
2	cost of living	5/30/2017 3:37 PM
3	Low wages	5/30/2017 8:42 AM
4	Low cost housing	5/26/2017 2:43 PM
5	expensive housing	5/26/2017 1:08 PM
6	road improvements	5/26/2017 8:43 AM
7	employment	5/25/2017 1:22 PM
8	Training programs	5/24/2017 3:45 PM
9	food	5/24/2017 2:33 PM
10	income	5/24/2017 12:41 PM
11	Shelter	5/24/2017 12:31 PM
12	Affordable Child Care	5/24/2017 11:34 AM
13	shelter	5/24/2017 9:19 AM
14	Affordable Child Care	5/24/2017 8:57 AM
15	Food	5/24/2017 8:38 AM
16	high rent, not enough housing	5/23/2017 5:06 PM
17	affordable housing	5/23/2017 2:45 PM
18	low wages	5/23/2017 2:32 PM
19	affordable child care	5/23/2017 1:44 PM
20	high cost of living	5/23/2017 1:25 PM
21	homelessness	5/23/2017 12:45 PM
22	Housing	5/23/2017 11:27 AM
23	Transportation	5/23/2017 11:18 AM
24	hunger	5/23/2017 11:16 AM
25	Food	5/23/2017 11:00 AM
26	homelessness	5/23/2017 10:51 AM
27	Housing	5/23/2017 10:30 AM
28	food	5/23/2017 10:27 AM
29	Work	5/23/2017 10:21 AM
30	Affordable food	5/23/2017 10:05 AM
31	Dependable Child Care	5/23/2017 10:01 AM
32	School over population	5/23/2017 9:37 AM
33	employment	5/23/2017 9:08 AM
34	childcare	5/23/2017 9:08 AM
35	Food	5/23/2017 9:07 AM

36	food security	5/23/2017 8:55 AM
37	Shelter	5/23/2017 8:44 AM
38	FOOD	5/23/2017 8:43 AM
39	food	5/23/2017 8:42 AM
40	food	5/23/2017 8:29 AM
41	transitional housing	5/23/2017 8:14 AM
42	employment barriers	5/23/2017 8:13 AM
43	Food	5/23/2017 8:04 AM
44	Housing	5/23/2017 7:53 AM
45	food	5/23/2017 7:45 AM
46	Jobs	5/23/2017 7:44 AM
47	risk of downsizing in workplace	5/23/2017 7:41 AM
48	employment	5/23/2017 7:38 AM
49	crime	5/23/2017 7:33 AM
50	Unaffordable motel options for the homeless.	5/23/2017 7:25 AM
51	homeless areas not being clean	5/23/2017 7:24 AM
52	Housing	5/23/2017 7:16 AM
53	employability	5/23/2017 7:11 AM
54	Health care access	5/23/2017 7:07 AM
55	transportation	5/23/2017 6:45 AM
56	Availability of child care	5/22/2017 6:04 PM
57	income	5/22/2017 5:21 PM
58	Debt	5/22/2017 5:16 PM
59	Housing	5/22/2017 5:00 PM
60	shelter	5/22/2017 4:51 PM
61	discrimination/bias	5/22/2017 4:46 PM
62	crime rates rising	5/22/2017 4:37 PM
63	health care availability	5/22/2017 4:32 PM
64	shelter	5/22/2017 4:31 PM
65	Case Management	5/22/2017 4:27 PM
66	Shelter	5/22/2017 4:26 PM
67	electric bills/utilities	5/22/2017 4:26 PM
68	childcare	5/22/2017 4:25 PM
69	Traffic congestion	5/22/2017 4:20 PM
70	Homelessness	5/22/2017 4:20 PM
71	Surge in Homeless population & Garbage they leave behind.	5/22/2017 4:16 PM
72	Need of school transportation for k-12grade	5/22/2017 4:16 PM
73	TRAFFIC	5/22/2017 4:12 PM
74	More quality child care for all ages & more preschool infant sites	5/22/2017 4:12 PM
75	Crime rate	5/22/2017 4:11 PM
76	child care	5/22/2017 4:10 PM

77	Traffic	5/22/2017 4:09 PM
78	Affordable, quaility child care	5/22/2017 4:09 PM
79	transportation/traffic	5/22/2017 4:08 PM
80	Housing Prices	5/22/2017 4:07 PM
81	Housing	5/22/2017 4:07 PM
82	food	5/22/2017 4:06 PM
83	cost of living wage increases	5/22/2017 4:06 PM
84	Food	5/22/2017 4:05 PM
85	transportation	5/22/2017 4:04 PM
86	lack of east bay employment opportunities	5/22/2017 4:04 PM
87	childcare	5/22/2017 4:04 PM
88	mental health	5/22/2017 4:03 PM
89	Seniors Programming	5/22/2017 4:03 PM
90	Mental Health	5/22/2017 4:02 PM
91	Addiction	5/22/2017 4:01 PM
92	Jobs	5/22/2017 4:00 PM
93	Legal support	5/22/2017 3:51 PM
94	Food Insecurity	5/22/2017 1:24 PM
95	Jobs that pay enough	5/22/2017 10:46 AM
96	clean air	5/22/2017 10:40 AM
97	Food	5/22/2017 10:30 AM
98	employment	5/19/2017 2:39 PM
99	employment	5/17/2017 3:52 PM
100	employment	5/16/2017 11:55 AM
101	Labor Union Power	5/16/2017 11:46 AM
102	Cost of Living (Too many fees/regulations)	5/16/2017 9:16 AM
103	Mental Health	5/15/2017 4:03 PM
104	Economic Security - too many PT jobs without benefits	5/15/2017 12:07 PM
105	Access to training	5/15/2017 9:23 AM
106	employment	5/15/2017 9:11 AM
107	Housing	5/12/2017 4:23 PM
108	predatory lending	5/12/2017 3:46 PM
109	Nonprofits not being able to advertise on billboards of community resources... might be because of budgets, etc....	5/12/2017 3:32 PM
110	Employment	5/12/2017 3:18 PM
111	shelter	5/12/2017 3:04 PM
#	**3.**	**Date**
1	food	5/30/2017 3:37 PM
2	jobs	5/30/2017 8:42 AM
3	cost of living is too high and pay is low	5/26/2017 1:08 PM
4	mental health	5/26/2017 8:43 AM
5	homeless shelters	5/25/2017 1:22 PM

6	Food	5/24/2017 3:45 PM
7	child care	5/24/2017 2:33 PM
8	not having a job	5/24/2017 12:41 PM
9	Food	5/24/2017 12:31 PM
10	Adequate income	5/24/2017 11:34 AM
11	food	5/24/2017 9:19 AM
12	Temporary Housing	5/24/2017 8:57 AM
13	Cost of Living	5/24/2017 8:38 AM
14	cost of living to high	5/23/2017 5:06 PM
15	traffic congestion	5/23/2017 2:45 PM
16	lack of resouces for children	5/23/2017 2:32 PM
17	consistent public transportation	5/23/2017 1:44 PM
18	too much traffic congestion!	5/23/2017 1:25 PM
19	jobs that pay a livable wage	5/23/2017 12:45 PM
20	Crime	5/23/2017 11:18 AM
21	emergency assistance	5/23/2017 11:16 AM
22	Schools	5/23/2017 11:00 AM
23	food	5/23/2017 10:51 AM
24	Necessities	5/23/2017 10:30 AM
25	jobs	5/23/2017 10:27 AM
26	Crime/violence	5/23/2017 10:21 AM
27	Traffic	5/23/2017 10:05 AM
28	Jobs or training	5/23/2017 10:01 AM
29	Lack of Sherrieff/Police protection for rural or out lying areas	5/23/2017 9:37 AM
30	food	5/23/2017 9:08 AM
31	Low income child care for pre-teens	5/23/2017 9:07 AM
32	public safety	5/23/2017 8:55 AM
33	Jobs	5/23/2017 8:44 AM
34	shelter	5/23/2017 8:42 AM
35	cost of living	5/23/2017 8:29 AM
36	employment training	5/23/2017 8:14 AM
37	access to early childhood eduation	5/23/2017 8:13 AM
38	Good Schools	5/23/2017 8:04 AM
39	People not taking advantage of CCC's programs for a better life style - knowledge of plans available	5/23/2017 7:53 AM
40	jobs	5/23/2017 7:45 AM
41	Food	5/23/2017 7:44 AM
42	traffic and related costs	5/23/2017 7:41 AM
43	food	5/23/2017 7:38 AM
44	Limited family shelter space.	5/23/2017 7:25 AM
45	Food	5/23/2017 7:24 AM
46	Education	5/23/2017 7:16 AM

47	education	5/23/2017 7:11 AM
48	unmet mental health service needs	5/23/2017 7:07 AM
49	shelter	5/23/2017 6:45 AM
50	Medical for the working poor ~ unaffordable	5/22/2017 6:04 PM
51	health care	5/22/2017 5:21 PM
52	High food prices	5/22/2017 5:16 PM
53	Food	5/22/2017 5:00 PM
54	good paying jobs	5/22/2017 4:51 PM
55	education	5/22/2017 4:46 PM
56	homeless	5/22/2017 4:37 PM
57	living wage	5/22/2017 4:32 PM
58	housing	5/22/2017 4:31 PM
59	Mentoring	5/22/2017 4:27 PM
60	Food	5/22/2017 4:26 PM
61	affordable child care	5/22/2017 4:26 PM
62	Jobs	5/22/2017 4:20 PM
63	Employment	5/22/2017 4:20 PM
64	Attracking companies downtown so residents can work and live in the same area	5/22/2017 4:16 PM
65	Pet abandonment / Stray Dogs	5/22/2017 4:16 PM
66	CRIME	5/22/2017 4:12 PM
67	Cost of food, utilities, medicines interfere with family stability	5/22/2017 4:12 PM
68	Public Transportation	5/22/2017 4:11 PM
69	violence	5/22/2017 4:10 PM
70	Public Transportion	5/22/2017 4:09 PM
71	Affordable Health Care	5/22/2017 4:09 PM
72	mental health services	5/22/2017 4:08 PM
73	Low Income	5/22/2017 4:07 PM
74	Employment	5/22/2017 4:07 PM
75	transportation	5/22/2017 4:06 PM
76	homeless shelters	5/22/2017 4:06 PM
77	Health Care	5/22/2017 4:05 PM
78	economic security	5/22/2017 4:04 PM
79	Traffic Congestion on Highway 4 and 80	5/22/2017 4:04 PM
80	health coverage	5/22/2017 4:04 PM
81	education	5/22/2017 4:03 PM
82	Improved Transportation	5/22/2017 4:03 PM
83	Substance Abuse	5/22/2017 4:02 PM
84	Mental Health	5/22/2017 4:01 PM
85	Utility assistance	5/22/2017 4:00 PM
86	Shelter	5/22/2017 3:51 PM
87	Need for high wage jobs	5/22/2017 1:24 PM

88	Urbanization	5/22/2017 10:46 AM
89	public transportation	5/22/2017 10:40 AM
90	Transportation	5/22/2017 10:30 AM
91	child care	5/19/2017 2:39 PM
92	childcare	5/17/2017 3:52 PM
93	transportation	5/16/2017 11:55 AM
94	Retirement Obligations	5/16/2017 11:46 AM
95	Illegal Immigration	5/16/2017 9:16 AM
96	Homeless	5/15/2017 4:03 PM
97	Uncertain political environment	5/15/2017 12:07 PM
98	Transportation	5/15/2017 9:23 AM
99	shelter	5/15/2017 9:11 AM
100	Child care	5/12/2017 3:46 PM
101	Food Disparity- quality food outlets	5/12/2017 3:18 PM
102	jobs	5/12/2017 3:04 PM

Q2 For each of the issues you identified above, please describe the services that you believe should be provided to address this need (for example, vouchers to provide temporary shelter for those who are homeless).

Answered: 109 Skipped: 9

Answer Choices	Responses	
1.	**100.00%**	109
2.	**94.50%**	103
3.	**83.49%**	91

#	1.	Date
1	To many programs-no real oversight-manipulate the system	5/31/2017 1:06 PM
2	lower property taxes so people can afford homes	5/30/2017 3:37 PM
3	More housing vouchers need to be made available, more low income housing needed like CHISPA	5/30/2017 8:42 AM
4	Childcare subsidies that help more families than those that are only on CalWorks or CFS. The waiting lists for low income daycares are too long and there is no funding for Childcare Council to help. Affordable childcare allows families to go to work at a minimum wage job and still pay the provider for their services. The cost of daycare makes this impossible for some families, hence the reason they go on CalWorks to get the services. If we can provide these services first, we stop the cycle and allow families to continue to work and provide a safe environment for their children.	5/26/2017 2:43 PM
5	better pay	5/26/2017 1:08 PM
6	rentals based on a percentage of applicants income rather than a set amount but not section 8.	5/26/2017 8:43 AM
7	More affordable housing that is income based for working families	5/25/2017 1:22 PM
8	More low income housing	5/24/2017 3:45 PM
9	education on how to find housing once in a shelter	5/24/2017 2:33 PM
10	I say housing because a lot of people comform to their enviorment and they dont know how to get out .	5/24/2017 12:41 PM
11	Extend leases and not allow as much raise in rent	5/24/2017 12:31 PM
12	More transitional and affordable housing	5/24/2017 11:34 AM
13	better/more housing programs	5/24/2017 9:19 AM
14	More low income or rent restricted properties	5/24/2017 8:57 AM
15	More reasonably priced housing	5/24/2017 8:38 AM
16	BOS negioting fair wages for County employees	5/23/2017 5:06 PM
17	increasing minimum wages in the county	5/23/2017 2:45 PM
18	rent control	5/23/2017 2:32 PM
19	rent control	5/23/2017 1:44 PM
20	rent control and make more housing available to ALL	5/23/2017 1:25 PM
21	housing first	5/23/2017 12:45 PM
22	More Housing options	5/23/2017 11:18 AM
23	vouchers for housing	5/23/2017 11:16 AM

24	More affordable housing made avalable to families county wide.	5/23/2017 11:00 AM
25	more food resources for the elderly and families with children	5/23/2017 10:51 AM
26	If people have a record need to look at how long ago & the type of the violation it was	5/23/2017 10:30 AM
27	more awareness of services that are available	5/23/2017 10:27 AM
28	Have more section 8 or affordable housing for low income families because they can not afford housing.	5/23/2017 10:21 AM
29	Vouchers are needed to provide temporary shelter for those who are homeless but are not eligible for vouchers through the already existing programs. In addition, special attention must be paid to seniors who are being evicted at an alarming rate merely so the landlords can charge the exorbitant market rents. Seniors who have lived most of their lives in this County should not be just cast aside and ignored. Currently, they are leaving the County in droves in order to find affordable housing. Do we as a County really want to change the demographics to one that does not include senior citizens?	5/23/2017 10:05 AM
30	More low income housing	5/23/2017 10:01 AM
31	assistance to cover part of housing costs	5/23/2017 9:08 AM
32	Subsidized rent	5/23/2017 9:08 AM
33	Rent caps, something to make it so 95% percent of income is not paying for a 1 bedroom	5/23/2017 9:07 AM
34	landlord counseling (to accept vouchers; reasonable move-in costs) -- Move-in cost support (pay sec. deposit, etc.)	5/23/2017 8:55 AM
35	Rents need to be capped based on the particular city, thier economic growth and jobs.	5/23/2017 8:44 AM
36	TO PARTNER WITH QUALITY HOTELS FOR VOUCHERS TO BE USED AT	5/23/2017 8:43 AM
37	rent control so tenants aren't forced out of their homes	5/23/2017 8:42 AM
38	better/more incentive for landlords to rent under section 8	5/23/2017 8:29 AM
39	down payment assistance programs	5/23/2017 8:14 AM
40	purchase empty lots, in cooperation with community and clients build suitable temp homes.	5/23/2017 8:13 AM
41	Affordable housing for all	5/23/2017 8:04 AM
42	Vouchers or warrants to provide shelter	5/23/2017 7:53 AM
43	built more military style housing on the old concord naval station to provide free housing for those who need it.	5/23/2017 7:45 AM
44	more low income housing	5/23/2017 7:44 AM
45	Lower costs of everything	5/23/2017 7:43 AM
46	affordable housing for veterans, etc	5/23/2017 7:38 AM
47	build low cost housing complexes	5/23/2017 7:33 AM
48	County related housing development with units that are income based.	5/23/2017 7:25 AM
49	security hired to drive around areas where crime is high ,cameras posted in crime areas	5/23/2017 7:24 AM
50	Our homeless clients should have free access to mental health services and drug dependency services.	5/23/2017 7:16 AM
51	Additional low income housing, monthly pro-rated assistance help until self sufficiency is attained	5/23/2017 7:11 AM
52	Mental health services	5/23/2017 7:07 AM
53	increase police force	5/23/2017 6:45 AM
54	Affordable housing for mothers and/or fathers who need it in order to have their children with them in a safe enviornment. Shelter, Inc. used to have a great program to serve this population and then it seems that most of resources were redistributed to veterans, and now there is no place of CFS families to get the housing opportunity that they need to become stabilized.	5/22/2017 6:04 PM
55	more affordable housing opportunity	5/22/2017 5:21 PM
56	Rent control	5/22/2017 5:16 PM
57	more access/easier access to community pantries/produce trucks	5/22/2017 4:51 PM
58	administrative efficiency	5/22/2017 4:46 PM
59	cap on how much a landlord can increase a rent over certain time	5/22/2017 4:37 PM

60	more housing subsidies	5/22/2017 4:32 PM
61	Not sure to be hones	5/22/2017 4:31 PM
62	Case Management, compliance and progress-Housing	5/22/2017 4:27 PM
63	More affordable housing	5/22/2017 4:26 PM
64	vouchers	5/22/2017 4:26 PM
65	transitional housing for various groups of people, ie familys, mother/children, men, father/children	5/22/2017 4:25 PM
66	Build more multifamily, MULTILEVEL homes.	5/22/2017 4:20 PM
67	More affordable housing, both rentals and homes for purchase	5/22/2017 4:20 PM
68	A cable car system on Willow Pass Road that transports people from Concord BART to office parks, restaurants, mall, etc.	5/22/2017 4:16 PM
69	Homeless shelter or organizations to assist the homeless population	5/22/2017 4:16 PM
70	Assist with housing to make it affordable.	5/22/2017 4:15 PM
71	MORE FAMILY SHELTERS, PERMENENT LOW INCOME HOUSING VOUCHERS	5/22/2017 4:12 PM
72	Somehow limit Developers/Investors from dominating rentals and sales. Families need more lower*reasonable rentals (not $2000 month ++ for one bedrooms)	5/22/2017 4:12 PM
73	Limit increase on housing cost/rent for low income housing, apartment, mobile homes	5/22/2017 4:11 PM
74	more localized employment	5/22/2017 4:10 PM
75	mortgage/rental subsidies	5/22/2017 4:10 PM
76	Rent Control- only allow landlords to increase rent by a certian % each year even if different tenant	5/22/2017 4:09 PM
77	vouchers for homeless and transitonal housing services	5/22/2017 4:09 PM
78	rent control	5/22/2017 4:08 PM
79	Rent control	5/22/2017 4:07 PM
80	Develope empty unused buildings and land as temporary shelters (only 1 or 2 in ccc and they're not widely known of)	5/22/2017 4:07 PM
81	vouchers	5/22/2017 4:06 PM
82	vouchers to county employees to afford to live where they work	5/22/2017 4:06 PM
83	more shelters for homeless	5/22/2017 4:05 PM
84	raise the minimum wage county wide	5/22/2017 4:04 PM
85	Rent control	5/22/2017 4:04 PM
86	lower housing costs	5/22/2017 4:04 PM
87	Need more shelters, the homeless are sleeping literally on a street corner and shelters are full so they are turned away.	5/22/2017 4:03 PM
88	Low- & moderate income combined housing.	5/22/2017 4:03 PM
89	Long term homelessness assistance, not just temporary shelter	5/22/2017 4:02 PM
90	Transitional and supportive housing	5/22/2017 4:01 PM
91	Housing adjusted to income	5/22/2017 4:00 PM
92	More affordable housing	5/22/2017 3:51 PM
93	More affordable housing	5/22/2017 1:24 PM
94	Develop more affordable housing	5/22/2017 10:46 AM
95	Assist in building and providing affordable housing	5/22/2017 10:40 AM
96	More shelters	5/22/2017 10:30 AM
97	more affordable housing	5/17/2017 3:52 PM
98	assistance with housing/program	5/16/2017 11:55 AM

99	No Answer	5/16/2017 11:46 AM
100	Greater law enforcement & update of techonogies used e.g. cameras	5/16/2017 9:16 AM
101	Work w the cities in the permitted rent increases per month/year	5/15/2017 4:03 PM
102	Housing: rent control	5/15/2017 12:07 PM
103	Opportunities for those with barriers to employment to gain access to employment through assistance or internships	5/15/2017 9:23 AM
104	reduced housing	5/15/2017 9:11 AM
105	Job training with wrap-around case management and job placement	5/12/2017 4:23 PM
106	Vouchers for emergency housing or utility shut off	5/12/2017 3:46 PM
107	College students who are now in a career, who are still low-income... some type of wage increase... this might be on a bigger level than what the community can do...	5/12/2017 3:32 PM
108	Access to SF dwelling in blighted area- entertain small developments on empty lots	5/12/2017 3:18 PM
109	homes/apartments that are affordable for the majority of people in the county	5/12/2017 3:04 PM
#	**2.**	**Date**
1	each element of cost of living; health costs, housing costs, etc	5/30/2017 3:37 PM
2	opportunity for higher paying jobs	5/30/2017 8:42 AM
3	Housing lists are years long. Some apartment complexs also have lists that are months if not years long. Families have to constantly check these lists to verify where they are on the list and that they still are on the lists. Homeless individuals & families have to run to shelters every night to grab a bed so as not to sleep outside when it's cold. When there is an entire military neighborhood in Concord that has been abandoned for years that could house several families. If the city is receiving some of the land back from the military on Port Chicago, could the abandoned military homes & apartments be renovated and become Section 8 & HUD housing? If not, because it's still considered military land, then perhaps house the homeless veterans there?	5/26/2017 2:43 PM
4	strwamline the bidding process for contractos for infrastructure including union workers to expedite the repairs.	5/26/2017 8:43 AM
5	jobs to help those out of poverty	5/25/2017 1:22 PM
6	Training programs for people to be trained in a vocation that allows them to make enough money to support a family in the Bay Area	5/24/2017 3:45 PM
7	variety of times offering free food, so working families can attend	5/24/2017 2:33 PM
8	when people dont have enough money to provide for their famlies they do crazy thing.	5/24/2017 12:41 PM
9	Vouchers for temporary shelter	5/24/2017 12:31 PM
10	More subsidy slots for eligible families	5/24/2017 11:34 AM
11	vouchers extension for temporary shelter	5/24/2017 9:19 AM
12	More low income or affordable child care	5/24/2017 8:57 AM
13	Vouchers	5/24/2017 8:38 AM
14	If salaries were higher, rent and other shelter expenses wouldn't be such a hardship	5/23/2017 5:06 PM
15	funding for first time buyers	5/23/2017 2:45 PM
16	increased availability for education or apprentiships	5/23/2017 2:32 PM
17	increased funding for child care assistance	5/23/2017 1:44 PM
18	raise the minimum wage like Richmond, Oakland, SF etc.	5/23/2017 1:25 PM
19	support for small businesses to raise wages	5/23/2017 12:45 PM
20	Better road repair, extended hours(early and late) on public transportation	5/23/2017 11:18 AM
21	meals to needy families especially with children 0 - 17 years of age such as the meals on wheels program	5/23/2017 11:16 AM
22	More resources for food, vouchers for families who cannot afford food, but isn't eligible for snap.	5/23/2017 11:00 AM
23	rent control	5/23/2017 10:51 AM
24	More line staff training openings	5/23/2017 10:30 AM

25	Notices of how to obtain services, put in places where they will be seen by the needy? Grocery Stores, etc.	5/23/2017 10:27 AM
26	Local agency and governments should team up to help adult families to find work or training so they can get a job , keep a job or advance in the workforce.	5/23/2017 10:21 AM
27	Because of the merging of many of the grocery store chains, these companies are able to charge what they want and there is no attention paid to how the middle and lower class citizens are supposed to pay for their family's food.	5/23/2017 10:05 AM
28	Affordable housing	5/23/2017 10:01 AM
29	hotel vochers for homless	5/23/2017 9:08 AM
30	Subsidized childcare	5/23/2017 9:08 AM
31	Higher income brackets for families in need of food	5/23/2017 9:07 AM
32	Map & address food deserts; normalize CalFresh & food pantries; expand food support for undocumented residents	5/23/2017 8:55 AM
33	There needs to be more specific homeless shelters in areas where the greatest need is.	5/23/2017 8:44 AM
34	CHANGE RESTRICTIONS W/PERSONS RECEIVING SS BENEFITS	5/23/2017 8:43 AM
35	more access to services offered within the community	5/23/2017 8:42 AM
36	qualifying for WIC or Head Start should automatically qualify one for Food Stamps - that's not always the case	5/23/2017 8:29 AM
37	emergency shelter - with transition to longer term transitional housing	5/23/2017 8:14 AM
38	Build up job club and job search within county and monitor the efforts of cbo's job search organizations	5/23/2017 8:13 AM
39	Food programs	5/23/2017 8:04 AM
40	Advocacy representatives for Housing information and assistance with paperwork and availablilty of housing in the client's area	5/23/2017 7:53 AM
41	attendance at English language class should be required for any type of assistance given	5/23/2017 7:45 AM
42	job skills training	5/23/2017 7:44 AM
43	drug treatment/mental health services for homeless	5/23/2017 7:38 AM
44	hire more law enforcement	5/23/2017 7:33 AM
45	Increasing the Temporary Homeless Assistance amount paid per night from $65 to $80.	5/23/2017 7:25 AM
46	hire someone to clean up homeless incampments /monitor that it be clean by the homeless or they have to leave	5/23/2017 7:24 AM
47	Many of the lower middle class cannot afford housing in contra costa. If you work full time you should be able to afford the rental prices.	5/23/2017 7:16 AM
48	Trade related part time employment to identify skills or lack of skills	5/23/2017 7:11 AM
49	affordable housing	5/23/2017 7:07 AM
50	hurry up completing bart	5/23/2017 6:45 AM
51	The available resources do not even begin to meet the tremendous need for childcare. It isn't worth it for our clients to work because quality childcare is unaffordable for an unskilled, uneducated, inexperienced workforce. The reality is people can't afford to get off benefits to get a job because when the subsidies end they have lost so much they cannot survive.	5/22/2017 6:04 PM
52	????	5/22/2017 5:21 PM
53	Credit counseling services	5/22/2017 5:16 PM
54	assistance to find shelter, down payment assistance easier to get	5/22/2017 4:51 PM
55	ethical guidelines	5/22/2017 4:46 PM
56	programs for lower level crime violators to clean up city/projects	5/22/2017 4:37 PM
57	higher income bracket for medi-cal	5/22/2017 4:32 PM
58	daily work to pay for stay in a shelter and give homeless a bit of pocket money/shelter that allows pets	5/22/2017 4:31 PM
59	Mandatory Case management for benefits	5/22/2017 4:27 PM
60	More Shelter availability	5/22/2017 4:26 PM

61	grants	5/22/2017 4:26 PM
62	Run more BART trains to the bay area	5/22/2017 4:20 PM
63	Being able to disseminate information for the homeless. Maybe business sized cards with phone numbers with resources, which could easily be passed out?	5/22/2017 4:20 PM
64	Set up mental health facilities for the homeless. Mental health seems to be the root for a lot of the homeless population.	5/22/2017 4:16 PM
65	School Buses for K-12 grade students	5/22/2017 4:16 PM
66	INCREASE THE AMOUNT OF LANES TRAVELING HWY 4, PAST THE 242 INTERCHANGE THROUGH TO THE 680.	5/22/2017 4:12 PM
67	Before Education enrolls Early Education Students need more information/screening on the individual to ensure they 'fit' and understand the occupation.	5/22/2017 4:12 PM
68	Increase public CCTV cameras and police visibility	5/22/2017 4:11 PM
69	affordable child care programs	5/22/2017 4:10 PM
70	Widen Highway 4 at 680 interchange	5/22/2017 4:09 PM
71	More funding for Stage 3 child care or the working poor population- higher incme guidelines	5/22/2017 4:09 PM
72	additional public transportation	5/22/2017 4:08 PM
73	Lower housing prices	5/22/2017 4:07 PM
74	Again Develope empty abandodned and unused property to build a variety of housing including low income and special needs	5/22/2017 4:07 PM
75	assist community based food pantries	5/22/2017 4:06 PM
76	vouchers for county employees for food; such as a stipend	5/22/2017 4:06 PM
77	food pantries	5/22/2017 4:05 PM
78	invest in public transportation	5/22/2017 4:04 PM
79	Offer incentives for businesses to opperate in the east bay (Antioch, Oakley, Brentwood, Pittsburg)	5/22/2017 4:04 PM
80	grants for people needing early childcare	5/22/2017 4:04 PM
81	Too many individuals with mental health are roaming the streets with no one to oversee them. they can get hurt if they encounter the wrong person. Some of them are violent and should not be out of care of someone.	5/22/2017 4:03 PM
82	Increase funds to basic senior service to meet needs of growing senior population, ie, more senior legal services, more meals-on-wheels, etc.	5/22/2017 4:03 PM
83	Better access to low cost/free mental health services and treatment	5/22/2017 4:02 PM
84	Substance abuse treatment, particularly in west county	5/22/2017 4:01 PM
85	Reduced rate transportation	5/22/2017 4:00 PM
86	More agencies provide legal help	5/22/2017 3:51 PM
87	Greater access to CalFresh benefits	5/22/2017 1:24 PM
88	Bring new industries to contra Costa	5/22/2017 10:46 AM
89	Restrict oil refineries and their polution	5/22/2017 10:40 AM
90	More funding for Food Bank/Pantries	5/22/2017 10:30 AM
91	more permanent supportive housing (affordable housing with on-site support services)	5/17/2017 3:52 PM
92	job trainings	5/16/2017 11:55 AM
93	Diminish Union control	5/16/2017 11:46 AM
94	Streamline regulations/fees	5/16/2017 9:16 AM
95	Provide high quality mental health services to non-English speakers at differen price levels	5/15/2017 4:03 PM
96	Economic security: increasing minimum wage	5/15/2017 12:07 PM

97	Additional support for training providers to expand or deepen services	5/15/2017 9:23 AM
98	section 8	5/15/2017 9:11 AM
99	Transitional housing	5/12/2017 4:23 PM
100	Financial Literacy Education	5/12/2017 3:46 PM
101	Have a billboard specific for nonprofits so that the community can be aware of programs that can help them	5/12/2017 3:32 PM
102	More pathway work with through employer engagement	5/12/2017 3:18 PM
103	shelter for people who are single without children	5/12/2017 3:04 PM
#	**3.**	**Date**
1	cost of food is too high	5/30/2017 3:37 PM
2	more access to jobs	5/30/2017 8:42 AM
3	Homeless mental health patients require additional funds, hc providers and suitable housing instead of building brick and mortar business.	5/26/2017 8:43 AM
4	more shelters in areas which have a high population of homeless	5/25/2017 1:22 PM
5	too many people have food insecurities--help Food Bank serve more people	5/24/2017 3:45 PM
6	More state preschool options	5/24/2017 2:33 PM
7	it is hard for people to find a job when they dont have the help they need.	5/24/2017 12:41 PM
8	More locations to access food help	5/24/2017 12:31 PM
9	Higher minimum wage, trade school support, job training	5/24/2017 11:34 AM
10	more access to food	5/24/2017 9:19 AM
11	More shelters or resources for homeless families	5/24/2017 8:57 AM
12	Rate of pay increase	5/24/2017 8:38 AM
13	same as 2	5/23/2017 5:06 PM
14	more road and freeway improvements	5/23/2017 2:45 PM
15	more availability of programs for chidlren that aren't cost prohibitive.	5/23/2017 2:32 PM
16	public transportation sync up throughout the county	5/23/2017 1:44 PM
17	too stressful here...want to leave	5/23/2017 1:25 PM
18	transportation vouchers	5/23/2017 12:45 PM
19	More emphasis on Neighborhood watch and foot patrols	5/23/2017 11:18 AM
20	available facilities	5/23/2017 11:16 AM
21	Some schools need help with programs & meal expenses.	5/23/2017 11:00 AM
22	Budget for more hiring of staff	5/23/2017 10:30 AM
23	More police involvement in the community, and agency teaming up with local police to help educate schools and communities how to stay safe, be aware of dangers and to protect themselves in case of emergencies etc.	5/23/2017 10:21 AM
24	While the Bay Area is a very desirable place to live, many of the venues and interesting places are not available because the traffic requires people to either leave very early to beat the traffic or spend additional hours, yes hours, going or coming home.	5/23/2017 10:05 AM
25	Vouchers for temporary shelter	5/23/2017 10:01 AM
26	set up food pantries at all EHSD offices	5/23/2017 9:08 AM
27	Child care options for children 6-9 grade for after school and summer so more parents can work	5/23/2017 9:07 AM
28	support neighborhood activities (block parties, get to know your neighbors, neighborhood advisory groups)	5/23/2017 8:55 AM
29	More benefits need to be given to small business, so they can employ people in the poorest communities	5/23/2017 8:44 AM
30	vouchers for the homeless as well as more facilities to house the homeless	5/23/2017 8:42 AM

31	better wages	5/23/2017 8:29 AM
32	$$ for client schooling and skill building	5/23/2017 8:14 AM
33	monitor, regulate and license and hire qualified individuals to develope programs and to toeach and empower the youth in this community.	5/23/2017 8:13 AM
34	More school choices	5/23/2017 8:04 AM
35	Finding a way of making CCC's program information more available	5/23/2017 7:53 AM
36	free child care if the clients are willing to use birth control, while job hunting	5/23/2017 7:45 AM
37	life skills training	5/23/2017 7:44 AM
38	more food banks	5/23/2017 7:38 AM
39	Building relationships with a broader range of shelters, especially for emergency situations.	5/23/2017 7:25 AM
40	I do not like the voucher idea /I think more places with free meals	5/23/2017 7:24 AM
41	Affordable education is important to all people. Everyone should be able to afford schooling.	5/23/2017 7:16 AM
42	Online classes/ day classes geared specifically to individual needs	5/23/2017 7:11 AM
43	west county hospital	5/23/2017 7:07 AM
44	reduce housing costs	5/23/2017 6:45 AM
45	The really poor, unemployed, disabled get healthcare, but the working poor cannot affort the high premiums and deductables. The reality is, if you are among the working poor, you really cannot affort medical or mental health treatment. Sure, the facility will see you and maybe treat you, but then you will get a huge bill that you cannot pay ~~so you never go back. It is shameful that in an effort to make things better, the health care system is all but destroyed. For the working poor, it is worthless!!	5/22/2017 6:04 PM
46	fight for single payer in CA	5/22/2017 5:21 PM
47	Coop grocery stores or other low cost food sources.	5/22/2017 5:16 PM
48	training for jobs/reentry assimilation for non violent offenders	5/22/2017 4:51 PM
49	money	5/22/2017 4:46 PM
50	job clubs and mental evals for people wanting to receive help with homelessness	5/22/2017 4:37 PM
51	Lower costs other places or increase employer wages	5/22/2017 4:32 PM
52	affordable housing for families	5/22/2017 4:31 PM
53	Advising and counseling- Mentoring	5/22/2017 4:27 PM
54	resources that provide food	5/22/2017 4:26 PM
55	Provide tax benefits to employers that hire people who get government assistance	5/22/2017 4:20 PM
56	Compensation to keep on with the cost of living - CCWD and PG&E keep raising rates. Food costs keep rising.	5/22/2017 4:20 PM
57	Cleaning up downtown, ie the homeless that live on Concord Blvd. to attrack companies to a safe area. Look to Walnut Creek for examples.	5/22/2017 4:16 PM
58	Extended hours for animal services	5/22/2017 4:16 PM
59	MORE POLICE PRESENCE IN CRIME AREAS, BETTER CUSTOMER SERVICE.	5/22/2017 4:12 PM
60	UNKNOWN: utility companies keep raising costs, food costs increase. Families cant afford the healthy organic items with the pull of other costs. Cheaper food is easy access for families struggling wtih time.	5/22/2017 4:12 PM
61	Offer more routes for bus or maybe coasters connecting to and from bart for areas that have limited bus routes	5/22/2017 4:11 PM
62	more police presence	5/22/2017 4:10 PM
63	Have BART open E-BART in the near future, and continue extending service through to Brentwood	5/22/2017 4:09 PM
64	Revamping the health care system	5/22/2017 4:09 PM
65	additional clinics and mobile crisis team	5/22/2017 4:08 PM
66	Increased wages	5/22/2017 4:07 PM

67	the development of the unused properties mentioned above could help develope some skilled and unskilled jobs	5/22/2017 4:07 PM
68	vouchers for bus rides	5/22/2017 4:06 PM
69	free shelters for homeless that serves food from county employees who volunteer time	5/22/2017 4:06 PM
70	create a housing trust fund from developer fees to help create more housing that is below market rate	5/22/2017 4:04 PM
71	Redesign the highway 4/680 interchange and add carpool lane.	5/22/2017 4:04 PM
72	Too many school aged children are not in school during school hours, there should be more followup to make sure they are in school during this time.	5/22/2017 4:03 PM
73	Improve transportation connections for all the community to be able to commute in other than cars.	5/22/2017 4:03 PM
74	Better access to low cost/free substance abuse treatment and/or dual diagnosis treatment	5/22/2017 4:02 PM
75	Increased mental health services	5/22/2017 4:01 PM
76	Assistance with utility bills - all types	5/22/2017 4:00 PM
77	Relevant training programs, new industries, and increases in minimum wages	5/22/2017 1:24 PM
78	Develop communities carefully - e.g. Concord Reuse plan for Naval Weapons Station	5/22/2017 10:46 AM
79	Invest and update the CCC transportation	5/22/2017 10:40 AM
80	Better public transportation (buses)	5/22/2017 10:30 AM
81	More jobs and childcare	5/17/2017 3:52 PM
82	transportation vouchers	5/16/2017 11:55 AM
83	reduce retirement benefits	5/16/2017 11:46 AM
84	Cooperate with ICE	5/16/2017 9:16 AM
85	Create work programs for homeless	5/15/2017 4:03 PM
86	Political environment: education of rights	5/15/2017 12:07 PM
87	More programs to help people get their licenses back or have access to low-cost car loans.	5/15/2017 9:23 AM
88	more shelters	5/15/2017 9:11 AM
89	More Subsidized child care	5/12/2017 3:46 PM
90	work with food chains to incentive them to come into neighborhood deemed "unprofitable"	5/12/2017 3:18 PM
91	jobs open to people who live in the area	5/12/2017 3:04 PM

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: Civil Grand Jury Report No. 1705, "Funding Flood Control Infrastructure".

RECOMMENDATION(S):
RECEIVE Civil Grand Jury Report No. 1705, entitled "Funding Flood Control Infrastructure" (attached), and FORWARD to the County Administrator for response.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
On May 31, 2017 the 2016/17 Civil Grand Jury filed the above referenced report. Per standard procedures, this action alerts the Board of Supervisors that the report has been received and directs appropriate staff to review the report, provide the Board of Supervisors with an appropriate response, and forward that response to the Superior Court no later than August 29, 2017 (90 days).

CONSEQUENCE OF NEGATIVE ACTION:
No immediate consequence.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

By: , Deputy

Contact: Laura Strobel (925) 335-1091

cc:

ATTACHMENTS

Civil Grand Jury Report No. 1705, "Funding Flood Control Infrastructure"

A REPORT BY
THE 2016-2017 CONTRA COSTA COUNTY GRAND JURY
725 Court Street
Martinez, California 94553

Report 1705

Funding Flood Control Infrastructure

APPROVED BY THE GRAND JURY:

Date: 6/8/17

JIM MELLANDER
GRAND JURY FOREPERSON

ACCEPTED FOR FILING:

Date: 5/31/17

JOHN T. LAETTNER
JUDGE OF THE SUPERIOR COURT

Contact: Jim Mellander
Foreperson
925-608-2621

Contra Costa County Civil Grand Jury Report 1705

Funding Flood Control Infrastructure

TO: Board of Supervisors, as the Governing Board of the Flood Control and Water Conservation District

SUMMARY

Most portions of the Contra Costa County (County) flood control system were built over 55 years ago. Because of its age, the system requires a high level of maintenance and will eventually need to be replaced. Currently, there is a shortfall in funds to adequately maintain the flood control system. Due to the lack of funds, the system has unmet maintenance needs. Deferred maintenance of the system not only reduces its efficiency, but could lead to failure of flood control components.

To prevent failure of the flood control system, immediate funding is needed to pay for deferred maintenance. The Contra Costa County Flood Control and Water Conservation District (Flood Control) lacks adequate sources of revenue to pay for these needs. State legislation has been proposed that would enable flood control to be funded as a utility through assessed fees.

The Grand Jury recommends that the County Board of Supervisors consider funding deferred maintenance, while continuing to support efforts to get State legislation passed allowing Flood Control to increase revenues for replacement of its aging infrastructure.

METHODOLOGY

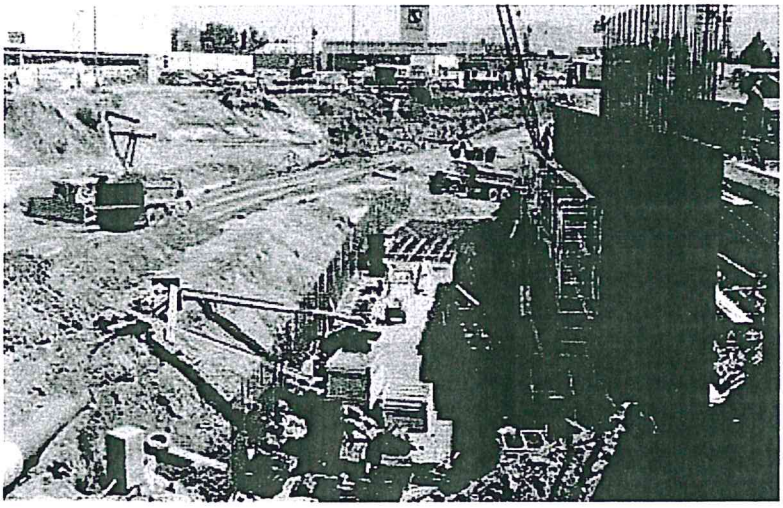
In the course of its investigation, the Grand Jury:

- Interviewed members of County Flood Control, County Public Works, the County Board of Supervisors and engineering consultants
- Reviewed Flood Control documents related to maintenance, capital

improvement requirements, and financial management of the system
- Reviewed the Flood Control Fifty-Year Plan
- Attended a Flood Control report to the Board of Supervisors
- Participated in a tour of the Lower Walnut Creek Flood Control System

BACKGROUND

Flood Control was formed in 1951 in response to widespread flooding. In the late 1950s, the Army Corps of Engineers began construction of the flood control system, paid by federal funding. A series of flood control projects was constructed over the next 30 years. Today, the system is extensive, consisting of 75 miles of channels, 35 detention basins and 25 trash racks. The oldest sections of this system are over 55 years old.



Construction of the culvert under Broadway Plaza in the early 1960s
(Courtesy of the Walnut Creek Historical Society)

According to staff from Flood Control, most of its revenue for operations and maintenance is collected from an assessment of property taxes. Flood Control receives only 0.75% of the one percent of the property tax collected. The 0.75% rate has not changed since 1978.

Some other revenue sources include:
- Special assessments in some drainage areas to fund ongoing maintenance costs
- Impact fees from development projects within some drainage areas to fund construction of planned drainage facilities
- Fees for services related to hydraulic and hydrological analysis

The funding sources are insufficient to maintain and/or replace the flood control infrastructure. It requires an increasing amount of annual maintenance due to its age and will eventually need to be replaced. Required maintenance costs far exceed the money budgeted to properly maintain the system, resulting in a substantial backlog of maintenance requirements. Flood Control has no reserves set aside for the eventual replacement of the infrastructure. Past attempts to raise money for flood control improvements have not been successful.

In 2012 Flood Control tried to raise revenues to cover funding shortfalls through the Community Clean Water Initiative, which was placed on the ballot for Contra Costa County. Some of the monies from the proposed per-parcel fee would have helped to fund the flood control system, but County voters rejected the initiative.

In 2015, AB 1362 was introduced in the State Assembly as the first step in providing cities and counties with a mechanism to fund storm water related infrastructure and services. The introduced version of the bill was later changed to a different purpose, deleting the mechanism to fund flood control.

Two recent polls in Contra Costa County showed low public support for increased taxes or assessments to fund the reconstruction of the flood control system.

DISCUSSION

To varying degrees, the County flood control system prevents flooding every year. January 2017 was the wettest January on record in the County since 1973, and no major flooding occurred within the County during that month. This is a testament to the quality of maintenance that Flood Control and County Public Works have accomplished with limited funding.

Flood Control believes that the present level of flood deterrence cannot be maintained at current funding levels. As parts of the system age past their design life and maintenance fails to keep pace with needed repairs, flood control performance will be impacted negatively. Deferred maintenance of flood control structures leads to poor system performance and will eventually result in subsystem failures.

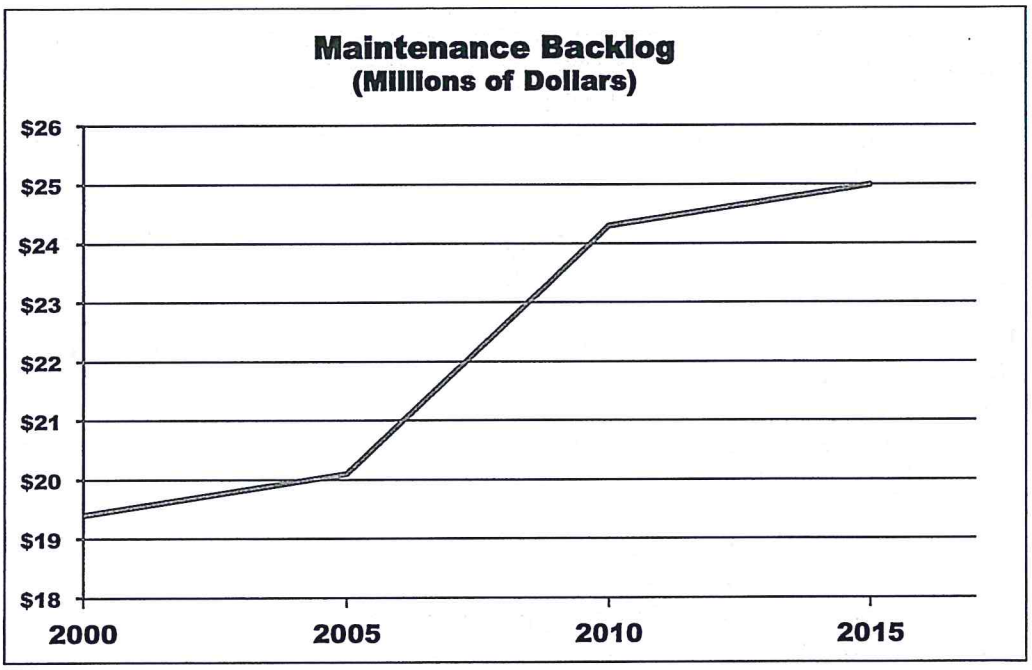
The design life of the flood control system's concrete-lined channels is approximately 70 years. This means that the system's older sections are approaching the time when deterioration will accelerate. The extent of the deterioration will depend upon the funding that Flood Control has available for maintenance.

A public poll conducted for Flood Control by Fairbank, Maslin, Metz & Associates in 2015 showed "a lack of understanding of the danger of flooding." The poll reflected low support (about 40%) for increased property or parcel taxes to fund future system needs.

Flood Control staff have sometimes referred to themselves as "stewards of forgotten infrastructure."

Flood Control has implemented a seven-year program to assess the current condition of the system's structures. The goal of this program is to prioritize the structures or portions of the system in greatest need of repair. The preliminary results, based on visual inspection techniques, have provided an average structural rating of 'good,' with an 80% confidence level. If properly maintained and needed repairs are made in a timely manner, many of the system's newer sections could last several decades.

Flood Control estimates that to rebuild the entire system to its original standards would take 40 or more years and cost about $2.4 billion, in 2016 dollars.



This graph is part of Flood Control's presentation to the County Board of Supervisors 2/7/17

The above graph shows the growing shortfall, since 2000, between flood control system maintenance needs and system maintenance revenues. Flood Control has a current annual maintenance and capital improvement budget of $5.15 million. At the level of funding presently available, the growing backlog shortfall is projected to be over $25 million dollars in 2017.

The County has no current reserves to fund an increased level of flood control system maintenance or to cover the much greater costs of future system reconstruction.

In 2016, The California State Association of Counties (CSAC), of which Contra Costa is a member, proposed a statewide ballot measure titled the California Water Conservation, Flood Control and Storm Water Management Act. Other interested statewide organizations included the League of California Cities, the County Engineers Association of California (CEAC) and the Association of California Water Agencies. The proposed State ballot measure would allow local governments to assess flood control services as a utility. Once the measure is passed, voters in a county would still be required to approve the change. To determine voter sentiment on the proposed legislation, a statewide poll was conducted by CSAC and CEAC. The polling results were negative, so the proposed ballot measure did not move forward in 2016.

FINDINGS

F1. Reserves have not been set aside for the replacement costs of the County flood control system.

F2. Presently, there is little public support to fund the replacement costs of the County flood control system.

F3. There is little sense of urgency among elected officials towards financing the replacement costs of flood control in California.

F4. The older sections of the County flood control system are approaching their design life of 70 years.

F5. The current mechanism for funding flood control is not enough to maintain and eventually replace the system.

F6. The proposed California Water Conservation, Flood Control and Storm Water Management Act could provide revenues for County Flood Control to begin building financial reserves for full maintenance and eventual replacement of the system.

RECOMMENDATIONS

R1. The County Board of Supervisors, as the Governing Board of the Flood Control and Water Conservation District, should consider continuing to pursue efforts to educate elected officials about the urgency of passing the California Water Conservation, Flood Control and Storm Water Management Act.

R2. The County Board of Supervisors, as the Governing Board of the Flood Control and Water Conservation District, should consider identifying funds to increase the

Flood Control maintenance budget to begin reducing the deferred maintenance backlog, prior to January 2018.

R3. The County Board of Supervisors, as the Governing Board of the Flood Control and Water Conservation District, should consider identifying funds to begin building reserves to fund the reconstruction of the County flood control system, prior to January 2018.

R4. The County Board of Supervisors, as the Governing Board of the Flood Control and Water Conservation District, should consider instructing Flood Control staff to prepare plans for a County wide campaign to educate the public on the need to replace the infrastructure.

REQUIRED RESPONSES

	Findings	Recommendations
Contra Costa County Board of Supervisors, as the Governing Board of the Flood Control and Water Conservation District	F1 to F6	R1 to R4

These responses must be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to ctadmin@contracosta.courts.ca.gov and a hard (paper) copy should be sent to:

Civil Grand Jury – Foreperson
725 Court Street
PO Box 431
Martinez CA 94553-0091

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: June 20, 2017

Subject: Civil Grand Jury Report No. 1706, "Funding the East Contra Costa County Fire Protection District"

RECOMMENDATION(S):
RECEIVE Civil Grand Jury Report No. 1706, entitled "Funding the East Contra Costa County Fire Protection District"(attached), and FORWARD to the County Administrator for response.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
On June 8, 2017 the 2016/17 Civil Grand Jury filed the above referenced report. Per standard procedures, this action alerts the Board of Supervisors that the report has been received and directs appropriate staff to review the report, provide the Board of Supervisors with an appropriate response, and forward that response to the Superior Court no later than September 6, 2017 (90 days).

CONSEQUENCE OF NEGATIVE ACTION:
No immediate consequence.

CHILDREN'S IMPACT STATEMENT:
No impact.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☑ 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: June 20, 2017

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

By: , Deputy

Contact: Timothy Ewell, (925) 335-1036

cc:

ATTACHMENTS

Civil Grand Jury Report No. 1706, "Funding the East Contra Costa County Fire Protection District"

A REPORT BY
THE 2016-2017 CONTRA COSTA COUNTY GRAND JURY
725 Court Street
Martinez, California 94553

Report 1706

Funding the East Contra Costa Fire Protection District

APPROVED BY THE GRAND JURY:

Date: 6/8/17

JIM MELLANDER
GRAND JURY FOREPERSON

ACCEPTED FOR FILING:

Date: 6/6/17

JOHN T. LAETTNER
JUDGE OF THE SUPERIOR COURT

Contact: Jim Mellander
Foreperson
925-608-2621

Contra Costa County Grand Jury Report 17XX

Funding the East Contra Costa Fire Protection District

TO: Contra Costa County Board of Supervisors, East Contra Costa Fire Protection District, Brentwood City Council, Oakley City Council

SUMMARY

The East Contra Costa Fire Protection District (ECCFPD) was formed in 2002 and serves the communities of Brentwood, Oakley, Knightsen, Byron, Discovery Bay, Bethel Island, and the Marsh Creek area. In 2009, ECCFPD closed five of its eight fire stations because it lacked the funds to operate them.

ECCFPD receives the lowest allocation of ad valorem property taxes of any fire district in Contra Costa County, 7% of the 1% *ad valorem* property tax levied on properties. ECCFPD and the cities of Brentwood and Oakley have placed initiatives on the ballot to fund the reopening of closed stations. However, property owners have rejected parcel tax assessments, and the residents of Brentwood and Oakley similarly have rejected utility taxes.

Three fire stations are insufficient to provide adequate urban and suburban fire protection coverage in a fire district with a population of 110,000 and an area of 249 square miles. Response times have increased since the closure of stations.

ECCFPD should continue its efforts to reopen fire stations by seeking the necessary funding to do so through tax ballot measures and reallocation opportunities. Additionally, the City of Brentwood, the City of Oakley, and the County should collect impact fees for ECCFPD capital improvements, and establish Community Facility Districts to specifically fund ECCFPD operating expenses.

METHODOLOGY

The Grand Jury reviewed ECCFPD financial reports, meeting agendas and minutes, the 2012 Grand Jury Report, the 2016 Citygate Associates, LLC (Citygate), Standards of Cover and Headquarters Master Plan report, the 2016 Local Agency Formation Commission (LAFCO), Municipal Service Review - EMS/Fire Final Report, National Fire

Protection Association reports and standards, and relevant California State Laws. The Grand Jury also visited the ECCFPD website.

The Grand Jury interviewed ECCFPD staff, County staff, Brentwood Staff, Oakley Staff, residents, and other persons with expertise in fire protection.

BACKGROUND

California law requires cities to provide fire protection within their jurisdictions, but counties are not required to provide fire protection to unincorporated areas

The East Contra Costa Fire Protection District (ECCFPD) was formed in November of 2002 when the Bethel Island Fire District, the East Diablo Fire District, and the Oakley Fire District were combined. This consolidation replaced volunteer fire companies with professional fire protection and emergency medical services.

The boundaries of ECCFPD contain the following unincorporated areas of Contra Costa County, Knightsen, Byron, Discovery Bay, Bethel Island, and the Marsh Creek Area, as well as two cities, Brentwood and Oakley.

The Brentwood Fire Protection District was formed in 1928. In 1984, the Brentwood Fire Protection District dissolved and became a part of the East Diablo Fire District, which served the unincorporated area of Marsh Creek. The Byron Fire District was added to the East Diablo Fire District in 1991.

The Oakley Fire District was formed in 1924. In 1952, the Knightsen Volunteers were formed and became a part of the Oakley Fire District. The Bethel Island Fire Protection District was the last district to be established in 1947.

All these fire districts were originally formed as volunteer departments.

ECCFPD serves most of far East Contra Costa County. The ECCFPD service area covers 249 square miles and protects 110,000 lives. It is the second largest fire protection service area in Contra Costa County.

Since 2009, ECCFPD has closed five fire stations due to insufficient funding. In January 2016, there were three remaining operating fire stations in the district. Additionally, Contra Costa County, Brentwood, and Oakley entered an agreement to fund one additional station for the period of July 1, 2016 through June 30, 2017.

DISCUSSION

GOVERNANCE

ECCFPD Board

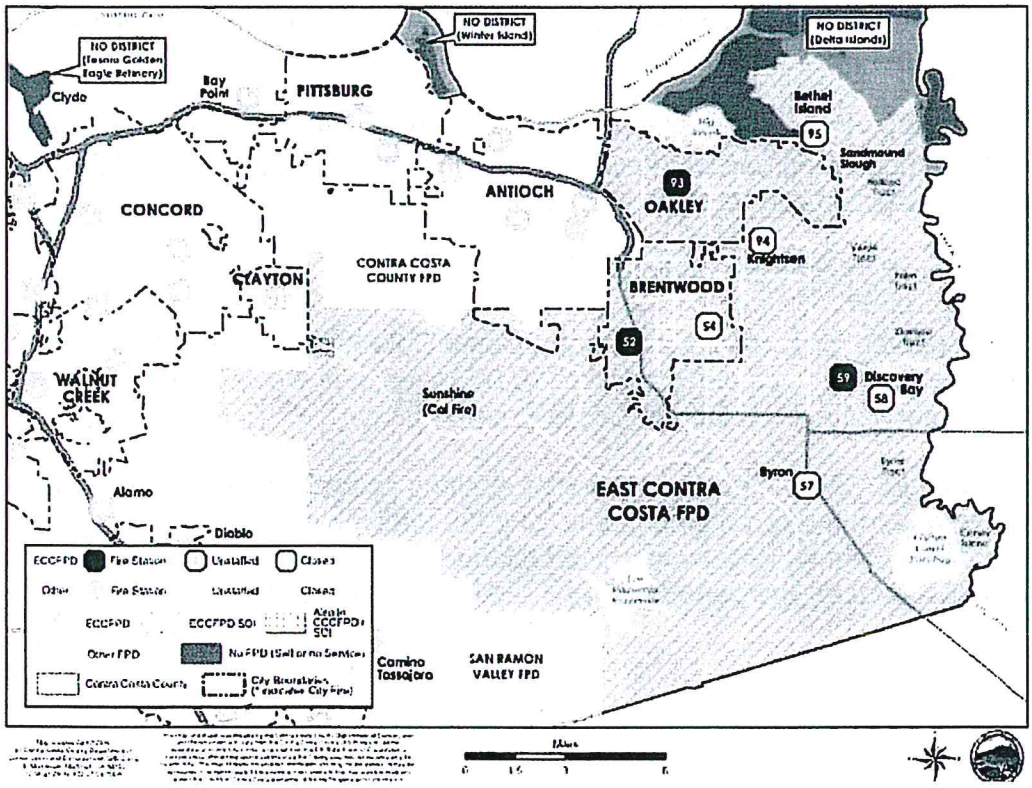
When the ECCFPD was formed in 2002, the Contra Costa County Board of Supervisors (BOS) served as its governing board. In late 2009, the BOS reconstructed the fire district board. Under the new organization, the Board consisted of four representatives appointed by the Brentwood City Council, three representatives appointed by the Oakley City Council, and two representatives from the unincorporated areas appointed by the BOS.

A ballot measure to change the ECCFPD Board of Directors to an elected board was passed by 62% of the voters in 2016. The first election of the new board members will take place in the 2018 general election.

ECCFPD Boundaries

ECCFPD provides fire protection to 249 square miles with a population of more than 110,000 residents.

Map of ECCFPD Boundaries



Fewer than 12 times a year, ECCFPD provides fire protection to Jersey Island, Bradford Island, Webb Tract, Franks Tract, and Quimby Island, which are located outside of the District. Responses are coordinated by using ferries, and/or the Coast Guard, and the Contra Costa County Sheriff's boats. ECCFPD relies on helicopters for medical emergencies. Responses are determined based a case by case situation.

Agreements with other Fire Districts

ECCFPD has agreements to exchange fire, rescue, and emergency medical services with Contra Costa County Fire Protection District (ConFire) and California Department of Forestry and Fire Protection. Under the agreement with ConFire, ECCFPD and ConFire agreed to share three units. Dollars are not exchanged between the fire districts. They exchange services for services.

FINANCIAL

Budget

The ECCFPD FY 2016-17 Final Operating Budget, including the fourth station, shows total revenue at $13,263,939, total expenses at $12,878,843, resulting in $385,096 in revenue over expenditures. The ending fund balance for FY2016-17 is projected at $1,661,344.

ECCFPD projects that by FY2022-23, its revenues will be less than its expenditures for the three stations.

In 2017, as a cost saving measure, ECCFPD reduced its expenditures by $35,000 annually by moving from its leased offices to an office space at the Brentwood City Hall.

Funding Sources

Approximately 95% of all revenues received by ECCFPD come from property taxes. The remaining 5% of the revenues come from Measure H, Community Facilities Districts, special taxes, fees and charges.

Taxpayers pay 1% of the assessed value of their property in property taxes. ECCFPD has a low property tax allocation, which averages 7% of the 1% property tax levy. It receives a low proportionate share of the property taxes because tax allocations were locked in when Proposition13 was approved in 1978. Its predecessor fire districts had less financial need because they used volunteer fire fighters and served fewer people. Neighboring fire districts receive a much larger share of the 1% property tax levy: ConFire receives 12% and San Ramon Valley Fire Protection District receives 14%.

Measure H, was passed by the voters in 1988, established a county-wide benefit assessment district to support increased emergency medical services.

A Community Facilities District (CFD) is an assessment district that is negotiated between a developer and a government entity to establish a special tax. In 2004, the BOS, acting as the ECCFPD Board, entered an agreement with the Cypress Development to collect $200 per parcel annually. In 2015-16, this special tax was projected to generate $162,000 for ECCFPD.

Developer impact fees are one-time fees and are a main source of funds for ECCFPD's capital improvements, such as buildings and fire equipment. Brentwood, Oakley, and the unincorporated areas all collect developer fees. Currently, the fire stations structures are in good to excellent condition. If, in the future, the District has the funding to staff previously closed stations, it can use these fees for facility improvements or new construction.

Operating Expenditures

Budgeted at $9,964,534, salaries and related benefits are more than 77% of the total operating expenses. Retirement expenses represent approximately 40% of this district's category of expenses. Retirement benefits are provided through the Contra Costa County Employee Retirement Association. The high cost of the District's retirement benefits is mostly due to a large staff reduction that occurred in 2009, when ECCFPD closed five fire stations.
ECCFPD board has an approved labor contract with the International Association of Firefighters, Local 1230. ECCFPD firefighters' salaries are lower than Contra Costa Fire District firefighters' salaries.

Services, supplies, county charges, and internal services combine to make up the remaining 23 percent of the operating expenses.

RESPONSE TIMES

ECCFPD 2016 Response Times

In 2016, the ECCFPD ran a total of 6,785 calls for service with an average response time of 8:03 minutes. Average times vary significantly for different localities.

The national standard for a response time to a fire call is five to six minutes. National Fire Protection Association Standard 1710, the industry best practice, recommends 80 seconds for the time between getting a call and leaving the station. The travel time standard is 4 minutes to 90% of the incidents.

In 2016, the ECCFPD ran a total of 6,785 calls for service with an average response

time of 8:03 minutes. Average times vary significantly for different localities

- Bethel Island – 14:24 minutes
- Marsh Creek – 11:47 minutes
- Discovery Bay/Byron – 10:00 minutes
- Knightsen – 9:42 minutes
- Brentwood – 7:25 minutes
- Oakley – 7:05 minutes

None of the localities meet the national standard of five to six minutes.

ECCFPD covers over 38,000 residents per station and 83 square miles per station. The countywide average is 19,900 residents per station and 14 square miles per station.

The Insurance Services Office (ISO) rates fire districts using numbers 1 through 10. Each number reflects a Protection Class. Class 1 is the best and 10 is the worst. Generally, properties are assigned the same Protection Class as the fire station that serves them. To receive that rating, however, a property must be located within 1000 feet of a fire hydrant and within 5 miles of the fire station. Properties located more than 1000 feet from a fire station are assigned Protection Class 9. Properties located more than 5 miles from a fire station are assigned Protection Class 10.

Insurers consider Protection Classes when calculating property insurance rates. They charge higher rates for properties rated Protection Class 9 or 10 than those rated 8 or below. ECCFPD's ISO ratings range from 4 to 10.

FIRE DISTRICT TASK FORCE

In 2015, a task force was formed by the ECCFPD Board for exploring service and funding ideas and making recommendations. The task force's recommendations included reopening a fourth fire station. The task force also recommended that the ECCFPD board consider a 2016 ballot initiative to help fund the district. The task force was dissolved after the recommendations were made.

PAST REPORTS AND RECOMMENDATIONS

The 2011-12 Contra Costa County Grand Jury issued a report on the proposed parcel tax ballot measure. The Grand Jury found that the operating budget at that time was adequate, and that the proposed $197.00 parcel tax would exceed the amount that would be needed to sustain the operating it.

The ECCFPD board contracted with Citygate to perform a Standards of Coverage and Headquarters Staffing study and to draft a master plan to handle the expected growth

within the district. The master plan was issued on June 15, 2016. It recommended that

ECCFPD work on obtaining funding to operate nine fire stations. It also included recommendations regarding response times, and staffing of fire stations and headquarters.

LAFCO released a Municipal Service Review EMS/Fire Services Final Draft Report on August 8. 2016. LAFCO recommended to the ECCFPD Board, the cities of Brentwood and Oakley, and the County that they establish an independent governing board, collect impact fees, and require Community Facility Fees from all new developments to support fire protection and emergency medical services. It also recommended long-range planning to determine adequate levels of service and required funding. In addition, it recommended more extensive education of residents about the need for improved fire service.

BALLOT MEASURES

The ECCFPD Board placed an initiative on the June 5, 2012 ballot to assess a $197.00 parcel tax for the benefit of ECCFPD. The parcel tax was projected to generate $8.2 million in additional revenue for the District over its 10-year life. However, the measure failed to gain the necessary two thirds super majority required for approval.

In April of 2015, ECCFPD sent out 38,529 ballots to parcel owners for an assessment benefit district that would have assessed property owners $75.00 per parcel. Of these ballots, 9,495 were returned with 53% voting against the assessment, meaning the measure was rejected.

In November 2016, the cities of Brentwood and Oakley each sought approval of utility tax measures to raise funds for ECCFPD, following a recommendation of the Fire District Task Force. The utility tax measures only required a simple majority to pass, but both measures failed to receive a majority vote in favor.

In the same election, the ECCFPD put Measure N on the ballot. The passage of Measure N replaced the nine-member appointed ECCFPD Board of Directors with a nine-member elected Board of Directors. Measure N passed and will go into effect during the 2018 general election.

LEGISLATIVE REALLOCATION OF PROPERTY TAXES

Property tax rates in California include a general 1% tax levy applicable to all assessed property values. The general tax levy is based on a State law, Proposition 13. The law provides that a county, city, special district, or school's allocation of the 1% tax rate is based on its share of the property tax before Proposition 13.

The Legislature must pass a statute that changes the allocation of ad valorem property taxes among local agencies by a 2/3 vote of each house of the Legislature. Ad valorem taxes are levies based on the assessed value of the property,

On February 16, 2017, Assembly Member Jim Frazier introduced AB 898 to reallocate a portion of property tax revenues from East Bay Regional Parks to the ECCFPD. AB 899 was also introduced as a companion place holder to reallocate property tax revenues, upon a vote of the people, in case AB 898 fails.

VOLUNTARY REALLOCATION OF PROPERTY TAXES

Revenue and Taxation Code § 99.02 provides that any local agency may voluntarily transfer any portion of its property tax revenues, that is allocable to one or more tax rate areas within the local agency, to one or more other local agencies having the same tax rate area or areas.

On October 18, 2016, the Contra Costa County Board of Supervisors (BOS) finalized an agreement to detach portions of Discovery Bay from the Byron Bethany Irrigation District (BBID). BBID had been receiving approximately $700,000 a year in property taxes from these portions of Discovery Bay without providing any services to Discovery Bay. The agreement allows the BOS to transfer $730,000 in property taxes to ECCFPD starting in fiscal year 2017-18.

LAFCO, the state's regional service planning agency, approved the detachment and transfer of the property tax funds. The ECCFPD Board approved the agreement on November 7, 2016. The intent of the agreement is that the funds will be given to ECCFPD and will continue to be used for fire and EMS response, even if the fire district dissolves.

CLOSURE OF KNIGHTSEN FIRE STATION

At the May 1, 2017, ECCFPD's Board of Directors Meeting, the Board reaffirmed that the Knightsen Station will be closed, effective June 30, 2017. The Knightsen Station has been operating on a temporary basis since May of 2015. Brentwood, Oakley, the County, and ECCFPD had a Memorandum of Understanding to jointly fund the fire station until the end of June 2017. Brentwood, Oakley, the County, and the fire district have not been able to obtain sufficient funding to keep the station open after June 30, 2017.

Currently, ECCFPD has only 32 of the 36 fire fighters required to operate its four remaining stations. The district likely will lose a few more fire fighters within the months following the closure of the Knightsen Station. After the Knightsen Station closes, the district's firefighters will be assigned to its three remaining stations.

The ECCFPD Board is planning on leading a collaborative effort with community residents, Brentwood, Oakley, and the County to create a strategic plan to increase its level of service and funding as identified in the 2016 Citygate report.

FINDINGS

F1. The closure of five of the district's eight fire stations has resulted in slower response times.

F2. Slower fire district response times increase potential loss of life and property damage.

F3. High ISO ratings may increase rates for residential and commercial insurance coverage.

F4. ECCFPD has been unsuccessful in finding sufficient funding to reopen closed fire stations.

F5. Three recent tax ballot measures that would have raised revenues for ECCFPD were rejected by the voters.

F6. Revenue and Taxation Code § 99.02 provides for the voluntary transfer of property tax revenues from one local agency to another local agency.

F7. Legislation, AB 898 and AB 899, introduced by Assembly Member Frazier proposes reallocating property tax increment funds from East Bay Regional Park District to ECCFPD.

F8. The City has collected impact fees that have been earmarked for ECCFPD to use for capital improvements.

F9. The City has unallocated Community Facility Funds.

F10. The City does not always require that developers of residential and commercial properties establish Community Facility Districts.

F11. The County does not always require that developers of residential and commercial properties establish Community Facility Districts.

F12. ECCFPD accepted and implemented recommendations made by the Fire District Task Force.

RECOMMENDATIONS

R1. The ECCFPD Board should consider continuing to place tax measures on the ballot that would provide funding to reopen fire stations.

R2. The ECCFPD Board should consider undertaking market research to better understand how to motivate potential voters to approve ballot measures that would raise funds to increase the number of operating fire stations.

R3. The ECCFPD Board should consider appointing a district-wide task force to research possible funding opportunities to benefit the fire district and make recommendations to the ECCFPD Board.

R4. The ECCFPD Board should consider supporting legislation to reallocate property tax revenues from one or more local agencies to ECCFPD.

R5. The ECCFPD Board should consider negotiating with local agencies to voluntarily transfer a portion of their property tax to ECCFPD.

R6. The City should consider adopting a policy to collect impact fees from all developers of residential and commercial properties to fund capital improvements that will be needed to open future stations.

R7. The County should consider adopting a policy to collect impact fees from all developers of residential and commercial properties to fund capital improvements that will be needed to open future stations.

R8. The City should consider adopting a policy to enter agreements with all developers to establish Community Facility Districts to provide operating revenue for ECCFPD.

R9. The County should consider adopting a policy to enter into agreements with all developers to establish Community Facility Districts to provide operating revenue for ECCFPD.

REQUIRED RESPONSES

	Findings	Recommendations
East Contra Costa Fire Protection District Board	F1 to F7, F12	R1 to R5
Brentwood City Council	F8 to F10	R6, R8
Oakley City Council	F8 to F10	R6, R8
Contra Costa County Board of Supervisors	F11	R7, R9

These responses must be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to ctadmin@contracosta.courts.ca.gov and a hard (paper) copy should be sent to:

Civil Grand Jury – Foreperson
725 Court Street
P.O. Box 431
Martinez, CA 94553-0091

ACRONYMS

BOS -Contra Costa County Board of Supervisors

BBID – Byron Bethany Irrigation District

CFD – Community Facilities District

ConFire – Contra Costa County Fire Protection District

ECCFPD – East Contra Costa Fire Protection District

ISO – Insurance Service Office

LAFCO – Local Agency Formation Commission

Contra Costa County

To: Board of Supervisors

From: Robert Campbell, Auditor-Controller

Date: June 20, 2017

Subject: Appropriation Limits for Fiscal Year 2017/18 and corrected appropriation limits for fiscal years 2016/17 and 2015/16

RECOMMENDATION(S):
ADOPT attached Resolution 2017/231 establishing the appropriation limits for the County General, County Special Districts, and County Service Areas for fiscal year 2017/18 (Exhibit A). ADOPT attached Resolution establishing the corrected appropriation limits for County Service Area R-7 Zone A for fiscal year 2016/17 (Exhibit B) and fiscal year 2015/16 (Exhibit C).

FISCAL IMPACT:
Adopting the appropriation limits allows the County to spend its proceeds of taxes. All of the attached fiscal year 2017/18 limits exceed expected proceeds of taxes.

BACKGROUND:
The attached Resolution is required by Section 7910 of the Government Code and is calculated by the County Auditor-Controller. It is required that the governing body of each local jurisdiction shall establish an appropriation limit for each jurisdiction pursuant to Article XIII-B of the California Constitution. An appropriations limit override for County Service Area R-7 Zone A was approved by voters on November 8, 2016 after the 2016/17 appropriations limit was approved by the Board. The 2016/17 and 2015/16 appropriations limit for County Service Area R-7 Zone A were corrected to reflect the voter approved override.

☑ APPROVE

☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☐ 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: June 20, 2017

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

By: , Deputy

Contact: Jennifer Webber (925) 335-8610

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The County will fail to meet the requirements laid out in Article XIII-B of the California Constitution.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

Resolution No. 2017/231

Exhibit A

Exhibit B

Exhibit C

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 06/20/2017 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2017/231

Appropriation Limits for County, County Special Districts, and County Service Areas for 2017/2018 and establishing the corrected appropriation limits for County Service Area R-7 Zone A for fiscal year 2016/17 and fiscal year 2015/16

WHEREAS, Section 7910 of the Government Code requires that each year the governing body of each local jurisdiction shall establish an appropriations limit for each jurisdiction for the following fiscal year pursuant to Article XIII-B of the California Constitution; and

WHEREAS, according to Article XIII-B of the California Constitution (Section 8 subd.e(2)) the change in the cost of living shall be either the percentage change in California per capita personal income from the preceding year, or the percentage change in the local assessment roll from the preceding year for the jurisdiction due to the addition of local non-residential new construction; and

WHEREAS, the percentage change due to the addition of local non-residential new construction is not available for the County, County Special Districts and County Service Areas, therefore, the County Auditor-Controller has calculated the appropriation limits using the change factors most advantageous as permitted by Article XIII-B of the California Constitution; and

WHEREAS, the County Auditor-Controller has prepared the attached reports and accompanying schedules, designated Exhibit A, B, and C regarding the proposed County General, County Special District, and County Service Area appropriation limits for fiscal year 2017/18 and amending the County Service Area R-7 Zone A appropriation limits for fiscal years 2016/17 and 2015/16.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY THAT the attached Exhibit A percentage changes over the prior year are selected and appropriation limits established for the County General, County Special Districts, and County Service Areas for the fiscal year 2017/18 and that the amended appropriation limits in exhibits B and C are established for County Service Area R-7 Zone A for fiscal years 2016/17 and 2015/16.

Contact: Jennifer Webber (925) 335-8610

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: June 20, 2017

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

By: , Deputy

cc:

Exhibit A

2017-2018
County General
and
Special District Appropriation Limits

District	Fund	2016-17 Limit	2017-18 Change Factor	2017-18 Limit
County General/Library	1003	19,899,587,179	1.0490	20,874,666,951
Contra Costa Fire	2020	3,824,301,005	1.0456	3,998,689,131
Crockett-Carquinez Fire	2028	371,257,246	1.0462	388,409,331
Co Service Area L-100	2401	6,647,408	1.0462	6,954,518
Co Service Area M-1	2470	505,477	1.0462	528,830
Co Service Area M-29	2475 & 4232	6,898,345	1.0604	7,315,005
Co Service Area M-16	2488	67,157	1.0462	70,260
Co Service Area M-17	2489	721,660	1.0462	755,001
Co Service Area M-20	2492	109,737	1.0462	114,807
Co Service Area RD-4	2494	335,809	1.0462	351,323
Flood Control Zone 1	2521	3,683,442	1.0669	3,929,864
Flood Control Zone 7	2527	24,646,060	1.0427	25,698,447
Flood Control Drainage A-13	2552	1,308,177	1.0462	1,368,615
Flood Control Drainage A-10	2554	1,806,162	1.0386	1,875,880
Storm Drainage Z-16	2583	1,123,154	1.0497	1,178,975
Co Service Area P-5	2655	1,401,202	1.0462	1,465,938
Co Service Area R-4	2751	910,678	1.0462	952,751
Co Service Area R-7A	2758	1,755,105 (1)	1.0462	1,836,191

(1) Amount shown is the District's limit with a November 8, 2016 voter approved override to $1,650,000, plus growth, for fiscal years 2015-2016 through 2018-2019.

Exhibit B

2016-2017
County General
and
Special District Appropriation Limits

District	Fund	2015-16 Limit	2016-17 Change Factor	2016-17 Limit
County General/Library	1003	18,672,785,192	1.0657	19,899,587,179
Contra Costa Fire	2020	3,588,871,063	1.0656	3,824,301,005
Crockett-Carquinez Fire	2028	349,024,392	1.0637	371,257,246
Co Service Area L-100	2401	6,249,326	1.0637	6,647,408
Co Service Area M-1	2470	475,206	1.0637	505,477
Co Service Area M-29	2475 & 4232	6,472,457	1.0658	6,898,345
Co Service Area M-16	2488	63,135	1.0637	67,157
Co Service Area M-17	2489	678,443	1.0637	721,660
Co Service Area M-20	2492	103,165	1.0637	109,737
Co Service Area RD-4	2494	315,699	1.0637	335,809
Flood Control Zone 1	2521	3,408,701	1.0806	3,683,442
Flood Control Zone 7	2527	23,159,237	1.0642	24,646,060
Flood Control Drainage A-13	2552	1,228,681	1.0647	1,308,177
Flood Control Drainage A-10	2554	1,699,118	1.0630	1,806,162
Storm Drainage Z-16	2583	1,060,880	1.0587	1,123,154
Co Service Area P-5	2655	1,317,291	1.0637	1,401,202
Co Service Area R-4	2751	856,142	1.0637	910,678
Co Service Area R-7A	2758	1,650,000 (1)	1.0637	1,755,105

(1) Amount shown is the District's limit with a November 8, 2016 voter approved override to $1,650,000, plus growth, for fiscal years 2015-2016 through 2018-2019.

Exhibit C

2015-2016
County General
and
Special District Appropriation Limits

District	Fund	2014-15 Limit	2015-16 Change Factor	2015-16 Limit
County General/Library	1003	17,751,483,213	1.0519	18,672,785,192
Contra Costa Fire	2020	3,416,670,852	1.0504	3,588,871,063
Crockett-Carquinez Fire	2028	332,721,060	1.0490	349,024,392
Co Service Area L-100	2401	5,957,413	1.0490	6,249,326
Co Service Area M-1	2470	453,009	1.0490	475,206
Co Service Area M-29	2475 & 4232	6,143,182	1.0536	6,472,457
Co Service Area M-16	2488	60,186	1.0490	63,135
Co Service Area M-17	2489	646,752	1.0490	678,443
Co Service Area M-20	2492	98,346	1.0490	103,165
Co Service Area RD-4	2494	300,952	1.0490	315,699
Flood Control Zone 1	2521	3,199,156	1.0655	3,408,701
Flood Control Zone 7	2527	22,111,168	1.0474	23,159,237
Flood Control Drainage A-13	2552	1,171,511	1.0488	1,228,681
Flood Control Drainage A-10	2554	1,618,516	1.0498	1,699,118
Storm Drainage Z-16	2583	1,014,517	1.0457	1,060,880
Co Service Area P-5	2655	1,255,759	1.0490	1,317,291
Co Service Area R-4	2751	816,151	1.0490	856,142
Co Service Area R-7A	2758	958,784	1.0490	1,650,000 (1)

(1) Amount shown is the District's limit with a November 8, 2016 voter approved override to $1,650,000, plus growth, for fiscal years 2015-2016 through 2018-2019.