

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
September 19, 2017

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

Closed Session

A. CONFERENCE WITH LABOR NEGOTIATORS

1. Agency Negotiators: David Twa and Richard Bolanos.

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.

B. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Gov. Code, § 54956.9(d)(1))

1. *Brian Cuevas, et al. v. Contra Costa County, et al.*, Contra Costa County Superior Court Case No. C09-01786

C. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Gov. Code, § 54956.9(d)(2): One potential case

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 2311 Loveridge Road, Pittsburg

Agency Negotiator: Timothy Ewell, Senior Deputy County Administrator, and

Karen Laws, Principal Real Property Agent

Negotiating Parties: County of Contra Costa and the Los Medanos Community Healthcare District

Under negotiation: Rent and terms

9:30 A.M. Call to order and opening ceremonies.

Inspirational Thought- *"Optimism is the faith that leads to achievement. Nothing can be done without hope and confidence."* ~Helen Keller

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.55 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 recognizing September 24 through September 30, 2017 as National Employ Older Workers Week. (Kathy Gallagher, Employment and Human Services Director)
- PR.2** PRESENTATION proclaiming the Month of September 2017 as National Recovery Month in Contra Costa County. (Supervisor Glover)
- PR.3** PRESENTATION affirming the Contra Costa County Board of Supervisors' support of the Deferred Action for Childhood Arrivals (DACA) Program. (Supervisor Mitchoff)

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

- D. 3** ACCEPT the report on the Transient Occupancy Tax (TOT) associated with short-term rentals such as Airbnb and CONSIDER directing staff to negotiate with Airbnb on a Voluntary Collection Agreement authorizing Airbnb to remit TOT to the County, as recommended by the Finance Committee. (John Kopchik, Conservation and Development Director)
- D. 4** CONSIDER options for potential regulation of short-term rentals within the unincorporated areas of Contra Costa County. (John Kopchik, Conservation and Development Director)
- D. 5** HEARING to consider approving the Laurel Place II residential subdivision project, including rezoning a 3.8-acre parcel near Bailey Road and Myrtle Drive in the Concord area from R-20, Single Family Residential to R-15, Single Family Residential, and adopting a Mitigated Negative Declaration under the California Environmental Quality Act, as recommended by the County Planning Commission. (John Osborne, Department of Conservation and Development)
- D. 6** HEARING to consider adopting Ordinance No. 2017-04 identifying zoning districts and establishing regulations for farmworker housing, transitional housing and supportive housing, as recommended by the Conservation and Development Director. (Ruben Hernandez, Department of Conservation and Development)
- D. 7** CONSIDER adopting Resolution No. 2017/331 to permanently repeal the "Juvenile Cost of Care Fee" assessed in juvenile detention facilities, and INTRODUCE Ordinance No. 2017-05, which repeals the "Cost of Electronic Surveillance of Minors" fee, WAIVE reading, and schedule September 26, 2017 for adoption, as recommended by the Public Protection Committee. (Timothy Ewell, County Administrator's Office)
- D. 8** CONSIDER approving and authorizing the County Administrator, or designee, to execute a contract with Rubicon Programs, Inc. in an amount not to exceed \$408,750 for the operation of the West County Reentry Success Center for the County's AB 109 Realignment Program for the period October 1, 2017 through June 30, 2018 and DIRECT the Office of Reentry and Justice to prepare a policy addressing when contracts for AB 109 services should be submitted to the Community Corrections Partnership for review, and present the policy to the Community Corrections Partnership for its review and recommendation before presenting the policy to the Board of Supervisors for its consideration. (Lara DeLaney, County Administrator's Office) **(CONTINUED FROM September 12, 2017)**
- D. 9** CONSIDER adopting Resolution No. 2017/329 approving the Side Letter between the County and Teamsters Local 856, to modify Section 2.9 of the Memorandum of Understanding pursuant to AB 119. (David Twa, County Administrator)

- D.10** CONSIDER accepting a report on funding an immigrants rights program in Contra Costa, and DIRECT staff on next steps. (Karen Mitchoff, Finance Committee Chair)
- D.11** CONSIDER adopting Resolution No. 2017/286 adopting the FY 2017-18 Adopted Budget as finally determined, as recommended by the County Administrator. (David Twa, County Administrator)
- D.12** Road Construction-Road Fund (110800): APPROVE Fiscal Year 2017/18 Appropriation and Revenue Adjustment No. 5004 and AUTHORIZE new revenue in Road Fund, Fund 110800, for Road Maintenance and Rehabilitation Account program under SB1 and the repayment of loans to the state during the economic recession that started in 2008, in the amount of \$5,900,000, as recommend by the Interim Public Works Director, Countywide. (100% SB1 Road Maintenance and Rehabilitation Funds)

D. 13 CONSIDER reports of Board members.

Closed Session

ADJOURN in memory of

Marcella Colarich

Soroptimists of Diablo Valley member, Realtor and 2011 Emeritus of the Year Award recipient
and

Stephen S. Rauch

Psychologist and retired San Francisco State University professor

CONSENT ITEMS

Road and Transportation

- C. 1** ACCEPT the "Accessible Transit in Contra Costa County" white paper, as recommended by the Transportation, Water, and Infrastructure Committee. (No fiscal impact)
- C. 2** ADOPT Resolution No. 2017/326 accepting as complete the contracted work performed by Donald R. Lemings (dba D.R. Lemings Construction Company) for the abatement and demolition of Assessor's Parcel No. 357-081-015, also identified as 343 Rodeo Avenue in Rodeo, as recommended by the Interim Public Works Director. (100% General Fund)
- C. 3** CONTINUE the emergency action originally taken by the Board of Supervisors on March 7, 2017, pursuant to Public Contract Code Sections 22035 and 22050, to repair the Morgan Territory Road Slide Repair Project, as recommended by the Interim Public Works Director, Clayton area. (100% Local Road Funds)

- C. 4 CONTINUE the emergency action originally taken by the Board of Supervisors on February 14, 2017, pursuant to Public Contract Code Sections 22035 and 22050, to repair the Alhambra Valley Road Washout Project, as recommended by the Interim Public Works Director, Pinole area. (100% Local Road Funds)

Special Districts & County Airports

- C. 5 APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Concord Flying Club Inc. for a shade hangar at Buchanan Field Airport effective September 2, 2017 in the monthly amount of \$177.07. (100% Airport Enterprise Fund)
- C. 6 ADOPT Resolution No. 2017/327 terminating and abandoning a portion of an Offer of Dedication of a Storm Drain Easement for drainage purposes, over a portion of Assessor's Parcel No. 222-770-025, along Zinnia Court in San Ramon (Dougherty Valley) area, as recommended by the Interim Public Works Director. (100% Applicant Fees)

Claims, Collections & Litigation

- C. 7 RECEIVE public report of litigation settlement agreements that became final during the period of August 1 through August 31, 2017.
- C. 8 DENY claims filed by Donald & Alisa Corbett, Jacob Elizalde, Alfredo & Leonida Pintes, State Farm Ins., a subrogee of Alfredo Pintes, and Edward Tidwell.

Statutory Actions

- C. 9 ACCEPT Board members meeting reports for August 2017.
- C. 10 APPROVE Board meeting minutes for August 2017, as on file with the Office of the Clerk of the Board.

Honors & Proclamations

- C. 11 ADOPT Resolution No. 2017/308 proclaiming the month of September 2017 as National Recovery Month in Contra Costa County, as recommended by Supervisor Glover.

- C. 12** ADOPT Resolution No. 2017/319 recognizing Fire Chief Stephen Healy upon his retirement from the Moraga-Orinda Fire District, as recommended by Supervisor Andersen.
- C. 13** ADOPT Resolution No. 2017/320 recognizing September 24 through September 30, 2017 as National Employ Older Workers Week, as recommended by the Employment and Human Services Director.
- C. 14** ADOPT Resolution No. 2017/343 affirming the Contra Costa County Board of Supervisors' support of the Deferred Action for Childhood Arrivals (DACA) Program, as recommended by Supervisor Mitchoff.

Ordinances

- C. 15** ADOPT Ordinance No. 2017-23 amending the County Ordinance Code to exclude from the Merit System the classification of Assistant Chief Information Officer-Exempt.
- C. 16** CONTINUE TO SEPTEMBER 26, 2017 the adoption of Ordinance No. 2017-16, which would establish a permit program for specified non-franchised solid waste haulers, as recommended by the Health Services Director and the Conservation and Development Director. (No fiscal impact)

Appointments & Resignations

- C. 17** ACCEPT the resignation of Maria Fort, DECLARE a vacancy in the District I seat on the First 5 Commission of Contra Costa, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Gioia.

Intergovernmental Relations

- C. 18** CONSIDER adopting Resolution No. 2017/330 in support of the Patient Protection and Affordable Care Act, as recommended by the Legislation Committee.

Personnel Actions

- C. 19** ADOPT Position Adjustment Resolution No. 22138 to add one Sheriff's Specialist (represented) position and cancel one Secretary-Advanced Level (represented) position in the Sheriff's Office - Support Services Bureau. (100% General Fund)

- C. 20** ADOPT Position Adjustment Resolution No. 22155 to add two Network Administrator I (represented) positions, and cancel one Information Systems Technician I (represented) position and one Information Systems Technician II (represented) position in the Health Services Department. (100% Hospital Enterprise Fund I)
- C. 21** ADOPT Position Adjustment Resolution No. 22156 to add one Materials Management Supervisor position (represented) and cancel one Account Clerk-Experience Level position (represented) in the Health Services Department. (100% Hospital Enterprise Fund I)
- C. 22** ADOPT Position Adjustment Resolution No. 22157 to increase the hours of one part time Community Health Worker I (represented) position from 26/40 to full time in the Health Services Department. (100% FQHC revenue)
- C. 23** ADOPT Position Adjustment Resolution No. 22158 to increase the hours of three (3) part-time Licensed Vocational Nurse (VT7G) positions from 32/40 to full-time, 24/40 to 32/40, and 24/40 to full-time in the Health Services Department. (100% County General Fund)
- C. 24** ADOPT Position Adjustment Resolution No. 22159 to add one Pharmacist I position (represented) in the Health Services Department. (100% CCHP member premiums)
- C. 25** ADOPT Position Adjustment Resolution No. 22131 to increase the hours of one part time 32/40 Health Services Planner/Evaluator Level B position (represented) to full time in the Health Services Department. (100% Primary Prevention Grant)

Grants & Contracts

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

- C. 26** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept a grant in an amount not to exceed \$149,971 from the Association of California Community and Energy Services to provide funding for installations of energy- and water-efficient dishwashers and clothes washers to low-income households within disadvantaged communities, for the period July 1, 2017 through June 30, 2019. (No County match)

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

- C. 27** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with nThrive Solutions, Inc., in an amount not to exceed \$135,120, to provide tumor and cancer registry and oncology interim management services for Contra Costa Regional Medical Center and Health Centers, for the period August 1, 2017 through July 31, 2018. (100% Hospital Enterprise Fund I)
- C. 28** APPROVE and AUTHORIZE the Interim Public Works Director, or designee, to execute a contract with Battalion One Fire Protection, Inc., in an amount not to exceed \$800,000, to provide fire system and fire sprinkler repair and certification services, for the period October 1, 2017 through September 30, 2020, Countywide. (100% General Fund)
- C. 29** APPROVE and AUTHORIZE the Assessor, or designee, to execute a contract amendment to the Software and Services Agreement with the Sidwell Company, effective September 19, 2017, to increase the payment limit by \$20,000 to a new payment limit of \$119,880, with no change to the term, to provide additional parcel fabric conversion services for the Parcel Fabric Geographic Information System Project. (100% General Fund)
- C. 30** APPROVE and AUTHORIZE the Interim Public Works Director, or designee, to execute a Third Amendment to Lease Agreement with Mt. Diablo Unified School District, to extend the term for four years from October 1, 2017 to September 30, 2021, for approximately 2,400 square feet of medical office space located at 215 Pacifica Avenue, Bay Point, as requested by the Health Services Department. (85% Hospital Enterprise Fund, 15% General Fund)
- C. 31** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract with W. Darwin Myers (dba Darwin Myers Associates) in an amount not to exceed \$225,000 to provide on call environmental consulting services and stormwater pollution prevention monitoring for the period July 1, 2017 through June 30, 2020. (100% Land Development Fund)
- C. 32** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Performance Logic, Inc., to add Health Insurance Portability and Accountability Act requirements for the handling and use of protected health information, with no change in the payment limit of \$183,370 or term of October 1, 2015 through August 31, 2018. (100% Hospital Enterprise Fund I)
- C. 33** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Fred Nachtwey, M.D., effective August 1, 2017, to increase the payment limit by \$43,000 to a new payment limit of \$207,000 for providing additional hours of pulmonary services at the Contra Costa Regional Medical Center and Health Centers, with no change in the term of November 1, 2016 through October 31, 2017. (100% Hospital Enterprise Fund I)

- C. 34** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Howard Young, M.D., in an amount not to exceed \$300,000 to provide radiology physician services at the Contra Costa Regional Medical Center and Health Centers, for the period October 1, 2017 through September 30, 2020. (100% Hospital Enterprise Fund I)
- C. 35** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Planned Parenthood Shasta-Diablo, Inc. (dba Planned Parenthood Northern California), in an amount not to exceed \$3,500,000 to provide obstetrics and gynecology and family planning services to Contra Costa Health Plan members for the period October 1, 2017 through September 30, 2018. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 36** APPROVE and AUTHORIZE the Health Services Director or designee, to execute a contract with Contra Costa Regional Health Foundation, in an amount not to exceed \$125,004 to provide professional consultation services to the Health Services Director regarding the Contra Costa Regional Medical Center and Health Centers for the period October 1, 2017 through September 30, 2018. (100% Hospital Enterprise Fund I)
- C. 37** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Center for Autism and Related Disorders, LLC, in an amount not to exceed \$1,400,000 to provide applied behavior analysis services for Contra Costa Health Plan members for the period October 1, 2017 through September 30, 2019. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 38** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Goals for Autism, Inc., in an amount not to exceed \$400,000 to provide applied behavior analysis services for Contra Costa Health Plan members for the period October 1, 2017 through September 30, 2019. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 39** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Seneca Family of Agencies, to increase the automatic extension payment limit by \$144,050 to a new payment limit of \$4,000,309, for additional Mobile Crisis Response Team services for seriously emotionally disturbed children and their families, with no change in the term of the automatic extension through December 31, 2017. (86% Federal Medi-Cal, 9% Mental Health Realignment, 1% Mt. Diablo Unified School District, and 4% Mental Health Services Act)

- C. 40** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Department, a purchase order with Verge Technologies, Inc., in an amount not to exceed \$46,892 for the purchase of the Pulse Secure PSA5000 Appliance, including licenses and support terms, and an end user license agreement containing modified indemnification language with Pulse Secure, LLC, for the period September 30, 2017 through September 29, 2020. (100% Hospital Enterprise Fund I)
- C. 41** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Department, a purchase order amendment with Mobile Instrument Service to increase the payment limit by \$150,000 to a new payment limit of \$249,000 for surgical instrument maintenance at the Contra Costa County Regional Medical Center and Health Centers with no change in the term of December 1, 2015 through November 30, 2017. (100% Hospital Enterprise Fund I)
- C. 42** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Mount Diablo Unified School District, to increase the payment limit by \$103,000 to a new payment limit of \$180,000 to provide Early Head Start Program Enhancement services and to extend the term from September 30, 2017 through June 30, 2018. (100% Federal)
- C. 43** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a Software and Services Agreement Amendment with Gemalto Cogent Inc., formerly known as 3M Cogent Inc., to change the contractor name from 3M Cogent Inc. to Gemalto Cogent, Inc., with no change in the term or payment limit. (No fiscal impact)
- C. 44** APPROVE and AUTHORIZE Sheriff-Coroner, or designee, to execute a contract amendment with Gemalto Cogent Inc., formerly known as 3M Cogent Inc., to change the contractor name from 3M Cogent Inc. to Gemalto Cogent, Inc., with no change in the term or payment limit. (No fiscal impact)
- C. 45** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Seneca Family of Agencies, a Non-Profit Corporation of California, in an amount not to exceed \$429,487 to provide wraparound service to increase placement stability of children, for the period August 1, 2017 through October 31, 2017. (41% County; 43% State; 16% Federal)
- C. 46** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee to execute a contract with Ricoh, USA, Inc., in an amount not to exceed \$300,000 for scanning and indexing services for the term October 1, 2017 through September 30, 2019. (100% General Fund)

Other Actions

- C. 47** APPROVE and AUTHORIZE the County Finance Director and Chief Assistant County Administrator as signature designee for any document that requires the signature of the County Administrator, as recommended by the County Administrator.
- C. 48** ALLOCATE \$125,000 from the Livable Communities Trust (District IV portion) to the Garden Park Apartments Community (GPAC) in Pleasant Hill and DIRECT the Conservation and Development Director to incorporate the terms and conditions of the funds into a Revocable Grant Agreement between the County and GPAC for the project, as recommended by Supervisor Mitchoff. (100% Livable Communities Trust Fund)
- C. 49** AUTHORIZE the Castle Rock County Water District to submit an annual financial compilation, in lieu of the required annual audit, to the County's Office of the Auditor-Controller for fiscal year 2016-17 in accordance with the provisions of Government Code Section 26909. (No fiscal impact)
- C. 50** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to accept a donation in the amount of \$23,200 from Andeavor Foundation, Inc., to purchase law enforcement equipment in the Sheriff's Office. (100% Restricted Donation revenue)
- C. 51** ACCEPT the fiscal year 2016/17 Real Estate Fraud Prosecution Trust Fund Annual Report and APPROVE the continued expenditure of funds from the County's Real Estate Fraud Prosecution Trust Fund for the fiscal year 2017/2018, as recommended by the Chief Assistant District Attorney. (No additional fiscal impact)
- C. 52** APPROVE and AUTHORIZE the County Clerk-Recorder, or designee, to execute an addendum to the Memorandum of Understanding with the California Department of Justice, to pay the State an amount not to exceed \$10,000 for the County's participation in the Electronic Recording Delivery System Program for the period July 1, 2017 through June 30, 2018. (100% Electronic Recording Delivery Trust Fund)
- C. 53** APPROVE the list of providers as required by the California Department of Health Care Services and Managed Health Care, and the Centers for Medicare and Medicaid Services, as recommended by the Contra Costa Health Plan Medical Director and Health Services Director.
- C. 54** AUTHORIZE the Auditor-Controller to make a deduction from special tax proceeds at the rate of \$0.09 per special assessment, pursuant to Board Resolution No. 84/332, to mitigate the Assessor's costs to administer the special assessment on behalf of other local agencies, as recommended by the Assessor. (Cost recovery to the General Fund)

- C. 55** ADOPT the 2017/18 secured property tax rates and AUTHORIZE to levy the 2017/18 Property Tax Roll, as recommended by the Auditor-Controller. (100% General Fund)

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.

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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	October 25, 2017	1:30 p.m.	See above
Family & Human Services Committee	September 25, 2017	10:30 a.m.	See above
Finance Committee	September 25, 2017	9:00 a.m.	See above
Hiring Outreach Oversight Committee	TBD	TBD	See above
Internal Operations Committee	October 9, 2017	1:00 p.m.	See above

Legislation Committee	October 9, 2017	10:30 a.m.	See above
Public Protection Committee	October 2, 2017	10:30 a.m.	See above
Transportation, Water & Infrastructure Committee	October 9, 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: FINANCE COMMITTEE
Date: September 19, 2017

Subject: Short Term Rental Transient Occupancy Tax Report

RECOMMENDATION(S):

ACCEPT the report on the Transient Occupancy Tax (TOT) associated with short-term rentals such as Airbnb and DIRECT staff to negotiate with Airbnb on a Voluntary Collection Agreement authorizing Airbnb to remit TOT to the County.

FISCAL IMPACT:

Potential increase in Transient Occupancy Taxes (TOT) estimated at \$75,000 annually.

BACKGROUND:

Background

On May 9, 2017 the Board of Supervisors referred to the Finance Committee the issue of exploring opportunities for transit occupancy tax (TOT) revenue from Airbnb within the unincorporated areas of the County. The Finance Committee considered the various mechanisms for collecting TOT at its meeting on August 16, 2017 and recommends County staff be authorized to negotiate and bring to the Board for its consideration a Voluntary Collection Agreement with Airbnb. The following outlines the various tax collection mechanisms and issues related to collecting TOT and other revenue from short term rentals. A separate report on regulatory options associated with short term rentals will also be considered by the Board on September 19, 2017.

Contra Costa County has a TOT ordinance (see attached) which authorizes the collection of a 10% tax on the rent charged. Currently, the following hotels in the unincorporated area are subject to the TOT: Embassy Suites (unincorporated Walnut Creek area), Crowne Plaza (unincorporated Concord area), Burlington Hotel (Port Costa),

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Kristine Solseng (925)
674-7809

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

and The Renaissance Club Sport Hotel (unincorporated Walnut Creek area). The county collects between \$2 to \$2.5 million per year from the TOT.

There have been an increasing number of short-term, online rental services providing accommodations in private homes and apartments similar to those historically provided only by traditional hotels and motels. Airbnb is the most popular web based service, which allows individuals to list, find, and rent lodging. There are similar electronic hosting platforms such as Homeway/VRBO and TurnKey. Currently, there is no revenue collected from these short-term home and apartment rentals.

TOT Collection and Short-Term Rental

Current TOT Collection:

The County collects TOT from “operators” of “hotels.” The County's TOT ordinance defines the terms “hotel” and “operator.” In the view of staff, Airbnb rentals appear to fall into the County's definition of “hotel.” The term “operator” is defined as “the person who is proprietor of the hotel, whether in the capacity of owner, lessee, sub-lessee, mortgagee in possession, licensee, or any other capacity. Where the operator performs his functions through a managing agent of any type or character other than an employee, the managing agent shall also be deemed an operator for the purposes of this chapter and shall have the same duties and liabilities as his principal.”

The TOT Ordinance Code (see attached) requires hotel operators to register with the tax administrator and obtain a certificate. The Ordinance also requires operators to make quarterly reports to the tax administrator of the total rents charged and taxes collected. The administrative burden of requiring every individual who wants to use their property as an Airbnb rental to fulfill the registration and reporting requirements would likely be cost prohibitive. Presumably, this is why local agencies have sought to have the electronic hosting platform collect the tax.

Local Agency Approaches to Collecting TOT on Short-Term Rentals:

There are two approaches to collecting TOT from Short-Term Rentals. One is to require hosts and hosting sites to collect and remit TOT to local agencies, and the other is to enter into a Voluntary Compliance Agreement with the hosting site.

- **Short Term Rental TOT Collection by Ordinance:**

Some jurisdictions have enacted laws to require the collection of TOT from short-term rentals. In June of 2015, the City of Santa Monica established a "Home-Sharing Ordinance" (see attached). This ordinance requires hosts (property owners) and hosting platforms, such as Airbnb and VRBO, to be responsible for collecting TOT. Santa Monica's regulations specify that:

“If the Hosting Platform collects payment for the rental, the hosting platform and the host shall both have legal responsibility for the collection of all applicable TOT and remittance of the collected tax to the City on a monthly basis.”

- **Airbnb Voluntary Compliance Agreement:**

A number of jurisdictions (e.g., San Jose, Richmond, Pinole, Sonoma County) have entered into Voluntary Collection Agreements (VCA) with Airbnb whereby the hosting platform agrees to collect the TOT on behalf of the property owner and pay it to the city or county. As part of the VCA terms, Airbnb will provide a quarterly summary of TOT collected, but it does not provide information about specific hosts or rental units. Some jurisdictions have concerns over the lack of transparency about who is hosting and where the units are located. Staff was unable to find a similar agreement with Home Away/VBRO. This may be because VRBO has been a marketing platform versus Airbnb's business model as a transactional service. The Finance Committee directed staff to contact Airbnb to better understand the agreement process. To date, Airbnb has provided a Voluntary Collection Agreement Term Sheet that defines the relationship between the County, Airbnb, and Airbnb hosts. A copy of the Term Sheet is attached as well as a copy of the City of Richmond's Airbnb Voluntary Collection Agreement.

Potential Revenue from Short-Term Rentals

The revenue generated from an agreement depends on the number of Airbnb units rented in unincorporated Contra Costa County. Based on a preliminary review of Airbnb listings, there are an estimated 200 listings in unincorporated Contra Costa County. Considering a very conservative estimate of \$80/night with a two-night stay and each unit rented twice a month, the County would receive about \$76,800 in additional revenue annually.

State Laws Imposing Collection Obligations on Airbnb:

California State Senator McGuire introduced legislation in both 2015 and 2016 to regulate short-term rentals, in particular collection of TOT. Neither bill was passed and some of the unresolved issues include:

- Role of the State and local jurisdictions in the collection of TOT and regulating short term rentals;
- Level of transparency required by hosting sites to state and local jurisdictions; and
- Conflicting interests from hotel/labor organizations and hosting site/hosts.

Other Regulatory Issues

• Zoning

In considering whether to impose TOT on short-term rentals, some jurisdictions have elected to change their ordinances to remove prohibitions against renting out property on a short-term basis, thus allowing greater access to Airbnb services. Other jurisdictions have limited short-term rental by requiring additional permitting/registration, restricting the type of unit allowed to be rented (hosted vs non-hosted), restricting the duration a unit may be rented, and requiring additional conditions related to health/safety. The Board has directed the Department of Conservation and Development (DCD) to review current zoning regulations and further examine the need for additional regulation of short-term rentals. DCD will report to the Board on this issue also on September 19, 2017. The Board may wish to consider coordinating the exploration of the zoning issue with its review of revenue actions from these types of rentals.

• Business Tax:

The Ordinance Code requires anyone operating a business in the unincorporated area to obtain a business license. If the estimated 200 hosts in unincorporated Contra Costa County are required to pay the Business License Tax, it could generate \$20,000 annually. However, this may be a very optimistic amount because businesses with annual gross receipts of less than \$20,000 per year are exempt from the Business License Tax. Additionally, hosting sites may not release the names of their hosts providing a challenge for enforcement.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not authorize staff to negotiate a Voluntary Compliance Agreement with AirBnB, the County may lose out on potential revenue collected from short-term rentals.

ATTACHMENTS

Contra Costa County Transient Occupancy Tax Ordinance

Santa Monica Short Term Housing Ordinance

AirBnB Voluntary Collection Agreement Term Sheet

City of Richmond's Voluntary Collection Agreement

Chapter 64-4 - TRANSIENT OCCUPANCY TAX

Sections:

Article 64-4.2. General Provisions

64-4.202 - Title.

This chapter shall be known as the "uniform transient occupancy tax ordinance of Contra Costa County."

(Prior code § 2530).

64-4.204 - Definitions.

Except where the context otherwise requires, the definitions given in this section govern the construction of this chapter:

- (1) "Person" means any individual, firm, partnership, joint venture, association, social club, fraternal organization, joint stock company, corporation, estate trust, business trust, receiver, trustee, syndicate, or any other group or combination acting as a unit.
- (2) "Hotel" means any structure, or any portion of any structure, which is occupied or intended or designed for occupancy by transients for dwelling, lodging or sleeping purposes, and includes any hotel, inn, tourist home or house, motel, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, dormitory, public or private club, mobile home or house trailer at a fixed location, or other similar structure or portion thereof.
- (3) "Occupancy" means the use or possession, or the right to the use or possession of any room or rooms or portion thereof, in any hotel for dwelling, lodging or sleeping purposes.
- (4) "Transient" means any person who exercises occupancy or is entitled to occupancy by reason of concession, permit, right of access, license or other agreement for a period of thirty consecutive calendar days or less, counting portions of calendar days as full days, and excluding tenancies from month to month. Any such person so occupying space in a hotel shall be deemed to be a transient until the period of thirty days has expired unless there is an agreement in writing between the operator and the occupant providing for a longer period of occupancy. In determining whether a person is a transient, uninterrupted periods of time extending both prior and subsequent to the effective date of this chapter may be considered.
- (5) "Rent" means the consideration charged, whether or not received, for the occupancy of space in a hotel valued in money, whether to be received in money, goods, labor or otherwise, including all receipts, cash, credits and property and services of any kind or nature, without any deduction therefrom whatsoever.
- (6) "Operator" means the person who is proprietor of the hotel, whether in the capacity of owner, lessee, sublessee, mortgagee in possession, licensee, or any other capacity. Where the operator performs his functions through a managing agent of any type or character other than an employee, the managing agent shall also be deemed an operator for the purposes of this chapter and shall have the same duties and liabilities as his principal. Compliance with the provisions of this chapter by either the principal or the managing agent shall, however, be considered to be compliance by both.
- (7) "Tax administrator" means the Contra Costa County treasurer-tax collector and his duly appointed deputies.

(Ord. 1891: prior code § 2530.1).

Article 64-4.4. Imposition and Administration

64-4.402 - Rate.

For the privilege of occupancy in any hotel, each transient is subject to and shall pay a tax in the amount of ten percent of the rent charged by the operator. This tax constitutes a debt owed by the transient to the county which is extinguished only by payment to the operator or to the county. The transient shall pay the tax to the operator of the hotel at the time the rent is paid. If the rent is paid in installments, a proportionate share of the tax shall be paid with each installment. The unpaid tax shall be due upon the transient's ceasing to occupy space in the hotel. If for any reason the tax due is not paid to the operator of the hotel, the tax administrator may require that such tax shall be paid directly to the tax administrator.

(Ords. 90-102, § 1; 83-38, § 1; 80-73, § 1; prior code § 2530.2: Ord. 1891).

64-4.404 - Imposition - Exemptions.

No tax shall be imposed upon:

- (1) Any person as to whom, or any occupancy as to which, it is beyond the power of the county to impose the tax herein provided;
- (2) Any federal or state of California officer or employee when on official business;
- (3) Any officer or employee of a foreign government who is exempt by reason of express provision of federal law or international treaty.

No exemption shall be granted except upon a claim therefor made at the time rent is collected and under penalty of perjury upon a form prescribed by the tax administrator.

(Ords. 1891: prior code § 2530.3).

64-4.406 - Administration - Operator's duties.

Each operator shall collect the tax imposed by this chapter to the same extent and at the same time as the rent is collected from every transient. The amount of tax shall be separately stated from the amount of the rent charged, and each transient shall receive a receipt for payment from the operator. No operator of a hotel shall advertise or state in any manner, whether directly or indirectly, that the tax or any part thereof will be assumed or absorbed by the operator, or that it will not be added to the rent, or that, if added any part will be refunded except in the manner hereinafter provided.

(Ord. 1891: prior code § 2530.4).

64-4.408 - Administration-Registration of hotel.

Within thirty days after the effective date of this chapter, or within thirty days after commencing business, whichever is later, each operator of any hotel renting occupancy to transients shall register the hotel with the tax administrator and obtain from him a "transient occupancy registration certificate" to be at all times available upon demand on the premises by a transient or the tax administrator. Whenever there is a change in the identity of the owner or operator of any such hotel, the operator must secure a new "transient occupancy registration certificate" for the premises and the tax administrator may require the payments of all approved transient occupancy taxes, whether due or not as a condition to the issuance of such new certificate. The certificate shall, among other things, state the following:

- (1) The name and address of the operator;
- (2) The name and address of the owner;
- (3) The name and address of the hotel;
- (4) The date upon which the certificate was issued;
- (5) "This Transient Occupancy Registration Certificate signifies that the operator named on the face hereof has fulfilled the requirements of the Uniform Transient Occupancy Tax Ordinance by registering with the Tax Administrator for the purpose of collecting from transients the Transient Occupancy Tax and remitting said tax to the Tax Administrator. This certificate does not authorize any person to conduct any unlawful business or to conduct any lawful business in an unlawful manner, nor to operate a hotel without strictly complying with all local applicable laws, including but not limited to those requiring a permit from any board, commission, department or office of this county. This certificate does not constitute a permit."

(Ord. 1891: prior code § 2530.5).

64-4.410 - Administration — Reporting and remitting.

Each operator shall, on or before the last day of the month following the close of each calendar quarter, or at the close of any shorter reporting period which may be established by the tax administrator, make a return to the tax administrator, on forms provided by him, of the total rents charged and received and the amount of tax collected for transient occupancies. At the time the return is filed the full amount of the tax collected shall be remitted to the tax administrator. Returns and payments are due immediately upon cessation of business for any reason. All taxes collected by operators pursuant to this chapter shall be held in trust for the account of the county until payment thereof is made to the tax administrator.

(Ord. 1891: prior code § 2530.6).

Article 64-4.6. Penalties and Interest

64-4.602 - Penalties and interest—Generally.

- (a) **Original Delinquency:** Any operator who fails to remit any tax imposed by this chapter and collected by the operator, within the time required, shall pay a penalty of ten percent of the amount of the tax in addition to the amount of the tax.
- (b) **Continued Delinquency:** Any operator who fails to remit any delinquent tax and accrued penalty on or before a period of thirty days following the date on which such tax first became delinquent shall pay a second delinquency penalty of ten percent of the amount of the tax in addition to the amount of the tax and the ten percent penalty first imposed.
- (c) **Fraud:** If the tax administrator makes a written finding of facts showing that the nonpayment of any tax or penalties due under this chapter is due to fraud, a penalty of twenty-five percent of the amount of the tax shall be added thereto in addition to the penalties stated in subsections (a) and (b).
- (d) **Interest:** In addition to the penalties imposed, any operator who fails to remit any tax imposed by this chapter shall pay interest at the rate of one-half of one percent per month or fraction thereof on the amount of the tax, exclusive of penalties, from the date on which the remittance first became delinquent until paid.
- (e) **Penalties Merged With Tax:** Every penalty imposed and such interest as accrues under the provisions of this section shall become a part of the tax herein required to be paid.

(Ord. 1891: prior code § 2530.7).

64-4.604 - Penalties and interest—Failure to collect and report.

If any operator shall negligently fail or wilfully refuse to collect the tax or to make, within the time provided in this chapter, any report and remittance of the tax or any portion thereof required by this chapter, the tax administrator shall proceed in such manner as he may deem best to obtain facts and information on which to base his estimate of the tax due. As soon as the tax administrator shall procure such facts and information as the assessment he is able to obtain upon which to base the assessment of any tax imposed by this chapter and payable by any operator who has negligently failed or wilfully refused to collect the same or to make such report and remittance, he shall proceed to determine and assess against such operator the tax, interest and penalties provided for by this chapter. In case such determination is made, the tax administrator shall give a notice of the amount so assessed by serving it personally or by depositing it in the United States mail, postage prepaid, addressed to the operator so assessed at his last known place of address. Such operator may within ten days after the serving or mailing of such notice make application in writing to the tax administrator for a hearing on the amount assessed. If application by the operator for a hearing is not made within the time prescribed, the tax, interest and penalties, if any, determined by the tax administrator shall become final and conclusive and immediately due and payable. If such application is made, the tax administrator shall give not less than five days' written notice in the manner prescribed herein to the operator to show cause at a time and place fixed in the notice why the amount specified therein should not be fixed for such tax, interest and penalties. At such hearing, the operator may appear and offer evidence why such specified tax, interest and penalties should not be so fixed. After such hearing the tax administrator shall determine the tax to be remitted and shall thereafter give written notice to the person in the manner prescribed herein of such determination and the amount of such tax, interest and penalties. The amount determined to be due shall be payable after fifteen days unless an appeal is taken as provided in Section 64-4.606.

(Ord. 1891: prior code § 2530.8).

64-4.606 - Penalties and interest—Appeal.

Any operator aggrieved by any decision of the tax administrator with respect to the amount of such tax, interest and penalties, if any, may appeal to the board of supervisors by filing a notice of appeal with the county clerk within fifteen days of the serving or mailing of the determination of tax due. The board of supervisors shall fix a time and place for hearing such appeal, and the county clerk shall give notice in writing to such operator at his last known place of address. The findings of the board of supervisors shall be final and conclusive shall be served upon the appellant in the manner prescribed above for service of notice of hearing. Any amount found to be due shall be immediately due and payable upon the service of notice.

(Ord. 1891: prior code § 2530.5).

Article 64-4.8. Collection

64-4.802 - Collection—Records.

It is the duty of every operator liable for the collection and payment to the county of any tax imposed by this chapter to keep and preserve, for a period of three years, all records as may be necessary to determine the amount of such tax as he may have been liable for the collection of and payment to the county, which records the tax administrator shall have the right to inspect at all reasonable times.

(Ord. 1891: prior code § 2530.10).

64-4.804 - Collection—Refunds—Claim filing required.

Whenever the amount of any tax, interest or penalty has been overpaid or paid more than once or has been erroneously or illegally collected or received by the county under this chapter it may be refunded as provided in Sections 64-4.806 and 64-4.808, provided a claim in writing therefor, stating under penalty of perjury the specific grounds upon which the claim is founded, is filed with the tax administrator within one year of the date of payment. The claim shall be on forms furnished by the tax administrator.

(Ords. 96-5 § 1, 1891: prior code § 2530.11(a)).

64-4.806 - Collection—Refunds—Operator claims.

An operator may claim a refund or take as credit against taxes collected and remitted the amount overpaid, paid more than once or erroneously or illegally collected or received when it is established that the person from whom the tax has been collected was not a transient; provided, however, that neither a refund nor a credit shall be allowed unless the amount of the tax so collected has either been refunded to the transient or credited to rent subsequently payable by the transient to the operator.

(Ord. 1891: prior code § 2530.11(b)).

64-4.808 - Collection Refunds—Transient claims.

A transient may obtain a refund of taxes overpaid or paid more than once or erroneously or illegally collected or received by the county by filing a claim in the manner provided in Section 64-4.804, but only when the tax was paid by the transient directly to the tax administrator, or when the transient having paid the tax to the operator, the operator has not obtained a refund or credit for such tax.

(Ord. 1891: prior code § 2530.11(c)).

64-4.810 - Collection—Refunds—Written record required.

No refund shall be paid under the provisions of Sections 64-4.804—64-4.810 unless the claimant establishes his right thereto by written records showing entitlement thereto.

(Ord. 1891: prior code § 2530.11(d)).

64-4.812 - Collection—Actions.

Any tax required to be paid by any transient under the provisions of this chapter shall be deemed a debt owned by the transient to the county. Any such tax collected by an operator which has not been paid to the county shall be deemed a debt owed by the operator to the county. Any person owing money to the county under the provisions of this chapter shall be liable to any action brought in the name of the county for the recovery of such amount.

(Ord. 1891: prior code § 2530.12).

Santa Monica Municipal Code

Article 6 BUSINESS, PROFESSIONS AND TRADES

Chapter 6.20 HOME-SHARING AND VACATION RENTALS

6.20.010 Definitions.

For purposes of this Chapter, the following words or phrases shall have the following meanings:

(a) **Home-Sharing.** An activity whereby the residents host visitors in their homes, for compensation, for periods of thirty consecutive days or less, while at least one of the dwelling unit's primary residents lives on-site, in the dwelling unit, throughout the visitors' stay.

(b) **Host.** Any person who is an owner, lessee, or sub-lessee of a residential property or unit offered for use as a vacation rental or home-share. Host also includes any person who offers, facilitates, or provides services to facilitate, a vacation rental or home-share, including, but not limited to, insurance, concierge services, catering, restaurant bookings, tours, guide services, entertainment, cleaning, property management, or maintenance of the residential property or unit regardless of whether the person is an owner, lessee, or sub-lessee of a residential property or unit offered for use as a vacation rental or home-share. Any person, other than an owner, lessee, or sub-lessee, who operates home-sharing or vacation rental activities exclusively on the Internet shall not be considered a host.

(c) **Hosting Platform.** A person who participates in the home-sharing or vacation rental business by collecting or receiving a fee, directly or indirectly through an agent or intermediary, for conducting a booking transaction using any medium of facilitation.

(d) **Booking Transaction.** Any reservation or payment service provided by a person who facilitates a home-sharing or vacation rental transaction between a prospective transient user and a host.

(e) **Person.** Any natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business trust, or organization of any kind.

(f) **Vacation Rental.** Rental of any dwelling unit, in whole or in part, within the City of Santa Monica, to any person(s) for exclusive transient use of thirty consecutive days or less, whereby the unit is only approved for permanent residential occupancy and not approved for transient occupancy or home-sharing as authorized by this Chapter. Rental of units located within City-approved hotels, motels and bed and breakfasts shall not be considered vacation rentals. (Added by Ord. No. 2484CCS § 1, adopted 5/12/15; amended by Ord. No. 2535CCS § 1, adopted 1/24/17)

6.20.020 Home-sharing authorization.

(a) Notwithstanding any provision of this Code to the contrary, home-sharing shall be authorized in the City, provided that the host complies with each of the following requirements:

(1) Obtains and maintains at all times a City business license authorizing home-sharing activity.

(2) Operates the home-sharing activity in compliance with all business license permit conditions, which may be imposed by the City to effectuate the purpose of this Chapter.

(3) Collects and remits Transient Occupancy Tax ("TOT"), in coordination with any hosting platform if utilized, to the City and complies with all City TOT requirements as set forth in Chapter 6.68 of this Code.

(4) Takes responsibility for and actively prevents any nuisance activities that may take place as a result of home-sharing activities.

(5) Complies with all applicable laws, including all health, safety, building, fire protection, and rent control laws.

(6) Complies with the regulations promulgated pursuant to this Chapter.

(b) All hosts and their respective properties, authorized by the City for home-sharing purposes pursuant to this Section, shall be listed on a registry created by the City and updated periodically by the City. The City shall publish the registry, and a copy shall be sent electronically to any person upon request.

(c) If any provision of this Chapter conflicts with any provision of the Zoning Ordinance codified in Article IX of this Code, the terms of this Chapter shall prevail. (Added by Ord. No. 2484CCS § 1, adopted 5/12/15; amended by Ord. No. 2535CCS § 1, adopted 1/24/17)

6.20.030 Prohibitions.

No host shall undertake, maintain, authorize, aid, facilitate or advertise any vacation rental activity or any home-sharing activity that does not comply with Section 6.20.020 of this Code. (Added by Ord. No. 2484CCS § 1, adopted 5/12/15; amended by Ord. No. 2535CCS § 1, adopted 1/24/17)

6.20.050 Hosting platform responsibilities.

(a) Hosting platforms shall be responsible for collecting all applicable TOTs and remitting the same to the City. The hosting platform shall be considered an agent of the host for purposes of TOT collections and remittance responsibilities as set forth in Chapter 6.68 of this Code.

(b) Subject to applicable laws, hosting platforms shall disclose to the City on a regular basis each home-sharing and vacation rental listing located in the City, the names of the persons responsible for each such listing, the address of each such listing, the length of stay for each such listing and the price paid for each stay.

(c) Hosting platforms shall not complete any booking transaction for any residential property or unit unless it is listed on the City's registry created under Section 6.20.020 subsection (b), at the time the hosting platform receives a fee for the booking transaction.

(d) Hosting platforms shall not collect or receive a fee, directly or indirectly through an agent or intermediary, for facilitating or providing services ancillary to a vacation rental or unregistered home-share, including, but not limited to, insurance, concierge services, catering, restaurant bookings, tours, guide services, entertainment, cleaning, property management, or maintenance of the residential property or unit.

(e) **Safe Harbor.** A hosting platform operating exclusively on the Internet, which operates in compliance with subsections (a), (b), (c), and (d) above, shall be presumed to be in compliance with this Chapter, except that the hosting platform remains responsible for compliance with the administrative subpoena provisions of this Chapter.

(f) The provisions of this Section shall be interpreted in accordance with otherwise applicable State and Federal law(s) and will not apply if determined by the City to be in violation of, or preempted by, any such law(s). (Added by Ord. No. 2484CCS § 1, adopted 5/12/15; amended by Ord. No. 2535CCS § 1, adopted 1/24/17)

6.20.080 Regulations.

The City Manager or designee may promulgate regulations, which may include, but are not limited to, permit conditions, reporting requirements, inspection frequencies, enforcement procedures, advertising restrictions, disclosure requirements, administrative subpoena procedures or insurance requirements, to implement the provisions of this Chapter. No person shall fail to comply with any such regulation. (Added by Ord. No. 2484CCS § 1, adopted 5/12/15; amended by Ord. No. 2535CCS § 1, adopted 1/24/17)

6.20.090 Fees.

The City Council may establish and set by resolution all fees and charges as may be necessary to effectuate the purpose of this Chapter. (Added by Ord. No. 2484CCS § 1, adopted 5/12/15; amended by Ord. No. 2535CCS § 1, adopted 1/24/17)

6.20.100 Enforcement.

(a) Any host violating any provision of this Chapter, or hosting platform that violates its obligations under Section 6.20.050, shall be guilty of an infraction, which shall be punishable by a fine not exceeding two hundred fifty dollars, or a misdemeanor, which shall be punishable by a fine not exceeding five hundred dollars, or by imprisonment in the County Jail for a period not exceeding six months or by both such fine and imprisonment.

(b) Any person convicted of violating any provision of this Chapter in a criminal case or found to be in violation of this Chapter in a civil or administrative case brought by a law enforcement agency shall be ordered to reimburse the City and other participating law enforcement agencies their full investigative costs, pay all back TOTs, and remit all illegally obtained rental revenue to the City so that it may be returned to the home-sharing visitors or used to compensate victims of illegal short-term rental activities.

(c) Any host who violates any provision of this Chapter, or hosting platform that violates its obligations under Section 6.20.050, shall be subject to administrative fines and administrative penalties pursuant to Chapter 1.09 and Chapter 1.10 of this Code.

(d) Any interested person may seek an injunction or other relief to prevent or remedy violations of this Chapter. The prevailing party in such an action shall be entitled to recover reasonable costs and attorney's fees.

(e) The City may issue and serve administrative subpoenas as necessary to obtain specific information regarding home-sharing and vacation rental listings located in the City, including, but not limited to, the names of the persons responsible for each such listing, the address of each such listing, the length of stay for each such listing and the price paid for each stay, to determine whether the home-sharing and vacation rental listings comply with this Chapter. Any subpoena issued pursuant to this section shall not require the production of information sooner than thirty days from the date of service. A person that has been served with an administrative subpoena may seek judicial review during that thirty-day period.

(f) The remedies provided in this Section are not exclusive, and nothing in this Section shall preclude the use or application of any other remedies, penalties or procedures established by law. (Added by Ord. No. 2484CCS § 1, adopted 5/12/15; amended by Ord. No. 2535CCS § 1, adopted 1/24/17)

**TEMPLATE OF KEY TERMS FOR A DRAFT COLLECTION AGREEMENT
BETWEEN AIRBNB, INC. AND JURISDICTION XYZ DEPARTMENT OF TAX ADMINISTRATION**

Airbnb provides an Internet-based platform (the “**Platform**”) through which a third party desiring to offer an accommodation (a “**Host**”) and a third party desiring to book an accommodation (a “**Guest**”) have the opportunity to communicate, negotiate and consummate a booking transaction for accommodations (“**Booking Transaction**”) pursuant to a direct agreement between Host and Guest to which Airbnb is not a party.

THIS TEMPLATE summarizes the key terms for an agreement (“**Agreement**”) between **AIRBNB, INC.**, and the **JURISDICTION XYZ DEPARTMENT OF TAX ADMINISTRATION** (the “**Tax Collector**”) regarding the collection and remittance of applicable Jurisdiction XYZ Occupancy Tax (“**Tax**”) by Airbnb with respect to Booking Transactions between Hosts and Guests completed on the Platform for accommodations located in Jurisdiction XYZ.

KEY TERMS:

COLLECTION BY AIRBNB:	On a prospective basis, Airbnb will assume the role of a "Taxpayer" (aka “operator” or “vendor”) for the sole purpose of collecting and remitting the Tax on behalf of Airbnb’s Hosts.
EFFECTIVE DATE:	Airbnb will not be responsible for the collection of the Tax until the date the Agreement goes into effect.
REGISTRATION:	Airbnb, Inc. will register as the Taxpayer for the sole purpose of collecting and remitting the Tax. Airbnb, Inc. will be the registered taxpayer on behalf of any subsidiary or affiliate of Airbnb, Inc. collecting Tax from Guests. Solely with respect to a Host’s activity through Airbnb, Hosts will not be required to register to collect, remit and/or report the Tax and/or activity through Airbnb.
TAX BASE:	Airbnb will collect the Tax at the applicable tax rate on completed Booking Transactions for occupancy of accommodations located in the Jurisdiction between a Guest and Host who use Airbnb’s platform. The Tax collected will be based upon the Accommodation Fee, which is the amount that the Host charges for accommodations (including any cleaning fees charged by the Host).
CONFIDENTIALITY:	As required by the Agreement between Airbnb and its Hosts, Airbnb will not provide, without binding legal process, personally Identifiable information regarding its Hosts and Guests, including but not limited to their names and listing addresses (but can provide transaction information on an anonymous, numbered-account basis).
TERM/TERMINATION:	The Agreement shall remain in effect unless terminated by either party. Either party can terminate the Agreement upon a 30-day written notice.

RETROACTIVE LIABILITY: The Tax Collector will waive any pursuit of the Tax from Airbnb and/or Hosts and/or Guests related to the period prior to when Airbnb begins collecting and remitting Tax under the Agreement.

AUDIT REQUESTS: The Tax Collector will limit its audit and/or assessment against Airbnb for alleged under collection of Tax to no more frequently than a consecutive twelve (12) month tax period within any consecutive forty-eight (48) month period. The Tax Collector will not directly or indirectly audit any individual Guest or Host relating to the Booking Transactions. The Tax Collector reserves the right to audit any individual Airbnb Host for activity that has been brought to the attention of the Tax Collector in the form of a complaint or other means independent of the Agreement or independent of data or information provided pursuant to the Agreement. If an audit is pursued by the Tax Collector the Confidentiality terms apply.

EXEMPTIONS: Generally, Airbnb will collect the Tax on Accommodation Fees related to Booking Transactions within the Jurisdiction notwithstanding any exemptions, with the exception of the length of stay (e.g., stays over 30 days in duration will not be subject to tax). However, some unique exemptions may be problematic and will be addressed on a case-by-case basis.

**VOLUNTARY COLLECTION AGREEMENT
FOR
CITY OF RICHMOND, CALIFORNIA, TRANSIENT OCCUPANCY TAX**

THIS VOLUNTARY COLLECTION AGREEMENT (the "**Agreement**") is dated April 26, 2017 and is between AIRBNB, INC., a Delaware corporation ("**Airbnb**") and the CITY OF RICHMOND, CALIFORNIA, a California municipal corporation (the "**Taxing Jurisdiction**"). Each party may be referred to individually as a "**Party**" and collectively as the "**Parties**."

RECITALS:

WHEREAS, Airbnb represents that it provides an Internet-based platform (the "**Platform**") through which third parties offering accommodations ("**Hosts**") and third parties booking such accommodations ("**Guests**") may communicate, negotiate and consummate a direct booking transaction for accommodations to which Airbnb is not a party ("**Booking Transaction**");

WHEREAS, the Taxing Jurisdiction and Airbnb enter into this Agreement voluntarily in order to facilitate the reporting, collection and remittance of applicable transient occupancy taxes ("**TOT**") imposed under applicable City of Richmond law (the applicable "**Code**"), on behalf of Hosts for Booking Transactions completed by Hosts and Guests on the Platform for accommodations located in the City of Richmond (the "**Taxable Booking Transactions**");

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS, PROMISES AND AGREEMENTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

(A) Solely pursuant to the terms and conditions of this Agreement, including only for periods in which this Agreement is effective (defined below), and solely for Taxable Booking Transactions completed on the Platform, Airbnb agrees contractually to assume the duties of a TOT collector as described in the Code solely for the collection and remittance of TOT (hereinafter referred to as a "**Collector**"). The assumption of such duties shall not trigger any other registration requirements to which Airbnb is not otherwise subject.

(B) Starting on JUNE 15, 2017 (the "**Effective Date**"), Airbnb agrees to commence collecting and remitting TOT on behalf of Hosts, pursuant to the terms of this Agreement, at the applicable rate, on Taxable Booking Transactions. Except as set forth in Paragraph (L) below, Airbnb shall not assume any obligation or liability to collect TOT for any period or for any transaction prior to the Effective Date or termination of this Agreement.

REMITTANCE OF TOT

(C) Airbnb agrees reasonably to report aggregate information on the tax return form prescribed by the Taxing Jurisdiction, including an aggregate of gross receipts, exemptions and adjustments, and taxable receipts of all TOT that is subject to the provisions of this Agreement. Airbnb shall remit all TOT collected from Guests in accordance with this Agreement and Airbnb's Terms of Service (www.airbnb.com) (the "TOS") in the time and manner described in the Code or as otherwise agreed to in writing.

AIRBNB LIABILITY

(D) Pursuant to the terms of this Agreement, Airbnb agrees contractually to assume liability for any failure to report, collect and/or remit the correct amount of TOT, including, but not limited to, penalties and interest, lawfully and properly imposed in compliance with the Code. Nothing contained herein nor any action taken pursuant to this Agreement shall impair, restrict or prevent Airbnb from asserting that any TOT and/or penalties, interest, fines or other amounts assessed against it were not due, are the subject of a claim for refund under applicable law or otherwise bar it from enforcing any rights accorded by law.

(E) During any period for which Airbnb is not in breach of its obligations under this Agreement, the Taxing Jurisdiction agrees to audit Airbnb on the basis of TOT returns and supporting documentation, and agrees not to directly or indirectly audit any individual Guest or Host relating to Taxable Booking Transactions unless and until an audit of Airbnb by the Taxing Jurisdiction has been exhausted with the matter unresolved. The Taxing Jurisdiction reserves the right to audit any individual Airbnb Host for activity that has been brought to the attention of the Taxing Jurisdiction in the form of a complaint or other means independent of this Agreement or independent of data or information provided pursuant to this Agreement.

(F) The Taxing Jurisdiction agrees to audit Airbnb on an anonymized transaction basis for Taxable Booking Transactions. Except as otherwise agreed herein, Airbnb shall not be required to produce any personally identifiable information relating to any Host or Guest or relating to any Booking Transaction without binding legal process served only after completion of an audit by the Taxing Jurisdiction of Airbnb with respect to such users. The Taxing Jurisdiction agrees that it will not audit or issue an assessment against Airbnb more than once per

any consecutive forty-eight month period and that such audit or assessment will be limited to a consecutive twelve-month period within the forty-eight month period.

(G) Airbnb, Inc. agrees to register as a Collector for the sole purpose of reporting, collection and remittance of TOT under this Agreement and will be the registered Collector on behalf of any affiliate or subsidiary collecting TOT.

GUEST AND HOST LIABILITY

(H) During any period in which this Agreement is effective relating to Taxable Booking Transactions, provided Airbnb is in compliance with its obligations herein, Hosts shall be relieved of any obligation to collect and remit TOT on Taxable Booking Transactions, and shall be permitted but not required to register individually with the Taxing Jurisdiction to collect, remit and/or report TOT. Nothing in this Agreement shall relieve Guests or Hosts from any responsibilities with respect to TOT for transactions completed other than on the Platform, or restrict the Taxing Jurisdiction from investigating or enforcing any provision of applicable law against such users for such transactions.

WAIVER OF LOOK-BACK

(I) The Taxing Jurisdiction expressly releases, acquits, waives and forever discharges Airbnb, its current or past affiliated parent or subsidiary companies, directors, shareholders investors, employees and other agents, and/or Hosts or Guests from any and all actions, causes of action, indebtedness, suits, damages or claims arising out of or relating to payment of and/or collection of TOT or other tax indebtedness, including but not limited to penalties, fines, interest or other payments relating to TOT on any Taxable Booking Transactions prior to the Effective Date. Nothing contained in this Paragraph of this Agreement will constitute a release or waiver of any claim, cause of action or indebtedness that the Jurisdiction may have or claim to have against any Host or Guest unrelated to Taxable Booking Transactions under this Agreement.

NOTIFICATION TO GUESTS AND HOSTS

(J) Airbnb agrees, for the purposes of facilitating this Agreement, and as required by its TOS, that it will notify (i) Hosts that TOT will be collected and remitted to the Taxing Jurisdiction as of the Effective Date pursuant to the terms of this Agreement; and (ii) Guests and Hosts of the amount of TOT collected and remitted on each Taxable Booking Transaction.

LIMITATION OF APPLICATION

(K) This Agreement is solely for the purpose of facilitating the administration and collection of the TOT with respect to Taxable Booking Transactions and, except with respect to the rights and liabilities set forth herein, the execution of or actions taken under this Agreement shall not be considered an admission of law or fact or constitute evidence thereof under the Code or any other provisions of the laws of the United States of America, of any State or subdivision or municipality thereof. Neither Party waives, and expressly preserves, any and all arguments, contentions, claims, causes of action, defenses or assertions relating to the validity or interpretation or applicability of the Code, regulations or application of law.

DURATION/TERMINATION

(L) This Agreement may be terminated by Airbnb or the Taxing Jurisdiction for convenience on 30 day written notification to the other Party. Such termination will be effective on the first day of the calendar month following the 30 day written notification to the other Party. Any termination under this Paragraph shall not affect the duty of Airbnb to remit to the Taxing Jurisdiction any TOT collected from Guests up through and including the effective date of termination of this Agreement, even if not remitted by Airbnb to the Taxing Jurisdiction as of the date of termination.

MISCELLANEOUS

(M) CHOICE OF LAW. This Agreement, its construction and any and all disputes arising out of or relating to it, shall be interpreted in accordance with the substantive laws of the State of California without regard to its conflict of law principles.

(N) MODIFICATION. No modification, amendment, or waiver of any provision of this Agreement shall be effective unless in writing and signed by both Parties.

(O) MERGER AND INTEGRATION. This Agreement contains the entire agreement of the Parties with respect to the subject matter of this Agreement, and supersedes all prior negotiations, agreements and understandings with respect thereto.

(P) COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and all of which, when taken together, shall constitute one and the same instrument. The Agreement shall become effective when a counterpart has been signed by each Party and delivered to the other Party, in its original form or by electronic mail, facsimile or other electronic means. The Parties hereby consent to the use of

electronic signatures in connection with the execution of this Agreement, and further agree that electronic signatures to this Agreement shall be legally binding with the same force and effect as manually executed signatures.

(Q) RELATIONSHIP OF THE PARTIES. The Parties are entering into an arm's-length transaction and do not have any relationship, employment or otherwise. This Agreement does not create nor is it intended to create a partnership, franchise, joint venture, agency, or employment relationship between the Parties. There are no third-party beneficiaries to this Agreement.

(R) WAIVER AND CUMULATIVE REMEDIES. No failure or delay by either Party in exercising any right under this Agreement shall constitute a waiver of that right or any other right. Other than as expressly stated herein, the remedies provided herein are in addition to, and not exclusive of, any other remedies of a Party at law or in equity.

(S) FORCE MAJEURE. Neither Party shall be liable for any failure or delay in performance under this Agreement for causes beyond that Party's reasonable control and occurring without that Party's fault or negligence, including, but not limited to, acts of God, acts of government, flood, fire, civil unrest, acts of terror, strikes or other labor problems (other than those involving Airbnb employees), computer attacks or malicious acts, such as attacks on or through the Internet, any Internet service provider, telecommunications or hosting facility. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

(T) ASSIGNMENT. Neither Party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the prior written consent of the other Party (which consent shall not be unreasonably withheld). Notwithstanding the foregoing, Airbnb may assign this Agreement in its entirety without consent of the other Party in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets.

(U) MISCELLANEOUS. If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the provision shall be modified by the court and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this Agreement shall remain in effect.

NOTICES

(V) All notices under this Agreement shall be in writing and shall be deemed to have been given upon: (i) personal delivery; (ii) the third business day after first class mailing postage prepaid; or (iii) the second business day after sending by overnight mail or by facsimile with telephonic confirmation of receipt. Notices shall be addressed to the attention of the following persons, provided each Party may modify the authorized recipients by providing written notice to the other Party:

To Airbnb:

Airbnb, Inc.
Attn: General Counsel
888 Brannan Street, 4th Fl.
SF, CA 94103
legal@airbnb.com

Airbnb, Inc.
Attn: Global Head of Tax
888 Brannan Street, 4th Fl.
SF, CA 94103
tax@airbnb.com

To the Taxing Jurisdiction:

City of Richmond
Finance Department
450 Civic Center Plaza
Richmond, CA 94804
Phone: 510-620-6741
Fax: 510-620-6522
E-mail: abanuelos@ci.richmond.ca.us

(Signatures follow on next page)

IN WITNESS WHEREOF, Airbnb and the Taxing Jurisdiction have executed this Agreement effective on the date set forth in the introductory clause.

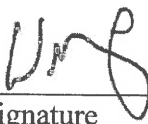
AIRBNB, INC., a Delaware corporation

By: 
Signature of Authorized Representative

Beth Adair, Global Tax Director

Name and Title of Authorized Representative

CITY OF RICHMOND, CALIFORNIA, a California
Municipal Corporation

By: 
Signature

William Lindsay, City Manager
Name and Title



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 19, 2017

Subject: Report on Options for Short-Term Rental Regulation within Unincorporated areas of Contra Costa County

RECOMMENDATION(S):

A. ACCEPT report on options for regulation of short-term rental of dwellings within unincorporated areas of the County.

B. PROVIDE initial, general direction to staff from the Department of Conservation and Development on the preparation of an ordinance regulating the short-term rental of private dwellings within the unincorporated areas of the County.

FISCAL IMPACT:

Estimated staff cost of preparing an ordinance to regulate and permit short-term rental activities and other provisions is expected to be within the \$30,000 - \$50,000 range, but could be higher or lower depending upon the amount of additional research required, the complexity of regulatory approach chosen and the type and duration of the public process. These staff costs will be assumed by the Department of Conservation and Development (Land Development Fund).

BACKGROUND:

In response to concerns raised that new, state-mandated easing of restrictions on constructing accessory dwelling units could lead to an increase in short term rentals rather than more permanent housing, the Board of Supervisors (Board) has directed the Department of Conservation and Development (DCD) staff to evaluate preparing an

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

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

Contact: Francisco Avila,
925-674-7801

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

ordinance which would regulate short term rental of dwellings. A new short-term rental ordinance could complement a taxing mechanism that is covered in a separate Board Order for September 19, 2017 from the Finance Committee.

This report will provide Board members with summary information regarding the:

- Existing County regulation,
- Types and amount of rentals currently being offered within the County,
- Arguments in favor and against the short-term rental of dwellings,
- A review of other jurisdictions' regulatory approaches,
- Presentation and discussion of three distinctly different hypothetical ordinance approaches the Board may elect to pursue, and
- A general description of potential next steps going forward.

A desired outcome of this report is for the Board to provide County staff with initial direction on how to proceed on this matter, including guidance on the drafting of a short-term rental ordinance.

EXISTING COUNTY REGULATION

The County currently does not issue permits for short-term rentals nor does it grant requests for business licenses for such activities.

TYPES OF RENTALS CURRENTLY OFFERED WITHIN THE COUNTY

Based on research performed by staff, there are many short-term rental options advertised within the unincorporated area of the County. Some of those options include: single rooms, multiple rooms, studios, apartments, condos, guest houses, tiny homes, and entire residences. On-line rental listings may include limitations on the number of guests, number of days available, and whether pets are allowed or not. According to a cursory review of several on-line services, there are an estimated 200 rental listings in the unincorporated County. Typically, these rentals are located within single-family neighborhoods, in proximity to convenient transportation and other amenities.

ADVANTAGES AND DISADVANTAGES OF SHORT-TERM RENTALS

Pros

- The practice allows property owners to take advantage of an unused asset of their property (a bed, a room, an empty apartment), allowing them to earn extra income.
- For travelers, the system may sometimes be cheaper than traditional short term accommodation. (e.g. hotels and motels).
- Affords travelers additional options in length of stay.
- Short-term rentals potentially allow travelers to be in closer contact with other cultures and communities by renting a bedroom or a home that is immersed in a community
- Potential increased supply of accommodation options could promote travel, lead to increased economic activity and boost tax revenues.

Cons

- Some observers warn that as the price increases in some touristic areas, some individuals will prefer to remove affordable housing from the market in preference of more profitable short-term rentals. New flexibility in constructing accessory dwelling units intended to boost housing supply could instead lead to more short term rentals.
- Many jurisdictions receive an important part of their income by taxing overnight stays. Short-term rentals harm their local budgets if not regulated and taxed appropriately.

- A criticism of the practice is that it can lead to unfair competition between individual homeowners and traditional industry players such as hotels, motels, hostels and bed and breakfasts who are strictly regulated, if the short term rentals are not regulated or taxed.
- In cities where hotels can only be established in defined areas to avoid tourism-related inconveniences to the local population, short-term rentals are making these regulations ineffective as tourists can find accommodation in areas where hotels are not typically allowed.
- Impacts to neighborhoods such as parking issues and replacement of neighbors with overnight guests

REVIEW OF SHORT-TERM RENTAL ORDINANCES

Staff conducted a review of many short-term rental ordinances for jurisdictions within the County and State in general. The review revealed a wide-range in approaches to the regulation of the industry. Below are summaries of several restrictive and permissive ordinances that reflect the wide variety of short-term rental regulation.

San Francisco

- To qualify, the short-term rental unit must be registered and not be subject to the affordable housing restrictions or commitments.
- Property owners must maintain Short-Term Residential Rental Registry (Registry). Property owners must apply to be included on the Registry. Applications are noticed to property owners and occupants of parcels within 300 feet of the subject rental space. The Registry includes a database of information regarding permanent residents who are permitted to offer residential units for short-term rental. Renewal of registration must occur every two years.
- The permanent resident must occupy the residential unit for no less than 275 days of the calendar year.
- Must have additional insurance and a business license.
- Requires quarterly reporting of the number of days a unit has been rented as a short-term rental.
- Requires that hosting platforms convey all pertinent requirements of the ordinance, including tax liabilities to new property owners listing on the platform.
- Provides provisions for code enforcement and administrative penalties.

San Luis Obispo

- Defines a "homestay rental" as owner occupied and provided for fewer than thirty consecutive days.
- Maximum of four adult guests.
- Prohibits vacation rentals, which involve rental of a non-owner-occupied dwelling.
- Homestay permit required, application review fee of \$305.00.
- Business license required.
- Transient Occupancy Tax required.
- Property owner must provide annual occupancy verification.
- Requires a minimum of one guest parking space in addition to their required residential parking.
- At all times when a homestay rental is occurring, the property owner must be within a fifteen minute drive and accessible 24 hours by phone to respond to complaints regarding the homestay.
- Limited to the owner occupied building on the subject property.
- Prohibits homestay rentals in guest houses or guest quarters.
- Prohibits on-site advertising.

Santa Monica

- Rental unit must qualify as habitable space.
- Limits property owners to one home rental within City limits (e.g., proof of residency).
- Must obtain a business license.
- Prohibits advertising on outside of rental units.
- Collects Transient Occupancy Taxes.

Sacramento

- Requires a Short-Term Rental Permit or a Conditional Use Permit.
- The operator of a short-term vacation rental, from their primary residence, is required to apply for a

short-term rental permit, pay an annual business tax as a hotel of \$50, and collect and remit Transient Occupancy Tax of 12% from renters.

- Limits rental of accessory buildings to 90 days per year. If more than 90 days per year a conditional use permit will be required.

Richmond

- Collects Transient Occupancy Taxes.
- Has not adopted any short-term rental specific ordinance.
- Treats short-term rentals as any other rental property.

The approach jurisdictions have taken varies greatly. In general, most jurisdictions have adopted an ordinance, collect a Transient Occupancy Tax and require a business license to operate. In the case of San Luis Obispo, their ordinance limits rentals to owner occupied residences and prohibits all other short-term rentals including vacation rentals. This approach would be an example of a more restrictive regulation, which would aid in protecting single-family neighborhood characteristics. In contrast, the City of Richmond has not adopted an ordinance specific to short-term rentals. The City of Richmond does collect Transient Occupancy Taxes, but treats all short-term rental operations as if they were a typical rental property. This approach is much more permissive, while still generating revenue for the jurisdiction and affording the most flexibility for property owners to adjust to rental demands.

PREPARATION OF COUNTY REGULATIONS ON SHORT-TERM RENTALS

The purpose of this report is to provide Board members with information regarding the implications, impacts and provisions of adopting an ordinance regulating the short-term rental industry within the County. As detailed above, there are a wide variety of approaches jurisdictions have taken. This section lists key components, and provides and analyzes sample approaches.

Key Potential Provisions that Could Be Included In or Omitted From Regulations

1. Restrict the number of days a rental unit can be rented within a calendar year,
2. Require property owners to register with the County, get a business license and/or get a permit,
3. Notification to neighbors prior to granting certain permits and/or to provide the contact information of the property owner for nuisance complaints,
4. Require owner occupancy of unit being rented or of property generally (hosted vs. non-hosted),
5. Establish penalties,
6. Require payment of transient occupancy tax, business license tax and/or business license or permit fee,
7. Require owner to be nearby during all rentals,
8. Prohibit renting of accessory dwelling units and/or other accessory structures,
9. Prohibit on-site advertising,
10. Limit the number of guests per stay,
11. Limit short-term rental activities to certain zoning districts,
12. Require at least one additional parking for each unit rented,
13. Limit one rental unit per property owner within County boundaries,
14. Require quarterly/semi-annual/annual reporting of days a unit has been rented,
15. Prohibit rental of any unit that is subject to an Affordable Housing Agreement.

Sample Options

Below are three Sample Ordinance Options that staff has prepared to facilitate discussion. Review of each option can assist the Board in identifying key elements that staff can include in an initial draft ordinance. For the purposes of this review, short-term rentals are those lasting 30 days or less.

Sample Ordinance Option 1, would be the most restrictive approach and could involve the following:

- Allow short-term rentals within owner occupied primary dwelling units only (hosted rentals).
- Require proof of residency (e.g., utility bills).

- Require property owners to provide one additional parking space, beyond what is normally required for the property.
- Prohibit the short-term rental of accessory buildings, Accessory Dwelling Units and any other building or structure.
- Limit the number of days a short-term rental space can be occupied to 90 days a year, - no exceptions.
- Require ministerial permit, payment of all taxes and fees and contact information in notice to neighbors

Sample Ordinance Option 2, an intermediate approach, could involve the following:

- Allow short-term rentals within primary dwelling units (host or no-host).
- Allow short-term rentals within accessory buildings, Accessory Dwelling Units and any other legal building or structure (hosted only; e.g. owner must occupy primary residence).
- Limit the number of days that a unit can be rented to 90 days a year.
- Require ministerial permit and payment of all taxes and fees but no notice to neighbors.
- Allow exceedances/exceptions through a land use permit process

Sample Ordinance Option 3, the most permissive option, could involve the following:

- Allow short-term rentals of all dwelling units whether hosted or not, but require a ministerial permit if owner not to occupy any portion of premises
- Place no limits on number of days that a building or structure can be rented per year.
- Require payment of all taxes and fees but no permits (except as noted above) and no noticing.

Evaluating the Sample Options

These sample ordinance options describe different approaches the Board may pursue in the crafting of a new short-term rental ordinance. The anticipated pros and cons associated with the sample options are summarized in Table 1 (attached). In short, the preliminary comparison of the sample options demonstrates there may at times be tradeoffs between important goals such as facilitating tourism, minimizing neighborhood traffic impacts, increasing tax revenue, and reducing illegal rental activities. Below is a brief evaluation of each sample ordinance option.

Sample Ordinance Option 1, would create the least impacts to neighborhoods as it limits the number of units that can be rented on a single property and requires the property owner to occupy the property during the guest's stay. Additionally, this option would require that one additional off-street parking space be provided for rental guests. This parking space could be allowed within the required setbacks (e.g., in front a garage). This approach would aid in reducing parking impacts in already congested parking areas of the County. With this option, prohibiting the rental of all Accessory Dwelling Units and other accessory buildings will protect potential affordable housing alternatives in the County.

Sample Ordinance Option 2, would allow greater flexibility in the type of rentals that a property owner can offer. Besides a principal dwelling unit, a property owner may elect to rent a cabana, or tiny house located on the property. The impacts to neighbors may increase with this option as multiple renters may occupy a single property at the same time, which could potentially generate additional noise and traffic. This option may also reduce the amount of affordable housing within the County as property owners may elect to offer accessory buildings as short-term rentals instead of traditional long-term rental units. Limits to the number of days a unit can be rented would still apply with this option, which would moderate the rental activity at any given property.

Sample Ordinance Option 3, would allow the most flexibility by permitting property owners to rent an entire residence, portions of a residence or accessory buildings. This option would not require the property owner to be on-site during the rental activity if granted a permit. Additionally, this option would not limit the number of days per year a property owner would be allowed to rent the property. Impacts to the neighborhood would be greatest with option as the number of vehicles, guests and days of rental activity within a year would not be limited.

As described above, the approach to regulating short-term rental activities varies greatly. To achieve the desired level of regulation, the Board may elect to mix and match provisions from the various sample options.

Next Steps

1. Upon acceptance of general Board direction, staff will begin preparation of a Draft Short-Term Rental Ordinance.
2. The required California Environmental Quality Act (CEQA) review will be completed and circulated for comment.
3. The Draft Short-Term Rental Ordinance will be presented to the County Planning Commission for their review and recommendations prior to scheduling the hearing before the Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board elects to prohibit the rental of private property on a short-term basis entirely, the County may experience increased code enforcement activity in response to illegal short-term rental properties, and will not receive any Transient Occupancy Tax from the use.

ATTACHMENTS

San Francisco Ord.

San Luis Obispo Ord.

Santa Monica Ord.

Sacramento Ord.

Richmond Ord.

Table 1

Power Point Presentation

[Administrative Code – Short-Term Residential Rentals]

Ordinance amending the Administrative Code to revise the Residential Unit Conversion Ordinance to: ~~limit short-term rental of a Residential Unit to no more than 120 days per calendar year~~; revise the definition of Interested Parties who may enforce the provisions of Chapter 41A through a private right of action to include Permanent Residents residing within 100 feet of the Residential Unit; create an additional private right of action under certain circumstances; change the administrative hearing process from mandatory to at the request of any party found in violation of this Chapter; require hosts to submit quarterly reports to the Planning Department; and direct the Mayor to create an Office of Short-Term Residential Rental Administration and Enforcement staffed by the Planning Department and other departments as needed; and affirming the Planning Department's determination under the California Environmental Quality Act.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in single-underline italics Times New Roman font.
Deletions to Codes are in ~~striketrough italics Times New Roman font~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~striketrough Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Environmental Findings. The Planning Department has determined that the actions contemplated in this ordinance comply with the California Environmental Quality Act (California Public Resources Code Sections 21000 et seq.). Said determination is on file with

1 the Clerk of the Board of Supervisors in File No. 150363 and is incorporated herein by
2 reference. The Board affirms this determination.

3
4 Section 2. The Administrative Code is hereby amended by revising Sections 41A.4,
5 41A.5, 41A. 6, adding a new Section 41A.7, and renumbering existing Section 41A.7 as
6 41A.8, to read as follows:

7
8 **SEC. 41A.4. DEFINITIONS.**

9 Whenever used in this Chapter 41A, the following words and phrases shall have the
10 definitions provided in this Section:

11 * * * *

12 **Director.** The Director of the Planning Department, or his or her designee.

13 * * * *

14 **Interested Party.** A Permanent Resident of the building in which the Tourist or
15 Transient Use is alleged to occur, any homeowner association associated with the Residential
16 Unit in which the Tourist or Transient Use is alleged to occur, the Owner of the Residential
17 Unit in which the Tourist or Transient Use is alleged to occur, a Permanent Resident or Owner of
18 a property within 100 feet of the property containing the Residential Unit in which the Tourist or
19 Transient Use is alleged to occur, the City and County of San Francisco, or any non-profit
20 organization exempt from taxation pursuant to Title 26, Section 501 of the United States
21 Code, which has the preservation or improvement of housing as a stated purpose in its
22 articles of incorporation or bylaws.

23 * * * *

24 **Short-Term Residential Rental.** A Tourist or Transient Use where all of the following
25 conditions are met:

1 (a) the Residential Unit is offered for Tourist or Transient Use by the Permanent
2 Resident of the Residential Unit;

3 (b) the Permanent Resident is a natural person;

4 (c) the Permanent Resident has registered the Residential Unit and maintains good
5 standing on the Department's Short-Term Residential Rental Registry; and

6 (d) the Residential Unit: is not subject to the Inclusionary Affordable Housing Program
7 set forth in Planning Code Section 415et seq.; is not a residential hotel unit subject to the
8 provisions of Chapter 41, unless such unit has been issued a Permit to Convert under Section
9 41.12; is not otherwise a designated as a below market rate or income-restricted Residential
10 Unit under City, state, or federal law; has not been the subject of an eviction pursuant to the
11 Ellis Act and Administrative Code Section 37.9(a)(13) within the five year period prior to
12 applying for the Registry if such eviction occurred after November 1, 2014; and no other
13 requirement of federal or state law, this Municipal Code, or any other applicable law or
14 regulation prohibits the permanent resident from subleasing, renting, or otherwise allowing
15 Short-Term Residential Rental of the Residential Unit.

16 **Short-Term Residential Rental Registry or Registry.** A database of information
17 maintained by the Department that includes information regarding Permanent Residents who
18 are permitted to offer Residential Units for Short-Term Residential Rental. Only one
19 Permanent Resident per Residential Unit may be included on the Registry at any given time.
20 The Registry shall be available for public review to the extent required by law, except that, to
21 the extent permitted by law, the Department shall redact any Permanent Resident names and
22 street and unit numbers from the records available for public review.

23 * * * *

24 **SEC. 41A.5. UNLAWFUL CONVERSION; REMEDIES.**
25

1 (a) **Unlawful Actions.** Except as set forth in subsection 41A.5(g), it shall be unlawful
2 for

3 (1) any Owner to offer a Residential Unit for rent for Tourist or Transient Use;

4 (2) any Owner to offer a Residential Unit for rent to a Business Entity that will
5 allow the use of a Residential Unit for Tourist or Transient Use; or

6 (3) any Business Entity to allow the use of a Residential Unit for Tourist or
7 Transient Use.

8 (b) **Records Required.** The Owner and Business Entity, if any, shall retain and make
9 available to the Department records to demonstrate compliance with this Chapter 41A upon
10 written request as provided herein. ~~Any Permanent Resident offering his or her Primary Residence~~
11 ~~as a Short-Term Residential Rental shall retain and make available to the Department records to~~
12 ~~demonstrate compliance with this Chapter 41A, including but not limited to records demonstrating~~
13 ~~Primary Residency, the number of days per calendar year he or she has occupied the Residential Unit,~~
14 ~~and the number of days per calendar year, with dates and duration of each stay, the Residential Unit~~
15 ~~has been rented for Short-Term Residential Rental Use.~~

16 (c) **Determination of Violation.** Upon the filing of a written Complaint that an Owner
17 or Business Entity has engaged in an alleged unlawful Conversion or that a Hosting Platform
18 is not complying with the requirements of subsection (g)(4)(A), the Director shall take
19 reasonable steps necessary to determine the validity of the Complaint. The Director may
20 independently determine whether an Owner or Business Entity may be renting a Residential
21 Unit for Tourist or Transient Use in violation of this Chapter 41A or whether a Hosting Platform
22 has failed to comply with the requirements of subsection (g)(4)(A). To determine if there is a
23 violation of this Chapter 41A, the Director may initiate an investigation of the subject property
24 or Hosting Platform's allegedly unlawful activities. This investigation may include, but is not
25 limited to, an inspection of the subject property and/or a request for any pertinent information

1 from the Owner, Business Entity, or Hosting Platform, such as leases, business records, or
2 other documents. The Director shall have discretion to determine whether there is a potential
3 violation of this Chapter 41A and whether to conduct an administrative review hearing as set
4 forth below. Notwithstanding any other provision of this Chapter 41A, any alleged violation
5 related to failure to comply with the requirements of the Business and Tax Regulations Code
6 shall be enforced by the Treasurer/Tax Collector under the provisions of that Code.

7 (d) **Civil Action.**

8 (1) The City may institute civil proceedings for injunctive and monetary relief, including
9 civil penalties, against an Owner, Business Entity, or Hosting Platform for violations of this Chapter
10 41A under any circumstances, without regard to whether a Complaint has been filed or the Director
11 has made a determination of a violation through an administrative review hearing as set forth in
12 this Chapter 41A.

13 (2) Private Rights of Action.

14 (A) Following the filing of a Complaint and the final determination of a
15 violation by the Director, through an administrative review hearing as set forth in this Chapter
16 41A, the City may institute civil proceedings for injunctive and monetary relief against a Hosting
17 Platform for violation of subsection (g)(4)(A) or the City or any other Interested Party may institute
18 civil proceedings for injunctive and monetary relief against an Owner or Business Entity.

19 (B) An Interested Party who is a Permanent Resident of the building in which
20 the Tourist or Transient Use is alleged to occur, is a Permanent Resident of a property within 100 feet
21 of the property containing the Residential Unit in which the Tourist or Transient Use is alleged to
22 occur, or is a homeowner association associated with the Residential Unit in which the Tourist or
23 Transient Use is alleged to occur may institute a civil action for injunctive and monetary relief against
24 an Owner or Business Entity if:

25 (i) The Interested Party has filed a Complaint with the Department;

1 (ii) The Director has not made a written determination pursuant to subsection
2 41A.6(a) that there is no violation of this Chapter 41A or basis for an investigation for an unlawful
3 activity;

4 (iii) An administrative hearing officer has not issued a final determination
5 pursuant to subsection 41A.6(b) regarding the Complaint within 105135 days of the filing of the
6 Complaint with the Department;

7 (iv) After such 105135-day period has passed, the Interested Party has
8 provided 30 days' written notice to the Department and the City Attorney's Office of its intent to initiate
9 civil proceedings; and

10 (v) The City has not initiated civil proceedings by the end of that 30-day notice
11 period.

12 Under this subsection 41A.5(d)(2)(B), the prevailing party shall be entitled to the costs of suit,
13 including reasonable attorneys' fees, pursuant to an order of the Court.

14 (3) In addition, Civil Penalties. If the City is the prevailing party in any civil action
15 under this subsection (d): an Owner or Business Entity in violation of this Chapter 41A or a
16 Hosting Platform in violation of subsection (g)(4)(A) may be liable for civil penalties of not
17 more than \$1,000 per day for the period of the unlawful activity. Interested Parties other than the
18 City may not seek or obtain civil penalties.

19 (4) Attorneys' Fees and Costs. If the City or any other the Interested Party is the
20 prevailing party, the City or the Interested Party shall be entitled to the costs of enforcing this
21 Chapter 41A, including reasonable attorneys' fees, pursuant to an order of the Court.

22 (5) Any monetary award obtained by the City and County of San Francisco in
23 such a civil action shall be deposited in the Department to be used for enforcement of Chapter
24 41A. The Department, through the use of these funds, shall reimburse City departments and
25

1 agencies, including the City Attorney's Office, for all costs and fees incurred in the
2 enforcement of this Chapter 41A.

3 (e) **Criminal Penalties.** Any Owner or Business Entity who rents a Residential Unit
4 for Tourist or Transient Use in violation of this Chapter 41A without correcting or remedying
5 the violation as provided for in subsection 41A.6(b)(7)(c)(6) shall be guilty of a misdemeanor.
6 Any person convicted of a misdemeanor hereunder shall be punishable by a fine of not more
7 than \$1,000 or by imprisonment in the County Jail for a period of not more than six months, or
8 by both. Each Residential Unit rented for Tourist or Transient Use shall constitute a separate
9 offense.

10 * * * *

11 (g) **Exception for Short-Term Residential Rental.**

12 (1) Notwithstanding the restrictions set forth in this Section 41A.5, a Permanent
13 Resident may offer his or her Primary Residence as a Short-Term Residential Rental if:

14 (A) The Permanent Resident occupies the Residential Unit for no less
15 than 275 days out of the calendar year in which the Residential Unit is rented as a Short-Term
16 Residential Rental or, if the Permanent Resident has not rented or owned the Residential Unit
17 for the full preceding calendar year, for no less than 75% of the days he or she has owned or
18 rented the Residential Unit ~~The Residential Unit is rented for Tourist or Transient Use for no~~
19 ~~more than 120 days during any calendar year;~~

20 (B) The Permanent Resident maintains records for two years
21 demonstrating compliance with this Chapter 41A, including but not limited to information
22 demonstrating Primary Residency, the number of days per calendar year he or she has
23 occupied the Residential Unit, the number of days per calendar year the Residential Unit has
24 been rented as a Short-Term Residential Rental, and compliance with the insurance
25

1 requirement in Subsection (D). These records shall be made available to the Department
2 upon request;

3 * * * *

4 (3) **Short-Term Residential Rental Registry Applications, Fee, and**
5 **Reporting Requirement.**

6 (A) **Application.** Registration shall be for a two-year term, which may be
7 renewed by the Permanent Resident by filing a completed renewal application. Initial and
8 renewal applications shall be in a form prescribed by the Department. The Department shall
9 determine, in its sole discretion, the completeness of an application. Upon receipt of a
10 complete initial application, the Department shall send mailed notice to the owner of record of
11 the Residential Unit, informing the owner that an application to the Registry for the unit has
12 been received. If the Residential Unit is in a RH-1(D) zoning district, the following additional
13 requirements shall apply: the Department shall also send mailed notice to any directly
14 associated homeowner association that has previously requested such notice and to any
15 owners and occupants within 300 feet of the property; the Department shall hold the
16 application for 45 days after sending such notice; and the Department shall review and
17 consider any information submitted by any such homeowner association, neighboring owner
18 or occupant, or member of the public regarding the eligibility of the permanent resident and/or
19 the residential unit for listing on the Registry received during the 45-day hold period.

20 Both the initial application and any renewal application shall contain information
21 sufficient to show that the Residential Unit is the Primary Residence of the applicant, that the
22 applicant is the unit's Permanent Resident, and that the applicant has the required insurance
23 coverage and business registration certificate. In addition to the information set forth here, the
24 Department may require any other additional information necessary to show the Permanent
25 Resident's compliance with this Chapter 41A. Primary Residency shall be established by

1 showing the Residential Unit is listed as the applicant's residence on at least two of the
2 following: motor vehicle registration; driver's license; voter registration; tax documents
3 showing the Residential Unit as the Permanent Resident's Primary Residence for home
4 owner's tax exemption purposes; or utility bill. A renewal application shall contain sufficient
5 information to show that the applicant is the Permanent Resident and has occupied the unit
6 for at least 275 days of each of the two preceding calendar years. Upon the Department's
7 determination that an application is complete, the unit shall be entered into the Short-Term
8 Residential Rental Registry and assigned an individual registration number.

9 * * * *

10 (C) **Reporting Requirement.** To maintain good standing on the Registry, the
11 Permanent Resident shall submit a quarterly report to the Department beginning on January
12 1, 2016, and on January 1, April 1, July 1, and October 1 of each year thereafter, regarding
13 the number of days the Residential Unit or any portion thereof has been rented as a Short-
14 Term Residential Rental since either initial registration or the last report, whichever is more
15 recent, and any additional information the Department may require to demonstrate
16 compliance with this Chapter 41A.

17 (4) **Requirements for Hosting Platforms.**

18 (A) **Notice to Users of Hosting Platform.** All Hosting Platforms shall
19 provide the following information in a notice to any user listing a Residential Unit located
20 within the City and County of San Francisco through the Hosting Platform's service. The
21 notice shall be provided prior to the user listing the Residential Unit and shall include the
22 following information: that Administrative Code Chapters 37 and 41A regulate Short-Term
23 Rental of Residential Units; the requirements for Permanent Residency and registration of the
24 unit with the Department; and the transient occupancy tax obligations to the City.

1 (B) A Hosting Platform shall comply with the requirements of the
2 Business and Tax Regulations Code by, among any other applicable requirements, collecting
3 and remitting all required Transient Occupancy Taxes, and this provision shall not relieve a
4 Hosting Platform of liability related to an occupant's, resident's, Business Entity's, or Owner's
5 failure to comply with the requirements of the Business and Tax Regulations Code. A Hosting
6 Platform shall maintain a record demonstrating that the taxes have been remitted to the Tax
7 Collector and shall make this record available to the Tax Collector upon request.

8 (C) Any violation of a Hosting Platform's responsibilities under
9 subsection (g)(54)(A) shall subject the Hosting Platform to the administrative penalties and
10 enforcement provisions of this Chapter 41A, including but not limited to payment of civil
11 penalties of up to \$1,000 per day for the period of the failure to comply, with the exception that
12 any violation related to failure to comply with the requirements of the Business and Tax
13 Regulations Code shall be enforced by the Treasurer/Tax Collector under that Code.

14 * * * *

15 **SEC. 41A.6. ADMINISTRATIVE ENFORCEMENT PROCEDURES FOR**
16 **DETERMINING ADMINISTRATIVE PENALTIES.**

17 (a) **Determination and Notice of Complaint Violation.**

18 ~~(1) Within 30 days of the filing of a Complaint and upon~~ After the Director's
19 independent finding ~~has determined that there may be a violation of this Chapter 41A exists,~~
20 the Director shall notify the responsible Owner, Business Entity, or Hosting Platform of the
21 determination of violation by certified mail and shall post the notice of violation in a
22 conspicuous location on, or if access to the property is not available in a conspicuous location
23 as close as practicable to, the building or property where the Residential Unit is located that
24 the Owner's Residential Unit is the subject of an investigation for an unlawful use and provide
25 the date, time, and place of an administrative review hearing in which the Owner can respond

1 to the Complaint. ~~If the Director finds there is no violation of this Chapter or basis for an~~
2 ~~investigation for an unlawful activity, the Director shall so inform the complainant within 30 days of~~
3 ~~the filing of the Complaint.~~

4 ~~(2) If the Complaint concerns the failure of a Hosting Platform to comply with the~~
5 ~~requirements of subsection 41A.5 (g)(4)(A), within 30 days of the filing of the Complaint and~~
6 ~~upon the Director's independent finding that there may be a violation of this Chapter, the~~
7 ~~Director shall notify the Hosting Platform by certified mail that the Hosting Platform is the~~
8 ~~subject of an investigation for failure to comply with the requirements of that subsection and~~
9 ~~provide the date, time, and place of an administrative review hearing in which the Hosting~~
10 ~~Platform can respond to the Complaint.~~

11 ~~(3) Once a Complaint has been filed or once the Director has made a~~
12 ~~determination of violation in the absence of a Complaint, the Department shall include~~
13 ~~information regarding the Complaint or violation, including whether the Complaint is pending or~~
14 ~~resolved and, if resolved, any final determination, on the Department's website.~~

15 ~~(43) Contents of Notice. The notice shall cite to this Chapter 41A and describe~~
16 ~~the violation(s) with specificity. The notice of violation shall: state that the responsible party~~
17 ~~shall immediately correct all violations; and assess any applicable administrative penalties as~~
18 ~~set forth in Subsection 41A.6(d)(1). The notice of violation shall also inform the responsible~~
19 ~~party of the right to request a Director's hearing under Subsection 41A.6(b) to appeal the~~
20 ~~determination of violation and any assessed administrative penalties.~~

21 ~~(54) If the Director finds there is no violation of this Chapter or basis for an~~
22 ~~investigation for an unlawful activity, the Director shall so inform the complainant within 3060 days of~~
23 ~~the filing of the any Complaint.~~

24 (b) **Request for Hearing.** Within 30 days of the notice of violation, the responsible
25 party may request a Director's hearing to appeal the determination of violation and any

1 assessed administrative penalties. The Director shall send a notice of the date, hour, and
2 place of the hearing to the responsible party at the address specified in the request for
3 hearing and to any member of the public who has expressed an interest in the matter.

4 (c) Administrative Review Hearings. ~~In the event the Director determines that an~~
5 ~~administrative review hearing shall be conducted,~~ The Director may designate a member of
6 Department staff to act in his or her place as the hearing officer. The Director's appointed
7 hearing officer will shall hold an administrative review hearing within 45 days of the Director's
8 ~~finding that there may be a violation of this Chapter 41A~~ request for hearing to review all
9 information provided by the Interested Party, members of the public, City staff, and the Owner,
10 Business Entity, or Hosting Platform for the investigation, and the hearing officer shall
11 thereafter make a determination whether the Owner, Business Entity, or Hosting Platform has
12 violated this Chapter 41A.

13 (1) ~~For hearings regarding alleged unlawful conversions, notice of the hearing~~
14 ~~shall be conspicuously posted on the building that is the subject of the hearing. The Director~~
15 ~~shall appoint a hearing officer to conduct the hearing.~~

16 (2) ~~Pre-hearing Submission.~~ No less than ten days prior to the administrative
17 review hearing, parties to the hearing shall submit written information to the Director including,
18 but not limited to, the issues to be determined by the hearing officer and the evidence to be
19 offered at the hearing. Such information shall be forwarded to the hearing officer prior to the
20 hearing along with any information compiled by the Director.

21 (3) ~~Hearing Procedure.~~ If more than one hearing is requested for Residential
22 Units located in the same building at or about the same time, the Director shall consolidate all
23 of the hearings into one hearing. The hearing shall be recorded. Any party to the hearing may
24 at his or her own expense cause the hearing to be recorded by a certified court reporter.
25 Parties may be represented by counsel and shall have the right to cross-examine witnesses.

1 All testimony shall be given under oath. Written decisions and findings shall be rendered by
2 the hearing officer within 30 days of the hearing. Copies of the findings and decision shall be
3 served upon the parties by certified mail. A notice that a copy of the findings and decision is
4 available for inspection between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday
5 shall be posted by the Owner or the Director in the building in the same location in which the
6 notice of the administrative review hearing was posted.

7 (43) **Failure to Appear.** In the event the Owner, authorized Hosting Platform
8 representative, or an interested party fails to appear at the hearing, the hearing officer may
9 nevertheless make a determination based on the evidence in the record and files at the time
10 of the hearing, and issue a written decision and findings.

11 (54) **Finality of the Hearing Officer's Decision and Judicial Review.** The
12 decision of the hearing officer shall be final. Within 20 days after service of the hearing
13 officer's decision, any party may seek judicial review of the hearing officer's decision.

14 (65) **Hearing Officer Decision and Collection of Penalties.** Upon the
15 Hhearing Officer's decision, or if no hearing is requested upon the expiration of the appeal
16 period, the Director may proceed to collect the penalties and costs pursuant to the lien
17 procedures set forth in Subsection 41A.6(de), consistent with the Hhearing Officer's decision
18 or the determination of violation if no hearing is requested.

19 (76) **Remedy of Violation.** If the Hhearing Officer determines that a violation
20 has occurred, the Hhearing Officer's Ddecision shall:

21 (A) Specify a reasonable period of time during which the Owner,
22 Business Entity, or Hosting Platform must correct or otherwise remedy the violation;

23 (B) Detail the amount of any administrative penalties the Owner or
24 Hosting Platform shall be required to pay as set forth in Subsection 41A.6(ed); and,
25

1 (C) For violations by Owners, state that if the violation is not corrected or
2 otherwise remedied within this period, the Department shall remove or prohibit the registration
3 of the Residential Unit from the Short-Term Residential Registry for one year even if the
4 Residential Unit otherwise meets the requirements for Short-Term Residential Rental.

5 (87) If the Hearing Officer determines that no violation has occurred, the
6 determination is final.

7 (ed) **Imposition of Administrative Penalties for Violations and Enforcement Costs.**

8 (1) **Administrative Penalties.** ~~If the Hearing Officer determines that a violation~~
9 ~~has occurred, an a~~Administrative penalties shall be assessed as follows:

10 (A) ~~f~~For the initial violation, not more than four times the standard hourly
11 administrative rate of \$121.00 for each unlawfully converted unit, or for each identified failure
12 of a Hosting Platform to comply with the requirements of subsection 41A.5(g)(4)(A), per day
13 from the notice of ~~Complaint~~violation until such time as the unlawful activity terminates;

14 (B) ~~f~~For the second violation by the same Owner(s), Business Entity, or
15 Hosting Platform, not more than eight times the standard hourly administrative rate of \$121.00
16 for each unlawfully converted unit, or for each identified failure of a Hosting Platform to comply
17 with the requirements of subsection 41A.5 (g)(4)(A), per day from the day the unlawful activity
18 commenced until such time as the unlawful activity terminates; and

19 (C) ~~f~~For the third and any subsequent violation by the same Owner(s),
20 Business Entity, or Hosting Platform, not more than twelve times the standard hourly
21 administrative rate of \$121.00 for each unlawfully converted unit or for each identified failure
22 of a Hosting Platform to comply with the requirements of subsection 41A.5 (g)(4)(A) per day
23 from the day the unlawful activity commenced until such time as the unlawful activity
24 terminates.
25

1 (2) **Prohibition on Registration and Listing Unit(s) on Any Housing**
2 **Platform.** In the event of multiple violations, the Department shall remove the Residential
3 Unit(s) from the Registry for one year and include the Residential Unit(s) on a list maintained
4 by the Department of Residential Units that may not be listed on any Hosting Platform until
5 compliance. Any Owner or Business Entity who continues to list a Residential Unit in violation
6 of this ~~s~~Section shall be liable for additional administrative penalties and civil penalties of up to
7 \$1,000 per day of unlawful inclusion.

8 (~~de~~) **Notice of Violation and Imposition of Penalties.** The Director shall notify the
9 Owner or Hosting Platform by certified mail of the violation and that administrative penalties
10 shall be imposed pursuant to this Chapter 41A. The notice shall state the time of the existence
11 of the violation and the resulting imposition of penalties. Payment of the administrative
12 penalties and enforcement costs shall be made within 30 days of the certified mailed notice to
13 the Owner or Hosting Platform. If the administrative penalties and enforcement costs are not
14 paid, the Director shall refer the matter to the Treasurer/Tax Collector and/or initiate lien
15 procedures to secure the amount of the penalties and costs against the real property that is
16 subject to this Chapter, under Article XX of Chapter 10 of the Administrative Code to make the
17 penalty, plus accrued interest, a lien against the real property regulated under this Chapter.
18 Except for the release of the lien recording fee authorized by Administrative Code Section
19 10.237, all sums collected by the Tax Collector pursuant to this ordinance shall be deposited
20 as set forth in subsection (~~ef~~) below.

21 (~~ef~~) **Deposit of Penalties.** Any fees and penalties collected pursuant to this Chapter
22 41A shall be deposited in the Department, which shall reimburse City departments and
23 agencies, including the City Attorney's Office, for all costs and fees incurred in the
24 enforcement of this Chapter 41A.
25

1 **SEC. 41A.7. OFFICE OF SHORT-TERM RESIDENTIAL RENTAL ADMINISTRATION**
2 **AND ENFORCEMENT.**

3 *The Mayor shall establish an Office of Short-Term Residential Rental Administration and*
4 *Enforcement, which shall provide a single location to receive and process applications for the Registry*
5 *and Complaints regarding violations of this Chapter 41A. ~~and which~~ This office shall be staffed*
6 *by the Department and other departments as appropriate, with participation from the Department*
7 *of Building Inspection, and the Treasurer/Tax Collector's Office, and other departments as needed,*
8 *to process applications for the Registry and enforce the requirements of this Chapter 41A in a timely*
9 *and efficient manner. It is the intent of this Board in directing the establishment of this office to*
10 *streamline both the process of administering the Registry and enforcing the requirements of this*
11 *Chapter 41A to protect residential housing from unlawful conversion to Tourist or Transient Use.*

12 **SEC. 41A.8 CONSTRUCTION.**

13 (a) Nothing in this Chapter 41A may be construed to supersede any other lawfully
14 enacted ordinance of the City and County of San Francisco.

15 (b) Clauses of this Chapter 41A are declared to be severable and if any provision or
16 clause of this eChapter 41A or the application thereof is held to be unconstitutional or to be
17 otherwise invalid by any court of competent jurisdiction, such invalidity shall not affect other
18 provisions of this Chapter 41A.

19
20 Section 3. Effective Date. This ordinance shall become effective 30 days after
21 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
22 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
23 of Supervisors overrides the Mayor's veto of the ordinance.

1 Section 4. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors
2 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,
3 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal
4 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment
5 additions, and Board amendment deletions in accordance with the "Note" that appears under
6 the official title of the ordinance.

7 APPROVED AS TO FORM:
8 DENNIS J. HERRERA, City Attorney

9
10 By:


11 MARLENA BYRNE
12 Deputy City Attorney

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City and County of San Francisco
Tails
Ordinance

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 150363

Date Passed: July 21, 2015

Ordinance amending the Administrative Code to revise the Residential Unit Conversion Ordinance to: revise the definition of interested parties who may enforce the provisions of Chapter 41A, through a private right of action to include permanent residents residing within 100 feet of the residential unit; create an additional private right of action under certain circumstances; change the administrative hearing process from mandatory to at the request of any party found in violation of this Chapter; create an Office of Short-Term Residential Rental Administration and Enforcement staffed by the Planning Department, Department of Building Inspection, and Tax Collector's Office; and affirming the Planning Department's determination under the California Environmental Quality Act.

May 18, 2015 Land Use and Transportation Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE

May 18, 2015 Land Use and Transportation Committee - REFERRED WITHOUT RECOMMENDATION AS AMENDED

June 09, 2015 Board of Supervisors - CONTINUED ON FIRST READING

Ayes: 7 - Breed, Christensen, Cohen, Farrell, Tang, Wiener and Yee

Noes: 4 - Avalos, Campos, Kim and Mar

July 14, 2015 Board of Supervisors - AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE

Ayes: 11 - Avalos, Breed, Campos, Christensen, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

July 14, 2015 Board of Supervisors - NOT AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE

Ayes: 5 - Avalos, Campos, Kim, Mar and Yee

Noes: 6 - Breed, Christensen, Cohen, Farrell, Tang and Wiener

July 14, 2015 Board of Supervisors - AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE

Ayes: 11 - Avalos, Breed, Campos, Christensen, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

July 14, 2015 Board of Supervisors - DUPLICATED AS AMENDED

July 14, 2015 Board of Supervisors - AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE

Ayes: 6 - Breed, Christensen, Cohen, Farrell, Tang and Wiener

Noes: 5 - Avalos, Campos, Kim, Mar and Yee

July 14, 2015 Board of Supervisors - PASSED ON FIRST READING AS AMENDED

Ayes: 6 - Breed, Christensen, Cohen, Farrell, Tang and Wiener

Noes: 5 - Avalos, Campos, Kim, Mar and Yee

July 21, 2015 Board of Supervisors - FINALLY PASSED

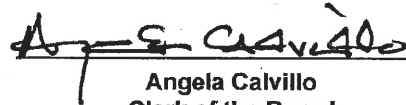
Ayes: 6 - Breed, Christensen, Cohen, Farrell, Tang and Wiener

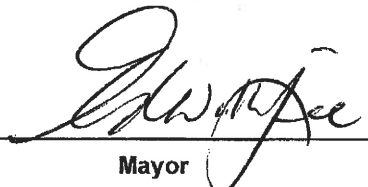
Noes: 4 - Avalos, Kim, Mar and Yee

Excused: 1 - Campos

File No. 150363

I hereby certify that the foregoing
Ordinance was FINALLY PASSED on
7/21/2015 by the Board of Supervisors of
the City and County of San Francisco.


Angela Calvillo
Clerk of the Board


Mayor


Date Approved

SAN LUIS OBISPO

17.08.140 Homestay rentals. **SHARE**

A. Purpose and Intent. The purpose of these regulations is to allow owner-occupied homestay rentals in the city with reasonable standards to preserve neighborhood character and quality of life.

B. Definitions.

1. Bed and Breakfast Inn. A building or group of buildings providing less than fifteen bedrooms or suites that are rented for overnight lodging, with a common eating area for guests.

2. Homestay. An owner-occupied dwelling unit where bedrooms are provided for compensation for fewer than thirty consecutive days with a maximum of four adult overnight guests.

3. Owner Occupancy. A lawfully permitted dwelling that is occupied by the owner(s) named on the property deed as their primary residence and is occupied by them for the major portion of the year.

4. Responsible Party. A person over the age of eighteen who is designated by the owner of the property as a point of contact for the homestay rental in the event the owner-occupier is not on the property at all times during the rental to answer for the maintenance of the property and conduct and acts of homestay guests. The responsible party's contact information must be provided to homestay guests and adjacent neighbors and stated on the application.

5. Vacation Rental. A dwelling or part of a dwelling where lodging is furnished for compensation for fewer than thirty consecutive days without concurrently being occupied by the property owner. Vacation rentals are not allowed in the city of San Luis Obispo.

C. Permit Required. The operation of a homestay requires a homestay permit through an administrative approval by the community development director, who may add, delete, or modify conditions to further the intent of the ordinance codified in this section. Any request to waive or modify subsection (D)(4) of this section shall require an administrative use permit.

D. Application Requirements.

1. Operators of homestays in all zones are required to obtain a homestay permit and a business license.

2. The operator of the homestay shall pay transient occupancy tax and tourism business improvement district tax as required by the San Luis Obispo Municipal Code.

3. The operator of the homestay must annually provide verification of primary residence through the homeowner's property tax exemption or other appropriate documentation.
4. The operator of the homestay must provide a site plan with at least one on-site parking space in addition to their required residential parking. Parking in a driveway that has a minimum depth of twenty feet from the back of sidewalk and is made available during rentals shall meet the definition of a parking space.
5. The operator of the homestay must provide the name and contact information of a responsible party in the application if the owner-occupier anticipates he or she may not be on the premises at all times during the homestay rental.

E. Performance Standards.

1. Homestays shall comply with the property development and performance standards listed in Chapters 17.18 and 17.19.
2. All building and fire code regulations shall be met.
3. The number of overnight guests shall be limited to four adults. Bedrooms shall meet the minimum size requirements as defined in the building code.
4. At all times when a homestay rental is occurring, the owner or responsible party must be within a fifteen-minute drive of the property. The owner or responsible party must be available via telephone twenty-four hours a day, seven days a week, to respond to complaints regarding the homestay. Contact information for the owner and responsible party must be provided to homestay guests, adjacent neighbors and stated on the application.
5. Upon sale or transfer of the home for which a homestay permit has been granted, a new homestay application shall be required within sixty days of the transfer. Failure to submit a new application as required within sixty days shall result in the termination of the existing permitted use.
6. The homestay shall be limited to only the owner-occupied dwelling unit on the property.
7. Homestays are not permitted in guest houses or guest quarters.
8. Any advertisements for the homestay shall include the business license number. On-site advertising of the homestay is prohibited.

F. Revocation of a Permit.

1. Violation of these requirements and standards shall constitute grounds for revocation of the homestay permit.

2. At any time, the permit can be referred to an administrative review hearing if determined by the community development director upon receipt of substantiated written complaints from any citizen, code enforcement officer, or police department officer, which includes information and/or evidence supporting a conclusion that a violation of the permit, or of city ordinances or regulations applicable to the property or operation of the homestay, has occurred. At the time of the permit review, to ensure compliance with applicable laws and conditions of permit, conditions of approval may be added, deleted or modified, or the permit may be revoked.

G. Appeal. Appeal procedures for this section shall be as provided by Chapter 17.66 (Appeals). (Ord. 1611 § 4, 2015)



CITY OF SANTA MONICA HOME-SHARING ORDINANCE RULES

Effective: July 1, 2016

SCOPE AND INTENT

These rules and regulations ("Rules") established pursuant to Santa Monica Municipal Code Section 6.20 shall be followed by hosts and hosting platforms as applicable. All staff responsible for the administration and/or enforcement of the Home-Sharing Ordinance must implement and enforce the program in keeping with these rules. These Rules are not intended to be duplicative.

TABLE OF CONTENTS

- I) DEFINITIONS
- II) HOME-SHARING HOSTS REQUIREMENTS AND BUSINESS LICENSE
CONDITIONS
- III) HOME-SHARING HOSTS APPLICATION PROCEDURES
- IV) HOSTING PLATFORM REQUIREMENTS

I) DEFINITIONS

- a) CITY means the City of Santa Monica.
- b) SMMC means the Santa Monica Municipal Code.
- c) ACCESSORY STRUCTURE means living quarters, including lawfully permitted second units as defined by the Zoning Ordinance on the same premises as a single family residence. Rent Control Bootleg Units as defined in section 9.04.18.075 of the SMMC are not considered Accessory Structures for the purpose of the Home Sharing Ordinance.
- d) DWELLING UNIT means one or more rooms designed, occupied or intended for occupancy as separate living quarters. A dwelling unit includes a single-family residence, an apartment or other leased premises, or residential condominium unit. A dwelling unit shall include a detached Accessory Structure (e.g. guest house) that is intended for human habitation (i.e. living quarters) when the entire property is designated for a single family residential use. Dwelling unit does not include individual hotel/motel guest rooms, condominium timeshare units, cabins, or similar guest accommodations rented to transient guests in a hotel, inn, or similar transient lodging establishment operated by an innkeeper.
- e) GUEST or VISITOR means a person who rents a home-share and/or vacation rental.
- f) HOME-SHARE means an activity whereby the resident(s) host visitors in their homes, for compensation, for periods of 30 consecutive days or less, while at least one of the dwelling unit's primary residents lives on-site, in the dwelling unit, throughout the visitors' stay.
- g) HOST means a person engaged in providing a home-sharing and/or vacation rental.
- h) HOSTING PLATFORM means a marketplace in whatever form or format which facilitates the Home-Sharing or Vacation Rental, through advertising, match-making or any other means, using any medium of facilitation, and from which the operator of the hosting platform derives revenues, including booking fees or advertising revenues, from providing or maintaining the marketplace.
- i) HOUSE SWAPPING means the exchange of a house by one owner with another owner in a different city for short periods of time by agreement between both parties to exchange homes for a specified period of time without compensation.

- j) LIVES ON SITE means being present in the dwelling unit where the home-sharing is being offered, which includes but is not limited to sleeping overnight, preparing and eating meals, entertaining, and engaging in other activities in the dwelling unit that are typically enjoyed by a person in their home.
- k) SHORT-TERM RENTAL means any rental of any living accommodation that is 30 consecutive days or less, including hotels, motels, bed and breakfasts, home-sharing and vacation rentals.
- l) RESIDENT means primary resident of a dwelling unit, when a person occupies a dwelling, typically a house or an apartment, that serves as their primary residence, though they may share the residence with other people. For the purposes of home-sharing, a host may not have more than one residence within the city of Santa Monica.
- n) TRANSIENT OCCUPANCY TAX means local transient tax as set forth in Chapter 6.68 of the SMMC. The tax is paid by the guest when paying for their rental. The collected TOT is then remitted to the City.
- o) VACATION RENTAL means a rental of any dwelling unit, in whole or in part, within the City of Santa Monica, to any person(s) for exclusive transient use of 30 consecutive days or less, whereby the unit is only approved for permanent residential occupancy and not approved for transient occupancy or Home-Sharing as authorized by Chapter 6.20 of the SMMC.

II) HOME-SHARING HOSTS REQUIREMENTS AND BUSINESS LICENSE CONDITIONS

A host must comply with the following conditions:

- a) A Home-Share may only be offered in a space intended for human habitation. For example, a host may not rent a space in an accessory structure that is a storage shed or garage as a Home-Share.
- b) A host may not advertise their home-sharing business in any area that is exterior to the dwelling unit where the home-sharing is occurring. This includes common interior areas.
- c) A host must clearly advertise the unit as a shared space, unless the advertised rental is an accessory structure, in which case the accessory structure may be advertised as a separate unit (aka "entire home/apartment").
- d) In any advertisement of the Home-Share a host must include the Business License number issued by the City.

- e) A Home-Share host must provide the Uniform Resource Locator (URL), (i.e. the web site address) for any and all advertisements of the rental on the business license application.
- f) A host must provide guests with information related to emergency exit routes if the unit is part of a multifamily building of more than one story.
- g) Transient Occupancy Taxes (TOT) shall be collected on all Home-Sharing rentals. If a Hosting Platform does not collect payment for the rental, hosts are solely responsible for the collection of all applicable TOT and remittance of the collected tax to the City on a monthly basis. If a Hosting Platform does collect payment for rentals, then it and the host shall both have legal responsibility for the collection and remittance of the TOT.
- h) No person or entity may operate more than one Home-Share in the City of Santa Monica.
- i) A Home-Sharing applicant must provide the following as part of his/her application:
 - 1) Address where the Home-Sharing will take place.
 - 2) Type of dwelling unit (e.g. single family home, apartment, condominium).
 - 3) Whether the applicant is a tenant or owner of the dwelling unit.
 - 4) The total number of full time occupants of the dwelling unit.
 - 5) A list of all persons that will be hosting.
 - 6) Contact information for each person that will be hosting (e.g. email, cell phone).
 - 7) A list of each bedroom, office, den, living room, etc., in the dwelling unit. The list shall include for each room:
 - i Whether or not the room will be rented
 - ii The maximum number of overnight guests that will be allowed
 - 8) Whether or not the unit is rent controlled.
 - 9) A link to the advertisement of the rental.
 - 10) An affidavit certifying that the host will comply with all of the provisions of the Home-Sharing Ordinance, Business License Conditions for operating a Home-Share as outlined in these rules, and all relevant laws or be subject to revocation of their Business License.

III) HOME-SHARING HOSTS APPLICATION PROCEDURES

Any person who intends on operating a Home-Share from their primary residence shall complete the Home-Sharing Registration Package (HSRP). The HSRP shall include all instructions, check-lists, applications, and other educational materials related to the Home-Sharing Ordinance and relevant local laws that the host is required to comply with. Home-Share applications are exempt from the Zoning Conformance Review fee and Home Occupancy Permitting requirements.

The applicant must submit all of the following to the Business License unit to register:

- a) Business License Home-Sharing Application.
- b) Proof of Residency. Acceptable forms of proof include: copy of a current utility bill, cable bill, phone bill, credit card bill or bank statement showing your name and current Santa Monica residential address. Leases, rental agreements, or IDs may not be accepted as proof.

IV) HOSTING PLATFORM REQUIREMENTS

- a) The operator of a hosting platform shall report quarterly to the City, in an electronic comma-delimited format or similar format such as MS Excel, the following information:
 - 1) The address of each residential unit that was offered on the operator's hosting platform for occupancy for tourist or transient use and was occupied for that use during that quarterly reporting period.
 - 2) The total number of nights that the residential unit was occupied for tourist or transient use.
 - 3) The amounts paid for the occupancy of that residential unit listed.
 - 4) The name(s) of the person(s) responsible for each unit listed.
- b) If the Hosting Platform collects payment for the rental, the hosting platform and the host shall both have legal responsibility for the collection of all applicable TOT and remittance of the collected tax to the City on a monthly basis.

- c) A Hosting Platform must provide its Santa Monica host clients or potential host clients the following disclosure:

“On May 12, 2015, the Santa Monica City Council adopted the Home-Sharing Ordinance reiterating its ban on the rental of entire units as vacation rentals. The Home-Sharing Ordinance also legalized the short term rental of a portion of a person’s home when the host lives on-site throughout the visitor’s stay and when the host obtains a business license. Hosts are also required to collect and remit Transient Occupancy Tax (TOT) if not collected and remitted by the hosting platform.”



TRANSIENT OCCUPANCY TAX RETURN
and TOURISM MANAGEMENT DISTRICT ASSESSMENT

For the MONTH ending _____

Name of Establishment _____

Name of Owner _____

Address: _____

Address: _____

City, ST, Zip: _____

City, ST, Zip: _____

AVERAGE OCCUPANCY RATE for the Month: _____ %

Computation of TOT Tax:

1. Total Gross Room Rental Receipts..... \$ _____
2. Allowable Deductions: *(include appropriate forms)*
- a) Permanent Residents..... \$ _____
- b) Permanent Residents (refund of prior month)..... \$ _____
- c) Federal, State of California, or City of Santa Monica Employee on Official Business... \$ _____
- d) Other (please attach explanation)..... \$ _____
- TOTAL DEDUCTIONS: \$ _____
3. Taxable Rental Receipts (Line 1 - Line 2)..... \$ **0.00**
4. Transient Occupancy Tax Due (14 % of Line 3)..... \$ **0.00**
5. Applicable Penalties (see below)..... \$ _____
6. TOTAL TOT TAXES AND PENALTIES DUE (Line 4 + Line 5)..... \$ **0.00**

Computation of TMD Assessment: *(if applicable)*

7. Occupied Room Nights *(excluding complimentary rooms)*..... _____
8. Assessment per Room Night *(per previously determined calculation)*..... \$ _____
9. Assessment Amount (Line 7 X Line 8)..... \$ _____
10. Allowable Deductions (include appropriate documentation)
- a) Stays longer than 30 days..... \$ _____
- b) Contracts signed prior to January 1, 2013..... \$ _____
- c) Any room paid for in full prior to January 1, 2013..... \$ _____
- TOTAL DEDUCTIONS: \$ _____
11. Applicable Penalties (see below)..... \$ _____
12. TOTAL TMD ASSESSMENT AND PENALTIES DUE (Lines 9 - 10 + 11)..... \$ **0.00**

13. TOTAL AMOUNT DUE (Line 6 + Line 12)..... \$ **0.00**

Payment is due on the first day after the end of the reporting period.

Make checks payable to **City of Santa Monica** and remit to:

City of Santa Monica
Treasury
1717 4th Street, Suite 150
Santa Monica, CA 90401

PENALTIES

1. Penalty of 10% will be assessed if payment is not received by the last day of the month in which remittance is due.
2. Additional 10% penalty assessed if total amount due is unpaid for an additional 30 days

I certify, under penalties of perjury and misdemeanor, that, to the best of my knowledge and belief, the statements herein are true and correct.

Signature _____

Title _____

Phone Number _____

Date _____

www.smgov.net/departments/finance ~ (310) 458-8741

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BUSINESS LICENSE HOME-SHARING APPLICATION

Revenue Division — Business License
P. O. Box 2200, Santa Monica, California 90407-2200
Phone: 310-458-8745 • FAX 310-451-3283
Email: business.license@smgov.net • www.smgov.net/businesslicense

Official Use Only

BL #:

Fees Paid: \$

Paid By:

☐ Ca. ☐ Ck # ☐ AMEX
☐ Visa ☐ Disc. ☐ MC ☐ Web

Date Paid:

Processed by:

Complete this application if you are the primary resident of a dwelling unit and will be conducting a Home-Share business, as defined by SMMC §6.20. See Home-Sharing Registration Packet (HSRP) for more information.

HOME-SHARING ENTITY INFORMATION

1	DBA (If applicable):
2	Legal Business Name:
3	Home-Sharing Physical Address: Number Street Unit/Suite # City State Zip
4	Mailing Address: <input type="checkbox"/> Same as physical Number Street Unit/Suite # City State Zip
5	Business Phone: Alternate Phone: <input type="checkbox"/> Mobile <input type="checkbox"/> Fax <input type="checkbox"/> Other
6	Date Home-Sharing began/will begin within the City of Santa Monica? Month Day Year Federal Employee Identification #:
7	Business Type: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Non-Profit <input type="checkbox"/> Trust
8	Email: Website:

RESIDENT/HOST INFORMATION

9	Number of full time occupants of the dwelling unit: Please list <u>all</u> persons that will be hosting below (use additional sheets if needed)	
10	PRIMARY Resident First Name:	PRIMARY Resident Last Name:
	Title: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partner <input type="checkbox"/> President <input type="checkbox"/> Managing Member <input type="checkbox"/> Trustee <input type="checkbox"/> Other:	
	Type of Proof of Residency: <input type="checkbox"/> Bank Statement <input type="checkbox"/> Utility Bill <input type="checkbox"/> Phone Bill <input type="checkbox"/> Cable Bill <input type="checkbox"/> Credit Card Bill	
	Address: Number Street Unit/Suite # City State Zip	
	Phone:	
	Email:	DOB: DL or Gov't Issued ID#: SSN:
11	ADDITIONAL Resident First Name:	ADDITIONAL Resident Last Name:
	Type of Proof of Residency: <input type="checkbox"/> Bank Statement <input type="checkbox"/> Utility Bill <input type="checkbox"/> Phone Bill <input type="checkbox"/> Cable Bill <input type="checkbox"/> Credit Card Bill	
	Address: Number Street Unit/Suite # City State Zip	
	Phone:	
	Email:	DOB: DL or Gov't Issued ID#: SSN:
12	ADDITIONAL Resident First Name:	ADDITIONAL Resident Last Name:
	Type of Proof of Residency: <input type="checkbox"/> Bank Statement <input type="checkbox"/> Utility Bill <input type="checkbox"/> Phone Bill <input type="checkbox"/> Cable Bill <input type="checkbox"/> Credit Card Bill	
	Address: Number Street Unit/Suite # City State Zip	
	Phone:	
	Email:	DOB: DL or Gov't Issued ID#: SSN:
13	EMERGENCY Contact First Name:	EMERGENCY Contact Last Name:
	24 Hour Phone: Email:	

Complete next page

CITY OF SANTA MONICA BUSINESS LICENSE APPLICATION — HOME-SHARING

HOME-SHARING ACTIVITY INFORMATION

14	Host Information:	In relation to the dwelling unit, the applicant is the: <input type="checkbox"/> Property owner <input type="checkbox"/> Lessor <input type="checkbox"/> Sub-lessor If tenant (lessor/sub-lessor), is the unit rent controlled? <input type="checkbox"/> Yes <input type="checkbox"/> No			
15	Property Information:	Select which type of dwelling unit the Home-Sharing will take place: <input type="checkbox"/> Single Family <input type="checkbox"/> Apartment <input type="checkbox"/> Condominium			
16	Home-Share Activity:	List all rooms in the dwelling unit: (use additional sheets if necessary)	Will room be rented?	Maximum number of overnight guests	Length of stay offered*:
		<input type="checkbox"/> Bedroom: # of bedrooms available: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> up to 30 days <input type="checkbox"/> more than 30 days*
		<input type="checkbox"/> Office	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> up to 30 days <input type="checkbox"/> more than 30 days*
		<input type="checkbox"/> Den	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> up to 30 days <input type="checkbox"/> more than 30 days*
		<input type="checkbox"/> Living Room	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> up to 30 days <input type="checkbox"/> more than 30 days*
		<input type="checkbox"/> Guest House	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> up to 30 days <input type="checkbox"/> more than 30 days*
		<input type="checkbox"/> Other (specify): _____	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> up to 30 days <input type="checkbox"/> more than 30 days*
17	List all hosting platforms you will be using and listing numbers associated for each platform: (use additional sheets if necessary)	<u>Hosting Platform Website (s)</u>		<u>Your Listing # (s)</u>	

DECLARATION, AFFIDAVIT AND SIGNATURE

I declare, under penalty of making a false declaration, that I am authorized to complete this form, and to the best of my knowledge and belief it is a true, correct and complete statement, made in good faith. I understand and agree that the granting of this license requires my compliance with all applicable Santa Monica Municipal Code provisions, state and federal laws and all conditions set forth above. I also understand and I am familiar with such local, state and federal laws and the conditions set forth above may result in revocation of this license.

I also certify that I will comply with all applicable laws, including but not limited to all limitations, conditions and requirements of Chapter 6.20 of the Santa Monica Municipal Code ("Home-Sharing Ordinance") and the Home-Sharing Administrative Rules and Regulations. I understand that failure to comply will be grounds for revocation of my business license.

Name: _____ Title: _____

Signature: _____ Date: _____

FEES DUE:

RETURN ENTIRE APPLICATION FORM TO ABOVE ADDRESS • MAKE CHECK PAYABLE TO THE CITY OF SANTA MONICA
Acceptance of payment does not constitute approval of business license. Authorization to conduct business is not granted until license is issued.

☐ Check here and enter \$0 in the Business License Tax box below if claiming the Small Business Exemption (SBE).
You may not claim the SBE if annual worldwide gross receipts will exceed \$40,000.00 or if you are filing this application more than thirty (30) days after your business start date.

NOTE: On 09/19/12, Governor Brown Signed into law Senate Bill 1186, which adds a state fee of \$1.00 on any applicant for a local business license, similar instrument or permit, or renewal. The purpose of this fee is to increase disability access and compliance with construction related accessibility requirements and to develop education resources for businesses in order to facilitate compliance with federal and state disability laws, as specified under federal and state law, compliance with disability access is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligation and how to comply with the disability access laws at the following agencies:

The Division of the State Architect at www.dgs.ca.gov/das/home.aspx
The Department of Rehabilitation at www.rehavcahwnet.gov
The California Commission on Disability Access at www.cdda.ca.gov

LICENSE FEES DUE		OFFICIAL USE ONLY
Business License Tax	\$ 75.00	\$
<input type="checkbox"/> Check here for SBE	\$ 0.00	
State Mandated Fee	\$ 1.00	\$
Late Penalty	\$	\$
Total Due	\$	\$
Amount Paid	\$	\$
Fees Due	\$	\$

Thank you for doing business in the City of Santa Monica!

Sacramento City Code							
Up	Previous	Next	Main	Collapse	Search	Print	No Frames
Title 5 BUSINESS LICENSES AND REGULATIONS							

Chapter 5.114 SHORT-TERM RENTALS

Article I. General Provisions

5.114.010 Definitions.

For purposes of this chapter, the following definitions apply:

“City manager” means the city manager or designee.

“Dwelling” has the same meaning as in Section 17.108.050.

“Dwelling unit” has the same meaning as in Section 17.108.050.

“Lodger” means a person to whom a permittee is providing lodging for compensation.

“Permittee” means the person to whom a short-term rental permit is issued.

“Primary residence of the permittee” means the dwelling unit in which the permittee resides for at least one hundred eighty-four (184) days during the calendar year.

“Property owner” means the owner of the property on which the short-term rental dwelling unit exists or their agent authorized to lease the short-term rental dwelling unit.

“Short-term rental” has the same meaning as in Section 17.228.104(D).

“Short-term rental dwelling unit” means the dwelling unit that is subject to a short-term rental permit. (Ord. 2016-0004 § 1)

5.114.020 Fees and penalties established.

A. The following fees are established and imposed pursuant to the provisions of this chapter:

1. Short-term rental permit application fee; and
2. Short-term rental permit appeal fee.

B. The city council shall establish by resolution the amounts of the foregoing fees, and any penalties. (Ord. 2016-0004 § 1)

5.114.030 Permits not transferable.

A short-term rental permit may not be transferred. (Ord. 2016-0004 § 1)

5.114.040 Violations.

A. Any person who violates a provision of this chapter is subject to criminal sanctions and administrative penalties pursuant to Chapter 1.28.

B. Violations of this chapter are hereby declared to be a public nuisance subject to a civil action for abatement by the city attorney pursuant to Chapter 1.28.

C. Any person who violates a provision of this chapter is liable for civil penalties of not less than two hundred fifty dollars (\$250.00) or more than twenty-five thousand dollars (\$25,000.00) for each day the violation continues.

D. In addition to any other remedy allowed by law, all remedies prescribed under this chapter are cumulative and the election of one or more remedies does not bar the city from the pursuit of any other remedy to enforce this chapter. (Ord. 2016-0004 § 1)

Article II. Short-Term Rental Permits

5.114.100 Short-term rental permit required—Consent required.

A. No person shall operate a short-term rental unless a short-term rental permit is in effect for the dwelling unit.

B. Upon demand of a peace officer or city employee authorized to enforce this chapter, every person operating a short-term rental shall present the short-term rental permit that is in effect for that dwelling unit.

C. No person shall operate a short-term rental without the consent of the property owner. (Ord. 2016-0004 § 1)

5.114.110 Applications for short-term rental permits.

A. An owner, lessee, or holder of a similar interest in a dwelling unit may apply for a short-term rental permit by filing an application with the city manager. The application must be on a form approved by the city manager and may require any information or documentation consistent with the provisions of this chapter.

B. To renew a short-term rental permit, the permittee shall file an application with the city manager. The application must be submitted no later than thirty (30) days prior to the short-term rental permit expiration date. Untimely applications to renew short-term rental permits are subject to a late penalty in the amount established by resolution of the city council.

C. Every application for a short-term rental permit, including renewal applications, shall be accompanied by the short-term rental permit application fee in the amount established by resolution of the city council.

D. No person shall knowingly make a false statement of fact or knowingly omit any information that is required in an application for a short-term rental permit. (Ord. 2016-0004 § 1)

5.114.120 Grounds for denying a short-term rental permit.

The city manager may deny an application for a short-term rental permit for any of the following reasons:

A. The application is incomplete;

B. The application contains a false or misleading statement or omission of a material fact;

C. The dwelling is subject to an enforcement action pursuant to any provision of this code, including, but not limited to, Chapters 8.04 (Nuisances Generally), 8.96 (Dangerous Buildings Code), and 8.100 (Housing Code);

D. The dwelling has more than once been found to be in violation of any provisions of this code, including, but not limited to, Chapters 8.96 (Dangerous Buildings Code) and 8.100 (Housing Code);

E. The property owner or occupants of the dwelling have more than once been found to be in violation of any applicable law, including, but not limited to, Chapters 8.08 (Social Nuisance Code) and 8.68 (Noise Control);

F. The applicant or the property owner is delinquent on any payment to the city of any fees, penalties, taxes, or any other monies related to the property;

G. Within twelve (12) months of the date of application, a short-term rental permit for the dwelling was revoked; or

H. The operation of a short-term rental by the applicant or at the dwelling is a threat to the public health, safety, or welfare. (Ord. 2016-0004 § 1)

5.114.130 Issuance of short-term rental permit—Notice to neighbors.

A. Unless the city manager determines that grounds for denying an application for a short-term rental permit exist, the city manager shall issue the permit. The city manager may impose conditions on the permit as necessary to protect the public health, safety, and welfare.

B. Upon issuance of a short-term rental permit, the city will notify all owners of property within two hundred (200) feet of the permitted short-term rental dwelling unit. The notice will be in writing and contain the location of the short-term rental dwelling unit and the contact information for the permittee. (Ord. 2016-0004 § 1)

5.114.140 Term of short-term rental permit.

A short-term rental permit is valid for one year from the date the permit was issued, unless it is suspended or revoked sooner. (Ord. 2016-0004 § 1)

Article III. Short-Term Rental Regulations

5.114.200 Occupancy limit.

No permittee shall, for compensation, provide lodging for more than six people at any time in a short-term rental dwelling unit. (Ord. 2016-0004 § 1)

5.114.210 Annual limit.

If the short-term rental dwelling unit is not the primary residence of the permittee, no permittee shall, for compensation, provide lodging for more than an aggregate of ninety (90) days in any calendar year. (Ord. 2016-0004 § 1)

5.114.220 Registry required.

A. A permittee shall keep a register that documents the following information:

1. All dates on which the permittee provided lodging for compensation;

2. The number of lodgers on each date; and
 3. The amount of rent paid by lodgers for each night of lodging.
- B. A permittee shall maintain this register in a printed format for at least three years and shall provide the register to the city upon request. (Ord. 2016-0004 § 1)

5.114.230 Posting of permit.

A permittee shall post a copy of the short-term rental permit in a conspicuous place in each room in which a lodger is expected to sleep. (Ord. 2016-0004 § 1)

5.114.240 Signs prohibited.

No permittee shall post on the short-term rental dwelling unit property any sign or writing visible from the exterior of the dwelling indicating that the dwelling unit is available for rent. (Ord. 2016-0004 § 1)

5.114.260 Special events prohibited.

No permittee shall allow any conferences, weddings, fundraisers, or similar gatherings at the short-term rental dwelling unit. (Ord. 2016-0004 § 1)

5.114.270 Taxes.

Permittees shall pay the appropriate business operations tax as set forth in Chapter 3.08 and the uniform transient occupancy tax as set forth in Chapter 3.28. (Ord. 2016-0004 § 1)

Article IV. Procedures for Actions on Permits

5.114.300 Suspending, revoking, or conditioning a short-term rental permit.

- A. The city manager may suspend, revoke, or condition any short-term rental permit for any of the following reasons:
1. One or more of the circumstances upon which a short-term rental permit could be denied as described in Section 5.114.120 exists or has occurred; or
 2. The permittee has violated any provision of this chapter.
- B. The conditions that the city manager may impose on the short-term rental permit include, but are not limited to:
1. Requiring the permittee to remain at the dwelling unit during certain hours while guests are present;
 2. Requiring a manager who resides locally and who will quickly respond to complaints;
 3. Reducing the number of guests that are allowed to lodge at the dwelling unit;
- and
4. Reducing the number of days in a year that the permittee is allowed to provide lodging. (Ord. 2016-0004 § 1)

5.114.310 Hearing required—Exception.

A. No short-term rental permit may be suspended, revoked, or conditioned until the permittee is provided a notice of hearing pursuant to Section 5.114.320 and an opportunity to be heard by the city manager.

B. Notwithstanding subsection A, a permit issued pursuant to this chapter may be suspended, revoked, or conditioned immediately upon the city manager's determination that the immediate suspension of the permit is necessary to protect the public health, safety, or welfare.

C. If a permit is immediately suspended pursuant to subsection B, the permittee subsequently shall be provided a notice of hearing pursuant to Section 5.114.320 and an opportunity to be heard by the city manager. (Ord. 2016-0004 § 1)

5.114.320 Notice of hearing.

A. The city manager shall serve on the permittee a notice of hearing on the decision to suspend, revoke, or condition a short-term rental permit. The notice shall be in writing and contain a brief statement of the grounds for the action, and the date, time, and location of the hearing.

B. The notice of hearing shall be personally served or sent by certified mail to the permittee at the address submitted in the permit application at least ten (10) calendar days prior to the hearing. Service by certified mail is complete at the time the notice is deposited in the mail. (Ord. 2016-0004 § 1)

5.114.330 Notice of decision.

A. If, after the permittee has had an opportunity to be heard, the city manager decides to suspend, revoke, or condition a short-term rental permit, the city manager shall serve a notice of decision on the permittee. The notice shall be in writing and contain:

1. The specific grounds for the decision;
2. A statement that the permittee may appeal the decision by submitting an appeal, in writing to the city manager, within ten (10) calendar days of the date of service of the notice; and
3. A statement advising that the failure to appeal the decision will constitute a waiver of all rights to an appeal hearing, a failure to exhaust administrative remedies, and a bar to any judicial action pertaining to the city manager's decision.

B. The notice of decision shall be personally served or sent by certified mail to the permittee at the address submitted in the permit application. Service by certified mail is complete at the time the notice is deposited in the mail. (Ord. 2016-0004 § 1)

5.114.340 Return of the permit.

A permittee shall return a suspended or revoked short-term rental permit to the city manager within three calendar days of the receipt of the notice of decision described in Section 5.114.330. (Ord. 2016-0004 § 1)

5.136.350 Appeal of action on permit.

A. Any applicant or permittee may appeal the city manager's decision to deny, suspend, revoke, or condition a short-term rental permit by submitting a written notice of appeal to the city manager within ten (10) calendar days from the date of service of the notice of decision. The written notice of appeal must contain:

1. A brief statement in ordinary and concise language of the specific decision protested, together with any material facts claimed to support the appeal;
2. A brief statement in ordinary and concise language of the relief sought, and the reasons why it is claimed the protested decision should be reversed or otherwise set aside;
3. The signatures of all parties named as appellants and their official mailing addresses; and
4. A declaration under penalty of perjury by at least one appellant as to the truth of the matters stated in the notice of appeal.

B. The appeal hearing shall be conducted by a hearing examiner appointed pursuant to Section 8.04.070.

C. Upon receipt of any appeal filed pursuant to this section, the city manager shall transmit the appeal to the hearing examiner, who shall cause it to be calendared for the next regularly scheduled appeal hearing date that is at least fifteen (15) days later.

D. The hearing examiner shall serve a notice of appeal hearing on each appellant. The notice shall be in writing and contain the date, time, and location of the appeal hearing. The notice shall be personally served or sent by mail to the appellant at the address shown on the appeal at least ten (10) days prior to the date of the hearing.

E. Only those matters or issues specifically raised by the appellant in the written notice of appeal shall be considered in the appeal hearing.

F. Failure of any person to file a timely appeal in accordance with the provisions of this section shall constitute an irrevocable waiver of the right to an administrative hearing and a final adjudication of the matter and any portion thereof. (Ord. 2016-0004 § 1)

View the [mobile version](#).

Short-Term Rentals

Short-term Rental Business License and Transient Tax Requirements

If you are operating a short-term rental property in the City of Richmond, such as renting rooms on Airbnb, VRBO and HomeAway, you will need to obtain a business license (unless you satisfy the exemption described below) and collect a transient occupancy tax. The following describes these requirements.

Business License. Richmond Municipal Code ("RMC"), Article VII-Businesses, Chapter 7.04 requires that all entities engaged in business within this City have a business license. "Engaged in business" is broad terminology that includes the rental of commercial or residential property, including a short-term rental. Specifically, under Richmond Municipal Code Section 7.04.030, "[e]very person engaged in the manufacturing, wholesaling or retailing business or providing any service to the public or engaging in or conducting any other business not elsewhere in this chapter specifically mentioned shall pay annually a license fee of two hundred thirty-four dollars and ten cents (\$234.10) plus an additional sum of money [where the business has employees]." A separate business license must be obtained and paid for each rental property location (parcel).

Some short-term rentals, however, may be exempt from the business license requirement. Namely, where the income generated within the City by the person or business does not exceed the sum of \$600 for the fiscal year, the short-term rental is exempt. Evidence that the income of the business does not exceed the sum of six hundred dollars for the fiscal year shall be either the previous year's tax return, or, for a new business, a signed declaration stating that the person or business does not anticipate that the income generated within the City will exceed six hundred dollars for the fiscal year. (RMC Section 7.04.160.) Similarly, a short-term rental generating more than \$600 but less than \$1,000 for the fiscal year shall pay a reduced business license fee of one hundred dollars and thirty cents (\$100.30) semi-annually or two hundred dollars and sixty-five cents (\$200.65) annually. (RMC Section 7.04.115.): [Business Licenses](#) [Business License Application](#)

As part of the Business License application process, applicants will be referred to the Planning Division to obtain a Home Occupation Authorization (RMC Chapter 15.04.810) and/or obtain a building inspection prior to issuance of the business license (these items will require additional fees).

Transient Occupancy Tax. In addition to the business license requirements, Richmond Municipal Code Chapter 7.88 requires transients to pay a Uniform Transient Occupancy Tax in the amount of 10 percent of the rent charged by the operator for the privilege of occupancy in any hotel. A short-term rental for a period of thirty consecutive calendar days or less falls within the general and broad definition of a hotel as defined in Section 7.88.020(2) of the Richmond Municipal Code. The tax constitutes a debt owed by the transient to the City which is extinguished only by payment to the operator or to the city. The transient must pay the tax to the operator of the hotel at the time the rent is paid. The Municipal Code sets forth additional details regarding collection and payment of the tax. Operators of short-term rentals should refer to Chapter 7.88 of the Richmond Municipal Code. For details and requirements regarding collection of the tax, receipt requirements, registration, posting of a registration certificate, as well as returns and remittance to the tax collector:

[Chapter 7.88 - Uniform Transient Occupancy Tax](#)

[Transient Occupancy Tax \(TOT\) Form](#)

If you have any questions about the above requirements, please call the Revenue Division at (510) 620-6741.

Table 1: Pros and Cons of Sample Ordinance Options

	Potential Regulation	PROS	CONS	COST / REVENUE IMPLICATIONS
Sample Option 1	<div>-Allow short term rentals within owner occupied primary dwelling units only (hosted rentals)</div> <div>-Require proof of residency (e.g., utility bills)</div> <div>-Require property owners to provide one additional parking space</div> <div>-Prohibit the short-term rental of accessory buildings, Accessory Dwelling Units and any other building or structure</div> <div>-Limit the number of days a short-term rental space can be occupied to 90 days a year – no exceptions</div> <div>-Require ministerial permit, payment of taxes and fees and contact information in notice to neighbors</div>	<div>-Rentals within residences will provide guests with basic conveniences (e.g., kitchen, restrooms, etc.)</div> <div>-Requiring property owners to be located on-site could limit neighborhood disturbances (e.g., loud noise)</div> <div>-Limits the parking impact by requiring one additional space on the rental property and not allowing rental of accessory buildings simultaneously</div> <div>-Reduces potential impacts to neighbors by capping the number of days a residence can be rented</div>	<div>-May result in illegal rentals of accessory buildings by being too restrictive</div> <div>-May result in illegal rentals of residences which exceed 90 days of rental activity</div> <div>-Will not allow rental of certain properties that cannot accommodate the required additional off-street parking</div>	<div>-No tax on potential revenue from accessory building rental</div> <div>-Limits tax potential from authorized residences to 90 days per year</div>
Sample Option 2	<div>-Allow short-term rentals within primary dwellings (host or no-host)</div> <div>-Allow short-term rentals within accessory buildings, Accessory Dwelling Units and any other legal building or structure (hosted only: e.g., owner must occupy primary residence)</div> <div>-Limit the number of days that a unit can be rented to 90 days a year</div> <div>-Require ministerial permit and payment of all taxes and fees but no notice to neighbors</div> <div>-Allow exceedances/exceptions through a land use permit process</div>	<div>-Rentals within residences will provide guests with basic conveniences (e.g., kitchen, restrooms, etc.)</div> <div>-Will provide property owners additional revenue generating options by allowing the rental of accessory buildings</div> <div>-Provides for a land use permit process to review exceptions</div> <div>-Reduces potential impacts to neighbors by capping the number of days a residence can be rented</div>	<div>-May remove potential long-term rental units from the market</div>	<div>-Increased tax revenue compared to Sample Option 1, due to a wider range of potential rental unit types</div>
Sample Option 3	<div>-Allow short-term rentals of all dwelling units whether hosted or not, but require a ministerial permit if owner not to occupy any portion of premises</div> <div>-Place no limits on number of days that a building or structure can be rented per year</div> <div>-Require payment of all taxes and fees but no permits (except as noted above) and no noticing</div>	<div>-Does not require property owners to occupy any rental unit</div> <div>-Does not limit the number of days a unit can be rented</div> <div>-Increases the potential income for property owners</div> <div>-Does not require any noticing to neighbors</div>	<div>-All potential Cons of Sample Option 2</div> <div>-Change in neighborhood characteristics from single-family to hotel type turnover</div> <div>-Removal of noticing requirements may generate additional code enforcement complaints and inquires to the County regarding neighborhood short-term rental unit activity</div>	<div>-Increased tax revenue compared to Sample Option 2, due to removing the limit that a property owner can rent a unit or units</div>

Short-Term Rental Regulation Discussion

***Contra Costa County
Board of Supervisors
September 19, 2017***

Recommendations

- A. ACCEPT report on options for regulation of short-term rental of dwellings within unincorporated areas of the County.
- B. PROVIDE initial, general, direction to staff from the Department of Conservation and Development on the preparation of an ordinance regulating the short-term rental of private dwellings within the unincorporated areas of the County.

Fiscal Impact

- Estimated cost to prepare ordinance(s) depends upon complexity and process used, but an initial estimate is \$30 - \$50k.
- These costs will be assumed by the Department of Conservation and Development, Land Development Fund.

Background

In response to concerns raised that new, state-mandated easing of restrictions on constructing accessory dwelling units could lead to an increase in short-term rentals rather than more permanent housing, the Board of Supervisors has directed the Department of Conservation and Development staff to evaluate preparing an ordinance which would regulate short-term rental of dwellings.

The new ordinance will compliment a potential new taxing mechanism that is currently being developed by staff in conjunction with the County's Finance Committee.

Existing County Regulation

The County currently does not issue permits for short-term rentals nor does it grant requests for business licenses for such activities.

TYPES OF RENTALS CURRENTLY BEING OFFERED WITHIN THE COUNTY

- Entire residences
- Single rooms
- Guest houses
- Tiny homes
- Apartments
- Condos
- Studios

ADVANTAGES OF THE SHORT-TERM RENTAL INDUSTRY

- The practice allows property owners to take advantage of any unused asset of their property (e.g., a bedroom or empty apartment).
- Provides for additional boarding options.
- Allows travelers to be in closer contact with other cultures by renting homes and rooms.
- Additional rental options could promote travel, lead to increased economic activity and boost tax revenues.

DISADVANTAGES OF THE SHORT-TERM RENTAL INDUSTRY

- As rental prices increase in some touristic areas of the County, property owners may remove long-term affordable housing units from the market in favor of a more profitable short-term rental unit.
- If not regulated properly, jurisdictions may lose revenue.
- The industry promotes unfair competition due to less regulation compared to the hotel/motel industry.
- Short-term rental properties may change the character of traditional single-family residential neighborhoods (e.g., congested parking and high turn-over of rental property occupancy).

REVIEW OF OTHER JURISDICTIONS' SHORT-TERM RENTAL REGULATIONS

SAN FRANCISCO

- Does not allow short-term rental of units subject to affordable housing programs.
- Must register the short-term rental unit.
- Notification of neighbors within 300 feet of nearby short-term rental units.
- Property owners must occupy the residential unit for a minimum of 275 days of the year.
- Must have additional insurance and business license.
- Requires quarterly reporting.

San Luis Obispo

- Limits rentals (Homestays) to a maximum of four guests.
- Homestay permits are required, application review fee of \$305.00.
- Transient Occupancy Tax required.
- Property owner must provide annual occupancy verification.
- Requires one additional parking space beyond what is normally required.
- Property owner must be within a 15 minute drive and available 24 hours to respond to homestay complaints.
- Prohibits homestay rentals in guest houses or guest quarters.

San Mateo

- Rental unit must qualify as habitable space.
- Limits property owners to one home rental within City limits (e.g., proof of residency).
- Must obtain a business license.
- Collects Transient Occupancy Taxes.

Sacramento

- Requires a Short-Term Rental Permit or Conditional Use Permit (CUP).
- Collects Transient Occupancy Tax.
- Limits rental of accessory buildings to 90 days a year, otherwise a CUP is required.

Richmond

- Collects Transient Occupancy Tax.
- Has not adopted any short-term rental specific ordinance.
- Treats short-term rentals as any other rental property.

KEY POTENTIAL PROVISIONS THAT COULD BE USED IN OR OMITTED FROM REGULATIONS

1. Restrict the number of days a rental unit can be rented within a calendar year.
2. Require property owners to register with the County, get a business license and/or get a permit.
3. Notification to neighbors prior to granting certain permits and/or provide the contact information of the property owner for nuisance complaints.
4. Require owner occupancy of unit being rented or of property generally (host vs. non-hosted).
5. Establish penalties.

6. Require payment of transient occupancy tax, business license tax and/or business license or permit fee.
7. Require owner to be nearby during all rentals.
8. Prohibit renting of accessory dwelling units and/or other accessory structures.
9. Prohibit on-site advertising.
10. Limit the number of guests per stay.
11. Limit short-term rental activities to certain zoning districts.
12. Require at least one additional parking space for each unit rented.

13. Limit one rental unit per property owner within County boundaries.
14. Require quarterly/semi-annual/annual reporting of days a unit has been rented.
15. Prohibit rental of any unit that is subject to an Affordable Housing Agreement.

SAMPLE ORDINANCE OPTION 1

- Allow short-term rentals within owner occupied primary dwelling units only (hosted rentals).
- Require proof of residency.
- Require property owners to provide one additional parking space, beyond what is normally required for the property.
- Prohibit the short-term rental of accessory buildings, Accessory Dwelling Units and any other building or structure.
- Limit the number of days a short-term rental space can be occupied to 90 days a year – no exceptions.
- Require ministerial permit, payment of all taxes and fees and contact information in notice to neighbors.

SAMPLE ORDINANCE OPTION 2

- Allow short-term rentals within primary dwelling units (host or no-host).
- Allow short-term rentals within accessory buildings, Accessory Dwelling Units and any other building or structure (hosted only: e.g., owner must occupy primary residence).
- Limit the number of days that a unit can be rented to 90 days a year.
- Require ministerial permit and payment of all taxes and fees but no notice to neighbors.
- All exceedances/exceptions through a land use permit process.

SAMPLE ORDINANCE OPTION 3

- Allow short-term rentals of all dwelling units whether hosted or not, but require a ministerial permit if owner not to occupy any portion of premises.
- Place no limits on number of days that a building or structure can be rented per year.
- Require payment of all taxes and fees but no permits (except as noted above) and no noticing.

EVALUATION OF SAMPLE ORDINANCES

Evaluation of Sample Ordinance Option 1:

- Least impacts by limiting the number of units that can be rented to one.
- Reduces potential nuisances situations by requiring the property owner to host rental guests.
- Will limit traffic related issues by requiring one additional parking space.
- Retains affordable housing options by prohibiting the short-term rental of accessory buildings.
- Retains the neighborhood characteristics by limiting the number of days a short-term rental can be rented to 90 days per year.
- Creates a log of registered renters and informs neighbors about new rentals in the area via the noticing process.

Evaluation of Sample Ordinance Option 2:

- Added flexibility for property owners, by allowing rental of multiple dwelling units on the same lot.
- Impacts to neighbors may increase as multiple rentals may occur on the same property during the same period of time.
- This option may reduce the amount of affordable housing within the County.
- Changes to neighborhood characteristics would be minimized by limiting rental of units to 90 days a year.

Evaluation of Sample Ordinance Option 3:

- Would allow the most flexibility by permitting property owners to rent an entire residence, portions of a residence or accessory buildings.
- Would not require the property owner to be on-site during the rental activity if granted a permit.
- Neighborhood impact (e.g., high turn-over of occupants, noise, and traffic) would be greatest with this option as there will be no limit to the number of days per year a dwelling unit can be rented.
- Removal of noticing requirements may generate additional code enforcement complaints and inquires to the County regarding neighborhood short-term rental unit activity.

ADDITIONAL REGULATORY OPTIONS

- Require owner occupancy of unit being rented or of property generally (hosted vs. non-hosted)
- Establish penalties
- Require payment of transient occupancy tax, business license tax and/or business license or permit fee
- Require owner to be nearby during all rentals
- Prohibiting renting of accessory dwelling units and/or other accessory structures
- Prohibit on-site advertising

NEXT STEPS

1. Upon acceptance of general Board direction, staff will begin preparation of a Draft Short-Term Rental Ordinance.
2. The required California Environmental Quality Act (CEQA) review will be completed and circulated for comment.
3. The Draft Short-Term Rental Ordinance will be presented to the County Planning Commission for review and recommendations prior to scheduling the hearing before the Board of Supervisors.



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 19, 2017

Subject: Laurel Place II Residential Project / Rezoning Unincorporated Concord Area

RECOMMENDATION(S):

1. OPEN the public hearing on the Laurel Place II Project and RECEIVE testimony.
2. CLOSE the public hearing.
3. FIND that the Revised Mitigated Negative Declaration (the "Revised MND") prepared for the Laurel Place II Project adequately analyzes the project's environmental impacts, that there is no substantial evidence that the project will have a significant effect on the environment, and that the Revised MND reflects the County's independent judgment and analysis.
4. ADOPT the Revised MND with Mitigation Measures for the Laurel Place II Project and ADOPT the Mitigation Monitoring Program for the Project.
5. ADOPT Ordinance No. 2017-15 to rezone the subject property from R-20, Single Family Residential (20,000 square feet minimum lot size) to R-15, Single Family Residential (15,000 square feet minimum lot size).
6. ACKNOWLEDGE the County Planning Commission's approval of the vesting tentative map for the Laurel Place II Project.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: John Osborne,
925-674-7793

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

>

7. APPROVE the Laurel Place II Project and ADOPT the findings contained in County Planning Commission Resolution No. 17-2017 as the basis for the Board's approval (Attachment 1).

8. ADOPT the conditions of approval for the Laurel Place II Project as approved by the County Planning Commission on June 14, 2017.

9. DIRECT the Department of Conservation and Development, Community Development Division, to file a Notice of Determination with the County Clerk-Recorder.

FISCAL IMPACT:

None. The applicant is responsible for the cost of processing the application.

BACKGROUND:

The applicant is pursuing a residential subdivision on 3.8 acres in the Concord area. The approvals that are necessary for the project are a seven lot subdivision and a rezoning of the project site from R-20, Single Family Residential (20,000 sq.ft. min) to R-15, Single Family Residential (15,000 sq.ft. min.). The project would also need approval of the Contra Costa Local Agency Formation Commission (LAFCO) for sanitary sewer service provided by the City of Concord.

The proposed seven lot subdivision is located on a flat parcel with proposed lots ranging in size from 28,378 square feet to 15,028 square feet. The lot sizes are consistent with the surrounding neighborhood, with somewhat larger lots to the east and somewhat smaller lots to the west. The project does not involve the granting of any variances.

After conducting a public hearing on June 14, 2017 the County Planning Commission (CPC) approved the subdivision and recommended to the Board of Supervisors approval of the rezoning.

Previous Development

This is the second subdivision of a two-stage development. The first subdivision, Laurel Place I, is an eight lot subdivision, with a rezoning, that was approved by the County in 2007. Laurel Place I, which is located on adjacent land to the south, is constructed and occupied (Refer to Attachment 7, Exhibit 1 - Vicinity Map). The current proposal, Laurel Place II, is a seven lot subdivision, with rezoning and a public trail that connects to the public trail that currently runs through Laurel Place I.

The proposed rezoning, which is similar to the rezoning that was approved for Laurel Place I, provides a transition from smaller lots at the west to larger lots at the east (Refer to Attachment 7, Exhibit 2- Rezoning Map) and is consistent with the underlying General Plan designation of Single Family Residential, Low Density.

Previous County Planning Commission (CPC) Hearing

This item was originally heard by the CPC on September 29, 2015. Testimony was taken and the item was continued to allow staff time to respond to a recent letter from the City of Concord (Refer to Attachment 6, Correspondence, #1) and a letter from a neighbor (Refer to Attachment 6, Correspondence, #2). The City believed the County should require that the project meet City's development standards because the project site, along with the surrounding Ayers Ranch area, could be annexed in the future. The letter from a neighbor, off of Kirkwood Court, expressed concern that the proposed Mitigated Negative Declaration for the project did not address the project's potential impacts to the biological resources including California tiger salamander and wetlands.

Response to City of Concord

On October 7, 2015 County staff, along with County Public Works staff, met with staff from the City of Concord

to discuss their concerns. The main concern is that this area has the potential of being annexed by the City in the future and the City believes that the County should require the project meet their development standards; including drainage, pedestrian facilities, undergrounding utilities and constructing street improvements along adjacent public right-of-ways. As a result of the meeting County Public Works responded in a letter dated January 11, 2016 (Refer to Attachment 6, Correspondence, #3). The letter outlined the County development standards as they relate to the project, including; 1.) Regarding nearby Myrtle Drive; the project does not have frontage to Myrtle Drive, nor does it take access from it. Since the County Subdivision Ordinance does not have provisions to require construction of improvements, such as sidewalks, along off-site streets, the County cannot require the project to construct street improvements along Myrtle Drive, as the City requested. In addition, there are no plans by the County to widen or improve Myrtle Drive. 2.) Regarding the project trail; the project will construct a trail on the project site and dedicate it to the City, as the developer did with their recently approved and constructed Laurel Place I, located directly south of the project site. The County has no trail plans in the greater Ayres Road area at this time.

Environmental Review / Response to the Neighbor's Letter

In response to the letter from a neighbor regarding the Mitigated Negative Declaration, the applicant retained a biological consultant to investigate the concerns about potential wetlands and species on the project site. After visiting the project site, the biological consultant did find new potential impacts to biological resources. As a result of these findings a Revised Mitigated Negative Declaration (Revised MND) (SCH#2015112028) was developed incorporating these new impacts and mitigations. The Revised MND was circulated to the State Clearing House for a 30 day period beginning on October 18, 2016 (Refer to Attachment 5, CEQA Determination). In response to the Revised MND the California Department of Fish and Wildlife (CDFW) submitted a letter dated November 23, 2016 (Refer to Attachment 6, Correspondence, #4) expressing concerns about potential impacts to biological resources including special status plants, California tiger salamander (CTS) and wetlands.

In response to the CDFW letter, on January 26, 2017, the applicant and their biological consultant met with Jeanette Griffin of the CDFW on the project site to discuss their concerns. As a result of the meeting the applicant's biological consultant, WRA Environmental Consultants, drafted a memo dated March 1, 2017 (Refer to Attachment 6, Correspondence, #5) that clarified impacts and mitigation measures as they relate to CTS, western burrowing owl, special-status plants and wetlands. On March 16, 2017, County staff contacted Jeanette of CDFW and she confirmed the CDFW concurs with the impacts and mitigations outlined in the WRA memo, dated March 1, 2017. The impacts and mitigation in the WRA memo are now incorporated into the Revised MND by reference.

Sanitary Sewer Service

On September 8, 2015 the Concord City Council adopted Resolution No. 15-59 establishing a non-binding strategy to annex the unincorporated Ayers Ranch portion of the City's Sphere of Influence by the year 2030. The project site is within this area. This action allows, under the provisions of LAFCO, a resident in this area to apply to the City for an Out of Agency Service Agreement for sanitary sewer service.

County Planning Commission Hearing on June 14, 2017

As previously noted, the County Planning Commission considered this application on June 14, 2017. Three neighbors who showed support for the project and one neighbor expressed concern about the biological impacts and sought clarification about one of the impacts. After evaluating the proposal and evidence submitted, the CPC voted unanimously to approve the subdivision and to recommend approval of the rezoning to the Board of Supervisors. It should be noted that during the hearing the Planning Commissioners requested the applicant to work with County staff to try to incorporate a 30 foot strip of adjacent land, which is not owned by the applicant, into the project site. The purpose was to provide for a more continuous development of the project site. Since the CPC hearing, on June 14, 2017 the applicant contacted the owner of the land in question and was not able to acquire the land (Refer to Attachment 6, Correspondence, #6).

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not approve the Rezoning the Vesting Tentative Map that was approved by the CPC would be invalid.

ATTACHMENTS

Attachment 1 - CPC Resolution No. 17-2017

Attachment 2 - Rezoning Ordinance No 2017-15 / Findings Map

Attachment 3 - CPC Staff Report 6/14/17

Attachment 4 - Conditions of Approval

Attachment 5 – CEQA Determination & Mitigation Monitoring Reporting Program

Attachment 6 - Correspondence

Attachment 7 - Vicinity Map / Rezoning Map

Attachment 8 - Subdivision Map SD14-9389

Attachment 9 - Notification List

Attachment 10- Power Point

RESOLUTION NO. 17-2017

RESOLUTION OF THE COUNTY PLANNING COMMISSION OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, INCORPORATING FINDINGS AND RECOMMENDATIONS FOR THE REQUESTED REZONING AND VESTING TENTATIVE MAP FOR THE "LAUREL PLACE II" PROJECT IN THE CONCORD AREA OF SAID COUNTY (COUNTY FILE NUMBERS RZ14-3228 & SD14-9389).

WHEREAS, LENOX HOMES LLC (Applicant) & DESCO DEVELOPMENT COMPANY (Owner) proposed a rezoning and development of a 7 lot subdivision on Assessor's Parcel Number 116-070-007 comprised of 3.8 acres in the unincorporated Concord area of Contra Costa County, for which an application was received by the Community Development Department on September 10, 2014; and

WHEREAS, for purposes of compliance with the provisions of the California Environmental Quality Act (CEQA) and the State and County CEQA Guidelines, a report dated June 2015 titled "Laurel Place II Initial Study and Mitigated Negative Declaration" (the "MND") was prepared to determine whether an environmental impact report should be prepared for the Project; and

WHEREAS, the MND identified potentially significant impacts related to air quality, geology/soils, and noise, and the MND recommended mitigation measures which would reduce each identified impact to a less than significant level; and

WHEREAS, on June 17, 2015 the County published a Notice of Public Review and Intent to Adopt a Proposed Mitigated Negative Declaration, which notice recited the foregoing facts, indicated that the Applicant had agreed to accept each mitigation measure recommended by the MND and started a period for public comments on adequacy of the environmental documents related to the Project that ran to July 7, 2015; and

WHEREAS, after notice having been lawfully given, a public hearing was scheduled before the County Planning Commission on September 29, 2015, during which the Commission fully reviewed, considered and evaluated all the testimony and evidence submitted in this matter. Testimony was taken and the item was continued to allow staff time to respond to a then recent letter from the City of Concord regarding development standards and a letter, received that evening, from a concerned neighbor about the potential biological impacts to the project site ; and,

WHEREAS, subsequent to the September 29, 2015 Planning Commission hearing staff met with the City of Concord staff to discuss their concerns about development standards and the applicant retained a biological consultant to study the potential biological impacts to the California Tiger Salamander, the result of which, after a project site visit by the applicant's biologist, identified new biological impacts and mitigations as a result of the Project: and,

WHEREAS, a Revised Mitigated Negative Declaration ("Revised MND") was developed to incorporate the new biological impacts and mitigations that were developed by the applicant's biologist; and,

WHEREAS, the Revised MND identified potentially significant impacts related to air quality, biological resources, geology/soils, noise and the Revised MND recommended mitigation measures which would reduce each identified impact to a less than significant level; and

WHEREAS, on October 18, 2016 the County published a Notice of Public Review and Intent to Adopt a Revised MND, which Notice recited the foregoing facts, indicated that the Applicant had agreed to accept each mitigation measure recommended by the MND and started a period for public comments on adequacy of the environmental documents related to the Project that ran to November 17, 2016; and

WHEREAS, after notice having been lawfully given, a public hearing was scheduled before the County Planning Commission on Wednesday, June 14, 2017, during which the Commission fully reviewed, considered and evaluated all the testimony and evidence submitted in this matter;

NOW, THEREFORE, BE IT RESOLVED that the County Planning Commission ("this Commission") takes the following actions:

1. In accordance with the California Environmental Quality Act, the State CEQA Guidelines and the County's CEQA Guidelines (together, "CEQA"), this Commission FINDS that the proposed Revised MND is adequate for the purposes of compliance with CEQA and ADOPTS the Revised MND for the Project. In support of these actions and conclusions, this Commission ADOPTS the CEQA Findings. This Commission adopts these findings specifically for each of the Approvals and Entitlements it approves or recommends for approval for the Project.

This Commission certifies that it has been presented with the Revised MND and that it has reviewed and considered the information contained in the Revised MND and the other information in the record prior to making the following recommendations, determinations and findings. The Commission further certifies that the Revised MND reflects the lead agency's independent judgment and analysis, and that the Revised MND has been completed in compliance with CEQA.

3. Recommends to the Board of Supervisors APPROVAL of the proposed Rezoning (County File #RZ14-3228), changing the zoning designation of the subject site from R-20, Single Family Residential District, to R-15, Single Family Residential.
5. APPROVES the Vesting Tentative Map, dated 2/12/15, for 7 lots (County File #SD14-9389), subject to the Mitigation Measures, Conditions of Approval and Rezoning by the Board of Supervisors, and this Commission ADOPTS the findings supporting such approval.

BE IT FURTHER RESOLVED that the reasons for these recommendations are as follows:

FINDINGS

I. Growth Management Element Performance Standards

Traffic: The project will generate an estimated seven additional AM and PM peak hour trips. Because the project would generate less than 100 peak period trips, the applicant is not required to prepare a traffic study pursuant to the 1988 Measure C and Measure J requirements.

Water: The proposed project would be located on a suburban infill site. The subject site lies within the service area of Contra Costa Water District. The District has indicated that water service will be made available upon completion of financial arrangements and installation of all necessary water facilities to meet the requirements of residential use, according to District Standards.

Sanitary Sewer: The proposed project would be located on a suburban infill site. The City of Concord would provide sanitary sewer service for the project. However, prior to sewer service the project would be required to obtain an Out of Agency Service Agreement, which requires Contra Costa Local Agency Formation Commission (LAFCO) approval, prior to the sanitary sewer extension.

Fire Protection: The Project site is within the service area of the Contra Costa County Consolidated Fire Protection District. The District requires that each residence be equipped with an automatic fire sprinkler system. In addition, the District has indicated that access as shown on the Tentative Map appears to comply with District standards.

Public Protection: The applicant shall be required to comply with all county ordinances regarding public protection.

Parks and Recreation: The Project is required to pay an in lieu fee of \$7,238.00 per unit for neighborhood park purposes.

Flood Control and Drainage: The project will provide for the flood control and drainage needs of the development with appropriately sized facilities. The project is required to pay drainage area fees as adopted by the Board of Supervisors.

II. Findings to Adopt a Rezoning

- A. Required Finding: The change proposed will substantially comply with the General Plan.

Project Finding: The site currently is zoned R-20, Single Family Residential District. The proposed rezoning to R-15, Single Family Residential will be consistent with the General Plan designation for the site, which is Single Family- Low Density (SL), which allows 1.0 – 2.9 units per net acre.

- B. Required Finding: The uses authorized or proposed in the land use district are compatible within the district and with uses authorized in adjacent districts.

Project Finding: The use proposed is a residential development to Single Family Residential - Low Density standards. The site is compatible with the adjacent districts, which are residential, and zoned residential.

- C. Required Finding: Community need has been demonstrated for the use proposed, but this does not require demonstration of future financial success.

Project Finding: The proposed use will assist in meeting the housing development needs identified in the Housing Element of the General Plan.

III. Findings to Approve a Tentative Map

- A. Required Finding: The County Planning Agency shall not approve a tentative map unless it shall find that the proposed subdivision, together with the provisions for its design and improvement, is consistent with the applicable general and specific plans required by law.

Project Finding: The project is consistent with the General Plan. The land use designation is SL, which calls for single-family low-density development. The tentative map provides for seven residential lots on a 3.8 acre parcel of land, which complies with the density requirement. The project would be designed and constructed to General Plan and Zoning Code standards.

- B. Required Finding: The County Planning Agency shall not approve a tentative map unless it shall find that the proposed subdivision fulfills construction requirements.

Project Finding: As required by the conditions of approval and the Mitigation Measures, the tentative map shall fulfill all applicable County imposed construction requirements. Based on the entire record and as summarized herein, the proposed subdivision fulfills construction requirements.

IV. General Plan Consistency

- A. The Project is consistent with the General Plan designation for the site. The various land uses authorized for the Project, and each of its components, are compatible with the objectives, policies, general land uses, and programs specified in the General Plan. The Project will further the objectives and policies of the General Plan and not obstruct their attainment. The Project is compatible with, and does not obstruct, General Plan goals and policies. The Project is in harmony with the policies of the General Plan.
- B. The Commission has considered the effects of the Project on the housing needs of the region and balanced those needs against the public service needs of County residents and available fiscal and environmental resources. The Project helps to achieve a desirable balance. The Project is in harmony with surrounding land uses, and the site as designed for the Project is physically suitable for the development proposed.

- C. The General Plan comprises many objectives, policies, principles, programs, standards, proposals and action plans (collectively “policies”), as well as performance standards. At times the policies necessarily compete with each other. Examples of the tensions between General Plan policies are found between those policies that promote managed growth, and those that provide for protection of resources that exist because land is undeveloped (such as open space, visual resources and agricultural land). As part of approving the Project, all applicable General Plan policies and the extent to which the Project conforms to each of those policies have been considered.
- D. The Commission has fully evaluated the extent to which the Project achieves each policy, including those pertaining to compatibility of land uses, compliance with principles of the Urban Limit Line and Measure C-1990, Measure J, protection of open space, standards regarding geology, soils and earthquake risks, hazardous materials, flood hazards and drainage, protection of water quality, protection of biological resources, transportation standards and goals, regional and local housing needs, jobs/housing balance, noise, protection of air quality, protection of visual resources, standards for public services and utilities, and protection of archeological and historical resources. The Commission has also fully considered the Project’s compliance with all performance standards in the General Plan, including the Growth Management Element policies and standards (including those for traffic levels of service), and performance standards for public services and facilities.
- E. The Commission finds that through the development of additional housing, the Project will help implement housing-related goals of the General Plan.

V. Measure C-1988, Measure J and Related Resolutions

- A. The Commission has considered the Project’s compliance with the traffic service objectives of Measure C-1988 and Measure J, the Contra Costa Transportation Improvement and Growth Management Program and related Contra Costa Transportation Authority (CCTA) resolutions.
- B. Measure C-1988 and Measure J established a Growth Management Program, “to assure that future residential, business and commercial growth pays for the facilities required to meet the demands resulting from that growth.” The Program requires the County to adopt Traffic Level of Service (LOS) Standards keyed to types of land use, and to comply with the adopted standards; to “adopt a development mitigation program to ensure that new growth is paying its share of the costs associated with that growth;” to participate in the forum established by the Authority to cooperate in easing cumulative traffic impacts, using the CCTA computer model; and to develop an implementation program that creates housing opportunities for all income levels.

C. The County has complied with all these requirements. Most important, the County is achieving Measure C and Measure J overarching goal that development pay its own way. The County has identified Project mitigations to ensure that the Applicant will defray the cost of those improvements that are proportionately attributable to the development.

WHEREAS, at the June 14, 2017 hearing the Commission requested the applicant work with County staff to incorporate the 30 foot strip of adjacent land (APN 116-270-028) into the project site.

NOW BE IT RESOLVED that the secretary of this Commission will sign and attest the certified copy of this resolution and deliver the same to the Board of Supervisors, all in accordance with the Government Code of the State of California.

This Resolution was approved upon motion of the County Planning Commission on Wednesday, June 14, 2017 by the following vote:

AYES: Commissioners Swenson, Clark, Terrell, Wright, Allen, Van Buskirk

NOES: None

ABSENT: Steele

ABSTENTIONS: None

Rand Swenson

Vice-Chair of the County Planning Commission
County of Contra Costa, State of California

ATTEST:



Aruna Bhat, Secretary
County of Contra Costa
State of California

ORDINANCE NO. 2017 - 15
(Re-Zoning Land in the

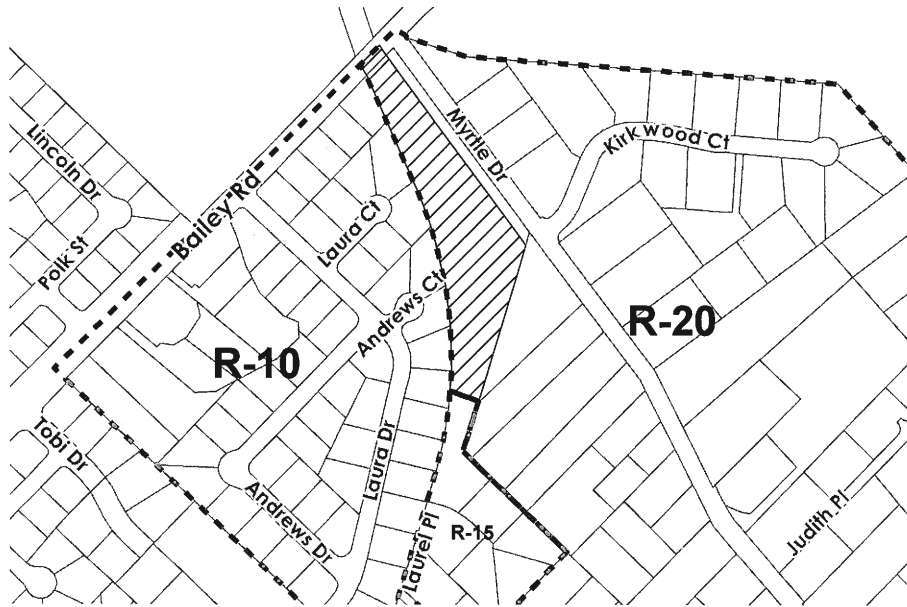
Concord Area)

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I: Page J-17 of the County's 2005 Zoning Map (Ord. No. 2005-03) is amended by re-zoning the land in the above area shown shaded on the map(s) attached hereto and incorporated herein (see also Department of Conservation and Development File No. RZ14-3228.)

FROM: Land Use District R-20 (Single Family Residential)

TO: Land Use District R-15 (Single Family Residential)
and the Department of Conservation and Development Director shall change the Zoning Map accordingly, pursuant to Ordinance Code Sec. 84.2.002.



SECTION II. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of supervisors voting for and against it in the _____, a newspaper published in this County.

PASSED on _____ by the following vote:

<u>Supervisor</u>	<u>Aye</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
1. J. Gioia	()	()	()	()
2. C. Andersen	()	()	()	()
3. D. Burgis	()	()	()	()
4. K. Mitchoff	()	()	()	()
5. F.D. Glover	()	()	()	()

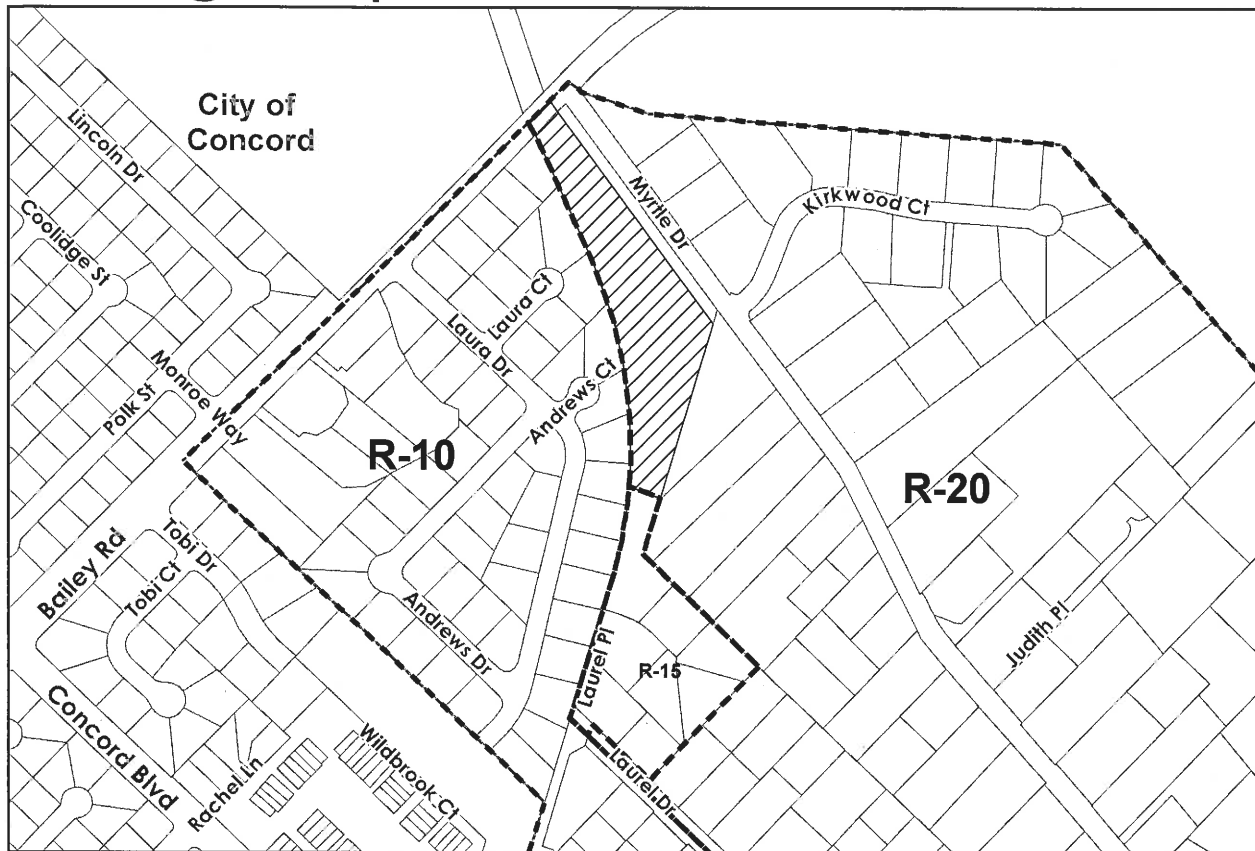
ATTEST: David Twa, County Administrator
and Clerk of the Board of Supervisors _____

Chairman of the Board
(SEAL)

By _____, Dep.

ORDINANCE NO. 2017 - 15

Findings Map



Rezone from R-20 to R-15



Concord Area

I, Rand Swenson Vice-Chair of the Contra Costa County Planning Commission, State of California do hereby certify that this is a true and correct copy of page J-17 of the County's 2005 zoning map.

indicating thereon the decision of the Contra Costa County Planning Commission in the matter of
Lennox Homes - RZ14-3228

ATTEST:

Secretary of the Contra Costa County
Planning Commission, State of California



Department of Conservation and Development

County Planning Commission

Wednesday, June 14, 2017– 7:00 .P.M.

Laurel Place II – 7 Lot Residential Subdivision / Myrtle Drive & Bailey Road / Concord Area

Executive Summary

This item was originally heard by the Planning Commission on September 29, 2015. Testimony was taken and the item was continued to allow staff time to respond to a letter from the City of Concord regarding the project's development standards and a letter received that evening from a neighbor stating that the Mitigated Negative Declaration for the project did not address potential Biological Impacts that may occur on the project site as a result of the project. The 3.59 acre project site is located in a pocket of unincorporated County surrounded by the City of Concord (Refer to Attachment 4, Graphics, Exhibit 1- Vicinity Map).

Since the Planning Commission hearing in 2015 County staff has met with the City of Concord to discuss their concerns and the potential biological impacts to the project site have been addressed. The following is a summary:

City of Concord:

On October 7, 2015 County staff, along with County Public Works staff, met with staff from the City of Concord to discuss their concerns.

City of Concord concerns; For the City's letter outlining their concerns, dated September 25, 2015 refer to Attachment 3, Correspondence, #1:

The main concern is that this area is planned for future annexation to the City and the City believes that the County should require the project meet the their development standards; including drainage, pedestrian facilities, undergrounding utilities and constructing street improvements along adjacent public right-of-ways. Most of the City's concerns had to do with Public Works issues. The following is a summary of the City's concerns and Public Works response; for the full memo from Public Works, dated January 11, 2016, refer to Attachment 3, Correspondence, #2:

City of Concord: The City requests that Myrtle Drive and Bailey Road be improved as part of the project.

County Public Works: As the proposed subdivision has no actual frontage to Myrtle Drive, nor is it taking access from it, there are no provisions in the County Subdivision Ordinance to require construction of improvement along Myrtle Drive. (Refer to Attachment 4, Graphics, Exhibit 3 that shows strip of land that is not part of project site)

City: The City requests that pedestrian facilities be constructed along both Bailey Road and Myrtle Drive.

Public Works: The County has no trail plans in the area at this time. The prior trail construction (in Laurel Place 1) by the applicant and the extension of these improvements through the subject subdivision was in response to a request by the City.

City: Do not increase runoff from project into downstream culvert (leading to former Naval Weapons Station property) and there should be a requirement to meter it onsite in the bioretention basin. In addition, there should be a requirement that the project verify the downstream culvert across Bailey Road is functional and in good condition or otherwise replace.

Public Works: The bio retention basin is a C.3 feature. It is intended for bio retention and hydromodification, not attenuation of runoff for flood control purposes. A preliminary drainage study was submitted and reviewed that indicated that the existing culverts crossing Bailey Road could accommodate the runoff from the project site. The actual condition of these facilities and their possible replacement will typically be addressed during the design stage of the project.

City: The City requests that the applicant underground all utilities along the proposed private street, Bailey Road and Myrtle Drive.

Public Works: County Code 96-10.006 specifically limits the utility undergrounding requirements to the frontage of public streets. The project does not front public streets. The poles on the first phase of these trial improvements adjacent to the southeast were similarly relocated, not undergrounded.

City: Hammerhead versus Turnaround – confirm what exactly Fire District requirement is and what County requirement is.

Public Works: County Code 96-12-406 allows some flexibility in the design of turn-arounds at the terminus of private roads. The County and Fire Districts have developed various hammer-head and shunt style turnarounds that accommodate their needs. The design as shown was reviewed by the Contra Costa Fire District and found to be acceptable to them.

Biological Impacts / Revised Initial Study Mitigated Negative Declaration (IS/MND):

A letter from a neighbor was submitted the night of the September 29, 2015 CPC hearing challenging the CEQA Mitigated Negative Declaration (MND) finding of no impact to biological resources for the project ; for letter refer to Attachment 3, Correspondence, #3). The concern was that the California Tiger Salamander (CTS), which is a State and federally listed threaten species, may be impacted since a portion of the site contained areas that, during the winter, gather rain causing temporary ponds which may be a habitat for the CTS.

In response to this concern the applicant retained a wildlife biologist in early 2016 to conduct a biological assessment of the property. It was during these assessments the biologist identified potential impacts to California Tiger Salamander (CTS), Burrowing Owls, Nesting Birds and Wetlands that occur on the project site. The biologist recommended mitigation measures that require the project comply with federal and state regulatory agencies including the California Department of Fish and Wildlife (CDFW), U.S. Fish and Wildlife Service (USFWS), U.S. Army Corps of Engineers (USACE) and the Regional Water Quality Control Board (RWQCB).

A Revised Mitigated Negative Declaration (Revised MND) was developed to incorporate the new impacts and mitigations to biological resources. The Revised MND, dated October 2016 (See Attachment 2) was amended to incorporate these findings and the document was circulated to the State Clearing House (SCH# 2015112028) for a 30 day period from October 18, 2016 to November 17, 2016.

In response to the Revised MND the California Department of Fish and Wildlife (CDFW) submitted a letter dated November 23, 2016; for letter refer to Attachment 3, Correspondence, #4) expressing concerns about biological resources, including CTS, Special-Status Plants and wetlands.

In response to the letter, on January 26, 2017 the applicant and their biological consultant met with Jeanette Griffin of the California Department of Fish and Wildlife (CDFW) on the project site to review the concerns of CDWF. As a result of the meeting the applicant's biological consultant, WRA Environmental Consultants, drafted a memo, dated March 1, 2017; for Memo refer to Attachment 3, Correspondence, #5) that clarified impacts and mitigation measures to CTS, Burrowing Owl, Special-status Plants and Wetlands. On March 16, 2017 County staff contacted Jeanette of CDFW and she confirmed that CDFW concurs with the impacts and mitigations outlined in the memo, dated March 1, 2017. The impacts and mitigations in the Memo from WRA memo are now incorporated into the Revised MND.

Neighbor's Concerns:

At the September 29, 2015 CPC hearing several neighbors expressed concerns about the project. The following are a summary of concerns followed by staff response:

Neighbor's concern: We've experienced crime and trash in this neighborhood and we believe that the project would add to these problems in this area. (That evening the Planning Commission also requested staff to contact the Sheriff's Department to inquire about the crime rate in this area).

Staff response: Staff contacted Mike Voss of the Sheriff Department's Crime Analyst Division regarding these issues and he indicated that this area is not considered a high crime area, nor have they had calls to remove trash. He suggested that, if the neighbors would like to contact their Department regarding their concerns, Jessica Bledsoe (313-2535) is a Crime Prevention Specialist and would be happy to discuss any of the issues with them.

Neighbor's concern: We would like the proposed homes to face Myrtle Drive since this would help deter crime.

Staff response: The applicant does not own the strip of land along Myrtle Drive and therefore cannot construct the homes on that property (Refer to Attachment 4, Graphics, Exhibit 3 that shows strip of land not owned by applicant).

Neighbor's concern: Traffic on Bailey Road is very busy right now and the project would add to it.

Staff response: The project does not access Bailey Road.

Neighbor's concern: I purchased my house because the area is rural and to change the lot size to smaller lots would take away from that rural feel. The lot size should stay 20,000 square feet and not be allowed (through the proposed Rezoning from R-20 to R-15) to be reduced to 15,000 square feet.

Staff response: The proposed rezoning to R-15 (15,000 square foot minimum lot size) is consistent with the Laurel Place I, directly south, and actually provides for larger lots than those lots to the west, which have an R-10 zoning (10,000 square foot minimum lot size). The project provides a transition from smaller lots to the west (10,000 square foot min.) to larger lots at the east (20,000 square foot min.). (Refer to Attachment 4, Graphics, Exhibit 2 that shows transitional zoning from smaller to larger lots).

Neighbor's concern: Laurel Drive is narrow and there is a concern about emergency vehicle access.

Staff response: The project is required to comply with Fire District standards for access and they have indicated, in a memo dated January 22, 2015 that access as shown complies with their requirements.

Neighbor's concern: The project would add vehicle traffic and construction traffic to Myrtle Drive, which is already a busy street.

Staff response: The project would add approximately 7 peak hour trips of vehicular traffic to Myrtle Drive, which is not considered a significant impact to traffic.

I. Project Summary

The applicant requests approval of rezoning the project site from R-20 (20,000 sq. ft. min. lot size) to R-15 (15,000 sq. ft. min. lot size) (Refer to Attachment 4, Graphics, Exhibit 3, Rezoning Map) and a Vesting Tentative Map for seven residential lots with a public trail along its western boundary (Refer to Attachment 5, Vesting Tentative Map).

II. Recommendation

Staff recommends that the County Planning Commission do the following:

- A. Find that the Revised Mitigated Negative Declaration, dated October 2016 (Refer to Attachment 2, Revised MND) was presented to the County Planning Commission, and the Commission reviewed and considered the information contained in the Revised IS/MND prior to making a decision on the project; and,
- B. Find the Revised MND reflects the County's independent judgment and analysis and was prepared consistent with the State and County CEQA Guidelines; and,
- C. Find that on the basis of the whole record, the County has determined there is no substantial evidence that the project, after mitigation, would have a significant effect on the environment; and,
- D. Adopt the Revised MND and the mitigation measures contained therein; and
- E. Adopt the Findings (Refer to Attachment 1, Findings) and Approve Vesting Tentative Map for seven residential lots and a public trail (Refer to Attachment 5 – Vesting Tentative Map) subject to the conditions of approval and mitigation measures (Refer to Attachment 1, Conditions of Approval) ; and,
- F. Adopt a motion to recommend that the Board of Supervisors adopt the Revised MND, with mitigation measures and approve the rezoning of the project site from R-20 to R-15 (Refer to Attachment 4, Graphics, Exhibit 2, Rezoning Map).

III. Site / Area Description

The 3.59 acre project site is a flat, vacant lot that is located in a pocket of unincorporated County surrounded by the City of Concord Refer to Attachment 4, Graphics, Exhibit 1, Vicinity Map). The site is, for the most part, surrounded by residential development, beyond which in a north easterly direction, is the Concord Naval Weapons Station.

IV. Agency Comments

Local Agency Formation Commission (LAFCO): Regarding sewer service, which would be provided by the City of Concord; in an email, dated September 29, 2014 LAFCO pointed out that a city can apply to LAFCO to provide service outside its jurisdictional boundary in one of two way situations: 1) if the subject territory is outside the city's boundary and outside the city's sphere of influence (SOI) in response to a public health and safety emergency or 2) if the subject territory is outside the city's boundary and inside the city's SOI in anticipation of a future

annexation.

Staff: On September 8, 2015 the Concord City Council adopted Resolution No. 15-59 establishing a non-binding strategy to annex the unincorporated Ayers Ranch portion of the City's Sphere of Influence by the year 2030. The project site is within this area. By this action sewer service to the project can be provided by option number 2 above.

City of Concord: Response to the City of Concord's letter dated September 25, 2015 (Attachment 3, Correspondence, #1) found in the Executive Summary at the beginning of this report.

Contra Costa Fire Protection District: In a memo dated January 22, 2015 the District indicated that the revised turnaround complies with Fire District standards.

California Historical Resources Information System: In a memo date October 2, 2014 it was recommended that an archaeological study be done on the site since there is a possibility of these resources present.

Staff: The applicant contracted with Holman and Associates Archaeological Consultants to review the project site and, in a memo dated November 14, 2014 Holman and Associates concluded that there are no archaeological materials anywhere inside the project site, nor where there any recorded sites in the area.

Contra Costa Water District: In a memo dated January 30, 2015, the District indicated that service would be provided subject to their requirements.

V. CEQA Review

Initial Study / Mitigated Negative Declaration

There was an Initial IS/MND, dated June 2015 that was posted for a 20 day public comment period that ended on July 7, 2015. During the comment period the County received two letters. One letter was from a neighbor (attached in correspondence as #5) and the other letter was from LAFCO.

A letter from the neighbor (Refer to Attachment 3, Correspondence, #6) objected to the project because they contend that the applicant, Lennox Homes, entered into separate agreement with the City of Concord and LAFCO to provide sewer

service, but that agreement doesn't extend to the surrounding neighbors who want sewer service.

Staff response: This comment is noted and is part of this report that will be considered by the Planning Commission when making a decision about the project. However, this response is limited because the comment does not relate to the adequacy or accuracy of the IS/MND. In addition, since the date of the neighbor's letter, the City of Concord has adopted a Resolution of intent to Annex the Ayres Ranch area which now allows the neighbor to apply to the City of Concord for an Out of Agency Service agreement to have sewer service.

The letter from LAFCO stated that they were in agreement with the condition of approval that requires the applicant to comply with their requirements prior to filing the final map.

Revised Mitigated Negative Declaration

In response to comments received regarding impacts to biological resources the County issued a Revised MND in October 2016 for a 30 day public comment period from October 18, 2016 through November 17, 2016. Comments regarding the Revised MND are addressed in the Executive Summary Section at the beginning of this report.

VI. Staff Analysis

This is the second subdivision of a two stage development. The first subdivision, Laurel Place I, is located directly adjacent to the south (Refer to Attachment 4, Graphics, Exhibit 2). It is an eight lot subdivision, with public trail, that was approved by the County in 2007. It also involved a rezoning from R-20 to R-15. The project was recently constructed and the homes are occupied.

Similarly, the current proposal, Laurel Place II, involves the rezoning of property from R-20 to R-15 and the construction of homes with a public trail. Staff believes that this project would be a benefit to the community because it is an infill project, provides new homes and a public trail to the area.

- A. General Plan and Zoning: The proposed rezoning from R-20, Single Family Residential (20,000 square foot minimum lot size) to R-15, Single Family Residential (15,000 square foot minimum lot size) is consistent with the underlying general

plan designation of Single Family Low Density. The proposed rezoning is also consistent with the zoning that is located adjacent to the south and it provides a transition from R-10 zoning to the west and R-20 zoning to east.

- B. Tree Removal: The project proposes to remove 33 trees, 11 of which are oak trees. According to an arborist report submitted by the applicant (Mc Neil, 8/14/14) most of the trees proposed for removal are in declining or poor health. The landscape plan for the project proposes the planting of 37 trees along the proposed public trail and staff is recommending, in addition to those trees, the project plant one street tree for each lot.
- C. Public Trail: The project is also proposing a section of public trail along the western edge. This would extend the trail section that has been built in the completed Laurel Place I project to the south. This section of trail is part of a larger trail plan envisioned by the City of Concord and would be dedicated to them for that purpose.

VII. Traffic and Circulation

The project has a 79-foot long frontage along Bailey Road, but is not proposing to use that street for site access. Instead, they propose to serve all seven of the residential lots from a private road extending southwesterly through their adjacent subdivision to a "knuckle" in Laurel Place, a private road. The travel way of the private road will be 20-28 feet wide within a 21-29-foot wide access and utility easement.

An additional 20-foot wide PG&E and trail easement will run the length of the private road and extend past the hammer-head turnaround to Bailey Road. As with the prior phase of this project, the trail easement will be dedicated to the City of Concord and constructed to City standards.

Drainage

The project site generally drains from southeast to the northern tip of the property to culverts located under Bailey Road. The proposed fill and a retaining wall to be constructed along the east property line have been relocated further into the site to accommodate a drainage ditch at the toe of the wall. A right-of-entry may not be required from the adjacent property owner to install and maintain these improvements.

Division 914 of the County Ordinance Code requires that all stormwater entering and/or originating on this property to be collected and conveyed, without diversion and within an adequate storm drainage system, to an adequate natural watercourse having a

definable bed and banks, or to an existing adequate public storm drainage system which conveys the stormwaters to an adequate natural watercourse.

A study verifying the adequacy of the culverts crossing Bailey Road was submitted and reviewed. Conveyance of storm waters to this culvert system with on-site detention and minor improvements at the upstream entrance should satisfy the drainage requirements of the County Ordinance Code.

VIII. Conclusion

Staff recommends that the County Planning Commission find the Revised MND, dated October 2016, is adequate for the purposes of CEQA and adopt the Revised MND, and mitigation measures, approve the Vesting Tentative Map, subject to the conditions of approval and adopt a motion to recommend that the Board of Supervisors adopt the Revised MND with mitigation measures and approve the rezoning of the property from R-20 to R-15.

Attachment 1: Findings and Conditions of Approval

Attachment 2: CEQA Determination / Revised IS/MND

Attachment 3: Correspondence

Attachment 4: Graphics – Maps; Vicinity Map, Rezoning Map, Strip of Land Map

Attachment 5: Vesting Tentative Map, Grading and Landscaping Plan

CONDITIONS OF APPROVAL FOR COUNTY FILE NO. SD14-9389
AS APPROVED BY THE COUNTY PLANNING COMMISSION ON
JUNE 14, 2017

Administrative

1. This approval is based on the exhibits and reports received by the Department of Conservation and Development (DCD) as follows:
 - a) Vesting Tentative Map dated received March 2, 2015.
 - b) Arborist report by Joseph McNeil dated August 14, 2014.
 - c) Soil Investigation Report by Geotechnical Engineering Inc, dated December 4, 2014.
 - d) Storm Water Control Plan by Apex Civil Engineering and Land Surveying dated September 7, 2014.
 - e) Laurel Place II Revised Mitigated Negative Declaration dated October 2016.
 - f) Biological Memorandum, dated March 1, 2017, by WRA Environmental Consultants
 - g) Geologic Peer Review by Darwin Myers Associates dated September 27, 2014.
 - h) Archaeological Review by Holman and Associates dated November 14, 2014.
2. Approval of Vesting Tentative Map, SD14-9389 is contingent upon the Board of Supervisor approval of Rezoning, RZ14-3228 for this site.
3. This approval allows for a maximum of seven residential lots.
4. This application is subject to an initial application fee, which was paid with the application submittal, plus time and materials costs if the application review

expenses exceed 100% of the initial fee. Any additional fee due must be paid within 60 days of the permit effective date or prior to use of the permit whichever occurs first. The fees include costs through permit issuance plus five working days for file preparation. You may obtain current costs by contacting the project planner. If you owe additional fees, a bill will be sent to you shortly after permit issuance.

Indemnification

5. Pursuant to Government Code Section 66474.9, the applicant (including the subdivider or any agency thereof) shall defend, indemnify, and hold harmless the County, agents, officers, and employees from any claim, action, or proceeding against the Agency (the County) or its agents, officers, or employees to attack, set aside, void, or annul, the Agency's approval concerning this subdivision map application, which action is brought within the time period provided in Section 66499.37. The County will promptly notify the subdivider of any such claim, action, or proceeding and cooperate fully in the defense.

Compliance Report

6. At least 45 days prior to filing a final map or issuance of grading permit, whichever occurs first, the applicant shall submit a report on compliance with the conditions of approval with this permit for the review and approval of DCD. The fee for this application is a deposit of \$1000 that is subject to time and materials costs. Should staff costs exceed the deposit, additional fees will be required.
 - A. Except for those conditions administered by the Public Works Department, the report shall list each condition followed by a description of what the applicant has provided as evidence of compliance with that condition.
 - B. Unless otherwise indicated, the applicant will be required to demonstrate compliance with the conditions of this report prior to filing the final map.

Child Care

7. Upon the issuance of building permits, the developer shall pay a fee of \$400 per lot upon which a residence is being built for childcare facility needs in the area as established by the Board of Supervisors.

Police Services

- 8 The owner of the property shall participate in the provision of funding to maintain and augment police services by voting to approve a special tax for the parcels created by this subdivision approval. The tax shall be the per parcel annual amount (with appropriate future CPI adjustment) then established at the time of voting by the Board of Supervisors. The election to provide for the tax shall be completed prior to filing the final map. The property owner shall be responsible for paying the cost of holding the election, payable at the time the election is requested by the owner. Allow a minimum of three to four months for processing.

Park Dedication

9. Upon the issuance of building permits, the developer shall pay a fee of \$7,238 per lot upon which a residence is being built to the County for Park Dedication fees.

Air Quality

10. Consistent with the Best Management Practices required by the BAAQMD, the following actions shall be incorporated into construction contracts and specifications for the project:
 - All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.
 - All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
 - All visible mud or dirt tracked-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
 - All vehicle speeds on unpaved roads shall be limited to 15 mph.
 - All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible.
 - Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
 - Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of

California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.

- All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
- A publicly visible sign shall be posted with the telephone number and contact information for the designated on-site construction manager available to receive and respond to dust complaints. This person shall report all complaints to Contra Costa County and take immediate corrective action as soon as practical but not more than 48 hours after the complaint is received. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations. **Mitigation Measure AIR 1.**

Biology

California Tiger Salamander

11. As required under the California Endangered Species Act and Fish and Game Codes, the applicant shall consult with CDFW if there is take or possession of CTS as defined under the Fish and Game Code anticipated as a result of the proposed project. If no take of individual CTS is anticipated as occurring under the mitigation measures stated below, no further action is required. If a Corps of Engineers permit is required for fill of any wetlands, the Corps may also elect to consult with the USFWS under Section 7 of the Endangered Species Act. The applicant shall comply with all terms of any endangered species permits required and issued including any mitigation requirements and provide proof of compliance, including any compensatory mitigation, to the Department of Conservation and Development (DCD) prior to issuance of a grading permit.

Prior to any construction activities, the following measures shall be conducted:

- a) A silt fence (properly buried at the base in 6 inches of soil) shall be installed along the project footprint to provide a buffer between the edge of fencing and the surrounding roadways. The exclusion fencing shall be composed of Geotex 102F (or its equivalent), a durable material capable of withstanding ultraviolet degradation for the duration of the project. The fence is 12 inches high, buried in the ground, and includes one way exit

funnels which may permit terrestrial species to vacate the construction area. The fencing will be inspected weekly and remain in place for the duration of construction activities.

- b) Immediately prior to the first day of construction activities, an approved biologist shall conduct an environmental training session with all workers on site to inform them about environmental issues regarding the potential for sensitive species, including CTS to be present on the site and provide training on avoidance and protection of the species should any individuals be observed. All work shall stop should an individual be observed during construction and the CDFW and USFWS notified.
- c) A qualified Biological Monitor shall be present during initial grading activities to observe all construction activities and immediately stop work should any CTS be observed. The CDFW and USFWS shall be notified should any individuals be observed.
- d) To prevent inadvertent entrapment of sensitive species during construction, the on-site biologist and/or construction foreman/manager shall ensure that all excavated, steep-walled holes or trenches more than one-foot deep are completely covered at the close of each working day by plywood or similar materials, or provided with one or more escape ramps constructed of earth fill or wooden planks and inspected by the on-site biologist. Before such holes or trenches are filled, they will be thoroughly inspected for trapped animals by the on-site biologist and/or construction foreman/manager. If any CTS are observed, all work must stop and CDFW and USFWS contacted.
- e) All activities listed above shall be recorded and maintained in a project monitoring construction log. Training materials, including photographs of the potential listed species in the area, and a list of numbers of personnel, including the US Fish and Wildlife Service and the Department of Fish and Wildlife, will be placed in the log book. Site visits and inspections shall be regularly entered into the log book by the contractor and the monitoring biologist. All applicable permits and conditions to protect sensitive species habitat will be copied and placed in the log book.

Finally, the following mitigation measure shall be conducted to prevent CTS from entering the project area after construction is completed:

- f) A suitable concrete (or brick) wall, curb, or berm, at least 12 inches high, shall be constructed along the boundary of development adjacent to Bailey Avenue and the junction with Myrtle Drive to prevent any juvenile and adult CTS from accessing the area in the future from the adjacent CNWS. The design and placement of the barrier is subject to the review of a qualified biologist retained by the applicant and review and approval of DCD. ***Mitigation Measure Bio 1***

Special-status Plants

12. Prior to site disturbance a qualified biologist, retained by the applicant, shall conduct a special-status plant survey. Avoidance and minimization measures shall be proposed, should any rare plants be observed during the survey. Additionally, the removal of any native (non-grafted) California black walnut trees on the site shall be replaced at a ratio of 6:1.

Nesting Birds

13. If site disturbance commences between February 1 and August 31, a qualified biologist shall conduct a pre-construction bird nesting survey within 14 days of project initiation. If nests of native birds are detected on or adjacent to the site, a no disturbance buffer (generally 50 feet for passerines and 300 feet for raptors) in which no new site disturbance is permitted shall be observed until August 31, or the qualified biologist determines that the young are foraging independently. The size of the no-disturbance buffer shall be determined by a qualified biologist, and shall take into account local site features and existing sources of potential disturbance. If more than 14 days elapses between the survey and the start of construction, the survey shall be repeated. The project sponsor shall provide proof of compliance to the County prior to issuance of a grading permit. ***Mitigation Measure Bio 3***

Wetlands

14. Authorization from the USACE and RWQCB for the fill of jurisdictional wetlands shall be obtained by the applicant prior to the start of construction. The project sponsor shall comply with all terms of the permits including any mitigation requirements and provide proof of compliance to the County prior to issuance of a grading permit. If the applicant chooses or is required to

avoid all delineated wetlands as a result of project redesign and no fill of wetlands occurs, no permits will be necessary. The applicant shall demonstrate to the County that the project has avoided fill in any delineated wetland prior to issuance of the grading permit. **Mitigation Measure Bio 4**

Geology

15. A. Geotechnical Update Report. At least 30 days prior to requesting recordation of the Final Map, the project proponent shall submit and updated geotechnical report. The update shall address the following:

- A screening investigation to assess liquefaction potential. The approach shall include a minimum of one deep boring (40 to 50 ft. deep or to bedrock, whichever is less), and shall include field and laboratory test data and engineering analysis to make a preliminary evaluation liquefaction potential. If liquefiable sands are confirmed to be present update report shall (a) assess the potential for a lateral spreading failure and ground failure, (b) estimate of total settlement and differential settlement beneath foundations, and (c) provide recommendations to mitigate the hazard posed by liquefaction.

The update report shall also include review of the drainage and grading plans for the project, including evaluation of the design of the bio-retention basin on the site, and its potential adverse effects. Specifically, provide recommendations for the gradient of engineered slopes on the perimeter of the basin and identify any measures that may be warranted to protect planned improvements on the site as well as Bailey Road improvements associated with their proximity to the bio-retention basin.

- The update report shall be subject to review by the County Peer Review Geologist, and review/approval by the Zoning Administrator.
- B. Grading Plans and Building Permit Plans. The GEI report provides recommendations for geotechnical monitoring services that include review of grading, drainage and foundation plans prior to issuance of construction permits. The purpose of this review is to ensure that the plans have incorporated GEI's recommendations, and if the plans have evolved since the geotechnical design report was issued, it provides an opportunity for the geotechnical engineer to modify or add supplemental

recommendations. Therefore, when requesting issuance of construction permits, submit a wet signed and stamped letter from the Geotechnical Engineer that provides a bibliographic citation to the plans that were reviewed and providing the geotechnical engineer's review comments. The "General Notes" on Grading Plans (or "Grading Notes" on construction plans) should identify the geotechnical reports for the project, and identify the required geotechnical monitoring that is to be provided. Similarly, prior to requesting building permits the project proponent shall provide evidence of geotechnical review of final grading, drainage and foundation plans, including foundation details. Another "General Note" shall specify that corrosivity testing be performed under the direction of the geotechnical engineer after rough grading (and prior to issuance of building permits) to determine which lots, if any, require special recommendations to prevent damage to concrete and/or steel in contact with the ground.

- C. Prior to Requesting Final Inspection of Grading / Prior to Final Inspection of Building Permits. The geotechnical engineer shall provide observation and testing services during grading. Prior to the issuance of building permits for residences, the geotechnical engineer shall certify that the lot preparation work is in compliance with recommendations in the approved design-level report. During foundation work the geotechnical engineer shall provide observation services to ensure the geotechnical recommendations are properly implemented by the contractor. Prior to requesting a final building inspection, the Building Inspection Division may require documentation of the geotechnical engineer's observation services during final grading/ foundation work/ lot drainage. The intent of such documentation is to ensure that the lot/ building improvements are in conformance with recommendations in the approved design-level report.

Mitigation Measures Geo I.

Construction Conditions

- 16. The following construction noise control measures are required to limit the amount of noise generated during the construction period.
 - All noise generating construction activities shall be limited to the hours of 7:30 A.M. to 5:30 P.M., Monday through Friday, and shall be prohibited on state and federal holidays on the calendar

dates that these holidays are observed by the state or federal government as listed below:

- New Year's Day (State and Federal)
- Birthday of Martin Luther King, Jr. (State and Federal)
- Washington's Birthday/Presidents' Day (State and Federal)
- Lincoln's Birthday (State)
- Cesar Chavez Day (State)
- Memorial Day (State and Federal)
- Independence Day (State and Federal)
- Labor Day (State and Federal)
- Columbus Day (State and Federal)
- Veterans Day (State and Federal)
- Thanksgiving Day (State and Federal)
- Day after Thanksgiving (State)
- Christmas Day (State and Federal)

For specific details on the actual day the state and federal holidays occur, please visit the following websites:

Federal/holidays:

http://www.opm.gov/Operating_Status_Schedules/fedhol/2011.asp

California/ holidays: <http://www.ftb.ca.gov/aboutFTB/holidays.shtml>

- Utilize "quiet" models of air compressors and other stationary noise sources where technology exists.
 - Prohibit unnecessary idling of internal combustion engines.
 - Equip all internal combustion engine driven equipment with intake and exhaust mufflers that are in good condition and appropriate for the equipment.
 - Locate stationary noise generating equipment as far as possible from noise sensitive receptors.
 - Designate a noise disturbance coordinator who would be responsible for responding to any local complaints about construction noise. The disturbance coordinator would determine the cause of the noise complaints (e.g., starting too early, bad muffler, etc.) and institute reasonable measures warranted to correct the problem. Conspicuously post a telephone number for the disturbance coordinator at the construction site.
- Mitigation Measure Noi 1.

- At least one week prior to commencement of grading or construction, the developer shall prepare a notice that grading or construction work will commence. The notice shall be posted at the site and mailed to all owners and occupants of the project site within 300 feet of the exterior boundary. The notice shall include a list of contact persons with name, title, phone number and area of responsibility. The names of individuals responsible for noise and litter control, tree protection, construction traffic and vehicles, erosion control, and the 24-hour emergency number, shall be expressly identified in the notice.
- The worksite shall be maintained in an orderly fashion. Following the cessation of construction activity, all construction debris shall be removed from the site.

Fencing

17. At least 30 days prior to filing the final map the developer shall submit a fencing plan that shows the location and height of all the fences and retaining walls on the site. The approved fencing/retaining walls shall be installed prior to occupancy of the first residence that is constructed on the site.

Trees

18. This permit allows the removal of the trees that are noted for removal in the above referenced arborist report, including the following measures: tree protective fencing and zones and arborist on site prior to grading to meet with contractor to assure tree protection. If tree removal occurs between March and August a qualified wildlife biologist shall conduct a preconstruction survey to determine if any birds are nesting in or adjacent to the project site. If active nests of either migratory birds or birds of prey are detected a no disturbance buffer (generally 75 feet) in which no new site disturbance is permitted until a qualified biologist determines that the young have successfully fledged. Prior to occupancy of each unit the developer shall plant at least one native tree (24 gallon min.) with irrigation system in the front yard of each residence. Any removal of native California black walnut on the site would be replaced at a ratio of 6:1.

Lighting Control

19. Outdoor lighting associated with this development shall be designed and located to minimize ambient light levels consistent with public safety standards. Lighting fixtures shall be directed downward onto the project site and shall be shielded to prevent overspill of light onto surrounding properties.

Public Trail

20. The applicant shall make an offer of dedication to the City of Concord for a 12-foot wide trail easement and construct or bond for an asphalt trail that meets City of Concord standards, as shown on the tentative map.
21. At least 30 days prior to recording the final map the applicant shall submit a deed disclosure for review and approval of DCD. The purpose of the deed disclosure is to inform the buyers of lots 1 through 7 that a public trail is planned to the west of the property line.

Construction Debris

22. At least 30 days prior to the issuance of building permits the developer shall submit a "Debris Recovery Plan" demonstrating how they intend to recycle, reuse or salvage building materials and other debris generated from the construction of new buildings. At least 30 days prior to the final inspection of the first residential unit not including models, the developer shall submit completed "Debris Recovery Report" documenting actual debris recovery efforts including quantities of recovered and landfilled materials the resulted from the project.

Cultural

23. The following statement shall be printed on the construction plans: "If human remains are encountered during project activities, work within 50 feet of the discovery shall be redirected and the County Coroner notified immediately. At the same time, the project applicant shall notify the Contra Costa County Department of Conservation and Development of the discovery, and a qualified archaeologist shall be contacted to assess the situation. Project personnel shall not collect or move any human remains and associated materials. If the human remains are of Native American origin, the Coroner must notify the Native American Heritage Commission

within 24 hours of this identification. The Native American Heritage Commission will identify a Most Likely Descendant (MLD) to inspect the site and provide recommendations for the proper treatment of the remains and associated grave goods."

Landscaping

24. At least 30 days prior to issuance of grading permits the applicant shall provide a Landscape Plan for the project for review and approval of DCD. The landscape plan shall comply with the State Model Water Efficient Landscape Ordinance and shall be certified by a Landscape Architect on the Landscape Plans.

LAFCO

25. Prior to filing the Final Map the applicant shall comply with the requirements of LAFCO for sewer service by obtaining either annexation to the City of Concord or Out of Agency Service agreement.
26. The Applicant shall comply with the Inclusionary Housing Ordinance, Chapter 822-4 subject to the review and approval of DCD.

PUBLIC WORKS RECOMMENDED CONDITIONS OF APPROVAL FOR SUBDIVISION SD14-9389

Applicant shall comply with the requirements of Title 8, Title 9 and Title 10 of the County Ordinance Code. Any exception(s) must be stipulated in these Conditions of Approval. Conditions of Approval are based on the vesting tentative map submitted to the Department of Conservation and Development, Community Development Division, on March 2, 2015.

COMPLY WITH THE FOLLOWING CONDITIONS OF APPROVAL PRIOR TO FILING OF THE FINAL MAP.

General Requirements:

27. In accordance with Section 92-2.006 of the Ordinance Code, this subdivision shall conform to all applicable provisions of the Subdivision Ordinance (Title 9). Any exceptions therefrom must be specifically listed in this conditional approval statement. The drainage, road and utility improvements outlined below shall require the review and approval of the

Public Works Department and are based on the Vesting Tentative Map received by the Department of Conservation and Development, Community Development Division, on March 2, 2015.

28. Applicant shall submit improvement plans prepared by a registered civil engineer to the Public Works Department and pay appropriate fees in accordance with the County Ordinance and these conditions of approval. The below conditions of approval are subject to the review and approval of Public Works Department.

Roadway Improvements (Frontage)

29. Applicant shall construct curb, 10-foot sidewalk, necessary longitudinal and transverse drainage, street lighting, and pavement widening and transitions along the frontage of Bailey Road. Applicant shall construct face of curb 10 feet from the dedicated right-of-way line.

Access to Adjoining Property:

Proof of Access

30. Applicant shall furnish proof to the Public Works Department of the acquisition of all necessary rights of way, rights of entry, permits and/or easements for the construction of off-site, temporary or permanent, public and private road and drainage improvements.
31. Applicant shall furnish proof to the Public Works Department that legal access to the property is available from Laurel Place.

Encroachment Permit

32. Applicant shall obtain an encroachment permit from the Application and Permit Center, if necessary, for construction of improvements within the right-of-way of Bailey Road.

Abutter's Rights

33. Applicant shall relinquish abutter's rights of access along Bailey Road.

Private Roads:

34. Applicant shall construct a (paved) turnaround at the end of the proposed private road.
35. Applicant shall construct an on-site roadway system to current County private road standards with a minimum traveled width of 20 feet with 28 foot wide parking bays as shown on the tentative map. A minimum 25-foot access easement shall be provided.

Road Dedications:

36. Property Owner shall convey to the County, by Offer of Dedication, the right-of-way necessary for the planned future width of 60 feet along the frontage of Bailey Road.

Street Lights:

37. Applicant shall annex into the Community Facilities District (CFD) 2010-1 formed for Countywide Street Light Financing. Annexation into a street light service area does not include the transfer of ownership and maintenance of street lighting on private roads.

Bicycle - Pedestrian Facilities:

38. Property owner shall convey to the City of Concord, by Offer of Dedication, a minimum twelve-foot wide easement over the trail proposed on the Vesting Tentative Map. Design and construction of said trail shall be subject to review and approval of the City of Concord.
39. Applicant shall design all public and private pedestrian facilities in accordance with Title 24 (Handicap Access) and the Americans with Disabilities Act. This shall include all sidewalks, paths, driveway depressions, and curb ramps.

Parking:

40. Parking shall be prohibited on one side of on-site roadways where the curb-to-curb width is less than 36 feet and on both sides of on-site roadways where the curb-to-curb width is less than 28 feet. "No Parking"

signs shall be installed along these portions of the roads subject to the review and approval of Public Works Department.

Utilities/Undergrounding:

41. Applicant shall underground all new and existing utility distribution facilities. The overhead utilities along the proposed trail are transmission facilities and not subject to this requirement. The developer shall provide joint trench composite plans for the underground electrical, gas, telephone, cable television and communication conduits and cables, including the size, location and details of all trenches, locations of building utility service stubs and meters, and placements or arrangements of junction structures as a part of the Improvement Plan submittals for the project. The composite drawings and/or utility improvement plans shall be signed by a licensed civil engineer.

Maintenance of Facilities:

42. The maintenance obligation of all common and open space areas, private roadways, any private street lights, public and private landscaped areas, perimeter walls/fences, and on-site drainage facilities shall be included in the covenants, conditions, and restrictions (CC&Rs). The language shall be submitted for the review and approval of the Zoning Administrator and the Public Works Department at least 60 days prior to filing of the Final Map.

Drainage Improvements:

Collect and Convey

43. The applicant shall collect and convey all stormwater entering and/or originating on this property, without diversion and within an adequate storm drainage system, to an adequate natural watercourse having definable bed and banks, or to an existing adequate public storm drainage system which conveys the storm waters to an adequate natural watercourse, in accordance with Division 914 of the County Ordinance Code.
44. The nearest public drainage facility is the road culvert system in Bailey Road immediately downstream of the subject property. Applicant shall verify its adequacy prior to discharging run-off.

Miscellaneous Drainage Requirements:

45. The applicant shall design and construct all storm drainage facilities in compliance with the County Ordinance Code and the Public Works Department design standards.
46. Applicant shall prevent storm drainage from draining across the sidewalk(s) and driveway(s) in a concentrated manner.
47. A private storm drain easement, conforming to the width specified in Section 914-14.004 of the County Ordinance Code, shall be dedicated over proposed storm drain improvements traversing the site.

National Pollutant Discharge Elimination System (NPDES):

48. The applicant shall be required to comply with all rules, regulations and procedures of the National Pollutant Discharge Elimination System (NPDES) for municipal, construction and industrial activities, as promulgated by the California State Water Resources Control Board, or any of its Regional Water Quality Control Boards (San Francisco Bay - Region II).
49. Compliance shall include developing long-term best management practices (BMPs) for the reduction or elimination of storm water pollutants. The project design shall incorporate, wherever feasible, the following long-term BMPs in accordance with the Contra Costa Clean Water Program for the site's storm water drainage:
 - Minimize the amount of directly connected impervious surface area.
 - Install approved full trash capture devices on all catch basins (excluding catch basins within the bioretention basins) as reviewed and approved by the Public Works Department. Trash capture devices shall meet the requirements of the County's NPDES permits.
 - Place advisory warnings on all catch basins and storm drains using current storm drain markers.
 - Construct concrete driveway weakened plane joints at angles to assist in directing run-off to landscaped/pervious areas prior to entering the street curb and gutter.
 - Other alternatives comparable to the above, as approved by the Public Works Department.

- Shallow roadside and on-site swales.
- Distribute public information items regarding the Clean Water Program and lot-specific IMPs to buyers.

Stormwater Management and Discharge Control Ordinance:

50. The applicant shall submit a FINAL Storm Water Control Plan (SWCP) and a Stormwater Control Operation and Maintenance Plan (O+M Plan) to the Public Works Department, which shall be reviewed for compliance with the County's National Pollutant Discharge Elimination System (NPDES) Permit and shall be deemed consistent with the County's Stormwater Management and Discharge Control Ordinance (§1014) prior to filing of the Final Map. To the extent required by the NPDES Permit, the Final Stormwater Control Plan and the O+M Plan will be required to comply with NPDES Permit requirements that have recently become effective that may not be reflected in the preliminary SWCP and O+M Plan. All time and materials costs for review and preparation of the SWCP and the O+M Plan shall be borne by the applicant.
51. Improvement Plans shall be reviewed to verify consistency with the final SWCP and compliance with Provision C.3 of the County's NPDES Permit and the County's Stormwater Management and Discharge Control Ordinance (§1014).
52. Stormwater management facilities shall be subject to inspection by Public Works Department staff; all time and materials costs for inspection of stormwater management facilities shall be borne by the applicant.
53. Prior to issuance of the first building permit, the property owner(s) shall enter into a standard Stormwater Management Facility Operation and Maintenance Agreement with Contra Costa County, in which the property owner(s) shall accept responsibility for, and related to, operation and maintenance of the stormwater facilities, and grant access to relevant public agencies for inspection of stormwater management facilities.
54. Prior to issuance of the first building permit, the property owner(s) shall annex the subject property into Community Facilities District (CFD) No. 2007-1 (Stormwater Management Facilities), which funds responsibilities of Contra Costa County under its NPDES Permit to oversee the ongoing operation and maintenance of stormwater facilities by property owners.

55. Any proposed water quality features that are designed to retain water for longer than 72 hours shall be subject to the review of the Contra Costa Mosquito & Vector Control District.

ADVISORY NOTES

- The applicant will be required to comply with the requirements of the Bridge/Thoroughfare Fee Ordinance for the Central County Area of Benefit, as adopted by the Board of Supervisors.
- The applicant will be required to comply with the drainage fee requirements for Drainage Area 33B as adopted by the Board of Supervisors.
- A portion of this project lies within the Special Flood Hazard Area (100-year flood boundary), as designated on the Federal Emergency Flood Rate Maps. The applicant shall be aware of the requirements of the Federal Flood Insurance Program and the County Flood Plain Management Ordinance (Ordinance No. 2000-33), as they pertain to future construction of any structures on this property.
- This project may be subject to the requirements of the Department of Fish and Game. It is the applicant's responsibility to notify the Department of Fish and Game, P.O. Box 47, Yountville, California 94599, of any proposed construction within this development that may affect any fish and wildlife resources, per the Fish and Game Code.
- This project may be subject to the requirements of the Army Corps of Engineers. It is the applicant's responsibility to notify the appropriate district of the Corps of Engineers to determine if a permit is required, and if it can be obtained.
- The project shall comply with the requirements of City of Concord with regard to sewer service.

FILE COPY



Contra Costa County

California
Government Information

LAUREL PLACE II

Unincorporated Concord Area

Contra Costa County File Numbers

Rezoning No. RZ14-3228

Subdivision No. SD14-9389

REVISED INITIAL STUDY / MITIGATED NEGATIVE DECLARATION

October 2016

✓

Y903 1117

ENVIRONMENTAL CHECKLIST FORM

1. **Project Title:** Laurel Place II
Vesting Tentative Map; 7 Lots (County File SD14-9389)
Rezoning From R-20 to R-15 (County File RZ14-3228)
2. **Lead Agency Name and Address:** Contra Costa County
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
3. **Lead Agency Contact Person:** John Osborne, Senior Planner
(925) 674-7793
4. **Project Sponsors, Representative and Address:** Lenox Homes LLC
Rick Rosenbaum
3675 Mt. Diablo Blvd., Suite 350
Lafayette, CA 94549
5. **Project Location:** 3.59 acre parcel located on the east side of Bailey Road near Myrtle Drive in the unincorporated Concord area
6. **General Plan Designation:** Single Family Residential – Low Density
7. **Zoning:** R-20, Single Family Residential (20,000 square foot minimum lot size)
8. **Description of Project:** The proposed project involves a request for the following two entitlements from the County: 1. Approval of a rezoning of the project site from R-20 to R-15 (15,000 square foot minimum lot size) and 2. Approval of a Vesting Tentative Map for a 7 lot residential subdivision with public trail.
9. **Surrounding Land Use and Settings:** The project site is located in a residential neighborhood within a small pocket of the unincorporated Concord area.

10. Other Public Agencies Whose Approval is Required (e.g., permits, financing, approval, or participation agreement):

Contra Costa Local Agency Formation Commission (LAFCO) for sewer service, Concord Sanitary Service for sewer service, Contra Costa County Public Works Department, Contra Costa Water District, Contra Costa County Building Inspection Department, Contra Costa County Fire Protection District, U.S. Fish and Wildlife Service, California Department of Fish and Wildlife, U.S. Army Core of Engineers, Regional Water Quality Control Board.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors marked "x" below would be potentially affected by this project, involving at least one impact that is "Potentially Significant Impact" as indicated by the checklist.

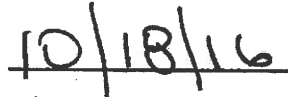
	Aesthetics		Agricultural Resources	X	Air Quality
X	Biological Resources		Cultural Resources	X	Geology and Soils
	Hazards and Hazardous Materials		Hydrology and Water Quality		Land Use and Planning
	Mineral Resources	X	Noise		Population and Housing
	Public Services		Recreation		Transportation/Traffic
	Utilities and Service Systems		Mandatory Findings of Significance		

DETERMINATION

On the basis of the initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- X I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because the mitigation measures described on an attached sheet have been added to the project. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a significant effect(s) on the environment, but at least one effect (1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and (2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets, if the effect is a "potentially significant impact" or "potentially significant unless mitigated." An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

— I find that although the proposed project could have a significant effect on the environment, there WILL NOT be a significant effect in this case because all potentially significant effects (a) have been analyzed adequately in an earlier EIR pursuant to applicable standards and (b) have been avoided or mitigated pursuant to that earlier EIR, including revisions or mitigation measures that are imposed upon the proposed project.



John Osborne
Senior Planner
Contra Costa County
Department of Conservation and Development

Date

SOURCES

In the process of preparing the Checklist and conducting the evaluation, the following references were consulted. (These references are available for review at the Contra Costa County Department of Conservation and Development, 30 Muir Road, Martinez.)

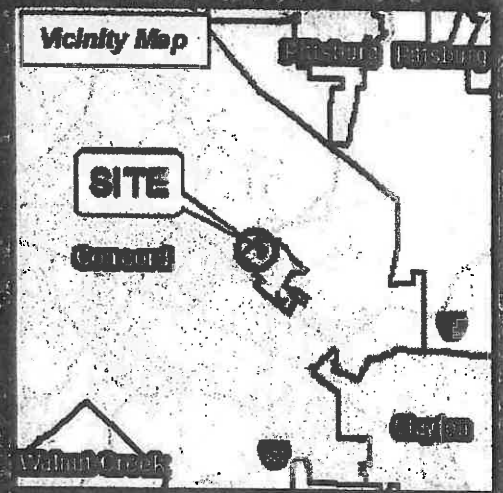
1. Project Plans for Laurel Place II including Tentative Map and Grading Plan dated received by Community Development Department March 12, 2015.
2. Site Visit April 22, 2015
3. The Contra Costa County General Plan (2005-2020).
4. County Zoning Code, Title 8.
5. Arborist Report by Joseph McNeil, dated August 14, 2014
6. Storm Water Control Plan by Apex Civil Engineering and Land Surveying, dated September 7, 2014
7. Geologic Peer Review by Darwin Myers, County Peer Review Geologist, dated May 25, 2015
8. Archaeological Report by Holman & Associates dated November 14, 2014
9. Appendix A - Air Quality / Greenhouse Gas Analysis
10. Biological Resources Assessment by Mosaic Associates, dated November 10, 2015
Appendix A - Significant Criteria
Appendix B – Wetland Delineation Map
Appendix C – California Tiger Salamander Site Assessment

LIST OF EXHIBITS

Exhibit 1: Vicinity Map
Exhibit 2: Rezoning Map
Map : Vesting Tentative Map
Figure 1: Study area for Biological Assessment

Exhibit 1
Vicinity Map
Laurel Place II
County Files, SD14-9389 &
RZ14-3228

Laurel Place II
Project Site



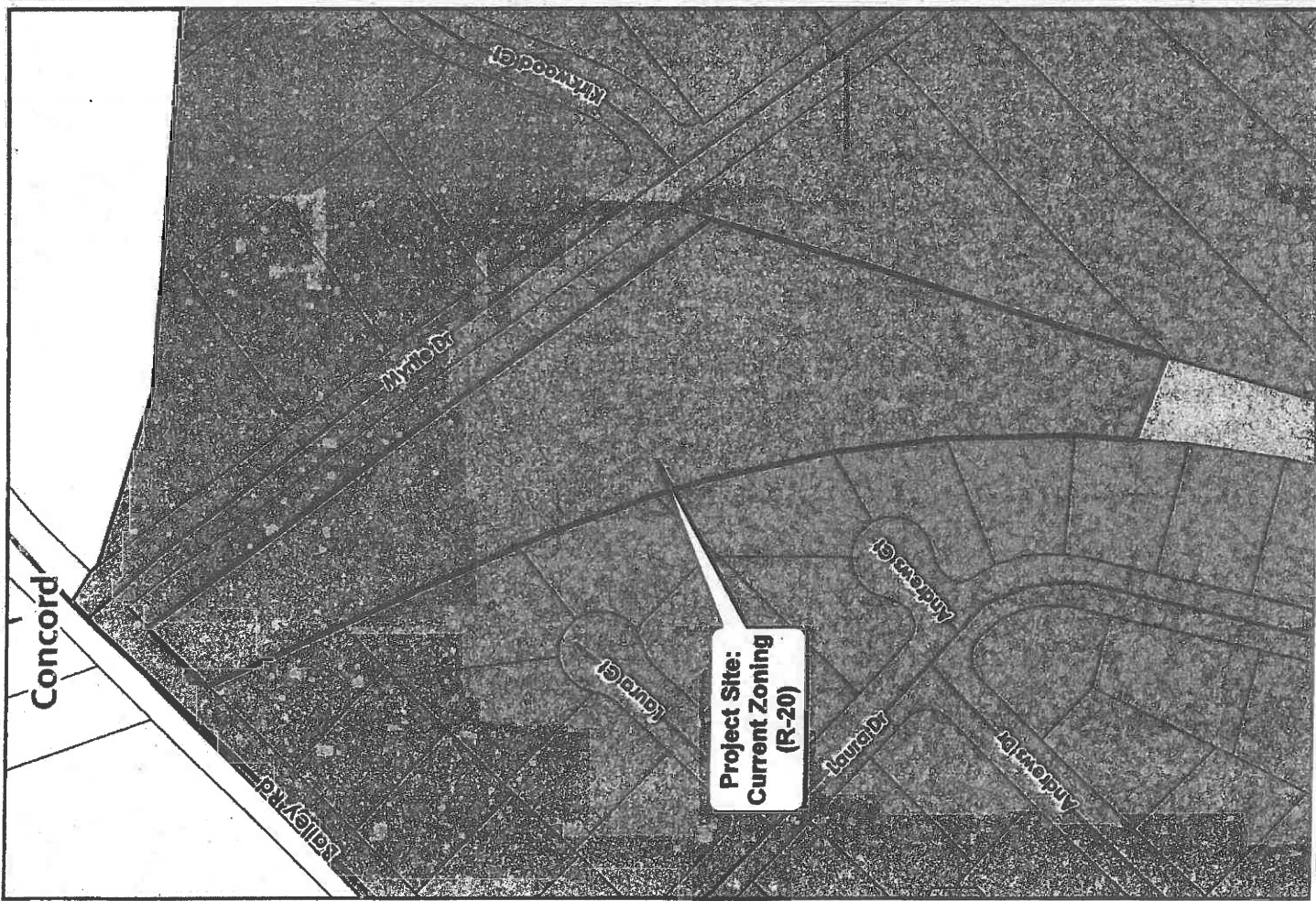
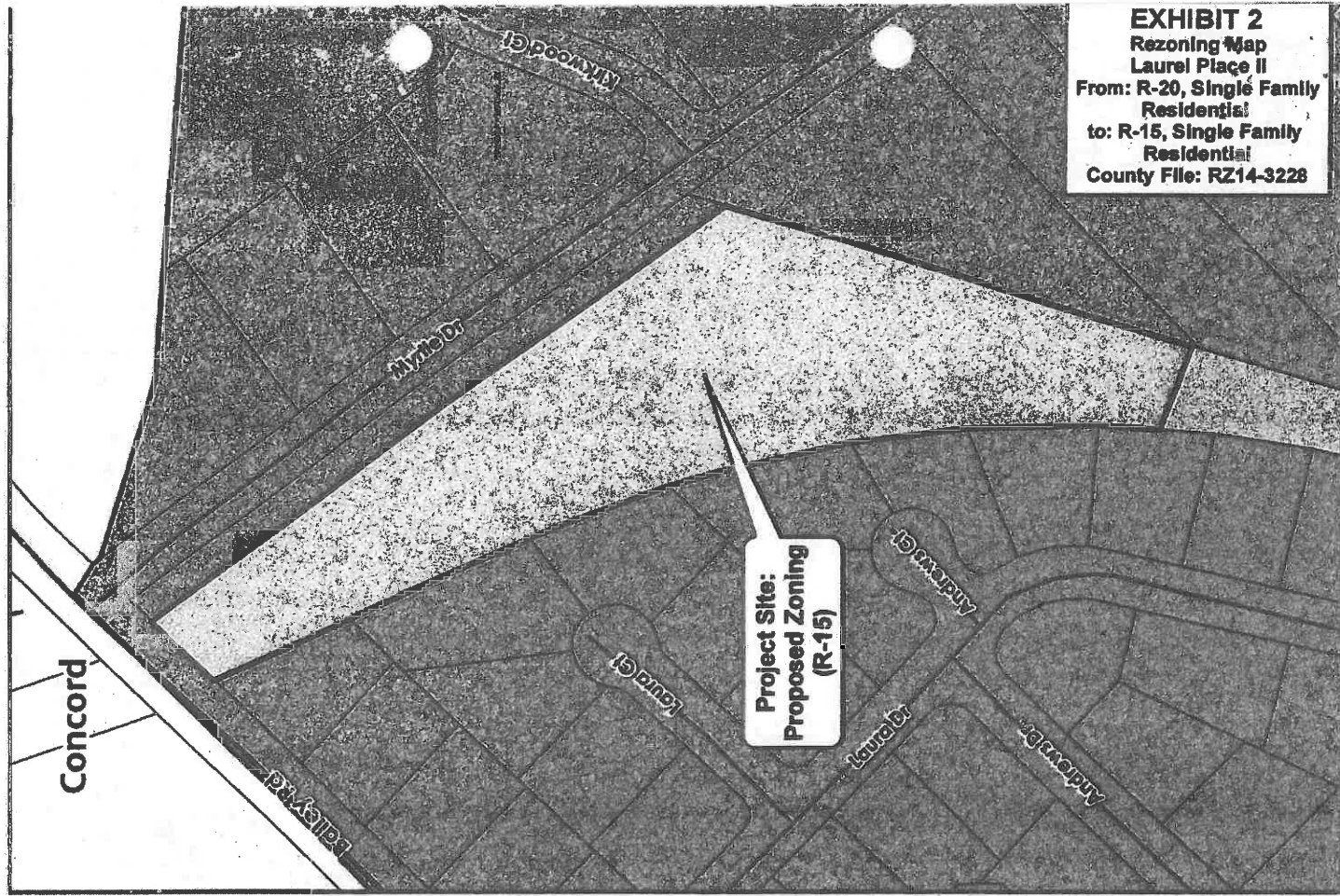
0 170 340 680 Feet

Map Created 4/21/2016
 by Corbin County Department of
 Engineering and Planning, GIS Office
 1000 West Main Street, Suite 100
 Corbin, KY 40301
 502-233-1234

This map was prepared by the Corbin County Department of Engineering and Planning. It is not intended to be used for any purpose other than the purpose for which it was prepared. The user of this map assumes all liability for any errors or omissions. The user of this map also assumes all liability for any damages or losses resulting from the use of this map. The user of this map also assumes all liability for any damages or losses resulting from the use of this map.



EXHIBIT 2
Rezoning Map
Laurel Place II
From: R-20, Single Family
Residential
to: R-15, Single Family
Residential
County File: RZ14-3228

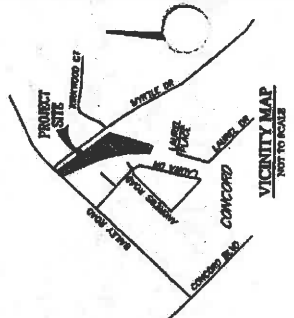


This map was created by the Contra Costa County Department of Conservation and Development with data from the Contra Costa County GIS Program. Some data, primarily City Limits, is derived from the CA State Board of Equalization's records. While obligated to use the data the County assumes no responsibility for its accuracy. The County's records are not guaranteed to be accurate.

Map Created 1/15/2015
 by Contra Costa County Department of
 Conservation and Development, GIS Group



LAUREL PLACE II - VESTING TENTATIVE MAP - 02-12-2015



ABBREVIATIONS

BFE - BASE FLOOD ELEVATION
BLDG - BUILDING
CDD - COUNCIL DISTRICT
DNY - DENY
EX - EXISTING
FMT - FORMAT
SF - SQUARE FEET

LOT #	AVERAGE LOT WIDTH AS MEASURED IN 1997	AVERAGE LOT DEPTH AS MEASURED IN 1997
1	123.39'	197.00'
2	104.07'	194.07'
3	104.14'	194.07'
4	104.14'	194.07'
5	104.14'	194.07'
6	104.14'	194.07'
7	104.14'	194.07'

TYPICAL 21' STREET SECTION
SECTION A-A
NOT TO SCALE

CIVIL ENGINEER
APEX CIVIL ENGINEERING & LAND SURVEYING
877 ARTHUR DRIVE, SUITE 20
NANTUCKET, MA 05593
APEX CIVIL ENGINEERING

WATER: CONTRA COSTA WATER DISTRICT
SEWER: CITY OF CONCORD
STORM SEWER: COUNTY OF CONTRA COSTA
FIRE: CCCFO
GAS & ELECTRIC: PACIFIC GAS & ELECTRIC
TELEPHONE: AT&T
CABLE: COMCAST

ASSISTANT PAPER WORK	116-570-007
COASTLINE USE	WACHT
EXISTING FORMS	P-20 (SINGLE-FAMILY MEMORIAL)
PHOTOGRAPH FORMS	P-19 (SINGLE-FAMILY MEMORIAL)

- 1) ALL LOTS AND PRIVATE DRIVE TRAMWAYS SHALL BE SUBMITTED TO THE TOWN ENGINEER FOR REVIEW AND APPROVAL.
- 2) THERE SHALL BE NO RETENTION OF LANDSCAPING AREA.
- 3) PRIVATE BUILDING AREAS SHOWN ON THE REFERENCE AND CALCULATIONS ONLY (AREAS SHOWN ARE SUBJECT TO CHANGE).
- 4) EXISTING FIRE FIGHTING EXISTENCE AND CONCERN CABLE EXISTENCE ARE NOT FURTHER OF RECORD OR SLIP IN.



APEX
ONE SOURCE FOR ALL YOUR NEEDS

817 Arnold Drive, Box 50
Martinez, CA 94553

**VESTING TENTATIVE MAP
TITLE SHEET
SUB # 9909**

CONCORD, CA

104

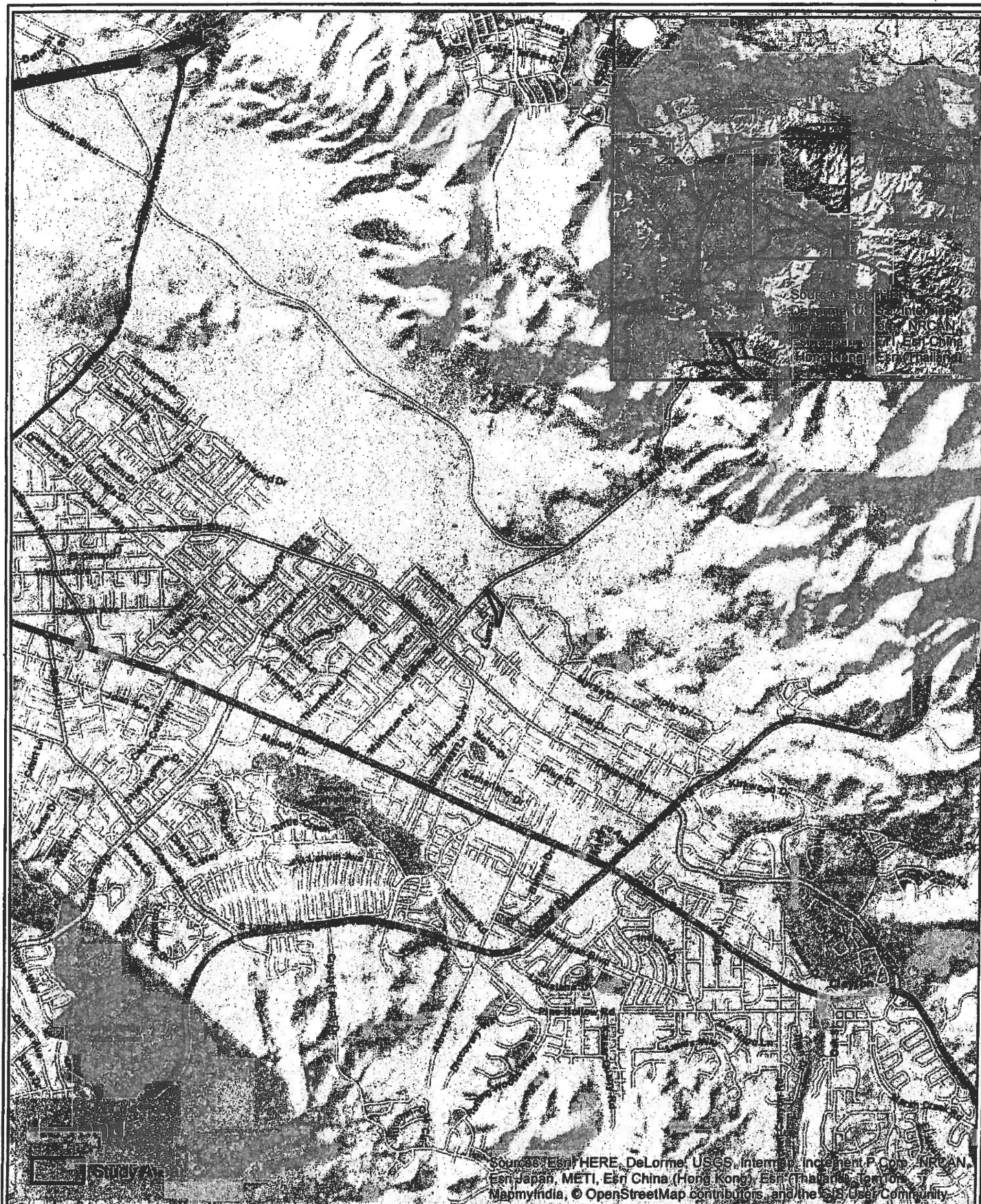


Figure 1. Study area locality map.

Mapscale: 1:40,000
 0 0.25 0.5 1 Miles



ENVIRONMENTAL CHECKLIST

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
I. AESTHETICS - Would the proposal:					
a.	Have a substantial adverse effect on a scenic vista? (<i>Sources 1,2,3</i>)				X
b.	Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway? (<i>Sources 1, 5</i>)			X	
c.	Substantially degrade the existing visual character or quality of the site and its surroundings? (<i>Sources 1</i>)			X	
d.	Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area? (<i>Sources 1</i>)			X	

Impact I.a. and b.: Scenic Vistas, Scenic Resources and Scenic Quality.

No Impact. The project site is not a scenic vista (as defined by the Contra Costa County General Plan) nor is it near a scenic highway. The project proposes to remove 33 trees, 11 of which are oak trees. Most of the trees are declining, in poor health or have serious structural defects. The landscape plan for the project proposes the planting of approximately 37 trees along the proposed trail and staff will recommend the planting of one additional tree per residential lot. This is a less than significant impact.

Impact I.c.: Visual Character or Quality. Less than Significant.

Implementation of the project would result in the construction of seven detached single family residences and would change the character of the site from a vacant lot to a suburban residential development. This change is consistent with the General Plan and proposed zoning designations for the site, and is consistent with the scale and type of residential development surrounding the site. This would be a less than significant impact.

Impact I.d.: Light and Glare. Potentially significant unless mitigation incorporated. There would be additional lighting associated with the new residences and landscaping and therefore the project would create a new source of light and glare in the area. The following mitigation measure would reduce this impact to less than significant.

Mitigation Measure Aesthetics 1: Outdoor lighting associated with the project shall be designed and located to minimize ambient light levels for any given application, consistent with public safety standards. Lighting fixtures shall be designed to minimize glare, direct light downward onto the project site, and shall be shielded to prevent overspill of light onto adjoining properties.

		Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
II. AGRICULTURAL RESOURCES - In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agricultural and farmland. Would the project:				
a.	Convert Prime Farmland, Unique Farmland, or Farmland of Statewide importance			X

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	(Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resource Agency, to non-agricultural use? (Sources 1, 2)				
b.	Conflict with existing zoning for Agricultural use or a Williamson Act contract. (Sources 1,2, 3)				X
c.	Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, non-agricultural use? (Sources 1,3)				X
d.	Result in the loss of forest land to non-forest use? (Sources 1,3)				X
e.	Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural or conversion of forest to non-forest use? (Sources 1,3)				X

Impact II.a. - e.: Agricultural Soils, Agricultural Zoning. No Impact. The project site currently consists of vacant land and is, for the most part, surrounded by residential development. Now unused open space, the property once held a fruit orchard, however now it is not used for agricultural purposes and is not designated as important agricultural land by the County General Plan. It is classified as "Urban and built-up land" by the 2010 Contra Costa County

Important Farmland Map. Also the site does not contain forest land. Therefore implementation of the project would not convert agricultural land or forest land to non-agricultural uses. The land is not in the Williamson Act program.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
III. AIR QUALITY - Where available, the significant criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:					
a.	Conflict with or obstruct implementation of the applicable air quality plan? (<i>Sources 1, 2, 9</i>)			X	
b.	Violate any air quality standard or contribute to an existing or projected air quality violation? (<i>Source 1, 2, 9</i>)		X		
c.	Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)? (<i>Source 1, 2, 9</i>)			X	

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
d.	Expose sensitive receptors to substantial pollutant concentrations? (Source 1, 2, 9)			X	
e.	Create objectionable odors affecting a substantial number of people? (Source 1, 2, 9)				X

Impact III. a. Conflict with or obstruct implementation of the applicable air quality plan? Less than significant.

The air quality plan applicable to the project area is the Bay Area Air Quality Management District's (BAAQMD) Bay Area 2010 Clean Air Plan (Clean Air Plan), which was adopted on September 15, 2010.¹ The Clean Air Plan is a comprehensive plan to improve Bay Area air quality and protect public health. The Clean Air Plan defines control strategies to reduce emissions and ambient concentrations of air pollutants; safeguard public health by reducing exposure to air pollutants that pose the greatest health risk, with an emphasis on protecting the communities most heavily affected by air pollution; and reduce greenhouse gas emissions to protect the climate. Consistency with the Clean Air Plan can be determined if the project: 1) supports the goals of the Clean Air Plan; 2) includes applicable control measures from the Clean Air Plan; and 3) would not disrupt or hinder implementation of any control measures from the Clean Air Plan. An evaluation of the project's consistency with each of these criteria is provided below. As described below, the proposed project would not conflict with or obstruct implementation of the Clean Air Plan and this impact would be less than significant.

Clean Air Plan Goals. The primary goals of the Clean Air Plan are to: attain air quality standards; reduce population exposure to air pollutants and protect public health in the Bay Area; and reduce greenhouse gas emissions and protect the climate. As indicated in the analysis that follows in Sections III.b and VII.a, below, the proposed project would not exceed the BAAQMD's significance criteria for air pollutants or greenhouse gas emissions and would not increase exposure of the population to air pollutants. The proposed project would not hinder the region from attainment of the goals outlined in the Clean Air Plan. Therefore, the project supports the goals of the Clean Air Plan.

¹ Bay Area Air Quality Management District, 2010. *Bay Area 2010 Clean Air Plan*. September 15.

Clean Air Plan Control Measures. The BAAQMD identifies control measures as part of the Clean Air Plan to reduce ozone precursor emissions from stationary, area, mobile, and transportation sources. The transportation control measures are designed to reduce emissions from motor vehicles by reducing vehicle trips and vehicle miles traveled (VMT) in addition to vehicle idling and traffic congestion. The proposed project would not conflict with the identified transportation and mobile source control measures of the Clean Air Plan.

The Clean Air Plan includes Land Use and Local Impacts Measures (LUMs) that aim to achieve the following: promote mixed-use, compact development to reduce motor vehicle travel and emissions and ensure that planned growth is focused in a way that protects people from exposure to air pollution from stationary and mobile sources of emissions. The LUMs identified by the BAAQMD are not specifically applicable to the proposed project as they relate to actions the BAAQMD will take in the future to reduce impacts from the movement of goods and health risks in affected communities. The LUMs also detail new regulatory actions the BAAQMD will undertake related to land use, including the updated CEQA Air Quality Guidelines and indirect source review, which is still under development by the BAAQMD. However, the project is consistent with the goal of the measures as the project would provide housing in an existing residential area, would not expose people to air pollution and is consistent with the vision established in the Clean Air Plan. Thus, the project would not conflict with any of the LUMs of the Clean Air Plan.

The Clean Air Plan also includes Energy and Climate Control Measures (ECM), which are designed to reduce ambient concentrations of criteria pollutants and reduce emissions of CO₂. Implementation of these measures is intended to promote energy conservation and efficiency in buildings throughout the community, promote renewable forms of energy production, reduce the "urban heat island" effect by increasing reflectivity of roofs and parking lots, and promote the planting of (low-VOC-emitting)² trees to reduce biogenic emissions, lower air temperatures, provide shade, and absorb air pollutants. The energy measures of the Clean Air Plan are not specifically applicable to the proposed project. The project would, however, implement the energy measures as the BAAQMD and local governments (i.e., Contra Costa County) adopt the BAAQMD's energy measures as regulations in the future. The project would also be consistent with the latest Title 24 standards.³ For all of these reasons, the proposed project would be consistent with the Clean Air Plan's energy measures.

Clean Air Plan Implementation. The project would develop a residential project in an existing residential area which is consistent with the vision of the Clean Air Plan. Control measures included in the plan include stationary source measures, transportation control measures, mobile source measures, land use and local impact measures, and energy and climate measures. The stationary source measures are not applicable to the

² VOC refers to volatile organic compounds.

³ Title 24 of the California Code of Regulations, also titled *The Energy Efficiency Standards for Residential and Nonresidential Buildings*, is part of the California Building Standards Code and is regulated by the California Energy Commission. The standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods. The 2013 standards will be effective July 1, 2014.

proposed project as the measures relate to activities such as metal-melting facilities, open burning, livestock waste, and refineries which are not proposed as part of the project. Therefore, the project would not hinder implementation of these measures. As discussed above, the project would implement the applicable transportation, mobile source, land use and local impact, and energy control measures and would not hinder implementation of these measures. Therefore, the proposed project would not hinder or disrupt implementation of any control measures from the Clean Air Plan.

Impact III.b. Violate any air quality standard or contribute substantially to an existing or projected air quality violation? Potentially significant unless mitigation incorporated.

Both State and federal governments have established health-based Ambient Air Quality Standards for six criteria air pollutants: carbon monoxide (CO), ozone (O₃), nitrogen dioxide (NO₂), sulfur dioxide (SO₂), lead (Pb), and suspended particulate matter (PM). These standards are designed to protect the health and welfare of the populace with a reasonable margin of safety. The Bay Area is under nonattainment status for State 1-hour and 8-hour ozone standards. In addition, the Bay Area was designated as a nonattainment area for the federal 8-hour ozone level. The Bay Area is also considered a nonattainment area for PM_{2.5} at the State level and an attainment area at the federal level.

To meet these standards the BAAQMD has established project level thresholds for reactive organic gases (ROG), nitrogen oxides (NO_x), particulate matter 2.5 (PM_{2.5}). ROG is formed from combustion of fuels and evaporation of organic solvents. ROG is an ozone precursor and a prime component of the photochemical reaction that forms ozone. NO_x refers to the compounds of NO₂, a reddish-brown gas, and nitric oxide (NO), a colorless, odorless gas, are formed from fuel combustion under high temperature or pressure. NO_x is a primary component of the photochemical smog reaction. PM_{2.5} refers to fine suspended particulate matter with an aerodynamic diameter of 2.5 microns or less, and particulate matter 10 (PM₁₀) which refers to coarse particles that are larger than 2.5 microns but smaller than 10 microns.

According to the BAAQMD's *CEQA Guidelines*, to meet air quality standards for operational-related criteria air pollutant and air precursor impacts, the project must not:

- Generate construction emissions of ROG, NO_x or PM_{2.5} greater than 54 pounds per day or PM₁₀ exhaust emissions greater than 82 pounds per day;
- Contribute to CO concentrations exceeding the State ambient air quality standards; or
- Generate operation emissions of ROG, NO_x or PM_{2.5} of greater than 10 tons per year or 54 pounds per day or PM₁₀ emissions greater than 15 tons per year or 82 pounds per day.

Construction and operation emissions associated with the proposed project are analyzed below. As discussed, with implementation of Mitigation Measure AIR-1, the proposed project would not generate construction- or operation-period emissions in

excess of established standards and would therefore not violate any air quality standards or contribute substantially to an existing or projected air quality violation.

Construction Emissions. During construction, short-term degradation of air quality may occur due to the release of particulate emissions generated by excavation, grading, hauling, and other activities. Emissions from construction equipment are also anticipated and would include CO, NO_x, ROG, directly-emitted particulate matter (PM_{2.5} and PM₁₀), and toxic air contaminants (TACs) such as diesel exhaust particulate matter.

Site preparation and project construction would involve demolition of the existing structures and pavements on the project site, clearing, excavating, grading, and building activities. Construction-related effects on air quality from the proposed project would be greatest during the site preparation phase because most engine emissions are associated with the excavation, handling, and transport of soils on the site. If not properly controlled, these activities could temporarily generate PM₁₀, PM_{2.5}, and small amounts of CO, SO₂, and NO_x. Sources of fugitive dust would include disturbed soils at the construction site and trucks carrying uncovered loads of soils. Unless properly controlled, vehicles leaving the site could deposit dirt and mud on local streets, which could be an additional source of airborne dust after it dries and is stirred-up by passing vehicles. PM₁₀ emissions would vary from day to day, depending on the nature and magnitude of construction activity and local weather conditions. PM₁₀ emissions would depend on soil moisture, silt content of soil, wind speed, and the amount of operating equipment. Larger dust particles would settle near the source, while fine particles would be dispersed over greater distances from the construction site. These emissions would be temporary and limited to the immediate area surrounding the construction site.

Construction emissions were estimated for the project using the California Emissions Estimator Model (CalEEMod) as approved by the BAAQMD. Construction-related emissions are presented in Table 1 and assume total construction duration of 8 months. Model output sheets are included in Appendix A.

The effects of construction activities would be increased dustfall and locally elevated levels of PM₁₀ downwind of construction activity. Although ROG, NO_x and exhaust emissions would not exceed the established thresholds as identified in Table 1, the BAAQMD requires the implementation of Construction Best Management Practices to ensure construction impacts are reduced to a less-than-significant level.

Implementation of the following mitigation measure would require implementation of the BAAQMD's Best Management Practices and would reduce diesel PM exhaust emissions as well as construction dust (PM₁₀ and PM_{2.5}) impacts to a less-than-significant level.

Table 1: Project Construction Emissions in Pounds Per Day

Project Construction	ROG	NO _x	Exhaust PM _{2.5}	Exhaust PM ₁₀
Average Daily Emissions	5.5	27.0	1.7	1.6
BAAQMD Thresholds	54.0	54.0	54.0	82.0
Exceed Threshold?	No	No	No	No

Source: LSA Associates, Inc., 2015.

Mitigation Measure AIR 1: Consistent with the Best Management Practices required by the BAAQMD, the following actions shall be incorporated into construction contracts and specifications for the project:

- All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.
- All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
- All visible mud or dirt tracked-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- All vehicle speeds on unpaved roads shall be limited to 15 mph.
- All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible.
- Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
- Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
- All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
- A publicly visible sign shall be posted with the telephone number and contact information for the designated on-site construction manager available to receive and respond to dust complaints. This person shall report all complaints to Contra Costa County and take immediate corrective action as soon as practical but not more than 48 hours after the complaint is received. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations.

Localized CO Impacts. The BAAQMD has established a screening methodology that provides a conservative indication of whether implementation of a proposed project would result in significant CO emissions. According to the BAAQMD's *CEQA Air Quality Guidelines*, a proposed project would result in a less-than-significant impact to localized CO concentrations if the following screening criteria are met:

The project is consistent with an applicable congestion management program established by the county congestion management agency for designated roads or highways, and the regional transportation plan and local congestion management agency plans.

Project traffic would not increase traffic volumes at affected intersections to more than 44,000 vehicles per hour. The project would also not increase traffic volumes at affected intersections to more than 24,000 vehicles per hour where vertical and/or horizontal mixing is substantially limited (e.g., tunnel, parking garage, bridge underpass, natural or urban street canyon, or below-grade roadway).

The proposed project would not conflict with the Contra Costa County Transportation Authority's Congestion Management Program for designated roads or highways, a regional transportation plan, or other agency plans. The project site is not located in an area where vertical or horizontal mixing of air is substantially limited. In addition, traffic volumes on roadways in the vicinity of the project site are less than 44,000 vehicles per hour (refer to Section XVI for additional information). Therefore, the proposed project would not result in localized CO concentrations that exceed State or federal standards.

Operational Emissions – Regional Emissions Analysis. In addition to short-term construction emissions, the project would generate long-term operational air emissions. These long-term emissions are primarily mobile source emissions that would result from vehicle trips associated with the proposed project. Area sources, such as natural gas heaters, landscape equipment, and use of consumer products would also result in pollutant emissions. The Contra Costa County Ordinance Code Section 718-10 prohibits the installation of non-EPA certified wood burning appliances. The CalEEMod emissions analysis reflects this ordinance. CalEEMod was used to calculate long-term mobile and area source emissions. CalEEMod output sheets are included in Appendix A.

The primary emissions associated with the project are regional in nature, meaning that air pollutants are rapidly dispersed on emission or, in the case of vehicle emissions associated with the project, emissions are released in other areas of the Air Basin. The daily emissions associated with project operational trip generation and area sources are identified in Table 2 for ROG, NO_x, PM₁₀, and PM_{2.5}. The results indicate that project emissions would not exceed the significance thresholds for maximum daily emissions; therefore, the proposed project would not have a significant effect on regional air quality.

Table 2: Project Regional Emissions

Emission Category	Reactive Organic Gases (ROG)	Nitrogen Oxides (NO _x)	PM ₁₀	PM _{2.5}
Emissions in Pounds Per Day				
Area Source Emissions	0.4	0.0	0.0	0.0
Energy Source	0.0	.1	0.0	0.0
Mobile Source Emissions	0.3	0.6	0.3	0.1
Total Emissions	0.7	0.7	0.3	0.1
BAAQMD Significance Threshold	54.0	54.0	82.0	54.0
Exceed?	No	No	No	No
Emissions in Tons Per Year				
Area Source Emissions	0.1	0.0	0.0	0.0
Energy Source	0.0	0.0	0.0	0.0
Mobile Source Emissions	0.0	0.1	0.1	0.0
Total Emissions	0.1	0.1	0.1	0.0

Table 2: Project Regional Emissions

Emission Category	Reactive Organic Gases (ROG)	Nitrogen Oxides (NO _x)	PM ₁₀	PM _{2.5}
Emissions in Pounds Per Day				
BAAQMD Significance Threshold	10.0	10.0	15.0	10.0
Exceed?	No	No	No	No

Source: LSA Associates, Inc., 2015.

Impact III.c. Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or State ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)? Less than significant.

CEQA defines a cumulative impact as two or more individual effects, which when considered together, are considerable or which compound or increase other environmental impacts. According to the BAAQMD, air pollution is largely a cumulative impact and no single project is sufficient in size to itself result in nonattainment of ambient air quality standards. In developing the thresholds of significance for air pollutants used in the analysis above, the BAAQMD considered the emission levels for which a project's individual emissions would be cumulatively considerable. The BAAQMD *CEQA Air Quality Guidelines*⁴ indicate that if a project exceeds the identified significance thresholds, its emissions would be cumulatively considerable, resulting in significant adverse air quality impacts to the region's existing air quality conditions. Therefore, if a project's daily average or annual emissions of operational-related criteria air pollutants exceed any applicable threshold established by the BAAQMD, the proposed project would result in a cumulatively significant impact.

As shown in Table 2 above, implementation of the proposed project would generate regional emissions that do not exceed established thresholds. Therefore, the project would not make a cumulatively considerable contribution to regional air quality impacts.

Impact III.d. Expose sensitive receptors to substantial pollutant concentrations? Less than significant.

Sensitive receptors are defined as residential uses, schools, daycare centers, nursing homes, and medical centers. Individuals particularly vulnerable to diesel particulate matter (DPM) are children, whose lung tissue is still developing, and the elderly, who may have serious health problems that can be aggravated by exposure to DPM. Exposure from diesel exhaust associated with construction activity contributes to both cancer and chronic non-cancer health risks.

This section describes the potential impact on sensitive receptors from construction and operation of the proposed project.

⁴ Bay Area Air Quality Management District, 2012. *California Environmental Quality Act, Air Quality Guidelines*. May.

Project Construction – Toxic Air Contaminants. During construction, various diesel-powered vehicles and equipment would be in use. In 1998, the California Air Resources Board (ARB) identified particulate matter from diesel-fueled engines as a toxic air contaminant (TAC). The ARB has completed a risk management process that identifies potential cancer risks for a range of activities using diesel-fueled engines.⁵ High volume freeways, stationary diesel engines and facilities attracting heavy and constant diesel vehicle traffic (e.g., distribution centers and truck stops) were identified as having the highest associated risk.

Health risks from TACs are a function of both concentration and duration of exposure. Unlike the above types of sources, construction diesel emissions are temporary, affecting an area for a period of days or perhaps weeks. Additionally, construction-related sources are mobile and transient in nature, and the emissions occur within the project site. Given the short duration of project construction, the construction of the project would not expose sensitive receptors to substantial pollutant concentrations. Additionally, with implementation of Mitigation Measure AIR-1, which is consistent with BAAQMD guidelines, health risks from construction emissions of diesel particulate would be less than significant.

Project Operation. Once operational, the project would include residential uses which would not be a source of toxic air contaminants, however future residents of the site would be considered sensitive receptors. The ARB recommends avoiding the siting of new sensitive land uses within 500 feet of a freeway.⁶ Sources of TACs that could impact future residents would include diesel emissions from highways or to a lesser extent, railroad tracks. The project site is not located within the vicinity of a rail line or freeway. The closest freeway (Highway 680) is located more than 4 miles from the project site. According to the ARB, at this distance, this source would not substantially impact the project site.

Additionally, the BAAQMD issues permits to businesses whose operation includes the release of toxic air contaminants. These operations are known as stationary air pollution sources. The project was evaluated to determine the potential impact of these stationary air pollution sources on the proposed project. In order to identify stationary sources for a particular location, the BAAQMD provides KML (Google Earth) files for each county within their jurisdiction. Using the KML file for Contra Costa County and a 1,000-foot buffer zone, no stationary sources were identified within the vicinity of the project site. Therefore, development of the project would not expose future residents of the project site to substantial pollutant concentrations.

Impact III.e. Create objectionable odors affecting a substantial number of people? No impact.

The project does not include any activities or operations that would generate objectionable odors. The project is not located in an area with confirmed odor complaints and once operational, the project would not be a source of odors. Therefore,

⁵ California Air Resources Board, 2000. *Risk Reduction Plan to Reduce Particulate Matter Emissions from Diesel-Fueled Engines and Vehicles*. October.

⁶ ARB, 2005. *Air Quality and Land Use Handbook: A Community Health Perspective*. April.

the project would not create objectionable odors affecting a substantial number of people.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
IV. BIOLOGICAL RESOURCES – Would the project:					
a.	Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and game or U.S. Fish and Wildlife Service? (<i>Sources 1, 2, 10</i>)		X		
b.	Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or U.S. Fish and Wildlife Service? (<i>Sources 1, 2, 10</i>)		X		
c.	Have a substantial adverse effect on federally protected wetlands as defined by		X		

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means? (<i>Sources 1, 2, 10</i>)				
d.	Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites? (<i>Sources 1, 2</i>)			X	
e.	Conflict with any local policies or ordinances protecting biological resources, such as tree preservation policy or ordinance? (<i>Sources 1, 2, 3</i>)			X	
f.	Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan? (<i>Sources 1, 2</i>)				X

The applicant had a biological assessment performed on the project site by Mosaic Associates to identify existing biological resources (see source 10 with appendixes, wetland delineation map and California Tiger Salamander site assessment). Based on the results of this study, the applicant had an additional site analysis conducted by WRA, Inc. (WRA) specifically to assess the potential for California tiger salamander (CTS; *Ambystoma californiense*) to occur within the study area. This additional analysis included a site visit to assess habitat suitability, a review of historical aerial photography and local rainfall data to determine duration of on-site ponding, a review of historical occurrences in the region, and an assessment of migration barriers abutting the site. The results of the WRA analysis have been incorporated directly into the following section.

The following information is a result of the WRA and Mosaic assessments. Where the Mosaic and WRA assessments for CTS vary, differences are described in the text.

Setting

The approximately 3.8-acre study area is located southwest of Myrtle Drive, southeast of Bailey Road, in Concord, Contra Costa County, California (Figure 1). The study area occurs at ~ 215 to ~ 225 feet elevation (NGVD) and is generally level, sloping gently to the northwest (Figure 2). The site is undeveloped, but it has a history of agricultural use (orchards were observed in historic aerial photographs), although it has been fallow and vacant since approximately 1960 (AEI Consultants 2015). Dense residential development surrounds the project site to the west, south, and southeast, with undeveloped land associated with CNWS to the north and northeast.

Except for some valley oaks (*Quercus lobata*) and almond (*Prunus dulcis*) trees, the project site largely contains ruderal vegetation, and is disked and/or mowed annually for fire protection (Dan Freeman, property owner, pers. comm.). Photos of the site are included in Mosaic 2015.

Vegetation

Two vegetation communities occur on the study area: Ruderal Herbaceous and Seasonal Wetland. Ruderal Herbaceous vegetation, consisting of a highly disturbed phase of Non-Native Grassland (Holland 1986) and a mixture of ruderal herbaceous Alliances found in Sawyer et al. (2009), covers most of the study area. Dominant species are non-native grasses and forbs adapted to disturbance, including prickly lettuce (*Lactuca serriola*), wild oats (*Avena* sp.), chicory (*Cichorium intybus*), ripgut brome (*Bromus diandrus*), field bindweed (*Convolvulus arvensis*), summer mustard (*Hirschfeldia incana*), barley (*Hordeum murinum*), and Mediterranean barley (*Hordeum marinum* subsp. *gussoneanum*). A Seasonal Wetland community occurs in two shallow basins in the northern portion of the study area, and consists primarily of non-native wetland classified plant species, including swamp prickleglass (*Crypsis schoenoides*), rabbitsfoot grass (*Polypogon monspeliensis*), Italian ryegrass (*Festuca perennis*), hyssop loosestrife (*Lythrum hyssopifolia*), and common knotweed (*Polygonum aviculare*). In addition, trees and shrubs are scattered along the study area perimeter, and include valley oak, walnut (*Juglans* sp.), oleander (*Nerium oleander*), and almond trees.

Wildlife

Wildlife observed or expected to use the site include species that can survive in disturbed conditions adjacent to development including western fence lizard (*Sceloporus occidentalis*), Botta's pocket gopher (*Thomomys bottae*, observed),

California ground squirrels (*Spermophilus beechi*, observed), striped skunk (*Mephitis mephitis*), raccoon (*Procyon lotor*) and the introduced Virginia opossum (*Didelphis virginiana*). Birds observed on the site included northern flicker (*Colaptes auratus*), downy woodpecker (*Picoides pubescens*), northern mockingbird (*Mimus polyglottos*), mourning dove (*Zenaidura macroura*), white-crowned sparrow (*Zonotrichia leucophrys*), house finch (*Carpodacus mexicanus*), and American crow (*Corvus brachyrhynchos*). A pair of pin-tailed whydah (*Vidua macroura*), exotic birds that are native to Africa were also observed. These birds are likely escaped domestic pets and are not protected under state and federal regulations.

Regulated Waters and Wetlands

Two potential seasonal wetlands were identified in low-lying depressions in the northern portion of the site (Appendix B). These wetlands appear to meet the three technical parameters of wetlands regulated under Section 404 of the federal Clean Water Act due to the presence of hydrophytic vegetation, hydric soils and indicators of wetland hydrology. The discharge of fill material into these wetlands would may be regulated by the USACE and RWQCB.

Other Sensitive Habitats

Other than the seasonal wetlands, no other sensitive natural communities or habitats are present on site.

Special-Status Species

Numerous species of plants and animals within the state of California have low populations, limited distributions, or both. Such species may be considered "rare" and are vulnerable to extirpation as the state's human population grows and the habitats these species occupy are converted to agricultural and urban uses. State and federal laws have provided the CDFW, the USFWS and the NMFS with a mechanism for conserving and protecting the diversity of plant and animal species native to California. A number of native plants and animals have been formally designated as threatened or endangered under state and federal endangered species legislation. Others have been designated as "candidates" for such listing. Still others have been designated as "species of special concern" by the CDFW. Additionally, CDFW has concluded that plant species included on the California Native Plant Society (CNPS) Lists 1 and 2, and potentially some List 3 plants, should be evaluated under CEQA. Collectively, these plants and animals are referred to as "special-status species."

Special-Status Plants

The CNDDDB reports 53 special-status plant species from the region surrounding the project site (Mosaic 2015). Based on a review of background literature sources and the site's history of agricultural use and annual mowing and/or disking for fire suppression, it was determined that the site is unsuitable for special-status plant species documented in the literature. Of the 53 documented special-status plant species occurrences in the vicinity, all were considered unlikely to be present or absent from the study area based on one or more of the following reasons:

- The species has a very limited range of geographic location and has never been observed in the vicinity of the study area.

- Common plants which are nearly always associated with the special-status species, and which indicate the presence of suitable, intact habitat, are absent from the study area.
- Specific soil and other habitat characteristics are absent from the study area.
- Management/maintenance of the study area (e.g., mowing, disking) precludes the species.

Special-Status Animals

The CNDDDB reports 59 special-status animal species from the region surrounding the project site (Mosaic 2015). Although the site is thoroughly disturbed, two special-status species have potential to occur on the project site, including CTS and the western burrowing owl (*Athene cunicularia*). The trees, grassland and seasonal wetlands on site also provide suitable habitat for nesting birds.

California tiger salamander. California tiger salamander is state and federally listed as a threatened species. This amphibian is restricted to grasslands and low-elevation foothill regions in California (generally under 1,500 feet) where it uses seasonal aquatic habitats for breeding. The salamanders breed in natural ephemeral pools, or ponds that mimic ephemeral pools (stock ponds that go dry), and occupy substantial areas surrounding the breeding pool as adults. CTS spend most of the year in underground refugia in the grasslands surrounding breeding pools. During wet periods, the salamanders may emerge from underground refugia and feed in the surrounding grasslands.

No breeding habitats for the California tiger salamander are present on site; nor have any CTS been documented on the property. As documented in Mosaic (2016), hydrologic conditions on the site are not suitable for CTS breeding. The property is also completely surrounded by residential development that is unsuitable habitat for CTS. Approximately 100 feet of the property (less than 5% of the entire property perimeter), abuts Bailey Road, a paved, well-traveled, two lane arterial between Highway 24 and Concord. Across Bailey Road from the property, located about 180 feet from the Road, is a seasonal pond area on the Concord Naval Weapons Station (CNWS) that has been reported to contain a juvenile CTS in 2005, a year of above annual rainfall (Smallwood and Morrison 2007). This is the first and only CNDDDB record of a CTS at this location; one juvenile was observed in 19 dip net sweeps (CDFW 2016).

The seasonal pond on the CNWS temporarily holds water in the winter, but aerial photographs indicate that it does not hold water for a sufficient duration (consecutive 3 months) to support CTS in all years. The intermittent suitability of this pond limits the number of individuals and frequency of CTS breeding that it supports. In addition, the pond is completely surrounded by the CNWS property and should any CTS be present, only 6 degrees (or 2%) of a circle surrounding the pond would be in the direction of the Laurel Place II property. Thus it is likely that any CTS using the pond during a year when water was present for sufficient time would be directed towards the property is very low.

The Biological Resources report (Mosaic 2015) noted that the seasonal pond on the CNWS is within the movement range of CTS and that while Bailey Road is heavily used and would likely restrict movement onto the property, it was not a total barrier to movement.

However, the Biological Resources report did not evaluate the level of traffic on Bailey Road. Traffic count data by the City of Concord in 2008 indicate that Bailey Road has a daily traffic count of approximately 7000 vehicles/day or nearly 300 vehicles/hour. Even considering lower traffic at night is likely on Bailey Road, the USFWS states that they consider roads a significant threat to CTS:

Mortality from road crossings was determined to be a threat at the time of listing (Service 2004). This is still considered a threat at this time, although the extent of this threat is not known. Because California tiger salamanders migrate en masse and frequently cross roadways that occur between breeding and nonbreeding areas, they are more susceptible to road mortality (G. Fellers, in literature, 2012). Dead and wounded California tiger salamanders are likely removed from roads quickly by scavengers, making detection far less likely (Shaffer et al. 1993). In addition, salamanders that are crushed by vehicles are not easily identifiable. Despite this difficulty in making detections, Central California tiger salamanders have been reported to be killed by vehicular traffic while crossing roads (Twitty 1941; Barry and Shaffer 1994; Launer and Fee 1996; CCPWD 2009; C. Caris, pers. comm., 2014). The CNDDDB (2015) reports 27 occurrences of Central California tiger salamanders that are threatened by vehicular traffic and road mortality. Of these 27 occurrences, 18 have reported observations of Central California tiger salamanders that were struck by vehicles. The majority of these occurrences are reported in Alameda County (13), and other occurrences are reported in Contra Costa, Mariposa, Merced, Santa Cruz, Santa Clara, San Benito, San Joaquin, and Stanislaus Counties.

Draft Recovery Plan for CTS (2015)

Furthermore, the CDFW wrote that roads could be a significant barrier to movement of CTS.

Roads present barriers to migration and thus contribute to habitat fragmentation and salamander mortality. Roads are a significant source of direct mortality to amphibians, including salamanders, traveling to and from breeding areas (see Andrews et al. 2008 for a literature review). Jackson (1996) stated that roads separating breeding and upland habitat can be the cause of significant population declines and even local extinctions for the spotted salamander (*Ambystoma maculatum*). Gibbs and Shriver (2005) found that population projections based on spotted salamander life tables imply road mortality can be a significant source of additive mortality for individual spotted salamanders in many parts of the species' range, and that an annual risk of road mortality for adults of >10% can lead to local population extirpation.

For CTS in particular, roads are a documented source of direct mortality. Significant numbers of CTS are killed by vehicular traffic while crossing roads (Hansen and Tremper 1993, S. Sweet *in litt.* 1993, J. Medeiros pers. comm. 1993; all cited in USFWS 2005). CTS road-kill mortality in the vicinity of breeding sites has been reported to be 25-72% of the observed salamanders crossing roads (Twitty 1941, S. Sweet *in litt.* 1993, Launer and Fee 1996). From 2001-2007, on one busy Sonoma County road that bisects a major CTS migration corridor, 58-87.5% of the CTS observed (range = 12-62 salamanders) were road kills (D. Cook *in litt.* 2007). Observations of 16 roadways in Sonoma County found 63% (164 of 261) road-killed CTS. The highest mortality concentration was

one 1,200 ft (366 m) section of Stony Point Road where an estimated 5-20% of breeding adults are killed annually (Cook *in litt.* 2009).

CDFG Status Review of CTS 2010

A culvert occurs under Bailey Road, however, it is not designed for CTS passage and CTS are not directed towards this culvert in a manner that would preclude them from Bailey Road. As stated by the USFWS in their listing of CTS as threatened:

Unless there is a means of directing the species to a culvert, we have no data suggesting that a salamander would seek or use a culvert in preference to just crossing a road at the place they encountered one, or that the presence of culverts reduces crossing risk to salamanders.

Additionally, although there is no breeding habitat onsite, if a CTS managed to cross Bailey Road and enter the Laurel Place II property, adults would not be able to utilize it for upland estivation habitat due to the site's vegetation management regime. The site has been disked at least twice in the past five years (Google Earth 2016) as required to meet Contra Costa County minimum weed abatement standards, and this vegetation management practice generally eliminates all adult upland habitat for CTS through mechanical removal of burrows. Recent and regular removal of burrows from the site means that no remnant populations of CTS have potential to occur onsite, and any CTS that move into the site would be unlikely to find suitable burrows to inhabit.

Furthermore, no suitable burrows for CTS were observed within the project site during the April 29, 2016 site visit. The site lacks suitable burrows with open entrances, which would include ground squirrel burrows or old gopher or mole burrows which lack a burrow mound and plug. No ground squirrel burrows, trails or individuals were observed within the project site, nor were any old burrows without plugs or mounds. These observations are consistent with the observations of recent disking throughout the project area.

The general studies that have been done and the site-specific data suggest that despite the proximity of the seasonal pond on the Concord NWS, that the small frontage of the project site with suitable habitat, the heavily traveled road, the site vegetation management and lack of suitable burrows make the potential for any use by CTS on the project site very unlikely.

Burrowing Owl. Western burrowing owl, a California Species of Special Concern requires habitat with open, well-drained terrain, sparse vegetation, and underground burrows available for use throughout their entire life cycle (Klute et al. 2003). The birds most commonly live in burrows created by California ground squirrels. Burrowing owls feed opportunistically on arthropods, small mammals, birds, amphibians, and reptiles. Burrowing owls have been recorded in the region, and the open grasslands to the north and east of the project area continue to provide suitable habitat for this species. The project site provides suitable foraging and nesting habitat for this species although their potential to occur on site is low given the presence of relatively large trees east and west of the site which provide perches for larger raptors that prey upon burrowing owls. Additionally, as per WRA's site analysis, disking for fire suppression would periodically destroy any burrow systems present, which substantially reduces the potential for this species to nest or overwinter on the site. No burrowing owls or their sign (i.e., whitewash, pellets, prey remains, feathers, nest decoration) were observed during the October 8, 2015

Mosaic site visit, and no owls or suitable burrows were observed by WRA during the April 29, 2016 site visit.

Nesting Birds. The trees, grassland and seasonal wetlands on and adjacent to the site provide suitable nesting habitat for numerous bird species. While no nests were detected during the October 8, 2015 site visit, the survey was not conducted during the active nesting season.

POTENTIAL IMPACTS AND MITIGATION MEASURES SPECIFIC TO THE PROJECT SITE

California Tiger Salamander

Impacts. Based on the site conditions and vegetation management regime described above, CTS is unlikely to occur within the study area. However, the California Endangered Species Act prohibits the "take, possess[ion], purchase, or [sale] within this State, any endangered species, threatened species, or part or product thereof, or attempt any of those acts, except as otherwise provided in the California Endangered Species Act, Fish and Game Code Section 2050, et seq. ("CESA"), the Native Plant Protection Act, the Natural Community Conservation Planning Act, the California Desert Native Plants Act, or as authorized under this article in an incidental take permit." As such, should any CTS be observed during the conduct of project construction, no action can be taken to take or possess the species unless an Incidental Take Permit is issued by the Department. To assure compliance with the CESA and CEQA, the implementation of the mitigation measures below would be in compliance with the CESA and the impact of the project on CTS would be less than significant.

Mitigation Measure Bio 1

1. As required under the California Endangered Species Act and Fish and Game Codes, the applicant shall consult with CDFW if there is take or possession of CTS as defined under the Fish and Game Code as a result of the proposed project. If no take of individual CTS is anticipated as occurring under the mitigation measures stated below, no further action is required. If a Corps of Engineers permit is required for fill of any wetlands, the Corps may also elect to consult with the USFWS under Section 7 of the Endangered Species Act. The applicant shall comply with all terms of any endangered species permits required and issued including any mitigation requirements and provide proof of compliance, including any compensatory mitigation, to the Department of Conservation and Development (DCD) prior to issuance of a grading permit.

Prior to any construction activities, the following measures shall be conducted:

2. A silt fence (properly buried at the base in 6 inches of soil) shall be installed along Bailey Road. The exclusion fencing shall be composed of Geotex 102F (or its equivalent), a durable material capable of withstanding ultraviolet degradation for the duration of the project. The fence is 12 inches high, buried in the ground, and includes one way exit funnels which may permit terrestrial species to vacate the construction area. The fencing will be inspected weekly and remain in place for the duration of construction activities.

3. Immediately prior to the first day of construction activities, an approved biologist shall conduct an environmental training session with all workers on site to inform them about environmental issues regarding the potential for sensitive species, including CTS to be present on the site and provide training on avoidance and protection of the species should any individuals be observed. All work shall stop should an individual be observed during construction and the CDFW and USFWS notified.

4. A qualified Biological Monitor shall be present during initial grading activities to observe all construction activities and immediately stop work should any CTS be observed. The CDFW and USFWS shall be notified should any individuals be observed.

5. To prevent inadvertent entrapment of sensitive species during construction, the on-site biologist and/or construction foreman/manager shall ensure that all excavated, steep-walled holes or trenches more than one-foot deep are completely covered at the close of each working day by plywood or similar materials, or provided with one or more escape ramps constructed of earth fill or wooden planks and inspected by the on-site biologist. Before such holes or trenches are filled, they will be thoroughly inspected for trapped animals by the on-site biologist and/or construction foreman/manager. If any CTS are observed, all work must stop and CDFW and USFWS contacted.

6. All activities listed above shall be recorded and maintained in a project monitoring construction log. Training materials, including photographs of the potential listed species in the area, and a list of numbers of personnel, including the US Fish and Wildlife Service and the Department of Fish and Wildlife, will be placed in the log book. Site visits and inspections shall be regularly entered into the log book by the contractor and the monitoring biologist. All applicable permits and conditions to protect sensitive species habitat will be copied and placed in the log book.

Finally, the following mitigation measure shall be conducted to prevent CTS from entering the project area after construction is completed:

7. A suitable concrete (or brick) wall, curb, or berm, at least 12 inches high, shall be constructed along the boundary of development adjacent to Bailey Avenue and the junction with Myrtle Drive to prevent any juvenile and adult CTS from accessing the area in the future from the adjacent CNWS. The design and placement of the barrier is subject to the review and approval of DCD.

Burrowing Owls

Impacts. Development of the project could result in the loss of individual owls if burrowing owls were to nest or occupy burrows on the project site during construction. Implementation of the mitigation measures below would ensure that the impact of the project on individual burrowing owls would be less than significant. Given the project site's proximity to development and the presence of large trees surrounding the site, the potential for occupancy of the site by owls is low, and the loss of unoccupied habitat associated with development would be less than significant and thus would not warrant mitigation.

Mitigation Measure Bio 2

1. Prior to the initiation of construction activities, a qualified biologist shall conduct burrowing owl take avoidance surveys in accordance with CDFG's 2012 Staff Report on Burrowing Owl Mitigation to determine whether or not owls are present within impact areas and construction zones at the time of construction. The initial take avoidance survey shall be conducted no more than 14 days prior to the commencement of construction activities, and the final survey prior to disturbance of a potential owl burrow shall be conducted within 24 hours of disturbance. Take avoidance surveys shall be conducted year-round throughout suitable habitat in the study area to detect wintering and breeding owls, if present. Surveys must be reinitiated if more than 14 days lapse between survey dates and construction activities.
2. Prior to construction, all construction personnel shall receive training on burrowing owls and these measures to ensure their protection.
3. If burrowing owls are detected occupying a burrow on site during take avoidance surveys outside the nesting season (September 1 - January 31), a protective buffer of 250 feet will be established around burrows until a qualified biologist determines that they are no longer occupied for the season. If establishing a protective buffer is not feasible, a burrowing owl exclusion plan consistent with the 2012 CDFG Staff Report on Burrowing Owl Mitigation shall be prepared and implemented by a qualified biologist subject to CDFW approval. Owls shall be excluded from all suitable burrows on the site with the use of one-way exclusion doors. A minimum of one week shall be allowed to accomplish this task and allow for owls to acclimate to alternate burrows. These mitigation actions shall be carried out before the burrowing owl breeding season (February 1- August 31) and a qualified biologist shall monitor the nest location weekly until construction begins to ensure that burrowing owls do not re-inhabit the study area.
4. If burrowing owls are detected occupying a burrow on site during the breeding season (February 1 through August 31), a qualified biologist shall establish a no-disturbance zone with a radius of 250 feet around each occupied burrow within the Study Area. No construction-related activity (e.g., site grading, staking, surveying, any use of construction equipment) shall occur in the exclusion zone during the breeding season. Once the breeding season is over, or a qualified biologist determines that the young have fledged, passive relocation may proceed as described in Condition 4 above.
5. If burrowing owls are detected on site, mitigation for permanent impacts to a nesting or wintering burrow will be implemented in accordance with the Staff Report on Burrowing Owl Mitigation (CDFG 2012). Mitigation through this plan may be achieved at a 1:1 ratio through the purchase of burrowing owl credits at an approved Conservation Bank, subject to approval by the CDFW.
6. The project sponsor shall provide proof of compliance to the County prior to issuance of a grading permit.

Nesting Birds

Impacts. Construction activities, including ground disturbance and removal of the trees and other vegetation on site could destroy active bird nests or cause birds to abandon eggs or young. With implementation of the mitigation measure below, the impact would be less than significant.

Mitigation Measure Bio 3

1. If site disturbance commences between February 1 and August 31, a qualified biologist shall conduct a pre-construction bird nesting survey. If nests of native birds are detected on or adjacent to the site, a no disturbance buffer (generally 50 feet for passerines and 300 feet for raptors) in which no new site disturbance is permitted shall be observed until August 31, or the qualified biologist determines that the young are foraging independently. The size of the no-disturbance buffer shall be determined by a qualified biologist, and shall take into account local site features and existing sources of potential disturbance. If more than 14 days elapses between the survey and the start of construction, the survey shall be repeated. The project sponsor shall provide proof of compliance to the County prior to issuance of a grading permit.

Wetlands

Impacts. Development of the proposed project will result in the permanent loss of up to 0.045 acres of seasonal wetlands. With implementation of the mitigation measures below, the impact would be less than significant.

Mitigation Measure Bio 4

1. Authorization from the USACE and RWQCB for the fill of jurisdictional wetlands shall be obtained by the applicant prior to the start of construction. The project sponsor shall comply with all terms of the permits including any mitigation requirements and provide proof of compliance to the County prior to issuance of a grading permit. If the applicant chooses or is required to avoid all delineated wetlands as a result of project redesign and no fill of wetlands occurs, no permits will be necessary. The applicant shall demonstrate to the County that the project has avoided fill in any delineated wetland prior to issuance of the grading permit.

Impact IV.f.: Conservation Plans. No Impact. The proposed project would not conflict with any adopted Habitat Conservation Plan, Natural Community Conservation Plan or other approved conservation plan as no conservation plans have been adopted encompassing the project and any other areas within the vicinity of the site; therefore, no impact is anticipated.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
V. CULTURAL RESOURCES – Would the project:					
a.	Cause a substantial adverse change in the significance of a historic resource as defined in 15064.5? (<i>Sources 1, 8</i>)				X
b.	Cause a substantial adverse change in the significance of an archaeological resource pursuant to 15064.5? (<i>Sources 1, 8</i>)				X
c.	Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature? (<i>Sources 1, 8</i>)				X
d.	Disturb any human remains, including those interred outside of formal cemeteries? (<i>Sources 1, 8</i>)			X	

The information below is based on an archaeological literature review, field inspection and Native American Consultation for the Laurel Place II Project, done by Holman & Associates Archaeological Consultants, dated November 14, 2014

Impact V.a.: Would the project cause a substantial adverse change in the significance of a historical resource as defined in Section 15064.5? No impact.

No evidence of historic or prehistoric archaeological materials were seen anywhere inside the project site or are there recorded records of such materials within a quarter mile radius of the project area.

Impact V.b.: Would the project cause a substantial adverse change in the significance of an archaeological resource pursuant to Section 15064.5? No impact.

See above response.

Impact V.c. Would the project directly or indirectly destroy a unique paleontological resource or site or unique geologic feature? No impact.

See above response.

Impact V. d.: Would the project disturb any human remains, including those interred outside of formal cemeteries? Less than significant.

The probability of finding human remains is minimal. However, the applicant is required by condition of approval to inform its contractor(s) of the appropriate procedures if human remains are encountered on the project site. The Contra Costa County Department of Conservation and Development shall verify that the following directive has been included in the appropriate construction documents:

"If human remains are encountered during project activities, work within 50 feet of the discovery shall be redirected and the County Coroner notified immediately. At the same time, the project applicant shall notify the Contra Costa County Department of Conservation and Development of the discovery, and a qualified archaeologist shall be contacted to assess the situation. Project personnel shall not collect or move any human remains and associated materials. If the human remains are of Native American origin, the Coroner must notify the Native American Heritage Commission within 24 hours of this identification. The Native American Heritage Commission will identify a Most Likely Descendant (MLD) to inspect the site and provide recommendations for the proper treatment of the remains and associated grave goods."

		Potentially Significant Unless Mitigation Incorporated	Potentially Significant Impact	Less Than Significant Impact	No Impact
VI. GEOLOGY AND SOILS – Would the project:					
a.	Expose people or structures to potential substantial adverse effects, including the risk or loss, injury, or death, involving: (<i>Sources 1, 2, 7</i>)				
i.	Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area, or based on other substantial evidence of a known fault? Refer to the Division of Mines and Geology Special Publication 42. (<i>Sources 1, 2, 7</i>)			X	
ii.	Strong seismic ground shaking? (<i>Sources 2, 7</i>)			X	
iii.	Seismic-related ground failure, including liquefactions? (<i>Sources 2, 7</i>)		X		
iv.	Landslides? (<i>Sources 2, 7</i>)			X	
b.	Result in substantial soil erosion or the loss of topsoil? (<i>Sources 2, 7</i>)			X	
c.	Be located on a geologic unit or soil that is unstable, or that would		X		

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse? (<i>Sources 2,7</i>)				
d.	Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creative substantial risks to life or property? (<i>Sources 2,7</i>)		X		
e.	Have soils incapable of adequately supporting the use of septic tanks or alternative waste disposal systems where sewers are not available for the disposal of waste water? (<i>Sources 2,7</i>)				X

Discussion

A1. The nearest fault considered active by the California Geological Survey (CGS) is the Concord fault, which can be traced from the northwest flank of Mt. Diablo in the North Gate Road area, along the toe of Lime Ridge, through downtown Concord area and to Suisun Bay. It continues to the north-northwest trend across Suisun Bay. This northern segment of the fault, in Solano County, is named the Green Valley fault. In summary, the trace of the Concord fault passes approximately 3½ miles southwest of the site. However, the Clayton fault is mapped along the toe of the Los Medanos Hills and can be inferred to pass immediately north of the site. The Clayton fault is a north-northeast dipping thrust fault that appears to be the northeastern extension of the Marsh Creek- Greenville fault system that passes along the back side on Mt. Diablo. The Greenville fault was the source of two earthquakes in January, 1980 which were accompanied by ground deformation. In the aftermath of that seismic event the CGS placed the Greenville fault in an A-P Zone. Although the northern extension of the Greenville fault is not in an official A-P Zone, information of the displacement history of the Marsh Creek and Clayton faults is sketchy. Nevertheless, they should be considered

to be potential seismic sources. Because the site is not within an Alquist-Priolo (A-P) Earthquake Fault Zone, the risk of fault rupture is generally regarded as *very low*.

A2. According to the Safety Element (p. 10-13) the site is in within an area rated "Moderate" damage susceptibility. According to the Legend for this map, the moderately category includes lands that are underlain by younger alluvium (Holocene age deposits). The risk of structural damage from ground shaking is regulated by the building codes and County Grading Ordinance. The prevailing building code requires use of seismic parameters in the design of structures. The seismic parameters from the 2013 California Building Code(CBC) are determined by the project geotechnical engineer based on soil profile types and proximity of faults deemed capable of generating strong/violent earthquake shaking. The County Grading Ordinance provides a regulatory framework for grading projects. Specific standards and criteria for earthwork are provided by the project geotechnical engineer. Grading plans and geotechnical reports, including erosion control plans and drainage plans are subject to review and approval for conformance with County requirements and expectations prior to the issuance of the grading permit. Quality construction, conservative design and compliance with building and grading regulations can be expected to keep risks within generally accepted limits. A building and/or grading plans that are considered incomplete can be rejected, until an appropriately detailed plan is provided. It should also be recognized that County has an NPDES permit from the Regional Water Quality Control Board. The objective of the NPDES permit is to minimize/ prevent stormwater pollution to creeks. The permit requires that specific measures be incorporated into new projects that would be effective in the control of pollution, both during the construction period and over the long term. A Stormwater Control Plan (SCP) that is incomplete can be rejected, until an appropriately detailed plan is provided. In the case of the pending application, the applicant has submitted a Vesting Tentative Map (VTM) that was prepared by Apex Civil Engineering & Land Surveying, and a geotechnical report prepared by Geotechnical Engineering Inc. (GEI). The VTM shows the location of a permanent stormwater basin on the site, and GEI report provides data on subsurface conditions and engineering properties of soils on the site.

A3. The Liquefaction Potential Map in the Safety Element was prepared for the County by a geotechnical engineering firm that considered available data on soil types, elevation of the water table, and limited review of borehole logs for land development projects within the County. The resulting map divided lands in Contra Costa County into three categories ("generally high", "generally moderate to low" and "generally low.") According to this map, which is presented on page 10-15 on the General Plan, classifies the site *generally moderate to low* liquefaction potential.

The Liquefaction Potential Map is used as a "screening criteria" by Contra Costa County during the processing of land development applications, on a project-by-project basis. Since the map was included in the General Plan (1990), the County has consistently required rigorous evaluation of liquefaction potential in areas of "generally high" category, and less comprehensive investigations are demanded in the "moderate to low" category. The classification "generally high" liquefaction does not imply the

presence of liquefiable sands on a parcel. The map attempts to be conservative of the side of safety, and where geologically recent fluvial or estuarine deposits are shown on soils maps of the County, the Liquefaction Potential Map places such areas in the "generally high" category. Site specific investigations are needed to determine if liquefiable sands are present and to provide stabilization measures where liquefiable sands are confirmed. Because the SD14-9389 project site is classified "generally moderate to low," only a qualitative evaluation of liquefaction potential is required. Normally this involves evaluation of the deposits penetrated in the borehole(s), utilizing blow count data and sieve testing of sandy layers to draw preliminary conclusion regarding the need for a more rigorous investigation. The borehole(s) should be a minimum of 40 feet deep for the screening investigation (or to bedrock, whichever is less). Alternatively, Cone Penetration Testing (CPT) has been utilized in making the preliminary evaluation of Liquefaction Potential. The results of the screening investigation are subject to technical review of the County Peer Review Geologist. If the finding of the screening investigation cannot demonstrate the absence of a seismically-triggered liquefaction hazard, then the more comprehensive quantitative evaluation must be performed. In the experience of the County peer review geologist, only 1 acre of every 1,000 acres in the "generally moderate to low" category have the unique set of conditions required for liquefaction of sands to be a hazard, and geotechnical measures are available to avoid/control the risk of damage.

The Safety Element includes a number of policies indicating that at-risk areas require evaluation of liquefaction potential and effective mitigation of the hazard posed to new development. Operative General Plan policies are presented in Table 1.

Table 1
Safety Element Liquefaction Potential Policies

Policy 10-18. This General Plan shall discourage urban or suburban development in areas susceptible to high liquefaction dangers and where appropriate subject to the policies of 10-20 below, unless satisfactory mitigation measures can be provided, while recognizing that there are low intensity uses such as water-related recreation and agricultural uses that are appropriate in such areas.

Policy 10-19. To the extent practicable, the construction of critical facilities, structures involving high occupancies, and public facilities shall not be sited in areas identified as having a high liquefaction potential, or in areas underlain by deposits classified as having a high liquefaction potential

Policy 10-20. Any structures permitted in areas of high liquefaction damage shall be sited, designed and constructed to minimize dangers from damage due to earthquake-induced liquefaction.

Policy 10-21. Approvals to allow the construction of public and private development projects in areas of high liquefaction potential shall be contingent on geologic and engineering studies which define and delineate potentially hazardous geologic and/or soils conditions, recommend means of mitigating these adverse conditions, and on

proper implementation of the mitigation measures.

A4. With regard to landslides, the U.S. Geological Survey (USGS) issued a surficial deposits map of the Clayton 7.5-Minute Quadrangle which shows the distribution of Quaternary deposits, including landslides. This USGS map indicates that floor of Clayton Valley is underlain by alluvial deposits of Holocene age (Qal). These are stream channel and floodplain deposits of Mt. Diablo Creek and its tributaries of inferred Holocene age. At or near the Myrtle Drive right-of-way the USGS maps colluvial deposits at the toe of the Los Medanos Hills. These are alluvial fans deposits; bedrock is mapped a short distance to the north of Myrtle Drive right-of-way. The nearest landslide shown on the USGS map is approximately 3,500 ft. north-northeast of the site, and it does not pose a hazard to the project.

It should be recognized that the USGS map is not a substitute for a site-specific investigation. It is based solely on geologic interpretation of aerial photos flown in the 1960s and early 1970s. In some situations older surficial deposits can be difficult to interpret on the basis of geomorphic features alone. Nevertheless, the Nilsen map is used as a "screening criteria" by Contra Costa County. Sites that are shown as mantled by landslide deposits or areas where there is a concentration of slides are considered to be at-risk, where detailed geologic investigations are warranted. In this case, no landslides are mapped in the site vicinity, indicating that landslide risks are very low. This conclusion is supported for the geotechnical report prepared for the project.

B. According to the Soil Survey of Contra Costa County, the soil series mapped on the site is the Positas loam (PkA; 0 to 2 percent slopes). These are soils which formed on terraces, and are underlain by alluvium. Runoff is rated *slow*, and the hazard of erosion is rated *slight* where the soil is tilled and exposed. The Vesting Tentative Map indicates that the site is to be graded, and bio-retention basin is to be strategically positioned to control runoff. With effective implementation of erosion control measures, including revegetation of disturbed areas and control of runoff through bio-retention basins, the hazard posed by erosion can be kept to an absolute minimum.

C. There is no evidence of previous grading of the site, and the geotechnical report submitted by the project proponent did not identify any undocumented fills. The report issued by Geotechnical Engineering, Inc. (GEI) included the logs of 13 borings on the site. These borings were logged during November, 2014, and no groundwater was encountered. The boring ranged in depth from 5½ to 11 ft. The report indicates that the soils encountered were cohesive and not candidates for liquefaction. However, deeper borings, field test data and laboratory test data is needed to confirm/ refine GEI's preliminary interpretation. However, this is a preliminary interpretation, based on relatively shallow borings. The hazard posed by landslides is negligible, and because the site is nearly level, slope creep is not a potential hazard. It typically occurs on slopes underlain by expansive clays, and the **downslope movement** includes both lateral and vertical components.

D. According to the Soil Survey of Contra Costa County, engineering properties of the soil series that occurs on site varies with depth. Specifically, the soil profile for the Positas Loam (Pka, 0 to 2 percent slopes) is 60 inches deep. The A-horizon extends from the surface to a depth of 21 inches, and it is only *moderately expansive*. The B1-horizon, extends from 21-60 inches, and is rated *highly expansive*; and the B-horizon, from 36-60 inches, is rated *moderately expansive*. With regard to corrosivity, the A-horizon is rated *low corrosivity*; the B-horizon is rated *high corrosivity*. The GEI report confirms that soils on the site are expansive. Specifically, on page 5 on the GEI report the consultant acknowledges that the expansivity of soils vary both vertically and laterally, but essentially all soils are at least moderately expansive, some highly expansive, but locally soils on the site are slightly expansive. Expansive soils are soils that expand when water is added and shrink when they dry out. This continuous change in soils volume causes homes and other structures to move unevenly and crack. The GEI report provides specific criteria and standards to avoid/ minimize damage from expansive soils. GEI does not address corrosivity of soils.

Typically the County uses information from sources such as the Soil Survey to "red flag" sites that require corrosivity testing. The testing is performed following mass grading, but prior to installation of utilities and the issuance of residential building permits. The reason for delaying the testing to that stage of grading is that the test must be performed on soils exposed on the building pad. Where corrosive soils are confirmed to be present on the rough-graded pad, special design measures are recommended by the project geotechnical engineer to avoid/ minimize damage from this cause.

E. There will be no septic systems within the project. The project is within an area where sanitary sewers are required. The project does not require annexation to a sewer district.

Environmental Analysis

GEO-1 Geologic and Geotechnical Hazards

The Subdivision Map Act, Article 7 provides a listing of requirements for geotechnical investigations. Specifically, Section 66490 states that a preliminary soil report, prepared by licensed professionals and based on adequate test borings is required for every subdivision for which a final map is required. Sections 66491(c) and 66491(d) go on to state that if expansive or corrosive soils are encountered, a soils investigation for each lot may be required by the local jurisdiction (in this case, Contra Costa County).

It should be recognized that the Safety Element rates the site as *moderate to low* liquefaction potential. There is an unknown, but possibly significant, risk of liquefiable sands in the subsurface. In this situation, the County requires a *screening investigation* that provides sufficient subsurface and laboratory data to determine if a comprehensive investigation of liquefaction potential is warranted.

Finally, the design of the project includes a bio-retention basin that is to be located within approximately 20 feet of building pad on proposed Lot #1, and immediately

adjacent to the Bailey Road right-of-way. These basins are designed to slow runoff, encourage infiltration and improve the water quality of runoff prior to it exiting the site. From a geotechnical perspective, the primary concern with such structures are a) providing suitable support for foundations and curbs constructed near the bio-retention facilities, and b) potential for subsurface water from the bio-retention basin to migrate (and possibly build up) beneath pavements and proposed buildings. For that reason the geotechnical engineer should review drainage plans to ensure that the bio-retention structure is appropriately designed and attains adequate setbacks from improvements. Geotechnical recommendations would also be required to ensure that the basin design does not compromise stability of graded slopes or foundations.

Mitigation Measures Geo I: *All of the following mitigation measures are required to reduce the impact of potential geologic, geotechnical and seismic hazards to less-than-significant.*

- A. **Geotechnical Update Report.** *At least 30 days prior to requesting recordation of the Final Map, the project proponent shall submit and updated geotechnical report. The update shall address the following:*
- *A screening investigation to assess liquefaction potential. The approach shall include a minimum of one deep boring (40 to 50 ft. deep or to bedrock, whichever is less), and shall include field and laboratory test data and engineering analysis to make a preliminary evaluation liquefaction potential. If liquefiable sands are confirmed to be present update report shall (a) assess the potential for a lateral spreading failure and ground failure, (b) estimate of total settlement and differential settlement beneath foundations, and (c) provide recommendations to mitigate the hazard posed by liquefaction.*

The update report shall also include review of the drainage and grading plans for the project, including evaluation of the design of the bio-retention basin on the site, and its potential adverse effects. Specifically, provide recommendations for the gradient of engineered slopes on the perimeter of the basin and identify any measures that may be warranted to protect planned improvements on the site as well as Bailey Road improvements associated with their proximity to the bio-retention basin.

- *The update report shall be subject to review by the County Peer Review Geologist, and review/approval by the Zoning Administrator.*

- B. **Grading Plans and Building Permit Plans.** *The GEI report provides recommendations for geotechnical monitoring services that include review of grading, drainage and foundation plans prior to issuance of construction*

permits. The purpose of this review is to ensure that the plans have incorporated GEI's recommendations, and if the plans have evolved since the geotechnical design report was issued, it provides an opportunity for the geotechnical engineer to modify or add supplemental recommendations. Therefore, when requesting issuance of construction permits, submit a wet signed and stamped letter from the Geotechnical Engineer that provides a bibliographic citation to the plans that were reviewed and providing the geotechnical engineer's review comments. The "General Notes" on Grading Plans (or "Grading Notes" on construction plans) should identify the geotechnical reports for the project, and identify the required geotechnical monitoring that is to be provided. Similarly, prior to requesting building permits the project proponent shall provide evidence of geotechnical review of final grading, drainage and foundation plans, including foundation details. Another "General Note" shall specify that corrosivity testing be performed under the direction of the geotechnical engineer after rough grading (and prior to issuance of building permits) to determine which lots, if any, require special recommendations to prevent damage to concrete and/or steel in contact with the ground.

- C. Prior to Requesting Final Inspection of Grading / Prior to Final Inspection of Building Permits. The geotechnical engineer shall provide observation and testing services during grading. Prior to the issuance of building permits for residences, the geotechnical engineer shall certify that the lot preparation work is in compliance with recommendations in the approved design-level report. During foundation work the geotechnical engineer shall provide observation services to ensure the geotechnical recommendations are properly implemented by the contractor. Prior to requesting a final building inspection, the Building Inspection Division may require documentation of the geotechnical engineer's observation services during final grading/ foundation work/ lot drainage. The intent of such documentation is to ensure that the lot/ building improvements are in conformance with recommendations in the approved design-level report.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
VII. GREENHOUSE GAS EMISSIONS – Would the project:					
a.	Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment? (Sources 1, 9)			X	
b.	Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases? (Sources 1, 9)			X	

Impact VII.a Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment? Less than significant.

Greenhouse gases (GHGs) are present in the atmosphere naturally, are released by natural sources, or are formed from secondary reactions taking place in the atmosphere. The gases that are widely seen as the principal contributors to human-induced global climate change are:

- Carbon dioxide (CO₂);
- Methane (CH₄);
- Nitrous oxide (N₂O);
- Hydrofluorocarbons (HFCs);
- Perfluorocarbons (PFCs); and
- Sulfur Hexafluoride (SF₆).

Over the last 200 years, humans have caused substantial quantities of GHGs to be released into the atmosphere. These extra emissions are increasing GHG concentrations in the atmosphere and enhancing the natural greenhouse effect, which is believed to be causing global warming. While manmade GHGs include naturally-

occurring GHGs such as CO₂, methane, and N₂O, some gases, like HFCs, PFCs, and SF₆ are completely new to the atmosphere.

Certain gases, such as water vapor, are short-lived in the atmosphere. Others remain in the atmosphere for significant periods of time, contributing to climate change in the long term. Water vapor is excluded from the list of GHGs above because it is short-lived in the atmosphere and its atmospheric concentrations are largely determined by natural processes, such as oceanic evaporation.

These gases vary considerably in terms of Global Warming Potential (GWP), which is a concept developed to compare the ability of each GHG to trap heat in the atmosphere relative to another gas. The GWP is based on several factors, including the relative effectiveness of a gas to absorb infrared radiation and length of time that the gas remains in the atmosphere ("atmospheric lifetime"). The GWP of each gas is measured relative to CO₂, the most abundant GHG; the definition of GWP for a particular GHG is the ratio of heat trapped by one unit mass of the GHG to the ratio of heat trapped by one unit mass of CO₂ over a specified time period. GHG emissions are typically measured in terms of pounds or tons of "CO₂ equivalents" (CO₂e).

The following section describes the proposed project's construction and operational related GHG emissions and contribution to global climate change. As stated above, while the BAAQMD has not addressed emission thresholds for construction, the District encourages quantification and disclosure. Thus, construction emissions are discussed in this section. As discussed below, the proposed project would not generate GHG emissions, either directly or indirectly, that may have a significant effect on the environment and this impact would be less than significant.

Construction Emissions. Construction activities, such as site preparation, site grading, on-site heavy-duty construction vehicles, equipment hauling materials to and from the site, and motor vehicles transporting the construction crew would produce combustion emissions from various sources. During construction of the project, GHGs would be emitted through the operation of construction equipment and from worker and builder supply vendor vehicles, each of which typically uses fossil-based fuels to operate. The combustion of fossil-based fuels creates GHGs such as CO₂, CH₄, and N₂O. Furthermore, CH₄ is emitted during the fueling of heavy equipment. Exhaust emissions from on-site construction activities would vary daily as construction activity levels change.

Using CalEEMod, it is estimated that the project would generate approximately 284 metric tons of CO₂e during construction of the project. The BAAQMD does not have a threshold for construction emissions. However, implementation of Mitigation Measure AIR-1 would further reduce less-than-significant construction GHG emissions by limiting construction idling emissions. Construction emissions would not be considered significant.

Operational Emissions. Long-term operation of the proposed project would generate GHG emissions from mobile sources and indirect emissions from sources associated with energy consumption. Mobile-source emissions of GHGs would include

project-generated vehicle trips associated with future residents at the project site. Emissions would also be generated at off-site utility providers as a result of demand for electricity generated by the proposed project.

When calculating project GHG emissions to compare to the thresholds of significance, the BAAQMD recommends that the lead agency consider project design features, attributes, and local development requirements as part of the project as proposed and not as mitigation measures. Consistent with BAAQMD guidance, GHG emissions were estimated using CalEEMod.

Table 3 shows the calculated GHG emissions for the proposed project. Mobile source emissions are the largest source of GHG emissions at approximately 63 percent of the total. Energy use is the next largest category at approximately 33 percent of CO₂e emissions. Area source emissions are approximately 1 percent of the total emissions, and waste and water source emissions are approximately 3 percent. Additional calculation details are provided in Appendix A.

Table 3: GHG Emissions (Metric Tons Per Year)

Emissions Source Category	Operational Emissions				Percent of Total
	CO ₂	CH ₄	N ₂ O	CO ₂ e	
Area	0.6	0.0	0.0	0.6	1
Energy	33.2	0.01	0.0	33.3	33
Mobile	62.2	0.0	0.0	62.2	63
Waste	1.1	0.1	0.0	2.1	2
Water	1.0	0.01	0.0	1.4	1
Total Annual Emissions				99.6	100

Source: LSA Associates, Inc., 2015.

Based on the analysis results, the proposed project would generate 99.6 metric tons of CO₂e per year, which would be below the BAAQMD's numeric threshold of 1,100 metric tons CO₂e per year. Therefore, GHG emissions generated by the proposed project would be less than significant.

Impact VII.b. Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases? Less than significant.

Contra Costa County adopted the Contra Costa County Climate Action Plan in December 2012⁷ which was developed for the purpose of reducing the County's GHG emissions and contribution to climate change.

While most of the measures identified in the Climate Action Plan consist of programs and incentives to be implemented by the County, the project would implement measures that would reduce GHG emissions as shown in the project specific Development Checklist included in Appendix A. The County has worked with the project applicant to identify the

⁷ Contra Costa County, 2012. *Contra Costa County Climate Action Plan*. December 26.

appropriate measures to integrate with the project, which ensures that the project is consistent with and does not compromise the County's ability to attain the GHG reduction targets outlined in the CAP.

In developing the threshold of significance for GHG emissions, the BAAQMD identified the emissions level for which a project would conflict with existing California legislation adopted to reduce Statewide GHG emissions. As indicated in the analysis presented above, the proposed project would not exceed the project-level significance criteria established by the BAAQMD and, therefore, the proposed project would not conflict with plans adopted for the purpose of reducing GHG emissions and this impact would be less than significant.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
VIII. HAZARDS AND HAZARDOUS MATERIALS – Would the project:					
a.	Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials? (<i>Sources 1</i>)			X	
b.	Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment? (<i>Sources 1</i>)			X	
c.	Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or				X

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	proposed school? (Sources 1)				
d.	Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 56862.5 and, as a result, would it create a significant hazard to the public or the environment? (Sources 1, 2)				X
e.	For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area? (Sources 1, 2)				X
f.	For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area? (Sources 1)				X
g.	Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan? (Sources 1, 2)				X

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
h.	Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands? (Sources 1)				X

Impact VIII.a. and b.: Transport, or Expose to People to Hazardous Waste. Less than significant. The proposed project is a residential project with a public trail and therefore the transport, use, disposal or accidental release of hazardous materials is limited to normal residential and landscaping needs. This would be a less than significant impact.

Impact VIII.c.: Proximity to Schools. No impact. The project site is located over 1/4 of a mile from Ygancio Valley Christian School, the closest school. Therefore, there is no impact identified with potential exposure of any hazardous materials to a school population.

Impact VIII.d.: Listed Sites. No impact. The site is not on any list of hazardous materials sites from the California Department of Toxic Substances Control.

Impact VIII.e. and f.: Airport Safety Hazards. No impact. The site is not within one mile of an airfield and therefore no impact will occur.

Impact VIII.g. and h.: Emergency Evacuation or Wildland Fires. No impact. The Project would not interfere with any emergency evacuation plans nor is it near any wildland area that would be subject to fires, therefore, no impact is expected.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
IX. HYDROLOGY AND WATER QUALITY – Would the project:					
a.	Violate any water quality standards or waste discharge requirements? (<i>Sources 1</i>)			X	
b.	Substantially deplete groundwater supplies or interfere substantially with ground water recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (i.e., the production rate of pre- existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)? (<i>Sources 1</i>)			X	
c.	Substantially alter the existing drainage patterns of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or offsite? (<i>Sources 1</i>)		X		

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
d.	Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site? (<i>Sources 1</i>)		X		
e.	Create or contribute runoff water which would exceed the capacity of existing or planned storm water drainage systems or provide substantial additional sources of polluted runoff? (<i>Sources 1</i>)		X		
f.	Otherwise substantially degrade water quality? (<i>Sources 1</i>)		X		
g.	Place housing within a 100-year flood hazard area as mapped on a Federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineating map? (<i>Sources 1</i>)			X	
h.	Place within a 100-year flood hazard area structures which would impede or redirect flood flows? (<i>Sources</i>			X	

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	1)				
i.	Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam? (Sources 1)			X	
j.	Inundation by seiche, tsunami, or mudflow? (Sources 1)			X	

Impact IX a. Violate water quality standards and waste discharge. Less than significant. The project is subject to the San Francisco Bay Regional Water Quality Control Board C.3 provisions. The applicant has submitted a Stormwater Control Plan in accordance with the requirements outlined in the Contra Costa County Stormwater C.3 guidebook to minimize potential runoff pollution during the life of the project. There is a Bio Retention area at the north end of the site to treat runoff from the roofs, private roadway, driveways and landscaping within lots 1-7 and lot 8 from the adjacent Laurel Place subdivision. The developer is required by condition of approval to submit a final stormwater plan for the review and approval of the County Public Works Department prior to recordation of the Subdivision Map, which would make this a less than significant impact.

Impact IX. b. Substantially deplete groundwater supplies or interfere with groundwater recharge such there would be a net deficit in aquifer volume or a lowering of the local groundwater table. Less than significant. Existing site conditions i.e. low permeability clay soils, limit the amount of groundwater recharge that occurs naturally on the site. The project would not substantially alter the existing conditions because it would utilize infiltration planters to filter runoff. Additionally, the project would not result in direct additions or withdrawals to existing groundwater because it would utilize the public water system (Contra Costa Water District).

Impact IX. c. Substantially alter the existing drainage pattern of the site including through the alteration of the course of a stream or river in a manner that would result in substantial erosion or siltation on or off site. Less than significant. Runoff from the site ultimately drains to the north

through existing culverts under Bailey Road and through the Naval Weapons Station to Mount Diablo Creek. The site would be minimally graded to create building pads, private roadway and landscape areas. The parcel at the north end of the site would be used as the bio-retention area. Additionally, runoff to the site, from Myrtle Drive, would be routed around the site.

Impact IX. d. Substantially alter the existing drainage pattern of the site, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on or off site. Less than significant. Implementation of the project would result in the construction of seven residences and would increase the amount of impervious surface, thereby increasing the amount of stormwater runoff from the site. However, treatment and flow control facilities proposed in the Storm Water Control Plan are designed to accommodate the runoff from the mean annual precipitation design storm. The project is required by condition of approval to comply with the County's C.3 requirements which would make any impacts to increased runoff less than significant. Therefore the project would not substantially increase the rate or amount of surface runoff in a manner which would result in flooding on or off site.

Impact IX.e. f. Create runoff water which would exceed the capacity of existing or planned stormwater drainage systems or otherwise degrade water quality . Less than significant. As noted above the applicant has submitted a Storm Water Control Plan prepared by their Civil Engineer and the project is required by condition of approval to comply with the County's C.3 requirements which would make any impacts to drainage, including capacity of drainage systems and water quality a less than significant impact.

Impact IX.g. h. Place housing within a 100-year flood hazard area as mapped on a Federal Flood Hazard Boundary or Flood Insurance Map that would also impede flood flows . Less than significant. Portions of Lots 1 and 2 are located in a Flood Hazard area. However, the residential units constructed on those sites would be subject to the County's flood zone requirement and therefore this would be a less than significant impact.

Impact IX, i. j. Expose people or structures to loss due to failure of levee or dam or be inundated by seiche, or mudflow. Less than significant. The project site is not located behind a levee or below a dam, therefore this would be no impact.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
X. LAND USE AND PLANNING – Would the project:					
a.	Physically divide an established community? (<i>Sources 1, 2</i>)			X	
b.	Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect? (<i>Sources 1, 2</i>)			X	
c.	Conflict with any applicable habitat conservation plan or natural community conservation plan? (<i>Sources 1, 2</i>)				X

Impact X.a. and b.: Physically divide a community or conflict with established land use plan or policy. Less than significant.

The project does not divide an established community. Rather, it is an in-fill project that would construct seven houses on a vacant lot that is, for the most part, surrounded by residential development. The project, as proposed for rezoning, would comply with the County General Plan and Zoning Code.

Impact X.c.: Conservation Plan. No impact. The proposed project is not located within a Habitat Conservation Plan, or in a Natural Community

Conservation Plan. As it is not near any of these sensitive locations, no impact is expected.

		Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XI. MINERAL RIGHTS – Would the project:				
a.	Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state? (Sources 1,2)			X
b.	Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan? (Sources 1,2)			X

Impact XI.a. and b.: Mineral Resources. No Impact. The project site is not in an area of known mineral resources per the County's General Plan, and therefore no impact is anticipated.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XII. NOISE – Would the project:					
a.	Exposure of persons to, or generation of, noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies? (<i>Sources 1, 2</i>)			X	
b.	Exposure of persons to, or generation of, excessive ground borne vibration or ground borne noise levels? (<i>Sources 1</i>)				X
c.	A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project? (<i>Sources 1</i>)			X	
d.	A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project? (<i>Sources 1, 2</i>)		X		
e.	For a project located within an airport land use plan, or where such a plan has not been adopted, within two miles of a public airport or public use				X

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	airport, would the project expose people residing or working in the project area to excessive noise levels? (<i>Sources 1, 2</i>)				
f.	For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels? (<i>Sources 1, 2</i>)				X

Impact XII.a.: Exposure to Noise Levels. Less than significant. Residential uses developed on the project site would not be exposed to exterior noise levels exceeding the "normally acceptable" noise and land use compatibility standards presented in the County's General Plan for single- and multiple-family residential land uses.

Interior noise levels within proposed residential units are required to be maintained at or below 45 DNL. In residential units of standard construction, interior noise levels are approximately 15 decibels lower than exterior noise levels with the windows partially open. Where exterior noise levels exceed 60 DNL, compliance with State Building Code requires a report to be submitted with the building plans identifying the noise attenuation features included in the project's design to maintain interior noise levels at or below 45 DNL.

Typically, standard construction with forced air ventilation (allowing the occupant to control noise by maintaining the windows shut) provides approximately 20 to 25 dBA of noise reduction in interior spaces. This method of reducing interior noise levels is normally used in noise environments ranging from 60 to 65 DNL. Where noise levels exceed 65 DNL, forced-air mechanical ventilation systems and sound-rated construction methods are normally required.

Impact XII.b.: Ground Borne Noise/Vibration. No impact. The project is not located within the immediate vicinity of any known producers of groundborne vibration (e.g., an active railroad line). Vibration levels associated with the construction of the project are not expected to result significant impacts.

Impact XII.c.: Ambient Noise. Less than significant. Traffic noise generated by the project is not projected to increase noise levels significantly. The project does not propose changes in traffic that are substantial enough to provide a noticeable increase to the noise environment at the nearby residential receivers; a less than significant impact.

Impact XII.d.: Temporary Noise. Significant impact unless mitigation incorporated. The construction of the proposed project would generate noise levels that would at times exceed ambient noise levels at noise sensitive receptors in the vicinity of the project site. Construction activities would include grading and excavation of areas on the site, and construction of new residential and commercial structures. Noise impacts from these activities depend on noise generated by various pieces of construction equipment, the timing and length of noise generating activities, and the distance between the noise generating construction activities and receptors that would be affected by the noise. The highest noise levels would be generated during grading of the site, with lower noise levels occurring during building construction. Large pieces of earth-moving equipment, such as graders, scrapers, and bulldozers, generate maximum noise levels of 80 to 85 dBA at a distance of 100 feet. Typical hourly average construction-generated noise levels are about 75 to 80 dBA measured at a distance of 100 feet from the site during busy construction periods. These noise levels drop off at a rate of about 6 dBA per doubling of distance between the noise source and receptor. Intervening structures or terrain result in lower noise levels.

Typically, residential construction projects do not generate significant noise impacts when standard construction noise control measures are enforced at the project site and when the duration of noise at a particular receiver or group of receivers is limited to one construction season (typically one year) or less. Construction noises associated with projects of this type are disturbances that are necessary, and reasonable regulation of the hours of construction, as well as regulation of the arrival and operation of heavy equipment and the delivery of construction materials is effective in reducing impacts to a level that is less than significant.

Mitigation Measure No 1: The following construction noise control measures are recommended to limit the amount of noise generated during the construction period. These measures would mitigate the impact to a less than significant level:

1. All noise generating construction activities shall be limited to the hours of 7:30 A.M. to 5:30 P.M., Monday through Friday, and shall be prohibited on state and federal holidays on the calendar dates that these holidays are observed by the state or federal government as listed below:

New Year's Day (State and Federal)
Birthday of Martin Luther King, Jr. (State and Federal)
Washington's Birthday/Presidents' Day (State and Federal)

Lincoln's Birthday (State)
Cesar Chavez Day (State)
Memorial Day (State and Federal)
Independence Day (State and Federal)
Labor Day (State and Federal)
Columbus Day (State and Federal)
Veterans Day (State and Federal)
Thanksgiving Day (State and Federal)
Day after Thanksgiving (State)
Christmas Day (State and Federal)

For specific details on the actual day the state and federal holidays occur, please visit the following websites:

Federal/holidays:

http://www.opm.gov/Operating_Status_Schedules/fedhol/2011.asp

California/ holidays: <http://www.ftb.ca.gov/aboutFTB/holidays.shtml>

2. Utilize "quiet" models of air compressors and other stationary noise sources where technology exists.
3. Prohibit unnecessary idling of internal combustion engines.
4. Equip all internal combustion engine driven equipment with intake and exhaust mufflers that are in good condition and appropriate for the equipment.
5. Locate stationary noise generating equipment as far as possible from noise sensitive receptors.
6. Designate a noise disturbance coordinator who would be responsible for responding to any local complaints about construction noise. The disturbance coordinator would determine the cause of the noise complaints (e.g., starting too early, bad muffler, etc.) and institute reasonable measures warranted to correct the problem. Conspicuously post a telephone number for the disturbance coordinator at the construction site.

Impact XII.e. and f.: Airport Related Noise. No impact. The project site is not located within two miles of a public or private airport. Therefore, this is not a potential impact.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XIII. POPULATION AND HOUSING – Would the project:					
a.	Include substantial population growth in an area either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)? <i>(Sources 1)</i>			X	
b.	Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere? <i>(Sources 1)</i>			X	
c.	Displace substantial numbers of people necessitating the construction of replacement housing elsewhere? <i>(Sources 1)</i>			X	

Impact XIII.a.: Induced Population Growth. Less than significant. Based upon a population rate of 2.5 persons per dwelling unit, the project would generate a population of 17.5 additional persons. This is considered a less than significant impact.

The developer would be required to extend sewer service onto the project site from the City of Concord, which is adjacent to the project site. This is considered a less than significant impact because the project site and the surrounding pocket of unincorporated Concord is already designated Single Family Residential, R-20, which is to say it is already planned for residential

development under the County's General Plan and the extension of sewer service into this area would not induce substantial population growth that was not already planned.

Impact XIII.b. and c.: Displacement of Housing or Population. Less than significant. The proposed project would not displace a substantial population and would provide additional housing for a new population. Therefore the project would have a beneficial impact on housing and population.

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XIV. PUBLIC SERVICES – Would the project:				
a. Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which would cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services?				
1. Fire Protection (Sources 1)			X	
2. Police Protection (Sources 1)			X	
3. Schools (Sources 1)			X	
4. Parks (Sources 1, 2, 3)			X	
5. Other Public Facilities (Sources 1,)				X

Impact XIV.a.1.: Fire Protection . Less than significant. The Vesting Tentative Map/Preliminary and Final Development Plan will be regulated by the Contra Costa County Fire Protection District's requirements, County Ordinances, and the 2013 California Building Code. The project is conditioned to comply with the Fire District standards.

Impact XIV.a.2.: Police Protection. Less than significant. The project site is, and will continue, to receive its police protection from the Contra Costa County Office of the Sheriff. The addition of seven residential units would increase demand for services but is not expected to have a significant negative impact on their ability to provide services. The project is required by condition of approval to create a police services district with recordation of the map which would help pay for sheriff services in the area.

Impact XIV.a.3.: Schools. Less than significant. The project would create a new student population, but because of the limited number of houses it would not be a significant impact on the local school district. The project would be required to pay the state-mandated school impact fees upon issuance of building permits. State law dictates that payment of these fees constitutes full mitigation of school capacity impacts. After payment of school impact there would be no impact on schools.

Impact XIV.a.4.: Parks . Less than significant. The proposed project would result in increases in the demand for parks and recreation services. The County Park and Recreation Ordinance calls for a dedication of parkland or payment of an in lieu fee. The project will be required, as a condition of approval, to pay an in lieu park fee.

Impact XIV.a.5.: Other Public Facilities . Less than significant. Portions of the project site are not currently annexed into a lighting district. Annexation to the lighting district is a mechanism to supplement the funding for maintenance of street lights throughout the County and will not have an impact on the physical environment. The applicant would be required, as a condition of approval, to annex into the Community Facilities District 2010-1 formed for Countywide Street Light Financing.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XV. RECREATION – Would the project:					
a.	Increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? (Sources 1, 2)			X	
b.	Include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment? (Sources 1, 2)			X	

Impact XV a. and b. Recreation Impacts. Less than significant.

The proposed project would introduce a new population which would be expected to create new demand for parks in the area. However, the applicant would be required, by condition of approval, to pay the required park dedication fee upon issuance of building permits. The payment of required park dedication fees would reduce the impact to a less than significant level. The project is also proposing a section of public trail along the western edge of the project site. This section is part of a larger trail plan envisioned by the City of Concord and would be dedicated to them for that purpose.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XVI. TRANSPORTATION/TRAFFIC – Would the project:					
a.	Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?			X	
b.	Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?			X	
c.	Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks? (Sources 1, 2)				X
d.	Substantially increase			X	

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	hazards due to a design feature (i.e., sharp curves or dangerous intersections) or incompatible uses (i.e., farm equipment)? (Sources 1, 2)				
e.	Result in inadequate emergency access? (Sources 1, 2)			X	
f.	Conflict with adopted polices, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities				X

Impact XVI.a. b. Applicable Transportation Plans / Congestion Plan. Less than significant. *Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?*

The project proposes seven single family residential units that would gain access through the adjacent Laural Place project. The project would not conflict with applicable plans or policies for the performance of the circulation system or related county congestion plan. As noted, the project includes a section of public trail that is part of a larger trail plan envisioned by the City of Concord.

Impact XVI.c. Air Traffic Patterns. No impact. *Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that result in substantial safety risks?* The project does not propose any structures that would interfere with air traffic patterns, nor would it increase traffic levels. There is no impact related to air traffic.

Impact XVI.d. Hazardous design feature. Less than significant. *Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?* The project is required by

condition of approval to comply with the County Public Works Department and County Fire District requirements in regards to road design,

Impact XVI.e. Emergency Access (Less than Significant) See above.

Impact XVI.f. Adopted Policies regarding public transit, bicycle, or pedestrian (No impact) *Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?* The project is not inconsistent with adopted policies regarding public transit, bicycle and pedestrian facilities.

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XVII. UTILITIES AND SERVICE SYSTEMS – Would the project:					
a.	Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board? (<i>Sources 1, 2</i>)			X	
b.	Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which would cause significant environmental effects? (<i>Sources 1</i>)			X	
c.	Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which would cause			X	

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	significant environmental effects? (<i>Sources 1</i>)				
d.	Have sufficient water supplies available to serve the project from existing entitlement and resources, or are new or expanded entitlement needed? (<i>Sources 1</i>)			X	
e.	Result in determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments? (<i>Sources 1</i>)			X	
f.	Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs? (<i>Sources 1</i>)			X	
g.	Comply with federal, state and local statues and regulations related to solid waste? (<i>Sources 1</i>)			X	

Impact XVII.a., b. & e.: Wastewater. Less than significant. The project is in the City of Concord's Sphere of Influence (SOI) and it would be served by the City of Concord (Concord Sanitary District). The Central Contra Costa County Sanitary District provides treatment services to the Concord Sanitary District and

has sufficient capacity to accommodate planned growth within its service area over the next 35 years⁸.

The subject property is currently outside the City's corporate boundary. Government Code section 5133 provides that a city can apply to LAFCO to provide service outside its jurisdictional boundary in one of two situations: 1) if the subject property is outside the city's boundary and outside the city's sphere of influence (SOI) in response to a public health and safety emergency (e.g. failed septic, contaminated well, etc.), or 2) if the subject property is outside the city's boundary and inside the city's SOI in anticipation of future annexation. As noted above, the property is within the City of Concord's SOI. The project would require approval from LAFCO prior to sewer service being provided by the City. The project is required by condition of approval to comply with LAFCO and City of Concord requirements regarding sewer service prior to recordation of the subdivision map.

Impact XVII.c.: The project would increase the amount of impervious surface on the project site. The Storm Water Control Plan would filter stormwater on site and would not, for the most part, result in an increase in peak runoff. Therefore, new or expanded stormwater drainage facilities would not be required.

Impact XVII.d.: **Water. Less than significant.** For water service, the project would be served by the Contra Costa Water District. The project would be required to comply with District standards to obtain water service.

Impact XVII.f. and g.: **Solid Waste. Less than significant.** Development of the seven residential lots would generate solid waste. There is no evidence to suggest that there is not sufficient landfill capacity in the Concord Disposal Services area to handle such a minor addition to their capacity. This is a less than significant impact.

⁸ Dyett and Bhatia, 2005, op.cit., p. 8-7 / page 45 November 2006 Laurel Place Subdivision Mitigated Negative Declaration

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
XVIII. MANDATORY FINDINGS OF SIGNIFANCE – Would the project:					
a.	Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish and wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?		X		
b.	Does the project have impacts that are individually limited but cumulatively considerable? (Cumulatively considerably means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probably future			X	

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
	projects?)				
c.	Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?			X	

Impact XVIII.a-c. Mandatory Findings of Significance. Less than significant.

The project does have the potential to degrade the quality of the biological resources on the project site but with mitigations these impacts would be reduced to a less than significant degree. The impacts of the project are individually limited and are not cumulatively considerable. All environmental impacts that could occur as a result of the project would be reduced to a less than significant level through implementation of the mitigation measures outlined in this IS/MND. The project would result in no environmental effects that would cause substantial direct or indirect effects on human beings.

Lenox Homes LLC (Applicant)

Desco Development Company LLC (Owner)

Mitigation Monitoring Reporting Program

**Laurel Place II Residential Project / Unincorporated Concord Area
Rezoning and Subdivision
County File #'s RZ14-3228 & SD14-9389**

September 19, 2017

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
I. Air Quality					
<p>The proposed project has the potential of creating dust and emissions during construction. Therefore staff recommends the following Mitigation Measure be incorporated into the project to ensure the impacts are reduced to a less than significant level.</p>	<p>Consistent with the Best Management Practices required by the BAAQMD, the following actions shall be incorporated into construction contracts and specifications for the project:</p> <ul style="list-style-type: none"> • All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. • All haul trucks transporting soil, sand, or other loose material off-site shall be covered. • All visible mud or dirt tracked-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. • All vehicle speeds on unpaved roads shall be limited to 15 mph. • All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. • Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used. • Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage 	COA	Prior to CDD stamp-approval of plans, ensure measures are printed on building plans	CDD	Review of final construction plans and monitoring during construction.

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>shall be provided for construction workers at all access points.</p> <ul style="list-style-type: none"> All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation. A publicly visible sign shall be posted with the telephone number and contact information for the designated on-site construction manager available to receive and respond to dust complaints. This person shall report all complaints to Contra Costa County and take immediate corrective action as soon as practical but not more than 48 hours after the complaint is received. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations. <p>Mitigation Measure AIR 1.</p>				
II. Biologic Resources					
<p>The proposed project has the potential of impacting California Tiger Salamander, Special-status Plants, Nesting Birds and Wetlands. Therefore, staff recommends that the following mitigations be incorporated into the project to ensure that impacts to these resources are reduced to a less than significant level.</p>	<p>BIO 1: Prior to any construction activities, the following measures shall be conducted:</p> <p>a) A silt fence (properly buried at the base in 6 inches of soil) shall be installed along the project footprint to provide a buffer between the edge of fencing and the surrounding roadways. The exclusion fencing shall be composed of Geotex 102F (or its equivalent), a durable material</p>	COA	Prior to Grading Permit	CDD, CDFW, Applicant	Reporting of find to CDD by a qualified biologist

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>capable of withstanding ultraviolet degradation for the duration of the project. The fence is 12 inches high, buried in the ground, and includes one way exit funnels which may permit terrestrial species to vacate the construction area. The fencing will be inspected weekly and remain in place for the duration of construction activities.</p> <p>b) Immediately prior to the first day of construction activities, an approved biologist shall conduct an environmental training session with all workers on site to inform them about environmental issues regarding the potential for sensitive species, including CTS to be present on the site and provide training on avoidance and protection of the species should any individuals be observed. All work shall stop should an individual be observed during construction and the CDFW and USFWS notified.</p> <p>c) A qualified Biological Monitor shall be present during initial grading activities to observe all construction activities and immediately stop work should any CTS be observed. The CDFW and USFWS shall be notified should any individuals be observed.</p>	COA	<p>Throughout construction activities</p> <p>Throughout construction activities</p>	CDD, CDFW, Applicant	Reporting of find to CDD by a qualified biologist

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>d) To prevent inadvertent entrapment of sensitive species during construction, the on-site biologist and/or construction foreman/manager shall ensure that all excavated, steep-walled holes or trenches more than one-foot deep are completely covered at the close of each working day by plywood or similar materials, or provided with one or more escape ramps constructed of earth fill or wooden planks and inspected by the on-site biologist. Before such holes or trenches are filled, they will be thoroughly inspected for trapped animals by the on-site biologist and/or construction foreman/manager. If any CTS are observed, all work must stop and CDFW and USFWS contacted.</p> <p>e) All activities listed above shall be recorded and maintained in a project monitoring construction log. Training materials, including photographs of the potential listed species in the area, and a list of numbers of personnel, including the US Fish and Wildlife Service and the Department of Fish and Wildlife, will be placed in the log book. Site visits and inspections shall be regularly entered into the log book by the contractor and the monitoring biologist. All applicable permits</p>	COA			Reporting of find to CDD by a qualified biologist

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>and conditions to protect sensitive species habitat will be copied and placed in the log book.</p> <p>Finally, the following mitigation measure shall be conducted to prevent CTS from entering the project area after construction is completed:</p> <p>f) A suitable concrete (or brick) wall, curb, or berm, at least 12 inches high, shall be constructed along the boundary of development adjacent to Bailey Avenue and the junction with Myrtle Drive to prevent any juvenile and adult CTS from accessing the area in the future from the adjacent CNWS. The design and placement of the barrier is subject to the review of a qualified biologist retained by the applicant and review and approval of DCD.</p> <p>BIO 2--:</p> <p>Special-status Plants</p> <p>12. Prior to site disturbance a qualified biologist, retained by the applicant, shall conduct a special-status plant survey. Avoidance and minimization measures shall be proposed, should any rare</p>				

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Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>plants be observed during the survey. Additionally, the removal of any native (non-grafted) California black walnut trees on the site shall be replaced at a ratio of 6:1.</p> <p>Nesting Birds</p> <p>13. If site disturbance commences between February 1 and August 31, a qualified biologist shall conduct a pre-construction bird nesting survey within 14 days of project initiation. If nests of native birds—are detected on or adjacent to the site, a no disturbance buffer (generally 50 feet for passerines and 300 feet for raptors) in which no new site disturbance is permitted shall be observed until August 31, or the qualified biologist determines that the young are foraging independently. The size of the no-disturbance buffer shall be determined by a qualified biologist, and shall take into account local site features and existing sources of potential disturbance. If more than 14 days elapses between the survey and the start of construction, the survey shall be repeated. The project sponsor shall provide proof of compliance to the County prior to issuance of a grading permit.</p> <p>Mitigation Measure Bio 3</p>				

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Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>Wetlands</p> <p>14. Authorization from the USACE and RWQCB for the fill of jurisdictional wetlands shall be obtained by the applicant prior to the start of construction. The project sponsor shall comply with all terms of the permits including any mitigation requirements and provide proof of compliance to the County prior to issuance of a grading permit. If the applicant chooses or is required to avoid all delineated wetlands as a result of project redesign and no fill of wetlands occurs, no permits will be necessary. The applicant shall demonstrate to the County that the project has avoided fill in any delineated wetland prior to issuance of the grading permit.</p> <p>Mitigation Measure Bio 4 Mitigation Measures incorporate the measures of the Biological Memorandum, dated March 1, 2017 by WRA Environmental Consultants</p>				
III. Geology and Soils					
The subject property is located is subject to the following Geo Mitigation Measure	<p>GEO-1: A. Geotechnical Update Report. At least 30 days prior to requesting recordation of the Final Map, the project proponent shall submit and updated geotechnical report.</p>	COA	At least 30 days prior to recordation of Final Map	CDD, Peer Review Geologist	Submittal of Report to CDD, Review of report by County Peer Review Geologist

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>The update shall address the following:</p> <ul style="list-style-type: none"> A screening investigation to assess liquefaction potential. The approach shall include a minimum of one deep boring (40 to 50 ft. deep or to bedrock, whichever is less), and shall include field and laboratory test data and engineering analysis to make a preliminary evaluation liquefaction potential. If liquefiable sands are confirmed to be present update report shall (a) assess the potential for a lateral spreading failure and 				

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Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>ground failure, (b) estimate of total settlement and differential settlement beneath foundations, and (c) provide recommendations to mitigate the hazard posed by liquefaction.</p> <p>The update report shall also include review of the drainage and grading plans for the project, including evaluation of the design of the bio-retention basin on the site, and its potential adverse effects. Specifically, provide recommendations for the gradient of engineered</p>				

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>slopes on the perimeter of the basin and identify any measures that may be warranted to protect planned improvements on the site as well as Bailey Road improvements associated with their proximity to the bio-retention basin.</p> <ul style="list-style-type: none"> ▪ The update report shall be subject to review by the County Peer Review Geologist, and review/approval by the Zoning Administrator. <p>B. Grading Plans and Building Permit Plans. The GEI report provides recommendations for geotechnical monitoring services that include review of grading, drainage and foundation plans prior to issuance of construction</p>				

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>permits. The purpose of this review is to ensure that the plans have incorporated GEI's recommendations, and if the plans have evolved since the geotechnical design report was issued, it provides an opportunity for the geotechnical engineer to modify or add supplemental recommendations. Therefore, when requesting issuance of construction permits, submit a wet signed and stamped letter from the Geotechnical Engineer that provides a bibliographic citation to the plans that were reviewed and providing the geotechnical engineer's review comments. The "General Notes" on Grading Plans (or "Grading Notes" on construction plans) should identify the geotechnical reports for the project, and identify the required geotechnical monitoring that is to be provided. Similarly, prior to requesting building permits the project proponent shall provide evidence of geotechnical review of final grading, drainage and foundation plans, including foundation details. Another "General Note" shall specify that corrosivity testing be performed under the direction of the geotechnical engineer after rough grading (and</p>				

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	<p>prior to issuance of building permits) to determine which lots, if any, require special recommendations to prevent damage to concrete and/or steel in contact with the ground.</p> <p>C. Prior to Requesting Final Inspection of Grading / Prior to Final Inspection of Building Permits. The geotechnical engineer shall provide observation and testing services during grading. Prior to the issuance of building permits for residences, the geotechnical engineer shall certify that the lot preparation work is in compliance with recommendations in the approved design-level report. During foundation work the geotechnical engineer shall provide observation services to ensure the geotechnical recommendations are properly implemented by the contractor. Prior to requesting a final building inspection, the Building Inspection Division may require documentation of the geotechnical engineer's observation services during final grading/ foundation work/ lot drainage. The intent of such documentation is to ensure that the lot/ building improvements</p>				

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

Potentially Significant Impact	Mitigation Measure	Implementing Action	Timing of Verification	Responsible Department or Agency	Compliance Verification
	are in conformance with the recommendations in the approved design-level report. Mitigation Measures Geo I.				

Abbreviations: Condition of Approval (COA); Department of Conservation & Development, Community Development Division (CDD); Zoning Administrator (ZA)

CITY OF CONCORD
PLANNING DIVISION
1950 Parkside Drive MS/58
Concord, California 94519-2578
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CITY COUNCIL
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Valerie Barone, City Manager

#1

September 25, 2015

John Kopchik, Director
Contra Costa County Department of Conservation and Development
ATTN: #RZ-14-3228 and SD 14-9389
30 Muir Road
Martinez, CA 94553

Subject: Lenox Homes Proposed Subdivision and Rezoning for Laurel Place II

Dear Mr. Kopchik,

The City of Concord appreciates the opportunity to comment on the proposed Laurel Place II rezoning and subdivision application and associated Initial Study/Mitigated Negative Declaration. As you know, the City of Concord has a significant interest in development within the Ayers Ranch community, especially in light of the City Council's recent adoption of Resolution 15-59 on September 8, 2015 establishing a strategy for the potential future annexation of the area and enabling area residents access to City sewer services. As this area is planned for future annexation, the County should require the proposed project meet the City of Concord's development standards. Those development standards include placing all utilities underground and constructing street improvements along all adjacent public rights-of-way.

We appreciate County staff's responsiveness to our requests and concerns outlined in our prior comments dated October 7, 2014. Of those items, the City of Concord still has outstanding concerns related to undergrounding utilities, drainage improvements, roadway improvements, dedications for facilities maintenance, and pedestrian facilities. While we understand and recognize that there are regulatory differences between both agencies, we believe that it is in the interest of both the City and the County for new development to support the cost of public infrastructure.

One of our concerns relates to the lack of proposed street improvements along Myrtle Drive. Following the development of the project as proposed, the adjacent narrow remnant parcel identified as APN# 116-270-028 will no longer be developable or able to serve a functional private use. As the applicant has been unable to acquire this property and has opted to move forward with their proposal, the City of Concord requests that the County impose a condition of approval on the project to require the applicant to construct street improvements and underground all overhead utility lines along the adjacent length of the Myrtle Drive public right-of-way. The Planning

Commission and Board of Supervisors have the full authority and a rational nexus to require these improvements along Myrtle Drive as a condition of approval for this requested subdivision and rezoning. It is not in the interest of the City of Concord for this proposed development to move forward without taking full responsibility for street improvements along the Myrtle Drive right-of-way.

In our review of the proposed rezoning and subdivision for Laurel Place II scheduled for public hearing before the County Planning Commission on Thursday, September 29, 2015, we respectfully request the Planning Commission and Board of Supervisors accommodate the following modifications to the recommended Conditions of Approval:

Public Trail

16. The City of Concord requests that Condition of Approval No. 16 be modified to require trail improvements to include being fully landscaped.

Roadway Improvements (Frontage)

23. The City of Concord requests that Condition of Approval No. 23 be modified to require construction of all specified improvements on Myrtle Drive, in addition to Bailey Road.

Private Roads

28. The City of Concord requests that Condition of Approval No. 28 be modified to add "with a minimum 28-foot turning radius."

Bicycle and Pedestrian Facilities

32. The City of Concord requests that the Offer of Dedication for the trail easement to the City, as cited in Condition of Approval No. 32, be specifically referenced as an "Irrevocable Offer of Dedication."
33. The City of Concord requests that Condition of Approval No. 33 be reworded to specifically require said pedestrian facilities along both Bailey Road and Myrtle Drive.

Utilities/Undergrounding

35. The City of Concord requires all new development to underground utilities. We request that this Condition of Approval be modified to require the applicant to underground all utilities along the proposed private street, Bailey Road, and Myrtle Drive.

Maintenance of Facilities


36. The City of Concord requests that this maintenance obligation condition be modified to specifically include a reference for the maintenance of stormwater treatment areas and all trail dedications and improvements.

Drainage Improvements

37. The City of Concord requests that this condition be revised to expressly state that the project "shall not increase stormwater runoff from the predevelopment condition."
38. The City of Concord requests that this condition include a requirement for the applicant to verify the integrity of the road culvert system along Bailey Road and to repair and/or replace the public drainage facility if necessary.
39. The City of Concord requests that this condition be modified to require any improvements constructed within the public right-of-way section of Bailey Road to comply with the City of Concord's engineering standards.
40. Cross section A-A and B-B on the proposed vesting map identify an earth swale drainage culvert between the private street and bicycle trail. The design of this earth swale is problematic and conflicts with this condition of approval. Compliance with stormwater regulations requires the capture and treatment of the drainage from the proposed impervious trail improvements, for which the subdivision is responsible.

Thank you again for the opportunity to provide comments on this proposed project. We ask that this letter be provided to the project applicant, the County Planning Commission, and the Board of Supervisors for their consideration. We look forward to working with the County on future projects in the Ayers Ranch community.

Sincerely,



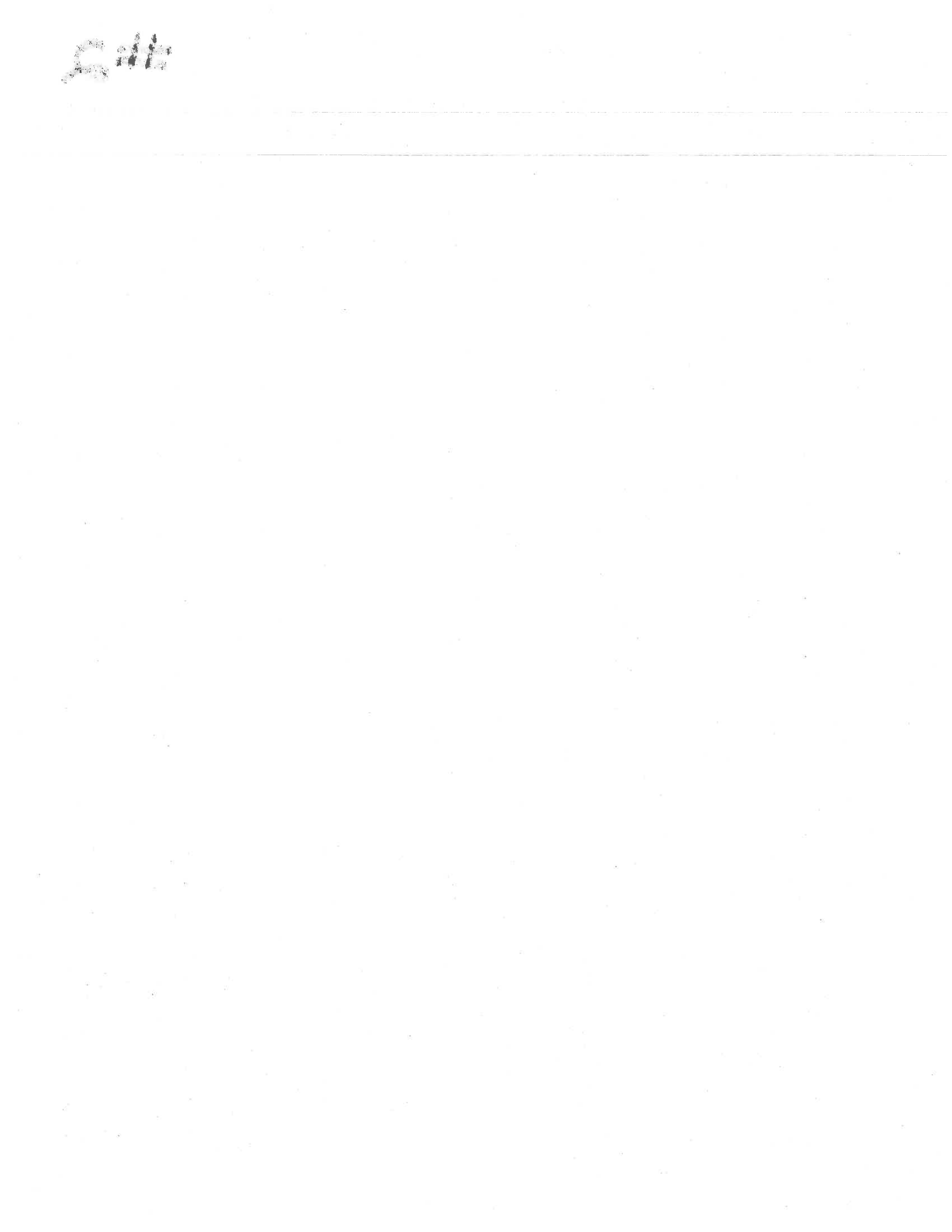
Andrew J. Mogensen, AICP
Principal Planner

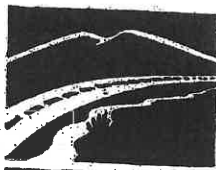
cc: Laura Simpson, Planning Manager
Susanne Brown, Senior Assistant City Attorney
Robert Ovadia, City Engineer
Kevin Marstall, Senior Engineer

#2

- I am challenging the CEQA mitigated neg dec finding for this project. Specifically I am challenging the finding of no impact in section IV. Biological Resources on pages 17 -19 of the EIR.
- The California Tiger Salamander is listed as a threatened and endangered species by the California Department of Fish and Wildlife. The range for this salamander includes Contra Costa County. Tiger Salamanders "breed and lay eggs in vernal pools and other temporary rainwater ponds following relatively warm rains in November to February (Shaffer and Fischer 1991)". The project area is well known to have such vernal pools and temporary rainwater ponds during a normal to wet winter.
- A proposed housing development project on Bailey Road less than 1 mile from the proposed project site has found Tiger Salamanders during a professional biologist survey within the last 5 years.
- Reliable scientific data collected on Tiger Salamanders at this site by a biologist who is a salamander expert is needed before a finding of no impact would have credibility.
- Thank you for understanding the urgency of the CEQA Challenge.

David Kail
6 Kirkwood Court
Concord, CA 94521





Contra Costa County
Public Works
Department

Julia R. Bueren, Director

Deputy Directors

Brian M. Balbas

Stephen Kowalewski

Stephen Silveira

Joe Yee

3

RA COSTA COOK

Memo

JAN 13 P 5:52

January 11, 2016

DEPARTMENT OF CONSERVATION
AND DEVELOPMENT

TO: John Osborne, Senior Planner, Department of Conservation and Development

FROM: Jocelyn A. Bolibol LaRocque, Senior Civil Engineer, Engineering Services Division

By: Larry Gossett, Consulting Engineer, Engineering

SUBJECT: **SUBDIVISION SD14-9389**
RESPONSE TO CITY OF CONCORD
(Lenox Homes /Myrtle Drive/Concord/APN 116-070-007)

FILE: SD14-9389

MESSAGE:

On September 25, 2015, four days prior to the County Planning Commission hearing on the subject project, the City of Concord submitted comments and requested additions/modifications to the Conditions of Approval for consideration. With the Commission's continuance of the item, City and County staff had the opportunity to meet and discuss many of the issues for consideration. Below is a summary of questions which were left for further review and our responses:

1. What is the County's future plan/road designation for Myrtle Drive (typical section, bike lanes, sidewalk width)? Identify the future road width and condition the developer to make incremental improvements based on the future plan.

Myrtle Drive is proposed to be a 40-foot wide paved road within a 60-foot right-of-way. This would allow for two travel lanes and shoulders for parking or bicycle use. Although not required under the R-20 zoning in the unincorporated area, the proximity to the school would require 5-foot sidewalks. The County has no plans in the immediate future to widen, restripe or otherwise improve Myrtle Drive. As the subject subdivision has no actual frontage to Myrtle Drive, nor is it taking any access from it, there are no provisions within the County Subdivision Ordinance Code to require the construction of these improvements.

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255 Glacier Drive • Martinez, CA 94553-4825

TEL: (925) 313-2000 • FAX: (925) 313-2333

www.cccpublicworks.org

2. What is the current trail plan for the County in the area? Identify the potential trail crossing location/plan for the proposed 10-foot trail to cross over Bailey Road. Based on the potential future Bailey Road trail crossing, request developer to make incremental improvements.

The County has no trail plans in the area at this time. The prior trail construction and the extension of these improvements through the subject subdivision was in response to a request by the City. Presumably, any future trail crossing of Bailey Road would occur at the intersection at Myrtle Drive. If the City has further direction as to their trail plans along or opposite Bailey Road, we can work with them to accommodate their needs as much as is feasibly possible along the project's frontage or the adjacent public right of way.

3. At a minimum, require developer to bring the future trail and the conditioned sidewalk along Bailey Road up to Myrtle Drive (along offsite improvements on empty lot). It appears that a portion of the offsite improvements would ultimately be a curb ramp at Myrtle Drive in an area that is currently paved.

As noted above, we can request the conditions be modified to extend the improvements within the existing right of way up to the intersection with Myrtle Drive.

4. Do not increase runoff from project into downstream culvert (leading to Naval Weapons station property)...need to meter it onsite in the bioretention basin. Confirm that the downstream culvert across Bailey Road is functional and in good state, otherwise replace. It appears that the trail is not being treated by the bioretention facility, and flows going directly downstream to Bailey culvert, need to meter flow and treat.

The basin is a C3 feature. It is intended for bioretention and hydromodification, not attenuation of runoff for flood control purposes (although it probably could be modified as such, if necessary). The path does not connect to it because it is in a self-retaining area for stormwater treatment purposes.

A preliminary drainage study was submitted and reviewed that indicated the existing culverts crossing Bailey Road could accommodate the runoff from the project site. The actual condition of these facilities and their possible replacement will typically be addressed during the design stage of the project, as that is not typically considered a "completeness" issue or

subject to off-site right of way needs. This analysis included the runoff from the entire site, path and all.

5. Hammerhead vs. Turnaround.....confirm what exactly Fire District requirement is and what County requirement is.

§96-12-406 of the County Ordinance Code allows for some flexibility in the design of turn-arounds at the terminus of private roads. The County and local Fire Districts have developed various hammer-head and shunt style turnarounds that accommodate their needs. To our knowledge, the design as shown was reviewed by the Contra Costa Fire District and been found acceptable to them.

6. Underground the utility line within subdivision that has been relocated in the drainage swale, not just utility pole along Bailey Rd.

§96-10.006 of the County Ordinance Code specifically limits the utility undergrounding requirements to the frontage of public streets. The poles on the first phase of these trail improvements adjacent to the southeast were similarly relocated, not undergrounded.

Please contact me at 925-313-2315 if you have any questions.

JL:LG:tr

\\PW-DATA\grpdata\engsvc\Land Dev\SD\SD 9389\SD14-9389 Osborne Memo 1-11-16.doc

c: W. Lai, Engineering Services
 J. LaRocque, Engineering Services
 Desco Development Company, LLC
 3675 Mt. Diablo Boulevard, Suite 350
 Lafayette, CA 94549
 Lenox Homes LLC
 3675 Mt. Diablo Boulevard, Suite 350
 Lafayette, CA 94549



State of California – Natural Resources Agency
DEPARTMENT OF FISH AND WILDLIFE
Bay Delta Region
7329 Silverado Trail
Napa, CA 94558
(707) 944-5500
www.wildlife.ca.gov

EDMUND G. BROWN JR., Governor
CHARLTON H. BONHAM, Director



#4

November 23, 2016

Mr. John Osborne
Department of Conservation and Development
Community Development Division
30 Muir Road
Martinez, CA 94553

Dear Mr. Osborne:

Subject: Laurel Place II; Intent to Adopt a Revised Mitigated Negative Declaration,
SCH #2015112028, Contra Costa County

The California Department of Fish and Wildlife (CDFW) has reviewed the Revised Initial Study/Mitigated Negative Declaration (RIS/MND) provided for the Laurel Place II Project (Project) located adjacent to Bailey Road near Myrtle Drive, Contra Costa County, Assessor's Parcel Number 116-070-007. The Project will occur on one parcel totaling 3.8 acres. The Project proposes to rezone the project site from R-20, Single Family Residential (20,000 gross square foot (gsf) minimum lot size) to R-15, Single Family Residential (15,000 gsf. minimum lot size), and vesting tentative map approval for a seven-lot residential subdivision. CDFW has the following comments:

California Endangered Species Act

Please be advised that a California Endangered Species Act (CESA) Permit must be obtained if the Project has the potential to result in take of species of plants or animals listed under CESA, either during construction or over the life of the Project. Issuance of a CESA Permit is subject to the California Environmental Quality Act (CEQA) documentation; therefore, the CEQA document must specify impacts, mitigation measures, and a mitigation monitoring and reporting program. If the Project will impact CESA listed species, early consultation is encouraged, as significant modification to the project and mitigation measures may be required in order to obtain a CESA Permit. Plants or animals listed under CESA that have potential to occur on the Project site include: California tiger salamander (*Ambystoma californiense*), and Western burrowing owl (*Athene cunicularia*).

Trustee Agency Authority

CDFW is a Trustee Agency with responsibility under CEQA for commenting on projects that could impact plant and wildlife resources. Pursuant to Fish and Game Code Section 1802, CDFW has jurisdiction over the conservation, protection, and management of fish, wildlife, native plants, and the habitat necessary for biologically sustainable populations of those species. As a Trustee Agency for fish and wildlife resources, CDFW is responsible for providing, as available, biological expertise to review and comment upon environmental documents and impacts arising from Project activities, as those terms are used under CEQA (Division 13 (commencing with Section 21000) of the Public Resources Code).

34

Responsible Agency Authority

CDFW has regulatory authority over projects that could result in the "take" of any species listed by the state as threatened or endangered, pursuant to Fish and Game Code Section 2081. If the Project could result in the "take" of any species listed as threatened or endangered under CESA, an Incidental Take Permit (ITP) will be required. CEQA requires a Mandatory Finding of Significance if a project is likely to substantially impact threatened or endangered species (Sections 21001(c), 21083, Guidelines Sections 15380, 15064, 15065). Impacts must be avoided or mitigated to less-than-significant levels unless the CEQA Lead Agency makes and supports Findings of Overriding Consideration (FOC). The CEQA Lead Agency's FOC does not eliminate the Project proponent's obligation to comply with Fish and Game Code Section 2080.

Revised Initial Study/Mitigated Negative Declaration

Section IV. Biological Resources

The supplemental information presented fails to address concerns expressed by CDFW in the previous two CEQA comment letters on this Project dated December 3, 2015 and February 9, 2016. Additionally, CDFW is concerned with inconsistencies and contradictions in the RIS/MND that may indicate potential flaws in the assessments and resulting CEQA findings. Specific examples are: on page 20 of the RIS/MND (Mosaic 2015), observations of Bota's pocket gopher (*Thomomys bottae*), California ground squirrels (*Spermophilus beechi*) and presence of their burrows are reported. Both of these species are known to provide refugia habitat for CTS. This same document on Page 21 states that no suitable burrows for CTS were observed according to WRA (2016). Additionally, page 21 of the RIS/MND states that of the 53 special-status plant species that occur within the nine-quad region surrounding the Project site were determined to be "unlikely to occur" on the Project site (Mosaic 2015). Contradictory to these findings, the Arborist Report (McNeil 2014) documents the existence of 12 to 15 California black walnut trees (*Juglans hindsii*) on the Project site while the "Potential to Occur" table in the RIS/MND was not updated to reflect this oversight and it was pointed out in the February 9, 2016, CDFW comment letter.

As stated in previous CEQA comment letters, the RIS/MND does not provide results from protocol level surveys results or reports from multiple intensive and focused surveys for special status species during the peak of the season in which detection probabilities are highest. Unless adequate protocol level surveys are performed demonstrating negative results, CDFW recommends the RIS/MND presuppose presence of CTS and obtain an ITP for the Project and propose compensatory mitigation starting at a minimum of a 3:1 ratio for permanent impacts.

Special-Status Plants

The CNDDDB is a voluntary detection database maintained by CDFW and should never be used as the basis of any justifications that special status plants are absent on a project site or justification for not conducting protocol level surveys for special status plants by a qualified botanist (protocols available online at:

<https://www.wildlife.ca.gov/Conservation/Survey-Protocols#377281280-plants>). Agricultural use, annual mowing, and disking for fire suppression activities should not be used as an all-encompassing predetermining factor for ruling a site unsuitable for special-status plants, as

some plant species thrive in disturbed soils and not all of a parcel may have been subject to these practices. CDFW recommends the RIS/MND incorporate protocol level surveys for special status plants by a qualified botanist prior to beginning construction and propose avoidance and minimization mitigation should any special status plants be detected

Special-Status Animals

California Tiger Salamander

Unless protocol level surveys are performed demonstrating negative results, CDFW recommends that the RIS/MND presuppose that CTS occupy and utilize the Project site and an ITP be obtained for the Project. The RIS/MND states that there is upland habitat for CTS present on the Project site but discounts the value or utilization by CTS of this habitat based upon speculation and in absence of empirical evidence (i.e. protocol level species surveys). CTS breeding activities have been documented to occur 180 feet to the north west of the Project site. Additionally, there are extant populations of CTS less than one mile to the north and northwest of the Project site. Current research has proven that roads and housing developments are not complete barriers to migrating CTS. Due to its unique life history, the CTS can be difficult to detect depending on weather, annual precipitation patterns, and time of year. CTS have been shown to remain underground for the majority of their life history. Given the historical and extant CTS detections within 1.3 miles of the project site, and without evidence such as presence/negative finding surveys, the RIS/MND should assume presence.

Mitigation Measure Bio 1(1): Page 25 of the RIS/MND states "...the applicant shall consult with CDFW if there is take or possession of CTS as defined under the Fish and Game Code as a result of the proposed Project." Take of a state threatened or endangered species for the Project may only be authorized under an ITP before take occurs.

Mitigation Measure Bio 1(2): The measure proposes to place silt fencing along Bailey Road. CDFW recommends incorporating pit traps into the proposed measure during Project construction to reduce CTS mortality by capturing and relocation. The placement of silt fencing would be considered take and the Project would need to apply for and obtain an ITP to collect and handle any CTS that may be captured.

CDFW recommends the habitat types be mapped on the Project site and Project impacts such as permanent destruction of potential habitat and permanent ongoing impacts from roadways be identified in a revised IS/MND. The IS/MND should also address cumulative impacts to CTS from permanent loss of habitat and impacts from vehicle traffic on roadways. CDFW recommends that the Project mitigate for these impacts to California tiger salamander and their habitats to a less-than-significant level by requiring compensatory mitigation in the form of conserved lands at 5:1 (mitigation to impact) ratio for roadways, a 3:1 ratio for all other permanent impacts and a 1:1 ratio for temporary impacts. Conserved lands should be protected in perpetuity under a legal instrument such as a conservation easement and be managed in perpetuity through an endowment with an appointed land manager. CDFW recommends that priority for conserved lands be given to on-site locations. To ensure significant impacts are adequately mitigated to a level less-than-significant, CDFW recommends the feasible mitigation

Mr. John Osborne,
November 23, 2016
Page 4 of 4

measures described above be incorporated as enforceable conditions into the final CEQA document for the Project.

Mitigation Measure Bio 1(7): CDFW has previously expressed concern about this measure as Mitigation Measure Bio 8, and does not find the additional information an adequate analysis of the potential impacts of not incorporating appropriate mitigation and adjusted Project design elements. The additional evaluation of traffic on Bailey Road on Page 23 does not use up-to-date information that considers recent housing developments within the last eight years that utilize the road to estimate the daily traffic count. Furthermore, it does not include details of temporal use of the road, which is especially important given that the majority of CTS movement occurs at night during rain events. The additional evaluation serves to highlight the need for a more thorough consideration to CDFW comments from the February 9, 2016, letter asking for a redesign that would reduce the impact to less than significant by incorporating elements that do not impede wildlife movement, such as constructing multiple wetted culvert road crossing conducive to CTS movement. The Project as proposed without these elements has the potential for significant impact.

Wetlands, Mitigation Measure Bio 4: As stated in our earlier CEQA comment letters dated December 3, 2015, and February 9, 2016, Page 21 of the RIS/MND states that "two potential seasonal wetlands were identified in the northern portion of the site (Appendix B)." The RIS/MND states "the discharge of fill material into these wetlands would be regulated by the USACE and RWQCB." As stated above, CDFW has regulatory authority over projects that could divert or obstruct the natural flow, or substantially change or use any material from the bed, bank or channel of a river, stream or lake. With the surrounding topography indicating the previous existence of a wetlands complex associated with Mt. Diablo Creek, CDFW recommends conducting a site visit with staff to determine if notification for Lake or Streambed Alteration be submitted for this Project.

CONCLUSION

Due to the issues presented in this and our previous comment letters, CDFW believes that the RIS/MND does not adequately identify or mitigate the Project's impacts on biological resources to a level of less than significant.

Questions regarding this letter or further coordination should be directed to Ms. Jeanette Griffin, Environmental Scientist, at (209) 234-3447 or Jeanette.Griffin@wildlife.ca.gov; or Ms. Melissa Farinha, Senior Environmental Scientist (Supervisor), at (707) 944-5579, or Melissa.Farinha@wildlife.ca.gov.

Sincerely,



Scott Wilson
Regional Manager
Bay Delta Region

cc: Office of Planning and Research, State Clearinghouse, Sacramento

Memorandum

To: Jeanette Griffin, CDFW

From: Kate Allan, WRA
Mike Josselyn, WRA

Date: March 1, 2017

Subject: Summary of discussion from the January 26, 2017 site visit to the Laurel Place II project site (SCH #2015112028) in Concord, Contra Costa County, California.

Thank you for meeting with the applicant and ourselves on January 26, 2017. The purpose of this memorandum is to summarize the topics of discussion during the site visit to Laurel Place II. We hope that these recommendations can be incorporated into the Laurel Place II Revised Mitigated Negative Declaration (SCH #2015112028).

Discussion of CDFW Comments

During the site visit, we discussed comments provided by CDFW in a letter dated November 23, 2016 on the Laurel Place II Mitigated Negative Declaration. A general comment addressed during the site visit was that CDFW never received a response to comments on a referenced CDFW letter dated February 9, 2016. However, it was confirmed by you during the site visit that this letter was never sent to the applicant or the County, so there are no additional comments for the applicant to address from that letter.

Our discussions of the remaining comments are summarized below.

California Tiger Salamander

As observed during the site visit, the proposed project site may provide marginal upland habitat for California tiger salamander (CTS), and the potential for CTS to enter and inhabit the site is restricted based on existing site conditions, annual discing, and isolation by surrounding development. We also discussed how site management activities accounted for the discrepancy between burrow observations between the 2016 WRA and 2015 Mosaic reports, as discing occurs annually and destroys the shallow portion of burrows and their entrances (though it does not destroy deeper portions of burrows). Additionally, during our site visit on January 26, 2017, no ground squirrels or their burrows were observed, and the pocket gopher burrows that were observed generally were either plugged by gophers or the entrances were caved in due to the recent rains, which is consistent with the observations described in the 2016 WRA technical report.

You also explained to the applicant that although habitat value may be marginal, the Department recommends that an Incidental Take Permit (ITP) be sought due to the proximity of a known breeding pond on the Concord Naval Weapons Station nearby. If the applicant does not apply for an ITP and CTS are found on the site during construction, all work would have to stop causing considerable delay. We understand that CDFW would determine appropriate mitigation during the

ITP process; however, based on the marginal quality of the site, its restricted potential to support CTS, and our phone conversation on February 28, 2016, WRA is recommending that mitigation at a 2:1 ratio apply to the entire site. This would cover approximately 3.8 acres of upland habitat; no breeding habitat is present on the site. We would propose that the MND state that at a minimum 7.6 acres of occupied CTS upland habitat be acquired at a mitigation bank subject to further review under the ITP process.

The use of silt fencing as an exclusion measure and erosion control measure was also clarified during the site visit. It will be located along the project footprint, rather than immediately adjacent to Bailey Road, to avoid trapping CTS on the road and risking mortality via vehicle strikes. If CTS cross the road toward the project site, this silt fencing placement would allow CTS space on the south side of Bailey Road to move off of the road and find some vegetative cover, and it would allow them to cross back over the road later to find suitable upland habitat. From our discussion, it is our understanding that this would also negate the need for pitfall traps along the silt fence.

Upon completion of the project, no upland habitat for CTS would be present within the project site; thus, we agreed that incorporation of a new wetted culvert under Bailey Road into the project design would not be necessary as the existing culvert was wet on the bottom. Additionally, the applicant agreed to avoid constructing curbs on Bailey Road which would trap CTS dispersing from the breeding pond to the north on Bailey Road. If curbs are constructed, and if approved by the County public works department, they will be rolling curbs that allow CTS to pass over and off of the road.

With the above-described changes to the mitigation measures and project plans, cumulative impacts to CTS due to project implementation are also expected to be less than significant as a) there is a limited likelihood that CTS currently inhabit or successfully reach the site, b) measures have been taken to eliminate project-related vehicle strikes due to trapping CTS on Bailey Road, and c) the applicant plans to apply for an ITP and provide suitable mitigation for the permanent loss of potential CTS habitat.

Burrowing Owl

No potential burrows were observed within the proposed project site during the April 29, 2016 or January 26, 2017 site visits. Additionally, it was your assessment that it would be unlikely for burrowing owls to occur on the site based on the prevalence of trees within the site that would act as perches for owl predators. Therefore, the applicant does not propose any burrowing owl-specific avoidance measures, but the IS/MND should state in the text or response to comments that the site was assessed for burrowing owls and it was determined that they are unlikely to occur within the project area.

Special-status Plants

The applicant agrees to conduct a special-status plant survey prior to the initiation of construction. Avoidance and minimization measures will be proposed, should any rare plants be observed during the survey.

Additionally, the removal of any native (non-grafted) California black walnut (*Juglans hindsii*) trees on the site would be replaced at a ratio of 6:1.

Wetlands

CDFW and WRA agreed that the wetlands present in the northern portion of the site were hydrologically isolated from any river, stream or lake (i.e., Mount Diablo Creek). Therefore, it was agreed that no Lake or Streambed Alteration Agreement for impacts to these wetlands would be necessary.

Our thanks to you and Melissa Farinha of your office for speaking with us on the phone yesterday and providing clarification. Please let me know if you have any questions or comments about the summary of our discussion provided herein.

#6

Lenox Homes LLC/Focus Realty Services Inc.
3675 Mt. Diablo Blvd., Suite 350
Lafayette, CA 94549
Phone: (925) 283-8470

July 10, 2017

John Osborne
Senior Planner
Contra Costa County
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

SUBJECT: Laurel Phase 2 – County Application RZ14-3228 & SD14-9389

Dear John,

There is a 30' wide by 1,000' long strip of land that is behind our property and is adjacent to Myrtle Drive. We do not own this parcel. We contacted the owners and they are not willing to sell the property. The County has indicated that Myrtle Drive is 50- feet wide and has a an ultimate 70-foot right of way that extends onto the property in question. We appreciate the inquiry and continue to look forward to developing this next phase of our successful Laurel Ranch community.

Best Regards,



Dan Freeman
President

24

—

Exhibit 1
Vicinity Map
Laurel Place II
County Files, SD14-9389 &
RZ14-3228

Concord

Proposed
Laurel Place II
Project Site
7 Lot Subdivision
Rezone from R-20 to R-15

Existing
Laurel Place I
Approved 2007
8 Lot Subdivision
Rezoned from R-20 to R-15

Concord

Vicinity Map

SITE

Concord

Pittsburg Pittsburg

Clayton

Walnut Creek

0 170 340 680 Feet

Map Created 4/28/2015
 by Contra Costa County Department of
 Conservation and Development, GIS Group
 30 Muir Road, Martinez, CA 94553
 37:59:41.791N 122:07:03.756W

This map was created by the Contra Costa County Department of Conservation and Development with data from the Contra Costa County GIS Program. Some base data, primarily City Limits, is derived from the CA State Board of Equalization's tax rate areas. While obligated to use this data the County assumes no responsibility for its accuracy. This map contains copyrighted information and may not be altered. It may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.

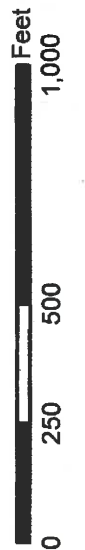




EXHIBIT 2
Rezoning Map
Laurel Place II
From: R-20, Single Family
Residential
to: R-15, Single Family
Residential
County File: RZ14-3228

This map was created by the Contra Costa County Department of Conservation and Development with data from the Contra Costa County GIS Program. Some base data, primarily City Limits, is derived from the CA State Department of Public Resources. The map contains copyrighted information and may not be altered. It may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.

Map Created 2/1/2016
by Contra Costa County Department of
Conservation and Development, GIS Group
30 Main Road, Martinez, CA 94553
37.95-41.791N 122.07-03.768W



Legend

- Project Site
 - Laurel Place Approved 2007
 - Parcels
 - Laurel Place II proposed parcels
 - City of Concord
- Zoning**
- R-10 (Single Family Residential)
 - R-15 (Single Family Residential)
 - R-20 (Single Family Residential)

**Proposed
Laurel Place II**
7 Lot Subdivision
Rezoned from R-20 to R-15

**Existing
Laurel Place I**
Approved 2007
8 Lot Subdivision
Rezoned From R-20 to R-15

R-20
(20,000 sq. ft. min)

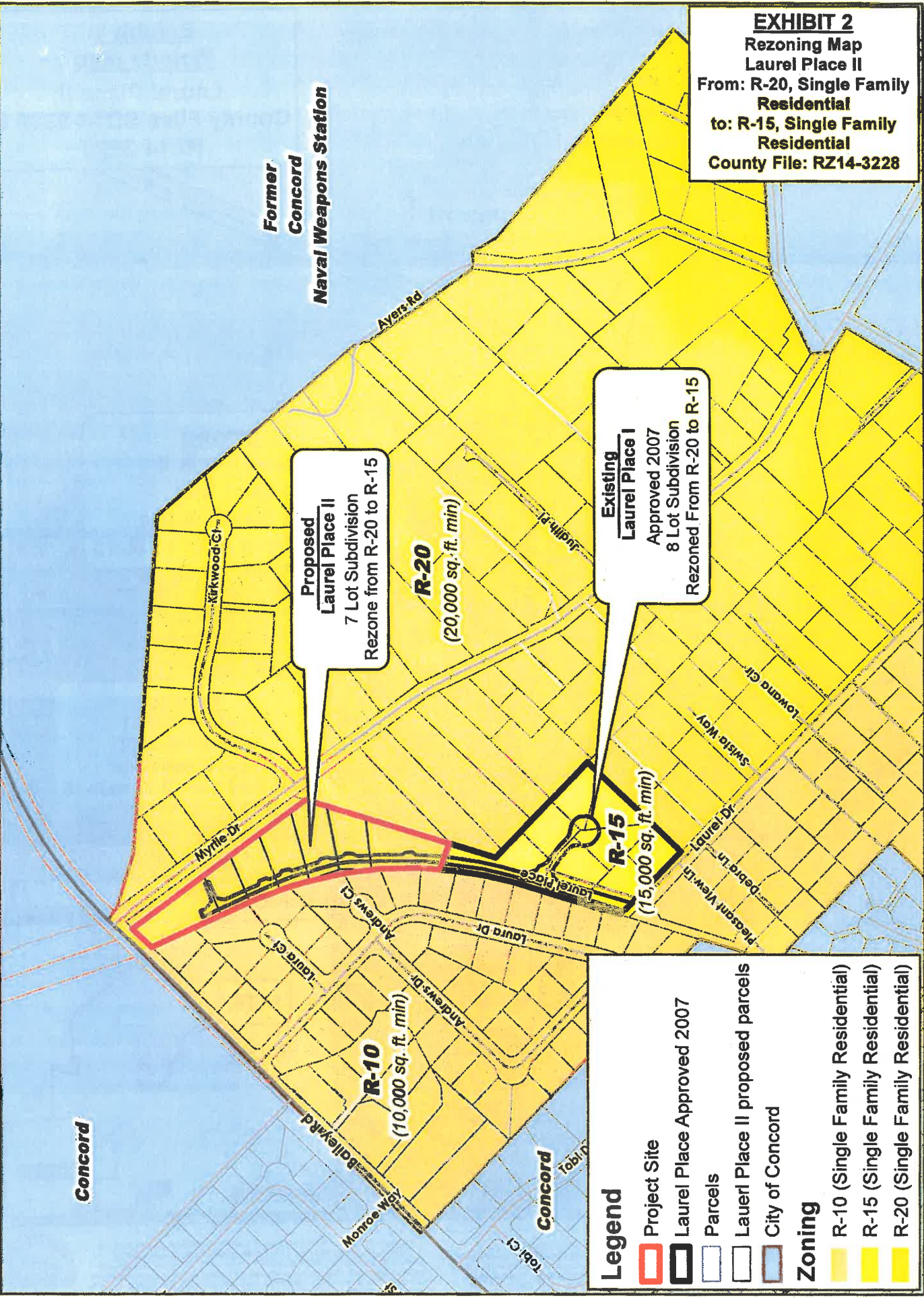
R-15
(15,000 sq. ft. min)

R-10
(10,000 sq. ft. min)

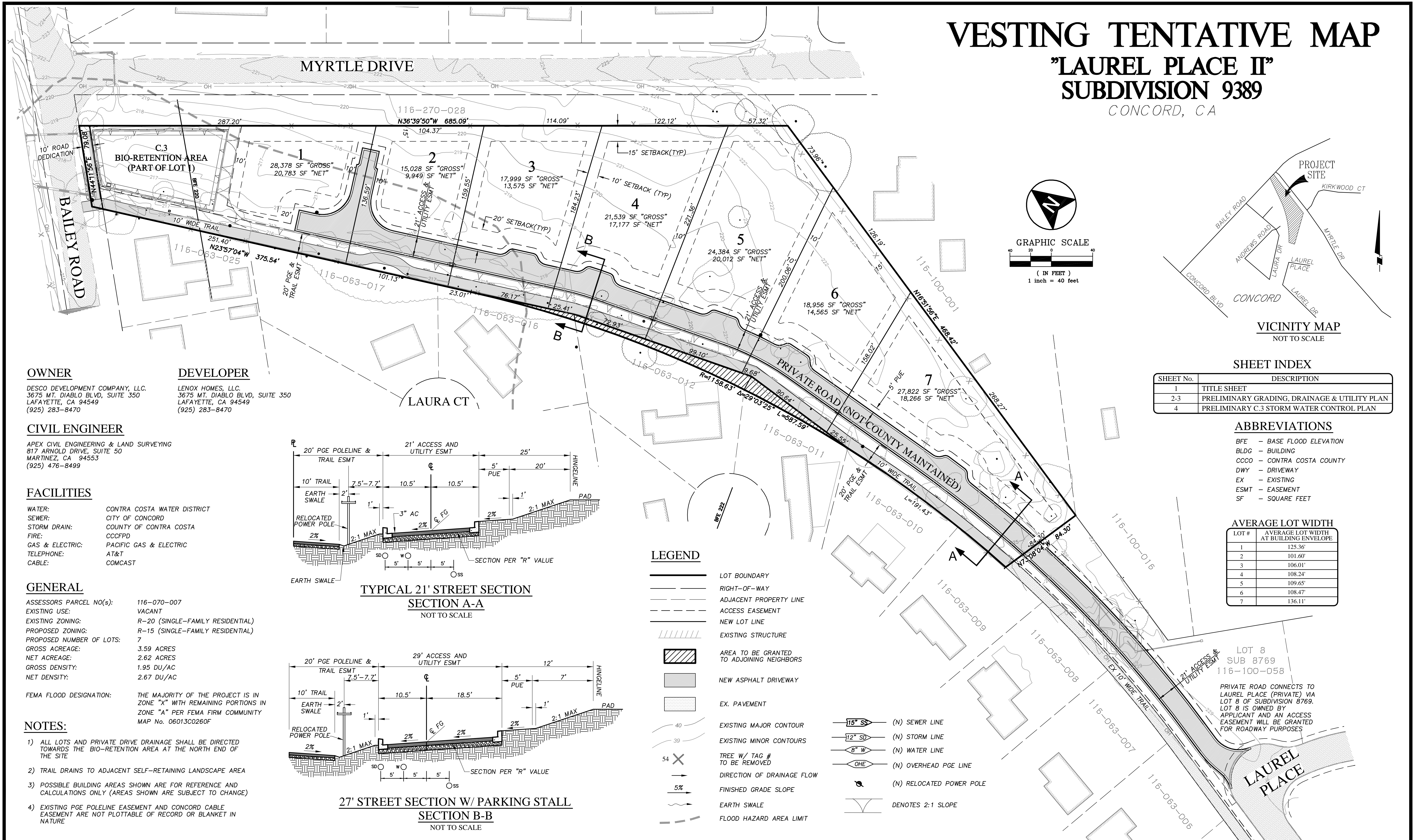
**Former
Concord
Naval Weapons Station**

Concord

Concord



VESTING TENTATIVE MAP
"LAUREL PLACE II"
SUBDIVISION 9389
CONCORD, CA



OWNER

DESCO DEVELOPMENT COMPANY, LLC.
3675 MT. DIABLO BLVD, SUITE 350
LAFAYETTE, CA 94549
(925) 283-8470

DEVELOPER

LENEX HOMES, LLC.
3675 MT. DIABLO BLVD, SUITE 350
LAFAYETTE, CA 94549
(925) 283-8470

CIVIL ENGINEER

APEX CIVIL ENGINEERING & LAND SURVEYING
817 ARNOLD DRIVE, SUITE 50
MARTINEZ, CA 94553
(925) 476-8499

FACILITIES

WATER: CONTRA COSTA WATER DISTRICT
SEWER: CITY OF CONCORD
STORM DRAIN: COUNTY OF CONTRA COSTA
FIRE: CCCFPD
GAS & ELECTRIC: PACIFIC GAS & ELECTRIC
TELEPHONE: AT&T
CABLE: COMCAST

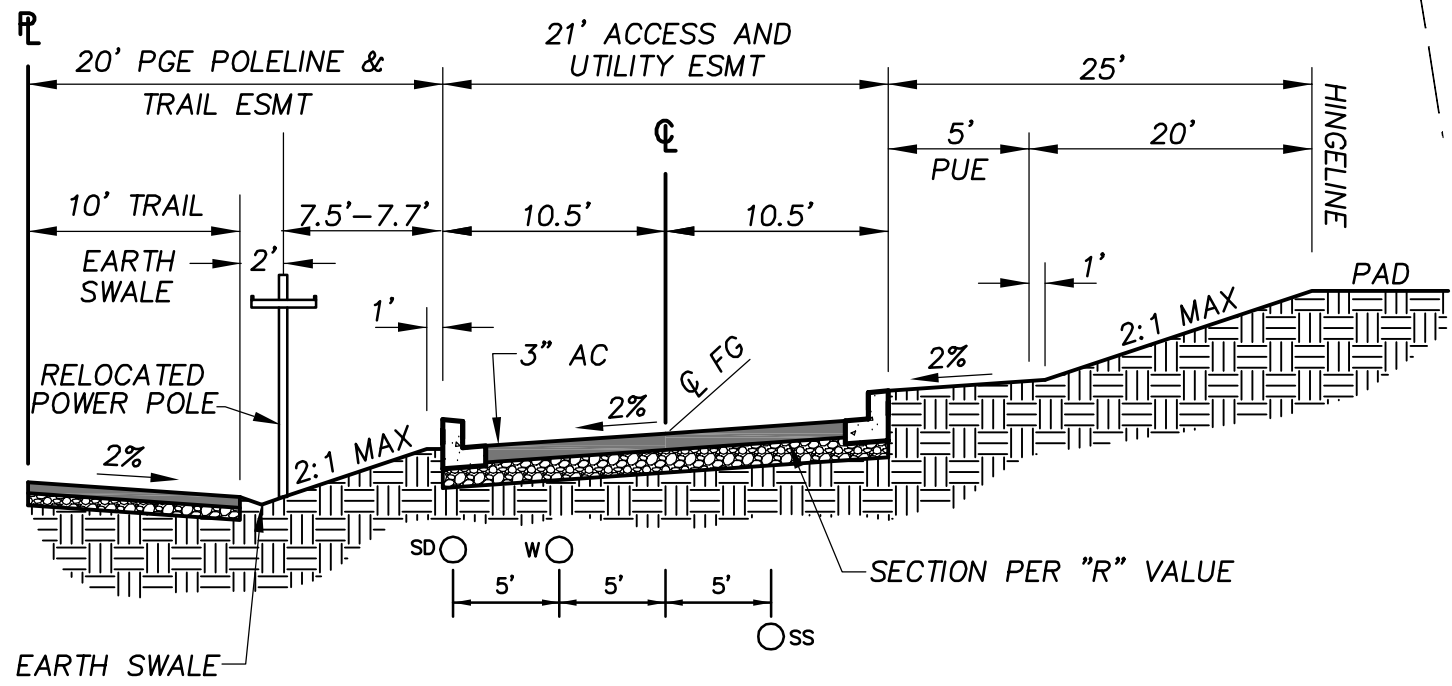
GENERAL

ASSESSORS PARCEL NO(s): 116-070-007
EXISTING USE: VACANT
EXISTING ZONING: R-20 (SINGLE-FAMILY RESIDENTIAL)
PROPOSED ZONING: R-15 (SINGLE-FAMILY RESIDENTIAL)
PROPOSED NUMBER OF LOTS: 7
GROSS ACREAGE: 3.59 ACRES
NET ACREAGE: 2.62 ACRES
GROSS DENSITY: 1.95 DU/AC
NET DENSITY: 2.67 DU/AC

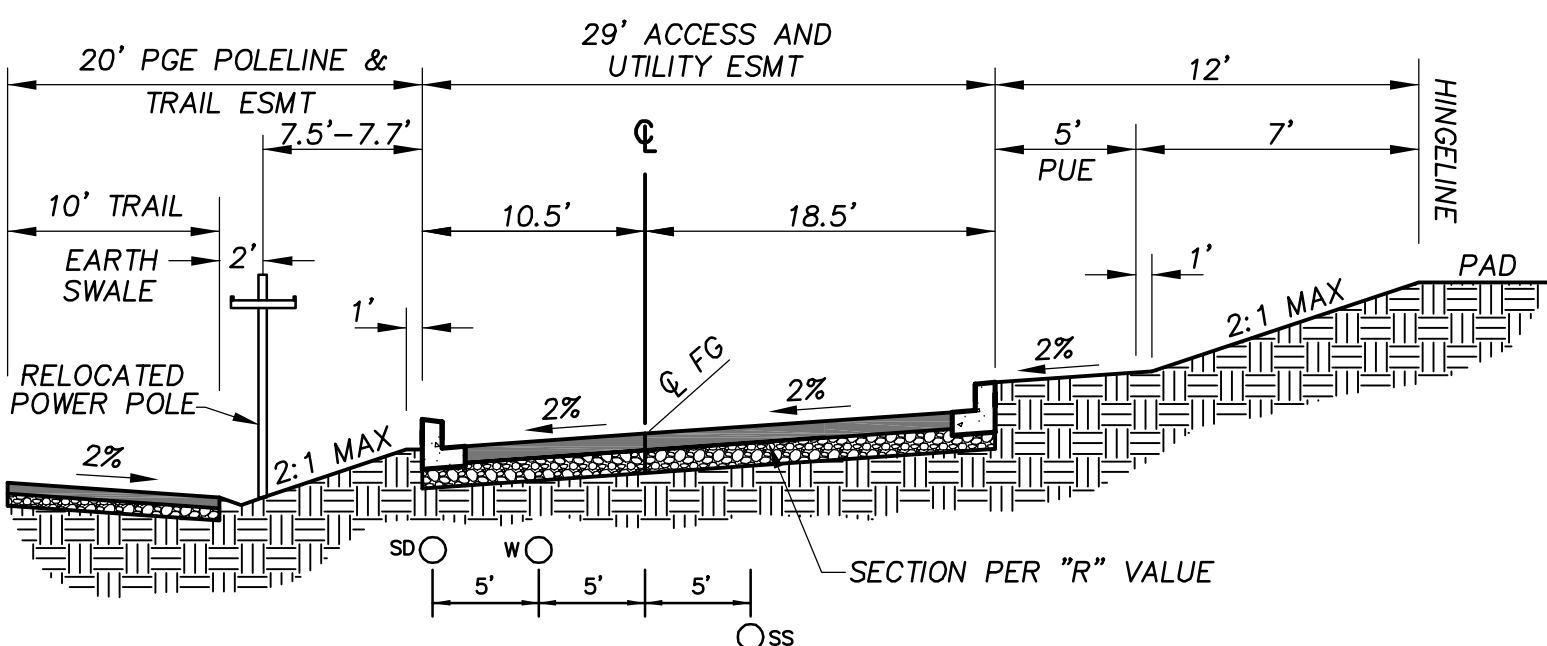
FEMA FLOOD DESIGNATION: THE MAJORITY OF THE PROJECT IS IN ZONE "X" WITH REMAINING PORTIONS IN ZONE "A" PER FEMA FIRM COMMUNITY MAP No. 06013C0260F

NOTES:

- ALL LOTS AND PRIVATE DRIVE DRAINAGE SHALL BE DIRECTED TOWARDS THE BIO-RETENTION AREA AT THE NORTH END OF THE SITE
- TRAIL DRAINS TO ADJACENT SELF-RETAINING LANDSCAPE AREA
- POSSIBLE BUILDING AREAS SHOWN ARE FOR REFERENCE AND CALCULATIONS ONLY (AREAS SHOWN ARE SUBJECT TO CHANGE)
- EXISTING PGE POLELINE EASEMENT AND CONCORD CABLE EASEMENT ARE NOT PLOTTABLE OF RECORD OR BLANKET IN NATURE



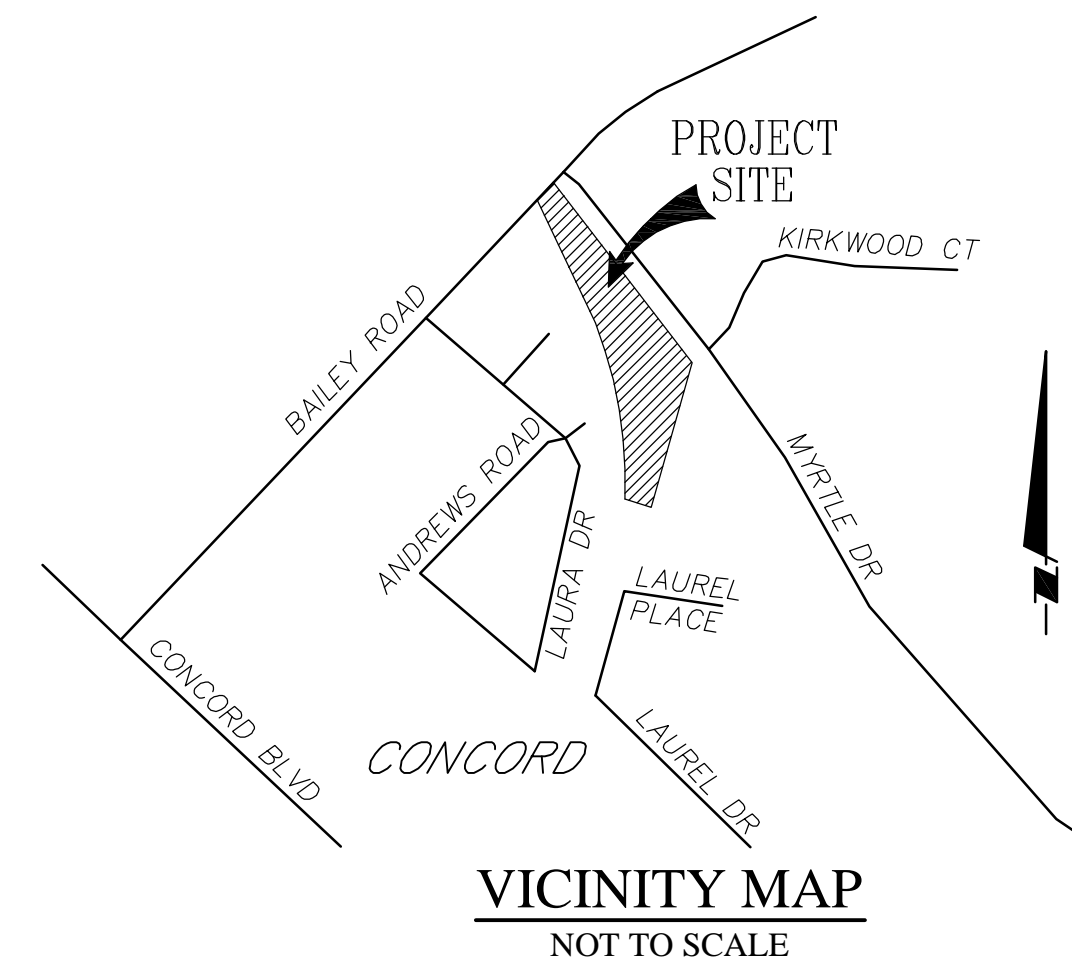
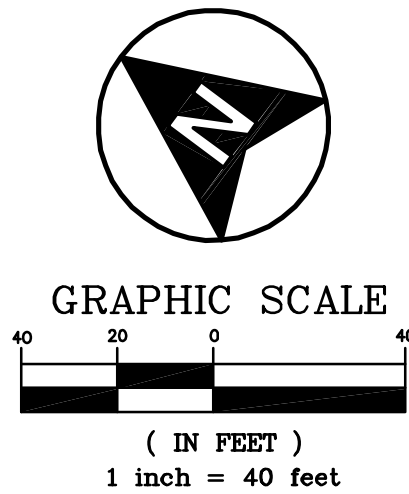
TYPICAL 21' STREET SECTION
SECTION A-A
NOT TO SCALE



27' STREET SECTION W/ PARKING STALL
SECTION B-B
NOT TO SCALE

LEGEND

- LOT BOUNDARY
- RIGHT-OF-WAY
- ADJACENT PROPERTY LINE
- ACCESS EASEMENT
- NEW LOT LINE
- EXISTING STRUCTURE
- AREA TO BE GRANTED TO ADJOINING NEIGHBORS
- NEW ASPHALT DRIVEWAY
- EX. PAVEMENT
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOURS
- TREE W/ TAG # TO BE REMOVED
- DIRECTION OF DRAINAGE FLOW
- FINISHED GRADE SLOPE
- EARTH SWALE
- FLOOD HAZARD AREA LIMIT
- 15" S (N) SEWER LINE
- 12" SD (N) STORM LINE
- 8" W (N) WATER LINE
- OHE (N) OVERHEAD PGE LINE
- (N) RELOCATED POWER POLE
- 2:1 SLOPE



SHEET INDEX

SHEET No.	DESCRIPTION
1	TITLE SHEET
2-3	PRELIMINARY GRADING, DRAINAGE & UTILITY PLAN
4	PRELIMINARY C.3 STORM WATER CONTROL PLAN

ABBREVIATIONS

BFE - BASE FLOOD ELEVATION
BLDG - BUILDING
CCCO - CONTRA COSTA COUNTY
DWY - DRIVEWAY
EX - EXISTING
ESMT - EASEMENT
SF - SQUARE FEET

AVERAGE LOT WIDTH

LOT #	AVERAGE LOT WIDTH AT BUILDING ENVELOPE
1	125.36'
2	101.60'
3	106.01'
4	108.24'
5	109.65'
6	108.47'
7	136.11'

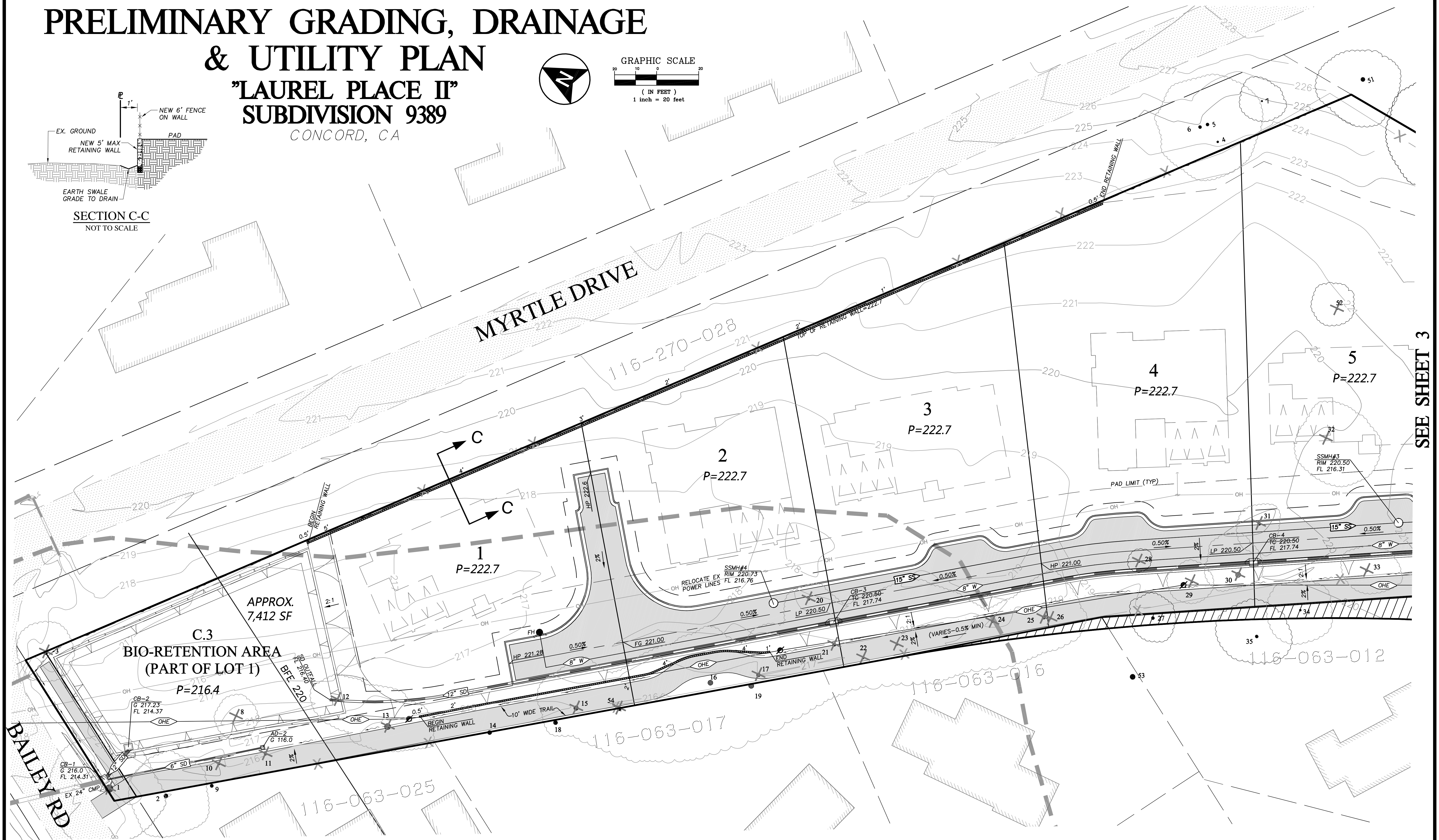
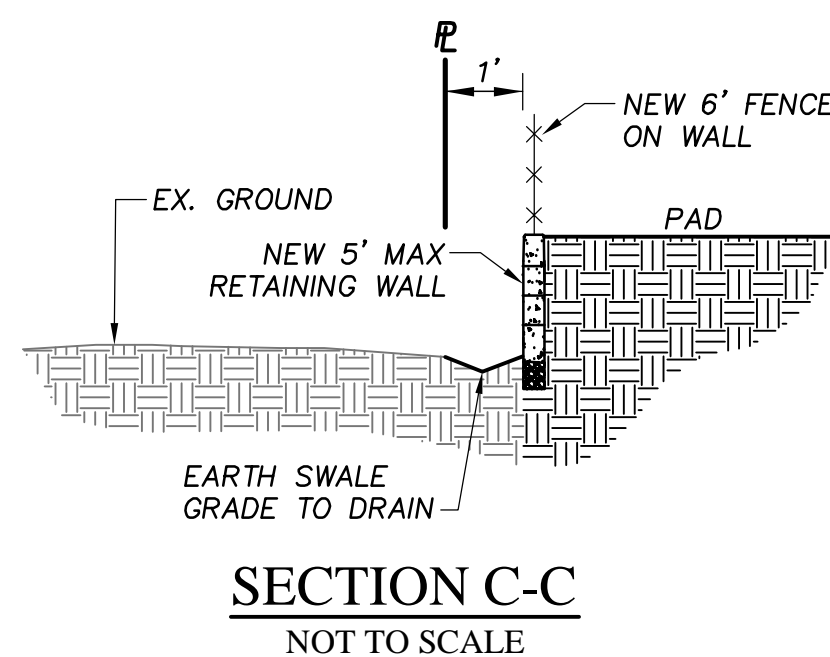
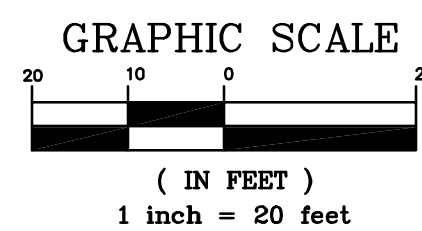
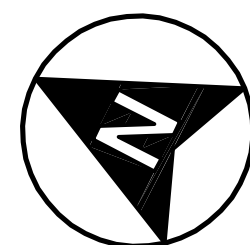
LOT 8
SUB 8769
116-100-058

PRIVATE ROAD CONNECTS TO LAUREL PLACE (PRIVATE) VIA LOT 8 OF SUBDIVISION 8769. LOT 8 IS OWNED BY APPLICANT AND AN ACCESS EASEMENT WILL BE GRANTED FOR ROADWAY PURPOSES

	NO.	BY	DATE	DESIGN: JV		 817 Arnold Drive, Ste 50 Martinez, CA 94553 Ph: (925) 476-8499 www.apexce.net	VESTING TENTATIVE MAP TITLE SHEET LAUREL PLACE II SUB # 9389 CONCORD, CA	SHEET 1 OF 4
				DRAWN: JV				DATE 02-12-2015
				CHECKED: BL				
				PROJECT #: 14027				

PRELIMINARY GRADING, DRAINAGE & UTILITY PLAN

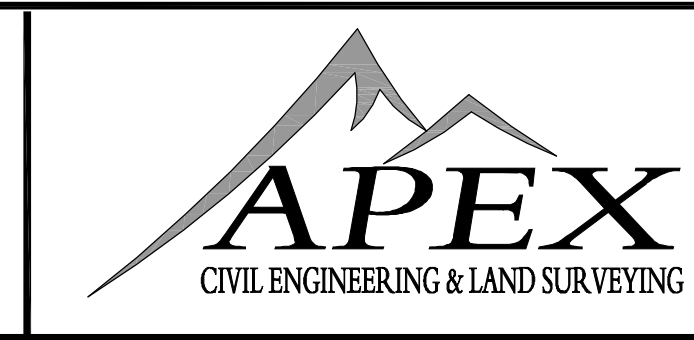
"LAUREL PLACE II"
SUBDIVISION 9389
CONCORD, CA



SEE SHEET 3

NO.	BY	DATE

DESIGN: JV
DRAWN: JV
CHECKED: BL
PROJECT #: 14027

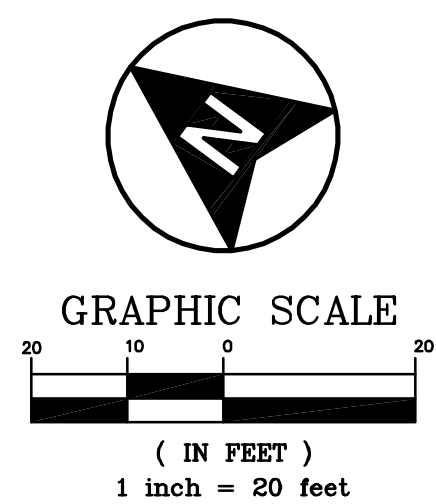


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Ph: (925) 476-8499
www.apexce.net

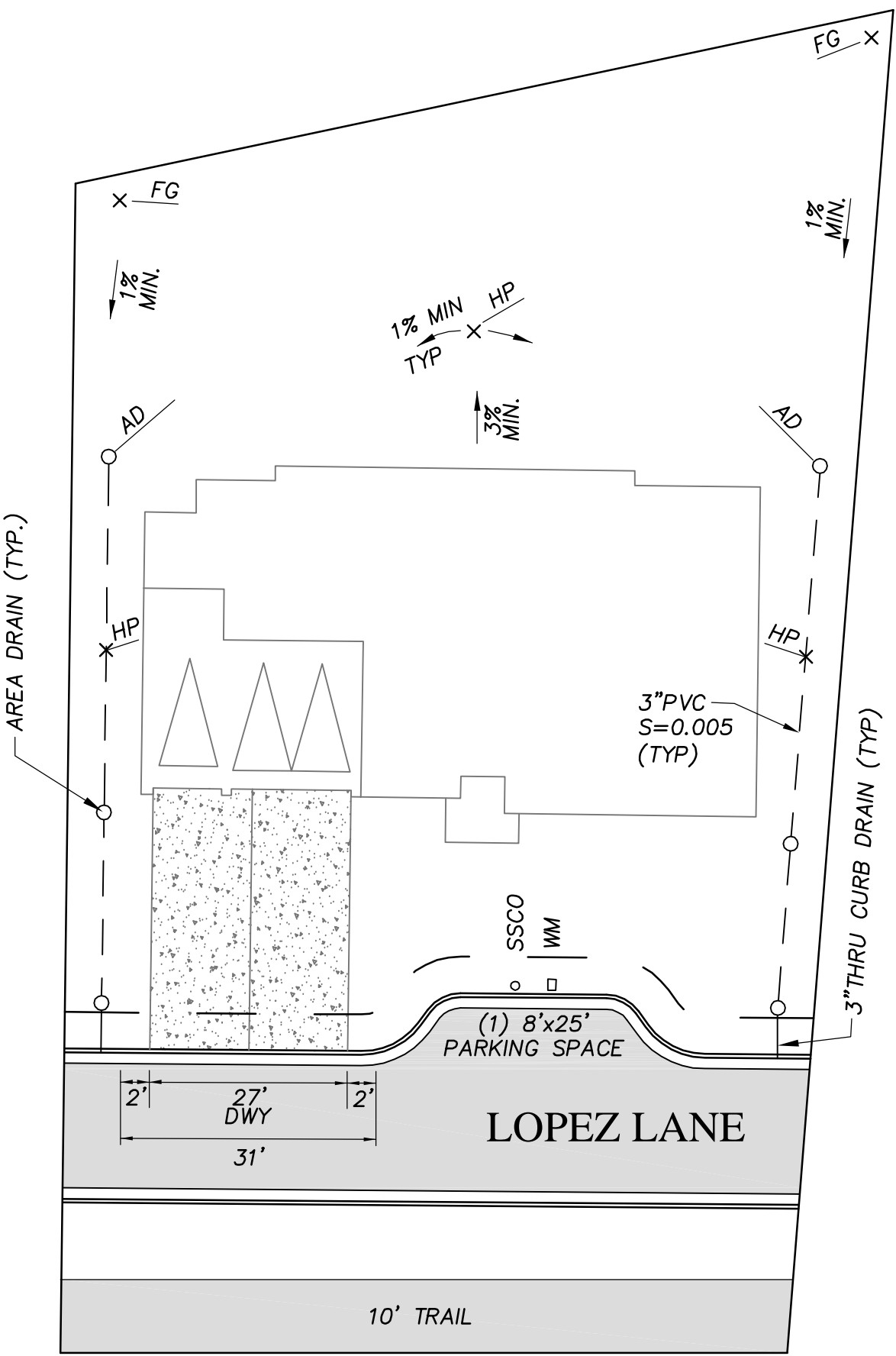
VESTING TENTATIVE MAP
PRELIMINARY GRADING, DRAINAGE & UTILITY PLAN
LAUREL PLACE II
SUB # 9389
CONCORD, CA

SHEET 2 OF 4
DATE 02-12-2015

PRELIMINARY GRADING, DRAINAGE
& UTILITY PLAN
"LAUREL PLACE II"
SUBDIVISION 9389
CONCORD, CA



SPECIAL GRADING NOTE:
PER THE RECOMMENDATION OF THE
SOILS ENGINEER, SURFACE WATER
SHALL DRAIN POSITIVELY AWAY
FROM THE STRUCTURES.



TYPICAL LOT GRADING
NOT TO SCALE

SEE SHEET 2

116-012

116-063-011

116-063-010

116-063-009

116-063-008

116-063-007

LOT 8
SUB 8769
116-100-058

BFE 222
ANDREWS CT

LAURA DR

LAUREL PL

NO.	BY	DATE	DESIGN:	JV
			DRAWN:	JV
			CHECKED:	BL
			PROJECT #:	14027

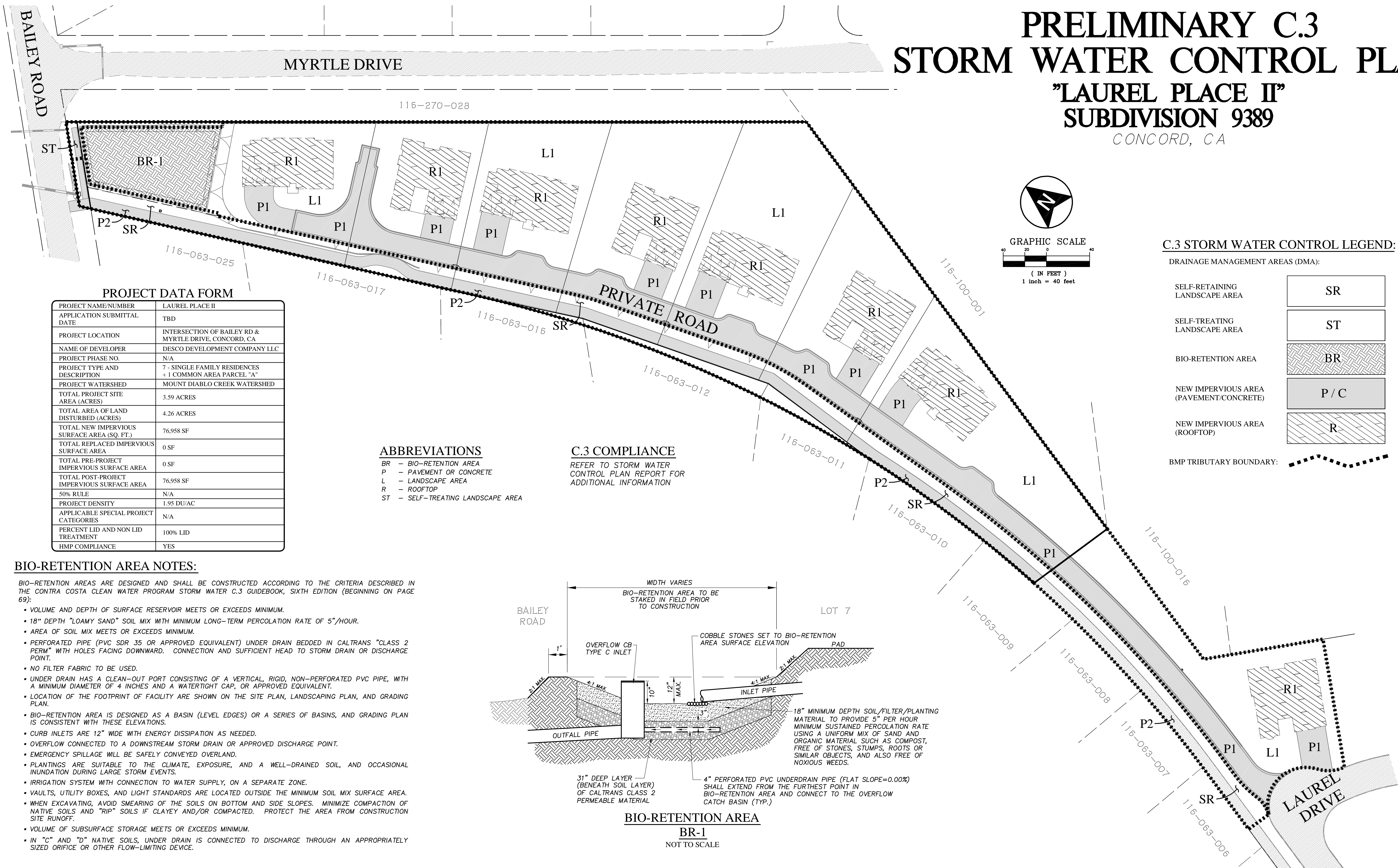


817 Arnold Drive, Ste 50
Martinez, CA 94553
Ph: (925) 476-8499
www.apexce.net

VESTING TENTATIVE MAP
PRELIMINARY GRADING, DRAINAGE & UTILITY PLAN
LAUREL PLACE II
SUB # 9389
CONCORD, CA

SHEET	3 OF 4
DATE	02-12-2015

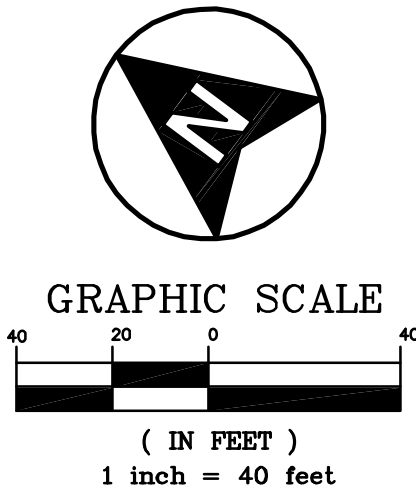
PRELIMINARY C.3
STORM WATER CONTROL PLAN
"LAUREL PLACE II"
SUBDIVISION 9389
CONCORD, CA



PROJECT DATA FORM	
PROJECT NAME/NUMBER	LAUREL PLACE II
APPLICATION SUBMITTAL DATE	TBD
PROJECT LOCATION	INTERSECTION OF BAILEY RD & MYRTLE DRIVE, CONCORD, CA
NAME OF DEVELOPER	DESCO DEVELOPMENT COMPANY LLC
PROJECT PHASE NO.	N/A
PROJECT TYPE AND DESCRIPTION	7 - SINGLE FAMILY RESIDENCES + 1 COMMON AREA PARCEL "A"
PROJECT WATERSHED	MOUNT DIABLO CREEK WATERSHED
TOTAL PROJECT SITE AREA (ACRES)	3.59 ACRES
TOTAL AREA OF LAND DISTURBED (ACRES)	4.26 ACRES
TOTAL NEW IMPERVIOUS SURFACE AREA (SQ. FT.)	76,958 SF
TOTAL REPLACED IMPERVIOUS SURFACE AREA	0 SF
TOTAL PRE-PROJECT IMPERVIOUS SURFACE AREA	0 SF
TOTAL POST-PROJECT IMPERVIOUS SURFACE AREA	76,958 SF
50% RULE	N/A
PROJECT DENSITY	1.95 DU/AC
APPLICABLE SPECIAL PROJECT CATEGORIES	N/A
PERCENT LID AND NON LID TREATMENT	100% LID
HMP COMPLIANCE	YES

ABBREVIATIONS
BR - BIO-RETENTION AREA
P - PAVEMENT OR CONCRETE
L - LANDSCAPE AREA
R - ROOFTOP
ST - SELF-TREATING LANDSCAPE AREA

C.3 COMPLIANCE
REFER TO STORM WATER CONTROL PLAN REPORT FOR ADDITIONAL INFORMATION

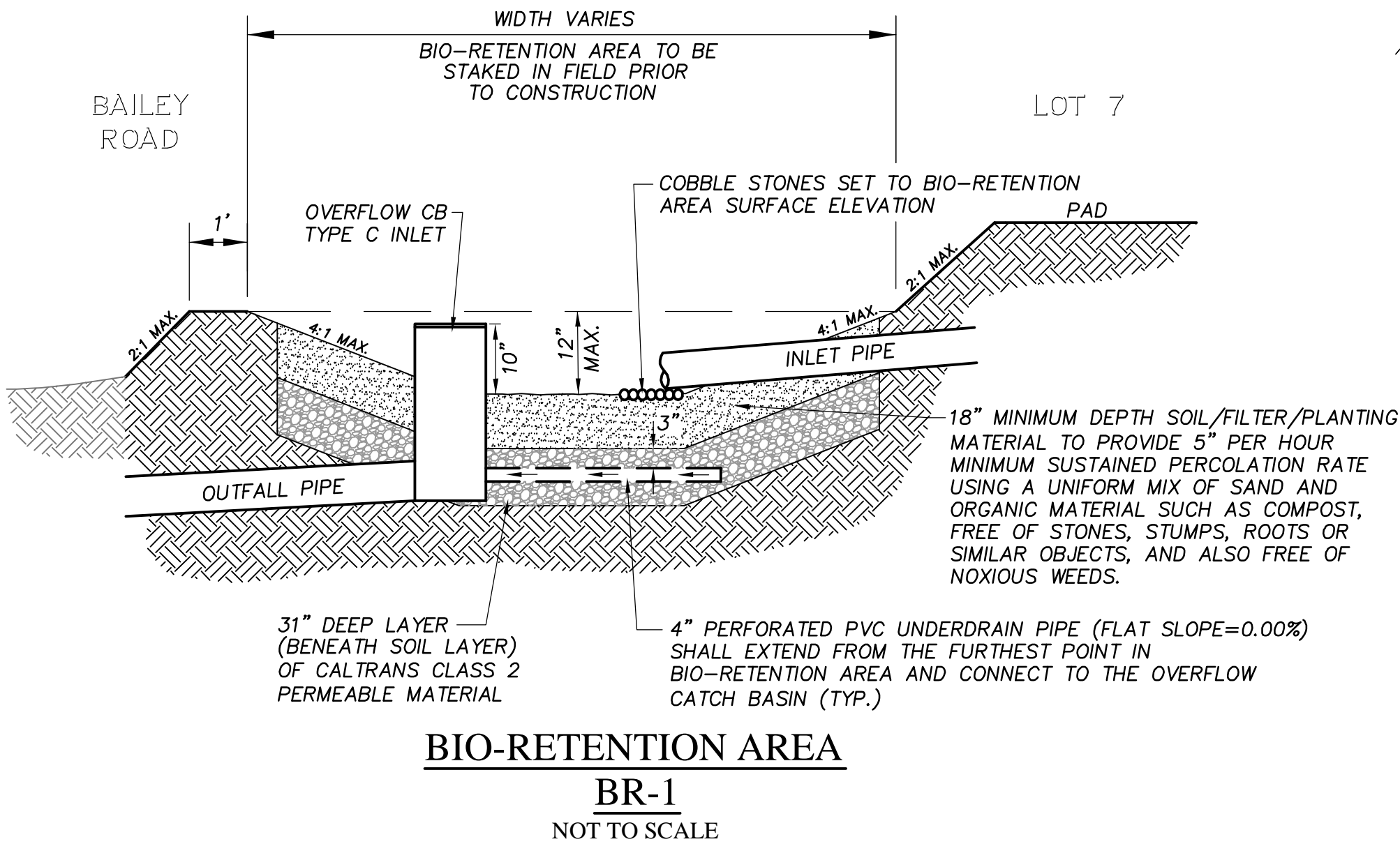


C.3 STORM WATER CONTROL LEGEND:

DRAINAGE MANAGEMENT AREAS (DMA):	
SELF-RETAINING LANDSCAPE AREA	SR
SELF-TREATING LANDSCAPE AREA	ST
BIO-RETENTION AREA	BR
NEW IMPERVIOUS AREA (PAVEMENT/CONCRETE)	P / C
NEW IMPERVIOUS AREA (ROOFTOP)	R
BMP TRIBUTARY BOUNDARY:	

BIO-RETENTION AREA NOTES:

- BIO-RETENTION AREAS ARE DESIGNED AND SHALL BE CONSTRUCTED ACCORDING TO THE CRITERIA DESCRIBED IN THE CONTRA COSTA CLEAN WATER PROGRAM STORM WATER C.3 GUIDEBOOK, SIXTH EDITION (BEGINNING ON PAGE 69):
- VOLUME AND DEPTH OF SURFACE RESERVOIR MEETS OR EXCEEDS MINIMUM.
 - 18" DEPTH "LOAMY SAND" SOIL MIX WITH MINIMUM LONG-TERM PERCOLATION RATE OF 5"/HOUR.
 - AREA OF SOIL MIX MEETS OR EXCEEDS MINIMUM.
 - PERFORATED PIPE (PVC SDR 35 OR APPROVED EQUIVALENT) UNDER DRAIN BEDDED IN CALTRANS "CLASS 2 PERM" WITH HOLES FACING DOWNWARD. CONNECTION AND SUFFICIENT HEAD TO STORM DRAIN OR DISCHARGE POINT.
 - NO FILTER FABRIC TO BE USED.
 - UNDER DRAIN HAS A CLEAN-OUT PORT CONSISTING OF A VERTICAL, RIGID, NON-PERFORATED PVC PIPE, WITH A MINIMUM DIAMETER OF 4 INCHES AND A WATERTIGHT CAP, OR APPROVED EQUIVALENT.
 - LOCATION OF THE FOOTPRINT OF FACILITY ARE SHOWN ON THE SITE PLAN, LANDSCAPING PLAN, AND GRADING PLAN.
 - BIO-RETENTION AREA IS DESIGNED AS A BASIN (LEVEL EDGES) OR A SERIES OF BASINS, AND GRADING PLAN IS CONSISTENT WITH THESE ELEVATIONS.
 - CURB INLETS ARE 12" WIDE WITH ENERGY DISSIPATION AS NEEDED.
 - OVERFLOW CONNECTED TO A DOWNSTREAM STORM DRAIN OR APPROVED DISCHARGE POINT.
 - EMERGENCY SPILLAGE WILL BE SAFELY CONVEYED OVERLAND.
 - PLANTINGS ARE SUITABLE TO THE CLIMATE, EXPOSURE, AND A WELL-DRAINED SOIL, AND OCCASIONAL INUNDATION DURING LARGE STORM EVENTS.
 - IRRIGATION SYSTEM WITH CONNECTION TO WATER SUPPLY, ON A SEPARATE ZONE.
 - VAULTS, UTILITY BOXES, AND LIGHT STANDARDS ARE LOCATED OUTSIDE THE MINIMUM SOIL MIX SURFACE AREA.
 - WHEN EXCAVATING, AVOID SMEARING OF THE SOILS ON BOTTOM AND SIDE SLOPES. MINIMIZE COMPACTION OF NATIVE SOILS AND "RIP" SOILS IF CLAYEY AND/OR COMPACTED. PROTECT THE AREA FROM CONSTRUCTION SITE RUNOFF.
 - VOLUME OF SUBSURFACE STORAGE MEETS OR EXCEEDS MINIMUM.
 - IN "C" AND "D" NATIVE SOILS, UNDER DRAIN IS CONNECTED TO DISCHARGE THROUGH AN APPROPRIATELY SIZED ORIFICE OR OTHER FLOW-LIMITING DEVICE.



111010014
UNITED STATES OF AMERICA
PO BOX 722
SAN BRUNO CA 94066-0722

116061005
CHANDLER GEORGE SCOTT
1897 ANDREWS DR
CONCORD CA 94521-1424

116062007
RANDALL BRIAN & VANESSA
1890 ANDREWS DR
CONCORD CA 94521-1425

116062008
GREENFIELD JOSHUA E & KATIE J
4736 LAURA DR
CONCORD CA 94521-1422

116062009
COLARICH MARCELLA BAHLER TRE
4748 LAURA DR
CONCORD CA 94521-1422

116062010
PLAISTED RODNEY & MARGARET
TRE
4754 LAURA DR
CONCORD CA 94521-1422

116063006
BLAIR GARY & KRISTINE
4761 LAURA DR
CONCORD CA 94521-1410

116063007
WILLIAMS PAUL & PRAMAUL K
4755 LAURA DR
CONCORD CA 94521-1410

116063008
ALCASABAS RONALD O & SOPHIA M
4749 LAURA DR
CONCORD CA 94521-1410

116063009
WHALEY RONALD M TRE
4743 LAURA DR
CONCORD CA 94521-1410

116063010
GIOVANINI BARBARA L TRE
4737 LAURA DR
CONCORD CA 94521-1410

116063011
AGUILAR JANETH
1906 ANDREWS CT
CONCORD CA 94521-1426

116063012
PETERSON CARL L & NORMA TRE
1907 ANDREWS CT
CONCORD CA 94521-1426

116063013
KIMMEL JASON
5504 ROUNDTREE DR APT A
CONCORD CA 94521-3920

116063014
CHESKA DARLENE R
1900 LAURA CT
CONCORD CA 94521-1423

116063015
AUSTIN VIRGINIA TRE
1906 LAURA CT
CONCORD CA 94521-1423

116063016
ELLSWORTH STEVEN D & LORETTA
1912 LAURA CT
CONCORD CA 94521-1423

116063017
IORDANOV JORDAN H & CHRISTINE
1919 LAURA CT
CONCORD CA 94521-1423

116063018
BLAISDELL MARK K TRE
1915 LAURA CT
CONCORD CA 94521-1423

116063019
MENDOZA GERARDO G & AMANDA
V
1907 LAURA CT
CONCORD CA 94521-1423

116063020
CROFT ROBERT V & BARBARA M
4707 LAURA DR
CONCORD CA 94521-1420

116063022
MAGANA RANDY
1906 BAILEY RD
CONCORD CA 94521-1416

116063023
DEWAR JOHN & TRACY
1912 BAILEY RD
CONCORD CA 94521-1416

116063024
PAULSEN BENJAMIN
1918 BAILEY RD
CONCORD CA 94521-1416

116063025
ZAMORA BERTHA TRE
1924 BAILEY RD
CONCORD CA 94521-1416

116070007
DESCO DEVELOPMENT COMPANY
LLC/DAN FREEMAN
3675 MT DIABLO BLVD STE 350
LAFAYETTE CA 94549-6800

116100001
DELGADILLO ISMAEL & MARIA
5368 CRYSTYL RANCH DR
CONCORD CA 94521-5417

116100003
JONES LENNIAL ZACK & ARDITH A
4796 MYRTLE DR
CONCORD CA 94521-1432

116100016
GERHARDS JOSEPH E TRE
PO BOX 21275
CONCORD CA 94521-0275

116100017
HSUEH PAUL Y J & HSUN W TRE
4790 MYRTLE DR
CONCORD CA 94521-1432

116100057
SUITE JACK E & MARY K
1861 LAUREL PL
CONCORD CA 94521-1445

116100058
CARDINALE VINCENT & PAMELA G
1851 LAUREL PL
CONCORD CA 94521-1445

116270015
KAIL DAVID L & LOIS J TRE
6 KIRKWOOD CT
CONCORD CA 94521-1427

116270016
VERNON WILLIAM W & KATHLEEN R
4715 MYRTLE DR
CONCORD CA 94521-1430

116270020
AMOS KATHY L
4701 MYRTLE DR
CONCORD CA 94521-1430

116270021
STOGNER JAMES MICHAEL TRE
4707 MYRTLE DR
CONCORD CA 94521-1430

116270022
SCHELL DALE J & KATHLEEN E
4711 MYRTLE DR
CONCORD CA 94521-1430

116270023
MARTINEZ ERASMO & MASAKO Z
TRE
4795 MYRTLE DR
CONCORD CA 94521-1431

116270024
TERRY JACK H TRE
4733 MYRTLE DR
CONCORD CA 94521-1431

116270028
GLENSIDE ASSOCIATES LLC
3675 MT DIABLO BLVD STE 350
LAFAYETTE CA 94549-6800

116270029
BALANCE MARIA ISABEL TRE
4507 FAWN HILL WAY
ANTIOCH CA 94531-7125

BUILDING INSPECTION
INTEROFFICE

GRADING DIVISION
INTEROFFICE

TRANSPORTATION PLANNING
INTEROFFICE

HOUSING PROGRAMS
INTEROFFICE

DARWIN MYERS
COUNTY GEOLOGIST

APC FLOODPLAIN TECH
INTEROFFICE

ENVIRONMENTAL HEALTH
CONCORD

PUBLIC WORKS
ENGINEERING SRVICES

PUBLIC WORKS
TRAFFIC

PUBLIC WORKS
FLOOD CONTROL

CONTRA COSTA FIRE DISTRICT
fire@cccfd.org

CENTRAL CC SANITARY DISTRICT
5019 IMHOFF PLACE
MARTINEZ CA 94553

CONTRA COSTA WATER DISTRICT
1331 CONCORD AVENUE
CONCORD CA 94524-2099

CITY OF CONCORD/VICTORIA
WALKER, DIRECTOR COMMUNITY &
ECONOMIC DEVELOPMENT
1950 PARKSIDE DRIVE
CONCORD CA 94519

MT DIABLO UNIFIED SCHOOL
DISTRICT
1936 CARLOTTA DRIVE
CONCORD CA 94519

LAFCO
LOU ANN TEXEIRA

CHRIS-SONOMA STATE
150 PROFESSIONAL CENTER DRIVE,
STE E
ROHNERT PARK CA 94928-2148

GIS/CHRIS HOWARD
DCD

CA DEPT OF FISH &
WILDLIFE/JEANETTE GRIFFIN
7329 SILVERADO TRAIL
NAPA CA 94558

LINDY LAVENDER
SUPERVISOR MITCHOFF OFFICE

STEVE KELLY
1838 OLEARY LN
CONCORD CA 94521

JOSEPH E. GERHAUDS
4774 MYRTLE DRIVE
CONCORD CA 94521

PERRY CARLSTON
26 KIRKWOOD CT
CONCORD CA 94521

MICHAEL RUDOVSKY
4940 MYRTLE DR
CONCORD CA 94521

SIDNEY DAMSTRA
11 KIRKWOOD CT
CONCORD CA 94521

DAVID KAIL
6 KIRKWOOD CT
CONCORD CA 94521

DIANE CHAMBERS
42 KIRKWOOD CT
CONCORD CA 94521

DAVID WI
1820 LAUREL PL
CONCORD CA 94521

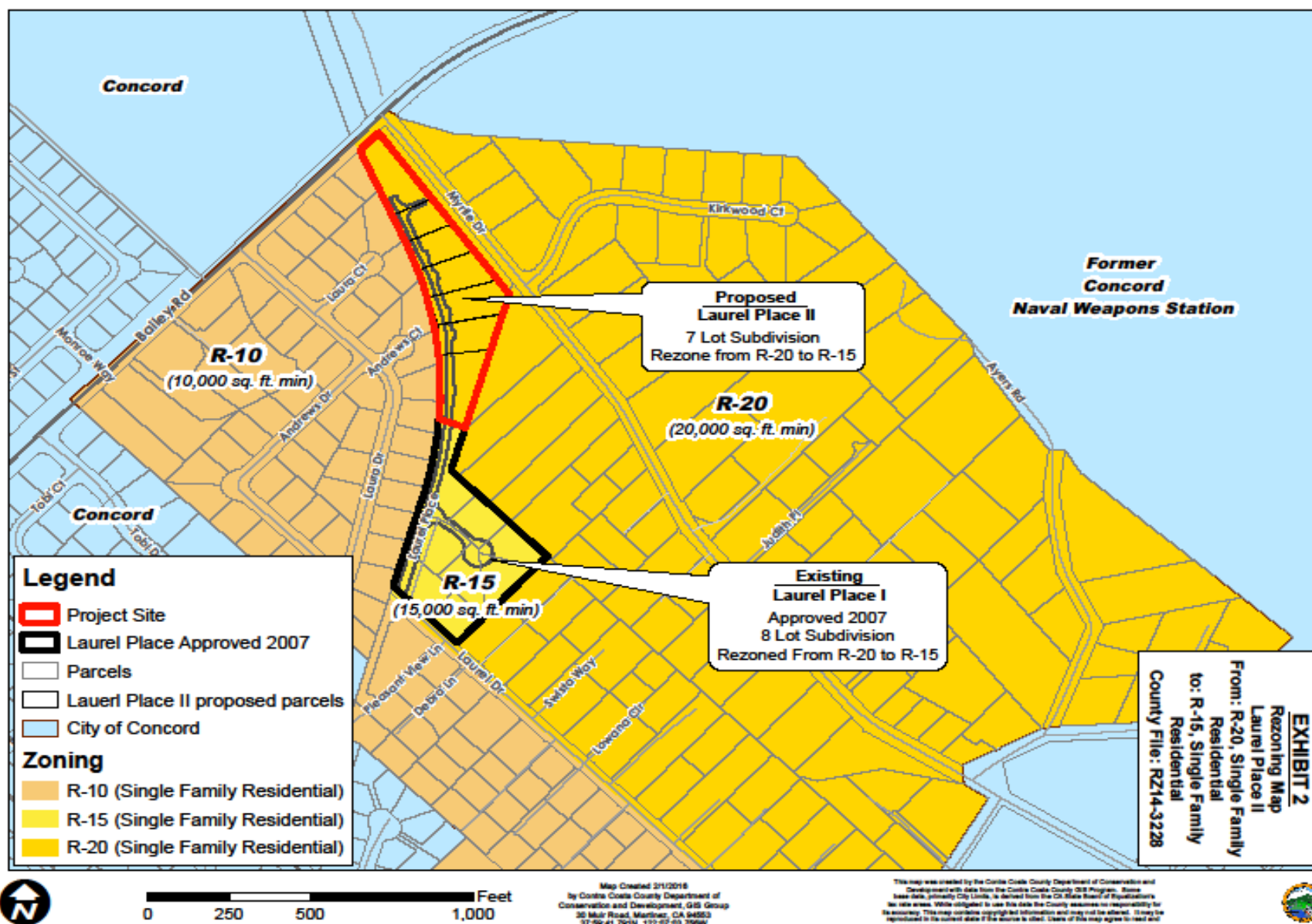
GREG JEFFRESS
1871 LAUREL PL
CONCORD CA 94521

LENOX HOMES LLC/JOE SORDI
3675 MT DIABLO BLVD STE 350
LAFAYETTE CA 94549-6800

Contra Costa County Board of Supervisors
September 19, 2017

Laurel Place II
Residential Project

County File Numbers SD14-9389 & RZ14-3228



VESTING TENTATIVE MAP

"LAUREL PLACE II" SUBDIVISION 9389

CONCORD, CA



VICINITY MAP
NOT TO SCALE

SHEET INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	PRELIMINARY GRADING, ROADSIDE C.U. UTILITIES & EROSION CONTROL
3	PAVEMENT, SIDEWALKS, UTILITY LOCATIONS

ABBREVIATIONS

RT	RIGHT-OF-WAY
ST	STREET
CCD	CONCORD COUNTY
CT	CITY
DT	DEVELOP
ST	STREET
ST	STREET

AVERAGE LOT WIDTH

LOT NO.	AVERAGE LOT WIDTH (FEET)
1	100.00
2	100.00
3	100.00
4	100.00
5	100.00
6	100.00
7	100.00

OWNER

GREEN PRAIRIE COMPANY, LLC
2000 MC KINLEY BLVD., SUITE 200
CONCORD, CA 94601
(925) 361-1000

DEVELOPER

JOHN JAMES, LLC
2000 MC KINLEY BLVD., SUITE 200
CONCORD, CA 94601
(925) 361-1000

CIVIL ENGINEER

JOHN JAMES, LLC & JOHN JAMES, LLC
2000 MC KINLEY BLVD., SUITE 200
CONCORD, CA 94601
(925) 361-1000

FACILITIES

PAVING	PAVING
STREET	STREET
STONE DRIVE	STONE DRIVE
STREET	STREET
PAVING	PAVING
PAVING	PAVING
PAVING	PAVING
PAVING	PAVING

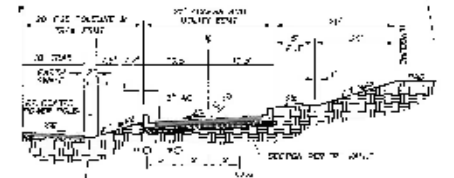
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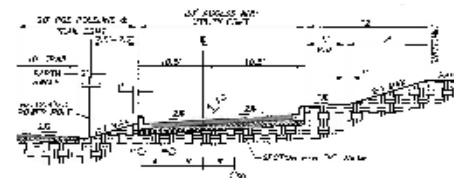
THE PURPOSE OF THIS PROJECT IS TO
SUBDIVIDE THE PROPERTY INTO
LOTS FOR THE PURPOSE OF DEVELOPING
THE PROJECT.

NOTES:

- ALL LOTS AND AREAS ARE SUBJECT TO ALL APPLICABLE
CITY, COUNTY AND STATE LAWS AND ORDINANCES.
- THE LOTS ARE SUBJECT TO ALL APPLICABLE CITY, COUNTY AND
STATE LAWS AND ORDINANCES.
- THE LOTS ARE SUBJECT TO ALL APPLICABLE CITY, COUNTY AND
STATE LAWS AND ORDINANCES.



TYPICAL 27' STREET SECTION
SECTION A-A



27' STREET SECTION W/ PARKING
SECTION B-B

LEGEND

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Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 19, 2017

Subject: Adoption of Zoning Text Amendment Addressing Farmworker Housing, Transitional and Supportive Housing

RECOMMENDATION(S):

1. OPEN the public hearing on Ordinance No. 2017-04, RECEIVE testimony, and CLOSE the public hearing.
2. FIND, for the purposes of compliance with the California Environmental Quality Act (CEQA) and the State and County CEQA Guidelines, that the negative declaration prepared for the zoning ordinance text amendment adequately analyzes its potential environmental impacts, that there is no substantial evidence that the ordinance text amendment will have a significant effect on the environment, and that the negative declaration reflects the County's independent judgment and analysis.
3. ADOPT the negative declaration for the zoning text amendment.
4. ADOPT Ordinance No. 2017-04 identifying zoning districts and establishing regulations for farmworker housing, transitional housing and supportive housing.
5. DIRECT the Department of Conservation and Development Director, or his designee, to file the Notice of Determination with the County Clerk-Recorder.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Ruben Hernandez (925)
674-7785

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

By: , Deputy

cc:

FISCAL IMPACT:

The costs of preparing this ordinance have been funded by the Department of Conservation and Development's Land Development Fund. The cost of processing farmworker housing applications will be 100% funded by application fees.

BACKGROUND:

I. Executive Summary

This zoning text amendment addressing farmworker housing, supportive housing and transitional housing was initiated by the Department of Conservation and Development in order to bring the County Zoning Code into conformance with specific goals and policies of the 2014 Housing Element Update of the County General Plan and into compliance with State housing and employment law as well as California Housing Element Law as amended by Senate Bill 2 (SB2) in 2007.

For farmworker housing, the proposed zoning text amendment will modify all of the agricultural zoning districts (A-2, A-3, A-4, A-20, A-40 and A-80) to identify farmworker dwellings and farmworker housing complexes as permitted uses, and farmworker housing centers as a use which would require approval of a land use permit. Under the current zoning code a land use permit is required for the establishment of farmworker housing, within any agricultural zoning districts, which is not consistent with state housing and employment law.

The proposed zoning text amendment also includes adoption of a new Farmworker Housing Ordinance. The proposed Farmworker Housing Ordinance will provide definitions, development standards, occupancy standards, and permit and fee requirements for the establishment and operation of farmworker housing. The proposed farmworker housing ordinance identifies specific application submittal requirements in order to ensure the orderly and safe development of farmworker housing as well as discourage exploitation of farmworkers and abuse of the state mandated requirement allowing farmworker housing as a permitted use.

For transitional housing and supportive housing, the zoning text amendment involves modifying all of the single-family (R-), two-family (D-), multiple-family (M-) and Planned Unit (P-1) zoning districts to address the establishment of transitional housing and supportive housing "by right" as required by state law. The text of the aforementioned zoning districts will be modified to identify transitional and supportive housing for up to six (6) residents as a permitted use and transitional and supportive housing for more than seven (7) residents as a use that requires approval of a land use permit.

II. Zoning Text Amendments

The proposed zoning text amendment involves the following amendments to the County Zoning Code: 1) Addition of a new "Farmworker Housing Ordinance" (Chapter 82-50) to the zoning code; 2) Amending all of the agricultural zoning districts (A-2, A-3, A-4, A-20, A-40 and A-80) to identify farmworker dwellings and farmworker housing complexes as permitted uses and farmworker housing center as a use requiring approval of a land use permit; 3) modifying all of the single-family residential zoning districts (R-), the two-family (D-1), multiple-family (M-) and Planned Unit Districts (P-1) zoning districts to identify transitional and supportive housing for up to six (6) residents as a permitted use and transitional and supportive housing for seven (7) or more residents a use that requires approval of a land use permit.

A summary of the proposed changes and additions to the zoning code are provided below:

- **Farmworker Housing-** The proposed Farmworker Housing Ordinance will provide definitions, development standards, occupancy requirements, permit and fee requirements for the establishment of farmworker housing for ***five or more*** farmworkers. The ordinance will only regulate farmworker housing for five or more occupants, which is consistent with state law. Per state housing and employment law, housing for ***four or fewer*** farmworkers is considered a residential use of property and therefore can be established within any legally established residential unit or residential second unit.

The Farmworker Housing Ordinance includes definitions (Section 82-50.204. Definitions) for the various terms used throughout the Farmworker Housing Ordinance including; “*Agricultural employee*”; “*Agricultural employer*”; “*Agricultural workplace*”; “*Farmworker*”; “*Farmworker housing*”; “*Group housing*”; “*Permanent housing*”; “*Rural area*”; “*Seasonal housing*” and “*Temporary housing*”. All of the definitions included in the ordinance are consistent with State law.

The ordinance provides standards for the establishment of farmworker housing, including descriptions of the three specific types of allowed farmworker housing types; “*Farmworker Dwelling*”; “*Farmworker Housing Complex*”; and “*Farmworker Housing Center*”, each with specific occupancy and size standards and requirements relating to height, setbacks and parking.

The permitting, application, and fee process for the establishment of farmworker housing can be found in Article 82-50.6 (Permits and Fees) of the ordinance. The ordinance will require approval of a ministerial permit for the establishment of a farmworker dwelling or a farmworker housing complex and a land use permit for the establishment of a farmworker housing center.

The ordinance identifies a list of required information to be provided with applications for farmworker housing. The list includes information such as housing type, number of beds, and identification agricultural workplace. The ordinance also requires applicants for farmworker housing provide verification of a State license for employee housing prior to establishment of farmworker housing within the County as well as ongoing annual verification.

The ordinance also includes a provision (Section 82-50.610) providing for the establishment of fees for farmworker housing. After review of the fee schedule, staff has determined that the appropriate deposit for a land use permit to establish a farmworker housing center should remain the same for "other" land use permit types, which is \$2,700. A deposit of \$2,700 should be sufficient to cover staff time and material costs for review of a land use permit for a "farmworker housing center" and would not require establishment of a new fee category or fee analysis. The ministerial permit would be processed via a \$500. planning consideration application.

- **Transitional and Supportive Housing-** To be consistent with state law, and to conform with provisions of the County's Housing Element, the zoning code will be modified to address the establishment of transitional and supportive housing. The zoning text amendment involves modifying all of the residential zoning districts, including all of the single-family (R-) zoning districts, the two-family (D-) zoning district, the multiple-family (M-) zoning districts and the Planned Unit (P-) district to identify transitional and supportive housing as residential use of land.

Per Government Code Section 65582(j) “transitional housing” means buildings configured as rental housing developments, but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six months from the beginning of the assistance.

Per Government Code Section 65582(g) “supportive housing” means housing with no limit on length of stay, that is occupied by the target population, and that is linked to an onsite or offsite service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

The following language will be added to the list of ***permitted uses*** in all of the single-family residential (R-), two-family (D-), multiple-family (M-) and planned unit (P-) zoning districts:

- “*Supportive housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside.*”
- “*Transitional housing, operated by a person with all required state and local agency approval and licenses, where not more than six persons reside.*”

The following language will be added to the list of *uses requiring a land use permit* in all of the single-family residential (R-), two-family (D-), multiple-family (M-) and planned unit (P-) zoning districts:

- “*Supportive housing, operated by a person with all required state and local agency approvals and licenses, where seven or more persons reside.*”
- “*Transitional housing, operated by a person with all required state and local agency approval and licenses, where seven or more persons reside.*”

II. Environmental Review

In accordance with the provisions of the California Environmental Quality Act (CEQA), on June 7, 2012, an Initial Study and Negative Declaration was prepared for the proposed zoning text amendment. The Negative Declaration was posted at the County Recorder’s office and circulated to various agencies throughout the County, including all of the County Municipal Advisory Committees (MAC’s), all of the incorporated cities within the County, and various other agencies and groups for comment. No comments were received on the adequacy of the environmental review in relation to the farmworker housing, transitional housing and supportive housing zoning text amendments.

III. County Planning Commission Hearing

The zoning text amendments were heard before the County Planning Commission on April 26, 2017. At the hearing, the County Planning Commission unanimously approved staff’s recommendation and Planning Commission recommended that the Board of Supervisors adopt the proposed zoning text amendments addressing farmworker housing, transitional housing and supportive housing.

IV. Conclusion

The zoning text amendments for farmworker housing, transitional housing and supportive housing will address the needs of three specific special needs housing populations as required by the County’s Housing Element. The zoning text amendment includes adoption of a "Farmworker Housing Ordinance" which will provide for the safe and orderly establishment of farmworker housing within the County. Adoption of the attached zoning text amendments will bring the County Zoning Code into conformance with portions of state employee and housing law as well as bring the zoning code into compliance with specific provisions of the 2014 Housing Element Update of the County General Plan.

CONSEQUENCE OF NEGATIVE ACTION:

If the proposed zoning text amendments addressing farmworker housing, transitional housing and supportive housing are not adopted by the Board, the County's Housing Element of the General Plan may not be certified by the Department of Housing and Community Development which would prevent the County from being eligible for several State and Regional funding programs.

CHILDREN'S IMPACT STATEMENT:

Approval of the farmworker housing, supportive housing and transitional housing zoning text amendments will promote the establishment of safe housing for individuals and families, especially families that may be facing homelessness. This will support outcomes #3 and #5 in the children's report card: #3) Families are economically self sufficient and #5) Communities are safe and provide a high quality of life for children and families.

ATTACHMENTS

Ordinance 2017-14 Farmworker Housing

CPC 4-26-17 Resolution

CPC Staff Report ZT09-0003

State Law Comparison Chart

ORDINANCE NO. 2017-14

(FARMWORKER HOUSING, TRANSITIONAL HOUSING, SUPPORTIVE HOUSING)

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

SECTION I. SUMMARY. This ordinance amends the County Zoning Code to specify zoning districts where farmworker housing, transitional housing, and supportive housing may be located, and to establish requirements and standards for developing and maintaining housing accommodations for five or more farmworkers.

SECTION II. Chapter 82-50 is added to the County Ordinance Code, to read:

Chapter 82-50 FARMWORKER HOUSING

Article 82-50.2. General.

82-50.202 Purpose. The purpose of this chapter is to establish requirements and standards for housing accommodations for five or more farmworkers. This chapter is intended to be consistent with the Employee Housing Act (Health and Safety Code section 17000 et seq.), which regulates housing accommodations for five or more employees. Housing accommodations for four or fewer farmworkers are not regulated separately by the County Zoning Code, but must comply with all zoning requirements of the zoning district where the housing accommodations are located. (Ord. 2016-__ § 2.)

82-50.204 Definitions. For purposes of this chapter, the following words and phrases have the following meanings:

- (a) "Agricultural employee" has the meaning set forth in Labor Code section 1140.4.
- (b) "Agricultural employer" has the meaning set forth in Labor Code section 1140.4.
- (c) "Agricultural workplace" means a location where one or more farmworkers engage in agriculture.
- (d) "Farmworker" means the same as "agricultural employee," as defined in Labor Code section 1140.4.
- (e) "Farmworker housing" means a housing accommodation developed for, or provided to, farmworkers. Farmworker housing may be a farmworker dwelling, a farmworker housing complex, or a farmworker housing center.

- (f) “Group housing” means farmworker housing for seven or more farmworkers in group living quarters, such as barracks or a bunkhouse.
- (g) “Permanent housing” means farmworker housing that is not temporary or seasonal.
- (h) “Rural area” has the meaning set forth in Health and Safety Code section 50101.
- (i) “Seasonal housing” means farmworker housing that is operated annually on the same site and is occupied for not more than 180 days in any calendar year.
- (j) “Temporary housing” means farmworker housing that is not operated on the same site annually, but is established for one agricultural operation on one site and then removed from that site. (Ord. 2017-14 § 2.)

Article 82-50.4. Standards.

82-50.402 Farmworker Dwelling. A farmworker dwelling must comply with the following development standards:

- (a) **Housing Type.** A farmworker dwelling may only be a residential dwelling or an accessory dwelling unit.
- (b) **Occupancy.** A farmworker dwelling may only be occupied by five or six farmworkers, subject to the provisions of section 82-50.408.
- (c) **Floor Area.** The maximum floor area allowed for a farmworker dwelling is 1,200 square feet. If the farmworker dwelling is an accessory dwelling unit, then it must comply with the size and floor area requirements set forth in Chapter 82-24.
- (d) **Location.** A farmworker dwelling may be located in any zoning district where a single family dwelling is allowed.
- (e) **Parcel Size.** The minimum parcel size for a farmworker dwelling is the same as the minimum parcel size for a residential use in the same zoning district where the property is located. (Ord. 2017-14 § 2.)

82-50.404 Farmworker Housing Complex. A farmworker housing complex must comply with the following development standards:

- (a) **Housing Type.** A farmworker housing complex may include any type of housing other than single-family residential housing, including but not limited to mobile homes, manufactured housing, tents, recreational vehicles, travel trailers, maintenance-of-way cars, and group housing. A farmworker housing complex may not exceed 12 residential units if it is not group housing. A farmworker housing complex may not exceed 36 beds if it is group housing.

- (b) **Occupancy.** A farmworker housing complex may be occupied by seven or more farmworkers, subject to the provisions of section 82-50.408.
- (c) **Location.** One farmworker housing complex may be located on a legal lot in an agricultural zoning district (A-2, A-3, A-4, A-20, A-40 and A-80).
- (d) **Floor Area.** The maximum floor area allowed for a farmworker housing complex is 3,500 square feet.
- (e) **Parcel Size.** The minimum parcel size for a farmworker housing complex is the same as the minimum parcel size for an agricultural use in the agricultural zoning district where the property is located. (Ord. 2017-14 § 2.)

82-50.406 Farmworker Housing Center. A farmworker housing center must comply with the following development standards:

- (a) **Housing Type.** A farmworker housing center may include any type of housing other than single-family residential housing, including but not limited to mobile homes, manufactured housing, tents, recreational vehicles, travel trailers, maintenance-of-way cars, and group housing. A farmworker housing center may exceed 12 residential units if it is not group housing. A farmworker housing center may exceed 36 beds if it is group housing.
- (b) **Occupancy.** A farmworker housing center may be occupied by seven or more farmworkers, subject to the provisions of section 82-50.408.
- (c) **Location.** One farmworker housing center may be located on a legal lot in an agricultural zoning district (A-2, A-3, A-4, A-20, A-40 and A-80).
- (d) **Parcel Size.** The minimum parcel size for a farmworker housing center is the same as the minimum parcel size for an agricultural use in the zoning district where the property is located. (Ord. 2017-14 § 2.)

82-50.408 Occupancy.

- (a) Farmworker housing must be occupied exclusively by farmworkers, except as provided in subsection (b) or (c).
- (b) At least 51 percent of the structures in a farmworker housing accommodation must be occupied by farmworkers if the farmworker housing meets all of the following conditions: it is separated into units; it is not provided by an agricultural employer; it is not provided in connection with an agricultural workplace; it is located in a rural area; it is subject to the State Housing Law (Health and Safety Code section 17910 et seq.); and it is at least 30 years old.

- (c) At least 51 percent of a farmworker housing accommodation must be occupied by farmworkers if the farmworker housing meets all of the following conditions: it is not separated into units; it is not provided by an agricultural employer; it is not provided in connection with an agricultural workplace; it is located in a rural area; it is subject to the State Housing Law (Health and Safety Code section 17910 et seq.); and it is at least 30 years old. (Ord. 2017-14 § 2.)

82-50.410 Duration.

- (a) Farmworker housing may be temporary housing, seasonal housing, or permanent housing if the housing is provided by an agricultural employer and is maintained at or in connection with an agricultural workplace.
- (b) If farmworker housing for five or more farmworkers is not provided by an agricultural employer and is not provided in connection with an agricultural workplace, then the farmworker housing must be located in a rural area and the farmworker housing may be one of the following:
 - (1) Temporary housing;
 - (2) Seasonal housing; or
 - (3) Permanent housing, as long as the farmworker housing: (i) is a mobile home, manufactured home, travel trailer, or recreational vehicle; or (ii) is subject to the State Housing Law (Health and Safety Code section 17910 et seq.), is at least 30 years old, and at least 51 percent of the housing is for farmworkers. (Ord. 2017-14 § 2.)

82-50.412 Structure Height. Farmworker housing must comply with the height requirements that apply in the zoning district where the property is located. (Ord. 2017-14 § 2.)

82-50.414 Setbacks.

- (a) Farmworker housing must comply with the setback requirements that apply in the zoning district where the property is located.
- (b) Farmworker housing must be located a minimum of 75 feet from any barn, pen, or other structure that houses livestock or poultry, and a minimum of 50 feet from any other agricultural use. (Ord. 2017-14 § 2.)

82-50.416 Off-Street Parking. A farmworker housing complex or a farmworker housing center must have at least one off-street parking space for each residential unit or one off-street parking space for every three beds, whichever is more. (Ord. 2017-14 § 2.)

82-50.418 Access. Farmworker housing must have safe access to and from a public road. Access must be provided with a durable, dustless surface, such as gravel or a similar permeable surface, or asphalt. A defined point of ingress and egress must be provided. (Ord. 2017-14 §2.)

82-50.420 Other Zoning Requirements. Farmworker housing must comply with all zoning requirements of the zoning district where the farmworker housing is located, unless those requirements conflict with the requirements of this chapter. If there is any conflict between the requirements of this chapter and those of the underlying zoning district, the requirements of this chapter will govern. (Ord. 2017-14 § 2.)

Article 82-50.6 Permits and Fees

82-50.602 County Farmworker Housing Permits. A person must obtain one of the following three types of County farmworker housing permits before operating farmworker housing:

- (a) Farmworker Dwelling Permit. A ministerial permit is required before a farmworker dwelling may be established under this chapter. An application for a farmworker dwelling permit will be decided without discretionary review or public hearing.
- (b) Farmworker Housing Complex Permit. A ministerial permit is required before a farmworker housing complex may be established under this chapter. An application for a farmworker housing complex permit will be decided without discretionary review or public hearing.
- (c) Farmworker Housing Center Permit. A land use permit is required for a farmworker housing center. An application for a land use permit for a farmworker housing center will be decided in accordance with article 26-2.20 of this code. (Ord. 2017-14 § 2.)

82-50.604 Application Requirements. The following information must be included in an application for a County farmworker housing permit:

- (a) The housing type.
- (b) The number of residential units or beds.
- (c) A description of whether the housing will be temporary, seasonal, or permanent housing.
- (d) The number of farmworkers occupying the housing.
- (e) The agricultural employer for whom the farmworkers will work.
- (f) The agricultural workplace where the farmworkers will work.
- (g) The entity responsible for housing maintenance and upkeep. (Ord. 2017-14 § 2.)

82-50.606 State Permitting Requirements. Farmworker housing for five or more employees is subject to the permitting requirements of the Employee Housing Act. A person intending to operate farmworker housing must obtain and maintain a permit to operate or an exemption from the California Department of Housing and Community Development, pursuant to the Employee Housing Act and the State Housing Law Regulations (California Code of Regulations, Title 25, Section 600 et seq.), before the County issues a permit for farmworker housing for five or more employees. (Ord. 2017-14 § 2.)

82-50.608 Annual Verification. A holder of a County farmworker housing permit must submit an annual verification by May 15 of each year to the Conservation and Development Director on a form provided by the Director. The permittee must verify that all of the information provided in its permit application is still accurate and provide proof that its permit to operate or its exemption from the California Department of Housing and Community Development is in good standing. (Ord. 2017-14 § 2.)

82-50.610 Fees. Application fees, review fees, and permit fees for farmworker housing will be in amounts established by the Board of Supervisors in the Department of Conservation and Development's fee schedule. These fees are subject to the limits specified in Health and Safety Code sections 17021.5 and 17021.6. (Ord. 2017-14 § 2.)

82-50.612 Other Laws.

- (a) The issuance of a permit for farmworker housing does not authorize any other use. If the use authorized by a farmworker housing permit is discontinued, then the property must comply with all applicable zoning requirements that exist at the time the farmworker housing use is discontinued.
- (b) Farmworker housing may be subject to other ordinances, statutes and regulations, including but not limited to those administered by the building department, health department, public works department, and agricultural commissioner's office. The establishment of farmworker housing under this chapter does not relieve anyone from the obligation to obtain all other permits and licenses required by this code or state or federal law.
- (c) Farmworker housing must comply with the Employee Housing Act and, when applicable, the Mobilehome Parks Act (Health and Safety Code section 18200 et seq.) and the Special Occupancy Parks Act (Health and Safety Code section 18860 et seq.).
- (d) Permits for the permanent installation of facilities to accommodate mobile homes and recreational vehicles must be obtained from the enforcement agency that enforces the Mobilehome Parks Act (Health and Safety Code section 18200 et seq.). (Ord. 2017-14 § 2.)

SECTION III. Section 82-4.316 is added to the County Ordinance Code, to read:

82-4.316 Supportive housing. “Supportive housing” has the meaning set forth in Government Code section 65582. (Ord. 2017-14 § 3.)

SECTION IV. Section 82-4.318 is added to the County Ordinance Code, to read:

82-4.318 Transitional housing. “Transitional housing” has the meaning set forth in Government Code section 65582. (Ord. 2017-14 § 4.)

SECTION V. Section 84-4.402 of the County Ordinance Code is amended to read:

84-4.402 Uses – Permitted. The following uses are allowed in an R-6 district:

- (1) A detached single-family dwelling on each lot and the accessory structures and uses normally auxiliary to it.
- (2) Crop and tree farming, except raising or keeping any animals other than ordinary household pets.
- (3) Publicly owned parks and playgrounds.
- (4) A residential care facility for the elderly, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside or receive care, not including the licensee or members of the licensee’s family or persons employed as facility staff.
- (5) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (6) Aviaries. Aviaries shall not be over twelve feet high nor exceed one square foot in area for each fifty square feet of net land area per lot, with a maximum size of 1,600 square feet. Unless otherwise provided herein, aviaries shall be set back at least 25 feet from the front property line and any street line and at least 10 feet from any side or rear property line, and shall be maintained in a sanitary manner as determined by the county health department.
- (7) Accessory dwelling units complying with the provisions of Chapter 82-24.
- (8) Supportive housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside.

- (9) Transitional housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside. (Ords. 2017-14 § 5, 2003-17 § 4, 86-43 § 2, 78-83 § 1, 77-51 § 2, 68-25 § 2: prior code § 8142(a): Ords. 1269 § 1, 1179 § 3, 1039, 1028, 382 § 4A).

SECTION VI. Section 84-4.404 of the County Ordinance Code is amended to read:

84-4.404 Uses – Requiring Land Use Permit. The following uses may be allowed in an R-6 district on the issuance of a land use permit:

- (1) Hospitals, eleemosynary and philanthropic institutions, and convalescent homes.
- (2) Churches and religious institutions and parochial and private schools including nursery schools.
- (3) Community buildings, clubs, and activities of a quasi-public, social, fraternal or recreational character, such as golf, tennis, and swimming clubs, and veterans' and fraternal organizations.
- (4) Greenhouses, over three hundred square feet.
- (5) More than one detached dwelling unit on a lot or parcel, if the density is not greater than the following:

R-6 district -- six thousand square feet per dwelling unit.

R-7 district -- seven thousand square feet per dwelling unit.

R-10 district -- ten thousand square feet per dwelling unit.

R-15 district -- fifteen thousand square feet per dwelling unit.

R-20 district -- twenty thousand square feet per dwelling unit.

R-40 district -- forty thousand square feet per dwelling unit.

R-65 district -- sixty-five thousand square feet per dwelling unit.

R-100 district -- one hundred thousand square feet per dwelling unit.

D-1 district -- no density restriction.

F-1 district -- no density restriction.

- (6) Commercial nurseries. A land use permit application shall include a site plan indicating planting and landscaping areas, existing and proposed structures, and plans and elevations to indicate architectural type.
- (7) Medical and dental offices and medical clinics.
- (8) Publicly owned buildings and structures except as provided in Division 82.
- (9) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.

- (10) Commercial radio and television receiving and transmitting facilities other than broadcasting studios and business offices.
- (11) The installation of exterior lighting at a height of seven feet or more above the finished grade of the parcel except exterior light placed upon the single-family residence.
- (12) Supportive housing, operated by a person with all required state and local agency approvals and licenses, where seven or more persons reside.
- (13) Transitional housing, operated by a person with all required state and local agency approvals and licenses, where seven or more persons reside. (Ords. 2017-14 § 6, 2013-12 § 4, 2003-17 § 5, 87-67 § 4, 86-43, 83-70, 76-75 § 1, 76-36 § 2, 73-51 § 3, 67-38, 1762, 1569 § 1, 1549: prior code § 8142(b); Ords. 1405, 1179 § 3, 382 § 4A).

SECTION VII. Section 84-26.402 of the County Ordinance Code is amended to read:

84-26.402 Uses – Permitted. The following uses are allowed in an M-29 district:

- (1) A detached single family dwelling on each lot and the accessory structures normally auxiliary to it.
- (2) Duplex.
- (3) Multiple family buildings, but not including motels or hotels.
- (4) Crop and tree farming, not including retail nurseries or the raising or keeping of any animals other than ordinary household pets.
- (5) A foster family home or a small family home, as those terms are defined in Health and Safety Code section 1502(a), that has obtained all required state and local agency approvals and licenses.
- (6) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (7) A residential care facility for the elderly, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside or members of the licensee's family or persons employed as facility staff.
- (8) Accessory dwelling units complying with the provisions of Chapter 82-24.
- (9) Supportive housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside.

- (10) Transitional housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside. (Ords. 2017-14 § 7, 2003-17 § 5, 86-43 § 6, 78-83 § 3, 78-40 § 1, 72-44 § 2, 68-25 § 2, 1761, 1569: prior code § 8151(a): Ord. 1224).

SECTION VIII. Section 84-26.404 of the County Ordinance Code is amended to read:

84-26.404 Uses – Requiring Land Use Permit. The following uses may be allowed in an M-29 district on the issuance of a land use permit:

- (1) Hospitals, eleemosynary and philanthropic institutions, convalescent homes, and boarding homes.
- (2) Churches, religious institutions, and parochial and private schools, including nursery schools.
- (3) Community buildings, clubs, and activities of a quasi-public, social, fraternal, or recreational character, such as golf, tennis, and swimming clubs; veterans' and fraternal organizations not organized for monetary profit.
- (4) Greenhouses (over three hundred square feet) and nurseries for the propagation of plants only and not including any retail sales of nursery products.
- (5) Medical and dental offices and clinics.
- (6) Publicly owned buildings and structures, except as provided in Division 82.
- (7) Commercial radio and television receiving transmitting facilities but not including broadcasting studios or business offices.
- (8) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (9) Supportive housing, operated by a person with all required state and local agency approvals and licenses, where seven or more persons reside.
- (10) Transitional housing, operated by a person with all required state and local agency approvals and licenses, where seven or more persons reside. (Ords. 2017-14 § 8, 2013-12 § 5, 2003-17 § , 87-67 § 5, 86-43 § 7, 78-40 § 1, 72-44 § 2, 1761, 1569: prior code § 8151(b): Ord. 1224).

SECTION IX. Section 84-38.402 of the County Ordinance Code is amended to read:

84-38.402 Uses – Permitted. The following uses are allowed in an A-2 district:

- (1) All types of agriculture, including general farming, wholesale horticulture and floriculture, wholesale nurseries and greenhouses, mushroom rooms, dairying, livestock production, fur farms, poultry raising, animal breeding, aviaries, apiaries, forestry, and similar agricultural uses.
- (2) Other agricultural uses, including the erection and maintenance of buildings for the storage of agricultural products and equipment; sheds; warehouses; granaries; dehydration plants; hullers; fruit and vegetable packing plants; and agricultural cold storage plants on parcels at least ten acres in size.
- (3) A grower stand or farm stand.
- (4) A detached single-family dwelling on each parcel and the accessory structures and uses normally auxiliary to it.
- (5) A foster family home or a small family home, as those terms are defined in Health and Safety Code section 1502(a), that has obtained all required state and local agency approvals and licenses.
- (6) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (7) Accessory dwelling units complying with the provisions of Chapter 82-24.
- (8) A farmworker dwelling.
- (9) Farmworker housing complex. (Ords. 2017-14 § 9, 2007-23 § 3, 2006-19 §4, 94-28 §2, 86-43 §13, 68-25 §2, 1968, 1569, 1555, 1535: prior code § 8156(a): Ord. 1406.)

SECTION X. Section 84-38.404 of the County Ordinance Code is amended to read:

84-38.404 Uses – Requiring land use permit. The following uses may be allowed in an A-2 district on the issuance of a land use permit:

- (1) Publicly owned parks and playground.
- (2) Dude ranches, riding academies and stables, and dog kennels.
- (3) Publicly owned buildings and structures, except as provided in Division 82.

- (4) Commercial radio and television receiving and transmitting facilities but not including broadcasting studios or business offices.
- (5) Wind energy conversion systems. This use is allowed without a land use permit if used only as an accessory to an allowable residential or agricultural use.
- (6) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (7) Hospitals, animal hospitals, eleemosynary and philanthropic institutions, and convalescent homes.
- (8) Churches, religious institutions, and parochial and private schools, including nursery schools.
- (9) Community buildings, clubs, and activities of a quasi-public, social, fraternal, or recreational character, such as golf, tennis or swimming clubs, or veterans' or fraternal organizations. These uses are prohibited if organized for monetary profit.
- (10) One additional single family dwelling.
- (11) Medical and dental offices and medical clinics.
- (12) Merchandising of agricultural supplies and services incidental to an agricultural use.
- (13) Wineries, commercial kitchens, or other facilities for creating value-added farm products.
- (14) Canneries.
- (15) Slaughterhouses and stockyards.
- (16) Rendering plants and fertilizer plants or yards.
- (17) Livestock auction or sales yards.
- (18) Commercial recreational facilities when the principal use is not in a building.
- (19) Boat storage facilities within one mile by public road of a boat launching facility open to the public. Vessels and vessel trailers may be stored in a boat storage facility. Recreational vehicles may be stored in a boat storage facility as long as the number of recreational vehicles stored does not exceed 15 percent of the total number of storage spaces in the storage facility.
- (20) Retail firewood sales.

- (21) Recycling operations intended to sort or process material for reuse. Junkyards, defined in Section 88-4.206, are prohibited.
- (22) Museums in which objects of historical, artistic, scientific or cultural importance are preserved and displayed.
- (23) A farm market.
- (24) Agricultural cold storage plants on parcels less than ten acres in size.
- (25) Farmworker housing center. (Ords. 2017-14 § 10, 2013-12 § 6, 2009-12 §3, 2007-23 § 4, 2003-11 § 3, 94-28 § 2, 89-46 § 2, 76-36 § 3, 7437 § 2, 60-82, 1988, 1569 § 2: prior code § 8156(b): Ords. 1406 § 3, 497 § 4, 382 § 4E).

SECTION XI. Section 84-42.402 of the County Ordinance Code is amended to read:

84-42.402 Uses – Permitted. The following uses are allowed in an A-4 district:

- (1) All types of commercial, agricultural production, including general farming, wholesale horticulture and floriculture, livestock production, aviaries, apiaries, forestry and similar agricultural uses, excepting those uses requiring a permit in Section 84-42.404.
- (2) Those agricultural and compatible uses specifically agreed upon between the county and the landowner at the time of entering into the agreement and designated in writing within the agreement.
- (3) Accessory dwelling units complying with the provisions of Chapter 82-24, provided a land use permit has been obtained pursuant to Section 84-42.404 for the detached single-family dwelling on the parcel.
- (4) A grower stand or farm stand.
- (5) A farmworker dwelling.
- (6) Farmworker housing complex. (Ords. 2017-14 § 11, 2007-23 § 5, 2006-19 §7, 68-54 §1 (part), 1968: prior code §8169(a)).

SECTION XII. Section 84-42.404 of the County Ordinance Code is amended to read:

84-42.404 Uses – Requiring land use permit. The following uses may be allowed in an A-4 district on the issuance of a land use permit:

- (1) Related commercial agricultural uses including the erection or modification of sheds, warehouses, granaries, hullers, dryers, fruit and vegetable packing and buildings for the storage of agricultural products and equipment.

- (2) A farm market.
- (3) A detached single-family dwelling on each parcel and the accessory structures and uses normally auxiliary to it. In no event shall any residential structure be permitted to be built or additional residential structure be erected on less than forty acres per unit for non-prime agricultural land, or less than ten acres per unit of the agricultural land. A separate land use permit is required for one additional single-family dwelling on the parcel.
- (4) Wholesale nurseries and greenhouses.
- (5) Hog ranches.
- (6) Dairying.
- (7) Fur farms.
- (8) Livestock and feed yards.
- (9) Poultry raising.
- (10) Commercial fish farming.
- (11) Wineries, commercial kitchens, or other facilities for creating value-added farm products.
- (12) Canneries.
- (13) Mushroom houses.
- (14) Commercial radio and television receiving and transmitting facilities but not including broadcasting studios or business offices.
- (15) Those uses described in Government Code Section 51201(e).
- (16) Wind energy conversion systems, except when used only as an accessory to an allowable residential or agricultural use.
- (17) Farmworker housing center. (Ords. 2017-14 § 12, 2013-12 § 7, 2007-23 § 6, 2006-19 § 8, 2003-12 § 2, 86-61 § 3, 84-24 § 3, 68-54 § 1 (part), 1968: prior code § 8169(b).)

SECTION XIII. Section 84-66.402 of the County Ordinance Code is amended to read:

84-66.402 Uses. The following uses are allowed in the P-1 planned unit district:

- (a) Any land uses permitted by an approved final development plan that are in harmony with each other, serve to fulfill the function of the planned unit development, and are consistent with the general plan.

- (b) A detached single-family dwelling on each legally established lot and the accessory structures and uses normally auxiliary to it.
- (c) Single room occupancy facilities that meet the requirements of Chapter 82-48.
- (d) In a P-1 district for which residential uses are approved, the following uses are allowed:
 - (1) Accessory dwelling units complying with the provisions of Chapter 82-24.
 - (2) Supportive housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside.
 - (3) Transitional housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside. (Ords. 2017-14 § 13, 2014-11 § 8, 87-67 § 6, 79-74: § 84-66.006: prior code § 8166(j): Ord. 1743.)

SECTION XIV. Section 84-78.206 of the County Ordinance Code is amended to read:

84-78.206 Priority.

- (a) If there is any conflict between the regulations of this chapter and those of the underlying zoning district, the requirements of this chapter govern, except as provided in subsection (b).
- (b) If a boat storage facility is located within one mile by public road of a boat launching facility open to the public, a land use permit is required under Section 84-38.404. This chapter does not apply to a boat storage facility located within one mile by public road of a boat launching facility open to the public. (Ords. 2017-14 § 14, 2009-12 § 2.)

SECTION XV. Section 84-80.402 of the County Ordinance Code is amended to read:

84-80.402 Uses – Allowed. The following uses are allowed in an A-20 district:

- (1) All types of agriculture, including general farming, wholesale horticulture and floriculture, dairying, livestock production and breeding, poultry and grain-fed rodent raising, aviaries, apiaries, forestry, and similar agricultural uses.
- (2) Other agricultural uses, including the erection and maintenance of sheds, warehouses, granaries, dehydration plants, hullers, fruit and vegetable packing plants, and buildings for the storage of agricultural products and equipment.
- (3) A grower stand or farm stand.
- (4) A detached single-family dwelling on each legally established lot and the accessory structures and uses normally auxiliary to it.

- (5) Accessory dwelling units complying with the provisions of Chapter 82-24.
- (6) A farmworker dwelling.
- (7) Farmworker housing complex. (Ords. 2017-14 § 15, 2007-23 § 7, 2006-19 §10, 79-108).

SECTION XVI. Section 84-80.404 of the County Ordinance Code is amended to read:

84-80.404 Uses with land use permit. The following uses may be allowed in an A-20 district on the issuance of a land use permit:

- (1) Merchandising of agricultural supplies and services incidental to agricultural use.
- (2) Wineries, commercial kitchens, or other facilities for creating value-added farm products.
- (3) Canneries.
- (4) Cold storage plants.
- (5) Rendering plants and fertilizer plants or yards.
- (6) Livestock auction or sales yards.
- (7) Wholesale nurseries and greenhouses.
- (8) Mushroom houses.
- (9) Processing of milk not produced on premises.
- (10) Dude ranches, riding academies, stables, dog kennels.
- (11) Hospitals, eleemosynary and philanthropic institutions, convalescent homes, and animal hospitals.
- (12) Churches, religious institutions, parochial and private schools, including nursery schools.
- (13) Community buildings, clubs, activities of a quasi-public, social, fraternal or recreational character.
- (14) Medical and/or dental offices and clinics.
- (15) Boat storage area within one mile by public road of a public boat launching facility.
- (16) Oil and gas drilling and production including the installation and use of only such equipment necessary and convenient for drilling and extracting operations.

- (17) Commercial radio and television receiving and transmitting facilities other than broadcasting studios and business offices.
- (18) One additional single-family dwelling.
- (19) Wind energy conversion systems, except when used only as an accessory to an allowable residential or agricultural use.
- (20) A farm market.
- (21) Farmworker housing center. (Ords. 2017-14 § 16, 2013-12 § 9, 2007-23 § 8, 2006-19 §11, 86-61 §4, 84-24 §4, 79-108.)

SECTION XVII. Section 84-82.404 of the County Ordinance Code is amended to read:

84-82.404 Differences from A-20 district. The following items for A-40 districts are different from those for A-20 districts:

- (1) Uses with land use permit. No land use permits may be issued in an A-40 district for the uses listed in subsections (10) through (15) of Section 84-80.404.
- (2) Area. No building or other structure permitted in an A-40 district shall be erected or placed on a lot smaller than forty acres in area. (Ords. 2017-14 § 17, 79-108.)

SECTION XVIII. Section 84-84.404 of the County Ordinance Code is amended to read:

84-84.404 Differences from A-20 district. The following items for A-80 districts are different from those for A-20 districts:

- (1) Uses with land use permit. No land use permits may be issued in an A-80 district for the uses listed in subsections (10) through (15) of Section 84-80.404.
- (2) Area. No building or other structure permitted in an A-80 district shall be erected or placed on a lot smaller than eighty acres in area. (Ords. 2017-14 § 18, 79-108.)

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SECTION XIX. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage must be published once with the names of supervisors voting for or against it in the Contra Costa Times, a newspaper published in this County.

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

Board Chair

By: _____
Deputy

[SEAL]

TLG:

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RESOLUTION NO. 10-2017

RESOLUTION OF THE PLANNING COMMISSION OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, RECOMMENDING ADOPTION OF A COUNTY INITIATED ZONING TEXT AMENDMENT FOR FARMWORKER HOUSING, TRANSITIONAL HOUSING AND SUPPORTIVE HOUSING. COUNTY WIDE (County File: ZT#09-0003)

WHEREAS, upon adoption of the 2014 Housing Element Update of the County General Plan, the Board of Supervisors authorized the Department of Conservation and Development to initiate certain zoning text amendments addressing the establishment of farmworker housing, transitional housing and supportive housing;

WHEREAS, a report and recommendation from the Department of Conservation and Development on the zoning text amendment (File #ZT09-0003) addressing the establishment of farmworker housing, transitional housing and supportive housing, was presented to the County Planning Commission on April 26, 2017;

WHEREAS, the proposed zoning text amendment addressing the establishment of farmworker housing, transitional housing and supportive housing, along with the addition of Chapter 82-50 (Farmworker Housing) to the zoning code, is consistent with the goals and policies of the 2014 Housing Element Update of the County General Plan, and provisions of state housing element law (SB2), housing law, and employee law;

WHEREAS, for the purposes of compliance with the California Environmental Quality Act (CEQA), the Department of Conservation and Development, on June 7, 2012, issued a Notice of Public Review and Intent to Adopt a Negative Declaration for the proposed farmworker housing, transitional housing and supportive housing zoning text amendment, which was posted and noticed as required by law;

WHEREAS, after notice was lawfully given, a public hearing was scheduled before the County Planning Commission on Wednesday, April 26, 2017, whereat all persons interested might appear and be heard;

WHEREAS the County Planning Commission finds that the proposed zoning text amendment addressing the establishment of farmworker housing, transitional housing and supportive housing, as described in the April 26, 2017 staff report to the County Planning Commission, is substantially consistent with the General Plan of Contra Costa County; and

WHEREAS, on Wednesday, April 26, 2017, the County Planning Commission having fully reviewed, considered, and evaluated this matter closed the public hearing; now

RESOLUTION NO. 10-2017

NOW, THEREFORE BE IT RESOLVED, that the County Planning Commission:

- 1) HAS CONSIDERED THE PROPOSED NEGATIVE DECLARATION AND INITIAL STUDY prepared for the zoning text amendment as being adequate for purposes of compliance with the California Environmental Quality Act prior to forwarding a recommendation; and
- 2) RECOMMENDS to the Board of Supervisors approval of the zoning text amendments related to farmworker housing, transitional housing and supportive housing, as described in the April 26, 2017, staff report and recommendation to the County Planning Commission.


The instructions by the County Planning Commission to prepare this resolution were given by motion of the County Planning Commission on Wednesday, April 26, 2017, by the following vote:

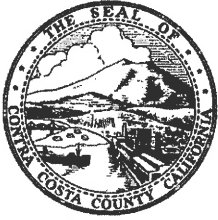
AYES:	Commissioners –	Duane Steele, Rand Swenson, Richard Clark, Marvin Terrell, Jeffrey Wright, Donna Allen, Kevin Van Buskirk
NOES:	Commissioners -	None
ABSENT:	Commissioners -	None
ABSTAIN:	Commissioners -	None

BE IT FURTHER RESOLVED that the Secretary of the County Planning Commission shall respectively sign and attest the certified copy of this resolution and deliver the same to the Board of Supervisors all in accordance with the Planning Laws of the State of California.

Duane Steele,
Chair of the County Planning Commission,
County of Contra Costa, State of California

ATTEST:


Aruna Bhat, Secretary
County Planning Commission
County of Contra Costa
State of California



Department of Conservation and Development

County Planning Commission

Wednesday, April 26, 2017 – 7:00 P.M.

STAFF REPORT

Agenda Item # _____

Project Title:	Zoning Text Amendment Addressing Farmworker Housing, Transitional Housing and Supportive Housing
County File:	#ZT09-0003
Applicant/Owner:	County Initiated
Project Location:	Countywide
California Environmental Quality Act (CEQA) Status:	A Negative Declaration indicating no significant environmental impacts has been prepared for the proposed text amendment.
Project Planner:	Ruben Hernandez, Principal Planner (925) 674-7785
Staff Recommendation:	Recommend Approval to the Board of Supervisors (See Section II for Complete Recommendation)

I. INTRODUCTION

This is a hearing on a County initiated proposal to amend the County Zoning Code and adopt a Farmworker Housing Ordinance and to identify specify zoning districts where farmworker housing, supportive housing and transitional housing may be located. The proposed zoning text amendments are being made in accordance with goals and policies identified in the 2014 Housing Element Update of the 2005-2020 County General Plan as adopted by the Board of Supervisors on December 2, 2014, and to bring the County Zoning Code into conformance with state law.

II. RECOMMENDATION

Staff recommends that the County Planning Commission adopt a motion recommending that the Board of Supervisors:

- A. FIND, for the purposes of compliance with the California Environmental Act (CEQA) and the State and County CEQA Guidelines, that the June 7, 2012 Negative Declaration and Initial Study prepared for the proposed zoning code amendments adequately analyzes the potential environmental impacts and ADOPT the Negative Declaration;
- B. FIND that the proposed zoning text amendments for a farmworker housing, transitional housing and supportive housing are consistent with the General Plan, more specifically the 2014 Housing Element Update;
- C. ADOPT the Farmworker Housing, Supportive Housing and Transitional Housing zoning text amendments; and
- D. DIRECT the Department of Conservation and Development ("Department") staff to file a Notice of Determination with the County Clerk.

III. EXECUTIVE SUMMARY

The proposed zoning text amendments addressing the establishment of farmworker housing, supportive housing and transitional housing have been prepared in order to implement specific goals and policies identified in the 2014 Housing Element Update of the General Plan and to bring the zoning code into compliance with state housing and employment law.

For farmworker housing, the proposed zoning text amendments would modify all of the agricultural zoning districts (A-2, A-3, A-4, A-20, A-40 and A-80) to identify "*farmworker dwellings*" and a "*farmworker housing complex*" as *permitted uses* and a "*farmworker housing center*" as a use that would require approval of a land use permit. Under the current zoning code, a land use permit is required for the establishment of any farmworker housing within any of the agricultural zoning districts (A-). The current requirement of a land use permit for farmworker housing is not consistent with state housing and employment law.

The proposed zoning text amendment also includes adoption of a new Farmworker Housing Ordinance. The proposed Farmworker Housing Ordinance will provide definitions, development standards, occupancy standards, permit and fee requirements for the establishment and operation of farmworker housing. The ordinance will create an application process and place specific standards and requirements on the establishment of farmworker housing that would provide for the orderly and safe

development of farmworker housing as well as discourage exploitation of the state mandated requirement that allow farmworker housing as a permitted use.

For transitional housing and supportive housing, the proposed zoning text amendment involves modifying all of the single-family (R-), two-family (D-), multiple-family (M-) and Planned Unit District (P-) zoning districts to address the establishment of transitional housing and supportive housing. The text of the aforementioned zoning districts will be modified to identify transitional and supportive housing for up to six (6) residents as a *permitted use* and transitional and supportive housing for more than seven (7) residents as a use that requires approval of a *land use permit*.

IV. BACKGROUND

The amendments to the County Zoning Code have been prepared in accordance with the goals and policies of the 2014 Housing Element Update which was adopted by the Board of Supervisors on December 2, 2104. The 2014 Housing Element Update was prepared by the Department of Conservation and Development in accordance with California housing law, as amended by Senate Bill 2 (SB2) of 2007, which requires State certification of local housing elements every 5 years.

After adoption of the 2014 Housing Element Update by the Board, the Housing Element was forwarded to the California Department of Housing and Community Development (HCD). In a letter dated March 11, 2015, HCD indicated that Contra Costa County's 2014 Housing Element Update was in full compliance with State housing element law.

According to the 2014 Housing Element Update, the County Zoning Code should be amended to allow for the establishment of farmworker housing, transitional housing and supportive housing "by-right". These changes would provide housing for specific special needs populations as discussed throughout the 2014 Housing Update as well as bring the County zoning code into conformance with various state laws including state housing and planning law, employee law and land use Law.

A. California Employee and Farmworker Housing Law

The California Employee Housing Act (Health and Safety Code Section 17021.5 and 17021.6) prohibits local agencies from requiring a conditional use permit, zoning variance or other zoning clearance for the establishment of employee housing, including farmworker housing. In order to be consistent with this portion of State law the proposed zoning text amendments involve modifying all of the agricultural

zoning districts (A-) to identify a “farmworker dwelling” and a “farmworker housing complex” as permitted uses and a “farmworker housing center” as a use that would require approval of a land use permit. The proposed amendments will also involve the establishment of a new Farmworker Housing Ordinance that would provide definitions, development standards, occupancy standards and permit and fee requirements for the establishment and operation of farmworker housing in order to ensure the safe and orderly development of farmworker housing within the County.

In order to ensure consistency with State law portions of the proposed zoning text for farmworker housing were derived directly from the State Health and Safety Code. To make it easier to follow which portions of the Farmworker Housing Ordinance were derived from state law County Counsel provided a chart identifying the relationship between specific sections of the ordinance and the State Health and Safety Code (See Attachment B).

B. California Transitional Housing and Supportive Housing Law

Government Code Section 65583(a)(5) of California Planning and Land Use Law (Title 7) mandates that transitional housing¹ and supportive housing² be considered a residential use of property subject only to restrictions that apply to other residential uses of the same type in the same zone.

The zoning text amendments would modify all of the single-family residential (R-), two-family (D-), multiple-family residential (M-) and Planned Unit District (P-) zoning districts to identify transitional and supportive housing, for up to six (6) residents, as a permitted use and transitional and supportive housing facilities for seven (7) or more residents as a use that would require approval of a land use permit.

¹ Per Government Code Section 65582(j) - “Transitional housing” means buildings configured as rental housing developments, but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six months from the beginning of the assistance.

² Per Government Code Section 65582(g) - “Supportive housing” means housing with no limit on length of stay, that is occupied by the target population, and that is linked to an onsite or offsite service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

C. Previous Zoning Text Amendments for SB2

On October 14, 2014 the County Planning Commission recommended that the Board of Supervisors adopt a zoning text amendment addressing the establishment of emergency shelters and single room occupancy (SRO) facilities within certain zoning districts. The modifications to the zoning code were made in accordance with provisions of state housing law as amended by SB2. The Board approved the zoning text amendments on November 4, 2014 and the County *Emergency Shelter Ordinance and Single Room Occupancy Ordinance* became effective on December 4, 2014.

V. ZONING TEXT AMENDMENTS FOR FARMWORKER HOUSING

In order to implement the various goals and policies identified in the 2014 Housing Element of the County General Plan, and in order to bring the zoning code into further conformance with state housing and employment law, the proposed zoning text amendment will requires amending all of the agricultural zoning districts (A-2, A-3, A-4, A-20, A-40 and A-80). The amendments will include modification of the “permitted uses” and “uses requiring a land use permit” sections of all the agricultural zoning districts as well as adoption of a new Farmworker Housing Ordinance.

A. Farmworker Housing Ordinance

The proposed Farmworker Housing Ordinance will provide definitions, development standards, occupancy requirements, permit and fee requirements for the establishment of farmworker housing for **five or more** farmworkers. The ordinance will only regulate farmworker housing for five or more occupants, which is consistent with state law. Per state housing and employment law, housing for **four or fewer** farmworkers is considered a residential use of property and therefore can be established within any legally established residential unit or residential second unit.

The Farmworker Housing Ordinance includes definitions (Section 82-50.204. Definitions) for the various terms used throughout the Farmworker Housing Ordinance including; “*Agricultural employee*”; “*Agricultural employer*”; “*Agricultural workplace*”; “*Farmworker*”; “*Farmworker housing*”; “*Group housing*”; “*Permanent housing*”; “*Rural area*”; “*Seasonal housing*” and “*Temporary housing*”. All of the definitions included in the ordinance are consistent with State law.

Starting with Article 82-50.4. (Standards) of the proposed ordinance various standards for the establishment of farmworker housing, including descriptions of the three specific types of allowed farmworker housing types.

The three types of farmworker housing include; "*Farmworker Dwelling*"; "*Farmworker Housing Complex*"; and "*Farmworker Housing Center*", each with specific occupancy and size standards. Standards relating to height, setbacks and parking requirements for farmworker housing are also included in the ordinance.

The permitting, application, and fee process for the establishment of farmworker housing can be found in Article 82-50.6 (Permits and Fees) of the ordinance. The ordinance will require approval of a ministerial permit for the establishment of a *farmworker dwelling* or a *farmworker housing complex* and a land use permit for the establishment of a *farmworker housing center*.

The ordinance includes a list of required information to be provided with applications for farmworker housing. The list includes information such as housing type, number of beds and agricultural workplace where the farmworkers will work, etc. The ordinance also requires that an applicant for farmworker housing provide verification of a State license for employee housing prior to establishment of farmworker housing within the County as well as ongoing annual verification.

The ordinance also includes a provision (Section 82-50.610) providing for the establishment of fees, review fees and permit fees for farmworker housing. All fees will be approved by the Board of Supervisors. Prior to recommending fee amounts to the Board, staff from the Department of Conservation and Development will conduct a fee analysis and a fee justification report. Under the current code, the deposit amount for submittal of a land use permit for farmworker housing is \$2,700 plus time and materials.

B. Amendments to Agricultural Zoning Districts (A-)

In addition to adoption of the Farmworker Housing Ordinance, the "Permitted Uses" and "Uses Requiring a Land Use Permit" for all of the agricultural zoning districts (A-) will be amended. A *farmworker dwelling* and a *farmworker housing complex* will be included in the list of permitted within all of the agricultural zoning districts (A-) and a *farmworker housing center* will be listed as a use which requires approval of a land use permit within all agricultural zoning districts.

VI. **TRANSITIONAL AND SUPPORTIVE HOUSING**

To be consistent with state law, and to conform with provisions of the Housing Element, the zoning code will be modified to address the establishment of transitional and supportive housing. The zoning text amendment involves modifying all of the residential zoning districts, including all of the single-family (R-) zoning districts, the two-family (D-) zoning district, the multiple-family (M-) zoning districts and the Planned Unit (P-) district to identify transitional and supportive housing as residential use of land.

The following language will be added to the list of ***permitted uses*** in all of the single-family residential (R-), two-family (D-), multiple-family (M-) and planned unit (P-) zoning districts:

- *"Supportive housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside."*
- *"Transitional housing, operated by a person with all required state and local agency approval and licenses, where not more than six persons reside."*

The following language will be added to the list of ***uses requiring a land use permit*** in all of the single-family residential (R-), two-family (D-), multiple-family (M-) and planned unit (P-) zoning districts:

- *"Supportive housing, operated by a person with all required state and local agency approvals and licenses, where seven or more persons reside."*
- *"Transitional housing, operated by a person with all required state and local agency approval and licenses, where seven or more persons reside."*

VII. **ENVIRONMENTAL REVIEW**

In accordance with the provisions of the California Environmental Quality Act (CEQA), on June 7, 2012, an Initial Study and Negative Declaration was prepared and completed for the proposed zoning text amendment. The Negative Declaration was posted at the County Recorder's office and circulated to various agencies throughout the County, including all of the County Municipal Advisory Committees (MAC's), all of the incorporated cities within the County, the County Homeless Program coordinator and various other agencies and groups for comment. No comments were received on the

adequacy of the environmental review in relation to the farmworker housing, transitional housing and supportive housing portion of the ordinance.

VIII. STAFF ANALYSIS

The proposed zoning text amendments will facilitate the establishment of farmworker housing, transitional housing and supportive housing throughout the County, therefore addressing the needs of three specific special housing populations as required by the County's Housing Element and State law.

IX. CONCLUSION

Adoption of the proposed zoning text amendment addressing the establishment of farmworker housing, transitional housing and supportive housing will bring the County Zoning Code into conformance with state employee and housing law. The amendment will also bring the County zoning code into compliance with specific provision of the most recent version of the Housing Element of the County General Plan as adopted by the Board of Supervisors.

Ordinance Code chapter 82-50 establishes requirements and standards for housing accommodations for five more farmworkers. Chapter 82-50 is intended to be consistent with the Employee Housing Act (Health and Safety Code section 17000 et seq.), which regulates housing accommodations for five or more employees. Housing accommodations for four or fewer farmworkers are not regulated separately by the County Zoning Code, but must comply with all zoning requirements of the zoning district where the housing accommodations are located.

The classifications established by Ordinance Code chapter 82-50 correspond to classifications made in the Employee Housing Act.

County Ordinance Code

State Health and Safety Code

FARMWORKER DWELLING

§ 82-50.402(a): Housing Type. A farmworker dwelling may only be a residential dwelling or a residential second unit.	§ 17021.5(b): Employee housing providing accommodations for six or fewer employees shall be deemed a single-family structure with a residential land use designation.
§ 82-50.402(b): Occupancy. A farmworker dwelling may only be occupied by five or six farmworkers, subject to the requirements of section 82-50.408.	§ 17008(b)(1)(D): "Employee housing" includes housing accommodations for five or more agricultural employees. § 17021.5(b): Employee housing providing accommodations for six or fewer employees shall be deemed a single-family structure with a residential land use designation.
§ 82-50.402(d): Location. A farmworker dwelling may be located in any zoning district where a single family dwelling is allowed.	§ 17021.5(b): Employee housing providing accommodations for six or fewer employees shall be deemed a single-family structure with a residential land use designation.
§ 82-50.602(a): Permit. A ministerial permit is required before a farmworker dwelling may be established under this chapter. An application for a farmworker dwelling permit will be decided without discretionary review or public hearing.	§ 17021.5(b): Employee housing providing accommodations for six or fewer employees shall be deemed a single-family structure with a residential land use designation.

FARMWORKER HOUSING COMPLEX

<p>§ 82-50.404(a): Housing Type. A farmworker housing center may include any type of housing other than single-family residential housing, including but not limited to mobile homes, manufactured housing, tents, recreational vehicles, travel trailers, maintenance-of-way cars, and group housing. A farmworker housing complex may not exceed 12 residential units if it is not group housing. A farmworker housing complex may not exceed 36 beds if it is group housing.</p>	<p>§ 17008(a)(1): Employee housing includes housing accommodations that consist of any boardinghouse, tent, bunkhouse, maintenance-of-way car, mobilehome, manufactured home, recreational vehicle, travel trailer, or other housing accommodations.</p> <p>§ 17021.6(b): Employee housing consisting of no more than 36 beds in a group quarters or 12 units or spaces designed for use by a single family or household shall be deemed to be an agricultural land use.</p>
<p>§ 82-50.404(c): Location. One farmworker housing complex may be located on a legal lot in an agricultural zoning district (A-2, A-3, A-4, A-20, A-40 and A-80).</p>	<p>§ 17021.6(b): Employee housing consisting of no more than 36 beds in a group quarters or 12 units or spaces designed for use by a single family or household shall be deemed to be an agricultural land use.</p>
<p>§ 82-50.602(b): Permit. A ministerial permit is required before a farmworker housing complex may be established under this chapter. An application for a farmworker housing complex permit will be decided without discretionary review or public hearing.</p>	<p>§ 17021.6(b): Employee housing consisting of no more than 36 beds in a group quarters or 12 units or spaces designed for use by a single family or household shall be deemed to be an agricultural land use.</p>

FARMWORKER HOUSING CENTER

If farmworker housing exceeds 12 residential units if it is not group housing, or exceeds 36 beds if it is group housing, then the housing is not deemed to be an agricultural land use under Health and Safety Code section 17021.6(b). The County may therefore require a land use permit for this use, which is classified as a farmworker housing center under Ordinance Code section 82-50.406. A land use permit is required for a farmworker housing center under section 82-50.602(c).

OCCUPANCY

<p>§ 82-50.408(b): If farmworker housing is not provided by an agricultural employer, is not provided in connection with an agricultural workplace, is located in a rural area, is subject to the State Housing Law (Health and Safety Code section 17910 et seq.), and is at least 30 years old, then one of the following applies:</p> <p>(1) At least 51 percent of the structures in the housing accommodation must be occupied by farmworkers if the accommodation is separated into units.</p> <p>(2) At least 51 percent of the housing accommodation must be occupied by farmworkers if the accommodation is not separated into units.</p>	<p>§ 17008(b)(1): Employee housing includes accommodations where all of the following factors exist: the accommodations are located in a rural area; the accommodations are not maintained in connection with any work or workplace; and the accommodations are used by five or more agricultural employees for any of the following: (1) temporary or seasonal residency; (2) permanent residency if the accommodation is a mobilehome, manufactured home, travel trailer, or recreational vehicle; or (3) permanent residency if the accommodation is subject to the State Housing Law and is more than 30 years old and at least 51 percent of the structures in the accommodation, or 51 percent of the accommodation if not separate into units, are occupied by agricultural employees.</p>
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DURATION

<p>§ 82-50.410(a): Farmworker housing may be temporary, seasonal or permanent housing if the housing is provided by an agricultural employer and is maintained at or in connection with an agricultural workplace.</p>	<p>§ 17008(a)(2): Employee housing includes accommodations that are maintained in connection with any work or place where work is being performed.</p>
<p>§ 82-50.410(b): If farmworker housing for five or more farmworkers is not provided by an agricultural employer and is not provided in connection with an agricultural workplace, then:</p> <ul style="list-style-type: none"> (1) The farmworker housing must be located in a rural area, and (2) The farmworker housing may be one of the following: <ul style="list-style-type: none"> (A) Temporary housing; (B) Seasonal housing; or (C) Permanent housing, as long as the farmworker housing: (i) is a mobile home, manufactured home, travel trailer, or recreational vehicle; or (ii) is subject to the State Housing Law (Health and Safety Code section 17910 et seq.), is at least 30 years old, and at least 51 percent of the housing is for farmworkers. 	<p>§ 17008(b)(1): Employee housing includes accommodations where all of the following factors exist: the accommodations are located in a rural area; the accommodations are not maintained in connection with any work or workplace; and the accommodations are used by five or more agricultural employees for any of the following: (1) temporary or seasonal residency; (2) permanent residency if the accommodation is a mobilehome, manufactured home, travel trailer, or recreational vehicle; or (3) permanent residency if the accommodation is subject to the State Housing Law and is more than 30 years old and at least 51 percent of the structures in the accommodation, or 51 percent of the accommodation if not separate into units, are occupied by agricultural employees.</p>



**Contra
Costa
County**

To: Board of Supervisors
From: PUBLIC PROTECTION COMMITTEE
Date: September 19, 2017

Subject: REPEAL OF CERTAIN JUVENILE FEES CHARGED BY THE PROBATION DEPARTMENT

RECOMMENDATION(S):

1. ADOPT Resolution No. 2017/331 to permanently repeal the "Juvenile Cost of Care Fee" for Juvenile Hall and the Orin Allen Youth Rehabilitation Facility; and,
2. INTRODUCE Ordinance No. 2017-05 which repeals the "Cost of Electronic Surveillance of Minors" fee, WAIVE reading, and SET September 26, 2017 for adoption.

FISCAL IMPACT:

The fees proposed for repeal were suspended following approval of a moratorium in October 2016. Subsequently, the Board adopted the fiscal year 2017/18 budget, which does not contemplate any revenue from juvenile fees. Today's action, therefore, does not have any fiscal impact on the County.

BACKGROUND:

On July 19, 2016, the Board of Supervisors referred to the Public Protection Committee a review of fees assessed for services provided while a minor is in the custody of the Probation Department. Welfare and Institutions Code 903 et seq. provides that the County may assess

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Timothy Ewell, (925)
335-1036

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

By: , Deputy

cc: Hon. Robert R. Campbell, Auditor-Controller, Todd Billeci, County Probation Officer, Cynthia Schwerin, Deputy County Counsel

BACKGROUND: (CONT'D)

a fee for the provision of services to a minor in the custody of its Probation Department.

On September 26, 2016, the Public Protection Committee accepted an introductory report on the issue and voted unanimously to refer the issue to the full Board of Supervisors with two separate options: 1) to adopt a temporary moratorium on the Juvenile Cost of Care and Cost of Electronic Surveillance of Minors fees and/or 2) refer the issue to the newly formed Racial Justice Task Force for review.

On October 25, 2016 the Board adopted Resolution No. 2016/606, which established a moratorium on the assessment and collection of the Juvenile Cost of Care and Cost of Electronic Surveillance of Minors fees. Concurrently, the Board directed staff to return to the Public Protection Committee and forward a recommendation back to the Board by May 31, 2017.

On March 6, 2017, the Committee received an update from the County Probation Officer on the status of the Juvenile Cost of Care and Cost of Electronic Surveillance of Minors fees and the current moratorium. At that time the Committee recommended that the juvenile fees subject to the temporary moratorium be permanently repealed and directed staff to return to the Committee with a recommendation as to how to refund certain juvenile fees charged by the County. The Committee reconvened on July 10, 2017.

On July 10, 2017, the Committee received an update from the County Probation Officer with a proposal on how to refund certain juvenile justice fees. Following the discussion, the Committee directed staff to bring a recommendation to repeal the Juvenile Cost of Care and Cost of Electronic Surveillance of Minors fees to the full Board for consideration. In addition, the Committee directed staff to return at the October 2, 2017 Committee meeting to further discuss a possible refund process. The Committee indicated that a subsequent action would be forwarded to the Board for consideration.

CONSEQUENCE OF NEGATIVE ACTION:

The fees being proposed for repeal are currently suspended under a moratorium approved by the Board in October 2016. The fees would continue not to be assessed or collected; however, the fees would not be permanently repealed.

ATTACHMENTS

Resolution No. 2017/331

Ordinance No. 2017-05, "Repeal of Fee for Electronic Surveillance of Minors"

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

Adopted this Resolution on 09/19/2017 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐



Resolution No. 2017/331

IN THE MATTER OF: Repeal of the Juvenile Cost of Care Fee

WHEREAS, on October 7, 2003, the Board of Supervisors adopted Resolution No. 03/591, establishing a fee of \$17.03 per day, known as the "juvenile cost of care fee," for which parents or guardians are liable for the reasonable support of minors in detention at Juvenile Hall and Orin Allen Youth Rehabilitation Facility;

WHEREAS, on May 11, 2010, the Board of Supervisors adopted Resolution No. 2010/253 increasing the juvenile cost of care fee from \$17.03 per day to \$30.00 per day as authorized by an amendment to California Welfare and Institutions Code section 903;

WHEREAS, on October 25, 2016, the Board of Supervisors adopted Resolution No. 2016/606, which placed a moratorium on the assessment and collection of the juvenile cost of care fee authorized by Resolution No. 2010/253, with direction for the Public Protection Committee to determine whether the juvenile cost of care fee should be permanently repealed;

WHEREAS, on July 10, 2017, the Public Protection Committee recommended the permanent repeal of the juvenile cost of care fee to the full Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Effective immediately, Resolution No. 2010/253 and any prior resolutions authorizing a juvenile cost of care fee pursuant to California Welfare and Institutions Code section 903 are hereby rescinded and the juvenile cost of care fees for the following facilities are permanently repealed:

- a.** Care of minor in detention at Juvenile Hall (**\$30.00 per day**)
- b.** Care of minor in detention at Orin Allen Youth Rehabilitation Facility (**\$30.00 per day**)

2. The Probation Department fee schedule shall be revised to be consistent with this Resolution.

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: September 19, 2017

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

Contact: Timothy Ewell, (925) 335-1036

By: , Deputy

cc: Hon. Robert R. Campbell, Auditor-Controller, Todd Billeci, County Probation Officer, Cynthia Schwerin, Deputy County Counsel

ORDINANCE NO. 2017-05

REPEAL OF FEE FOR ELECTRONIC SURVEILLANCE OF MINORS

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. Findings and Purpose.

- A. Ordinance No. 2009-23 established a daily fee of \$17 for electronic surveillance of minors who are under Probation Department supervision.
- B. The Board of Supervisors adopted Resolution No. 2016/606 on October 25, 2016, which placed an indefinite moratorium on assessment and collection of the fee for electronic surveillance of minors.
- C. The Public Protection Committee recommended the repeal of Ordinance No. 2009-23 in order to permanently cease the assessment and collection of the fee.
- D. This Ordinance repeals the \$17 daily fee for electronic surveillance of minors.

SECTION II. Repeal. Ordinance No. 2009-23, entitled "Cost of Electronic Surveillance of Minors," is hereby repealed.

SECTION III. Effective Date. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the Contra Costa Times, a newspaper published in this County.

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

Board Chair

By: _____
Deputy

[SEAL]



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 19, 2017

Subject: AB 109 Contract for Operation of a West County Reentry Resource Center for FY 2017-18

RECOMMENDATION(S):

1. APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with Rubicon Programs, Inc. in an amount not to exceed \$408,750 for the operation of a West County Reentry Resource Center (RFQ 1706-231) for the County's AB 109 Realignment Program for the period October 1, 2017 through June 30, 2018, subject to approval by the County Administrator and approval as to form by County Counsel.

OR

2. APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract amendment, effective September 30, 2017, with Rubicon Programs, Inc. to increase the payment limit by \$43,750 to a new payment limit of \$678,943 for the operation of the West County Reentry Success Center, and extend the term from September 30, 2017 to October 31, 2017.

AND

3. DIRECT the Office of Reentry and Justice to prepare a policy addressing when contracts for AB 109 services should be submitted to the Community Corrections Partnership for review, and present the policy to the Community Corrections Partnership for its review and recommendation before presenting the policy to the Board of Supervisors for its consideration.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: L. DeLaney,
925-335-1097

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

FISCAL IMPACT:

Rubicon Programs, Inc.: \$408,750

\$408,750 for FY 2017/18, 100% funded by State Public Safety Realignment Revenue (AB 109)

BACKGROUND:

In 2011, the California Legislature passed the Public Safety Realignment Act (Assembly Bill 109), which transferred responsibility of incarceration and community supervision of individuals convicted of specific low-level felonies from the California Department of Corrections and Rehabilitation to counties. This Act tasked local government at the county level with developing a new approach to reducing recidivism among this population. AB 109 took effect October 1, 2011 and realigned three major areas of the criminal justice system.

On a prospective basis, the legislation:

- Transferred the location of incarceration for individuals convicted of lower-level specified non-violent, non-serious, non-sex offenses from state prison to local county jail pursuant to Penal Code 1170 (h) and provides for an expanded role for their post-release Mandatory Supervision;
- Transferred responsibility from the State to the County for post-release supervision of those released from prison after having served a sentence for a non-violent, non-serious, and non-sex offense by creating a new category of supervision called Post-Release Community Supervision (PRCS);
- Transferred the housing responsibility for parole and PRCS revocations to local jail custody.

AB 109 also tasked the local Community Corrections Partnership (CCP) with recommending to the County Board of Supervisors a plan for implementing criminal justice realignment. The Board of Supervisors adopted the first Contra Costa County Realignment Plan on October 4, 2011 (Agenda Item No. D.5), as recommended by the Executive Committee of the CCP.

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 "AB 109 Community Programs." This budget included revenue in the amount of \$15,000 to support a collaborative effort between the Reentry Network (serving the East and Central Regions of the County) and the Reentry Success Center (operating as the County's West County Reentry Resource Center) to jointly:

- Create and circulate quarterly newsletters for people incarcerated in Contra Costa County detention facilities highlighting success stories and services offered by the Center and the Network;
- Outreach and promote reentry services through countywide community events targeted for the reentry population and their families; and
- Enlist volunteer/participant recruitment, outreach to community members, and conduct community forums to generate public interest in the services and activities of both the Center and Network.

While this project is intended to be implemented as a collaboration between the Network and Center, the revenue will be included as part of FY 2017-18 contract to operate the West County Reentry Resource Center. On June 20, 2017 the Board of Supervisors authorized \$4,210,000 of the "Community Programs" revenue for the renewal of contracts with existing service providers who were awarded contracts through various RFP/Q processes in 2016 and were found to be performing satisfactorily. [BoS: June 20, 2017; C 49]. Since this authorization, the ORJ has been actively engaged in the process of executing renewals of these contracts where appropriate.

To comply with County policy regarding multi-year contracts and the requirement to undertake regular procurement processes, on May, 25, 2017, the Office of Reentry & Justice (ORJ) conducted a Request for Interest (RFI) process for the balance of the AB 109 Community Program contracts that were for new services or not otherwise eligible for renewal. The expectation for this process was that more detailed responses would be requested if there were more than one qualified agency that expressed interest in providing any of the identified services. Two separate RFIs were released.

The first was an RFI to enter into a contract for up to \$540,000 to operate the County's West County Reentry Resource Center (RFI # 1705-224). The second was an RFI for the award of contracts collectively amounting to \$185,000 to provide reentry services to the Central-East County Reentry Network in the following service areas (RFI # 1705-223):

- \$65,000 - Specialized Vocational Training - Automotive Services and Repair;
- \$60,000 - Employment and Educational Liaison Services; and
- \$60,000 - Gender Responsive In-Reach and Transitional Planning for Women.

To prevent any disruption in service delivery while the ORJ completed the procurement process for these services, the FY 2016-17 contracts with Rubicon Programs, Inc. for the operation of the West County Reentry Resource Center and with Reach Fellowship International to provide "Employment and Education Liaison Services to Women" were amended to extend each contract through September 30, 2017. To accomplish this, the ORJ applied \$131,250 of the FY 2017-18 allocation towards an increase in the payment limit of the contract with Rubicon Programs to cover the cost of the extension period [BoS: 7/11/17; C 105], and similarly applied \$15,000 of the FY 2017-18 allocation to increase the payment limit of the contract with Reach Fellowship International.

West County Reentry Resource Center

Through the RFI process, the ORJ was able to identify two qualified organizations that expressed interest in providing services to the County for the "Operation of the West County Reentry Resource Center." Each agency was then invited to submit an expanded response that more thoroughly detailed the agency's qualifications and its ability to provide the solicited services as described by the County [RFQ 1706-231]. Because of the three month extension provided to current contractors, this RFQ sought to find a contractor to provide the described services from October 1, 2017 through June 30, 2018 for an amount of up to \$408,750.

On August 8, 2017, the ORJ convened a Review Panel to evaluate each agency's expanded response to the RFQ. The Panel consisted of the following members:

1. Jeff Waters, County Probation Department Manager
2. Tamina Alon, Contra Costa Family Justice Center, Director of Operations
3. Stephanie Medley, RYSE, Inc., Youth Justice Director
4. Charles Brown III, EHSD - Workforce Development Board, Business Services Representative
5. Jason Schwarz, AB109 Community Advisory Board Chair

The review panel rating session was facilitated by Lara DeLaney, Director of the Office of Reentry & Justice. Ms. DeLaney did not participate in the scoring of the responses. As with prior AB 109 RFP and RFQ processes, the review panel utilized a "Consensus Scoring Methodology" for response evaluation and rating, and all members were required to return a signed Impartiality Statement before serving in order to ensure there were no conflicts of interest.

Each invited agency did submit a qualifying response that was forwarded to the Panel for review, and the panel produced the following scores after its evaluation of each proposal:

Name of Respondent Proposal Score

1. Rubicon Programs, Inc. 91.5
2. Mental Health Systems 75.5

Based on the result of this evaluation process, the Review Panel provided a recommendation that the County enter into a contract with Rubicon Programs, Inc. in an amount of up to \$408,750 to provide services to Operate a West County Reentry Resource Center from October 1, 2017 through June 30, 2018. Notification of this recommendation was published, and no appeal of this result was received by the County during the appeal period.

Under the terms of the contract, Rubicon Programs, Inc. will be responsible for continuing to lease the physical space in which the Center is located and operating the Center by providing reentry services to the County's reentry population. Rubicon Programs, Inc. shall develop coordinated intake, assessment, referral, and data management

policies and practices to support efficient triage and service coordination for each Client. For each Client, as appropriate to and requested by Client, Rubicon staff shall coordinate intake and assessment, creation of an individualized development plan, and referral of the Client to on- and off-site Contract Service Providers, Local Agencies, and other Center Partners. The Center shall include a dedicated room or other space that includes computers, phones, and informational materials for use by Clients during all hours of Center operations. Rubicon staff shall work with its on-site partners to ensure that Clients can be connected to a mentor/navigator, Clients, and partners. Rubicon staff shall utilize a data management system, Salesforce, to track Center outcomes, Client service and information flow. Rubicon shall ensure that all of the Program-related data the Contractor collects and provides to the County is accurate. Rubicon shall conduct data collection and evaluation in conjunction with Center Partners. Rubicon shall be solely responsible for ensuring that data collection, storage, distribution, and disposal complies with, all state and federal laws related to gathering personal information and ensuring Clients' privacy rights. Rubicon shall work collaboratively with the County to ensure that all data requested by the County is collected and provided to enable County to evaluate the services provided and program outcomes.

Agenda Item Continued from September 12, 2017 Board of Supervisors' Meeting

On September 12, the Board also asked for clarification on the Community Corrections Partnership's role in the AB 109 Realignment services procurement process. When the County seeks a contractor to provide AB 109 services, the County Office of Reentry and Justice (ORJ) typically will issue a request for proposals (or a similar document) to solicit proposals from contractors. After ORJ receives responses to the RFP, ORJ staff convenes a review panel to evaluate the responses. A review panel typically consists of five members who are stakeholders in the reentry and justice fields. One or more review panel members may be County employees. Each member of a review panel must sign an impartiality statement verifying that they have no conflict of interest in the contract being reviewed. The review panel evaluates the responses and assigns a score to each proposal. The review panel then recommends that the highest scorer be awarded the contract.

If time permits, the review panel's recommendation is forwarded to either the Community Corrections Partnership (CCP) or the Board's Public Protection Committee (PPC) for further review and recommendation to the Board of Supervisors. There is no legal requirement that either the CCP or the PPC review a proposed contract between the County and an AB 109 service provider before the contract is presented to the Board for its consideration. When either the CCP or the PPC reviews a proposed contract, it has been staff's practice to provide these entities with the review panel's score but not with each potential contractor's entire response. The final step in the process is for the Board of Supervisors to award a contract. It has been staff's practice to provide the Board with the review panel's score but not with each potential contractor's entire response. The decision on whether to enter into a contract with a contractor for AB 109 services is entirely within the Board's discretion.

To date, the Board has not adopted a policy addressing when AB 109 contracts should be submitted to the CCP for recommendation, or whether RFP responses should be part of the CCP recommendation process. If the Board would like ORJ to develop a policy on this issue, staff recommends that a contract approval policy first be presented to the CCP for review and recommendation, and then approval by the Board. If it is determined that RFP responses should be provided to CCP members at any stage, the RFP responses will become public documents at that time. Individuals responding to RFPs should be advised of the policy as part of the application process so they will know the circumstances that will result in their responses becoming public records.

CONSEQUENCE OF NEGATIVE ACTION:

A contract will not be authorized for the operation of the Reentry Success Center for FY 2017-18.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 19, 2017

Subject: Resolution No. 2017/329 - Teamsters Local 856 Side Letter to Modify Section 2.9 of the MOU

RECOMMENDATION(S):

ADOPT Resolution No. 2017/329 approving the Side Letter between the County and Teamsters Local 856, to modify Section 2.9 of the Memorandum of Understanding pursuant to AB 119.

FISCAL IMPACT:

This is a change to administrative process and has no direct fiscal impact.

BACKGROUND:

AB 119, which mandates union access to new employee orientations, was passed on June 27, 2017 and took effect immediately. The bill places an affirmative burden on public agencies to immediately begin doing three things:

1. Providing 10 days' advance notice of any new employee orientation (Gov. Code §3556);
2. Providing to the union the name, job title, department, work location, work, home, personal cellular telephone number, personal email address, and home address of any new employee within 30 days of hire or by the first pay period of the month following hire (Gov. Code §3558);
3. Providing to the union the information in #2 every 120 days for all employees (Gov. Code §3558).

Most of the County's current memoranda of understanding include a procedure for unions to access employees during orientation. Several of our bargaining groups, including Teamsters 856, requested that the County bargain over the structure, time, and manner of access of the union to a new employee orientation. The attached side letter, dated September 6, 2017, is the resulting agreement reached with Teamsters.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Jeff Bailey, Labor Manager
(925) 335-1017

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

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director

BACKGROUND: (CONT'D)

>

The County and Teamsters Local 856 agree to incorporate the side letter of agreement into Section 2.9 – Written Statement for New Employees of the Memorandum of Understanding (MOU) between Contra Costa County and Teamsters Local 856.

CONSEQUENCE OF NEGATIVE ACTION:

If the side letter of agreement is not approved, the current process for onboarding new employees will continue until an alternative process is adopted.

ATTACHMENTS

Resolution No. 2017/329

Side Letter with Teamsters dated 9-6-17

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

Adopted this Resolution on 09/19/2017 by the following vote:

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



Resolution No. 2017/329

In The Matter Of: Approving the Side Letter between Contra Costa County and Teamsters Local 856 to modify Section 2.9 – Written Statement for New Employees of the Memorandum of Understanding

The Contra Costa County Board of Supervisors acting solely in its capacity as the governing board of the County of Contra Costa **RI**
RESOLVES THAT:

Effective following approval of the Board of Supervisors, the attached Side Letter of Agreement dated September 6, 2017, between Contra Costa County and Teamsters Local 856 be **ADOPTED**.

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: Jeff Bailey, Labor Manager (925)
335-1017

ATTESTED: September 19, 2017

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

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director

**SIDE LETTER
BETWEEN
CONTRA COSTA COUNTY AND TEAMSTERS, LOCAL 856**

This Side Letter amends the Memorandum of Understanding between the Teamsters, Local 856 ("Union" or "Teamsters") and the County of Contra Costa ("County"), (July 1, 2016 – June 30, 2019) to modify Section 2.9 – Written Statement for New Employees of the MOU as follows:

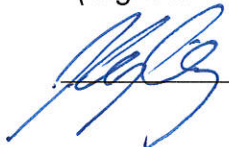
2.9 Written Statement for New Employees.

- A. The County will provide a written statement to each new employee hired into a classification in any of the bargaining units represented by the Union, that the employee's classification is represented by the Union and the name of a representative of the Union. The County will provide the employee with a packet of information that has been supplied by the Union and an electronic membership application form.
- B. The County will provide written notice of both Employer-wide and department-level new employee orientations (no matter how few participants, and whether in person, online or through other means or mediums) to the Union, at least ten (10) business days prior to the event.
- C. The new employee orientation notice provided to the Union will include the date, time, and location of the orientation.
- D. Representatives of the Union shall be permitted to make a presentation of up thirty (30) minutes, and present written materials, during a portion of the orientation for which attendance is mandatory. No representative of management shall be present during the Union's presentation.
- E. A bargaining unit member attending orientation as a Union representative shall be given paid release time sufficient to cover the Union's presentation and travel time. The Union will provide the names of any employees who they wish to be released at least 48 hours in advance to the Labor Relations Manager.


The terms of this Side Letter are effective after it is approved by the Board of Supervisors and will be incorporated into the successor MOU between the County and Teamsters. All other terms and conditions of the MOU between Contra Costa County and Teamsters dated July 1, 2016 – June 30, 2019 remain unchanged by this Side Letter.

Date: 9/6/17

Contra Costa County:
(Signature / Printed Name)

 / Jeff Bailey

Union Name:
(Signature / Printed Name)

 / Richard Andazola



Contra
Costa
County

To: Board of Supervisors
From: FINANCE COMMITTEE
Date: September 19, 2017

Subject: Immigrants Rights Program in Contra Costa

RECOMMENDATION(S):

ACCEPT a report on funding an immigrants rights program in Contra Costa, and DIRECT staff on next steps, as recommended by the Finance Committee.

FISCAL IMPACT:

The requested allocation is \$500,000 in FY 17/18 funding to support operations in the January-June 2018 first phase, with a further commitment that the County will provide \$500,000 in annual support in each of fiscal years 2018-19 and 2019-20. These funds are not budgeted in FY 17/18 and would require an allocation from general fund reserves, which requires a 4/5 vote.

BACKGROUND:

On May 9, 2017, as part of the action to adopt the FY 2017/18 Recommended Budget, the Board of Supervisors referred to the Finance Committee for review and consideration a proposal for funding an immigrants rights program in Contra Costa.

The item was heard for the first time by the Finance Committee on June 26, 2017. Deputy Public Defender Ali Saidi give an update on the proposal under review and indicated the East Bay Community Foundation might provide funding for plan design. The proposal prepared and presented to the Finance Committee on August 16, 2017, by the Contra Costa Immigrant Rights Alliance is Attachment A. The original proposal submitted to the Board of Supervisors on May 9, 2017 is Attachment B.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Lisa Driscoll (925)
335-1023

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

By: , Deputy

cc: Robin Lipetzky, Public Defender

BACKGROUND: (CONT'D)

>

The proposal requests that the Board of Supervisors authorize the Office of the Public Defender to establish Stand Together CoCo as a pilot project. The requested allocation is \$500,000 in FY 17/18 funding to support operations in the January-June 2018 first phase, with a further commitment that the County will provide \$500,000 in annual support in each of fiscal years 2018-19 and 2019-20. Working with key local partners, Stand Together CoCo will then use this commitment to generate funding from other public and private sources.

The Finance Committee accepted the report as presented and directed staff to forward the item to the full Board of Supervisors for discussion. Finance Committee support the proposal as presented with the condition that all proposed matching funds are secured by the Public Defender's Office from private donors. The Committee directed the Public Defender to attend the Board meeting for the discussion.

Attachment C is a letter from the Public Defender regarding private foundations' funding commitments to support Stand Together CoCo (Attachment D came in after this letter was written). Attachments D through I are letters of funding commitment and intention totaling \$585,000:

- D. Richmond Community Foundation - \$10,000 (Letter of Intention)
- E. Y & H Soda Foundation - \$275,000 (Letter of Commitment)
- F. San Francisco Foundation - \$100,000 (Letter of Commitment)
- G. California Endowment - \$100,000 (Letter of Intention)
- H. East Bay Community Foundation - \$50,000 (Letter of Commitment)
- I. Firedoll Foundation - \$50,000 (Letter of Commitment)

CONSEQUENCE OF NEGATIVE ACTION:

Status quo regarding immigrants rights in Contra Costa.

ATTACHMENTS

Attachment A - Proposal for Stand Together CoCo

Attachment B - Original Proposal Submitted to Board of Supervisors on April 18

Attachment C - Private Foundations' Funding Commitments

Attachment D - Letter of Funding Intention from Richmond Community Foundation

Attachment E - Letter of Funding Commitment from Y & H Soda Foundation

Attachment F - Letter of Funding Commitment from San Francisco Foundation

Attachment G - Letter of Funding Intention from California Endowment

Attachment H - Letter of Funding Commitment from East Bay Community Foundation

Attachment I - Letter of Funding Commitment from Firedoll Foundation

Stand Together CoCo

One County, One Community, United

“The impact of deportation ripples outward,
creating a climate of fear and paralysis in the entire community –
children whose classmates are separated from their parents;
businesses who lose valued workers;
families who become scared to seek health care,
to use public services or even to drive.”¹



A PROPOSAL PREPARED FOR
THE FINANCE COMMITTEE OF THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS
SUBMITTED BY THE CONTRA COSTA IMMIGRANT RIGHTS ALLIANCE, AUGUST 16, 2017
REPORT WRITTEN AND PRODUCED FOR CCIRA BY REBECCA BROWN, REENTRY SOLUTIONS GROUP,
WITH SUPPORT FROM THE Y & H SODA FOUNDATION

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I. EXECUTIVE SUMMARY

The Contra Costa Immigrant Rights Alliance (CCIRA) proposes that Contra Costa County establish *Stand Together CoCo*, a rapid response and community education project to support safety and justice for immigrant families in Contra Costa.

The mission of Stand Together CoCo is to ensure that all people in Contra Costa County, regardless of citizenship or immigration status, are afforded the rights established by the United States Constitution, and are protected from actions or policies that result in disparate, discriminatory, or unlawful treatment.

A project conducted in partnership with community-based organizations to be selected through a competitive process, Stand Together CoCo will provide culturally competent, no-cost rapid response support, legal defense services and clinics, and immigrant rights education and training to support families impacted by anti-immigrant policies and practices affecting Contra Costa County residents.

Stewarded by a multi-sector Steering Committee of local stakeholders, Stand Together CoCo will operate as a 2.5-year pilot project managed by the Office of the Public Defender during its pilot period, spanning January 1, 2018 to June 30, 2020.

Stand Together CoCo will launch its first phase from January 2018-June 2018, on a six-month budget of \$573,557. In this first phase, approximately 85% of all funds will be passed through to community-based organizations selected via a competitive Request for Qualifications (RFQ) issued in October 2017, to provide community-based training, support services, and legal representation. The Y & H Soda Foundation, which champions this effort, has committed \$75,000 to support the six-month first phase, contingent on a \$500,000 contribution by Contra Costa County to underwrite costs from Jan-June 2018.

As of the full fiscal year beginning July 1, 2018, the project will operate at an estimated annual budget of \$1,062,415. With the project in development during fall 2017 and in operation as of January 2018, Stand Together CoCo will work with the Soda Foundation, other private funders, Contra Costa leaders, and allies to raise a target of \$560,000 in annual commitments from private sources, to augment proposed annual \$500,000 grants made by the County in each of the pilot's three fiscal years.

As a public/private collective impact initiative staffed by trained community leaders and community-based immigration defense attorneys, and deploying across the county's three geographic regions, Stand Together CoCo will build on Contra Costa's outstanding record of success in developing bold and innovative solutions to advance justice and equity for all of its residents.

II. OUR REQUEST

We ask the Contra Costa County Board of Supervisors to authorize the Office of the Public Defender to establish Stand Together CoCo as a pilot project.

We further ask the Board of Supervisors to allocate \$500,000 in FY 17/18 funding to support operations in the Jan-June 2018 first phase, with a further commitment that the County will provide \$500,000 in annual support in each of fiscal years 2018-19 and 2019-20.

Working with key local partners, Stand Together CoCo will then use this commitment to generate funding from other public and private sources; we are already in conversation with leading regional funders that are eager to support this work, pending commitment from County authorities.

III. PROJECT DELIVERABLES

In its first six months, the project will provide direct services conservatively valued at \$626,900. Of course, this direct-service value does not begin to calculate or reflect larger economic benefits garnered for individuals, families, and Contra Costa County as a whole through the prevention of unnecessary detentions or improper deportations. For a survey of these economic costs, see Sections IV and V below.

A. COMMUNITY WORKSHOPS, CLINICS, AND TRAININGS

- Workshops & Presentations: Conduct four workshops per region over the course of six months (on topics such as Know Your Rights, Your Rights as a Tenant, and Protecting Your Employee Rights), reaching an average of 45 people per workshop, totaling 540 people in the first six months (45 people at each of four events per region for three regions); these events will also be live-streamed, conservatively reaching an additional 500 people, thus **serving a total of 1,040 people in six months**, for a value conservatively estimated at \$26,000 (\$25/per person, per workshop)
- In-reach to County jails: Provide or coordinate monthly informational presentations on due-process rights and immigration processes and resources for people detained in the West County jail as ICE detainees, reaching an estimated 30 people per month, **reaching a total of 180 people in custody** in the first six months, for a value conservatively estimated at \$9,000 (180 people @ \$50/meeting)
- Clinical Consultations: Conduct Ask an Attorney/Case Review events, providing individualized legal consultations, advising on legal rights and forms of relief, arranging structured and customized referrals for pro-bono or low-cost legal services. An estimated **468 residents and families** will receive free legal consultations, for a value conservatively estimated at \$140,400 (assuming six consultations per lawyer per week for 26 weeks @ \$300 per consultation)
- Train the Trainer/ Leadership Development: 12 stipended Community Responders will be trained in relevant areas (e.g. group facilitation, participatory decision-making, and immigrant rights, deportation procedures, community defense and education), and will lead monthly Local Leadership Council meetings involving an additional 10 (volunteer) Peer Responders per region (both documented and undocumented); each LLC will develop an Operating Agreement that outlines areas of responsibility and duty, including shifts on dispatch and response (**12 stipended Community Responders, at least 30 volunteer Peer Responders = 42 people**), for a value conservatively estimated at \$84,000 (42 people @ \$2,000 in trainings)

B. PUBLIC EDUCATION AND OUTREACH

- Print materials: In first six months, **produce 6,000 Know Your Rights cards** which will include the Rapid Response hotline number, in Spanish, Chinese, Tagalog, Persian, Arabic, Vietnamese, and Laotian; reprint, as needed, in each of the subsequent years

- Churches, mosques, radio, Univision: Conduct outreach and information interviews, and provide informational materials and Know Your Rights cards, through **at least 36 faith-based organizations** in the project's first six months
- Provide single points of contact **with at least 10 school districts across the county** in the first six months, to foster communication and enhance family capacity and preparedness to respond to immigration enforcement concerns and actions

C. COMMUNITY RAID VERIFICATION AND RESPONSE

- One paid Community Response Coordinator, three paid Community Leaders, and 12 stipended Community Responders, supported by 30 volunteer Peer Responders/Local Leadership Council members, will staff a Rapid Response hotline 24 hours a day, seven days a week, to provide information, support, and response for Contra Costa County residents who are threatened with deportation or who are impacted by immigration enforcement activity.

D. REPRESENTATION IN IMMIGRATION PROCEEDINGS

- In the project's first six months, provide legal representation for **60 detained individuals** in pursuing bond or release, or in removal defense and applications for relief at Executive Office of Immigration Review, for a value conservatively estimated at \$367,500 (at a blended value of \$6,125/client for 60 clients)

IV. PROJECT NEED

The United States' federal immigration enforcement and removal model has long relied on an array of community-targeted tactics to identify, locate, detain, and deport non-citizen residents of the United States. These tactics include large worksite raids, immigration-related interrogations for people held in state and local prisons and jails, vehicle patrols canvassing certain communities, and Immigration and Customs Enforcement (ICE) foot patrols to target people going about their daily lives, such as in shops and workplaces, as well as at government sites such as the DMV, social service agencies, and courthouses.

Under the new Presidential administration, such actions have dramatically broadened and intensified, developing not only new tactics but expanding the net of targeted individuals. A recent federal memo issued by the Department of Homeland Security instructs ICE agents to "take enforcement action against all removable aliens encountered in the course of their duties," whether or not they are an identified ICE target or have any criminal history at all.ⁱⁱ At the same time, the federal government has formally adopted **stricter policies against releasing detainees** pending their deportation process, thus "expanding detention space to support the E.O.'s **termination of 'catch-and-release' policies**" (Albanese, 2, emphasis added).

In the popular imagination, people detained by ICE have no legal basis or process by which to challenge their deportation. But the fact of the matter is that *all* residents of the United States have constitutionally-protected rights of due process. For example, immigrants detained by ICE are legally entitled to file an "application for relief, to argue that the judge should let them stay in the country because of family and community ties, or because they fear persecution abroad."ⁱⁱⁱ

Yet the effort to protect due process rights in immigration proceedings is a daunting task. As explained in a 2014 study by Northern California Collaborative for Immigrant Justice, "To stay in the United States with their families,

immigrants detained in Northern California must navigate complex and intricate immigration laws and procedures” (NJJIC, 10).

It is important to note that under current U.S. immigration laws and policies, people caught up in the deportation system are not legally entitled to a lawyer if they cannot afford one – unless they can pay for a lawyer or find someone to represent them for free, respondents in deportation proceedings must proceed without an attorney. But it is almost impossible to traverse the complex deportation system without counsel – including counsel in the very first moments of the detention and removal process. Custodial detention is a frightening and confusing experience; decisions made in the intimidating confines of ICE custody – such as unknowingly signing away your rights, or failing to request due process

like a bond hearing – can have irreparable and lifelong effect. As reported in a recent study in California, for example, “the odds of being granted bond [for release from detention] are more than 3.5 times higher for detainees represented by attorneys than those who appeared pro se, net of other relevant factors,” while “non-detained and represented immigrants succeeded approximately four times as often as those who lacked counsel.”^{iv}

Yet in San Francisco’s Immigration Court, “roughly 2/3 of detained immigrants had no legal representation at any point in their removal proceedings” (NCCIJ, 9). The financial barriers are less daunting than the barriers to representation; the typical immigration bond nationally is slightly less than \$6,500.^v



Lacking access to proper legal counsel, therefore, many thousands of people are detained and deported as the result of missed due-process opportunities all along the way: due to failure to request or be awarded bond, or on the basis of erroneous facts, or due to erroneous interpretation of facts, or resulting from improper application of law, or without consideration of their potential relief from deportation related to their specific histories and circumstances. And the judicial logjam is only growing: In fiscal year 2014, for instance, the eighteen immigration judges of the San Francisco Immigration Court faced a backlog of 23,969 pending cases (NCCIJ, 12) – and this, it should be noted, was *before* the advent of the new administration’s intensified policies.

What this means is that millions of people across America, and potentially tens of thousands of people in Contra Costa, are subject to wrongful deportation – typically, due to lack of access to immediate counsel.

Given backlogs of this magnitude, it should come as no surprise that federal immigration judges recognize the importance of legal representation for people in immigration proceedings. “In a recent survey of the nation’s immigration judges, 92% of the judges agreed that ‘When the [immigrant] has a competent lawyer, I can conduct the adjudication more efficiently and quickly.’ In other words, representation “affects the efficiency of adjudicative proceedings” (NCCIJ, 12).

A recent data study estimated that there are 65,000 undocumented residents in Contra Costa,^{vi} with Spanish, Chinese, Tagalog, and Persian as the primary non-English languages spoken at home.^{vii} These immigrants and their families are essential elements of the vibrant mosaic that is Contra Costa County.

In the face of intensified federal immigration enforcement efforts, and in order to ensure due process while supporting vulnerable communities, the Contra Costa Immigrant Rights Alliance has spearheaded the creation of a new initiative to support, advocate for, and protect Contra Costa's vulnerable immigrant communities. Thus, and with the active support of Contra Costa County's elected leaders, Stand Together CoCo was born.

V. PROJECT SCOPE AND IMPACT

Immigrants – regardless of their immigration status – are, with their families, inextricably woven into California's history and fabric: in our economies, our neighborhoods, our businesses, and our schools.

It is imperative to realize that *all* non-citizen immigrants (including people who hold “green-cards”^{viii} and visas,^{ix} and whether or not they have any criminal convictions *or even arrests*) are subject to the expanded federal policies and actions now being implemented across the United States. According to an official memorandum dated February 21, 2017, “DHS will no longer exempt classes or categories of removable aliens from potential



enforcement”; those who are prioritized for removal include people who have “committed acts which constitute a chargeable criminal offense” (whether or not they’ve been arrested, charged, or convicted), have “abused any program related to receipt of public benefits” (without clarifying the standards of evidence for making such a claim), or “in the judgment of an immigration officer, otherwise pose a risk to public safety” (Albanese 2), thereby widening the net to limitless expanse.

With this expansion and intensification of federal immigration deportation efforts, it should come as no surprise that, within Contra Costa as well as across our nation, community leaders and elected officials are developing new local resources and solutions to mitigate deportation's destructive effect on families, communities, and economies.

A wealth of research^x has made it clear: “The [detention or] deportation of a family's breadwinner or primary caregiver has devastating consequences for the spouse and children who depend on his earnings, including harm to their financial, educational, physical, and mental wellbeing. Deportation of a parent can cause children to enter the child welfare system, and result in children suffering lasting psychological harm that impacts their long-term economic and social stability. **These social and economic costs of deportation are largely borne by Northern California's counties, which administer public health, education, and social services**” (NCCIJ, 7, emphasis added). In addition to the severe local economic and social impacts of deportation, a recent report asserts that each deportation by ICE costs taxpayers an average of \$10,874.^{xi}

Blended-Status Families: Many non-citizens are members of “blended status” families, in which one parent, or all of the children, may be United States citizens. Across the state, the “vast majority of children...are U.S. citizens (96 percent), a small amount (2 percent) are lawfully residing immigrants, and very few children (2 percent) are undocumented immigrants.”^{xii}

Locally, blended families include children who are legal citizens; “While only 1 in 14 children [in Alameda and Contra Costa Counties] is an immigrant, nearly half have at least one immigrant parent, and 30% of households are headed by immigrant[s].... [E]stimates suggest that 72% of unauthorized residents...are living with citizens, and 34% are living with their own citizen children.”^{xiii}

Thus, although deportation focuses on individuals, its effects ripple with substantial consequence across their families, and thus across our broader community.

Children’s Well-Being: Children are especially vulnerable to the detrimental effects of a hostile immigration enforcement environment: “Although undocumented immigrant parents may try to protect their children from adults’ worries, children are highly cognizant of the implications of immigration status on their everyday lives. Even if family members are not actually detained or deported, immigrant families live in constant fear of being separated from loved ones that keeps them from fully participating in American society,” such as going to the doctor, driving a child to school, or visiting public places like parks (Effect, 2).



Multiple studies confirm that a parent’s detention or deportation increases depression and anxiety in children, negatively affects physical health and school performance, decreases family income, increases housing and food insecurity, and increases risk of child-welfare involvement (Effect, 2). Further, many immigrant parents of children citizens hesitate to apply for essential public benefits to which their children are entitled – such as Medi-Cal – out of fear of navigating the systems or that the information may be used against them (Effect, 3).

Further, an estimated 12,000 young people in Contra Costa County^{xiv} are eligible for administrative relief from deportation under the Deferred Action for Childhood Arrivals (DACA) program,^{xv} which is now being threatened under President Trump’s administration.

And when children miss school, our local school districts lose federal and state funding tied to Average Daily Attendance rates, while parents may be required to appear at truancy court proceedings; further, when individuals are afraid to engage with authorities, they may be unwilling to report crimes, whether as a victim or a witness, thus diminishing public safety overall.

Economy: Notwithstanding divisive rhetoric claiming that undocumented immigrants are a drain on the economy, a study by the Institute on Taxation and Economic Policy found that undocumented immigrants “collectively contribute an estimated \$11.74 billion to state and local coffers each year via a combination of sales and excise, personal income, and property taxes.... On average, the nation’s estimated 11 million undocumented immigrants pay 8 percent of their incomes in state and local taxes every year.”^{xvi}

The vast majority of undocumented immigrants hold wage-earning jobs,^{xvii} with workforce participation rates higher than those of non-citizens.^{xviii} A recent paper published by the National Bureau of Economic Research found that “the economic contribution of unauthorized workers to the U.S. economy is substantial, at approximately 3%

of private-sector GDP annually, which amounts to close to \$5 trillion over a 10-year period”; the paper further found that “legalization of unauthorized workers would increase their contribution to 3.6% of private-sector GDP. The source of these gains stems from the productivity increase arising from the expanded labor market opportunities for these workers which, in turn, would lead to an increase in capital investment by employers.”^{xix}

These macroeconomic effects prove true at the microeconomic level of individual families, as well -

“[I]mmigration-related arrests cause household income to fall to half on average, and leave one-fourth of households without anyone earning wages.... The Urban Institute’s 2010 study of families of detainees found that 28.3% of families suffered from insufficient food access after six months” (NCCIJ 13). Yet people can be held in detention for many months; according to one survey of people detained in ICE custody for at least six months, the average length of detention was 273 days; of these people, 90% had been employed immediately prior to detention, with collective wages lost to families and the local economies calculated at more than \$11 million (CA Due Process Crisis, 10-11).



And for every person who has lost a job, there’s an employer who has lost an employee. “[W]hen employees are detained or deported, businesses must bear the costs of this turnover. A review of 30 previous studies of turnover costs showed that these costs are regularly 20 percent of annual wages for workers earning less than \$50,000.... Deportation and detention-related employee turnover thus places a huge financial burden on California employers, especially given that noncitizens comprise such a large proportion of California’s workforce” (CA Due Process, 11).

And the ripples widen: for every family that has lost one parent, there’s another parent (or relative or friend or child) who must shoulder additional demands, which in turn affects their own abilities to go to work, or school, or care for their families.

VI. LOCAL PRECEDENTS

Contra Costa County has both proven and recent experience in undertaking successful pilot initiatives to develop new approaches to meet urgent needs that require coordinated responses. In the County’s history, these initiatives are typically conceived as time-limited, cross-agency demonstration pilot projects that leverage established infrastructure and are supported by dedicated public funding sufficient to test these new solutions.

Local examples of Contra Costa’s commitment to innovative pilot projects include the County’s new Office of Reentry and Justice, originally proposed in May 2016 by the AB109 Community Advisory Board and now a pilot initiative operating inside the County Administrator’s Office; the Zero Tolerance for Domestic Violence initiative (now known as Families Thrive), established at the direction of the County Board of Supervisors and housed within the Employment and Human Services division; and the Family Justice Alliance, which began as a cross-sector, community-based pilot and is now an independent 501c3 organization operating in partnership with public and private agencies and our County Board of Supervisors.

Further, Stand Together CoCo will build on Contra Costa's commitment to bold, coordinated, public/private solutions – such as Contra Costa CARES – developed to meet the distinct needs of undocumented Contra Costa residents. Launched as a twelve-month pilot in November 2015, Contra Costa CARES continues operating today, providing access to essential primary medical care for low-income adult undocumented residents. The CARES project was launched with \$1 million in initial funding, of which Contra Costa County provided \$500,000. Today, the project operates on an annual budget of \$1.5 million for fiscal 2017-18.

Taken as a whole, these initiatives came into being as the result of forward-thinking partnerships of community stakeholders, the County Board of Supervisors, and public and private agencies. Each of them reflects Contra Costa's demonstrated commitment to acknowledging and meeting the urgent challenges confronting some of our most vulnerable and marginalized community members.

The proposed project, Stand Together CoCo, builds on this legacy of extraordinary leadership and partnership.

VII. PROJECT RATIONALE

As an interdisciplinary, multi-sector initiative, Stand Together CoCo is designed to maximize the value of each element while augmenting collective capacity through intentional synergies.

- Grounded in community-based leadership development, capacity building, and community empowerment, Stand Together CoCo elicits, values, and enhances grassroots expertise, cultivates established and emergent community leaders, and advances community empowerment and agency.
- Partnering with experienced, established nonprofit organizations and legal service providers with deep ties to affected communities will advance trust and acceptance, while stewarding funds and augmenting capacity in the most cost-effective manner possible.
- Placing the project inside the Public Defender's Office will ensure a level of expertise, capacity, and visibility that will foster both excellence and accountability.
- The project's endorsement by the Contra Costa County Board of Supervisors will send a clear message of leadership, commitment, and compassion for our most vulnerable residents – and their allies – who are confronting terrifying new realities.

VIII. PROGRAMMATIC OVERVIEW

Stewarded by a Steering Committee and informed by regional Local Leadership Councils in each of the County's three geographic regions, Stand Together CoCo will provide three essential functions:

A. IMMIGRATION-RELATED INFORMATION AND RAID VERIFICATION, RAPID RESPONSE DISPATCH

Supported by a 24-hour Stand Together hotline built on an established web-based platform and augmented by an on-demand multi-language translation service, regional teams of trained Stand Together Community Leaders, stipended Community Responders, and volunteer Peer Responders will be dispatched to accomplish three goals:

1. Verify and provide accurate information about immigration-related actions reported in the community, in order to dispel inaccurate information while concentrating attention and resources in response to actions undertaken by agents of Immigration and Customs Enforcement (ICE)
2. Serve as trained Legal Observers to witness and document actions being undertaken by ICE in Contra Costa
3. Provide immediate support and systems navigation for families and individuals in Contra Costa who have been targeted by/detained by ICE

B. LEGAL REPRESENTATION, CLINICAL CONSULTATIONS, AND TECHNICAL ASSISTANCE

1. Rapid Response Legal Representation

Alerted by the Stand Together Dispatch, and in partnership with Community Leaders, a team of experienced immigration defense attorneys will provide Contra Costa residents with rapid-response legal representation at three critical moments in the deportation process:

- During the determination of eligibility for release from detention on bond
- During the judicial process to address or challenge grounds for deportation
- During the judicial process to determine eligibility for relief from deportation

2. Community-Based Clinical Consultations

The impact and consequence of the lack of access to legal services extends beyond the question of custody and bond, spilling into everyday life for non-detained immigrants and their families, as well. In the absence of reliable and accessible legal advice about rights and risks, thousands of families are trapped in the shadows, afraid to seek help or counsel.

This chronic condition – the lack of personal financial resources and uncertainty about who they can trust – is further exacerbated by the relatively limited pool of qualified immigration removal defense attorneys in Contra Costa County.

Thus, Stand Together CoCo, and its partners, will design and conduct community events to offer legal consultations and services. As part of this work, Stand Together CoCo lawyers will provide structured referrals to relevant nonprofit and public services to help address those needs. Such customized consultations will ensure that all Contra Costa residents have access to legal advice regarding the options and issues specific to each case and circumstances.

Conducted in partnership with existing community-based initiatives, these events will maximize the breadth and value of complementary resources such as the County's Clean Slate/Prop 47/Prop 64 legal remedies projects.

By embedding multi-partner "one stop" immigrant-resource events in trusted community-based settings, Stand Together CoCo will mitigate some of the most challenging barriers currently faced by these vulnerable residents – knowing where to start and how to get help.

3. Technical Assistance

In addition to providing direct representation and clinical services, the Stand Together CoCo attorneys will also provide community partners with technical assistance regarding new or complex developments of immigration law. To advance collective capacity, they will provide issues analysis on relevant developments in immigration law; provide training and job-shadowing opportunities to help Community Leaders and Responders understand the methods and procedures of immigration court; and review and assist in the development of content for legal rights workshops, such as those described below.

C. COMMUNITY EDUCATION AND LEGAL RIGHTS WORKSHOPS

Working in partnership with proven community-based partners, the multi-disciplinary Stand Together CoCo team will organize an ongoing array of culturally-responsive Community Education and Legal Services workshops, clinics, and trainings held in safe, trusted community-based sites across Contra Costa County.

Developed by Stand Together Community Leaders and Stand Together lawyers, and supported by stipended Community Responders and volunteer Peer Responders, these events will serve three primary functions:

1. **Workshops:** Advance equity, strengthen collective purpose, and equip Contra Costa families and individuals with essential tools and information to protect their families and exercise their Constitutional rights, which apply to all residents of the United States, regardless of their citizenship status

Hands-on workshops will help families prepare and equip themselves for potential targeting by ICE, offering practical and user-friendly guidance on topics such as: Let's Make a Family Preparedness Plan; Know Your Rights; Know Your Immigration-Status Options; What To Do if ICE Approaches You; Tenant Rights; and Employee Rights (including wage theft)

2. **Train the Trainer Capacity-Building:** Expand both individual and collective capacity to advance safety and justice for immigrant families in Contra Costa

In the Train the Trainer events, project staff will advance community capacity through technical trainings such as "Raid Verification Protocols," "Navigating the Immigration Bond Process," "Developing Family Preparedness Plans," and "How to be a Safe and Effective Legal Observer."

These events will also be co-convened with relevant partners and projects in order to maximize the reach and impact of existing community-based legal efforts, such as the County's Misdemeanor Early Representation Project, which is piloting to great success in both Antioch and Richmond.

3. **Leadership Development:** Create a structured continuum of development and leadership opportunities to identify, recruit, invest in, and organize an array of impacted community members.

At initial scale, this continuum will be led by three Community Leaders (paid, full-time) who will cultivate and work with twelve Local Responders (stipended, part-time), who will in turn provide engagement opportunities for an estimated 30-36 Local Leadership Council members (volunteers from impacted communities in each of the three geographic regions).

Facilitated by each region's Community Leaders and Local Responders, the Local Leadership Councils will provide safe and accessible methods to share essential information directly with and from the affected communities.

IX. PROJECT GOVERNANCE

Hosted by the Office of the Public Defender during its pilot phase, Stand Together CoCo will be administratively managed by Deputy Public Defender/Immigration Attorney Ali Saidi, in stewardship with a multi-stakeholder Steering Committee representing public agencies, nonprofit organizations, and community members.

To augment and inform the work of this body, the three regional Community Response Leaders will organize and manage Local Leadership Councils in each region. Co-facilitated by the Community Response Leaders and each region's stipended Community Responders, these Local Leadership Councils will provide structured opportunities to gather and disseminate information, identify areas of local concern, recruit and train volunteer responders, provide mutual support in what can be an isolating and terrifying environment, and inform project design and operations.

This governance structure – Host, Steering Committee, and Local Leadership Councils – encourages shared leadership, aligns public and community resources, and cultivates regional insights and meaningful peer-leadership development opportunities



X. COMMUNITY-BASED ORGANIZATIONS: RFQS AND TIMELINE

In its pilot phase, the project will be hosted at the Office of the Public Defender, which will provide in-kind occupancy and indirect resources to supervise the project. Under the umbrella of the Public Defender's Office, the bulk of the project's day-to-day activities will be undertaken by community-based organizations selected via a competitive Request for Qualifications (RFQ) process.

The RFQ process will be managed by an RFQ Team, which will include representatives of the Public Defender's Office, County leadership, and community members with expertise in the immigrant experience, community-based service delivery, community organizing, and immigration defense.

We propose the following timeline:

- Tuesday, September 12, 2017: Board of Supervisors approves Stand Together CoCo and commits funding
- By Friday, October 20, 2017: Assemble an RFQ Team, develop a Request for Qualifications, prepare for dissemination (pending approval/authorization by the Board of Supervisors)
- By Friday, November 10, 2017: Receive and vet responses, select proposed grantees
- On Tuesday, November 14, 2017: Present recommendations to Board of Supervisors
- By Monday, December 11, 2017: Finalize contracts
- By Friday, December 29, 2017: Develop basic policy documents and operating agreements
- Tuesday, January 2, 2018: Begin operations

XI. ATTACHMENTS

See attached Gantt chart, organizational chart, budget, and infographic for additional information.

i Family Unity, Family Health: How Family-Focused Immigration Reform Will Mean Better Health for Children and Families, Human Impact Partners, June 2013, Foreword.

ii Albanese, Matthew T., Memorandum Implementing the President's Border Security and Interior Immigration Enforcement Policies, February 21, 2017, page 1, accessed at <https://assets.documentcloud.org/documents/3889695/doc00801320170630123624.pdf>

iii Access to Justice for Immigrant Families and Communities, Northern California Collaborative for Immigrant Justice, October 2014, page 19; hereafter NCCIJ.

iv California's Due Process Crisis: Access to Legal Counsel for Detained Immigrants, The California Coalition for Universal Representation," June 2016.

v <https://www.immigrantbailfund.org>

vi National and County Estimates of the Unauthorized Immigrant Population, 2010-14, Migration Policy Institute, <http://www.migrationpolicy.org/programs/data-hub/deferred-action-childhood-arrivals-daca-profiles>

vii <http://statisticalatlas.com/county/California/Contra-Costa-County/Languages>

viii https://www.uscis.gov/sites/default/files/USCIS/Green%20Card/GreenCard_Comparison_EN.PDF

ix <https://www.irs.gov/individuals/international-taxpayers/immigration-terms-and-definitions-involving-alien>

x Satinsky, Sara, et al., Family Unity, Family Health: How Family-Focused Immigration Reform Will Mean Better Health for Children and Families, Human Impact Partners, June 2013, available at <http://www.familyunityfamilyhealth.org/uploads/images/FamilyUnityFamilyHealth.pdf> at 8

xi Blanco, Octavio, How Much It Costs ICE to Deport an Undocumented Immigrant, CNN, April 13, 2017, <http://money.cnn.com/2017/04/13/news/economy/deportation-costs-undocumented-immigrant/index.html>

xii The Effect of Hostile Immigration Policies on Children's Mental Health, The Children's Partnership: California Immigrant Policy Center, March 2017, page 1.

xiii Pastor, Manuel, et al., California Immigrant Education Scorecard, Center for the Study of Immigrant Integration, University of Southern California, September 2012, page 5.

xiv County Level Information on Undocumented Population, Deferred Action for Childhood Arrivals (DACA) Data Tools, Migration Policy Institute, <http://www.migrationpolicy.org/programs/data-hub/deferred-action-childhood-arrivals-daca-profiles>

xv "Deferred Action for Childhood Arrivals (DACA) is a kind of administrative relief from deportation. The purpose of DACA is to protect eligible immigrant youth who came to the United States when they were children from deportation. DACA gives young undocumented immigrants: 1) protection from deportation, and 2) a work permit. The program expires after two years, subject to renewal." Source: Undocumented Student Program, University of California at Berkeley, <https://undocu.berkeley.edu/legal-support-overview/what-is-daca/>

xvi Undocumented Immigrants' State and Local Tax Contributions, Institute on Taxation and Economic Policy, March 2, 2017, <https://itep.org/immigration/>

xvii Profile of the Unauthorized Population: United States, Migration Policy Institute, Data Hub. MPI's estimates are based on analysis of U.S. Census Bureau data from the 2014 American Community Survey (ACS), 2010-2014 ACS pooled, and the 2008 Survey of Income and Program Participation (SIPP), available at <http://www.migrationpolicy.org/data/unauthorized-immigrant-population/state/US>.

xviii The Effect of Hostile Immigration Policies on Children's Mental Health, The Children's Partnership: California Immigrant Policy Center, March 2017, page 2.

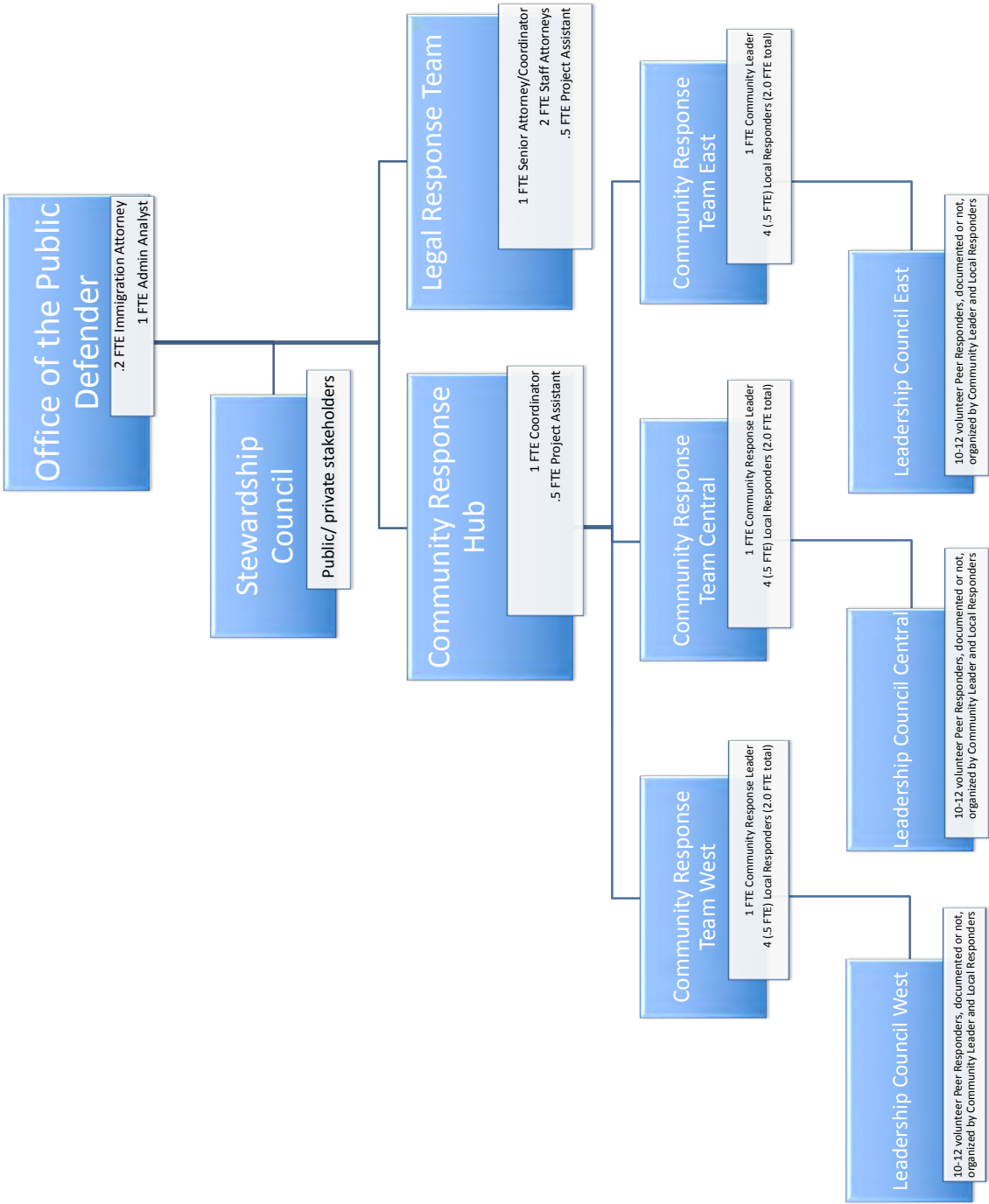
xix Edwards, Ryan, and Francesc Ortega, The Economic Contribution of Unauthorized Workers: An Industry Analysis, National Bureau of Economic Research, Working Paper No. 22834, Issued November 2016.

Stand Together CoCo, Budget						
Costs	Annual cost per FTE	FTE on project	Year 1 (FY17-18) (6 months)	Year 2 (FY18-19)	Year 3 (FY19-20)	
Host						
Project Director Ali Saidi (provided in-kind by Public Defender)	\$ -	0.20	\$ -	\$ -	\$ -	
Administrative Analyst-Project APW1 (\$50K + 50% benefits)	\$ 75,000	1.00	\$ 37,500	\$ 75,000	\$ 75,000	
Team/Council meeting costs @ 1 meeting /region/month for 3 regions @ \$75/meeting			\$ 1,350	\$ 2,700	\$ 2,700	
Community Education and Legal Rights Workshops and Clinics: One/region/quarter, @ \$750 ea			\$ 4,500	\$ 9,000	\$ 9,000	
Translation equipment			\$ 1,500	\$ -	\$ -	
Website design and ongoing TA			\$ 15,000	\$ 1,200	\$ 1,200	
Hotline infrastructure @ \$50/month plus one-time set-up fee of \$10,000			\$ 10,300	\$ 600	\$ 600	
Technical assistance (implementation/operations support)			\$ 18,000	\$ 7,500	\$ -	
Costs for Host		1.20	\$ 88,150	\$ 96,000	\$ 88,500	
Stand Together Community Team						
Stand Together Coordinator @ \$60K plus benefits	\$ 60,000	1.00	\$ 30,000	\$ 60,000	\$ 60,000	
Community Leaders @ \$40K plus benefits	\$ 40,000	3.00	\$ 60,000	\$ 120,000	\$ 120,000	
Project Assistant @ \$32K plus benefits	\$ 32,000	0.50	\$ 8,000	\$ 16,000	\$ 16,000	
Benefits	22%		\$ 21,560	\$ 43,120	\$ 43,120	
Local Responders (12 people, 4 per region, each at .5 FTE, stipended, \$14/hr)	\$ 28,000	6.00	\$ 84,000	\$ 168,000	\$ 168,000	
Print materials @ \$1,500 for Spanish, and \$500 per language in the top six languages			\$ 4,500	\$ 5,000	\$ 5,000	
Cell phones (per FTE, @ \$50/ FTE /month			\$ 3,150	\$ 6,300	\$ 6,300	
Local mileage for Community Action Unit @ 250 miles/month/FTE @ \$.535/mile			\$ 8,426	\$ 16,853	\$ 16,853	
Indirect @ 10% of all program costs	10%		\$ 21,964	\$ 43,527	\$ 43,527	
Costs for Community Action Unit		10.50	\$ 241,600	\$ 478,800	\$ 478,800	
Legal Services						
Senior Attorney/Legal Services Coordinator @ \$120K plus benefits	\$ 120,000	1.00	\$ 60,000	\$ 120,000	\$ 120,000	
Staff Attorney @ \$92K plus benefits	\$ 92,000	2.00	\$ 92,000	\$ 184,000	\$ 184,000	
Legal Services Team assistant @ \$32K plus benefits	\$ 32,000	0.50	\$ 8,000	\$ 16,000	\$ 16,000	
Benefits @ 25%	22%		\$ 33,440	\$ 66,880	\$ 66,880	
Cell phones @ \$50/FTE/month (2 in Year 1, 3 in subsequent years)			\$ 1,050	\$ 2,100	\$ 2,100	
Document translation costs			\$ 2,500	\$ 5,000	\$ 5,000	
Local mileage for Attorneys @ 200 miles/month/FTE @ \$.535/mile (2 in Yr 1, 3 after)			\$ 1,926	\$ 3,852	\$ 4,494	
Indirect @ 10% of all program costs (excluding consultants and non-recurring costs)	10%		\$ 19,892	\$ 39,783	\$ 39,847	
Costs for Legal Services Unit		3.50	\$ 218,808	\$ 437,615	\$ 438,321	
Flexible legal defense funds/litigation expenses including expert witnesses (assumes \$1,250/case for 40 cases/year)			\$ 25,000	\$ 50,000	\$ 50,000	
Total Operating Costs			\$ 573,557	\$ 1,062,415	\$ 1,055,621	

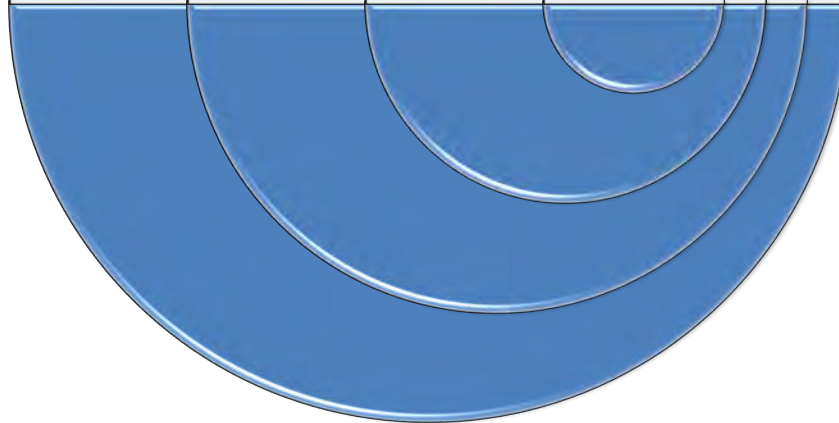
Stand Together CoCo, Timeline, as of August 8, 2017		Q3 2017	Q4 2017	Q1 2018	Q2 2018	Q3 2018	Q4 2018	Q1 2019	Q2 2019
Administrative Processes									
Receive project approval and funding appropriation from CoCo Board of Supervisors		X							
Complete internal County processes to establish the project within Public Defenders Office			X						
Hire Project Legal/Admin Assistant			X						
Launch Team									
Establish and convene Launch Team		X							
Develop initial Team charter, governance and decision-making rules		X	X						
Review, finalize, and approve budgets for RFQ services			X						
Convene RFQ Team, outline RFQ process and timeline			X						
Draft and approve RFQ			X						
Submit RFQ to County for approval			X						
Release RFQ, review responses, make funding recommendations			X						
Submit funding recommendations through County processes (PPC? Counsel? CAO? BOS?)			X						
Execute contracts			X						
Develop and document operating protocols		X	X						
Begin implementing project activities				X					
Technical									
Identify hotline provider, negotiate scope and costs		X	X						
Identify need/function for website, social media technical assistance		X	X						
Identify translation resources (language, equipment)		X	X						
Identify needs for training, identify providers and costs		X	X						
Identify method for text-messaging, identify provider and cost		X	X						
Identify information management platform and protocols		X	X						
Implement data system, website, and hotline platforms			X						
Steering Committee									
Draft Steering Committee charter and composition		X							
Conduct outreach and recruitment for the Steering Committee			X						
Convene and orient the Steering Committee			X						
Develop MOUs (incl privacy, data-management and reporting, and data-sharing agreements)			X	X					
Review and approve community-responder training needs, curriculum			X	X					
Hold quarterly Steering Committee meetings				X	X	X	X	X	X
Conduct mid-course project reviews				X					
Local Leadership Councils									
Develop Local Leadership Council charters, composition			X	X					
Recruit and convene LLC in each region				X					
Conduct monthly LLCs in each region					X	X	X	X	X

Stand Together CoCo: One County, One Community, Together

A rapid response and community capacity-building project to support safety and justice for non-citizen individuals and families in Contra Costa County



Stand Together CoCo: One County, One Community, United



Stand Together CoCo Community Responders	<ul style="list-style-type: none"> • Observe and Witness: Organized, trained, and supported by Community Leaders, serve as legal observers to ICE activities • Accompany and Support: Assist family members to navigate bond processes, gather defense-related information for lawyers
Stand Together CoCo Community Leaders	<ul style="list-style-type: none"> • Recruit, organize and manage teams of Community Responders • Organize and conduct community events and clinics, with lawyers and community responders
Stand Together CoCo Community Lawyers	<ul style="list-style-type: none"> • Provide rapid-response bond representation for people in ICE detention • Provide representation for deportation eligibility and eligibility for relief • Conduct community events and clinics, with Community Leaders and Community Responders
Stand Together CoCo Hotline/Info Team	<ul style="list-style-type: none"> • Receive and confirm info on ICE enforcement activities • Deploy Community Leaders to verify and respond to enforcement activities • Align and coordinate resources and information with other immigrant networks

ONE EVENT CAN HAVE MANY CONSEQUENCES



Jorge Garcia is an undocumented resident of the U.S. He came here in search of a better life. He lives with his partner **Elise**, a U.S. citizen. Because Jorge entered the country without documentation he cannot gain status through marriage.



THE GARCIAS ARE A PART OF THEIR COMMUNITY



Jorge works at a factory.
Elise is a teacher.



He pays rent to a landlord.



Elise buys food and clothing at the local store.



Their children, **Nina** and **Ben** go to grade school in town.



They volunteer with their local church.

BUT, THEN ONE DAY ...



Jorge is pulled over for having a broken taillight. The police realize he doesn't have papers and **he** is arrested.



He is detained for several months in an out-of-state prison.



He is eventually deported, never to return.

SO...



Jorge stops coming to work. Other workers are afraid they might get picked up. Some stop coming to work too.



Without the support of **Jorge's** income, **Elise** cannot afford the rent. She is evicted and moves in with cousins who live in a different town. The psychological strain is enormous because **she** is financially strained and her **kids** have become despondent and worried.

AND...



Employers lose experienced workers. Families lose income. Landlords lose tenants. Storeowners lose revenue. The small town starts to lose its tax base, people begin to leave and the town's economic activity declines.



Nina and **Ben** switch schools suddenly because of the move. They feel abandoned and isolated in their new environment.



Nina and **Ben's** friends and former classmates hear of the deportation, become fearful and miss days of school.



Elise's cousins are stretched thin and overcrowded with three new family members, their household goes from four to seven overnight.*

*Nina and Ben were lucky to have two parents present. At any given moment 5,000 foster care children are children of deported parents.

DEPORTATION POLICY CREATES A CLIMATE OF FEAR AND PARALYSIS IN COMMUNITIES.



People are afraid to drive,



afraid to use parks and exercise outdoors,



afraid to use public services like clinics



and afraid to get involved in their communities.



Draft Proposal for Funding: Contra Costa County Immigrant Legal and Education Partnership

I. Summary of Request

Given the anti-immigrant rhetoric and stated detention and deportation policies of President Trump, we are requesting that the County of Contra Costa join us in an immediate showing of solidarity in support of immigrant communities and families. Our group of legal services and community based organizations are coming together to provide critical legal and support services to Contra Costa families facing the immediate threat of separation due to deportation. We will serve all immigrants and families throughout Contra Costa County to provide services to protect those impacted by Executive Orders and/or additional actions or policies that infringe on due process rights, divide communities, increase the use of detention, and/or result in the disparate treatment of individuals based on factors that include nationality, religion, country of origin, and sexual orientation.

Together, this diverse group of organizations requests that the County of Contra Costa contribute to help us reach a total budget of \$1,002,750 annually for rapid response coordination, a rapid response hotline, community responders, know your rights education, family preparedness planning, and legal services. A detailed budget is provided in Section V below. If Contra Costa County makes an investment in these critically needed services, several local and regional foundations that currently support immigration legal and educational services in the East Bay are prepared to consider additional matching investments in this Contra Costa Immigrant Legal and Education Partnership.

II. Overview of Need

More than ever, immigrants will need experienced and qualified attorneys to ensure that immigrants and their families in Contra Costa County receive due process given the expected surge of deportation and detention. In addition, we simultaneously need resources to create a meaningful rapid response network to make sure the community is aware of their rights and can access counsel as soon as they are detained by ICE. A report by the Stanford Law School Immigrants' Rights Clinic, on behalf of the Northern California Collaborative for Immigrant Justice (NCCIJ) explains the already dire need for removal defense representation in the Bay Area.ⁱ The report found that over 50% of the represented detained individuals had lived in the United States for over a decade; 77% were separated from family members as a result of their detention (approximately half of them were separated from children); and 65% had been gainfully employed prior to their detention.ⁱⁱ Research shows that the removal of these (often) primary breadwinners from the family unit pushes families toward the brink of poverty and homelessness, and can leave U.S. citizen children without parents to care for them.ⁱⁱⁱ Public health insurance programs, foster care services, and other city and county social assistance programs suffer increased costs as a consequence.^{iv} In addition to the deleterious economic impacts of losing a family member to detention, studies have found that children whose parents

were detained and facing the threat of deportation exhibited significant negative behavioral and emotional changes.^v As such, not only do families in our local communities experience economic hardship, they also endure psychological turmoil when a family member is detained and/or deported.^{vi}

The NCCIJ report examined two specific data sets and analyzed the impact of having a lawyer on a detained individual's ability to remain in the United States and avoid deportation. The first data set was provided directly from the Department of Justice, Executive Office for Immigration Review (the San Francisco Immigration Court). The second data set was a result of a survey of all of the Bay Area nonprofit immigration legal services providers who were engaged in removal defense for detained individuals. Notably, the DOJ EOIR report showed that only 11% of detained and unrepresented immigrants were successful in challenging their deportation.^{vii} By contrast, the detained individuals who were represented by Bay Area non-profits were successful 83% of the time.^{viii} The impact of these statistics goes well beyond the actual number of individuals who are actually expelled from the United States. This is because the detained individual's family and community are also significantly impacted.

The ability of non-profit organizations serving Contra Costa County residents to effectively represent immigrants who are threatened with permanent banishment from the United States and their families is at a cross roads due to current limited resources, which will only be further stretched going forward. In order to keep families together, Contra Costa residents need to be educated about their legal rights and when faced with the threat of imminent deportation, be immediately connected to and provided with legal counsel.

III. Local Impact

According to the most recent census (2010), nearly *a quarter* of Contra Costa County residents were foreign-born (23.9%).^{ix} By any estimation, the number of immigrants has continued to grow since the last census - and much of this growth has been amongst persons without documented status. In addition, over 34% of Contra Costa County residents speak a language other than English at home.^x Such diverse immigrant populations exist throughout our region and have long made Contra Costa County their home. As of the most recently available data from 2014, within Contra Costa County, over 47% of children live with one or more foreign-born parents.^{xi} Recent studies show the extremely damaging psychological and physical impact on children if their parents are apprehended detained and/or deported.^{xii} In addition to the severe psychological impact of depression, inability to focus in or attend school, children also are physically impacted in that they engaged in self-harm.^{xiii}

IV. Proposed Services and Deliverable Outcomes

The Partnership will provide a rapid response to the legal needs of Contra Costa residents and families facing imminent deportation or other adverse action as a result of immigration enforcement activities like raids in homes, workplaces, schools, and other sensitive locations. The network will house four (4) attorneys at legal services organizations, a Rapid Response and

Know Your Rights Coordinator at an established community organization and four (4) Community Responders at community based organizations.

A Rapid Response and Know Your Rights Coordinator will lead four Community Responders in managing a hotline where affected individuals and community members can call to report immigration enforcement actions. Community Responders will be deployed to those locations to document the enforcement activity, gather information about the affected individuals and report that information back to the Coordinator. The Coordinator and Responder will then contact the point person at a legal service agency who will send one of the four attorneys to immediately enter their appearance as the affected individual's attorney before ICE and advocate to prevent their immediate deportation. The attorney will then provide ongoing legal representation to the affected individual before the San Francisco Immigration Court. The Coordinator will connect the affected individuals' family with emergency support services.

The Coordinator will also work with the legal service providers and develop presentations to be conducted weekly at schools, places of worship, health clinics, and other trusted community locations. In addition to critical education regarding legal rights, during these presentations the Know Your Rights ("KYR") coordinator will provide Contra Costa residents with the hotline information and guidance on individual family emergency planning.

The weekly presentations will occur throughout Contra Costa County on a rotating basis to ensure geographic equity. The partnership organizations will continue and add additional formalized partnerships with community centers and faith based locations throughout the entirety of Contra Costa County.

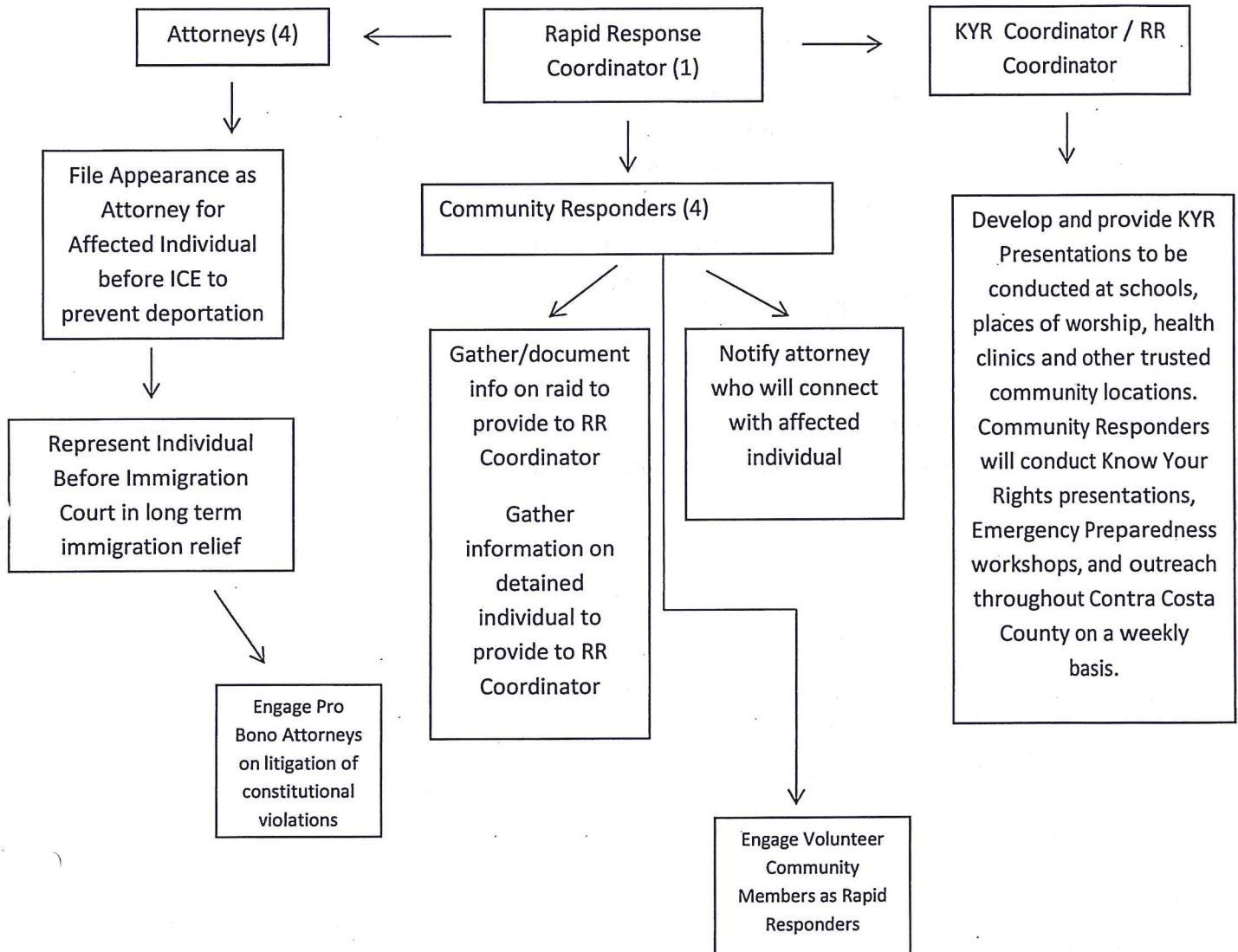
The organizations will continue existing and will add additional formalized partnerships with unified school districts and individual schools throughout the county so that they have regular Know Your Rights presentations and a clear point of contact if any enforcement actions occur so that children and families have immigration legal and support services as needed.

The organizations will continue existing and add additional formalized partnerships with community health clinics and other medical or mental health providers throughout the county so that they have regular Know Your Rights presentations and a clear point of contact for any Contra Costa County residents who need immigration legal and support services.

Once the network has been established, both legal service organizations and community based organizations will engage pro bono attorneys and non-legal volunteers for additional support. Pro bono attorneys will be leveraged to challenge constitutional violations of Contra Costa County residents who are detained by ICE and denied due process. Non-legal volunteers will be recruited to assist Community Responders and the Coordinator by immediately dispatching to locations where there have been raids or other immigration enforcement activity to assist in information gathering.

The Partnership will provide the following legal and rapid response services in a one-year period:

- 4 Community Responders will staff emergency hotline six hours a day, five days a week for Contra Costa county residents who are threatened with deportations or who are impacted by immigration enforcement activity;
- Rapid Response / Know Your Rights Coordinator and Community Responders will conduct weekly presentations at schools, places of worship, health clinics, and other trusted community locations and create relevant informational and referral materials in multiple languages;
- 2000 Contra Costa County residents will receive Know Your Rights presentations;
- 1000 Contra Costa County residents and families will receive free legal consultations;
- 200 Contra Costa County residents and families will receive free legal representation in removal proceedings;
- Coordinate with school districts and individual schools throughout Contra Costa County to have a dedicated partnerships and points of contact for legal and support services;
- Coordinate with health clinics and other medical and mental health service providers throughout Contra Costa County to have a dedicated partnership and points of contact for legal and support services;
- Coordinate with faith based leaders throughout Contra Costa County to have a dedicated partnership and points of contact for legal and support services;
- Engage Pro Bono Attorneys on litigation of constitutional violations;
- Engage Volunteer Community Members as Rapid Responders; and
- Community based organization partners will meet on a monthly basis to review services provided and ensure coordination of services.

Partnership Structure

V. One Year Budget

Amounts include support for **salary, benefits, overhead, and supervision** for each employee

- 4 attorneys: \$495,000
 - i. 1 Senior Attorney: \$150,000
 - ii. 3 Staff Attorneys: \$345,000
- Litigation Expenses: \$50,000
- Rapid Response and Know Your Rights Coordinator and hotline costs: \$150,000
- 4 Community Responders: \$260,000
- TOTAL: **\$955,000**
- Administrative cost to partnership Fiscal Lead (5% of total): \$47,750

TOTAL EXPENSE: **\$1,002,750**

FUNDING SOURCES:

Contra Costa County

Matching funds from Foundations and major donors

i Northern California Collaborative for Immigrant Justice (NCCIJ), Access to Justice for Immigrant families and Communities (Oct. 2014) (Hereinafter referred to as “NCCIJ Report”), *available at* <https://media.law.stanford.edu/organizations/clinics/immigrant-rights-clinic/11-4-14-Access-to-Justice-Report-FINAL.pdf>. (last accessed May 25, 2016).

ii NCCIJ Report at 7, 23 n. 69, 70, 71, 72.

iii NCCIJ Report at 13 n. 43, 44, 45.

iv NCCIJ Report at 13 n. 46.

v NCCIJ Report at 13 n. 48, 49.

vi NCCIJ Report at 7 n. 9, 10.

vii NCCIJ Report at 9, 18.

viii NCCIJ Report at 9.

ix <https://www.census.gov/quickfacts/table/POP645215/06013,00>

x Id.

xi <http://www.kidsdata.org/topic/573/foreign-parents250/table#fint=786&loc=2,127,331,171,345,357,324,369,362,360,337,364,356,217,328,354,320,339,334,365,343,367,344,366,368,265,349,361,4,273,59,370,326,341,338,350,342,359,363,340,335&tf=79>

xii <http://www.migrationpolicy.org/research/health-and-social-service-needs-us-citizen-children-detained-or-deported-immigrant-parents>

xiii Id.



PUBLIC DEFENDER Contra Costa County

Robin Lipetzky
Public Defender

Attachment C

Central/East Office

Supervising Attorneys

Elizabeth Harrigan
Michelle Dawson
Karen Moghtader
Patrick Cannon

To: Contra Costa County Board of Supervisors
From: Robin Lipetzky, Contra Costa County Public Defender
Date: September 13, 2017
Subject: Private Foundations' Funding Commitments to Support *Stand Together CoCo*

Summary: In response to direction provided by the Contra Costa County Board of Supervisors' Finance Committee at its meeting on August 16, 2017, the Public Defender's Office respectfully presents to the Board of Supervisors the attached letters of commitment totaling pledges of \$575,000 made by philanthropic organizations to support *Stand Together CoCo*.

These letters represent an extraordinary, unified, and unprecedented expression of collective urgency on the part of Contra Costa County's leading funders: The Y&H Soda Foundation, The San Francisco Foundation, The California Endowment, The East Bay Community Foundation, and The Firedoll Foundation.

As detailed in the commitment letters, and consistent with direction provided by the Finance Committee, these grant awards are contingent upon the County's agreement to allocate \$500,000 annually to support the project during its 2.5-year pilot phase spanning January 2018-June 2020.

Background: In recent months, the Board's Finance Committee has been considering a community-driven proposal to establish an immigrant rights and deportation defense initiative.

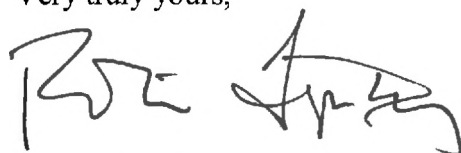
A pilot project to be conducted in partnership with community-based organizations to be selected through a competitive process, *Stand Together CoCo* is designed to provide culturally competent, no-cost rapid response support, deportation defense services and clinics, and immigrant rights education and training to support Contra Costa families impacted by anti-immigrant policies and practices.

The *Stand Together CoCo* proposal was considered at the Finance Committee's August 16, 2017 meeting. After discussion and public comment, the Finance Committee decided to recommend the project to the Board of Supervisors at its September 19, 2017 meeting. As a condition of that recommendation, the Finance Committee required the project to secure a minimum of \$100,000 in grants from private foundations to help underwrite costs of the 18/19 fiscal year, with written commitments to be available to the Board of Supervisors for its September 19th meeting.

Conclusion: Having generated commitments of \$575,000 in private funding for 17/18 and 18/19, the project has fulfilled and substantially exceeded the directive issued by the Finance Committee at its meeting on August 16, 2017.

Furthermore, having successfully generated 100% of the gap funds necessary to support the project in its first two years, *Stand Together CoCo* is poised to begin implementation immediately, pending only the \$500,000 annual allocation recommended by the Finance Committee to the Board of Supervisors.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robin Lipetzky". The signature is stylized with a large "R" and a long, sweeping underline.

Robin Lipetzky
Public Defender



**Richmond
Community
Foundation**

James Becker
President and CEO

Robin Lipetzky
Public Defender
Contra Costa County Office of the Public Defender
800 Ferry Street
Martinez, CA 94553

Letter of Funding Intention

Board Officers:

September 13, 2017

Marsha Tomassi
Chair

Dear Ms. Lipetzky:

Jeff Gagnon
Vice Chair

I am pleased to inform you that the Richmond Community Foundation intends to make a \$10,000 grant to the Contra Costa Office of the Public Defender to support the *Stand Together CoCo Project*. The terms and conditions of this planned grant are as follows:

Richard Hong
Treasurer

Cynthia Le Blanc,
Secretary

1. The grant is restricted to supporting the *Stand Together CoCo Project* for the 12-month grant period from July 1, 2018 through June 30, 2019.
2. The \$10,000 disbursement is contingent upon Contra Costa County allocating \$500,000 to the *Stand Together CoCo Project* for the period January 1, 2018 through June 30, 2018 and also allocating an additional \$500,000 to the *Stand Together CoCo Project* for the period July 1, 2018 through June 30, 2019.
3. The Office of the Public Defender will provide both a financial report and a narrative report on the outcomes of the grant no later than September 1, 2019. The financial report will document how the grant was spent and the narrative report will detail progress against the activities and goals described in the proposal.

Directors:

Menbere Aklilu

James Brandt

Kaye Burnside

Conor Flannery

Josh Genser

Erica Goode

Bielle Moore

Jorge Reyes

Glicel Sumagaysay

The Richmond Community Foundation is proud to partner with Contra Costa County on this critically important project.

Sincerely,

James A. Becker
President and CEO



SODA FOUNDATION

Robin Lipetzky
Public Defender
Contra Costa County Office of the Public Defender
800 Ferry Street
Martinez, CA 94553

Letter of Funding Commitment

September 11, 2017

Dear Ms. Lipetzky:

I am pleased to inform you that Y & H Soda Foundation commits to making a \$275,000 grant to the Contra Costa Office of the Public Defender to support the *Stand Together CoCo Project*. The terms and conditions of this grant are as follows:

1. The grant is restricted to supporting the *Stand Together CoCo Project* for the 24-month grant period from July 1, 2017 through June 30, 2019. \$75,000 is for the 12-month grant period beginning July 1, 2017 and ending June 30, 2018 and \$200,000 is for the 12-month grant period beginning July 1, 2018 and ending June 30, 2019.
2. The \$75,000 disbursement is contingent upon Contra Costa County allocating \$500,000 to the *Stand Together CoCo Project* for the period January 1, 2018 through June 30, 2018.
3. The \$200,000 disbursement is contingent upon Contra Costa County allocating \$500,000 to the *Stand Together CoCo Project* for the period July 1, 2018 through June 30, 2019.
4. The Office of the Public Defender will provide both a financial report and a narrative report on the outcomes of the initial grant disbursement no later than September 1, 2018 and the second grant disbursement no later than September 1, 2019. The financial report will document how the grant was spent and the narrative report will detail progress against the activities and goals described in the proposal.
5. The first year funding of \$75,000 will be disbursed upon receipt of documentation that Contra Costa County has allocated \$500,000 to *Stand Together CoCo* for the period January 1, 2018 through June 30, 2018.

The Y & H Soda Foundation is proud to partner with Contra Costa County on this critically important project.

Sincerely,

Robert Uyeki
CEO



September 11, 2017

Ms. Robin Lipetzky
Public Defender
Contra Costa County Office of the Public Defender
800 Ferry Street
Martinez, CA 94553

Letter of Funding Commitment

Dear Ms. Lipetzky:

I am pleased to inform you that The San Francisco Foundation commits to making a \$100,000 grant to the Contra Costa County Office of the Public Defender to support the *Stand Together CoCo Project*. The terms and conditions of this grant are as follows:

1. The grant is restricted to supporting the *Stand Together CoCo Project* for the 12-month grant period from July 1, 2018 through June 30, 2019.
2. The \$100,000 disbursement is contingent upon Contra Costa County allocating \$500,000 to the *Stand Together CoCo Project* for the period January 1, 2018 through June 30, 2018 and also allocating an additional \$500,000 to the *Stand Together CoCo Project* for the period July 1, 2018 through June 30, 2019.
3. The Office of the Public Defender will provide both a financial report and a narrative report on the outcomes of the grant no later than September 1, 2019. The financial report will document how the grant was spent and the narrative report will detail progress against the activities and goals described in the proposal.

The San Francisco Foundation is proud to partner with Contra Costa County on this critically important project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Fred Blackwell", written over a horizontal line.

Fred Blackwell
Chief Executive Officer



September 6, 2017

Robin Lipetzky
Public Defender
Contra Costa County Office of the Public Defender
800 Ferry Street
Martinez, CA 94553

Letter of Funding Intention

Dear Ms. Lipetzky:

The California Endowment is pleased to indicate our strong support for the *Stand Together CoCo Project*. It is my intention to bring forward a recommendation to support the project with a \$100,000 grant to the Contra Costa Office of the Public Defender. In early April 2018, you will receive a formal invitation to submit an application for funding for the project. Final approval is contingent upon receipt of all required documents, thorough due diligence, and a determination of strong alignment with The Endowment's mission and vision for Building Healthy Communities. As part of our due diligence, we expect to see a commitment from Contra Costa County of \$500,000 to the *Stand Together CoCo Project* for the period January 1, 2018 through June 30, 2018 and an additional \$500,000 to the *Stand Together CoCo Project* for the period July 1, 2018 through June 30, 2019.

Once approved, the grant will be restricted to supporting the *Stand Together CoCo Project* for the 12-month grant period from July 1, 2018 through June 30, 2019. The Office of the Public Defender will need to provide both a financial report and a narrative report on the outcomes of the grant no later than September 1, 2019. The financial report will document how the grant was spent and the narrative report will detail progress against the activities and goals described in the proposal.

The California Endowment is proud to partner with Contra Costa County on this critically important undertaking to ensure all of the county's residents have access to the information, resources, and assistance needed to live healthy lives in safety and dignity. Thank you for your leadership to ensure health and justice for all.

Sincerely,

Diane E. Aranda
Senior Program Manager



Robin Lipetzky
Public Defender
Contra Costa County Office of the Public Defender
800 Ferry Street
Martinez, CA 94553

Letter of Funding Commitment

September 11, 2017

Dear Ms. Lipetzky:

I am pleased to inform you that the East Bay Community Foundation commits to making a \$50,000 grant to the Contra Costa Office of the Public Defender to support the *Stand Together CoCo Project*. The terms and conditions of this grant are as follows:

1. The grant is restricted to supporting the *Stand Together CoCo Project* for the 12-month grant period from July 1, 2018 through June 30, 2019.
2. The \$50,000 disbursement is contingent upon Contra Costa County allocating \$500,000 to the *Stand Together CoCo Project* for the period January 1, 2018 through June 30, 2018 and also allocating an additional \$500,000 to the *Stand Together CoCo Project* for the period July 1, 2018 through June 30, 2019.
3. The Office of the Public Defender will provide both a financial report and a narrative report on the outcomes of the grant no later than September 1, 2019. The financial report will document how the grant was spent and the narrative report will detail progress against the activities and goals described in the proposal.

The East Bay Community Foundation is proud to partner with Contra Costa County on this critically important project.

De Domenico Building
200 Frank H. Ogawa Plaza
Oakland, CA 94612

Main 510/836.3223
Fax 510/836.3287
info@eastbaycf.org
www.eastbaycf.org

Sincerely,

James Head
President & Chief Executive Office

Firedoll Foundation

c/o Tigmera, LLC
1460 Maria Lane, Suite 400
Walnut Creek, CA 94596
(925) 937-3112

Robin Lipetzky
Public Defender
Contra Costa County Office of the Public Defender
800 Ferry Street
Martinez, CA 94553

Letter of Funding Commitment

September 8, 2017

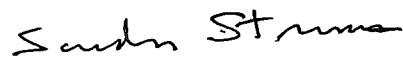
Dear Ms. Lipetzky:

I am pleased to inform you that Firedoll Foundation commits to making a \$50,000 grant to the Contra Costa Office of the Public Defender to support the Stand Together CoCo Project. The terms and conditions of this grant are as follows:

1. The grant is restricted to supporting the Stand Together CoCo Project for the 12-month grant period from July 1, 2018 through June 30, 2019.
2. The \$50,000 disbursement is contingent upon Contra Costa County allocating \$500,000 to the Stand Together CoCo Project for the period January 1, 2018 through June 30, 2018 and also allocating an additional \$500,000 to the Stand Together CoCo Project for the period July 1, 2018 through June 30, 2019.
3. The Office of the Public Defender will provide both a financial report and a narrative report on the outcomes of the grant no later than September 1, 2019. The financial report will document how the grant was spent and the narrative report will detail progress against the activities and goals described in the proposal.

Firedoll Foundation is proud to partner with Contra Costa County on this critically important project.

Sincerely,



Sandor Straus
President
Firedoll Foundation



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 19, 2017

Subject: Resolution No. 2017/286 Adoption of the FY 2017/18 Budget As Finally Determined

RECOMMENDATION(S):

ADOPT Resolution No. 2017/286 adopting the FY 2017/18 Adopted Budget as finally determined, including:

- a. Final changes to close out the 2016/2017 County Budget, including changes to revenues, appropriations, and obligated fund balances; and AUTHORIZE the Auditor-Controller to make the necessary changes in the financial accounting system, as reflected in Attachment A;
- b. Final changes in the 2017/2018 County Budget, including changes to appropriations, revenues, and obligated fund balances; and AUTHORIZE the County Administrator and Auditor-Controller to make technical adjustments to the budgets pursuant to Attachment B (County - Schedule A, B, and C);
- c. Final changes to close out the 2016/2017 Special Districts Budget, including changes to revenues, appropriations, and obligated fund balances; and AUTHORIZE the Auditor-Controller to make the necessary changes in the financial accounting system, as reflected in Attachment C; and
- d. Final changes in the 2017/2018 Special Districts Budget, including changes to appropriations, revenues, and obligated fund balances; and AUTHORIZE the County Administrator and Auditor-Controller to make technical adjustments to the budgets pursuant to Attachment D (Special Districts - Schedule A, B, and C).

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

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

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

By: , Deputy

cc: Robert Campbell, Auditor-Controller

FISCAL IMPACT:

As described in the background information below, this action adjusts FY 2016/17 appropriations and revenues to balance budgeted figures to actual experience; and for FY 2017/18, includes fund balances, reserves, designations and all estimated revenue and appropriation line item changes to correspond to the latest information.

BACKGROUND:

On April 18, 2017, the Board of Supervisors adopted the FY 2017/18 Recommended Budget for Countywide Funds and Special Districts. Also on April 18, the Board of Supervisors conducted public hearings on County and Special District budgets and directed the County Administrator to prepare for Board adoption the FY 2017/18 County and Special District Budgets, as modified, to incorporate any changes directed by the Board during the public hearings.

On May 9, 2017, the Board of Supervisors requested that the Auditor-Controller make adjustments to the FY 2016/2017 appropriations and revenues by reallocating and balancing budgeted and actual expenditures and revenues as needed for various budget units and special districts, subject to Board approval in September. This request is pursuant to state law that requires each budget unit and expenditure object level within those units not exceed appropriations. Each year, this requirement generates a substantial number of adjustments to balance each budget unit and object. Attachments A and C (County and Special Districts respectively) contain the necessary appropriation adjustments to close out the 2016/2017 Budget.

Also on May 9, the Board of Supervisors authorized the Auditor-Controller to make technical adjustments to the FY 2017/2018 County and Special District Budgets when actual amounts were known. This action is pursuant to state law that requires the Board of Supervisors adopt a budget which includes obligated fund balances and all estimated revenue and appropriation line item changes to the proposed Budget no later than October 2 of each year. Attachments B and D (County and Special Districts respectively) include changes to revenues, appropriations, and obligated fund balances in the 2017/2018 Budget to correspond with the latest fiscal and legal information and the necessity to re-budget appropriations for programs not fully utilizing Board authorized spending levels in 2016/2017.

On June 20, 2017, the Board of Supervisors approved an Appropriations and Revenue Adjustment (No. 5000) for increasing fiscal year 2017/18 revenue in an aggregate amount of \$25 million. The adjustment included fund balance from the General Fund Reserve (0005) and 2011 Local Revenue Fund/Community Corrections (0295/2982). The adjustment provides 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. Attachment B, Schedule A in today's action includes the adjustment for the \$15 million previously approved from general fund reserves.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in Final Budget Adoption.

ATTACHMENTS

Resolution No. 2017/286

Attachment A

Attachment B

Attachment C

Attachment D

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

Adopted this Resolution on 09/19/2017 by the following vote:

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



Resolution No. 2017/286

In The Matter Of: Adopting the FY 2017/18 Adopted Budget as finally determined and Closing-out the FY 2016/17 Budget.

The Contra Costa County Board of Supervisors acting in its capacity as the Governing Board of the County of Contra Costa and all districts of which it is the ex-officio governing Board **RESOLVES THAT:**

The Board **ADOPT** final materials including:

1. Final changes to close out the 2016/2017 County Budget, including changes to revenues, appropriations, and obligated fund balances; and **AUTHORIZE** the Auditor-Controller to make the necessary changes in the financial accounting system, as reflected in Attachment A;
2. Final changes in the 2017/2018 County Budget, including designations and changes to appropriations, revenues, and obligated fund balances; and **AUTHORIZE** the County Administrator and Auditor-Controller to make technical adjustments to the budgets pursuant to Attachment B (County - Schedule A, B, and C);
3. Final changes to close out the 2016/2017 Special Districts Budget, including changes to revenues, appropriations, and obligated fund balances; and **AUTHORIZE** the Auditor-Controller to make the necessary changes in the financial accounting system, as reflected in Attachment C; and
4. Final changes in the 2017/2018 Special Districts Budget, including designations and changes to appropriations, revenues, and obligated fund balances; and **AUTHORIZE** the County Administrator and Auditor-Controller to make technical adjustments to the budgets pursuant to Attachment D (Special Districts - Schedule A, B, and C);

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

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

ATTESTED: September 19, 2017

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

By: , Deputy

cc: Robert Campbell, Auditor-Controller

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: County - various			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
0005	8981	BU 0005	1,303,201	00	
4280	9195	BU 4280	1,150,000	00	
5561	9951	BU 5561	150,000	00	
3120	9362	BU 3120	483,500	00	
3351	8981	BU 3351	2,420	00	
0591	9951	BU 0591	267,980	00	
1585	9569	BU 1585	75,000	00	
1587	9560	BU 1587	89,000	00	
1597	9560	BU 1597	472,902	00	
0663	9595	BU 0663	696,744	00	
0233	9745	BU 0233	11,533	00	
2992	9263	BU 2992	1,249,000	00	
2992	8981		2,605,000	00	
4010	9879	BU 4010	1,487,210	00	
4210	9862	BU 4210	160,000	00	
0632	8981	BU 0632	4,200	00	
0634	8981	BU 0634	47,000	00	
0642	8981	BU 0642	97,000	00	
0645	8981	BU 0645	197,000	00	
0651	9105	BU 0651	422,000	00	
0653	8981	BU 0653	13,000	00	
0672	9951	BU 672	1,884,500	00	
0676	9951	BU 676	268,000	00	
0685	8981	BU 0685	15,627	00	
0685	9752		303,730	00	
TOTALS			13,455,547	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

8/11/17

DATE

REVENUE ADJ.
JOURNAL NO.

RAOO

5117

BY: _____ DATE _____

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: County - various			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
2850	9951	Dept 0242	100	00	
0451	9281	Dept 0451	25,000	00	
5752	9435	Dept 0450	117,000	00	
6200	8121	Dept 0540	11,120,000	00	
0454	9499	Dept 0454	180,000	00	
0454	9690				180,000 00
TOTALS			11,442,100	00	180,000 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/21/17

COUNTY ADMINISTRATOR:

BY:  DATE: 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE: _____

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

8/11/17
DATEREVENUE ADJ.
JOURNAL NO.

RAOO

5117

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
0036	1011	BU 36	38,000	00		
0036	2479	BU 0036			38,000	00
0478	2479	BU 0478	55,000	00		
0478	5011				55,000	00
1696	2479	BU 1696	136,000	00		
1697	1011	BU 1697			117,000	00
1696	3550	BU 1696			19,000	00
1505	1011	BU 1505	95,000	00		
1505	3550				95,000	00
1505	4951		1,000	00		
1505	4500				1,000	00
0002	1011	BU 0002	500	00		
0002	3611				500	00
1200	1011	BU 1200	1,000	00		
1200	3611				1,000	00
1225	2479	BU 1225	25,000	00		
1225	4951				25,000	00
0018	2479	BU 0018			2,740	00
1050	2479	BU 1050	1,700,000	00		
1050	5011				1,700,000	00
4292	2479	BU 4292			560,000	00
4292	5011				590,000	00
0356	3565	BU 0356			23,244	00
1000	1011	BU 1000	21,000	00		
1000	2479				21,000	00
0122	3611	BU 0122	115,000	00		
0122	5011				115,000	00
4419	4171	BU 4419			9,000	00
1600	1011	BU 1600	922,000	00		
1600	2479				375,000	00
1600	4103				60,000	00
TOTALS			3,109,500	00	3,807,484	00

APPROVED

AUDITOR-CONTROLLER:

BY: 

DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY: 

DATE: 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

8/11/17

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

BY: _____ DATE: _____

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:



BOARD OF SUPERVISORS



COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
0019	2479	BU 19			487,000	00
1700	1011	BU 1700	87,000	00		
1700	5011				87,000	00
5731	2479	BU 5731	9,000	00		
0586	1011	BU 0586	46,000	00		
0586	3611				6,000	00
0586	5011				40,000	00
5561	5011	BU 5561	160,000	00		
5561	1011				80,000	00
5561	2479				230,000	00
5101	1011	BU 5101	941,570	00		
5101	4951		115,300	00		
5101	2479				499,000	00
5101	3611				27,000	00
5101	5011				873,000	00
5220	1011	BU 5220	688,630	00		
5220	2479				346,000	00
5311	1011	BU 5311	2,687,000	00		
5311	5011		2,096,000	00		
5311	2479				1,064,000	00
5311	3611				1,477,000	00
5450	1011	BU 5450	3,711,000	00		
5450	3611		2,000,000	00		
5450	2479				11,000	00
5450	5011				7,942,000	00
0507	2479	BU 0507			500	00
0508	2479	BU 0508	19,000	00		
0508	5011		53,000	00		
0508	1011				13,000	
0508	3611				59,000	
	4103					
TOTALS			12,613,500	00	13,241,500	00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE: 9/14/17

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

DATE

8/14/17

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

BY: _____ DATE: _____

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
5601	5011	BU 5601	583,000	00	
5601	2479				507,000 00
5601	3611				76,000 00
1802	1011	BU 1802	315,000	00	
1802	2479		997,000	00	
1802	3611				642,000 00
1802	5011				670,000 00
2123	2479	BU 2123	483,319	00	
2123	5011		7,058	00	
2123	3611				210,319 00
2123	1011				715,375 00
2950	2479	BU 2950			743,000 00
0265	2479	BU 0265	743,000	00	
2560	2479	BU 2560	665,000	00	
2560	5011				665,000 00
2350	4951	BU 2350	800	00	
2350	4956				200 00
2350	5011				600 00
2500	1011	BU 2500	1,425,800	00	
2500	3611				7,000 00
2500	5011				1,200,000 00
2553	1011	BU 2553	27,200	00	
2553	3611				27,000 00
2553	5017				200 00
0270	2479	BU 0270	180,000	00	
0270	5011				180,000 00
2591	1011	BU 2591	46,000	00	
2591	2479				45,000 00
2591	3611				1,000 00
4103		TOTALS	5,473,177	00	5,689,694 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE: 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

FY 2016-17 County Budget Clean Up Adjustments



8/11/17

SIGNATURE

TITLE

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

BY: _____ DATE: _____

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:



BOARD OF SUPERVISORS



COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
2590	1011	BU 2590	141,000	00		
2590	2479				114,000	00
2590	5011				27,000	00
2590	4955		1,750,000	00		
2590	4274				1,750,000	00
0359	1011	BU 0359	37,700	00		
0359	2479				50,200	00
0359	3611				100	00
0359	5011				29,200	00
3620	2479	BU 3620			454,000	00
3620	5011				116,000	00
3620	4948		326,000	00		
3620	4955		145,000	00		
3620	4954				78,000	00
3000	1011	BU 3000	900,000	00		
3000	5011				900,000	00
3120	2479	BU 3120			429,000	00
3120	3611				11,000	00
3120	5011				43,500	00
3065	3611	BU 3065	1,000	00		
3065	2479				1,000	00
3300	1011	BU 3300	68,000	00		
3300	4952				7,000	00
3300	5011				61,000	00
3340	1011	BU 3340	703,000	00		
3340	2479				635,000	00
3340	4952				68,000	00
3351	2479	BU 3351			2,420	00
TOTALS			4,071,700	00	4,776,420	00

APPROVED

AUDITOR-CONTROLLER:

BY: 

DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY: 

DATE: 9/11/17

BOARD OF SUPERVISORS:

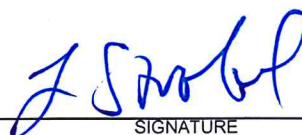
YES:

NO:

BY: _____ DATE: _____

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

DATE

8/11/17

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
2601	1011	BU 2601	1,765,175	00		
2601	3611	BU 2601			565,000	00
2601	5011				1,200,000	00
0285	2479	BU 0285	76,600	00		
0285	1011				69,000	00
0285	3611				7,600	00
0286	2479	BU 0286	502,000	00		
0286	3611				50,000	00
0286	5011				452,000	00
0114	4386	BU 0114			175	00
1581	2479	BU 1581	14,000	00		
1581	3611				14,000	00
0591	2479	BU 0591	26,900	00		
0591	1011				128,930	00
0591	5011				165,950	00
1585	5011	BU 1585	20,000	00		
1585	2479				95,000	00
1590	2479	BU 1590	259,276	00		
1590	5011				200,000	00
1587	2479	BU 1587			143,678	00
1587	5011				4,598	00
1597	5011	BU 1597	200,827	00		
1597	2479				673,354	00
1597	3611				375	00
0367	2479	BU 0367	3,600	00		
0367	3611				100	00
0367	5011				3,500	00
0370	3611	BU 0370	50,000	00		
0370	2479				50,000	00
1591	5011	BU 1591	10	00		
1591	4103				10	00
TOTALS			2,918,388	00	3,823,270	00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE: 9/14/17

BOARD OF SUPERVISORS:

YES:

NO:

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

DATE

8/11/17

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

BY: _____ DATE: _____

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
0597	2479	BU 597	220,000	00		
0597	5011				220,000	00
0663	3611	BU 0663	1,200,000	00		
0663	2479				56,963	00
0663	5011				1,839,781	00
1780	1011	BU 1780	561,000	00		
1780	2479				418,000	00
1780	3611				143,000	00
0233	5011	BU 0233			11,533	00
0234	2479	BU 0234	20,000	00		
0234	5011				20,000	00
2800	4951	BU 2800	45,998	00		
2800	4955				5,938	00
2800	5011		9,554	00		
2800	1011				460,670	00
2800	2479				86,123	00
2800	3611				77	00
2894	5011	BU 2894	110,814	00		
2894	1011				124,341	00
2894	2479				15,357	00
0247	2479	BU 247	1,074,000	00		
0247	5011				1,074,000	00
0251	2479	BU 0251	653,000	00		
0251	5011				653,000	00
2900	5011	BU 2900	63,807	00		
2900	1011				107,936	00
2900	2479				187,571	00
2900	4951				84,060	00
2992	5011	BU 2992			3,854,000	00
TOTALS			3,958,173	00	9,362,350	00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY: [Signature] DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY: [Signature] DATE: 8/18/17

BOARD OF SUPERVISORS:

YES:

NO:

FY 2016-17 County Budget Clean Up Adjustments

[Signature]

8/18/17

SIGNATURE

TITLE

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

BY: _____ DATE: _____

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
4282	4953	BU 4282	952,000	00		
4282	2479				55,000	00
4282	3611				565,000	00
4282	5011				332,000	00
4010	1011	BU 4010	2,300,000	00		
4010	3611		800,000	00		
4010	4953		500,000	00		
4010	5011				2,125,000	00
4010	2479				2,600,000	00
4010	4103				100	00
4010	4127				20	00
4010	4142				11,000	00
4010	4437				50	00
4010	4504				40	00
4010	4518				109,000	00
4010	4523				90,000	00
4010	4524				39,000	00
4210	1011	BU 4210	37,000	00		
4210	2479		312,000	00		
4210	4951		150,000	00		
4210	5011				772,000	00
0330	2479	BU 330	3,000	00		
0330	5011				3,000	00
4730	5011	BU 4730	261,098	00		
4730	2479				266,613	00
0632	5011	BU 0632			4,200	00
0634	5011	BU 0634			47,000	00
0641	5011	BU 0641	100	00		
0641	2479				100	00
TOTALS			5,315,198	00	7,019,123	00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY: [Signature] DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY: [Signature] DATE: 8/16/17

BOARD OF SUPERVISORS:

YES:

NO:

FY 2016-17 County Budget Clean Up Adjustments

BY: _____ DATE: _____

[Signature]

SIGNATURE

TITLE

8/16/17

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
0642	5011	BU 642			97,000	00
0645	5011	BU 0645			197,000	00
0649	3611	BU 0649	2,000	00		
0649	2479				2,000	00
4500	1011	BU 4500	1,855,515	00		
4500	2479				1,850,000	00
0651	3611	BU 0651	4,000	00		
0651	2479				58,000	00
0651	5011				368,000	00
0653	5011	BU 0653			13,000	00
4660	2479	BU 4660	221,000	00		
4660	3611				165,000	00
4660	5011				56,000	00
0662	2479	BU 0662	2,334,000	00		
0662	3611				318,000	00
0662	5011				2,016,000	00
0672	5011	BU 0672			1,200,000	00
0674	3611	BU 0674	7,500	00		
0674	5011				7,500	00
0676	2479	BU 0676	115,000	00		
0676	3611				67,500	00
0676	5011				1,000,000	00
0685	5011	BU 0685			319,357	00
4841	1011	BU 4841	197,000	00		
4841	2479				157,000	00
4841	3611				5,000	00
4841	5011				35,000	00
TOTALS			4,736,015	00	7,931,357	00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE: 8/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE: _____

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

8/11/17

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR


ACCOUNT CODING		BUDGET UNIT: County - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
4853	4652	BU 4853	1,323,000	00	
4853	3611				1,113,000 00
4853	4653				210,000 00
4844	3611	BU 4844	50,000	00	
4844	5011				50,000 00
3702	1011	BU 3702	37,000	00	
3702	3611				30,000 00
3702	4953				3,000 00
3702	5011				4,000 00
0622	3611	BU 0622	1,000	00	
0622	2479				1,000 00
0579	2479	BU 0579	2,000	00	
0579	5011				2,000 00
TOTALS			1,413,000	00	1,413,000 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE: 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE: _____

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

DATE

8/11/17

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:



BOARD OF SUPERVISORS



COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
2800	2100	Dept 242			100 00
2501	2479	Dept 0255	13,000	00	
3623	1014	Dept 0362	37,700	00	
3620	2479		700	00	
3621	3560		35,000	00	
3623	4952		5,700	00	
3623	4953		6,500	00	
3623	4954		400	00	
3623	4955		200	00	
3623	4948				99,200 00
0451	1011	Dept 0451	2,000	00	
0451	5011				27,000 00
5750	1011	Dept 0450	165,000	00	
5750	3611		1,000	00	
5750	5011		45,000	00	
5750	2100				216,000 00
5750	4953		20,000	00	
5750	4954		73,000	00	
5750	4971		60,670	00	
5750	4199				331,670 00
5900	2340	Dept 0466	66,000	00	
6200	1011	Dept 0540	8,000,000	00	
6200	2884				19,600,000 00
6979	4951	Dept 0853	480,000	00	
TOTALS			9,011,870	00	20,273,970 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY: [Signature] DATE: 8/21/17

COUNTY ADMINISTRATOR:

BY: [Signature] DATE: 8/11/17

BOARD OF SUPERVISORS:

YES:

NO:

FY 2016-17 County Budget Clean Up Adjustments

[Signature]

SIGNATURE

TITLE

8/11/17

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

BY: _____ DATE: _____

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: County - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
5700	1011	Dept 0301	33,000	00	
5700	2310				25,000 00
5700	5011				8,000 00
5875	4951	Dept 0452	125,000	00	
5875	4948				65,000 00
5875	4955				60,000 00
5731	2479	Dept 0463	461,000	00	
5729	1011				1,000 00
5731	5022				460,000 00
5903	2479	Dept 0466	1,000	00	
5933	3611				1,000 00
5722	1011	Dept 0467	950,000	00	
5991	2479				950,000 00
6971	4518	Dept 0853	520,000	00	
6971	4504				250,000 00
6971	4512				8,000 00
6971	4523				120,000 00
6971	4524				142,000 00
6271	2861	Dept 0861	1,000	00	
6271	3580				1,000 00
1790	1011		155,000	00	
1790	4999				155,000 00
TOTALS			2,246,000	00	2,246,000 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/21/17

COUNTY ADMINISTRATOR:

BY:  DATE: 8/14/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE: _____

EXPLANATION OF REQUEST

FY 2016-17 County Budget Clean Up Adjustments



SIGNATURE

TITLE

8/11/17

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

FY 16-17

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

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☐ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : 0085 FACILITY LIFECYCLE IMPROVEMENT PROGRAM			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
4110	9863	GEN SVC - BLDG LIFE CYCLE			82,471.00
4110	9879	BLDG MTCE SERVICES			6,705.00
TOTALS			0	00	89,176.00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 8/15/17

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 9/14/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

TO REDUCE REVENUES NOT RECEIVED FOR BU 0085 FOR FYE 2016-17.

[Signature]

SIGNATURE

TITLE

8/11/17

DATE

REVENUE ADJ.

RAOO

5117

JOURNAL NO.

FY 16-17

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 : 0085 FACILITY LIFECYCLE IMPROVEMENT PROGRAM			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
0085 4110	4129	015-FLIP REPAIR ROOF			128,938 00
4110	4130	048-FLIP REPAIR ROOF			108,650 00
4110	4131	129-FLIP REPAIR ROOF			365,793 00
4110	4132	130-FLIP REPAIR ROOF			235,018 00
4110	4148	182-FLIP REPAIR ROOF			1,589,840 00
4110	4150	632-FLIP ADA ROOF EQUIP			562,240 00
4110	4151	044-FLIP ROOFTOP EQUIP			417,361 00
4110	4156	390-FLIP ADA SAFETY ROOF			4,960,922 00
4110	4157	646-FLIP ROOFTOP EQUIP			129,362 00
4110	4190	004 EXT RENOV 625 COURT			11,105 00
4110	2289	NON-CAP IMPS-BETTERMENTS	16,623	00	
4110	4470	UNDESIGNATED CAP PROJECTS	8,492,606	00	
4110	5022	INTRAFUND-TRANS-SERVICES	89,176	00	
TOTALS			8,598,405	00	8,509,229 00

APPROVED

AUDITOR-CONTROLLER:

BY: DATE 8/18/17

COUNTY ADMINISTRATOR:

BY: DATE 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

TO RE-APPROPRIATE FUNDS WITHIN BUDGET UNIT 0085 FOR FYE 2016-17



SIGNATURE

TITLE

DATE

8/11/17

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

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

Fy 16-17

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☐ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : 0080 MINOR BUILDING IMPROVEMENTS				
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>	
0080	9956	TRANSFERS - GOV/GOV	63,242	00		
0080	9975	MISC NON-TAXABLE REVENUE	18,000	00		
TOTALS			81,242	00	0	00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 8/18/17

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

TO RECOGNIZE REVENUES RECEIVED FOR BU 0080 FOR FYE 2016-17.

[Signature]

SIGNATURE

TITLE

8/11/17
DATE

REVENUE ADJ.

RAOO

5117

JOURNAL NO.

AUDITOR-CONTROLLER USE ONLY

- ☐ BOARD OF SUPERVISORS
- ☐ COUNTY ADMINISTRATOR
- ☐ AUDITOR-CONTROLLER

APPROVED

BY: [Signature] DATE 8/18/17

BY: X JOURNAL DATE 9/11/17

NO:

BY: _____ DATE: _____

TO RE-APPROPRIATE FUNDS WITHIN BUDGET UNIT 0080 FOR FYE 2016-17

L. Strobel

SIGNATURE

TITLE

DATE _____

APPROPRIATION APOO 5117

ADJ. JOURNAL NO.

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

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☐ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : 0111 PLANT ACQUISITION - GENERAL FUND			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
4402	9951	REIMBURSEMENTS - GOV/GOV	715,867	00	
4402	9975	MISC NON-TAXABLE REVENUE	312,725	00	
TOTALS			1,028,592	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY: DATE 8/18/17

COUNTY ADMINISTRATOR:

BY: DATE 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

TO RECOGNIZE REVENUES RECEIVED FOR BU 0111 FOR FYE 2016-17.

SIGNATURE

TITLE

DATE

REVENUE ADJ.

RAOO

JOURNAL NO.

Fy16-17

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 : 0111 PLANT ACQUISITION - GENERAL FUND			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
4401	4133	000-REPAIR DRIVEWAY & PARKG			114,886 00
4401	4140	001-5 YR CAPITAL FAC PLAN			1,478,240 00
4402	4265	VARIOUS IMPROVEMENTS			282,991 00
4402	4269	R-REP SOLAR PROJ-7 SITES			29,734 00
4405	4146	015-2ND FLR VANILLA SHELL			1,750,000 00
4405	4197	CAP FACILITIES PLAN			58,779 00
4407	4274	390-WCDF-UPGR ELCTRNC SYS			6,175 00
4407	4437	SHERIFF'S FACILITIES IMPS			30,069 00
4411	4173	010-RENO M MODULE			1,200 00
4423	4144	273-RENOVATE 1ST RESTROOM			13,623 00
4423	4174	244-ROOF REPAIR			881 00
4435	5016	TRANSFERS - GOV/GOV			770,000 00
4407	4103	WCDF INFRARED SYSTEM IPID	82,918	00	
4423	4118	227-REPAIR PARKING LOT	13,622	00	
4423	4172	273-REPLACE 3 CHILLERS	881	00	
4435	4470	UNDESIGNATED CAP PROJECTS	3,410,565	00	
TOTALS			3,507,986	00	4,536,578 00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 8/16/17

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 9/14/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

TO RE-APPROPRIATE FUNDS WITHIN BUDGET UNIT 0111 FOR FYE 2016-17

[Signature]

SIGNATURE

TITLE

8/11/17

DATE

APPROPRIATION

APOO

5117

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

Page 1 of 1

ACCOUNT CODING		BUDGET UNIT: Health Services-Enterprise Fund I (145000-0540)		
ORG'N.	REVENUE SUB-ACCT.	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
6200	8111	Medicare RHS/IP	2,431,629 00	
6200	8121	Medi-Cal RHS/IP	7,799,285 00	
6200	8131	HIth Plan RHS/IP	20,359,358 00	
6200	8141	Commercial RHS/IP		499,303 00
6200	8161	Interdept RHS/IP	206,749 00	
6200	8220	Grants & Donations		143,342 00
6200	8230	Oth External Hosp Revenue	40,300 00	
6200	8232	Med Rec Charges	19,275 00	
6200	8233	Education & Training	10,960 00	
6200	8234	Cafeteria Receipts		282,473 00
6200	8239	Miscel Hospital Revenue	5,004,535 00	
6200	8276	Chg to A/DA/Mental Health	1,890,016 00	
6200	8283	Chg to Other County Depts		143,697 00
6200	8313	Realignment VLF Revenue		67,229 00
6200	8336	Interest Earnings	950,000 00	
6200	8337	ST Aid Realignment-Hlt-Ent		95,180 00
6200	8850	Rental and Leases		1,411,512 00
6200	8861	Bond Interest	1,254 00	
6200	8381	Hospital Subsidy		4,734,310 00
			38,713,361 00	7,377,046 00

Approved

AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust estimated revenues for fiscal year 2016/17
in both hospital units and the outpatient clinic services

Increase (Decrease) in Revenues	\$36,070,625
Increase (Decrease) in Expenditures	31,336,315
Increase (Decrease) in Co. Contrib.	<u>(\$4,734,310)</u>



Signature
PATRICK GODLEY

COO/CFO

Title

07/12/17

Date

20

Revenue Adj.
Journal NO.

RA00 5115

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT
T/C 27

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

☐ Board Of Supervisors

☐ County Administrator

ACCOUNT CODING		BUDGET UNIT:	Health Services Department EF1 145000-0540		Page 1 of 1
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >		INCREASE
6200	1011	PERMANENT SALARIES			7,008,868 00
6200	1014	PERMANENT OVERTIME			498,994 00
6200	1017	PERMANENT PHYSICIANS SALARIES			2,338,278 00
6200	1042	F.I.C.A.			6,782,822 00
6200	1070	WORKERS COMPENSATION INSURANCE			2,302,156 00
6200	2802	REGISTRY			4,026,766 00
6200	2808	COMPUTER SOFTWARE			1,438,765 00
6200	2821	MEDICAL FEES- THERAPISTS & OTHER			1,567,965 00
6200	2822	SPECIALIZED SVCS NON-MED	409,738	00	428,258 00
6200	2826	MED FEES-PHYSICN-CLIN SVC			2,114,290 00
6200	2838	PHARMACEUTICALS			631,422 00
6200	2843	FOOD OTHER			153,254 00
6200	2846	OFFICE & ADMINISTRATIVE SUPPLIES			427,093 00
6200	2849	OTHER MINOR EQUIPMENT			1,698,931 00
6200	2861	MEDICAL-PURCHASED SERVICE			
6200	2866	OTHER PURCHASED SERVICES	1,381,585	00	1,496,332 00
6200	2869	REQUESTED MAINT-GEN SVCS			701,453 00
6200	2875	RENTAL/LEASE COSTS - EQUIPMENT			
6200	2876	RENTAL/LSE COSTS-EQUIPMNT	756,697	00	
6200	2884	INTEREST EXPENSE	1,592,145	00	1,860,833 00
6200	2885	TELEPHONE/TELEGRAPH			
			4,140,165	00	35,476,480 00

Approved

AUDITOR - CONTROLLER

By:

Date: 8/18/17

COUNTY ADMINISTRATOR

By:

Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By:

Date:

EXPLANATION OF REQUEST

To adjust FY 16/17 expenditures appropriations to current estimates.

Increase (Decrease) in Revenues	36,070,625
Increase (Decrease) in Expenditures	31,336,315
Increase (Decrease) in Co. Contrib.	<u>(\$4,734,310)</u>

Signature
PATRICK GODLEY

COO/CFO

Title

07/12/17

Date


Appropriation
Adj. Journal NO.

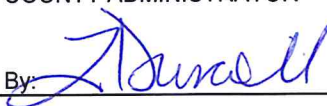
AP00 5115

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

Attachment A

ACCOUNT CODING		BUDGET UNIT: ENTERPRISE FUND 1 - CAPITAL (145000-0853)	Page 1 of 1	
ORG'N.	REVENUE SUB-ACCT.	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
6971	8239	MISCEL HOSPITAL REVENUE	4,965,927 00	
6977	8239	MISCEL HOSPITAL REVENUE		3,821,465 00
6977	8243	GAIN ON DSP SL-FXD ASSETS	1,000 00	
6977	8381	HOSPITAL SUBSIDY	1,703,705 00	
6977	8981	FUND BALANCE AVAILABLE	1,553,914 00	
6979	8239	MISCEL HOSPITAL REVENUE		891,067 00
6979	8381	HOSPITAL SUBSIDY	2,305,316 00	
6979	8981	FUND BALANCE AVAILABLE	262,176 00	
6992	8226	SB1732-MCAL CRRP REIMB	1 00	
6992	8239	MISCEL HOSPITAL REVENUE		883,636 00
6992	8381	HOSPITAL SUBSIDY	998,280 00	
			\$11,790,319 00	\$5,596,168 00

Approved
AUDITOR - CONTROLLER
By:  Date: 8/18/17

COUNTY ADMINISTRATOR
By:  Date: 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To Adjust FY 16/17 Revenue Appropriations To Current Estimates.

Revenue Increase(Decrease)	\$1,186,850.00
Expense Increase(Decrease)	6,194,151.00
Subsidy Increase (Decrease)	<u>\$5,007,301.00</u>

 COO/CFO 07/11/17
Signature Title Date

Patrick Godley

Revenue Adj.
Journal NO.

RA00 5115

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT
T/C 27

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ Board Of Supervisors
☐ County Administrator

ACCOUNT CODING		BUDGET UNIT: ENTERPRISE FUND 1 - CAPITAL (145000-0853)	Page 1 of 1	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
6971	4504	555-2500 ALH-CNVRT ED RMS		1,600,000 00
6971	4509	564-REMODEL SUITE#350 HSD	70,397 00	
6971	4512	201-REPLACE KIT DRAINAGE		100,000 00
6971	4513	555-REDESIGN PHARMACY		300,000 00
6971	4514	550-UPDATE 4 ELEVATORS		150,000 00
6971	4515	550-CONSTRUCT EXPANSION		2,649,552 00
6971	4516	277-REPAIR ROOF		418,965 00
6971	4517	265-REPAIR ROOF		465,534 00
6971	4518	749-WCHC CLINIC EXPANSION		1,500,000 00
6971	4519	555-SECURE 5A 5B 5C HOSP		365,000 00
6971	4521	201-JOINT COMMS REPAIRS		217,273 00
6971	4564	555 REPLACE BOILER (MISC)	2,730,000 00	
6977	4954	MEDICAL & LAB EQUIPMENT	562,847 00	
6979	4948	MISCELLANEOUS EQUIPMENT		14,725 00
6979	4951	OFFICE EQUIP & FURNITURE		1,473,109 00
6979	4953	AUTOS & TRUCKS		168,528 00
6979	4957	HEAVY CONSTRUCTION EQUIP		20,064 00
6992	3505	RETIRE OTH LONG TERM DEBT		114,645 00
			\$3,363,244 00	\$9,557,395 00

Approved
AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To Adjust FY 16/17 Expenditure Appropriations To Current Estimates.

Revenue Increase(Decrease)	\$1,186,850.00
Expense Increase(Decrease)	\$6,194,151.00
Subsidy Increase (Decrease)	<u>\$5,007,301.00</u>



Signature
Patrick Godley

COO/CFO
Title

07/11/17
Date

Appropriation
Adj. Journal NO.

AP00 5115

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT


T/C-24

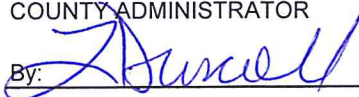
Attachment A
AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0860: ENTERPRISE FUND 146000 (HMO ENTERPRISE)		
ORG'N.	REVENUE SUB-ACCT.	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
6100	8312	PHP/Medi-Cal Premiums	128,016,731 .00	.00
			\$ 128,016,731 .00	\$ - .00

Approved
AUDITOR - CONTROLLER
By:  Date: 8/18/17


COUNTY ADMINISTRATOR
By:  Date: 9/14/17

BOARD OF SUPERVISORS
YES:
NO:
By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust FY 2016/17 EF-II appropriations to current estimates.

Increase(Decrease) in Revenues	\$128,016,731
Increase(Decrease) in Expenditures	\$128,016,731
Increase(Decrease) in Co. Subsidy	\$0

 HSD CFO/COO 7.12.17
Signature Title Date
Patrick Godley
Revnue Adj. Journal No. RA00 5115

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: 0860:ENTERPRISE FUND 146000 (HMO ENTERPRISE)		
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
6100	1011	PERMANENT SALARIES	\$2,702,143 .00	
6100	2861	MEDICAL-PURCHASED SERVICES		\$55,926,162 .00
6100	3580	CONTRIB TO OTHER AGENCIES		\$74,792,712 .00
			\$2,702,143 .00	\$130,718,874 .00

Approved

AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust FY 2016/17 EF-II appropriations to current estimates.

Increase(Decrease) in Revenues	\$128,016,731
Increase(Decrease) in Expenditures	\$128,016,731
Increase(Decrease) in Co. Subsidy	<u>\$0</u>

Signature
Patrick GodleyHSD CFO/COO
Title7.12.17
DateAppropriation
Journal No.

AP00 5115

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT

T/C-24

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0861:ENTERPRISE FUND 146100 (HMO ENTERPRISE-COMMUNITY PLAN)		
ORG'N.	REVENUE SUB-ACCT.	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
6271	8220	GRANTS & DONATION	3,876,940	
6271	8330	OTHER EXTERNAL PLAN REV		4,537,936
			\$3,876,940 .00	\$4,537,936 .00

Approved
AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

FY 2016/17 appropriation adjustment for Fund 146100:

Expenditure Increase (Decrease)	(\$660,996)
Revenue Increase (Decrease)	(\$660,996)
County Sidsidy Increase (Decrease)	\$0

Explanation:

To adjust appropriations and revenues to reflect changes to estimated FY 16/17
CCHP Community Plan premiums and expenditures.

Signature
Patrick Godley

 HSD CFO/COO
Title

7.12.17
Date

Revnue Adj.
Journal No.

RA00 5115

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT


T/C-27

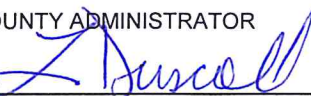
AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0861:ENTERPRISE FUND 146100 (HMO ENTERPRISE-COMMUNITY PLAN)		
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
6271	2861	MEDICAL PURCHASED SERVICES	1,202,360	
6271	3580	CONTRIB TO OTHER AGENCIES		541,364 00
			\$1,202,360 00	\$541,364 00

Approved
AUDITOR - CONTROLLER
By:  Date: 8/18/17

COUNTY ADMINISTRATOR
By:  Date: 9/14/17

BOARD OF SUPERVISORS
YES:
NO:
By: _____ Date: _____

EXPLANATION OF REQUEST

FY 2016/17 appropriation adjustment for Fund 146100:

Expenditure Increase/(Decrease)	(\$660,996)
Revenue Increase/(Decrease)	(\$660,996)
County Subsidy Increase/(Decrease)	\$0

Explanation:

To adjust appropriations and revenues to reflect changes to estimated FY 16/17
CCHP Community Plan premiums and expenditures.



Signature
Patrick Godley

HSD CFO/COO
Title

7.12.17
Date

Appropriation
Journal No.

AP00 5115

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:

FINAL APPROVAL NEEDED BY:

☐ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Mental Health Services (0467)			<i>Page 1 of 1</i>
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>	
5991	9781	MH Svcs - Medicare		63,124.00	
5944	9785	MH Svcs - Medi-Cal		7,537,124.00	
5941	9786	MH Svcs - Other HMO	919.00		
5944	9782	MH Svcs - Pvt Pay/Ins	105,534.00		
5941	9306	State Aid MH Short Doyle		8,984.00	
5991	9307	State Aid MH SSI/SSP	153,796.00		
5953	9429	State Aid Mandated Expenditures	87,611.00		
5991	9435	Misc. State Aid	634,005.00		
5991	9558	Fed Aid NIMH Grant	360,954.00		
5913	9951	Reimbursement (Gov/Gov)		164,896.00	
5991	9311	St Aid Realignment - VLF - MH	1,086,058.00		
5948	9951	Reimbursement (Gov/Gov)	6,314,432.00		
5721	9951	Reimbursement (Gov/Gov)		4,504,902.00	
5948	9975	Misc Non-Taxable Revenue	1,204,145.00		
TOTALS			9,947,454.00	12,279,030.00	

APPROVED**AUDITOR - CONTROLLER**By: *[Signature]* Date 8/18/17**COUNTY ADMINISTRATOR**By: *[Signature]* Date 9/14/17**BOARD OF SUPERVISORS**

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust revenue resulting from decrease in grants & reimbursement room the adopted budget level.

Summary:

Expenditure Increase (Decrease):	\$(1,704,749)
Revenue Increase (Decrease):	(2,331,576)
County Contribution Increase (Decrease):	\$ (626,827)

Signature: *[Signature]* Title: COO/CFO Date: 7/10/17
PATRICK GODLEY

PREPARED BY: Miu Tam
 TITLE: Accountant III
 DATE: 7/7/2017

REVENUE ADJ.
JOURNAL NO.RAOO 5115

AUDITOR CONTROLLER USE ONLY

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT
T/C 27

Final Approval Needed By:

☐ Board Of Supervisors☐ County Administrator

ACCOUNT CODING		BUDGET UNIT: Mental Health Services (0467)		Page 1 of 2	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >		INCREASE
5986	1011	Permanent Salaries	967,000	00	
5722	1011	Permanent Salaries	180,000	00	
5724	1011	Permanent Salaries	350,000		
5735	1011	Permanent Salaries	250,000	00	
5753	1011	Permanent Salaries	180,000	00	
5957	1011	Permanent Salaries	450,000	00	
5991	1017	Permanent Physician Salaries	833,000	00	
5948	1044	Retirement Expense	449,746	00	
5991	1044	Retirement Expense	250,000	00	
5986	1044	Retirement Expense	100,000	00	
5724	1044	Retirement Expense	120,000	00	
5957	1044	Retirement Expense	190,000	00	
5986	1060	Employee Group Insurance	70,000	00	
5991	1060	Employee Group Insurance	80,000	00	
5983	1060	Employee Group Insurance	30,000	00	
5899	1060	Employee Group Insurance	100,000	00	
5957	1060	Employee Group Insurance	70,000	00	
5941	2262	Occupancy Costs			180,000 00
5954	2262	Occupancy Costs			1,200,000 00
5721	2310	Professional Specialized Services	2,606,703	00	
5984	2320	Outside Medical Services			1,484,606 00
5944	2321	County Hospital Services			1,890,018 00
5913	2340	Other InterDept Charges	158,896	00	
5994	3310	State Hospital Use			307,399 00
5941	4948	Misc. Equipment	6,000	00	
5950	4948	Misc. Equipment	1,000	00	
5961	4948	Misc. Equipment	13,100	00	
5964	4948	Misc. Equipment	1,100	00	
5971	4948	Misc. Equipment	500	00	
			7,457,045	00	5,062,023 00

Approved

AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust appropriation for salaries & benefits and services & supplies due to decrease in costs under the adopted budget level.

Summary:

Expenditure Increase(Decrease)	\$ (1,704,749)
Revenue Increase(Decrease)	(2,331,576)
Co. Contrib. Increase(Decrease)	<u>\$ (626,827)</u>

Signature
PATRICK GODLEY

COO/CFO

Title

07/11/17

Date

Appropriation
Adj. Journal NO.

AP00 5115

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

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☐ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		BUDGET UNIT: Mental Health Services (0467)			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
4419	9951	Reimbursement Gov/Gov	4,848	00	
TOTALS			4,848	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE 9/4/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

(M8134 Rev 05/09)

EXPLANATION OF REQUEST:

To transfer appropriations from Mental Health to Public Works
to fund Capital Projects for Mental Health Central Adult Program and
Utilization Review Program



SIGNATURE TITLE DATE
PATRICK GODLEY COO/CFO
REVENUE ADJ. RAOO 5115
JOURNAL NO. _____

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		BUDGET UNIT: Mental Health Services (0467)		
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
5991	2340	OTHER INTRDPTMNTL CHARGES	\$ 415 .00	
5943	1060	EMPLOYEE GROUP INSURANCE	\$ 4,433 .00	
5991	5011	REIMBURSEMENTS-GOV/GOV		\$ 415 .00
5943	5011	REIMBURSEMENTS-GOV/GOV		\$ 4,433 .00
4419	4159	561-RENO 1420 WILLOW PASS		\$ 415 .00
4419	4160	755-MV MHPUR TO STE D1		\$ 4,433 .00
			4,848 .00	9,696 .00

Approved
AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY-ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To transfer appropriations from Mental Health to Public Works to fund Capital Projects for Mental Health Central Adult Program and Utilization Review Program


Signature
PATRICK GODLEY

COO/CFO
Title


Date

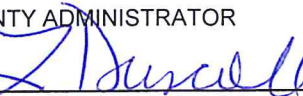
Appropriation
Adj. Journal NO.

AP00 5115

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: AODS - 0466		page 1 of 1	
ORG'N.	REVENUE SUB-ACCT.	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>	
5900	9785	M/H SERVICES MEDI-CAL	142,528 .00		
5900	9322	SUBSTANCE ABUSE GRANTS		724,349 .00	
5900	9161	GENERAL FINES	293,955 .00		
5925	9770	DRINKING DRIVER PROGRAM		5,255 .00	
5920	9194	RENT ON OFFICE SPACE		18,420 .00	
5900	9191	RENT ON REAL ESTATE		5,000 .00	
5900	9975	MISC NON-TAXABLE REVENUE	71,001 .00		
			507,484 .00	753,024 .00	

Approved
AUDITOR - CONTROLLER
By:  Date: 8/19/17

COUNTY ADMINISTRATOR
By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

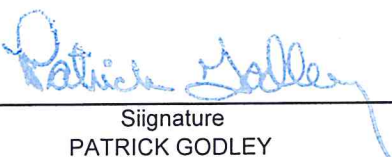
By: _____ Date: _____

EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with projected Annual Revenues.

Summary:

Expenditure Increase(Decrease)	\$ 245,539
Revenue Increase(Decrease)	(245,539)
Co. Contrib. Increase(Decrease)	\$ (0)


Signature
PATRICK GODLEY

COO/CFO
Title

07/11/17
Date

Revenue Adj.
Journal NO.

RA00 5115

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

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

☐ Board Of Supervisors☐ County Administrator

ACCOUNT CODING		BUDGET UNIT(s): A O D S (0466)	Page 1 of 1	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
5933	1011	PERMANENT SALARIES	266,308 00	
5938	1011	PERMANENT SALARIES	43,962 00	
5920	1013	DEFERRED COMPENSATION	8,599 00	
5933	1042	FICA	11,182 00	
5938	1042	FICA	5,039 00	
5933	1044	RETIREMENT EXPENSE	91,311 00	
5938	1044	RETIREMENT EXPENSE	28,932 00	
5903	1060	EMPLOYEES GROUP INSURANCE	37,324 00	
5938	1060	EMPLOYEES GROUP INSURANCE	48,840 00	
5933	1060	EMPLOYEES GROUP INSURANCE	3,198 00	
5933	1019	COMP INS RECOVERIES	13,715 00	
5920	1019	COMP INS RECOVERIES	5,424 00	
5938	1070	WORKERS COMP INSURANCE	3,423 00	
5933	1070	WORKERS COMP INSURANCE	1,173 00	
5920	2150	HOUSEHOLD/FOOD EXP		68,884 00
5938	2310	PROF/SPECIALIZED SERVICE		10,234 00
5936	2320	OUTSIDE MEDICAL SERVICES		544,404 00
5900	2340	OTHER INTERDEPARTMENTAL	266,106 00	
5920	2262	OCCUPANCY COSTS BUILDING		74,115 00
5900	4948	MISCELLANEOUS EQUIPMENT	13,500 00	
5900	5022	INTRAFUND TRANS SERVICES	95,141 00	
			943,177 00	697,637 00

Approved
AUDITOR - CONTROLLER

By:

Date:

COUNTY ADMINISTRATOR

By:

Date:

BOARD OF SUPERVISORS

YES:

NO:

By:

Date:

EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with projected Annual Expenditures

Summary:

Expenditure Increase(Decrease)

\$ (245,539)

Revenue Increase(Decrease)

245,539

Co. Contrib. Increase(Decrease)

\$ 0

Patrick Godley
SIGNATURE
PATRICK GODLEY

COO/CFO

TITLE

7.12.17

DATE

Appropriation
Adj. Journal No.

AP00 5/15


CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT(s): CONSERVATORSHIP PROGRAM (Dept#0451)		Page 1 of 1
ORG'N.	REVENUE SUB-ACCT.	REVENUE DESCRIPTION	INCREASE	< DECREASE >
5731	9499	Misc Fed Health Projects	49,868 .00	
			49,868 .00	0 .00

Approved
 AUDITOR - CONTROLLER

By:  Date: 8/10/17

COUNTY ADMINISTRATOR

By:  Date: 8/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

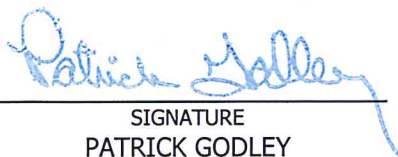
EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with actual revenue below the adopted budget level.

County General Fund will INCREASE as a result of these adjustments.

Summary:

	<u>Expenditure Increase</u>	<u>Revenue Increased</u>	<u>Cnty Cntrb. Increase</u>
HSD DEPT#0451	<u>\$67,787</u>	<u>\$49,868</u>	<u>\$17,919</u>


 SIGNATURE
 PATRICK GODLEY

COO/CFO 7.12.17
 TITLE DATE

Appropriation RA00 5115
 Adj. Journal No. _____

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

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

☐ Board Of Supervisors☐ County Administrator

ACCOUNT CODING		BUDGET UNIT(s): CONSERVATORSHIP PROGRAM (Dept#0451)		Page 1 of 1	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >		INCREASE
0451	1011	Permanent Salaries	63,000	00	
0451	1044	Retirement Expense	66,000	00	
0451	1060	Employee Group Insurance	9,000	00	
0451	1061	Retiree Health Insurance	4,000	00	
0451	2340	Other Interdepartmental Charges			233,787 00
0451	5011	Reimb Gov/Gov	24,000	00	
			166,000	00	233,787 00

Approved

AUDITOR - CONTROLLER

By: Date: 8/18/17

COUNTY ADMINISTRATOR

By: Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with projected Annual Expenditures

County General Fund will INCREASE as a result of these adjustments.

Summary:

	<u>Expenditure Increase</u>	<u>Revenue Increased</u>	<u>Cnty Cntrb. Increase</u>
HSD DEPT#0451	<u>\$67,787</u>	<u>\$49,868</u>	<u>\$17,919</u>

SIGNATURE
PATRICK GODLEY

COO/CFO

TITLE

7.12.17

DATE

Appropriation
Adj. Journal No.

AP00 5/15

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

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

☐ Board Of Supervisors☐ County Administrator

ACCOUNT CODING		BUDGET UNIT(s): DETENTION PROGRAM(Dept#0301)		Page 1 of 1	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >		INCREASE
5700	1011	Permanent Salaries			600,000 .00
5700	2314	Contracted Temp Help	614,488 .00		
5700	3611	Other Expenses			200 .00
5701	4954	Medical & Lab Equip	200 .00		
			614,688 .00		600,200 .00

Approved
AUDITOR - CONTROLLER

By:  Date: 8/15/17

COUNTY ADMINISTRATOR

By:  Date: 9/6/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with projected Annual Expenditures

County General Fund will INCREASE as a result of these adjustments.

Summary:

	<u>Expenditure Decrease</u>	<u>Revenue</u>	<u>County Contri Decrease</u>
HSD DEPT#0301	<u>(\$14,488)</u>	<u>\$0</u>	<u>(\$14,488)</u>



SIGNATURE
PATRICK GODLEY

COO/CFO

TITLE

7-12-17

DATE

Appropriation
Adj. Journal No.

AP00 5115

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

Attachment A

AUDITOR-CONTROLLER USE ONLY:	
FINAL APPROVAL NEEDED BY:	
<input type="checkbox"/> BOARD OF SUPERVISORS	
<input type="checkbox"/> COUNTY ADMINISTRATOR	
<input type="checkbox"/> AUDITOR-CONTROLLER	

ACCOUNT CODING		DEPARTMENT: Health Services - Public Health #0450		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
5750	9281	Admin-State Health Misc.		772,720.00
5750	9975	Misc. Non-Taxable Revenue		242,908.00
TOTALS			0.00	1,015,628.00

APPROVED

AUDITOR - CONTROLLER

By:  Date 8/18/17

COUNTY ADMINISTRATOR

By:  Date 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust fiscal year ending 6/30/2017 appropriation based on the most current estimates.

Summary:

Expenditure Increase (Decrease)	(\$977,970)
Revenue Increase (Decrease)	(\$1,015,628)
Co. Contrib. Increase (Decrease)	\$37,658


PATRICK GODLEY

COO/CFO
TITLE

7.12.17
DATE

PREPARED BY: Cassandra Sorto Miranda
TITLE: Accountant III
DATE: 7/6/2017

REVENUE ADJ.
JOURNAL NO.

RAOO 5/15

**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: Health Services-Public Health #0450		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
5750	1011	Perm Salaries	1,763,881.00	
5750	1044	Retirement expense	453,302.00	
5750	1060	Employee Grp Ins	344,915.00	
5750	2479	Other Spec Dept Exp		150,400.00
5750	2467	Training & Registrations		27,500.00
5750	2100	Office expense		2,454.00
5750	2140	Med & Lab Supply		195,000.00
5750	2262	Occ Cost Own Bld		671,382.00
5750	2303	Other Travel Employees		47,000.00
5750	2314	Contracted Temp		50,000.00
5750	2330	Other Gen Svcs Charges		130,000.00
5750	2335	Other Telecom Charges		194,000.00
5750	2340	Other Interdepartmental Charges		45,600.00
5750	4953	Autos & Trucks		20,000.00
5750	4954	Med & Lab Equipment		19,000.00
5750	4971	Capitalized Software		18,000.00
5750	5022	Oper Trans to Svs		13,792.00
			2,562,098.00	1,584,128.00

APPROVED

AUDITOR - CONTROLLER

By: [Signature] Date 8/18/17

COUNTY ADMINISTRATOR

By: [Signature] Date 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust fiscal year ending 6/30/2017 appropriation based on the most current estimates.

Summary:

Expenditure Increase (Decrease) (\$977,970)

Revenue Increase (Decrease) (\$1,015,628)

Co. Contrib. Increase (Decrease) \$37,658

PATRICK GOPLEYCOO/CFO
TITLE7.12.17
DATE

PREPARED BY: Cassandra Sorto Miranda

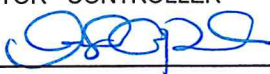
TITLE: Accountant III

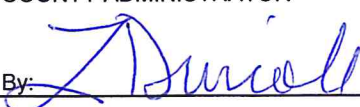
DATE: 7/6/2017

APPROPRIATION
ADJ. JOURNAL NO.5115

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: ENVIRONMENTAL HEALTH (0452)	Page 1 of 1	
ORG'N.	REVENUE SUB-ACCT.	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
5877	9761	HEALTH INSPECTION FEES		1,765,000 00
5886	9761	HEALTH INSPECTION FEES		400,000 00
			\$0 00	\$2,165,000 00

Approved
AUDITOR - CONTROLLER
By:  Date: 8/18/17

COUNTY ADMINISTRATOR
By:  Date: 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust Fiscal year-end 6/30/17 appropriation based on the most current estimates.

Revenue Increase(Decrease)	(\$2,165,000.00)
Expense Increase(Decrease)	(\$2,165,000.00)
Subsidy Increase (Decrease)	<u>\$0.00</u>

Budgeted Revenues	\$21,103,728
Revised FY2016/17 Revenues	<u>18,938,728</u>
FY16/17 Revenue Decrease	<u>(\$2,165,000)</u>



Signature
PATRICK GODLEY

COO/CFO
Title

07/10/17
Date

Revenue Adj.
Journal NO.

RA00 5115


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

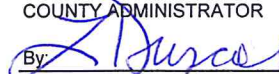
AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ Board Of Supervisors
☐ County Administrator

ACCOUNT CODING		BUDGET UNIT: ENVIRONMENTAL HEALTH (0452)	Page 1 of 3	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
5884	1011	PERMANENT SALARIES	70,000 00	
5885	1011	PERMANENT SALARIES	65,000 00	
5879	1013	TEMPORARY SALARIES	165,000 00	
5889	1013	TEMPORARY SALARIES	120,000 00	
5879	1014	PERMANENT OT	25,000 00	
5879	1042	F.I.C.A.	29,500 00	
5880	1042	F.I.C.A.	1,500 00	
5884	1042	F.I.C.A.	9,000 00	
5885	1042	F.I.C.A.	8,000 00	
5886	1042	F.I.C.A.	9,000 00	
5887	1042	F.I.C.A.	3,000 00	
5889	1043	RET EXP-PRE 1997 RETIREES	5,000 00	
5876	1044	RETIREMENT EXP	65,000 00	
5877	1044	RETIREMENT EXP	55,000 00	
5878	1044	RETIREMENT EXP	225,000 00	
5879	1044	RETIREMENT EXP	374,500 00	
5880	1044	RETIREMENT EXP	10,000 00	
5884	1044	RETIREMENT EXP	43,000 00	
5885	1044	RETIREMENT EXP	40,000 00	
5886	1044	RETIREMENT EXP	64,000 00	
5887	1044	RETIREMENT EXP	18,500 00	
5889	1044	RETIREMENT EXP	155,000 00	
5873	1060	EMPL GRP INS	20,000 00	
5876	1060	EMPL GRP INS	20,000 00	
5877	1060	EMPL GRP INS	15,000 00	
5878	1060	EMPL GRP INS	5,000 00	
5879	1060	EMPL GRP INS	20,000 00	
5885	1060	EMPL GRP INS	5,000 00	
5886	1060	EMPL GRP INS	20,000 00	
5889	1060	EMPL GRP INS	20,000 00	
5889	1061	RETIREE HEALTH INSURANCE	10,000 00	
5879	1070	WORKERS COMPENSATION INS	5,000 00	
5889	1070	WORKERS COMPENSATION INS	5,000 00	
			\$1,705,000 00	\$0 00

Approved
AUDITOR - CONTROLLER
By:  Date: 8/15/17

COUNTY ADMINISTRATOR
By:  Date: 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

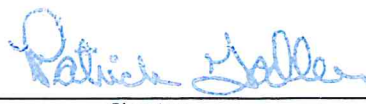
By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust Fiscal year-end 6/30/17 appropriation based on the most current estimates.

Revenue Increase(Decrease)	(\$2,165,000)
Expense Increase(Decrease)	(2,165,000)
Subsidy Increase (Decrease)	<u>\$0.00</u>

Budgeted Expenditures	\$21,632,327
Revised FY2016/17 Expenditures	<u>19,467,327</u>
FY16/17 Expenditure Decrease	<u>(\$2,165,000)</u>


Signature Title
PATRICK GODLEY COO/CFO

07/10/17
DateAppropriation
Adj. Journal NO.

AP00 5115

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT
T/C 27

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ Board Of Supervisors
☐ County Administrator

ACCOUNT CODING		BUDGET UNIT: ENVIRONMENTAL HEALTH (0452)	Page 2 of 3	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
5873	2103	POSTAGE	3,000 .00	
5876	2103	POSTAGE	3,000 .00	
5878	2103	POSTAGE	4,000 .00	
5886	2103	POSTAGE	5,000 .00	
5873	2110	COMMUNICATIONS	10,000 .00	
5886	2110	COMMUNICATIONS	10,000 .00	
5873	2130	SMALL TOOLS & INSTRUMENTS	4,000 .00	
5875	2130	SMALL TOOLS & INSTRUMENTS	2,000 .00	
5876	2130	SMALL TOOLS & INSTRUMENTS	4,000 .00	
5878	2130	SMALL TOOLS & INSTRUMENTS	4,000 .00	
5880	2130	SMALL TOOLS & INSTRUMENTS	1,000 .00	
5886	2130	SMALL TOOLS & INSTRUMENTS	5,000 .00	
5875	2131	MINOR FURNITURE/EQUIPMENT	5,000 .00	
5876	2131	MINOR FURNITURE/EQUIPMENT	6,000 .00	
5878	2131	MINOR FURNITURE/EQUIPMENT	5,000 .00	
5880	2131	MINOR FURNITURE/EQUIPMENT	9,000 .00	
5886	2131	MINOR FURNITURE/EQUIPMENT	30,000 .00	
5887	2131	MINOR FURNITURE/EQUIPMENT	5,000 .00	
5873	2200	MEMBERSHIPS	2,000 .00	
5875	2200	MEMBERSHIPS	3,000 .00	
5876	2200	MEMBERSHIPS	5,000 .00	
5878	2200	MEMBERSHIPS	5,000 .00	
5886	2200	MEMBERSHIPS	5,000 .00	
5875	2250	RENTS & LEASES -EQUIPMENT	3,500 .00	
5876	2250	RENTS & LEASES -EQUIPMENT	5,000 .00	
5878	2250	RENTS & LEASES -EQUIPMENT	6,500 .00	
5886	2250	RENTS & LEASES -EQUIPMENT	10,000 .00	
5873	2251	COMPUTER SOFTWARE COST	3,500 .00	
5875	2251	COMPUTER SOFTWARE COST	2,000 .00	
5876	2251	COMPUTER SOFTWARE COST	3,000 .00	
5878	2251	COMPUTER SOFTWARE COST	4,000 .00	
5880	2251	COMPUTER SOFTWARE COST	1,500 .00	
5884	2251	COMPUTER SOFTWARE COST	1,500 .00	
5885	2251	COMPUTER SOFTWARE COST	1,500 .00	
5886	2251	COMPUTER SOFTWARE COST	7,500 .00	
5887	2251	COMPUTER SOFTWARE COST	500 .00	
5873	2270	MAINTENANCE -EQUIPMENT	12,000 .00	
5875	2270	MAINTENANCE -EQUIPMENT	8,000 .00	
5876	2270	MAINTENANCE -EQUIPMENT	10,000 .00	
5877	2270	MAINTENANCE -EQUIPMENT	3,000 .00	
5878	2270	MAINTENANCE -EQUIPMENT	12,000 .00	
			\$230,000 .00	\$0 .00

Approved

AUDITOR - CONTROLLER

By:  Date: 8/16/17

COUNTY ADMINISTRATOR

By:  Date: 9/1/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust Fiscal year-end 6/30/17 appropriation based on the most current estimates.

Revenue Increase(Decrease)	(\$2,165,000.00)
Expense Increase(Decrease)	(\$2,165,000.00)
Subsidy Increase (Decrease)	\$0.00

Budgeted Expenditures	\$21,632,327
Revised FY2016/17 Expenditures	19,467,327
FY16/17 Expenditure Decrease	(\$2,165,000)



Signature
PATRICK GODLEY

COO/CFO
Title

07/10/17
Date

Appropriation
Adj. Journal NO.

AP00

5115

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

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ Board Of Supervisors
☐ County Administrator

ACCOUNT CODING		BUDGET UNIT: ENVIRONMENTAL HEALTH (0452)	Page 3 of 3	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
5873	2284	REQUESTED MAINTENANCE	4,500 00	
5876	2284	REQUESTED MAINTENANCE	4,500 00	
5878	2284	REQUESTED MAINTENANCE	5,500 00	
5880	2284	REQUESTED MAINTENANCE	3,500 00	
5886	2284	REQUESTED MAINTENANCE	2,000 00	
5873	2301	AUTO MILEAGE EMPLOYEES	4,500 00	
5875	2301	AUTO MILEAGE EMPLOYEES	3,000 00	
5876	2301	AUTO MILEAGE EMPLOYEES	4,500 00	
5878	2301	AUTO MILEAGE EMPLOYEES	6,500 00	
5884	2301	AUTO MILEAGE EMPLOYEES	3,500 00	
5886	2301	AUTO MILEAGE EMPLOYEES	8,000 00	
5875	4951	OFFICE EQUIP & FURNITURE	30,000 00	
5876	5022	INTRAFUND-TRANS-SERVICES	150,000 00	
			\$230,000 00	\$0 00

Approved
AUDITOR - CONTROLLER

By:

Date: 8/14/17

COUNTY ADMINISTRATOR

By:

Date: 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By:

Date:

EXPLANATION OF REQUEST

To adjust Fiscal year-end 6/30/17 appropriation based on the most current estimates.

Revenue Increase(Decrease)	(\$2,165,000.00)
Expense Increase(Decrease)	(\$2,165,000.00)
Subsidy Increase (Decrease)	<u>\$0.00</u>
Budgeted Expenditures	\$21,632,327
Revised FY2016/17 Expenditures	<u>19,467,327</u>
FY16/17 Expenditure Decrease	<u>(\$2,165,000)</u>



Signature
PATRICK GODLEY

COO/CFO
Title

07/10/17
Date

Appropriation
Adj. Journal NO.

AP00 **5115**


CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT(s): PUBLIC ADMINISTRATOR PROGRAM (Dept#0454)		Page 1 of 1
ORG'N.	REVENUE SUB-ACCT.	REVENUE DESCRIPTION	INCREASE	< DECREASE >
0454	9499	Misc Fed Health Projects		180,000 .00
			0 .00	180,000 .00

Approved
 AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____


EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with actual revenue below the adopted budget level.

County General Fund will INCREASE as a result of these adjustments.

Summary:

	<u>Expenditure Decrease</u>	<u>Revenue Decrease</u>	<u>Cnty Cntrb. Increase</u>
HSD DEPT#0454	<u>(\$56,234)</u>	<u>(\$180,000)</u>	<u>\$123,766</u>


 SIGNATURE
 PATRICK GODLEY

COO/CFO
 TITLE

7-12-17
 DATE

Appropriation
 Adj. Journal No.

RA00 5115

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

AUDITOR CONTROLLER USE ONLY

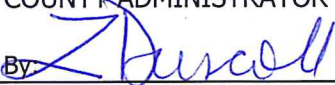
Final Approval Needed By:

☐ Board Of Supervisors☐ County Administrator

ACCOUNT CODING		BUDGET UNIT(s): PUBLIC ADMINISTRATOR PROGRAM (Dept#0454)	Page 1 of 1	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
0454	1011	Permanent Salaries	50,000 .00	
0454	1044	Retirement Expense	10,000 .00	
0454	1060	Employee Group Insurance	20,000 .00	23,766 .00
0454	2100	Office Expense		
			80,000 .00	23,766 .00

Approved
AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR
By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

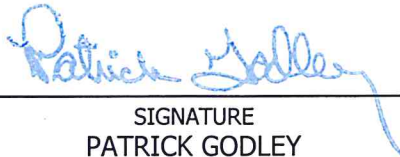
EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with projected Annual Expenditures

County General Fund will INCREASE as a result of these adjustments.

Summary:

	<u>Expenditure Decrease</u>	<u>Revenue Decrease</u>	<u>Cnty Cntrb. Increase</u>
HSD DEPT#0454	<u>(\$56,234)</u>	<u>(\$180,000)</u>	<u>\$123,766</u>


SIGNATURE
PATRICK GODLEY

COO/CFO 7.12.17

TITLE DATE

Appropriation **AP00 5115**
Adj. Journal No. _____

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:

FINAL APPROVAL NEEDED BY:

☐ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Health Svcs-Calif Child Services #0460		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
5890	9263	State Aid-Realignment-Sales Tax	19,419.00	
5890	9295	State Aid for Crippled Child	629,315.00	
5890	9296	CCS Medical Case Mgmt	339,598.00	
5890	9895	Misc. Current Services	49,168.00	
5890	9975	Misc. Non-Taxable Revenue	12,013.00	
TOTALS			1,049,513.00	0.00

APPROVED

AUDITOR – CONTROLLER

By: [Signature] Date 8/16/17

COUNTY ADMINISTRATOR

By: [Signature] Date 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust fiscal year ending 6/30/17 appropriation based on the most current estimates

Expenditure Increase (Decrease) (473,801.00)

Revenue Increase (Decrease) 1,049,513.00

Co. Contrib. Increase (Decrease) (1,523,314.00)

[Signature]
PATRICK GODLEY

COO/CFO
TITLE7.12.17
DATE

PREPARED BY: KIM DAO
TITLE: ACCOUNTANT III
DATE: 7/5/17

REVENUE ADJ.
JOURNAL NO.RAOO 5115

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

AUDITOR-CONTROLLER USE ONLY:	
FINAL APPROVAL NEEDED BY:	
<input type="checkbox"/>	BOARD OF SUPERVISORS
<input type="checkbox"/>	COUNTY ADMINISTRATOR
<input type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Health Svcs-Calif Child Services #0460		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
5890	1011	Perm Salaries	220,372.00	
5890	1013	Temp Salaries	39,810.00	
5890	1016	Hourly Physician Salaries		75,331.00
5890	1017	Perm Physician Salaries	112,160.00	
5890	1044	Retirement Expense	73,343.00	
5890	1060	Employee Group Insurance	204,899.00	
5890	2300	Transportation and Travel	30,000.00	
5890	2310	Non Cnty Prof Spclzd Svcs	116,532.00	
5890	2314	Contracted Temporary Help	46,077.00	
5890	2328	Administrative Service		294,061.00
			843,193.00	369,392.00

APPROVED

AUDITOR – CONTROLLER

By:  Date 8/18/17

COUNTY ADMINISTRATOR

By:  Date 9/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

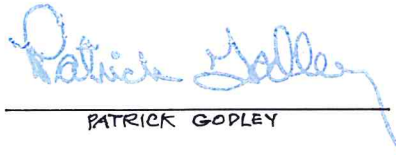
EXPLANATION OF REQUEST

To adjust fiscal year ending 6/30/17 appropriation based on the most current estimates

Expenditure Increase (Decrease) (473,801.00)

Revenue Increase (Decrease) 1,049,513.00

Co. Contrib. Increase (Decrease) (1,523,314.00)


PATRICK GOPLEY

COO/CFO
TITLE

7.12.17
DATE

PREPARED BY: KIM DAO
TITLE: ACCOUNTANT III
DATE: 7/5/17

APPROPRIATION APOO 5115
ADJ. JOURNAL NO.

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

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

☐ Board Of Supervisors

☐ County Administrator

ACCOUNT CODING		BUDGET UNIT(s): HOMELESS PROGRAMS (Dept#0463)		Page 1 of 1	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >		INCREASE
5731	1011	Permanent Salaries	302,059	00	
5731	2310	Non Cnty Prof./Spclzd. Svcs			559,780 00
5731	5022	Intrafund-Trans-Services	94,866	00	
			396,925	00	559,780 00

Approved
AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

This adjustment is necessary to align the budget with projected Annual Expenditures

County General Fund will INCREASE as a result of these adjustments.

Summary:

	<u>Expenditure Increase</u>	<u>Revenue Decrease</u>	<u>Cnty Cntrb. Increase</u>
HSD DEPT#0463	<u>\$162,856</u>	<u>(\$295,785)</u>	<u>\$458,640</u>



SIGNATURE
PATRICK GODLEY

COO/CFO

TITLE

7.12.17

DATE

Appropriation
Adj. Journal No.

AP00 5115

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: 0475 Prop 63 MH SVCS ACT		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
0475	5011	Reimbursements- Gov/ Gov	4,504,902.00	
			4,504,902.00	0.00

APPROVED

AUDITOR – CONTROLLER

By: [Signature] Date 8/18/17

COUNTY ADMINISTRATOR

By: [Signature] Date 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

Adjust original appropriation per Prop. 63 May 2017 projection.

[Signature]
 PATRICK GOPLEY

COO/CFO
 TITLE

7.12.17
 DATE

PREPARED BY: Miu Tam
 TITLE: Accountant III
 DATE: 7/7/2017

APPROPRIATION APOO
 ADJ. JOURNAL NO.

5115

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24

AUDITOR-CONTROLLER USE ONLY:

FINAL APPROVAL NEEDED BY:

☐ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0475 PROP 63 MH SVCS ACT		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
0475	9435	Miscellaneous State Aid		4,504,902.00
TOTALS			0.00	4,504,902.00

APPROVED

AUDITOR – CONTROLLER

By:  Date 8/18/17

COUNTY ADMINISTRATOR

By:  Date 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

Adjust estimated revenue per Prop. 63 May 2017 projection.


 PATRICK GODLEY

COO/CFO 8-16-17
 TITLE DATE

PREPARED BY: Miu Tam

TITLE: Accountant III

DATE: 7/7/2017

REVENUE ADJ.
JOURNAL NO.RAOO 5115

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT
T/C 27

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ Board Of Supervisors
☐ County Administrator

ACCOUNT CODING		BUDGET UNIT: Mental Health Services (0467)	Page 2 of 2	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
5973	4948	Misc. Equipment	1,000 00	
5723	4951	Misc. Equipment	8,198 00	
5913	4948	Misc. Equipment	6,000 00	
5991	5022	Intrafund- Trans		705,472 00
			15,198 00	705,472 00

Approved

AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 9/11/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust appropriation for salaries & benefits and services & supplies due to
decrease in costs under the adopted bur 30,396 2,101,218

Summary:

Expenditure Increase(Decrease)	\$ (1,704,749.00)
Revenue Increase(Decrease)	(2,331,576.00)
Co. Contrib. Increase(Decrease)	<u>\$ (626,827.00)</u>



Signature
PATRICK GODLEY

COO/CFO
Title

07/11/17
Date

Appropriation
Adj. Journal NO.

AP00

5/15

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT
T/C 27

AUDITOR CONTROLLER USE ONLY

Final Approval Needed By:

- ☐ Board Of Supervisors
☐ County Administrator

ACCOUNT CODING		BUDGET UNIT: HEALTH SERVICES DEPARTMENT - 0465	Page 1 of 1	
ORG'N.	EXPENSE SUB-ACCT.	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
		<u>Subsidy 100300-0465</u>		
0465	3570	Contribution to Enterprise Fund - MH 0467	626,828 00	
0465	3570	Contribution to Enterprise Fund - Cons 0451	17,919 00	
0465	3570	Contribution to Enterprise Fund - Detn 0301		14,488 00
0465	3570	Contribution to Enterprise Fund - PH 0450	37,658 00	
0465	3570	Contribution to Enterprise Fund - Public Adm 0454	123,766 00	
0465	3570	Contribution to Enterprise Fund - CCS 0460		1,523,314 00
0465	3570	Contribution to Enterprise Fund - Homeless 0466	458,640 00	
			1,264,811 . 00	1,537,802 . 00

Approved

AUDITOR - CONTROLLER

By:  Date: 8/18/17

COUNTY ADMINISTRATOR

By:  Date: 8/14/17

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date: _____

EXPLANATION OF REQUEST

To adjust Fiscal year-end 6/30/17 appropriation based on the most current estimates.

EF1 Subsidy Adj (decrease)	\$ (12,814,515)
EF1 Capital Subsidy Adj (increase)	5,007,301
Enterprise Subsidy to GF (decrease)	<u>\$ (7,807,214)</u>

Signature
PATRICK G. DOLEYCOO/CFO
Title

Appropriation

07/12/17
Date

AP00 5115

SCHEDULE A

CONTRA COSTA COUNTY

DETAIL OF PROVISIONS FOR OBLIGATED FUND BALANCES
FOR FISCAL YEAR 2017-2018 FINAL BUDGETS

FUND	OBLIGATED FUND BALANCE AS OF 6/30/2017	CANCELLATIONS		INCREASES		TOTAL OBLIGATED FUND BALANCE FOR BUDGET YEAR
		RECOMMEND	ADOPT	RECOMMEND	ADOPT	
1003 NONSPENDABLE -INVENTORIES	1,398,088					1,398,088
1003 ASSIGNED -EQUIPMENT REPLACEMENT	4,584,052					4,584,052
1003 NONSPENDABLE -DEPARTMENTAL PETTY CASH	304,900					304,900
1003 NONSPENDABLE -PREPAID EXPENSE	5,788,383					5,788,383
1003 ASSIGNED -LITIGATION & AUDIT EXCEPTIONS	10,000,000					10,000,000
1003 RESTRICTED - EBRCS INVESTMENTS	1,930,462					1,930,462
1003 RESTRICTED - JAIL CONSTRUCTION	0			22,500,000	22,500,000	22,500,000
1003 ASSIGNED -GENERAL FUND CAPITAL RESERVE	59,391,387	22,500,000	22,500,000	14,809,206	14,809,206	51,700,593
1003 ASSIGNED -GENERAL FUND RESERVE	188,635,684			58,164,409	58,164,409	246,800,093
SUBTOTAL GENERAL FUND	272,032,956	22,500,000	22,500,000	95,473,615	95,473,615	345,006,571
1041 ASSIGNED - CO SERVICE AREA REV RESERVE	100,000					100,000
1100 NONSPENDABLE- PREPAID EXP (RECORDER MODERNIZATION)	627					627
1104 ASSIGNED -EQUIP REPL (CRIMINALISTICS LAB)	14,299					14,299
1108 NONSPENDABLE -PREPAID EXP (ROAD)	2,501					2,501
1108 ASSIGNED -EQUIPMENT REPLACEMENT (ROAD)	6,027,807					6,027,807
1111 ASSIGNED - PRIVATE ACTIVITY BOND	3,490,522			341,171	341,171	3,831,693
1111 NONSPENDABLE -ADVANCE (PRIVATE ACTIVITY BOND)	263,700					263,700
1113 ASSIGNED -AFFORDABLE HOUSING	9,528,025			119,955	119,955	9,647,980
1115 ASSIGNED -TOSCO/SOLANO TRANS MITIGATION	5,252,024			66,963	66,963	5,318,987
1116 NONSPENDABLE- PREPAID EXP (CHILD DEVLPMNT)	292,446					292,446
1120 ASSIGNED -DEPT CONSERVATION & DEVLPMNT	17,011,699			4,031,093	4,031,093	21,042,792
1120 NONSPENDABLE -PREPAID EXP (DCD)	381,057					381,057
1120 ASSIGNED -EQUIP REPL (DCD)	432,153					432,153
1126 ASSIGNED -DISPUTE RESOLUTION PROG	84,027			130,007	130,007	214,034
1127 NONSPENDABLE -PREPAID EXP (ZERO TOLERANCE)	5,484					5,484
1129 NONSPENDABLE -PREPAID EXP (DA REV NARCOTICS)	19,324					19,324
1131 NONSPENDABLE -PETTY CASH (DA FORFEITURE-FED)	3,500					3,500
1134 NONSPENDABLE -PETTY CASH (DCSS)	600					600
1134 ASSIGNED -EQUIP REPLACEMENT (DCSS)	71,679					71,679
1134 NONSPENDABLE -PREPAID EXPENSE (DCSS)	536,879					536,879
1146 ASSIGNED -PROP 63	45,956,435			5,986,095	5,986,095	51,942,530
1150 ASSIGNED -AUTOMATED SYSTEMS DEVELOPMENT	3,461,249	153,243	153,243			3,308,006

SCHEDULE A

CONTRA COSTA COUNTY

DETAIL OF PROVISIONS FOR OBLIGATED FUND BALANCES
FOR FISCAL YEAR 2017-2018 FINAL BUDGETS

FUND		OBLIGATED FUND BALANCE		TOTAL OBLIGATED FUND BALANCE	
		AS OF 6/30/2017	CANCELLATIONS		FOR BUDGET YEAR
			RECOMMEND	ADOPT	
			RECOMMEND	ADOPT	
1153	ASSIGNED -CTY LOCAL REV FUND 2011	57,099,306		3,278,821	60,378,127
1157	ASSIGNED - COMM CORR PRPMC INCNTV RSRV	9,102,420		4,263,868	13,366,288
1159	NONSPENDABLE - DEPOSIT W/OTHERS (L/M HSG ASSET FD)	85,000			85,000
1159	RESTRICTED - L/M HSG ASSET FD-LMIHAF	17,088,324		1,385,734	18,474,058
1206	ASSIGNED -LIBRARY AUTOMATION	3,615,004		700,000	4,315,004
1206	ASSIGNED -LIBRARY FACILITIES	3,153,003		700,000	3,853,003
1206	ASSIGNED -LIBRARY BRANCH OPERATIONS	6,251,755		800,000	7,051,755
1206	ASSIGNED -EQUIPMENT REPLACEMENT (LIBRARY)	134,921			134,921
1206	NONSPENDABLE -PETTY CASH (LIBRARY)	2,710			2,710
1206	NONSPENDABLE -PREPAID EXP (LIBRARY)	367,689			367,689
1231	ASSIGNED -HERCUL/RODEO/CROCK AREA OF BENEFIT	0		26,219	26,219
1232	ASSIGNED -WEST COUNTY AREA OF BENEFIT	57,191	26,182	26,182	31,009
1234	ASSIGNED -NORTH RICHMOND AOB	1,070,733	568,542	568,542	502,191
1240	ASSIGNED -MARTINEZ AREA OF BENEFIT	1,972,720		346,920	2,319,640
1241	ASSIGNED -BRIONES AREA OF BENEFIT	493,636		20,260	513,896
1242	ASSIGNED -CENTRAL COUNTY AREA OF BENEFIT	2,775,769		366,668	3,142,437
1243	ASSIGNED -SO WC AREA OF BENEFIT	274,196		20,598	294,794
1260	ASSIGNED -ALAMO AREA OF BENEFIT	417,797		206,894	624,691
1270	ASSIGNED -SOUTH COUNTY AREA OF BENEFIT	2,906,147	151,681	151,681	2,754,466
1282	ASSIGNED -EAST COUNTY AREA OF BENEFIT	3,399,744	783,786	783,786	2,615,958
1290	ASSIGNED -BETHEL ISLAND AREA OF BENEFIT	323,786		2,317	326,103
1337	ASSIGNED -LIVABLE COMMUNITIES	7,248,543			7,248,543
1390	ASSIGNED -ROAD DEVLPMNT DISCOVERY BAY	2,146,122		620,410	2,766,532
1392	ASSIGNED -ROAD IMPROVEMENT FEE	20,749,954		4,190,636	24,940,590
1394	ASSIGNED -ROAD DEVLPMNT RICH/EL SOBRANTE	248,052	1,521	1,521	246,531
1395	ASSIGNED -ROAD DEVLPMNT BAY POINT AREA	679,897			679,897
1399	ASSIGNED -ROAD DEVLPMNT PACHECO AREA	436,241		855	437,096
TOTAL GENERAL COUNTY FUNDS		507,069,653	24,184,955	24,184,955	605,963,797

SCHEDULE B
CONTRA COSTA COUNTY
FUND BALANCE AVAILABLE

<u>FUND</u>	FUND BALANCE PER AUDITOR AS OF <u>6/30/2017</u>	<u>ENCUMBRANCES</u>	<u>LESS: OBLIGATED FUND BALANCES</u> <u>NONSPENDABLE, RESTRICTED</u> <u>& COMMITTED</u>	<u>ASSIGNED</u>	FUND BALANCE <u>AVAILABLE</u>
1003 GENERAL	444,082,729	50,184,821	31,921,833	313,084,738	48,891,337
1041 COUNTY SERVICE AREA ADVANCES	100,000			100,000	0
1056 LAW ENFORCEMENT - EQUIP REPLACE	3,158,504				3,158,504
1100 RECORDER MODERNIZATION	9,175,553	2,144	627		9,172,782
1101 COURT/CLERK AUTOMATION	78				78
1102 FISH & GAME	362,697				362,697
1103 LAND DEVELOPMENT FUND	7,750				7,750
1104 CRIMINALISTICS LABORATORY	165,365			14,299	151,066
1105 SURVEY MONUMENT PRESERVATION	649,347				649,347
1106 CRIMINAL JUSTICE CONSTRUCTION	570,008				570,008
1107 COURTHOUSE CONSTRUCTION	608,757				608,757
1108 ROAD	6,819,629		2,501	6,027,807	789,321
1109 TRANSPORTATION IMPROVEMENT	3,365				3,365
1110 DRAINAGE AREA 9	261,195				261,195
1111 PRIVATE ACTIVITY BOND	4,095,393		263,700	3,831,693	0
1113 AFFORDABLE HOUSING	9,647,980			9,647,980	0
1114 NAVY TRANSPORTATION MITIGATION	5,525,517				5,525,517
1115 TOSCO/SOLANO TRANSPORTATION MITIGATION	5,318,987			5,318,987	0
1116 CHILD DEVELOPMENT	658,004	3,767	292,446		361,791
1118 HUD NSP	17,441				17,441
1120 CONSERVATION AND DEVELOPMENT	21,976,640	120,638	381,057	21,474,945	0
1121 CDD/PWD JOINT REVIEW FEE	668,292				668,292
1122 DRAINAGE DEFICIENCY	2,270,690				2,270,690
1123 PUBLIC WORKS TRUST	1,418,440				1,418,440
1124 D.A. CONSUMER PROTECTION	3,120,085				3,120,085
1125 DOM. VIOLENCE VICTIM ASSIST.	49,317				49,317
1126 DISPUTE RESOLUTION PROG.	214,034			214,034	0
1127 ZERO TOLERANCE-DOM VIOLENCE	279,912		5,484		274,428
1129 D.A. REVENUE NARCOTICS	479,292		19,324		459,968
1130 D.A. ENVIRON/OSHA	1,437,820				1,437,820
1131 D.A. FORFEITURE-FED-DOJ	193,650		3,500		190,150
1132 WALDEN GREEN MAINTENANCE	282,150				282,150
1133 R/ESTATE FRAUD PROSECUTE	593				593
1134 CHILD SUPPORT SERVICES	442,935	42,795	537,479	71,679	(209,018)

SCHEDULE B
CONTRA COSTA COUNTY
FUND BALANCE AVAILABLE

<u>FUND</u>	<u>FUND BALANCE PER AUDITOR AS OF 6/30/2017</u>	<u>ENCUMBRANCES</u>	<u>LESS: OBLIGATED FUND BALANCES NONSPENDABLE, RESTRICTED & COMMITTED</u>	<u>ASSIGNED</u>	<u>FUND BALANCE AVAILABLE</u>
1135 EMERGENCY MED SVCS FUND	801,185				801,185
1137 HLT SVC - CHIP/AB75 TOBACCO	51				51
1139 TRAFFIC SAFETY	351,597				351,597
1140 PUB PROTECT-SPEC REV FND	2,601,271				2,601,271
1141 SHERIFF NARCOTICS FORFEIT-ST/LOCAL	156,470				156,470
1142 SHERIFF NARCOTICS FORFEIT-FEDERAL	501,595				501,595
1143 SUP LAW ENFORCEMENT SVCS	766,800				766,800
1145 SHERIFF FORFEIT-FEDERAL DEPT OF TREASURY	223,400				223,400
1146 PROP 63 MH SVCS ACT	51,942,530			51,942,530	0
1147 PRISONERS WELFARE FUND	1,995,186	2,792			1,992,394
1149 PROBATION OFFICERS SPEC	154,533				154,533
1150 AUTOMATED SYSTEMS DEVELOPMENT	3,483,006			3,308,006	175,000
1151 PROPERTY TAX ADMIN PROGRAM	2,974,865				2,974,865
1153 CTY LOCAL REV FUND 2011	60,378,127			60,378,127	0
1154 OBSCENE MATTER-MINORS	200				200
1155 IHSS PUBLIC AUTHORITY	99,884				99,884
1156 DNA IDENTIFICATION	238,258				238,258
1157 COMM CORR PRFMC INCNTV FD	13,366,288			13,366,288	0
1158 NO RICH WST&RCVY MTGN FD	547,909				547,909
1159 L/M HSG ASSET FD-LMIHAF	18,559,058		18,559,058		0
1160 BAILEY RD MNTC SURCHARGE	2,015,924				2,015,924
1161 HOME INVSTMT PRTNRSHIP ACT	92,876				92,876
1206 LIBRARY	23,771,744	730,488	370,399	15,354,683	7,316,174
1207 CASEY LIBRARY GIFT TRUST	253,286				253,286
1231 HERCUL/RODEO/CROCK AREA OF BENEFIT	46,319			26,219	20,100
1232 WEST COUNTY AREA OF BENEFIT	46,009			31,009	15,000
1234 NORTH RICHMOND AREA OF BENEFIT	1,077,691			502,191	575,500
1240 MARTINEZ AREA OF BENEFIT	2,319,640			2,319,640	0
1241 BRIONES AREA OF BENEFIT	513,896			513,896	0
1242 CENTRAL COUNTY AREA OF BENEFIT	3,142,437			3,142,437	0
1243 SOUTH WALNUT CREEK AREA OF BENEFIT	294,794			294,794	0
1260 ALAMO AREA OF BENEFIT	624,691			624,691	0
1270 SOUTH COUNTY AREA OF BENEFIT	2,912,166			2,754,466	157,700
1282 EAST COUNTY AREA OF BENEFIT	3,341,783			2,615,958	725,825

SCHEDULE B
CONTRA COSTA COUNTY
FUND BALANCE AVAILABLE

<u>FUND</u>	FUND BALANCE PER AUDITOR AS OF <u>6/30/2017</u>	<u>LESS: OBLIGATED FUND BALANCES</u>			FUND BALANCE <u>AVAILABLE</u>
		<u>ENCUMBRANCES</u>	<u>NONSPENDABLE, RESTRICTED & COMMITTED</u>	<u>ASSIGNED</u>	
1290 BETHEL ISLAND AREA OF BENEFIT	326,103			326,103	0
1328 COUNTY CHILDRENS	260,737				260,737
1332 ANIMAL BENEFIT	818,697				818,697
1334 CO-WIDE GANG & DRUG	901,275				901,275
1337 LIVABLE COMMUNITIES FUND	7,706,906			7,248,543	458,363
1349 HUD BLDG INSP NPP	330,426				330,426
1350 RETIREMENT UAAL BOND FUND	(5,787,540)				(5,787,540)
1354 FAMILY LAW CTR DEBT SVC	2,129,142				2,129,142
1360 CENTRAL IDENTIFY BUREAU	1,696,481				1,696,481
1388 SOUTHERN PACIFIC RIGHT OF WAY	3,775,492				3,775,492
1390 ROAD DEVELOPMENT DISCOVERY BAY	2,766,532			2,766,532	0
1392 ROAD IMPROVEMENT FEE	26,391,590			24,940,590	1,451,000
1394 ROAD DEVELOPMENT RICHMOND/EL SOBRANTE	366,531			246,531	120,000
1395 ROAD DEVELOPMENT BAY POINT AREA	679,897			679,897	0
1399 ROAD DEVELOPMENT PACHECO AREA	437,096			437,096	0
TOTAL GENERAL COUNTY FUNDS	766,456,983	51,087,446	52,357,408	553,606,389	109,405,741

SCHEDULE C
 RECOMMENDED VS. FINAL BUDGET
 FUND BALANCE CHANGES
 APPROPRIATIONS AND ESTIMATED REVENUE RECOMMENDATIONS
 FOR 2017-18 FINAL BUDGET

FUND	2017-18	2017-18			RECOMMENDED	
	RECOMMENDED	FINAL	FINAL		LINE ITEM	
	BUDGET	BUDGET	YEAR-END		CHANGES	
	FUND	FUND	FUND		AMOUNT	B/U ACCT
<u>BALANCE</u>	<u>BALANCE</u>	<u>BALANCE</u>	<u>CHANGE</u>			
1003 GENERAL FUND	(2,500,000)	(2,500,000)	48,891,337	51,391,337	5,026	0001-2479
					46,060	0002-2479
					812,242	0003-2310
					5,905,994	0003-2479
					145,742	0003-2313
					26,000	0003-2340
					240,000	0004-2479
					1,925,422	0007-2479
					75,000	0010-2479
					20,000	0015-2132
					40,000	0015-2479
					1,388,679	0025-2479
					45,000	0030-2479
					70,000	0035-2251
					70,000	0035-2479
					167,577	0038-2479
					3,010,831	0043-2479
					100,000	0043-2132
					861,797	0043-4951
					252,000	0077-2262
					37,051	0077-3505
					400,000	0077-2262
					144,000	0079-4953
					204,558	0080-2284
					137,170	0085-4470
					400,000	0111-4264
					684,000	0111-4183
					600,000	0111-4447
					1,500,000	0111-4173
					296,450	0111-2479
					1,265,408	0111-4217
					500,000	0111-4470
					140,000	0135-3611
					1,850,936	0145-2310
					14,882,566	0145-2479
					113,500	0202-3580
					8,394,875	0235-2310

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SCHEDULE C
 RECOMMENDED VS. FINAL BUDGET
 FUND BALANCE CHANGES
 APPROPRIATIONS AND ESTIMATED REVENUE RECOMMENDATIONS
 FOR 2017-18 FINAL BUDGET

FUND	2017-18 RECOMMENDED BUDGET FUND <u>BALANCE</u>	2017-18 FINAL BUDGET FUND <u>BALANCE</u>	FINAL YEAR-END FUND <u>BALANCE</u>	<u>CHANGE</u>	RECOMMENDED LINE ITEM <u>CHANGES</u>	
					<u>AMOUNT</u>	<u>B/U ACCT</u>
					1,132,113	0265-2479

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATIONS AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-18 FINAL BUDGET

FUND	2017-18	2017-18			RECOMMENDED	
	RECOMMENDED	FINAL	FINAL		LINE ITEM	
	BUDGET	BUDGET	YEAR-END		CHANGES	
	FUND	FUND	FUND	CHANGE	AMOUNT	B/U ACCT
					154,300	0301-2479
					600,000	0301-2310
					60,036	0308-2310
					400,000	0335-2281
					156,313	0355-4951
					300,000	0366-2479
					166,000	0366-2251
					60,000	0366-2310
					840,920	0452-2479
					5,000	0579-2131
					5,000	0579-2132
					499,330	0580-2479
					253,807	0590-2479
					634	0591-2310
1056 CO LAW ENF CMPTR CAP PROJ	1,570,833	1,570,833	3,158,504	1,587,671	10,834	0126-5011
					4,321	0129-5011
					1,572,516	0131-5011
1100 RECORDER MODERNIZATION	9,294,972	9,294,972	9,172,782	(122,190)	(122,190)	0353-2479
1101 COURT/CLERK AUTOMATION		0	78	78	78	0236-2479
1102 FISH & GAME	0	0	362,697	362,697	362,697	0367-2479
1103 LAND DEVELOPMENT FUND	0	0	7,750	7,750	7,750	0651-5011
1104 CRIMINALISTICS LABORATORY	123,942	123,942	151,066	27,124	27,124	0256-2479
1105 SURVEY MONUMENT PRESERVATION	617,990	617,990	649,347	31,357	31,357	0161-2479
1106 CRIMINAL JUSTICE CONSTRUCTION	0	0	570,008	570,008	566,241	0119-5016
1107 COURTHOUSE CONSTRUCTION	0	0	608,757	608,757	608,757	0122-3619
1108 ROAD	0	0	789,321	789,321	789,321	0662-2479
1109 TRANSPORTATION IMPROVEMENT	0	0	3,365	3,365	3,365	0663-3611
1110 DRAINAGE AREA 9	259,841	259,841	261,195	1,354	1,354	0120-5011
1114 NAVY TRANS MITIGATION	5,428,138	5,428,138	5,525,517	97,379	97,379	0697-5011
1115 TOSCO/SOLANO TRANS MTGTN	(38,000)	(38,000)	0	38,000	38,000	0699-5011
1116 CHILD DEVELOPMENT		0	361,791	361,791	365,558	0589-3611
1118 HUD NSP		0	17,441	17,441	17,441	0380-2479
1121 CDD/PWD JOINT REVIEW FEE	0	0	668,292	668,292	668,292	0350-5011
1122 DRAINAGE DEFICIENCY	2,271,904	2,271,904	2,270,690	(1,214)	(1,214)	0648-3611

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATIONS AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-18 FINAL BUDGET

FUND	2017-18	2017-18			RECOMMENDED	
	RECOMMENDED	FINAL	FINAL		LINE ITEM	
	BUDGET	BUDGET	YEAR-END		CHANGES	
	FUND	FUND	FUND	CHANGE	AMOUNT	B/U ACCT
1123 PUBLIC WORKS TRUST	0	0	1,418,440	1,418,440	1,418,440	0649-5011
1124 DA CONSUMER PROTECTION	4,174,525	4,174,525	3,120,085	(1,054,440)	(1,054,440)	0247-2479
1125 DOM. VIOLENCE VICTIM ASSIST	0	0	49,317	49,317	49,317	0585-2479
1127 ZERO TOLERANCE-DOM VIOLENCE	0	0	274,428	274,428	274,428	0586-2479
1129 D.A. REVENUE NARCOTICS	323,433	323,433	459,968	136,535	136,535	0244-2479
1130 D.A. ENVIRON/OSHA	1,978,183	1,978,183	1,437,820	(540,363)	(540,363)	0251-2479
1131 D.A. FORFEITURE-FED-DOJ	202,236	202,236	190,150	(12,086)	(12,086)	0234-2479
1132 PH BART GREENSPACE MTCE	0	0	282,150	282,150	282,150	0664-5011
1133 RE FRAUD PROSECUTE	340,813	340,813	593	(340,220)	(340,220)	0233-5011
1134 CCC DEPT CHILD SUPPORT SVCS	0	0	(209,018)	(209,018)	(209,018)	0249-1011
1135 EMERGENCY MED SVCS FUND	0	0	801,185	801,185	801,185	0471-3611
1137 HLTH SVC-CHIP/AB75 TOBACCO	0	0	51	51	51	0468-2310
1139 TRAFFIC SAFETY	209,368	209,368	351,597	142,229	142,229	0368-2479
1140 PUBLIC PROTECTION-SPEC, REV	2,609,056	2,609,056	2,601,271	(7,785)	(7,785)	0260-2479
1141 SHER NARC FORFEIT-ST/LOCAL	77,932	77,932	156,470	78,538	78,538	0253-5011
1142 SHER NARC FORFEIT-FEDERAL	467,210	467,210	501,595	34,385	34,385	0252-5011
1143 SUP LAW ENFORCEMENT SVCS	0	0	766,800	766,800	2,725	0241-5011
					2,871	0262-5011
					669	0263-5011
					760,535	0311-5011
1145 SHERIFF FORFEIT-FED TREASURY	72,600	72,600	223,400	150,800	150,800	0268-5011
1147 PRISONERS WELFARE FUND	0	0	1,992,394	1,992,394	1,992,394	0273-2479
1149 PROBATION OFFICERS SPEC	38,422	38,422	154,533	116,111	116,111	0313-2479
1150 AUTOMATED SYSTEMS DEVELOPMENT	175,000	175,000	175,000	0	0	
1151 PROPERTY TAX ADMIN PROGRAM	2,945,012	2,945,012	2,974,865	29,853	29,853	0017-5016
1154 OBSCENE MATTER-MINORS	0	0	200	200	200	0254-5011
1155 IHSS PUBLIC AUTHORITY	0	0	99,884	99,884	99,884	0508-5011
1156 DNA IDENTIFICATION FUND	0	0	238,258	238,258	238,258	0275-5011
1157 COMM CORR PRFMC INCNTV FD	(82,287)	(82,287)	0	82,287	82,287	0477-5011
1158 NO RICH WST&RCVY MTGN FD	297,871	297,871	547,909	250,038	250,038	0478-5011
1160 BAILEY RD MNTC SURCHARGE	1,812,663	1,812,663	2,015,924	203,261	203,261	0660-3611
1161 HOME INVSTMT PRTNRSHP ACT		0	92,876	92,876	92,876	0561-2479

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATIONS AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-18 FINAL BUDGET

FUND	2017-18 RECOMMENDED BUDGET FUND BALANCE	2017-18 FINAL BUDGET FUND BALANCE	FINAL YEAR-END FUND BALANCE	CHANGE	RECOMMENDED LINE ITEM CHANGES	
					AMOUNT	B/U ACCT
1206 LIBRARY		0	7,316,174	7,316,174	400,000	0620-1011
					3,489,447	0620-2479
					528,000	0620-3620
					284,000	0620-4951
					532,847	0621-1011
					1,675,880	0621-2479
					406,000	0621-3620
1207 CASEY LIBRARY GIFT TRUST		0	253,286	253,286	253,286	0622-3611
1231 HERCUL/RODEO/CROCK AREA OF BEN	20,100	20,100	20,100	0	0	
1232 WEST COUNTY AREA OF BENEFIT	15,000	15,000	15,000	0	0	
1234 NORTH RICHMOND AREA OF BENEFIT	575,500	575,500	575,500	0	0	
1240 MARTINEZ AREA OF BENEFIT	(59,500)	(59,500)	0	59,500	59,500	0635-5011
1242 CENTRAL CO AREA/BENEFIT	(104,000)	(104,000)	0	104,000	104,000	0637-5011
1243 SO WAL CRK AREA OF BENEFIT	(25,000)	(25,000)	0	25,000	25,000	0638-5011
1260 ALAMO AREA OF BENEFIT	(204,800)	(204,800)	0	204,800	204,800	0641-5011
1270 SOUTH CO AREA OF BENEFIT	157,700	157,700	157,700	0	0	
1282 EAST COUNTY AREA OF BENEFIT	725,825	725,825	725,825	0	0	
1290 BETHEL ISL AREA OF BENEFIT	(3,500)	(3,500)	0	3,500	3,500	0653-5011
1328 COUNTY CHILDRENS		0	260,737	260,737	260,737	0505-3611
1332 ANIMAL BENEFIT	120,000	120,000	818,697	698,697	698,697	0369-5011
1334 CO-WIDE GANG & DRUG	1,246,668	1,246,668	901,275	(345,393)	(345,393)	0271-2479
1337 LIVABLE COMMUNITIES FUND	1,082,830	1,082,830	458,363	(624,467)	(624,467)	0370-3611
1349 HUD BLDG INSP NPP		0	330,426	330,426	330,426	0597-3611
1350 RETIREMENT UAAL BOND FUND		0	(5,787,540)	(5,787,540)	(5,787,540)	0791-3510
1354 FAMILY LAW CTR DEBT SVC		0	2,129,142	2,129,142	2,129,142	0794-2479
1360 CENTRAL IDENTIFY BUREAU	1,276,630	1,276,630	1,696,481	419,851	419,851	0270-5011
1388 SOUTHERN PACIFIC RIGHT OF WAY	4,043,662	4,043,662	3,775,492	(268,170)	(268,170)	0678-2479
1390 ROAD DEVELOPMENT DISCOVERY BAY	(85,200)	(85,200)	0	85,200	85,200	0680-5011
1392 ROAD IMPROVEMENT FEE	451,000	451,000	1,451,000	1,000,000	1,000,000	0662-5011
1394 RD DEVELOPMENT RICH/EL SOBRANTE	120,000	120,000	120,000	0	0	
1399 ROAD DEVELOPMENT PACHECO AREA	(6,600)	(6,600)	0	6,600	6,600	0687-5011
TOTAL GENERAL COUNTY FUNDS	42,017,972	42,017,972	109,405,741	67,387,769	67,387,769	

FY 17-18

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

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : 0861 CCHP-Community Plan/ 6291 Contra Costa Cares			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
6291	8382	Health Plan Subsidy	250,000	00	00
TOTALS			250,000	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST:

Completes transfer of appropriations from Contingency to Contra Costa Cares approved by the Board for FY 2017/18. Match was been received from community organizations.



SIGNATURE TITLE DATE

County Finance Director

8/8/2017

REVENUE ADJ.

RAOO

5003

JOURNAL NO.

BY: _____ DATE _____

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

FY 17-18

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

ACCOUNT CODING		DEPARTMENT : 0861 CCHP-Community Plan/ 6291 Contra Costa Cares			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
6291	2802	Registry		00	250,000 00
TOTALS			0	00	250,000 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 8/18/17

COUNTY ADMINISTRATOR:

BY:  DATE 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

Completes transfer of appropriations from Contingency to Contra Costa Cares approved by the Board for FY 2017/18. Match was been received from community organizations.



SIGNATURE

County Finance Director

8/8/2017

TITLE

DATE

APPROPRIATION

APOO

5003

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

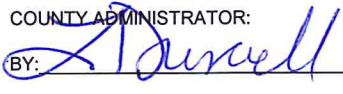
ACCOUNT CODING		BUDGET UNIT: Special Districts - various			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
7527	9956	BU 7527	1,260,000	00	
7625	9066	BU 7625	409	00	
7655	8981	BU 7655	35,000	00	
7659	9066	BU 7659	500	00	
7671	9066	BU 7671	700	00	
7700	9066	BU 7700	30,500	00	
7719	9066	BU 7719	12,000	00	
7726	9066	BU 7726	510	00	
7746	9066	BU 7746	100	00	
7517	9895	BU 7517	85,000	00	
7365	9956		7,844	00	
7563	9011		1,000	00	
7656	9011		200,000	00	
TOTALS			1,633,563	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/15/17

COUNTY ADMINISTRATOR:

BY:  DATE 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

(M 8134 Rev. 2/86)

EXPLANATION OF REQUEST

FY2016-17 Special Districts Budget Clean Up Adjustment



SIGNATURE

TITLE

DATE

REVENUE ADJ.
JOURNAL NO.

RAOO

5116

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
7028	2479	BU 7028	5,000	00		
7028	3611				5000	00
7031	4795	BU 7031	121,000	00		
7031	4704				120,000	00
7031	4706				1,000	00
7300	4956	BU 7300	26,100	00		
7300	4707				8,000	00
7300	4953				6,000	00
7300	4955				12,000	00
7300	5011				100	00
7505	2479	BU 7505	900,000	00		
7505	3611				900,000	00
7527	3611	BU 7527			1,110,000	00
7527	5011				150,000	00
7530	2479	BU 7530	100,000	00		
7530	3611				100,000	00
7532	2479	BU 7532	1,000	00		
7532	5011				1,000	00
7537	2479	BU 7537	10,500	00		
7537	5011				10,500	00
7538	2479	BU 7538	2,000	00		
7538	5011				2,000	00
7539	2479	BU 7539	2,000	00		
7539	5011				2,000	00
7540	2479	BU 7540	3,000	00		
7540	5011				3,000	00
7541	2479	BU 7541	1,000	00		
7541	5011				1,000	00
7547	2479	BU 7547	3,000	00		
7547	5011				3,000	00
TOTALS			1,174,600	00	2,434,600	00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE: 8/15/17

COUNTY ADMINISTRATOR:

BY:  DATE: 9/11/17

BOARD OF SUPERVISORS:

YES:

NO:

FY2016-17 Special Districts Budget Clean Up Adjustment



8/11/17

SIGNATURE

TITLE

DATE

APPROPRIATION

APOO

5116

ADJ. JOURNAL NO.

BY: _____ DATE: _____

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
7548	2479	BU 7548	3,000	00	
7548	5011				3000 00
7549	3611	BU 7549	1,000	00	
7549	5011				1,000 00
7555	2479	BU 7555	10,000	00	
7555	5011				10,000 00
7556	2479	BU 7556	5,000	00	
7556	5011				5,000 00
7557	3611	BU 7557	2,000	00	
7557	5011				2,000 00
7559	2479	BU 7559	1,000	00	
7559	5011				1,000 00
7566	2479	BU 7566	5,000	00	
7566	3611				5,000 00
7567	2479	BU 7567	2,000	00	
7567	5011				2,000 00
7568	2479	BU 7568	5,000	00	
7568	5011				5,000 00
7569	2479	BU 7569	5,000	00	
7569	5011				5,000 00
7571	2479	BU 7571	1,000	00	
7571	3611				1,000 00
7572	2479	BU 7572	10,000	00	
7572	5011				10,000 00
7573	2479	BU 7573	10,000	00	
7573	5011				10,000 00
7574	2479	BU 7574	10,000	00	
7574	5011				10,000 00
7583	2479	BU 7583	2,000	00	
7583	5011				2,000 00
TOTALS			72,000	00	72,000 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE: 8/15/17

COUNTY ADMINISTRATOR:

BY:  DATE: 9/14/17

BOARD OF SUPERVISORS:

YES:

NO:

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☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
7587	2479	BU 7587	1,000	00	
7587	5011				1000 00
7595	2479	BU 7595	2,000	00	
7595	5011				2,000 00
7405	1011	BU 7405	18,000	00	
7405	3611				18,000 00
7406	2479	BU 7406	300,000	00	
7406	1011				300,000 00
7517	5011	BU 7517	435,000	00	
7517	2479				85,000 00
7517	3611				435,000 00
7606	3611	BU 7606	1,000	00	
7606	5011				1,000 00
7611	3611	BU 7611	100	00	
7611	2479				100 00
7612	3611	BU 7612	1,100	00	
7612	5011				1,100 00
7615	3611	BU 7615	1,200	00	
7615	5011				1,200 00
7617	5011	BU 7617	500	00	
7617	2479				500 00
7621	3611	BU 7621	200	00	
7621	5011				200 00
7623	3611	BU 7623	3,700	00	
7623	5011				3,700 00
7624	3611	BU 7624	1,500	00	
7624	5011				1,500 00
7625	3611	BU 7625	671	00	
7625	5011				1,080 00
TOTALS			765,971	00	851,380 00

APPROVED

EXPLANATION OF REQUEST

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BOARD OF SUPERVISORS:

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FINAL APPROVAL NEEDED BY:



BOARD OF SUPERVISORS



COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
7626	3611	BU 7626	600	00	
7626	5011				600 00
7627	3611	BU 7627	100	00	
7627	5011				100 00
7630	3611	BU 7630	1,200	00	
7630	5011	BU 7630			1,200 00
7632	3611	BU 7632	1,000	00	
7632	5011				1,000 00
7633	3611	BU 7633	1,000	00	
7633	5011				1,000 00
7641	3611	BU 7641	2,000	00	
7641	5011				2,000 00
7645	3611	BU 7645	800	00	
7645	5011				800 00
7646	3611	BU 7646	1,000	00	
7646	5011				1,000 00
7652	2479	BU 7652	100	00	
7652	3611				100 00
7653	2479	BU 7653	140,000	00	
7653	1011				120,000 00
7653	5011				20,000 00
7654	3611	BU 7654	100	00	
7654	5011				100 00
7655	3611	BU 7655			35,000 00
7657	2479	BU 7657	22,000	00	
7657	1011				11,000 00
7657	3611				7,000 00
7657	5011				4,000 00
7659	3611	BU 7659	1,300	00	
7659	5011				1,800 00
TOTALS			171,200	00	206,700 00


APPROVED

EXPLANATION OF REQUEST

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BOARD OF SUPERVISORS:

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CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
7671	2479	BU 7671	6,400	00	
7671	3611				300 00
7671	5011				6,800 00
7673	3611	BU 7673	1,400	00	
7673	5011				1,400 00
7681	3611	BU 7681	300	00	
7681	5011				300 00
7682	3611	BU 7682	1,100	00	
7682	5011				1,100 00
7684	3611	BU 7684	1,000	00	
7684	5011				1,000 00
7685	3611	BU 7685	300	00	
7685	5011				300 00
7689	3611	BU 7689	1,500	00	
7689	5011				1,500 00
7690	3611	BU 7690	1,000	00	
7690	5011				1,000 00
7695	3611	BU 7695	1,000	00	
7695	5011				1,000 00
7699	3611	BU 7699	100	00	
7699	5011				100 00
7700	3611	BU 7700			500 00
7700	5011				30,000 00
7701	3611	BU 7701	300	00	
7701	5011				300 00
7703	3611	BU 7703	500	00	
7703	5011				500 00
7704	3611	BU 7704	1,000	00	
7704	5011				1,000 00
TOTALS			15,900	00	47,100 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE: 8/15/17

COUNTY ADMINISTRATOR:

BY:  DATE: 8/16/17

BOARD OF SUPERVISORS:

YES:

NO:

FY2016-17 Special Districts Budget Clean Up Adjustment



8/16/17

SIGNATURE

TITLE

DATE

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5116

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CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
7705	3611	BU 7705	1,300	00	
7705	5011				1300 00
7706	3611	BU 7706	1,000	00	
7706	5011				1,000 00
7707	3611	BU 7707	1,500	00	
7707	5011				1,500 00
7709	3611	BU 7709	100	00	
7709	5011				100 00
7714	3611	BU 7714	100	00	
7714	5011				100 00
7715	3611	BU 7715	1,000	00	
7715	5011				1,000 00
7716	3611	BU 7716	2,500	00	
7716	5011				2,500 00
7718	3611	BU 7718	1,000	00	
7718	5011				1,000 00
7719	5011	BU 7719			12,000 00
7722	3611	BU 7722	300	00	
7722	5011				300 00
7726	3611	BU 7726	2,700	00	
7726	5011				3,210 00
7727	3611	BU 7727	300	00	
7727	5011				300 00
7728	3611	BU 7728	2,000	00	
7728	5011				2,000 00
7732	3611	BU 7732	1,000	00	
7732	5011				1,000 00
7734	3611	BU 7734	300	00	
7734	5011				300 00
7735	3611	BU 7735	200	00	
7735	5011				200 00
TOTALS			15,300	00	27,810 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE: 8/15/17

COUNTY ADMINISTRATOR:

BY:  DATE: 8/14/17

BOARD OF SUPERVISORS:

YES:

NO:

FY2016-17 Special Districts Budget Clean Up Adjustment



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CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

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☒ BOARD OF SUPERVISORS☐ COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
7741	3611	BU 7741	1,000	00		
7741	5011				1,000	00
7743	3611	BU 7743	2,300	00		
7743	5011				2,300	00
7745	3611	BU 7745	1,500	00		
7745	5011				1,500	00
7746	3611	BU 7746	700	00		
7746	5011				800	00
7748	3611	BU 7748	1,800	00		
7748	5011				1,800	00
7499	2479	BU 7499	1,000	00		
7499	5011				1,000	00
7758	4755	BU 7758	88,000	00		
7758	4702				88,000	00
7702	3611	BU 7702	110,000	00		
7702	5011				110,000	00
7710	3611	BU 7710	1,200	00		
7710	5011				1,200	00
7712	3611	BU 7712	12,000	00		
7712	5011				12,000	00
7713	3611	BU 7713	135,000	00		
7713	5011				135,000	00
TOTALS			354,500	00	354,600	00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE: 8/15/17

COUNTY ADMINISTRATOR:

BY:  DATE: 8/16/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE: _____

EXPLANATION OF REQUEST

FY2016-17 Special Districts Budget Clean Up Adjustment



SIGNATURE

TITLE

DATE

8/16/17

APPROPRIATION

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5116

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:



BOARD OF SUPERVISORS



COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Special Districts - various			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
7365	2479				7,844 00
7563	5011				1,000 00
7656	5011				200,000 00
7031	4795		5,000 00		
7031	4704				5,000 00
7405	3611		7,000 00		
7405	2479				7,000 00
7675	3530		1,000 00		
7675	5016				1,000 00
7770	2310		3,000 00		
7770	4700				3,000 00
7300	1011		3,645,000 00		
7300	2479		715,000 00		
7300	3611		65,000 00		
7300	4999				4,425,000 00
TOTALS			4,441,000 00		4,649,844 00

APPROVED

AUDITOR-CONTROLLER:

BY: 

DATE: 8/23/17

COUNTY ADMINISTRATOR:

BY: 

DATE: 9/10/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE: _____

EXPLANATION OF REQUEST

FY2016-17 Special Districts Budget Clean Up Adjustment



SIGNATURE

TITLE

DATE

8/11/17

APPROPRIATION

APOO

5116

ADJ. JOURNAL NO.

SCHEDULE A
 DETAIL OF PROVISIONS FOR OBLIGATED FUND BALANCES
 FOR FISCAL YEAR 2017-2018 FINAL BUDGETS
 County Special Districts

FUND	DESCRIPTION - PURPOSE	OBLIGATED FUND BAL BALANCE AS OF 6/30/2017	AMOUNT MADE AVAILABLE BY CANCELLATION		INC. OR NEW OBLIG. FUND BAL TO BE PROVIDED		TOTAL OBLIGATED FUND BAL FOR BUDGET YEAR
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
PUBLIC PROTECTION							
FIRE PROTECTION							
CCC FIRE DISTRICT CONSOLIDATED							
202000	NONSPENDABLE-PETTY CASH	500					500
202000	ASSIGNED-GENERAL FUND RESERVE	19,342,314			14,168,658	14,168,658	33,510,972
202000	NONSPENDABLE-INVENTORIES	730,764					730,764
202000	NONSPENDABLE-PREPAID EXPENSE	112,325					112,325
	TOTAL FIRE PROTECTION	20,185,903	0	0	14,168,658	14,168,658	34,354,561
FLOOD CONTROL							
CCC FLOOD CTL WTR CONS							
250500	ASSIGNED-EQUIP REPLACEMENT	769,884					769,884
250500	NONSPENDABLE-ADV TO OTHER FUNDS	3,013,500					3,013,500
FLOOD CONTROL ZONE 3B							
252000	NONSPENDABLE-ADV TO OTHER FUNDS	2,408,400					2,408,400
FLOOD CNTL Z 1 MARSH CR							
252100	NONSPENDABLE-ADV TO OTHER FUNDS	70,000					70,000
FLOOD CONTROL DRNG 29C							
255500	NONSPENDABLE-ADV TO OTHER FUNDS	77,000					77,000
FLD CNTRL DRNG AREA 56							
256600	NONSPENDABLE-ADV TO OTHER FUNDS	689,000					689,000
FLOOD CONTROL DRNG 55							
257900	NONSPENDABLE-ADV TO OTHER FUNDS	100,000					100,000
FLOOD CONTROL DRAINAGE 16							
258300	NONSPENDABLE-ADV TO OTHER FUNDS	85,000					85,000
FLOOD CONTROL DRNG 22							
258800	NONSPENDABLE-ADV TO OTHER FUNDS	80,000					80,000
	TOTAL FLOOD CONTROL	7,292,784	0	0	0	0	7,292,784

SCHEDULE A
 DETAIL OF PROVISIONS FOR OBLIGATED FUND BALANCES
 FOR FISCAL YEAR 2017-2018 FINAL BUDGETS
 County Special Districts

FUND	DESCRIPTION - PURPOSE	OBLIGATED FUND BAL BALANCE AS OF 6/30/2017	AMOUNT MADE AVAILABLE BY CANCELLATION		INC. OR NEW OBLIG. FUND BAL TO BE PROVIDED		TOTAL OBLIGATED FUND BAL FOR BUDGET YEAR
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
	SERVICE AREA POLICE						
	P-6 CENTRAL ADMIN BASE						
262900	ASSIGNED-EQUIP REPLACEMENT	23,945					23,945
	SERV AREA P-2 ZONE A						
265300	ASSIGNED-EQUIP REPLACEMENT	56,288					56,288
	POLICE AREA 5 RND HILL						
265500	ASSIGNED-GENERAL RESERVE	144,900	16,232	16,232			128,668
265500	ASSIGNED-EQUIP REPLACEMENT	23,750					23,750
	SERV AREA P-2 ZONE B						
265700	NONSPENDABLE-PREPAID EXPENSE	309					309
265700	ASSIGNED-EQUIP REPLACEMENT	3,712					3,712
	TOTAL SERVICE AREA POLICE	252,904	16,232	16,232	0	0	236,672
	TOTAL PUBLIC PROTECTION	27,731,591	16,232	16,232	14,168,658	14,168,658	41,884,017
	PUBLIC WAYS & FACILITIES						
	SERVICE AREA MISCELLANEOUS						
	SERV AREA M-17 MONTALVIN						
248900	NONSPENDABLE-PETTY CASH	5,000					5,000
	TOTAL SERVICE AREA MISCELLANEOUS	5,000	0	0	0	0	5,000
	TOTAL PUBLIC WAYS & FACILITIES	5,000	0	0	0	0	5,000
	RECREATION & CULTURAL SVC						
	SERVICE AREA RECREATION						
	SERV AREA R-7 ZONE A						
275800	NONSPENDABLE-PETTY CASH	5,000					5,000
275800	NONSPENDABLE-PREPAID EXPENSE	600					600
	SERV AREA R-10 RODEO						
276000	NONSPENDABLE-PETTY CASH	3,000					3,000

SCHEDULE A
 DETAIL OF PROVISIONS FOR OBLIGATED FUND BALANCES
 FOR FISCAL YEAR 2017-2018 FINAL BUDGETS
 County Special Districts

FUND	DESCRIPTION - PURPOSE	OBLIGATED FUND BAL BALANCE AS OF 6/30/2017	AMOUNT MADE AVAILABLE BY CANCELLATION		INC. OR NEW OBLIG. FUND BAL TO BE PROVIDED		TOTAL OBLIGATED FUND BAL FOR BUDGET YEAR
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
	TOTAL SERVICE AREA RECREATION	8,600	0	0	0	0	8,600
	TOTAL RECREATION & CULTURAL SVC	8,600	0	0	0	0	8,600
	TOTAL OBLIGATED FUND BALANCES	27,745,191	16,232	16,232	14,168,658	14,168,658	41,897,617

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

			Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District			6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
PUBLIC PROTECTION							
<u>FIRE PROTECTION</u>							
202000	7300	CCCCFPD-Consolidated Fire	34,640,230	285,669	843,589	33,510,972	0
202200	7022	CCCCFPD POB Debt Svc Fund	12,180,751	-			12,180,751
202400	7024	CCCCFPD POB Stabilization Fund	11,765,089	-			11,765,089
202800	7028	Crockett-Carquinez Fire Dist	662,957	-			662,957
203100	7031	CCCCFPD-Cap Outlay-Consolidated	2,706,877	200,179			2,506,698
203300	7033	CCCCFPD Developer Fee	894	-			894
203400	7034	Riverview Fire Developer Fee	26,256	-			26,256
203500	7035	CCCCFPD Fire Prevention-Consolidated	214	-			214
203600	7036	CCCCFPD New Devlpmt Pmt Fee FD	208,002	-			208,002
203800	7038	CCCCFPD Pittsburg Special	863,294	-			863,294
204000	7040	CCCCFPD EMS Transport Fund	10,572,172	-			10,572,172
TOTAL FIRE PROTECTION			73,626,736	485,848	843,589	33,510,972	38,786,327
<u>FLOOD CONTROL</u>							
250500	7505	Flood Control & Wtr Conserv	8,935,162	19,958	3,013,500	769,884	5,131,820
252000	7520	Flood Control Zone #3B	27,145,392	-	2,408,400		24,736,992
252100	7521	Flood Control Zone #1	2,297,012	-	70,000		2,227,012
252200	7522	Flood Control Zone #2	564	-			564
252600	7526	Flood Control Zone #6A	17,904	-			17,904
252700	7527	Flood Control Zone #7	1,138,717	-			1,138,717
253000	7530	Flood Control Zone #8	35,153	-			35,153
253100	7531	Flood Control Zone #8A	371,158	-			371,158
253200	7532	Flood Control Zone #9	64,132	-			64,132
253400	7534	Flood Control Drainage 37A	9,063	-			9,063
253500	7535	Flood Control Drainage 33A	203,316	-			203,316
253600	7536	Flood Control Drainage 75A	361,688	-			361,688
253700	7537	Flood Control Drainage 128	119,825	-			119,825
253800	7538	Flood Control Drainage 57	7,113	-			7,113
253900	7539	Flood Control Drainage 67	167,912	-			167,912
254000	7540	Flood Control Drainage 19A	31,008	-			31,008
254100	7541	Flood Control Drainage 33B	5,721	-			5,721
254200	7542	Flood Control Drainage 76	280,794	-			280,794
254300	7543	Flood Control Drainage 62	108,826	-			108,826
254400	7544	Flood Control Drainage 72	26,033	-			26,033
254500	7545	Flood Control Drainage 78	12,400	-			12,400
254600	7546	Flood Control Drainage 30B	432,357	-			432,357
254700	7547	Flood Control Drainage 44B	345,905	-			345,905
254800	7548	Flood Control Drainage 29E	31,191	-			31,191
254900	7549	Flood Control Drainage 52B	31,826	-			31,826
255000	7550	Flood Control Drainage 290	21,208	-			21,208
255100	7551	Flood Control Drainage 300	69,242	-			69,242

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

			Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District			6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
FLOOD CONTROL CONT.				-			
255200	7552	Flood Control Drainage 13A	3,998,070	-			3,998,070
255300	7553	Flood Control Drainage 52A	457,367	-			457,367
255400	7554	Flood Control Drainage 10	3,997,231	-			3,997,231
255500	7555	Flood Control Drainage 29C	278,825	-	77,000		201,825
255600	7556	Flood Control Drainage 29D	315,556	-			315,556
255700	7557	Flood Control Drainage 30A	337,223	-			337,223
255800	7558	Flood Control Drainage 30C	2,076,348	-			2,076,348
255900	7559	Flood Control Drainage 15A	143,533	-			143,533
256000	7560	Flood Control Drainage 910	241,917	-			241,917
256100	7561	Flood Control Drainage 33C	474	-			474
256200	7562	Flood Control Drainage 130	1,932,797	-			1,932,797
256300	7563	Flood Control Drainage 127	571	-			571
256500	7565	Flood Control Drainage 40A	361,001	-			361,001
256600	7566	Flood Control Drainage 56	8,532,744	-	689,000		7,843,744
256700	7567	Flood Control Drainage 73	219,696	-			219,696
256800	7568	Flood Control Drainage 29G	54,253	-			54,253
256900	7569	Flood Control Drainage 29H	141,527	-			141,527
257000	7570	Flood Control Drainage 29J	851	-			851
257100	7571	Flood Control Drainage 52C	1,123,968	-			1,123,968
257200	7572	Flood Control Drainage 48C	623,962	-			623,962
257300	7573	Flood Control Drainage 48D	3,954	-			3,954
257400	7574	Flood Control Drainage 48B	791,038	-			791,038
257500	7575	Flood Control Drainage 67A	340,548	-			340,548
257600	7576	Flood Control Drainage 76A	265,684	-			265,684
257700	7577	Flood Control Drainage 520	117,730	-			117,730
257800	7578	Flood Control Drainage 46	1,207,882	-			1,207,882
257900	7579	Flood Control Drainage 55	2,136,041	750,000	100,000		1,286,041
258000	7580	Flood Control Drainage 1010	1,072,711	-			1,072,711
258100	7581	Flood Control Drainage 101A	897,974	-			897,974
258200	7582	Flood Control Drainage 1010A	306,359	-			306,359
258300	7583	Flood Control Drainage 16	1,276,049	-	85,000		1,191,049
258400	7584	Flood Control Drainage 52D	17,671	-			17,671
258500	7585	Flood Control Drainage 87	35,356	-			35,356
258600	7586	Flood Control Drainage 88	21,376	-			21,376
258700	7587	Flood Control Drainage 89	18,241	-			18,241
258800	7588	Flood Control Drainage 22	193,971	-	80,000		113,971
259500	7595	Flood Control Drainage 109	4,432	-			4,432
259700	7597	Flood Control Drainage 47	147,600	-			147,600
TOTAL FLOOD CONTROL			75,963,153	769,958	6,522,900	769,884	67,900,411

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

		Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District		6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
<u>STORM DRAINAGE DISTRICTS</u>						
259400	7594 Storm Drainage Zone #19	1,859	-			1,859
291600	7916 Zone #16-Debt Service	0	-			0
TOTAL STORM DRAINAGE DISTRICTS		1,859	-	0	0	1,859
<u>STORMWATER UTILITY DISTRICTS</u>						
248400	7484 CCC CFD 2007-1 Stormwater	14,795	-			14,795
250100	7501 Stormwater Util A-1 Ant	172,655	-			172,655
250200	7502 Stormwater Util A-2 Clyn	18,063	-			18,063
250300	7503 Stormwater Util A-3 Conc	235,381	-			235,381
250400	7504 Stormwater Util A-4 Danv	72,753	-			72,753
250700	7507 Stormwater Util A-7 Laf	70,050	-			70,050
250800	7508 Stormwater Util A-8 Mrtz	63,544	-			63,544
250900	7509 Stormwater Util A-9 Mrga	42,582	-			42,582
251000	7510 Stormwater Util A-10 Orin	60,291	-			60,291
251100	7511 Stormwater Util A-11 Pinl	33,654	-			33,654
251200	7512 Stormwater Util A-12 Pitt	135,332	-			135,332
251300	7513 Stormwater Util A-13 Pl H	65,171	-			65,171
251400	7514 Stormwater Util A-14 S Pb	81,366	-			81,366
251500	7515 Stormwater Util A-15 S Rm	192,791	-			192,791
251600	7516 Stormwater Util A-16 W Ck	118,854	-			118,854
251700	7517 Stormwater Util A-17 Co	539,563	-			539,563
251800	7518 Stormwater Util A-18 Okly	85,641	-			85,641
251900	7519 Stormwater Util Admin	3,599,922	-			3,599,922
252300	7523 Stormwater Util A-19 Rich	78,461	-			78,461
252500	7525 Stormwater Util A-5 El C	39,974	-			39,974
253300	7533 Stormwater Util A-20 Brnt	46,737	-			46,737
252400	7596 Stormwater Util A-6 Herc	47,822	-			47,822
TOTAL STORMWATER UTILITY DISTRICTS		5,815,402	-	0	0	5,815,402
<u>SERVICE AREA-POLICE</u>						
260300	7603 Area P-6 Zone 502	11,933	-			11,933
260500	7605 Area P-6 Zone 1508	4,397	-			4,397
260600	7606 Area P-6 Zone 1614	700	-			700
260700	7607 Area P-6 Zone 1804	1,825	-			1,825
260800	7608 Area P-6 Zone 2201	4,498	-			4,498
260900	7609 Area P-6 Zone 501	6,997	-			6,997
261000	7610 Area P-6 Zone 1613	1,845	-			1,845
261100	7611 Area P-6 Zone 2200	1,060	-			1,060
261200	7612 Area P-6 Zone 2502	700	-			700
261300	7613 Area P-6 Zone 2801	3,359	-			3,359
261400	7614 Area P-6 Zone 1609	1,514	-			1,514
261500	7615 Area P-6 Zone 1610	848	-			848

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

			Fund Balance Per Auditor as of		<u>Less Obligated Fund Balances</u>		Fund Balance
District			6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
261600	7616	Area P-6 Zone 1611	1,737	-			1,737

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

		Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District		6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
<u>SERVICE AREA-POLICE CON'T.</u>						
261700	7617 Area P-6 Zone 1612	1,443	-			1,443
261800	7618 Area P-6 Zone 2501	3,069	-			3,069
261900	7619 Area P-6 Zone 2800	1,926	-			1,926
262000	7620 Area P-6 Zone 1514	158	-			158
262100	7621 Area P-6 Zone 1101	700	-			700
262200	7622 Area P-6 Zone 1803	1,469	-			1,469
262300	7623 Area P-6 Zone 1700	13,832	-			13,832
262500	7625 Area P-6 Zone 2903	922	-			922
262400	7624 Area P-6 Zone 2000	1,161	-			1,161
262600	7626 Area P-6 Zone 1505	1,468	-			1,468
262700	7627 Area P-6 Zone 1506	854	-			854
262800	7628 Area P-6 Zone 1001	1,343	-			1,343
262900	7629 P-6 Central Admin Base	9,483,876	-		23,945	9,459,931
263000	7630 Area P-6 Zone 1607	854	-			854
263100	7631 Area P-6 Zone 1504	1,314	-			1,314
263200	7632 Area P-6 Zone 2702	1,315	-			1,315
263300	7633 Area P-6 Zone 1606	700	-			700
263400	7634 Area P-6 Zone 1605	1,183	-			1,183
263600	7636 Area P-6 Zone 1503	1,346	-			1,346
263700	7637 Area P-6 Zone 400	1,664	-			1,664
263800	7638 Area P-6 Zone 702	1,115	-			1,115
263900	7639 Area P-6 Zone 1502	1,821	-			1,821
264000	7640 Area P-6 Zone 3100	4,482	-			4,482
264100	7641 Area P-6 Zone 2500	1,032	-			1,032
264200	7642 Area P-6 Zone 701	1,506	-			1,506
264300	7643 Area P-6 Zone 202	2,763	-			2,763
264400	7644 Area P-6 Zone 1501	1,560	-			1,560
264500	7645 Area P-6 Zone 1604	872	-			872
264600	7646 Area P-6 Zone 1801	700	-			700
264700	7647 Area P-6 Zone 2901	1,112	-			1,112
264800	7648 Area P-6 Zone 1603	1,388	-			1,388
264900	7649 Area P-6 Zone 1200	1,773	-			1,773
265000	7650 Police SVC-Crockett Cogen	838,103	-			838,103
265200	7652 Police Area 2 Danville	7,318	-			7,318
265300	7653 Area P-2 Zone A, Blackhawk	694,961	31,902		56,288	606,771
265400	7654 Area P-6 Zone 2902	1,735	-			1,735
265500	7655 Area P-5, Roundhill Area	183,895	-		152,418	31,477
265600	7656 Service Area PL6	300,618	-			300,618
265700	7657 Area P-2 Zone B, Alamo	215,792	225,218	309	3,712	(13,447)
265800	7658 Area P-6 Zone 206	3,516	-			3,516
265900	7659 Area P-6 Zone 207	700	-			700
266100	7661 Area P-6 Zone 200	2,320	-			2,320
267100	7671 Area P-6 Zone 209	823	-			823

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

			Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District			6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
<u>SERVICE AREA-POLICE CON'T.</u>							
267200	7372	Area P-6 Zone 211	4,350	-			4,350
267300	7673	Area P-6 Zone 1005	1,612	-			1,612
267400	7674	Area P-6 Zone 201	8,078	-			8,078
267500	7675	Area P-6 Zone 2700	700	-			700
268000	7680	Area P-6 Zone 700	1,576	-			1,576
268100	7681	Area P-6 Zone 1100	700	-			700
268200	7682	Area P-6 Zone 1600	879	-			879
268300	7683	Area P-6 Zone 2601	1,908	-			1,908
268400	7684	Area P-6 Zone 500	7,414	-			7,414
268500	7685	Area P-6 Zone 1000	2,251	-			2,251
268700	7687	Area P-6 Zone 2900	1,748	-			1,748
268800	7688	Area P-6 Zone 1006	945	-			945
268900	7689	Area P-6 Zone 1601	700	-			700
269000	7690	Area P-6 Zone 2300	700	-			700
269300	7693	Area P-6 Zone 1602	2,247	-			2,247
269400	7694	Area P-6 Zone 1800	5,066	-			5,066
269500	7695	Area P-6 Zone 2600	700	-			700
269600	7696	Area P-6 Zone 2701	1,732	-			1,732
269700	7697	Area P-6 Zone 1500	406	-			406
269900	7699	Area P-6 Zone 3000	2,203	-			2,203
271500	7735	Area P-6 Zone 1512	700	-			700
271600	7736	Area P-6 Zone 1608	741	-			741
271700	7737	Area P-6 Zone 1616	1,679	-			1,679
271800	7738	Area P-6 Zone 1802	20,967	-			20,967
272000	7700	Area P-6 Zone 503	30,184	-			30,184
272100	7701	Area P-6 Zone 3103	834	-			834
272200	7703	Area P-6 Zone 900	1,648	-			1,648
272300	7704	Area P-6 Zone 1509	971	-			971
272400	7705	Area P-6 Zone 3101	971	-			971
272500	7706	Area P-6 Zone 1615	836	-			836
272600	7707	Area P-6 Zone 1511	1,242	-			1,242
272700	7708	Area P-6 Zone 1510	1,377	-			1,377
272800	7709	Area P-6 Zone 203	1,639	-			1,639
273000	7714	Area P-6 Zone 1002	1,103	-			1,103
273100	7715	Area P-6 Zone 2602	1,303	-			1,303
273200	7716	Area P-6 Zone 204	700	-			700
273300	7717	Area P-6 Zone 1003	1,092	-			1,092
273400	7718	Area P-6 Zone 1201	1,615	-			1,615
273500	7719	Area P-6 Zone 2203	19,248	-			19,248
273600	7720	Area P-6 Zone 3001	3,437	-			3,437
273700	7723	Area P-6 Zone 504	4,267	-			4,267

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

		Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District		6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
<u>SERVICE AREA-POLICE CON'T.</u>						
273800	7721 Area P-6 Zone 3102	1,925	-			1,925
273900	7722 Area P-6 Zone 3104	830	-			830
274000	7724 Area P-6 Zone 2202	11,016	-			11,016
274100	7725 Area P-6 Zone 205	1,147	-			1,147
274200	7726 Area P-6 Zone 301	2,000	-			2,000
274300	7727 Area P-6 Zone 1004	834	-			834
274400	7728 Area P-6 Zone 2603	700	-			700
274600	7746 Area P-6 Zone 3002	1,312	-			1,312
274700	7747 Area P-6 Zone 3105	698	-			698
274800	7748 Area P-6 Zone 3106	701	-			701
274900	7749 Area P-6 Zone 3107	1,523	-			1,523
277500	7745 Area P-6 Zone 0210	2,110	-			2,110
277600	7734 Area P-6 Zone 1513	617	-			617
277700	7741 Area P-6 Zone 2604	1,287	-			1,287
277800	7742 Area P-6 Zone 2605	6,522	-			6,522
277900	7743 Area P-6 Zone 3003	1,757	-			1,757
278100	7731 Area P-6 Zone 3108	1,351	-			1,351
278200	7732 Area P-6 Zone 3109	700	-			700
278300	7733 Area P-6 Zone 3110	1,456	-			1,456
278500	7730 Area P-6 Zone 3112	700	-			700
TOTAL SERVICE AREA-POLICE		12,013,570	257,120	309	236,363	11,519,778
<u>SERVICE AREA-DRAINAGE</u>						
260200	7602 Area D-2,Walnut Creek	341,614	-			341,614
TOTAL SERVICE AREA-DRAINAGE		341,614	-	0	0	341,614
<u>MISCELLANEOUS DISTRICTS</u>						
277100	7771 Discovery Bay West Parking	24,083	-			24,083
282500	7825 Contra Costa Water Agency	1,309,271	-			1,309,271
TOTAL MISCELLANEOUS DISTRICTS		1,333,354	-	0	0	1,333,354
TOTAL PUBLIC PROTECTION		169,095,688	1,512,926	7,366,798	34,517,219	125,698,745
<u>HEALTH AND SANITATION</u>						
<u>EMERGENCY MEDICAL SERVICES</u>						
240500	7405 Area EM-1, Zone A	7,490	-			7,490
240600	7406 Area EM-1, Zone B	4,513,692	-	0		4,513,692
TOTAL EMERGENCY MEDICAL SERVICES		4,521,182	-	0	0	4,521,182
<u>SANITATION DISTRICTS</u>						
236500	7365 District #6	0	-			0
TOTAL SANITATION DISTRICTS		0	-	0	0	0
TOTAL HEALTH AND SANITATION		4,521,182	-	0	0	4,521,182

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

			Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District			6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
EDUCATION							
<u>SERVICE AREA-LIBRARY</u>							
270200	7702	Area LIB-2,El Sobrante	58,322	-			58,322
271000	7710	Area LIB-10,Pinole	1,578	-			1,578
271200	7712	Area LIB-12,Moraga	10,466	-			10,466
271300	7713	Area LIB-13,Ygnacio	84,063	-			84,063
TOTAL SERVICE AREA-LIBRARY			<u>154,429</u>	<u>-</u>	<u>0</u>	<u>0</u>	<u>154,429</u>
TOTAL EDUCATION			<u>154,429</u>	<u>-</u>	<u>0</u>	<u>0</u>	<u>154,429</u>
PUBLIC WAYS AND FACILITIES							
<u>SERVICE AREA-LIGHTING</u>							
240100	7394	Area L-100, Countywide	5,498,819	-			5,498,819
248700	7487	CCC CFD 2010-1 St Lightng	45,012	-			45,012
TOTAL SERVICE AREA-LIGHTING			<u>5,543,831</u>	<u>-</u>	<u>0</u>	<u>0</u>	<u>5,543,831</u>
<u>SERVICE AREA-MISCELLANEOUS</u>							
247000	7470	Area M-1, Delta Ferry	5,026	-			5,026
247300	7473	247300 - CSA M-28	758,610	-			758,610
247500	7475	Area M-29, Dougherty Valley	6,473,020	-			6,473,020
247600	7476	Area M-31 PH BART	35,075	-			35,075
248000	7480	CSA T-1 Danville	2,482,415	-			2,482,415
248500	7485	No Rchmd Mtce CFD 2006-1	115,485	-			115,485
248600	7486	Bart Tmsit VLG CFD 2008-1	239,724	-			239,724
248800	7488	Area M-16, Clyde	33,847	-			33,847
248900	7489	Area M-17, Montalvin Manor	352,722	-	5,000		347,722
249200	7492	Area M-20, Rodeo	32,297	-			32,297
249600	7496	Area M-23, Blackhawk	311,756	-			311,756
249900	7499	Area M-30, Danville	7,753	-			7,753
TOTAL SERVICE AREA-MISCELLANEOUS			<u>10,847,730</u>	<u>-</u>	<u>5,000</u>	<u>0</u>	<u>10,842,730</u>
<u>SERVICE AREA-ROAD MAINTENANCE</u>							
249400	7494	Area RD-4, Bethel Island	105,141	-			105,141
TOTAL SERVICE AREA-ROAD MAINTENANCE			<u>105,141</u>	<u>-</u>	<u>0</u>	<u>0</u>	<u>105,141</u>
TOTAL PUBLIC WAYS AND FACILITIES			<u>16,496,702</u>	<u>-</u>	<u>5,000</u>	<u>0</u>	<u>16,491,702</u>
RECREATION/CULTURAL SVCS							
<u>SERVICE AREA-RECREATION</u>							
275100	7751	Service Area R-4 Moraga	1	-			1
275700	7757	Service Area R-9, El Sobrante	133,929	-			133,929
275800	7758	Service Area R-7,Zone A Alamo	2,500,026	40,961	5,600		2,453,465

SCHEDULE B
2017- 2018
CONTRA COSTA COUNTY
SPECIAL DISTRICTS
FUND BALANCE AVAILABLE

		Fund Balance Per Auditor as of	<u>Less Obligated Fund Balances</u>			Fund Balance
District		6/30/2017	Encumbrances	Nonspendable, Restricted & Committed	Assigned	Available
<u>SERVICE AREA-RECREATION CONT.</u>						
276000	7770 Service Area R-10, Rodeo	164,220	-	3,000		161,220
298000	7980 Serv Area R-8 Debt Svc, Walnut Creek	0	-			0
TOTAL SERVICE AREA-RECREATION		<u>2,798,176</u>	<u>40,961</u>	<u>8,600</u>	<u>0</u>	<u>2,748,615</u>
TOTAL RECREATION/CULTURAL SVCS		<u>2,798,176</u>	<u>40,961</u>	<u>8,600</u>	<u>0</u>	<u>2,748,615</u>
TOTAL COUNTY SPECIAL DISTRICTS		<u>193,066,177</u>	<u>1,553,887</u>	<u>7,380,398</u>	<u>34,517,219</u>	<u>149,614,673</u>

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATION AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-2018 FINAL BUDGET

DISTRICT	2017-2018 RECOMMENDED BUDGET FUND BALANCE	2017-2018 FINAL BUDGET FUND BALANCE	FINAL YEAR-END FUND BALANCE AVAILABLE	FUND BALANCE CHANGE	RECOMMENDED LINE ITEM CHANGES	
					AMOUNT	B/U-ACCT
PUBLIC PROTECTION						
<u>FIRE PROTECTION</u>						
7300 CCCFPD-Consolidated Fire	0	0	0	0	0	
7022 CCCFPD POB Debt Svc Fund	0	0	12,180,751	12,180,751	12,180,751	7022-3501
7024 CCCFPD POB Stabilization Fund	0	0	11,765,089	11,765,089	11,765,089	7024-1044
7028 Crockett-Carquinez Fire Dist	0	0	662,957	662,957	662,957	7028-2479
7031 CCCFPD-Cap Outlay-Consolidated	2,845,958	2,845,958	2,506,698	(339,260)	(339,260)	7031-4795
7033 CCCFPD Developer Fee	894	894	894	0	0	7033-2130
7034 Riverview Fire Developer Fee	26,256	26,256	26,256	0	0	7034-4954
7035 CCCFPD Fire Prevention-Consolidated	0	0	214	214	214	7035-2190
7036 CCCFPD New Devlpmt Pmt Fee FD	192,163	192,163	208,002	15,839	15,839	7036-2281
7038 CCCFPD Pittsburg Special	863,056	863,056	863,294	238	238	7038-2281
7040 CCCFPD EMS Transport Fund	0	0	10,572,172	10,572,172	10,572,172	7040-2479
TOTAL FIRE PROTECTION	3,928,327	3,928,327	38,786,327	34,858,000	34,858,000	
<u>FLOOD CONTROL</u>						
7505 Flood Control & Wtr Conserv	6,208,341	6,208,341	5,131,820	(1,076,521)	(1,076,521)	7505-2340
7520 Flood Control Zone #3B	24,410,795	24,410,795	24,736,992	326,197	326,197	7520-2340
7521 Flood Control Zone #1	1,466,863	1,466,863	2,227,012	760,149	760,149	7521-2340
7522 Flood Control Zone #2	564	564	564	0	0	
7526 Flood Control Zone #6A	17,912	17,912	17,904	(8)	(8)	7526-3611
7527 Flood Control Zone #7	28,522	28,522	1,138,717	1,110,195	1,110,195	7527-3611
7530 Flood Control Zone #8	34,597	34,597	35,153	556	556	7530-2340
7531 Flood Control Zone #8A	369,175	369,175	371,158	1,983	1,983	7531-5011
7532 Flood Control Zone #9	86,127	86,127	64,132	(21,995)	(21,995)	7532-2340
7534 Flood Control Drainage 37A	10,827	10,827	9,063	(1,764)	(1,764)	7534-5011
7535 Flood Control Drainage 33A	195,323	195,323	203,316	7,993	7,993	7535-2340
7536 Flood Control Drainage 75A	280,106	280,106	361,688	81,582	81,582	7536-2310
7537 Flood Control Drainage 128	212,248	212,248	119,825	(92,423)	(92,423)	7537-2340
7538 Flood Control Drainage 57	27,696	27,696	7,113	(20,583)	(20,583)	7538-2340
7539 Flood Control Drainage 67	97,636	97,636	167,912	70,276	70,276	7539-2340
7540 Flood Control Drainage 19A	34,080	34,080	31,008	(3,072)	(3,072)	7540-2340
7541 Flood Control Drainage 33B	8,047	8,047	5,721	(2,326)	(2,326)	7541-2340
7542 Flood Control Drainage 76	290,295	290,295	280,794	(9,501)	(9,501)	7542-2340
7543 Flood Control Drainage 62	112,632	112,632	108,826	(3,806)	(3,806)	7543-2340
7544 Flood Control Drainage 72	30,831	30,831	26,033	(4,798)	(4,798)	7544-2340
7545 Flood Control Drainage 78	14,230	14,230	12,400	(1,830)	(1,830)	7545-5011
7546 Flood Control Drainage 30B	433,292	433,292	432,357	(935)	(935)	7546-2340
7547 Flood Control Drainage 44B	319,944	319,944	345,905	25,961	25,961	7547-2310
7548 Flood Control Drainage 29E	35,525	35,525	31,191	(4,334)	(4,334)	7548-2340
7549 Flood Control Drainage 52B	42,174	42,174	31,826	(10,348)	(10,348)	7549-2340
7550 Flood Control Drainage 290	21,174	21,174	21,208	34	34	7550-3611
7551 Flood Control Drainage 300	69,193	69,193	69,242	49	49	7551-3611
7552 Flood Control Drainage 13A	3,934,016	3,934,016	3,998,070	64,054	64,054	7552-3611
7553 Flood Control Drainage 52A	685,001	685,001	457,367	(227,634)	(227,634)	7553-2340

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATION AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-2018 FINAL BUDGET

DISTRICT	2017-2018 RECOMMENDED BUDGET FUND BALANCE	2017-2018 FINAL BUDGET FUND BALANCE	FINAL YEAR-END FUND BALANCE AVAILABLE	FUND BALANCE CHANGE	RECOMMENDED LINE ITEM CHANGES	
					AMOUNT	B/U-ACCT
<u>FLOOD CONTROL CON'T</u>						
7554 Flood Control Drainage 10	3,953,199	3,953,199	3,997,231	44,032	44,032	7554-3611
7555 Flood Control Drainage 29C	288,146	288,146	201,825	(86,321)	(86,321)	7555-2340
7556 Flood Control Drainage 29D	324,567	324,567	315,556	(9,011)	(9,011)	7556-2340
7557 Flood Control Drainage 30A	142,275	142,275	337,223	194,948	194,948	7557-3611
7558 Flood Control Drainage 30C	2,213,252	2,213,252	2,076,348	(136,904)	(136,904)	7558-2340
7559 Flood Control Drainage 15A	140,510	140,510	143,533	3,023	3,023	7559-3611
7560 Flood Control Drainage 910	187,757	187,757	241,917	54,160	54,160	7560-5011
7561 Flood Control Drainage 33C	0	0	474	474	474	7561-5011
7562 Flood Control Drainage 130	1,535,891	1,535,891	1,932,797	396,906	396,906	7562-3611
7563 Flood Control Drainage 127	0	0	571	571	571	7563-3611
7565 Flood Control Drainage 40A	365,519	365,519	361,001	(4,518)	(4,518)	7565-2340
7566 Flood Control Drainage 56	7,964,440	7,964,440	7,843,744	(120,696)	(120,696)	7566-2340
7567 Flood Control Drainage 73	222,644	222,644	219,696	(2,948)	(2,948)	7567-2340
7568 Flood Control Drainage 29G	69,001	69,001	54,253	(14,748)	(14,748)	7568-2340
7569 Flood Control Drainage 29H	136,853	136,853	141,527	4,674	4,674	7569-3611
7570 Flood Control Drainage 29J	1,637	1,637	851	(786)	(786)	7570-2340
7571 Flood Control Drainage 52C	1,293,211	1,293,211	1,123,968	(169,243)	(169,243)	7571-2340
7572 Flood Control Drainage 48C	631,178	631,178	623,962	(7,216)	(7,216)	7572-2340
7573 Flood Control Drainage 48D	17,042	17,042	3,954	(13,088)	(13,088)	7573-2340
7574 Flood Control Drainage 48B	637,247	637,247	791,038	153,791	153,791	7574-3611
7575 Flood Control Drainage 67A	274,841	274,841	340,548	65,707	65,707	7575-2310
7576 Flood Control Drainage 76A	177,936	177,936	265,684	87,748	87,748	7576-2310
7577 Flood Control Drainage 520	55,903	55,903	117,730	61,827	61,827	7577-2310
7578 Flood Control Drainage 46	1,227,788	1,227,788	1,207,882	(19,906)	(19,906)	7578-2340
7579 Flood Control Drainage 55	2,136,372	2,136,372	1,286,041	(850,331)	(850,331)	7579-5011
7580 Flood Control Drainage 1010	808,411	808,411	1,072,711	264,300	264,300	7580-2310
7581 Flood Control Drainage 101A	898,605	898,605	897,974	(631)	(631)	7581-2340
7582 Flood Control Drainage 1010A	203,214	203,214	306,359	103,145	103,145	7582-2310
7583 Flood Control Drainage 16	1,299,657	1,299,657	1,191,049	(108,608)	(108,608)	7583-2340
7584 Flood Control Drainage 52D	16,956	16,956	17,671	715	715	7584-2340
7585 Flood Control Drainage 87	32,426	32,426	35,356	2,930	2,930	7585-2310
7586 Flood Control Drainage 88	22,136	22,136	21,376	(760)	(760)	7586-2340
7587 Flood Control Drainage 89	18,533	18,533	18,241	(292)	(292)	7587-2340
7588 Flood Control Drainage 22	193,565	193,565	113,971	(79,594)	(79,594)	7588-2340
7595 Flood Control Drainage 109	6,865	6,865	4,432	(2,433)	(2,433)	7595-2340
7597 Flood Control Drainage 47	150,451	150,451	147,600	(2,851)	(2,851)	7597-2310
TOTAL FLOOD CONTROL	67,125,194	67,125,194	67,900,411	775,217	775,217	
<u>STORM DRAINAGE DISTRICTS</u>						
7594 Zone #19	1,859	1,859	1,859	0	0	
7916 Zone #16	0	0	0	0	0	
TOTAL STORM DRAINAGE DISTRICTS	1,859	1,859	1,859	0	0	

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATION AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-2018 FINAL BUDGET

DISTRICT	2017-2018 RECOMMENDED BUDGET FUND <u>BALANCE</u>	2017-2018 FINAL BUDGET FUND <u>BALANCE</u>	FINAL YEAR-END FUND BALANCE <u>AVAILABLE</u>	FUND BALANCE <u>CHANGE</u>	RECOMMENDED <u>LINE ITEM CHANGES</u>	
					<u>AMOUNT</u>	<u>B/U-ACCT</u>
<u>STORMWATER UTILITY DISTRICTS</u>						
7484 CCC CFD 2007-1 Stormwater	19,132	19,132	14,795	(4,337)	(4,337)	7484-2340
7501 Stormwater Util A-1 Ant	96,410	96,410	172,655	76,245	76,245	7501-2310
7502 Stormwater Util A-2 Clyn	6,393	6,393	18,063	11,670	11,670	7502-2310
7503 Stormwater Util A-3 Conc	40,611	40,611	235,381	194,770	194,770	7503-2310
7504 Stormwater Util A-4 Danv	11,790	11,790	72,753	60,963	60,963	7504-2310
7507 Stormwater Util A-7 Laf	13,561	13,561	70,050	56,489	56,489	7507-2310
7508 Stormwater Util A-8 Mrtz	18,057	18,057	63,544	45,487	45,487	7508-2310
7509 Stormwater Util A-9 Mrga	19,554	19,554	42,582	23,028	23,028	7509-2310
7510 Stormwater Util A-10 Orin	12,749	12,749	60,291	47,542	47,542	7510-2310
7511 Stormwater Util A-11 Pinl	28,863	28,863	33,654	4,791	4,791	7511-2310
7512 Stormwater Util A-12 Pitt	163,641	163,641	135,332	(28,309)	(28,309)	7512-2310
7513 Stormwater Util A-13 PI H	10,282	10,282	65,171	54,889	54,889	7513-2310
7514 Stormwater Util A-14 S Pb	19,625	19,625	81,366	61,741	61,741	7514-2310
7515 Stormwater Util A-15 S Rm	23,752	23,752	192,791	169,039	169,039	7515-2310
7516 Stormwater Util A-16 W Ck	23,225	23,225	118,854	95,629	95,629	7516-2310
7517 Stormwater Util A-17 Co	298,284	298,284	539,563	241,279	241,279	7517-2310
7518 Stormwater Util A-18 Okly	12,782	12,782	85,641	72,859	72,859	7518-2310
7519 Stormwater Util Admin	2,396,736	2,396,736	3,599,922	1,203,186	1,203,186	7519-2310
7523 Stormwater Util A-19 Rich	39,861	39,861	78,461	38,600	38,600	7523-3611
7525 Stormwater Util A-5 El C	47,594	47,594	39,974	(7,620)	(7,620)	7525-2310
7533 Stormwater Util A-20 Brnt	34,740	34,740	46,737	11,997	11,997	7533-3611
7596 Stormwater Util A-6 Herc	24,599	24,599	47,822	23,223	23,223	7596-2310
TOTAL STORMWATER UTILITY DISTRICTS	3,362,241	3,362,241	5,815,402	2,453,161	2,453,161	
<u>SERVICE AREA-POLICE</u>						
7603 Area P-6 Zone 502	0	0	11,933	11,933	11,933	7603-3530
7605 Area P-6 Zone 1508	0	0	4,397	4,397	4,397	7605-3530
7606 Area P-6 Zone 1614	0	0	700	700	700	7606-3530
7607 Area P-6 Zone 1804	0	0	1,825	1,825	1,825	7607-3530
7608 Area P-6 Zone 2201	0	0	4,498	4,498	4,498	7608-3530
7609 Area P-6 Zone 501	0	0	6,997	6,997	6,997	7609-3530
7610 Area P-6 Zone 1613	0	0	1,845	1,845	1,845	7610-3530
7611 Area P-6 Zone 2200	0	0	1,060	1,060	1,060	7611-3530
7612 Area P-6 Zone 2502	0	0	700	700	700	7612-3530
7613 Area P-6 Zone 2801	0	0	3,359	3,359	3,359	7613-3530
7614 Area P-6 Zone 1609	0	0	1,514	1,514	1,514	7614-3530
7615 Area P-6 Zone 1610	0	0	848	848	848	7615-3530
7616 Area P-6 Zone 1611	0	0	1,737	1,737	1,737	7616-3530
7617 Area P-6 Zone 1612	0	0	1,443	1,443	1,443	7617-3530
7618 Area P-6 Zone 2501	0	0	3,069	3,069	3,069	7618-3530
7619 Area P-6 Zone 2800	0	0	1,926	1,926	1,926	7619-3530
7620 Area P-6 Zone 1514	0	0	158	158	158	7620-3530
7621 Area P-6 Zone 1101	0	0	700	700	700	7621-3530
7622 Area P-6 Zone 1803	0	0	1,469	1,469	1,469	7622-3530
7623 Area P-6 Zone 1700	0	0	13,832	13,832	13,832	7623-3530

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATION AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-2018 FINAL BUDGET

DISTRICT	2017-2018 RECOMMENDED BUDGET FUND <u>BALANCE</u>	2017-2018 FINAL BUDGET FUND <u>BALANCE</u>	FINAL YEAR-END FUND BALANCE <u>AVAILABLE</u>	FUND BALANCE <u>CHANGE</u>	RECOMMENDED <u>LINE ITEM CHANGES</u>	
					<u>AMOUNT</u>	<u>B/U-ACCT</u>
<u>SERVICE AREA-POLICE CON'T</u>						
7625 Area P-6 Zone 2903	0	0	922	922	922	7625-3530
7624 Area P-6 Zone 2000	0	0	1,161	1,161	1,161	7624-3530
7626 Area P-6 Zone 1505	0	0	1,468	1,468	1,468	7626-3530
7627 Area P-6 Zone 1506	0	0	854	854	854	7627-3530
7628 Area P-6 Zone 1001	0	0	1,343	1,343	1,343	7628-3530
7629 P-6 Central Admin Base	0	0	9,459,931	9,459,931	9,459,931	7629-2479
7630 Area P-6 Zone 1607	0	0	854	854	854	7630-3530
7631 Area P-6 Zone 1504	0	0	1,314	1,314	1,314	7631-3530
7632 Area P-6 Zone 2702	0	0	1,315	1,315	1,315	7632-3530
7633 Area P-6 Zone 1606	0	0	700	700	700	7633-3530
7634 Area P-6 Zone 1605	0	0	1,183	1,183	1,183	7634-3530
7636 Area P-6 Zone 1503	0	0	1,346	1,346	1,346	7636-3530
7637 Area P-6 Zone 400	0	0	1,664	1,664	1,664	7637-3530
7638 Area P-6 Zone 702	0	0	1,115	1,115	1,115	7638-3530
7639 Area P-6 Zone 1502	0	0	1,821	1,821	1,821	7639-3530
7640 Area P-6 Zone 3100	0	0	4,482	4,482	4,482	7640-3530
7641 Area P-6 Zone 2500	0	0	1,032	1,032	1,032	7641-3530
7642 Area P-6 Zone 701	0	0	1,506	1,506	1,506	7642-3530
7643 Area P-6 Zone 202	0	0	2,763	2,763	2,763	7643-3530
7644 Area P-6 Zone 1501	0	0	1,560	1,560	1,560	7644-3530
7645 Area P-6 Zone 1604	0	0	872	872	872	7645-3530
7646 Area P-6 Zone 1801	0	0	700	700	700	7646-3530
7647 Area P-6 Zone 2901	0	0	1,112	1,112	1,112	7647-3530
7648 Area P-6 Zone 1603	0	0	1,388	1,388	1,388	7648-3530
7649 Area P-6 Zone 1200	0	0	1,773	1,773	1,773	7649-3530
7650 Police SVC- Crockett Cogen	695,246	695,246	838,103	142,857	142,857	7650-2160
7652 Police Area 2 Danville	0	0	7,318	7,318	7,318	7652-2310
7653 Area P-2 Zone A, Blackhawk	66,555	66,555	606,771	540,216	540,216	7653-2479
7654 Area P-6 Zone 2902	0	0	1,735	1,735	1,735	7654-3530
7655 Area P-5, Roundhill Area	31,477	31,477	31,477	0	0	
7656 Service Area PL6	0	0	300,618	300,618	300,618	7656-5011
7657 Area P-2 Zone B, Alamo	73,419	73,419	(13,447)	(86,866)	(86,866)	7657-1011
7658 Area P-6 Zone 206	0	0	3,516	3,516	3,516	7658-3530
7659 Area P-6 Zone 207	0	0	700	700	700	7659-3530
7661 Area P-6 Zone 200	0	0	2,320	2,320	2,320	7661-3530
7372 Area P-6 Zone 211	0	0	4,350	4,350	4,350	7372-3530
7671 Area P-6 Zone 209	0	0	823	823	823	7671-2479
7673 Area P-6 Zone 1005	0	0	1,612	1,612	1,612	7673-3530
7674 Area P-6 Zone P-7 201	0	0	8,078	8,078	8,078	7674-5016
7675 Area P-6 Zone 2700	0	0	700	700	700	7675-3530
7680 Area P-6 Zone 700	0	0	1,576	1,576	1,576	7680-3530
7681 Area P-6 Zone 1100	0	0	700	700	700	7681-3530
7682 Area P-6 Zone 1600	0	0	879	879	879	7682-3530
7683 Area P-6 Zone 2601	0	0	1,908	1,908	1,908	7683-3530

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATION AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-2018 FINAL BUDGET

DISTRICT	2017-2018	2017-2018	FINAL			
	RECOMMENDED	FINAL	YEAR-END			
	BUDGET	BUDGET	FUND	FUND	RECOMMENDED	
	FUND	FUND	BALANCE	BALANCE	LINE ITEM CHANGES	
	BALANCE	BALANCE	AVAILABLE	CHANGE	AMOUNT	B/U-ACCT
SERVICE AREA-POLICE CON'T						
7684 Area P-6 Zone 500	0	0	7,414	7,414	7,414	7684-3530
7685 Area P-6 Zone 1000	0	0	2,251	2,251	2,251	7685-3530
7687 Area P-6 Zone 2900	0	0	1,748	1,748	1,748	7687-3530
7688 Area P-6 Zone 1006	0	0	945	945	945	7688-3530
7689 Area P-6 Zone 1601	0	0	700	700	700	7689-3530
7690 Area P-6 Zone 2300	0	0	700	700	700	7690-3530
7693 Area P-6 Zone 1602	0	0	2,247	2,247	2,247	7693-3530
7694 Area P-6 Zone 1800	0	0	5,066	5,066	5,066	7694-3530
7695 Area P-6 Zone 2600	0	0	700	700	700	7695-3530
7696 Area P-6 Zone 2701	0	0	1,732	1,732	1,732	7696-3530
7697 Area P-6 Zone 1500	0	0	406	406	406	7697-3530
7699 Area P-6 Zone 3000	0	0	2,203	2,203	2,203	7699-3530
7700 Area P-6 Zone 503	0	0	30,184	30,184	30,184	7700-3530
7701 Area P-6 Zone 3103	0	0	834	834	834	7701-3530
7703 Area P-6 Zone 900	0	0	1,648	1,648	1,648	7703-3530
7704 Area P-6 Zone 1509	0	0	971	971	971	7704-3530
7705 Area P-6 Zone 3101	0	0	971	971	971	7705-3530
7706 Area P-6 Zone 1615	0	0	836	836	836	7706-3530
7707 Area P-6 Zone 1511	0	0	1,242	1,242	1,242	7707-3530
7708 Area P-6 Zone 1510	0	0	1,377	1,377	1,377	7708-3530
7709 Area P-6 Zone 203	0	0	1,639	1,639	1,639	7709-3530
7714 Area P-6 Zone 1002	0	0	1,103	1,103	1,103	7714-3530
7715 Area P-6 Zone 2602	0	0	1,303	1,303	1,303	7715-3530
7716 Area P-6 Zone 204	0	0	700	700	700	7716-3530
7717 Area P-6 Zone 1003	0	0	1,092	1,092	1,092	7717-3530
7718 Area P-6 Zone 1201	0	0	1,615	1,615	1,615	7718-3530
7719 Area P-6 Zone 2203	0	0	19,248	19,248	19,248	7719-3530
7720 Area P-6 Zone 3001	0	0	3,437	3,437	3,437	7720-3530
7721 Area P-6 Zone 3102	0	0	1,925	1,925	1,925	7721-3530
7722 Area P-6 Zone 3104	0	0	830	830	830	7722-3530
7723 Area P-6 Zone 504	0	0	4,267	4,267	4,267	7723-3530
7724 Area P-6 Zone 2202	0	0	11,016	11,016	11,016	7724-3530
7725 Area P-6 Zone 205	0	0	1,147	1,147	1,147	7725-3530
7726 Area P-6 Zone 301	0	0	2,000	2,000	2,000	7726-3530
7727 Area P-6 Zone 1004	0	0	834	834	834	7727-3530
7728 Area P-6 Zone 2603	0	0	700	700	700	7728-3530
7746 Area P-6 Zone 3002	0	0	1,312	1,312	1,312	7746-3530
7747 Area P-6 Zone 3105	0	0	698	698	698	7747-3530
7748 Area P-6 Zone 3106	0	0	701	701	701	7748-3530
7749 Area P-6 Zone 3107	0	0	1,523	1,523	1,523	7749-3530
7745 Area P-6 Zone 0210	0	0	2,110	2,110	2,110	7745-3530
7734 Area P-6 Zone 1513	0	0	617	617	617	7734-3530
7741 Area P-6 Zone 2604	0	0	1,287	1,287	1,287	7741-3530

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATION AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-2018 FINAL BUDGET

DISTRICT	2017-2018 RECOMMENDED BUDGET FUND BALANCE	2017-2018 FINAL BUDGET FUND BALANCE	FINAL YEAR-END FUND BALANCE AVAILABLE	FUND BALANCE CHANGE	RECOMMENDED LINE ITEM CHANGES	
					AMOUNT	B/U-ACCT
<u>SERVICE AREA-POLICE CON'T</u>						
7742 Area P-6 Zone 2605	0	0	6,522	6,522	6,522	7742-3530
7743 Area P-6 Zone 3003	0	0	1,757	1,757	1,757	7743-3530
7731 Area P-6 Zone 3108	0	0	1,351	1,351	1,351	7731-3530
7732 Area P-6 Zone 3109	0	0	700	700	700	7732-3530
7733 Area P-6 Zone 3110	0	0	1,456	1,456	1,456	7733-3530
7730 Area P-6 Zone 3112	0	0	700	700	700	7730-3530
7735 Area P-6 Zone 1512	0	0	700	700	700	7735-3530
7736 Area P-6 Zone 1608	0	0	741	741	741	7736-3530
7737 Area P-6 Zone 1616	0	0	1,679	1,679	1,679	7737-3530
7738 Area P-6 Zone 1802	0	0	20,967	20,967	20,967	7738-3530
TOTAL SERVICE AREA-POLICE	866,697	866,697	11,519,778	10,653,081	10,653,081	
<u>SERVICE AREA-DRAINAGE</u>						
7602 Area D-2,Walnut Creek	340,941	340,941	341,614	673	673	7602-2310
TOTAL SERVICE AREA-DRAINAGE	340,941	340,941	341,614	673	673	
<u>MISCELLANEOUS DISTRICTS</u>						
7771 Discovery Bay West Parking	24,047	24,047	24,083	36	36	7771-2479
7825 Contra Costa Water Agency	775,544	775,544	1,309,271	533,727	533,727	7825-2479
TOTAL MISCELLANEOUS DISTRICTS	799,591	799,591	1,333,354	533,763	533,763	
TOTAL PUBLIC PROTECTION	76,424,850	76,424,850	125,698,745	49,273,895	49,273,895	
HEALTH AND SANITATION						
<u>EMERGENCY MEDICAL SERVICES</u>						
7405 Area EM-1, Zone A	0	0	7,490	7,490	7,490	7405-2479
7406 Area EM-1, Zone B	186,494	186,494	4,513,692	4,327,198	4,327,198	7406-2479
TOTAL EMERGENCY MEDICAL SERVICES	186,494	186,494	4,521,182	4,334,688	4,334,688	
<u>SANITATION DISTRICTS</u>						
7365 District #6	0	0	0	0	0	
TOTAL SANITATION DISTRICTS	0	0	0	0	0	
TOTAL HEALTH AND SANITATION	186,494	186,494	4,521,182	4,334,688	4,334,688	
EDUCATION						
<u>SERVICE AREA-LIBRARY</u>						
7702 Area LIB-2,El Sobrante	0	0	58,322	58,322	58,322	7702-5011
7710 Area LIB-10,Pinole	0	0	1,578	1,578	1,578	7710-5011
7712 Area LIB-12,Moraga	0	0	10,466	10,466	10,466	7712-5011
7713 Area LIB-13,Ygnacio	0	0	84,063	84,063	84,063	7713-5011
TOTAL SERVICE AREA-LIBRARY	0	0	154,429	154,429	154,429	
TOTAL EDUCATION	0	0	154,429	154,429	154,429	

SCHEDULE C
RECOMMENDED VS. FINAL BUDGET
FUND BALANCE CHANGES
APPROPRIATION AND ESTIMATED REVENUE RECOMMENDATIONS
FOR 2017-2018 FINAL BUDGET

DISTRICT	2017-2018 RECOMMENDED BUDGET FUND BALANCE	2017-2018 FINAL BUDGET FUND BALANCE	FINAL YEAR-END FUND BALANCE AVAILABLE	FUND BALANCE CHANGE	RECOMMENDED LINE ITEM CHANGES AMOUNT	B/U-ACCT
PUBLIC WAYS AND FACILITIES						
<u>SERVICE AREA-LIGHTING</u>						
7394 Area L-100, Countywide	5,457,201	5,457,201	5,498,819	41,618	41,618	7394-2479
7487 CCC CFD 2010-1 St Lightng	40,619	40,619	45,012	4,393	4,393	7487-5011
TOTAL SERVICE AREA-LIGHTING	<u>5,497,820</u>	<u>5,497,820</u>	<u>5,543,831</u>	<u>46,011</u>	<u>46,011</u>	
<u>SERVICE AREA-MISCELLANEOUS</u>						
7470 Area M-1, Delta Ferry	3,114	3,114	5,026	1,912	1,912	7470-2479
7473 247300 - CSA M-28	745,090	745,090	758,610	13,520	13,520	7473-2480
7475 Area M-29, Dougherty Valley	4,397,816	4,397,816	6,473,020	2,075,204	2,075,204	7475-2479
7476 Area M-31, PH BART	80,011	80,011	35,075	(44,936)	(44,936)	7476-2310
7480 CSA T-1 Danville	2,411,080	2,411,080	2,482,415	71,335	71,335	7480-2479
7485 No Rchmd Mtce CFD 2006-1	117,125	117,125	115,485	(1,640)	(1,640)	7485-2479
7486 Bart Trnsit VLG CFD 2008-1	242,060	242,060	239,724	(2,336)	(2,336)	7486-2479
7488 Area M-16, Clyde	31,814	31,814	33,847	2,033	2,033	7488-5011
7489 Area M-17, Montalvin Manor	175,346	175,346	347,722	172,376	172,376	7489-2310
7492 Area M-20, Rodeo	30,598	30,598	32,297	1,699	1,699	7492-2479
7496 Area M-23, Blackhawk	122,369	122,369	311,756	189,387	189,387	7496-3580
7499 Area M-30 Danville	7,262	7,262	7,753	491	491	7499-2479
TOTAL SERVICE AREA-MISCELLANEOUS	<u>8,363,685</u>	<u>8,363,685</u>	<u>10,842,730</u>	<u>2,479,045</u>	<u>2,479,045</u>	
<u>SERVICE AREA-ROAD MAINTENANCE</u>						
7494 Area RD-4, Bethel Island	94,908	94,908	105,141	10,233	10,233	7494-2479
TOTAL SERVICE AREA-ROAD MAINTENANCE	<u>94,908</u>	<u>94,908</u>	<u>105,141</u>	<u>10,233</u>	<u>10,233</u>	
TOTAL PUBLIC WAYS AND FACILITIES	<u>13,956,413</u>	<u>13,956,413</u>	<u>16,491,702</u>	<u>2,535,289</u>	<u>2,535,289</u>	
RECREATION/CULTURAL SVCS						
<u>SERVICE AREA-RECREATION</u>						
7751 Service Area R-4 Moraga	0	0	1	1	1	7751-3611
7757 Area R-9, El Sobrante	21,528	21,528	133,929	112,401	112,401	7757-2479
7758 Area R-7,Zone A Alamo	1,987,085	1,987,085	2,453,465	466,380	466,380	7758-4755
7770 Area R-10, Rodeo	10,946	10,946	161,220	150,274	150,274	7770-2479
7980 Area R-8 Debt Svc, Walnut Creek	0	0	0	0	0	
TOTAL SERVICE AREA-RECREATION	<u>2,019,559</u>	<u>2,019,559</u>	<u>2,748,615</u>	<u>729,056</u>	<u>729,056</u>	
TOTAL RECREATION/CULTURAL SVCS	<u>2,019,559</u>	<u>2,019,559</u>	<u>2,748,615</u>	<u>729,056</u>	<u>729,056</u>	
TOTAL COUNTY SPECIAL DISTRICTS	<u>92,587,316</u>	<u>92,587,316</u>	<u>149,614,673</u>	<u>57,027,357</u>	<u>57,027,357</u>	



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: September 19, 2017

Subject: Revenue Adjustment for Unanticipated Revenue and Appropriation for Estimated Expenditures in Road Funds for Fiscal Year 2017/18

RECOMMENDATION(S):

APPROVE Fiscal Year 2017/18 Appropriation and Revenue Adjustment No. 5004 and AUTHORIZE new revenue in Road Fund, Fund 110800, for Road Maintenance and Rehabilitation Account (RMRA) program SB1 and the repayment of loans to the state during the economic recession that started in 2008 in the amount of \$5,900,000, as recommended by the Interim Public Works Director, Countywide.

FISCAL IMPACT:

100% Road Fund

BACKGROUND:

This action appropriates unanticipated Fiscal Year 2017/18 revenue and provides adjustments to Road Fund for estimated expenditures.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, expenditures will exceed current Road Fund budget.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: Liza Mangabay, 925.
313-2232

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

By: , Deputy

cc:

ATTACHMENTS

Project List

AP 5004 TC

24/27

Appendix A

Local Streets and Roads Project List

As required by the Road Repair and Accountability Act of 2017 – Local Streets and Roads Funding, Road Maintenance and Rehabilitation Account (RMRA)

General Information

Name: Unincorporated Contra Costa County

Point of Contact:

Steve Kowalewski
Deputy Director
Contra Costa County Public Works Department
255 Glacier Drive
Martinez, CA 94553
(925) 313-2225
steve.kowalewski@pw.cccounty.us

Legislative Districts:

- Senate – 3, 7, 9
- Assembly – 11, 14, 15, 16

Jurisdiction's Average Network PCI and date/year of measurement:

- 70 (3 year moving average, 2013-2015)

Fiscal Year: 17 - 18

Supplementary Information: The projects below were identified as priorities for the County to implement within the next year. The first two projects are necessary to restore the County's road network which was cut as a result of the past winter's rains. The third project is a much needed pavement surface treatment that has been delayed for three years. Funds for these three projects represent the majority of the RMRA funds for this year. The remaining four projects round out the County's proposed construction with complete street improvements for pedestrians and cyclists centered on schools and residential neighborhoods. The RMRA funds will allow these capital improvement projects to be put into the ground after being delayed for a few years due to decreased funding.

Proposed Project 1: Morgan Territory Road Slide Repair Project

Description:

- The project will repair the roadway over 300 feet by constructing a stitch pile retaining wall (concrete and rebar piles) and a soldier pile wall (concrete encased steel piles with concrete lagging). The project is needed because the uphill side

of the road and the road itself began to slide towards the creek after hillside ground saturation during the heavy rains of January and February 2017 and forced temporary closure of the road.

- RMRA Priority: Safety Project
- County Project No. 0672-6U6203

Location:

- Approximately 1 mile south of Marsh Creek Road, Clayton area
- 37°53'31.2"N 121°52'22.8"W

Proposed Schedule for Completion:

- Anticipated construction year – 2017

Estimated Useful Life:

- 20 years (pavement)
- 75 years (retaining walls)

Proposed Project 2: Alhambra Valley Road Washout Repair Project

Description:

- The project will construct a single span, pre-cast concrete bridge approximately 60 ft. by 40 ft. The project is needed because the culvert and road collapsed during the heavy rains of January 2017 and forced closure of the road.
- RMRA Priority: Safety Project
- County Project No. 0672-6U6201

Location:

- Approximately 100' east of Castro Ranch Road (over Pinole Creek), Pinole area
- 37°58'16.5"N 122°14'34.0"W

Proposed Schedule for Completion:

- Anticipated construction year – 2017

Estimated Useful Life:

- 75 years (bridge)

Proposed Project 3: Bay Point Asphalt Rubber Cape Seal Project

Description:

- The project will apply an asphalt rubber chip seal covered with a type II slurry seal to approximately 258,930 square yards of roadway and a type II slurry seal on an additional 42,060 square yards of roadway in the Bay Point area. Work will also include surface preparation and pavement striping and markings.
- RMRA Priority: Road Maintenance and Rehabilitation

- County Project No. 0672-6U2154

Location:

- Approximately 76 streets in the Bay Point area
- 38.029328°, -121.962791°

Proposed Schedule for Completion:

- Anticipated construction year – 2018

Estimated Useful Life:

- 7 years (pavement surface treatment)

Proposed Project 4: Pomona Street Pedestrian Safety Improvement Project – Phase II

Description:

- The project will improve two pedestrian crossings on Pomona Street near three schools and a community center. At Pomona Street at 3rd Avenue, a rapid repeating flashing beacon (RRFB) and other pedestrian improvements will be added. At Pomona Street and Rolph Avenue, bulb outs and ramps will be added.
- RMRA Priority: Complete Streets Components
- County Project No. 0622-6U4090

Location:

- Pomona St at 3rd Avenue
 - 38.052399°, -122.222940°
- Pomona St at Rolph Avenue
 - 38.052394°, -122.219860°

Proposed Schedule for Completion:

- Anticipated construction year – 2018

Estimated Useful Life:

- 50 years (concrete)
- 12 years (RRFB)

Proposed Project 5: Tara Hills Pedestrian Infrastructure Project

Description:

- The project will construct 22 ADA compliant curb ramps on the roads surrounding the Tara Hills Elementary School and North Campus Continuation High School.
- RMRA Priority: Complete Streets Components

- County Project No. 0662-6R4211

Location:

- Dolan Way, Flannery Road, Shamrock Drive, Tara Hills area
- 37.993478°, -122.316368°

Proposed Schedule for Completion:

- Anticipated construction year – 2018

Estimated Useful Life:

- 50 years (concrete)

Proposed Project 6: Pedestrian Crossing Enhancements Project – Central & East County

Description:

- The project will install ten rectangular rapid flash beacons (RRFB) at uncontrolled crosswalks at seven school sites in Central and East County.
- RMRA Priority: Complete Streets Components
- County Project No. 0662-6R4112

Location:

- 1 – Delta Road, Knightsen Elementary School, Knightsen area
 - 37°58'7.72"N 121°39'38.55"W
- 2 – Newport Drive, Timber Point Elementary School, Discovery Bay area crossing
 - Two crossing sites
 - 37°54'28.43"N 121°37'13.99"W
 - 37°54'19.35"N 121°37'10.82"W
- 3 – Willow Lake Road, Discovery Bay Elementary School, Discovery Bay area
 - 37°54'2.50"N 121°35'56.17"W
- 4 – Marina Road, Shore Acres Elementary School, Bay Point area
 - Two crossing sites
 - 38° 2'10.26"N 121°58'14.53"W
 - 38° 2'10.29"N 121°58'11.49"W
- 5 – Pacifica Avenue, Riverview Middle School, Bay Point area
 - Two crossing sites
 - 38° 2'2.52"N 121°58'2.55"W
 - 38° 2'2.53"N 121°57'56.32"W
- 6 – Castle Rock Road, Northgate High School, Walnut Creek area
 - 37°54'27.44"N 122° 0'25.22"W
- 7 – Magnolia Way, Parkmead Elementary School, Walnut Creek area
 - 37°53'13.37"N 122° 4'6.83"W

Proposed Schedule for Completion:

- Anticipated construction year – 2018

Estimated Useful Life:

- 12 years (RRFB)

Proposed Project 7: Blackhawk Road Bikeway Project

Description:

- The project will stripe a class 2 bike lane for 3.3 miles and class bikeway for 0.3 miles (a portion at each end of the project) and connect to existing class 2 and class 3 bikeways using thermoplastic striping. The bikeway will also use green pavement markings at transition areas.
- RMRA Priority: Complete Streets Components
- County Project No. 0662-6R4018

Location:

- Blackhawk Road, between Camino Tassajara and Mt. Diablo Scenic Drive, Blackhawk/Danville area
- 37.799376°, -121.921493°

Proposed Schedule for Completion:

- Anticipated construction year – 2018

Estimated Useful Life:

- 7 years (thermoplastic striping)

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: PUBLIC WORKS -ROAD FUND 110800 (0006)		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
		<u>ROAD CONSTRUCTION-ROAD FUND(110800)</u>		
.0006	9218	HWAY USERS TAX UNRESTRCTD	2,956,002	00
0006	9219	HIGHWAY USERS TAX SELECT	252,422	00
0006	9220	HWAY USER TAX 5/9APPT2105	1,440,273	00
0006	9437	ST AID TRFC CNGSTN MGMT	1,251,303	00
TOTALS			5,900,000	00
				0 00

APPROVED

AUDITOR-CONTROLLER:
BY: *J. Gope* DATE 9/5/17

COUNTY ADMINISTRATOR:
BY: *R. Strobel* DATE 9/6/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Appropriate new revenue from Road Maintenance and Rehabilitation Account (RMRA) Program under SB1 and the repayments of Loans to the state during the economic recession to cover the cost for various projects.

Con Rein Pw Director 8/28/17
SIGNATURE TITLE DATE

REVENUE ADJ. JOURNAL NO. RAOO 5004

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:



BOARD OF SUPERVISORS



COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: PUBLIC WORKS -ROAD FUND 110800 (0662)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
0662	2310	<u>ROAD CONSTRUCTION-ROAD FUND(110800)</u> NON CNTY PROF SPCLZD SVCS			5,900,000 00
TOTALS			0	00	5,900,000 00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature]

DATE 9/5/17

COUNTY ADMINISTRATOR
BY: [Signature]

DATE 9/6/17

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

(M129 Rev 2/86)

EXPLANATION OF REQUEST

Appropriate new revenue from Road Maintenance and Rehabilitation Account (RMRA) Program under SB1 and the repayments of Loans to the state during the economic recession to cover the cost for various projects.

[Signature] PW Director 8/28/17

SIGNATURE

TITLE

DATE

APPROPRIATION
ADJ. JOURNAL NO.

APOO

5004



**Contra
Costa
County**

To: Board of Supervisors
From: TRANSPORTATION, WATER & INFRASTRUCTURE COMMITTEE
Date: September 19, 2017

Subject: White Paper Regarding Accessible Transit in Contra Costa County

RECOMMENDATION(S):

ACCEPT the "Accessible Transit in Contra Costa County" white paper.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

During the Contra Costa Transportation Authority's 3-4 year effort to update the Countywide Transportation Plan* (and develop the Transportation Expenditure Plan for Measure X - 2016), a considerable amount of time was invested by the County in researching/writing reports, preparing communication, and advocating for improvements to the accessible transit system (in addition to numerous other transportation/land use issues). The attached white paper was developed so that there is, in an encapsulated format, an archive of our efforts and a record of "lessons learned" during the process.

The Transportation, Water, and Infrastructure Committee (TWIC) discussed the white paper at their August 14th, 2017, meeting and directed staff forward the document to the BOS for acceptance. As reported at TWIC, staff continued to revise and refine the document and is now bringing the final version to the Board of Supervisors as directed.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: John Cunningham (925)
674-7833

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The concepts in the paper are consistent with the "aging-friendly" planks included in our approved state and federal legislative platforms at the January 17, 2017 BOS meeting.

Staff proposes the County use the document during outreach to other responsible/interested entities in order to help identify opportunities to make progress on this issue. These entities include the Contra Costa Transportation Authority, transit districts, Advisory Council on Aging, Developmental Disabilities Council of Contra Costa, Joint Conference Committee, and the sub-regional Senior Coalitions.

*The comment period for the Contra Costa Transportation Authority's 2017 Draft Countywide Transportation Plan (CTP) update closed on August 1, 2017. The Board of Supervisors (BOS) approved a comment letter on the same day.

CONSEQUENCE OF NEGATIVE ACTION:

The status of the "Accessible Transit in Contra Costa County" white paper would be unclear and potentially compromise subsequent outreach efforts.

ATTACHMENTS

DRAFT Final to BOS: Accessible Transportation in CC County

DRAFT Accessible Transportation in Contra Costa County DRAFT

Accepted by the Contra Costa County Board of Supervisors on ##/##/2017

Background: *There is a history of efforts to improve accessible transportation services in Contra Costa County with limited success. This paper describes that history, current accessible transit structures, barriers to progress, and potential next steps. This paper was developed in the context of the County's efforts during the Contra Costa Transportation Authority's (CCTA's) recent update to the Countywide Transportation Plan (CTP) and development of the Measure X sales tax Transportation Expenditure Plan.*

*While a majority of the County's general transportation interests are specific to the unincorporated areas, this topic does **not** have that particular characteristic. The issues and services discussed below involve the entire County and impact the shared constituency of the Cities/Towns and the County.*

Introduction: This paper documents the lessons learned and archives the work of staff and the Board of Supervisors (BOS) on accessible transportation issues during the four year process by CCTA to update our CTP and develop a Transportation Expenditure Plan (TEP) for the Measure X (2016) transportation sales tax ballot measure (which was ultimately unsuccessful).

"Accessible transportation" is not a recognized designation or industry term, it is used here as a simple way to refer to a broad range of transportation related services typically provided to persons with disabilities and elderly individuals. Although services for these two populations can be separately administered and operated, they are combined here for simplicity. For the purposes of this paper, accessible transportation is defined as a range of transportation/transit and supportive services such as; Americans with Disabilities Act (ADA) mandated public paratransit service¹, city/community programs, transportation provided by private non-profits, mobility management programs, volunteer based transportation programs, etc.

This paper has four sections: **1)** Current Accessible Transportation Structures in Contra Costa, **2)** History of Efforts to Improve Accessible Transportation in the County, **3)** Barriers to Progress, and **4)** Next Steps.

Accessible transit/transportation can be a complex topic due to the intersection of public transit, civil rights, public health, social service, etc., involved in administering and operating services. This paper only provides a brief summary. The impact of the civil rights aspect of Americans with Disabilities Act paratransit service cannot be understated. Public transit providers have specific regulations they operate under all while trying to accommodate other client demands.

1) Current Accessible Transportation Services in Contra Costa County

Service Types: Organizations and agencies provide various service types for different rider needs:

- **Public ADA Paratransit:** Public transit agencies (listed below) provide required ADA paratransit¹. No additional funding was provided when this requirement was mandated in the 1990s.
- **Program Specific Service:** In order to ensure certain service characteristics (door-through-door, consistent/direct origin to destination, specific driver skill set, more control over on-board/trip times) some programs provide their own transportation. Examples: Contra Costa Advocacy, Respect, Commitment (ARC), Choice in Aging; and others.
- **Senior Transportation Programs:** These programs typically transport residents of a specified minimum age and/or persons with disabilities (in contrast to ADA paratransit, there may not be disability eligibility requirements). Examples: Cities of San Pablo, Richmond and others.

¹**ADA Paratransit:** The ADA requires public transit agencies to provide "complementary" (as in parallel or similar) paratransit service to people with disabilities who are unable to use the fixed-route bus or rail service because of their disability. The ADA defined the minimum service characteristics to be considered equivalent to the fixed-route service it is intended to complement. This type of service typically has associated eligibility requirements with an application process.

- **Other Support Services (Mobility Management, Travel Training, Veteran's Programs):** *Mobility management* is a strategic approach to transportation service coordination and customer service, directing passengers to the most appropriate and cost-effective transportation providers through a one-call, one-click portal. A well-managed service area provides a full range of well-synchronized mobility services in a convenient, cost effective manner. Example: A comprehensive countywide mobility management program does not exist in Contra Costa County. Mobility Matters provides some mobility management functions in some areas of the County.

Travel training teaches individuals with disabilities, elderly persons, and others how to use public transit independently to fulfill their travel needs. Travel training is also a strategy to reduce usage of more expensive demand response service (by shifting trips to conventional, less expensive fixed route service). Examples: Center for Independent Living, and WestCAT.

Veteran's Transportation Programs often operate outside senior/disabled requirements and programs. Currently, there appears to be limited integration of these programs with other public transportation services in Contra Costa County. Mobility Matters has initiated a *Rides 4 Veterans* Program.

Service Providers: Different providers operate a variety of accessible transportation/transit services in Contra Costa in a decentralized arrangement. Each provider operates relatively independently with some limited coordination. Providers include (some definitions/organizations overlap):

- **Public Transit Operators:** AC Transit, BART, County Connection, Tri Delta Transit, WestCAT
- **Cities:** Concord (Monument Corridor Shuttle²), San Pablo (Door-to-Door Shuttle), and others.
- **Non-profit Agencies:** Contra Costa ARC, Golden Rain Foundation (Rossmoor bus), and others
- **Volunteer Driver Programs:** Mobility Matters, Caring Hands (John Muir) and others
- **Service Specific Programs:** Contra Costa Health Plan, Choice in Aging (Adult Day Health Care Program and Alzheimer's Day Care) and others

2) History of Efforts to Improve Accessible Transportation in Contra Costa County

- **2004 CCTA Paratransit Improvement Study:** The goal of the study was to develop prioritized recommendations and an action plan to improve the efficiency and effectiveness of paratransit services in Contra Costa County. These recommendations include: *use of sedans and supplemental taxi services; standardized trip scheduling parameters; automated scheduling of inter-agency transfers (and the need for the preparation of a Technology Plan); lifeline services beyond ADA service area including the joint use of vehicles; demand management strategies; coordination of community-based agency transportation (mobility manager); and consumer and agency advisory input on accessible transportation.*

Outcome: The majority of the recommendations from the study remain unfulfilled.

- **2013 Contra Costa Mobility Management Plan (MMP):** With County Connection as the lead agency, this countywide effort was to guide implementation of an array of services under a mobility management operation. The formation of an organization to manage these activities was a recommendation of the plan. Some implementation steps were initiated in conjunction with the non-profit Mobility Matters.

Outcome: CCTA was proposed to adopt the plan and guide subsequent implementation. The MMP was presented to CCTA in early 2014. The last step taken in the process to adopt the plan was the distribution to the sub-regions for concurrence in 2014.

- **2016 Measure X Transportation Expenditure Plan (TEP):** CCTA led the effort to develop a new transportation sales tax for Contra Costa, Measure X. Recognizing the need to *"ensure services are*

² While this service provides transportation to seniors and people with disabilities, a focus of the service is access to jobs.

delivered in a coordinated system that maximizes both service delivery and efficiency”, conducting the Accessible Transportation Service Strategic Plan³ was a requirement if the Measure passed.

Outcome: Measure X did not pass and the proposed study is not moving ahead at this time.

3) Barriers to Progress

The efforts listed above, largely unfulfilled, suggest an understanding that accessible transportation needs to be improved (or at a minimum studied). The lack of progress is acknowledged in the 2013 MMP which refers to the “...long-running dialog in the County...with little actual implementation occurring.” Difficulty making progress on these issues is not unique to Contra Costa. One report⁴ from Washington State describes the problem, “The expensive special needs transportation ‘hot potato’ gets tossed from one agency to another.”

The points below describe specific barriers to progress related to this issue. These barriers are in addition to the inherent, ever-present difficulties in changing existing governmental structures:

Absence of a Forum for Leadership: The 2013 MMP referenced above noted the “lack of a structural platform” as a “major impediment to action.” Similarly, the September 2015 report on the TEP to the Board of Supervisors described an obstacle to progress, “...accessible transit responsibilities are diffused throughout the county resulting in no single agency or organization falling naturally into a leadership role.” These observations suggest that any future solutions should include the creation of a permanent forum or organization to address accessible transportation issues on an ongoing basis.

With this absence of a forum, it falls to leadership at an *existing* agency to acknowledge the need for progress and overcome any individual or institutional resistance and initiate an effort.

As an example of a solution to the “leadership” issue, SANDAG (San Diego Association of Governments) designated a non-profit, FACT (Facilitating Access to Coordinated Transportation⁵) as responsible for coordinating public, nonprofit, private, and other transportation services in San Diego County. There is coordination between the two agencies and the Boards of Directors share current and past members.

Increased Demand For Service in the Context of Tight Budgets: One issue that may result in some hesitation to address accessible transportation issues is the concern that if improvements are made, there will likely be an increase in demand for service. These concerns are probably well founded. Accessible transportation services, specifically transit, is expensive to provide. Even small increases in service volumes can spike costs. The concerns with rising costs and managing demand are so substantial that the aforementioned Sound Transit report describes “non-published practices”⁶ to manage demand

³ **From the Measure X TEP:** *To ensure services are delivered in a coordinated system that maximizes both service delivery and efficiency, an Accessible Transportation Service (ATS) Strategic Plan will be developed... An overarching component in the development and delivery of the ATS Strategic Plan is using mobility management to ensure coordination and efficiencies in accessible service delivery. The plan will address both ADA and non-ADA services. The plan will evaluate the appropriate model for our local structure including how accessible services are delivered by all agencies and where appropriate coordination can improve transportation services, eliminate gaps in service and find efficiencies in the service delivered. The...plan would also determine the investments and oversight of the program funding and identify timing, projects, service delivery options, administrative structure, and fund leverage opportunities.*

⁴ 2005 FLT Consulting, Sound Transit: *Embracing Paratransit Transportation: A Coordinated, Community Approach*
<http://www.bettertransport.info/cascadia/Trimble-EmbracingParatransit.pdf>

⁵ FACT is a “Coordinated Transportation Services Agency”, a designation established under AB 120 (1979 – Social Services Transportation Improvement Act). The designation is intended to improve the quality of transportation to low mobility groups while achieving cost savings, lowered insurance premiums and more efficient use of vehicles and funding resources. ([CalACT CTSA E-Book](#))

⁶ “...to reduce the eligible population – either by applying stricter eligibility standards, such as conditional eligibility or reducing the service area. Keeping public awareness about ADA paratransit services at a minimum is yet another unspoken but real strategy to keep demand down. If people don’t know about the service, or if the service is too difficult to figure out, demand manages itself.”

for service. The report observes that riders needing service can be “...managed to the point they are not eligible for a trip...” resulting in this population not receiving “...transportation that meets their needs.”

This approach to demand management is unique in the transportation world. In planning for *roadway expansion*, there are substantial investments made to proactively plan for and accommodate future demand. Demographic trends are tracked, travel models are used to forecast travel, and right-of-way for additional travel lanes is preserved in advance in many cases. In the case of conventional *fixed-route transit service*, extensive efforts are made to increase ridership, market to new riders, and employ new service models to increase usage. There is a nationwide boom in the *construction of protected bicycle facilities* due, in part, to the substantial increase in cycling that often occurs after installation.

Accessible transportation services does not appear to benefit equitably from these types of proactive planning efforts. The Sound Transit report referenced above suggests this may be consistent with the state of the practice.

By modifying our approach, we have an opportunity to better serve this population consistent with our transportation goals⁷ and concurrently increase the cost effectiveness of service. The more coordinated Santa Clara County system saw a 19% *decrease* in cost per trip relative to a 60% increase in Contra Costa County during the same period¹¹.

Over-Confidence in New Transportation Technologies: The upsurge in transportation network companies (Lyft, Uber, etc.) and the rapid emergence of autonomous vehicles may suggest some immediate relief relative to improvements in accessible transportation. These emerging technologies have great promise in the transportation field (including accessible transportation) but [inflated expectations](#) relative to this type of service could delay more useful action.

The transportation mode or vehicle itself is not necessarily the most critical bottleneck in improving accessible transit service or controlling costs. At this time, transportation network companies (TNCs) offer limited (Ride Hero, uberWAV, uberASSIST) accessible, and wheelchair accessible trips⁸.

In addition, the elderly and disabled population cannot be expected to continually adapt to the ever-changing technology landscape. In order for this population to be able to take advantage of these new transportation technologies, some type of intermediary organization or interface may be necessary.

The *Coordination* and *Complexity* sections below discuss how the transportation provider or vehicle, be it TNCs or autonomous vehicle, is not necessarily immediately useful given the characteristics of accessible transit operations and administration

Coordination: While the increased use of technology and innovative approaches are common outcomes from this type of study, expanded coordination is often also necessary for tangible progress. Coordination in this context often signifies formal *linkages* between existing providers, services, and agencies⁹. Linkages exist on a continuum ranging from simple (a centralized compilation or directory of service providers on a web page or printed document) to complex (a one-call/one-click portal where customers can book trips with different providers similar to Travelocity.com or the like). A well-coordinated system can be a foundation for the implementation of new, advanced technology solutions.

⁷ 2017 Draft CTP Goals: 1. Support the efficient, safe, and reliable movement of people and goods using all available travel modes

⁸ Shared Ride Services and TNCs - 2016 Transportation Trends Report, May 2017 National Aging and Disability Transportation Center. <http://www.nadtc.org/wp-content/uploads/NADTC-Trends-Report-Shared-Ride-Topic-Spotlight-May-2017.pdf>

⁹ Nat'l Cooperative Hwy Research Program Rpt# 832, 2016: [State DOTs Connecting Users and Rides for Specialized Transportation](#)

The latter example, a one-call/one-click portal, is a substantial investment. Though such a system is scalable and could be phased. A more cost-effective approach would be to invest once and use the system throughout a larger region which would increase the return on the investment.

This approach is reinforced by the SANDAG/FACT example provided above in addition to the near universal acknowledgement¹⁰ that coordination results in:

- Significant reductions in service costs¹¹
- Greater amount of available transportation
- Higher quality service
- Access to increased funding
- Access to additional sources of funds
- Easier to find transportation options

Coordination in this field is a complex exercise in the management of numerous, interacting data points¹². There are a wide array of interrelating passenger/vehicle/driver characteristics, restrictions relative to the co-mingling of passengers (and associated revenue), numerous accounting and auditing parameters related to constrained eligibility of a wide array of funding streams, in addition to privacy (medical, financial, etc.) issues.

Complexity: The following is an example of how the data points mentioned above come in to play during *operations*: a transit vehicle picks up an ambulatory regional center participant (who has specific eligible funding), the same vehicle then picks up a senior with dementia from x City (different funding eligibility, different driver skill set), another passenger is picked up in a large mobility device (different vehicle need, different routing requirements), and finally an ADA paratransit client is picked up in y City, and so on. The trip and pick-ups/drop-offs need to be routed so as to not violate ADA on-board times for the ADA passenger and ensure the mobility device and passenger are picked up last and dropped off first (some vehicles have this restriction). The different Cities can provide subsidies for different services levels, all of which must be monitored, tracked, and applied at the time of trip booking.

Administratively, because the trip is shared among passengers (shared trips are critical for cost savings), the trip costs, reimbursement, and reporting needs to be cost-allocated and accurately accounted.

When coordinated trip booking and dispatching are in place along with large batch scheduling, lower cost travel options can be more effectively implemented, (ambulatory passengers on low cost sedans, etc.), hot spot analysis can be more effectively performed to proactively manage expensive trips and trends, and shared trips can be substantially increased (again, critical for cost savings). While there will be opportunity to contract with TNCs, it is unlikely that they will manage these necessary scheduling, vehicle routing, driver assignment, accounting, and reporting activities. Nor are TNCs likely to have the accessible fleet mix to reliably serve the range of mobility limitations in the target population.

The Contra Costa Health Plan (CCHP) has recent experience with these difficulties. In order for their clients to have adequate access to care, CCHP has had to initiate their own transportation program through contractors and coordination with transit districts. This coordination has been challenging.

¹⁰ FTA, *Accessible Transit Services For All*, Dec. 2014 | Transit Cooperative Research Program Report 91, *Economic Benefits of Coordinating Human Service Transportation and Transit Services* | TCRP Report 101, *Toolkit for Community Coordinated Transportation Services*

¹¹2004-2013 the Santa Clara coordinated system showed a 19% decrease in cost per trip relative to a 60% increase in CC County. [Despite this statistic, work should not be initiated on this issue with the expectation that total costs will decline. Efficiency will probably rise but necessary initial investments and general capacity building will increase costs in the short/medium term. In the long-term, with the likely increase in the availability and quality of service (on top of well-known demographic shifts), demand will increase with a corresponding increase in costs.]

¹² Competent data management, as critical to achieving progress in this field, is emphasized in the webinar, [How New Information and Scheduling Technologies Support Mobility Access for All](#), 6/2017, National Aging and Disability Transportation Center, Nelson\Nygaard Consulting

The characteristics of the target population magnifies the complexity described above.

Regarding the **Coordination** and **Complexity** topics covered above, this information is not new or unique to Contra Costa County. The U.S. Government Accountability Office has produced reports for **decades** documenting the difficulty with coordinating accessible transit and the costs to the taxpayer as a result of the failure to do so.

Lack of Standards: The lack of software and data standards in the field of accessible transit is often a hindrance to progress. This is less of an impediment than the administrative and cultural issues listed above but this “barriers to progress” list would be incomplete without a discussion.

Off-the-shelf software often uses proprietary data formats, with substantial annual licensing costs, and can limit flexibility in the future once an agency is invested in a system. Developing local formats and protocols can offer more flexibility but is labor intensive and in the end can also result in proprietary systems. However, there are at least two major efforts currently underway to address this lack of open standards, the development of the *General Transit Feed Specification – Flex*¹³ standard and the Transportation Research Board’s (TRB’s) active research effort, *Development of Transactional Data Specifications for Demand-Responsive Transportation*¹⁴.

4) Next Steps

Given the efforts listed in the history section above we might assume there is an understanding that improvements to (or a study of) accessible transportation is needed¹⁵. The latest proposal to study the issue was referenced above, the Accessible Transit Study³ (ATS) included in the Measure X Transportation Expenditure Plan (TEP). The proposal was in the context of new revenue which is a more favorable environment than without new funding. However, studying an issue in the absence of new revenue is common. The countywide bike plan (on its 3rd revision), numerous high capacity transit studies in the I-680 and I-80 corridors, etc. are a few examples. The ATS proposal continues to have validity in the absence of new sales tax revenue. Rather than determining how to expend the new revenue, the recommended study would focus on using existing revenues in the most efficient manner possible and/or preparing us for any potential, new future funding source.

While not specifically directed at the ATS component of Measure X, the TEP ultimately received unanimous support from all 19 cities/towns and the County in addition to the support from the Expenditure Plan Advisory Committee (EPAC) and CCTA as a whole. What is more specific is that, during the TEP development, the EPAC indicated that “*Transportation For Seniors and People with Disabilities*” was one of the [highest priorities](#).

The County proposes to reach out to other responsible agencies to determine if and how the county as a whole can make progress on accessible transportation issues.

Archive of prior reports and communication on accessible transportation:

- [3/8/16 Report to the BOS re: CTP/TEP](#)
- [11/3/15 Letter: BOS to CCTA re: CTP/TEP](#)
- [9/15/15 Report to the BOS re: CTP/TEP](#)
- [10/21/14 Letter: BOS to CCTA re: CTP](#)

John Cunningham, Principal Planner | Contra Costa County | Dept. of Conservation and Development | john.cunningham@dcd.cccounty.us

¹³ GTFS-flex is a proposed extension to the General Transit Feed Specification (GTFS) which currently only supports fixed route transit. The GTFS is a data format developed in the early 2000s which enables the sharing of transit routing information and is particularly useful in online applications. www.gtfsflex.com

¹⁴ TRB – Transit Cooperative Research Program (TCRP) G-16 Active Research: Development of Transactional Data Specifications for Demand-Responsive Transportation: Goal: Develop technical specifications for transactional data for entities involved in the provision of demand-responsive transportation. <http://apps.trb.org/cmsfeed/TRBNetProjectDisplay.asp?ProjectID=4120> The G-16 effort was an outgrowth of the TCRP Report, [Standardizing Data for Mobility Management](#)

¹⁵ The West Contra Costa Transportation Advisory Committee has initiated a study of accessible transit issues in their sub-region.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: September 19, 2017

Subject: Accepting and Giving Notice of Completion for Demolition Contract, 343 Rodeo Avenue, Rodeo.

RECOMMENDATION(S):

ADOPT Resolution No. 2017/326 accepting as complete the contracted work performed by Donald R. Lemings (dba) D.R. Lemings Construction Company for the abatement and demolition of Assessor's Parcel No. 357-081-015, also identified as 343 Rodeo Avenue in Rodeo, as recommended by the Interim Public Works Director.

DIRECT the Real Estate Division of the Public Works Department to record a certified copy of the Resolution in the office of the County Clerk-Recorder. (Project No.:0080-WLP130)

FISCAL IMPACT:

The cost of this demolition is \$113,744.50. Costs are to be funded by Minor Building Improvements fiscal year 2016-2017 funds (100% General Fund). Costs to be recovered through the sale of the lot, any and all revenues in excess, are 100% General Fund.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Jewel Lopez (925)
313-2191

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

By: , Deputy

cc:

BACKGROUND:

The Interim Public Works Director reports that said work has been inspected and complies with the special provisions and standard specifications and recommends its acceptance as completed as of July 31, 2017, for Assessor's Parcel No. 357-081-015, also identified as 343 Rodeo Avenue in Rodeo.

CONSEQUENCE OF NEGATIVE ACTION:

D.R. Lemings Construction Company will not be paid and acceptance notification will not be recorded.

ATTACHMENTS

Resolution No. 2017/326

Notice of Completion

Recorded at the request of: Contra Costa County Public Works

Return To: Contra Costa County Public Works - Attn: Jewel Lopez

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

Adopted this Resolution on 09/19/2017 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2017/326

IN THE MATTER OF: Accepting and Giving Notice of Completion for Abatement and Demolition of Assessor's Parcel Number 357-081-015, also identified as 343 Rodeo Avenue in Rodeo. Project No.: 0080-WLP131.

WHEREAS the County of Contra Costa on May 11, 2017, issued a Notice to Proceed to Donald R. Lemings (dba) D.R. Lemings Construction Company, for the abatement and demolition work to be performed on the ground of Contra Costa County property; and

WHEREAS the Public Works Director reports that said work has been inspected and complies with the approved special provisions and standard specifications and recommends its acceptance as complete as of July 31, 2017.

NOW, THEREFORE, BE IT RESOLVED said work is ACCEPTED as complete on said date, and the Real Estate Division of Public Works shall file with the County Clerk-Recorder a copy of this Resolution and Notice of completion for said contract.

Contact: Jewel Lopez (925) 313-2191

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: September 19, 2017

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

By: , Deputy

cc:

Recorded at the request of:
Contra Costa County

Return to:
Contra Costa County Public Works
Real Estate Division
255 Glacier Drive
Martinez, CA 94553
Attn: Jewel Lopez

NOTICE OF COMPLETION

Resolution No. 2017-326

Accepting and Giving Notice of Completion for Demolition of Assessor's Parcel Numbers 357-081-015, also identified as 343 Rodeo Avenue in Rodeo. Work completed as of July 31, 2017.

Contractor: D.R. Lemings Construction Company

Project: Demolition of 343 Rodeo Ave., Rodeo



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: September 19, 2017

Subject: CONTINUE the emergency action for the Morgan Territory Road Slide Repair project, Clayton area.

RECOMMENDATION(S):

CONTINUE the emergency action originally taken by the Board of Supervisors on March 7, 2017, pursuant to Public Contract Code Sections 22035 and 22050, to repair the Morgan Territory Road Slide Repair Project, as recommended by the Interim Public Works Director, Clayton area. Project No. 0672-6U6203 (District III)

FISCAL IMPACT:

The total cost of the project is not expected to exceed \$6,000,000. The project will be funded by Local Road Funds (100%). 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 Morgan Territory Road approximately 1 mile south of Marsh Creek Road.

The repair work requires the installation of two structural retaining wall systems, excavation and backfill of embankment between the wall systems, reconstruction of pavement, drainage improvements, and pavement striping. Public Works Department staff completed the road repair design and requested prices for the necessary

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Kevin Emigh,
925.313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

equipment, services, and supplies to perform the emergency repair project as expeditiously as possible. The resulting price quotes were received on May 23, 2017. On June 1, 2017, the Public Works Director signed a construction contract with Flatiron West, Inc., to perform the emergency repair work.

The emergency repairs began on July 17, 2017 and will be complete by November 2017. During the construction period, Morgan Territory Road will be closed at the slide site and local traffic will use a temporary access on Leon Drive through the Marsh Creek Detention Facility driveway.

Public Contract Code Section 22050 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. Since the conditions that warranted the emergency declaration persist, it is appropriate for the Board to continue the emergency actions regarding the hazardous conditions caused by storm damage.

CONSEQUENCE OF NEGATIVE ACTION:

Non-concurrence at this point in the project could cause delays in completion of the slide repairs.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: September 19, 2017

Subject: CONTINUE the emergency action for the repair of the Alhambra Valley Road Washout, Pinole area.

RECOMMENDATION(S):

CONTINUE the emergency action originally taken by the Board of Supervisors on February 14, 2017, pursuant to Public Contract Code Sections 22035 and 22050, to repair the Alhambra Valley Road Washout Project, as recommended by the Interim Public Works Director, Pinole area. Project No. 0672-6U6201 (District I)

FISCAL IMPACT:

The total cost of the project is not expected to exceed \$4,000,000. The project will be funded by Local Road Funds (100%). The project is eligible for prorated reimbursement under the state of emergency declared by Governor Brown on January 23, 2017.

BACKGROUND:

On February 14, 2017, the Board of Supervisors declared an emergency and authorized the Public Works Director to proceed in the most expeditious manner to repair the washed out portion of Alhambra Valley Road.

The repair work requires the construction of a new bridge with wingwalls, slope protection and roadway conform work.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Kevin Emigh,
925.313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Public Works Department staff completed the bridge design and requested prices for the necessary equipment, services, and supplies to perform the emergency repair project as expeditiously as possible. The resulting price quotes were received on May 23, 2017.

On May 24, 2017, the Public Works Director signed a construction contract with Flatiron West, Inc., to perform the emergency repair work. The emergency repairs began June 12 with completion anticipated by the end of September 2017.

Public Contract Code Section 22050 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. Since the conditions that warranted the emergency declaration persist, it is appropriate for the Board to continue the emergency actions regarding the hazardous conditions caused by storm damage.

CONSEQUENCE OF NEGATIVE ACTION:

Non-concurrence at this point in the project could cause delays in completion of the washout repairs.



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: September 19, 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 Concord Flying Club Inc. for a shade hangar at Buchanan Field Airport effective September 2, 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

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

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 Rental Agmt - Concord Flying Club Inc.

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES:** September 2, 2017 ("Effective Date"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**Airport**"), **Concord Flying Club, Inc.** ("**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-16** 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 **September 2, 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: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: September 19, 2017

Subject: ADOPT Resolution No. 2017/327 terminating and abandoning a portion of an Offer of Dedication, San Ramon (Dougherty Valley) area.

RECOMMENDATION(S):

ADOPT Resolution No. 2017/327 terminating and abandoning a portion of an Offer of Dedication of a Storm Drain Easement for drainage purposes, over a portion of Assessor's Parcel Number 222-770-025, along Zinnia Ct., San Ramon (Dougherty Valley) area, as recommended by the Interim Public Works Department. (Project No. 0676-6Q1821)

DIRECT the Real Estate Division of the Public Works Department to record a certified copy of the Resolution in the office of the County Clerk-Recorder.

FISCAL IMPACT:

100% Applicant Fees

BACKGROUND:

The Applicant, Toll Brothers, Inc., has requested the vacation of a portion of an offer of dedication of a Storm Drain Easement (SDE) on Subdivision 9341, Gale Ranch, recorded on October 14, 2015. It has been determined that a portion of the offered area is not required and will not be used for the purpose for which it was dedicated.

A Notice of Determination

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Lisa Zaragoza (925)
313-2223

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

was approved by the Board of Supervisors on October 28, 2003 and prepared by Contra Costa County Department of Conservation and Development for this project and was filed on November 12, 2003, under Subdivision 8306.

CONSEQUENCE OF NEGATIVE ACTION:

The County may be responsible for the maintenance of the excess SDE that is not necessary.

ATTACHMENTS

Resolution No. 2017/327

Resoloution

Exhibit A & B

Recorded at the request of: Contra Costa County Public Works

Return To: Contra Costa County Public Works - Attn: Lisa Zaragoza

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

Adopted this Resolution on 09/19/2017 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2017/327

ADOPT Resolution No. 2017/327 terminating and abandoning an Offer of Dedication of a Storm Drain Easement over a portion of Assessor's Parcel Number (APN) 222-770-025, along Zinnia Court, San Ramon (Dougherty Valley) Area, District II. Project No.: 0676-6Q1821

WHEREAS, in March 2015, Contra Costa (County) received, but did not accept, an offer of dedication (Dedication) for a Storm Drain Easement over a portion of APN 222-770-025, along Zinnia Court, San Ramon (Dougherty Valley) area. The Dedication was included on the approved Final Map for Subdivision 9341.

WHEREAS, the current owners of APN 222-770-025 have requested that the County terminate and abandon a portion of the Dedication.

The easement to be terminated and abandoned is more particularly described in Exhibit "A" and shown in Exhibit "B" attached hereto and by reference made a part hereof .

WHEREAS, that this termination request of a portion of an easement that has been dedicated is determined to be excess and there are no other known public facilities located within the easement area. (S&H Code Section 8333(B)).

WHEREAS, Public Works Department staff has determined there is no possibility that terminating and abandoning a portion of the Dedication may have significant adverse effect on the environment.

NOW, THEREFORE, IT IS RESOLVED by the Board of Supervisors of Contra Costa County that:

The Board FINDS that there is no reasonable probability that the Dedication will be accepted into the County's Drainage system, that the County has not expended County funds to maintain or improve the easement, and it is in the best interest of the County and the public that a portion of the easement be terminated.

The Board finds that terminating the Dedication will not have any significant environmental effect and is encompassed within the Environmental Impact Report previously prepared for SCH #91053014 and SCH #96013003, as stated in the Notice of Determination filed on November 12, 2003.

A portion of the easement described and depicted in Exhibit "A" and Exhibit "B" is hereby TERMINATED and ABANDONED pursuant to Government Code section 66477.2 subdivision (c), and to Part 3 of Division 9, Chapter 4 of the Streets and Highways Code, commencing with section 8330 et. seq.

The Board DIRECTS the Interim Public Works Director to cause a certified copy of this Resolution to be recorded.

From and after the date this Resolution is recorded, the Dedication described in Exhibit “A” and shown on Exhibit “B” is terminated and the County’s right to accept the offer is abandoned.

Contact: Lisa Zaragoza (925) 313-2223

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: September 19, 2017

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

By: , Deputy

cc:

Recorded at the request of:
Contra Costa County

Return to:
Contra Costa County
Public Works Dept.
255 Glacier Drive
Martinez, CA 94553
Attn: Lisa Zaragoza

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Resolution on September 19, 2017, by the following vote:

AYES:

NOES:

ABSENT:

RESOLUTION NO. 2017/***

Resolution Terminating and Abandoning

A portion of an Offer of Dedication

ABSTAIN:

(Gov. Code 66477.2 (c))

SUBJECT: ADOPT Resolution No. 2017/*** terminating and abandoning an Offer of Dedication of a Storm Drain Easement over a portion of APN 222-770-025, along Zinnia Court, San Ramon (Dougherty Valley) Area, District II. Project No.: 0676-6Q1821

WHEREAS, in March 2015, Contra Costa (County) received, but did not accept, an offer of dedication (Dedication) for a Storm Drain Easement over a portion of Assessor's Parcel Number (APN) 222-770-025, along Zinnia Court, San Ramon (Dougherty Valley) area. The Dedication was included on the approved Final Map for Subdivision 9341.

WHEREAS, the current owners of APN 222-770-025 have requested that the County terminate and abandon a portion of the Dedication.

The easement to be terminated and abandoned is more particularly described in Exhibit "A" and shown in Exhibit "B" attached hereto and by reference made a part hereof .

WHEREAS, that this termination request of a portion of an easement that has been dedicated is determined to be excess and there are no other known public facilities located within the easement area. (S&H Code Section 8333(B)).

WHEREAS, Public Works Department staff has determined there is no possibility that terminating and abandoning a portion of the Dedication may have significant adverse effect on the environment.

RESOLUTION NO. 2017/____

NOW, THEREFORE, IT IS RESOLVED by the Board of Supervisors of Contra Costa County that:

The Board FINDS that there is no reasonable probability that the Dedication will be accepted into the County's Drainage system, that the County has not expended County funds to maintain or improve the easement, and it is in the best interest of the County and the public that a portion of the easement be terminated.

The Board finds that terminating the Dedication will not have any significant environmental effect and is encompassed within the Environmental Impact Report previously prepared for SCH #91053014 and SCH #96013003, as stated in the Notice of Determination filed on November 12, 2003.

A portion of the easement described and depicted in Exhibit "A" and Exhibit "B" is hereby TERMINATED and ABANDONED pursuant to Government Code section 66477.2 subdivision (c), and to Part 3 of Division 9, Chapter 4 of the Streets and Highways Code, commencing with section 8330 et. seq.

The Board DIRECTS the Public Works Director to cause a certified copy of this Resolution to be recorded.

From and after the date this Resolution is recorded, the Dedication described in Exhibit "A" and shown on Exhibit "B" is terminated and the County's right to accept the offer is abandoned.

LAZ

G:\realprop\Board Orders\2017\09 - September\9.19.17 - Resolution - ADOPT Resolution No. 2017 terminating and abandoning a portion of an Offer of Dedication, San Ramon\V.45(A) Public Service Esmt- Termination of Offer.doc

C: Public Works Records
Public Works Records

EXHIBIT "A"

**LEGAL DESCRIPTION
PORTION OF STORM DRAIN EASEMENT (2015-0038222)
WITHIN LOT 37 (526 M 46)
CONTRA COSTA COUNTY, CALIFORNIA**

Real property situate in the County of Contra Costa, State of California described as follows:

Being a portion of that certain storm drain easement as said storm drain easement is described in the Offer of Dedication for Drainage Purposes recorded as Document Number 2015-0038222 Official Records of Contra Costa County, lying within Lot 37 as said lot is shown on the final map of Subdivision 9341 Gale Ranch, on file in Book 526 of Maps at Page 45, Contra Costa County Records, more particularly described as follows:

Commencing at the easterly corner of said Lot 37;

thence along the southeasterly line of said Lot 37 South 46°33'57" West 20.32 feet to the **Point of Beginning**;

thence along last said line South 46°33'57" West 19.79 feet;

thence North 29°03'50" West 50.55 feet to the northerly line of said Lot 37,

thence along last said line North 60°56'10" East 19.17 feet;

thence South 29°03'50" East 45.64 feet to the **Point of Beginning**.

Containing an area of 922 square feet, more or less.

See Exhibit A – Plat to Accompany Legal Description (1 Sheet) which is attached hereto and made a part hereof.

END OF DESCRIPTION

This description and its accompanying plat were prepared by or under the direction of:



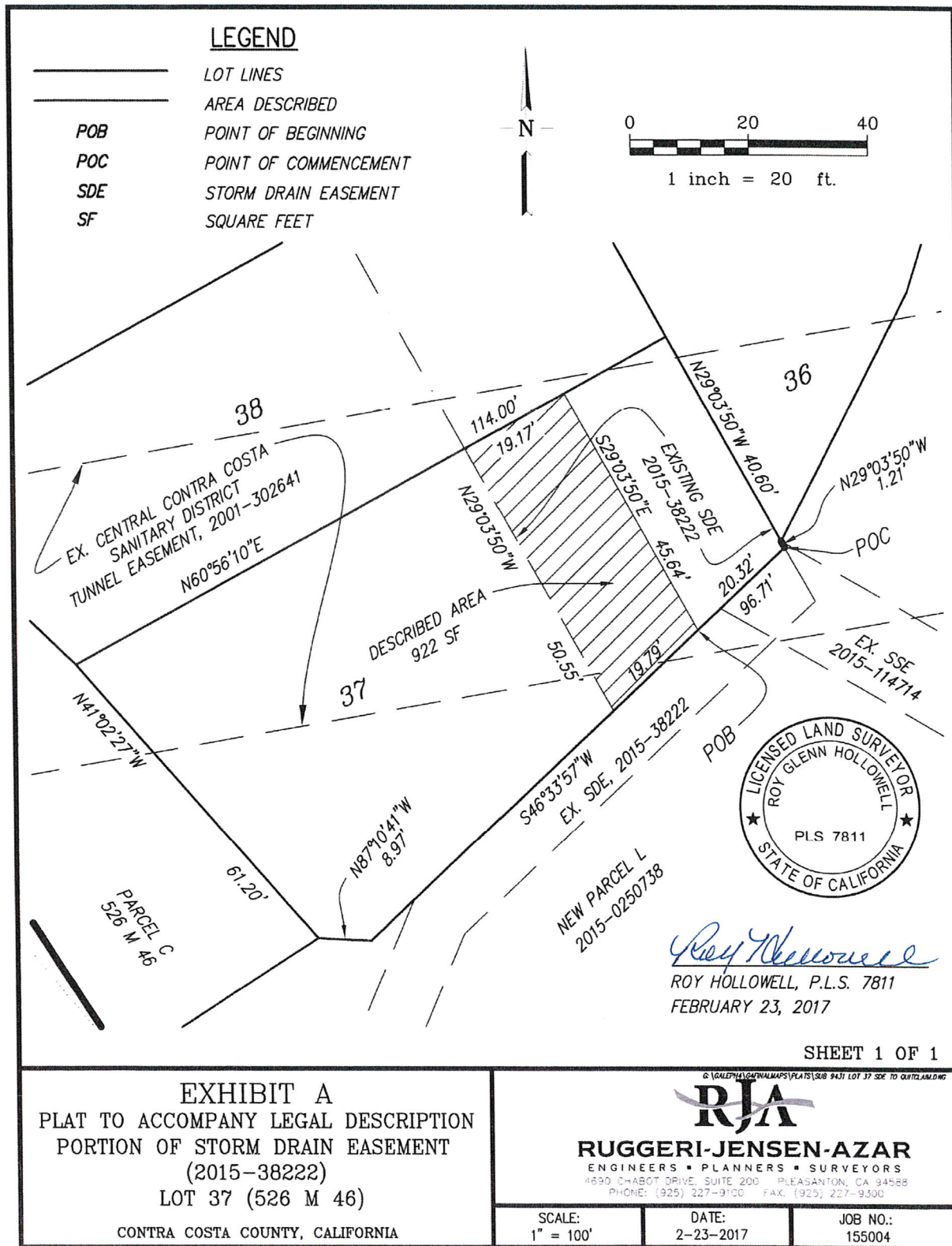
Roy Hollowell, PLS 7811

February 23, 2017

Date



EXHIBIT "B"





Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: September 19, 2017

Subject: Public report of litigation settlement agreements that became final during the period of August 1, 2017, through August 31, 2017.

RECOMMENDATION(S):

RECEIVE public report of litigation settlement agreements that became final during the period of August 1, 2017, through August 31, 2017, as recommended by County Counsel.

FISCAL IMPACT:

Settlement amounts are listed below.

BACKGROUND:

Five agreements to settle pending litigation, as defined in Government Code section 54956.9, became final during the period of August 1, 2017, through August 31, 2017.

Contra Costa County v. Peter J. Dailey, et al., CCC Sup. Ct. Case No. C14-01154. This was an action to acquire certain property by eminent domain in the Clayton area for the Marsh Creek Road Safety Improvements Project. Under the terms of the stipulation, all necessary property interests were conveyed by the property owner to the County for \$65,000, plus statutory interest and costs. The Board of Supervisors authorized the settlement on November 15, 2016, in closed session, by a 3-0 vote, Supervisors Piepho and Glover absent. Judgment pursuant to the parties' stipulation was entered on August 29, 2017. (Cont.)

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Thomas Geiger, 925
335-1800

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

By: , Deputy

cc: Thomas Geiger, Assistant County Counsel, Sharon Hymes-Offord, Risk Manager

BACKGROUND: (CONT'D)

The settlement amount in Dailey will be paid from county road funds.

Contra Costa County v. Harry H. Williamson, et al., CCC Sup. Ct. Case No. C14-01156. This was an action to acquire certain property by eminent domain in the Clayton area for the Marsh Creek Road Safety Improvements Project. Under the terms of the stipulation, all necessary property interests were conveyed by the property owner to the County for \$85,000, plus statutory interest and costs. The Board of Supervisors authorized the settlement on November 15, 2016, in closed session, by a 3-0 vote, Supervisors Piepho and Glover absent. Judgment pursuant to the parties' stipulation was entered on August 29, 2017. The settlement amount will be paid from county road funds.

Contra Costa County v. Richard D. Erickson, et al., CCC Sup. Ct. Case No. C16-00328. This was an action to acquire certain property by eminent domain in the Byron area for the Byron Highway and Camino Diablo Intersection Improvements Project. Under the terms of the stipulation, all necessary property interests were conveyed to the County for \$32,000, plus statutory interest and costs. The Board of Supervisors authorized the settlement on July 11, 2017, in closed session, by a 5-0 vote. Judgment pursuant to the parties' stipulation was entered on August 23, 2017. The settlement will be paid from a combination of Measure J return-to-source funds, East County Regional Area of Benefit funds, and County road funds.

Contra Costa County v. Raymond J. Perry, Jr., et al., CCC Sup. Ct. Case No. C16-00346. This was an action to acquire certain property by eminent domain in the Byron area for the Byron Highway and Camino Diablo Intersection Improvements Project. Under the terms of the stipulation, all necessary property interests were conveyed by the property owner to the County for \$42,570, plus statutory interest and costs. The Board of Supervisors authorized the settlement on July 11, 2017, in closed session, by a 5-0 vote. Judgment pursuant to the parties' stipulation was entered on August 24, 2017. The settlement will be paid from a combination of Measure J return-to-source funds, East County Regional Area of Benefit funds, and County road funds.

Contra Costa County v. Howard Silva, et al., CCC Sup. Ct. Case No. C16-00347. This was an action to acquire certain property by eminent domain in the Byron area for the Byron Highway and Camino Diablo Intersection Improvements Project. Under the terms of the stipulation, all necessary property interests were conveyed by the property owner to the County for \$56,430, plus statutory interest and costs. The Board of Supervisors authorized the settlement on July 11, 2017, in closed session, by a 5-0 vote. Judgment pursuant to the parties' stipulation was entered on August 24, 2017. The settlement will be paid from a combination of Measure J return-to-source funds, East County Regional Area of Benefit funds, and County road funds.

This report includes final settlements of litigation matters handled by the Office of the County Counsel. This report does not include litigation settlements that were reported by the Risk Management Division of the County Administrator's Office as a consent item on the Board's open session agenda.

CONSEQUENCE OF NEGATIVE ACTION:

The report would not be accepted.



Contra Costa County

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 19, 2017

Subject: Claims

RECOMMENDATION(S):

DENY claims filed by Donald & Alisa Corbett, Jacob Elizalde, Alfredo & Leonida Pintes, State Farm Ins. a subrogee of Alfredo Pintes, and Edward Tidwell.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Donald & Alisa Corbett: Property claim for damage to home doors in the amount of \$3,553.29
Jacob Elizalde: Personal injury claim for injury at baseball game in an amount to exceed \$250,000.
Alfredo & Leonida Pintes: Property claim for damage to vehicle in the amount of \$1,000.
State Farm Ins. a/s/o Alfredo Pintes: Property damage to vehicle in the amount of \$8,884.83
Edward Tidwell: Claim for wrongful eviction in the amount of \$350,000.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Scott Selby
925.335.1400

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: September 19, 2017

Subject: ACCEPT Board members meeting reports for August 2017

RECOMMENDATION(S):

ACCEPT Board members meeting reports for August 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 IV report for July 2017 is also attached.

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: **09/19/2017** ☒ 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: September 19, 2017

Contact: Joellen Bergamini
925.335.1906

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

By: , Deputy

cc:

ATTACHMENTS

District IV August 2017
Report

District I August 2017 Report

District III August 2017
Report

District IV July 2017

District II August 2017 Report

**Supervisor Karen Mitchoff
August 2017**

DATE	MEETING NAME	LOCATION	PURPOSE
8/1/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
8/2/17	BAAQMD Board Meeting	San Francisco	Decisions on agenda items
8/2/17	DCC In-Person Meeting	Sacramento	Water Advocacy
8/4/17	Sunvalley Shopping Center Anniversary	Concord	Community Outreach
8/8/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
8/10/17	DCC In-Person Meeting	Sacramento	Water Advocacy
8/14/17	TWIC Committee Meeting	Martinez	Decisions on agenda items
8/15/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
8/16/17	Finance Committee Meeting	Martinez	Decisions on agenda items
8/20/17	CAPA Community Education Fund	Danville	Community Outreach

Supervisor John Gioia

August – 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 Gioia did not seek reimbursement from the County for any meetings that he attended in his capacity as a County Supervisor during month of August, 2017.

Supervisor Diane Burgis - August 2017 AB1234 R

(Government Code Section 53232.3(d) requires that members legislative attended for which there has been expense reimbursement (mileage,

Date	Meeting Name	Location
1-Aug	Board of Supervisors Meeting	Martinez
1-Aug	National Night Out	Oakley
2-Aug	Meeting with Department of Conservation and Development, Public Works and Senator Steve Glazer's Office	Brentwood
2-Aug	Meeting with Conservation and Development Director, John Kopchik	Brentwood
2-Aug	Meeting with County Staff	Brentwood
2-Aug	Meeting with Department of Conservation and Development and Clayton Palms Residents	Brentwood
2-Aug	Rich Seithel Farewell Event	Antioch
3-Aug	Meeting with Mental Health Commissioner, Douglas Dunn	Brentwood
3-Aug	Meeting with County Code Enforcement Representatives	Brentwood
3-Aug	Constituent Meeting	Brentwood
3-Aug	Meeting with Contra Costa County Fire Protection District, Fire Chief Carmen	Brentwood
3-Aug	Meeting with East Contra Costa Fire Protection District Board Members Joel Bryant and Joe Young	Brentwood
4-Aug	Phone Meeting Delta Counties Coalition Meeting	Brentwood
4-Aug	Brentwood WIC Clinic Tour with Congressman McNerney	Brentwood
7-Aug	Meet and Greet with Rubicon	Martinez
7-Aug	Meeting with Contra Costa Building and Construction Trades Council	Martinez
7-Aug	Constituent Meeting	Martinez
7-Aug	Meeting with Ryan Wagner, District Attorney's Office	Martinez
8-Aug	Board of Supervisors Meeting	Martinez
9-Aug	Meeting with Workforce Development Board Interim Director, Donna Van Wart	Brentwood
9-Aug	Meeting with Bethel Island Mitigation Improvement District, Mosquito & Ventr Control District and Public Works	Brentwood
9-Aug	Phone Meeting with East Bay Regional Park District	Brentwood
9-Aug	LAFCO Meeting	Martinez
9-Aug	Bethel Island Fire Forum with East Contra Costa Fire Protection District	Bethel Island
10-Aug	Delta Counties Coalition Meeting	Sacramento

11-Aug	Constituent Meeting	Concord
11-Aug	Building Construction Trades Council Luncheon	Concord
11-Aug	Contra Costa County Stand Down	Antioch
11-Aug	Habor Bay Port of Oakland Tour	Oakland
12-Aug	Contra Costa County Stand Down	Antioch
14-Aug	Transportation, Water & Infrastructure Committee Meeting	Martinez
14-Aug	Meeting with Superintendent Karen Sakata	Martinez
14-Aug	Meeting with County Assessor, Gus Krammer	Martinez
15-Aug	Board of Supervisors Meeting	Martinez
15-Aug	District Attorney Candidate Forum	Martinez
16-Aug	Meeting with District 3 Office Interns	Byron
16-Aug	Phone Meeting with Congressman Mark DeSaulnier	Martinez
16-Aug	Meeting with Marsh Creek Watershed	Brentwood
16-Aug	Meeting with East Contra Costa Fire Protection District Board Members Robert Kenny and Cheryl Morgan	Brentwood
17-Aug	CSAC Institute Conference	Martinez
17-Aug	GEMM Awards Event	San Ramon
18-Aug	Delta Counties Coalition Meeting	Brentwood
18-Aug	Meeting with Kenndy Wilson Brokerage Group	Brentwood
18-Aug	Meeting with Animal Services Director, Beth Ward	Brentwood
18-Aug	Meeting with Antioch Superintendent, Stephanie Anello	Brentwood
18-Aug	Phone Meeting with Brentwood Press	Brentwood
18-Aug	Constituent Meeting	Brentwood
21-Aug	Meeting with Marsh Creek Watershed	Brentwood
22-Aug	Meeting with Oakley Police Chief, Chris Thorsen	Brentwood
22-Aug	Meeting with Brentwood City Manager, Gus Vina	Brentwood
22-Aug	Constituent Meeting	Brentwood
22-Aug	Meeting with Delta Coves Development	Brentwood
22-Aug	Meeting with County Administrator, David Twa	Brentwood
22-Aug	Constituent Meeting	Brentwood
23-Aug	Meeting with District Attorneys' Association	Martinez
23-Aug	Meeting with STAND CEO, Rhonda James	Martinez
23-Aug	Meeting with Auditor-Controller, Bob Campbell	Martinez
23-Aug	Meeting with Department of Conservation and Development Director, John Kopchik	Martinez
23-Aug	Constituent Meeting	Martinez
23-Aug	Tri-Delta Transit Meeting	Antioch
23-Aug	Congressman Jerry McNerney's Open House	Antioch
23-Aug	Delta Women's Business Guild Event	Brentwood
24-Aug	Delta Counties Coalition Delta Congressional Tour	Walnut Grove

24-Aug	Pittsburg Arts & Community Foundation Event	Pittsburg
25-Aug	Delta Counties Coalition Meeting	San Jose
26-Aug	Brentwood Art Society 2017 Art & Wine Jazz Festival	Brentwood
28-Aug	Phone Meeting with Richmond Community Foundation	Brentwood
29-Aug	Meeting with Community Clinic Consortium, Executive Director Alvaro Fuentas	Brentwood
29-Aug	Meeting with East Contra Costa Fire Protection District Board Members Erick Stonebarger	Brentwood
29-Aug	Meeting with Pittsburg Police Chief, Brian Addington; Pittsburg City Councilwoman Lori Orgochock and County Staff	Brentwood
29-Aug	Meeting with Diana Becton	Brentwood
29-Aug	Meeting with SEIU 1021	Brentwood
29-Aug	Meeting with Lt. Steve Borverly, Office of the Sheriff	Brentwood
30-Aug	Hispanic Chamber of Commerce Event	Antioch
30-Aug	Cannabis Manufacturing and Nursery Facility Tour	Oakland
30-Aug	Meeting with Marsh Creek Watershed	Brentwood
31-Aug	Meeting with Danielle Douglas	Brentwood
31-Aug	Meeting with Patrick Vanier	Brentwood
31-Aug	Meeting with East Contra Costa Fire Protection District Board Members Brian Oftedal and Adam Langro	Brentwood
31-Aug	Meeting with Paul Graves	Brentwood
31-Aug	Delta Association of Realtors Open House	Antioch

* Reimbursement may come from an agency other than Contra Costa County

Report bodies report on meetings meals, lodging, etc).
Purpose
Business Meeting
Community Outreach
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Supervisor Karen Mitchoff
July 2017

DATE	MEETING NAME	LOCATION	PURPOSE
7/4/17	Fourth of July Parade	Concord	Community Outreach
7/5/17	CCTA Planning Committee	Walnut Creek	Decisions on agenda items
7/7/17	Mad City Money Financial Literacy Event	Pleasant Hill	Community Outreach
7/10/17	TWIC Committee Meeting	Martinez	Decisions on agenda items
7/10/17	Mt. Diablo Legal Professionals Association	Walnut Creek	Community Outreach
7/11/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
7/12/17	Pleasant Hill Oversight Board Meeting	Pleasant Hill	Decisions on agenda items
7/13/17	TRANSPAC Meeting	Pleasant Hill	Decisions on agenda items
7/13/17	Contra Costa Mayor's Conference	Concord	Community Outreach
7/17/17	WaterFix meeting	Martinez	Water Advocacy
7/18/17	Board of Supervisors Meeting	Martinez	Decisions on agenda items
7/19/17	ABAG FAN Meeting	Fairfield	Decisions on agenda items
7/19/17	Concord Chamber Installation Luncheon	Concord	Community Outreach
7/19/17	CCTA Board Meeting	Walnut Creek	Decisions on agenda items
7/20/17	ABAG Legislation & Governmental Organization Committee	San Francisco	Decisions on agenda items
7/20/17	ABAG Finance and Personnel Committee	San Francisco	Decisions on agenda items
7/21/17	CCCFPD Line of Duty Remembrance	Concord	Community Outreach
7/26/17	Delta Conservancy Meeting	Sacramento	Water Advocacy
7/26/17	ABAG/MTC Executive Board Reception	San Francisco	Community Outreach
7/27/17	CCCSWA Meeting	Walnut Creek	Decisions on agenda items
7/31/17	BAAQMD Executive Committee Meeting	San Francisco	Decisions on agenda items

Supervisor Candace Andersen – Monthly Meeting Report August 2017

Date	Meeting	Location
<u>1</u>	Board of Supervisors	Martinez
<u>2</u>	Mental Health Commission	Concord
<u>3</u>	Mayors' Conference	San Ramon
<u>15</u>	Board of Supervisors	Martinez
<u>16</u>	County Connection	Lafayette
<u>16</u>	TriValley Summit	Dublin
<u>17</u>	CCCTA	Concord
<u>17</u>	GEMM Awards	San Ramon
<u>21</u>	Alamo Liaison	Danville
<u>23</u>	CCCERA	Concord
<u>28</u>	Family & Human	Martinez
<u>29</u>	City Manager reception	Walnut Creek



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 19, 2017

Subject: APPROVE the Board meeting minutes for August 2017

RECOMMENDATION(S):

APPROVE Board meeting minutes for August 2017, as on file with the Office of the Clerk of the Board.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Government Code Section 25101(b) requires the Clerk of the Board to keep and enter in the minute book of the Board a full and complete record of the proceedings of the Board at all regular and special meetings, including the entry in full of all resolutions and of all decisions on questions concerning the allowance of accounts. The vote of each member on every question shall be recorded.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: Joellen Bergamini
925.335.1906

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Federal D. Glover, District V Supervisor
Date: September 19, 2017

Subject: Proclaiming the Month of September, 2017 as National Recovery Month

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

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

Contact: Lynn Enea -
925-335-8200

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2017/308

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2017/308

Proclaiming the Month of September, 2017 as National Recovery Month in Contra Costa County

WHEREAS, behavioral health is an essential part of health and one's overall wellness; and
WHEREAS, prevention of alcohol and other drugs works, treatment is effective, and people recover in our area and around the nation; and
WHEREAS, preventing and overcoming alcohol and other drug abuse is essential to achieving healthy lifestyles, both physically and emotionally; and
WHEREAS, we must encourage relatives and friends of people with alcohol and other drug abuse to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services; and
WHEREAS, to help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and Contra Costa County invite all residents of Contra Costa County to participate in *National Recovery Month*.

NOW, THEREFORE, BE IT RESOLVED, by virtue of the authority vested in us by the laws of Contra Costa County, we do hereby proclaim the month of September 2017 as ***NATIONAL RECOVERY MONTH in Contra Costa County*** and call upon the residents of Contra Costa County to observe this month with appropriate programs, activities, and ceremonies to support this year's ***Recovery Month*** theme, "*Join the Voices for Recovery: Strengthen Families and Communities.*"

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: September 19, 2017

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: September 19, 2017

Subject: Resolution recognizing Fire Chief Stephen Healy upon his retirement from the Moraga-Orinda Fire District

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

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

Contact: Lauri
957-8860

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2017/319

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2017/319

recognizing Fire Chief Stephen Healy upon his retirement from the Moraga-Orinda Fire District.

Whereas, Fire Chief Stephen Healy's 31-year fire service career began in 1986 in Southern California. In 2006, he attained Master Instructor status with California State Fire Training.

Whereas, Chief Healy joined the Moraga-Orinda Fire District (MOFD) as a Battalion Chief in 2006 after previously serving for 15 years with the Salinas Fire Department. From 2006 to 2013, he was the administrator of the EMS, Training, Personnel, and Operations Divisions. He also served concurrently as the Interim Fire Marshal from 2007 to 2008; and

Whereas, Chief Healy was appointed to the rank of Fire Chief of MOFD in 2013. He also served as the Planning Team Manager for FEMA Urban Search and Rescue CA Taskforce-4, Incident Commander for the East Bay Incident Management Team, and as the Fire Operational Area Coordinator for Contra Costa County from 2013 to 2017; and

Whereas, Chief Healy holds a Master's Degree in Emergency Services Administration from Cal State Long Beach. He has been a licensed Paramedic for 28 years, is a credentialed Chief Fire Officer (CFO) through the Center for Public Safety Excellence, and attained Executive Fire Officer (EFO) status through the US Fire Administration; and

Whereas, in 2013 and 2014, Chief Healy helped the District through a very difficult financial crisis. Today, MOFD has a 20% General Fund Reserve. In 2016, he developed the District's Strategic and Business Plans, as well as an updated Standard of Cover Report. In 2016, Chief Healy, also helped the District attain an ISO rating of "2".

Now, Therefore, Be It Resolved that the Board of Supervisors of Contra Costa County is honored to recognize the efforts of Chief Healy to the citizens of Moraga and Orinda, and to Contra Costa County.

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: September 19, 2017

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 19, 2017

Subject: National Employ Older Workers Week

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Elaine Burres,
608-4960

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2017/320

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2017/320

In the Matter Of: National Employ Older Workers Week

WHEREAS, Contra Costa County celebrates September 24 through September 30, 2017, as National Employ Older Workers Week to highlight and recognize the talents and contributions of this population in keeping California competitive in a rapidly changing global marketplace; and
WHEREAS, the week acknowledges the many public and private organizations that actively recruit and employ older workers, encouraging more employers and community leaders to consider this labor pool as a valuable state resource; and

WHEREAS, celebrating National Employ Older Workers Week also serves as an important reminder to older workers that they are a valuable asset in today's workplace; and
WHEREAS, according to the Bureau of Labor Statistics, older Americans are working more, even as those under 65 are working less. By 2024, 36 percent of 65-69 year olds will be active participants in the labor market; and
WHEREAS, positive factors keeping older Americans working include better health; longer life spans than previous generations; job satisfaction; and the desire to stay active and alert; and
WHEREAS, for others, the need for money and rising costs of retirement at a time of stagnant wages and the decline of the traditional pension has made saving a challenge and according to the senior Elder Index, a single older renter needs \$28,000 per year to live in Contra Costa County creating an additional hurdle that impacts seniors who rent; and
WHEREAS, the Senior Community Services Employment Program (SCSEP) has placed 48 senior participants in subsidized Host Agency assignments to prepare them for unsubsidized placement in "real jobs" through progressive training for in-demand markets; and
WHEREAS, the Area Agency on Aging within the Employment and Human Services Department administers SCSWEP in order to help seniors navigate the job search by assisting with resume writing, mock interviewing, demystifying application processes and developing soft skills; and
WHEREAS, National Employ Older Workers Week provides a time to acknowledge the positive contributions of this experienced workforce; and,
WHEREAS, older workers are valued for having good work ethics and for providing experience, knowledge, and dependability in the workplace, and it makes good business sense for employers to engage their skills, knowledge, and abilities.

Therefore, Be It Resolved: that the Contra Costa County Board of Supervisors proclaims and acknowledges the week of September 24 through September 30, 2017 as National Employ Older Workers Week which has been observed in California since 1959.

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: September 19, 2017

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors

From: Karen Mitchoff, District IV Supervisor

Date: September 19, 2017

Subject: A Resolution Affirming the Contra Costa County Board of Supervisors' Support of the Deferred Action for
Childhood Arrivals (DACA) Program

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Lisa Chow, (925)
521-7100

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2017/343

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2017/343

Affirming the Contra Costa County Board of Supervisors' Support of the Deferred Action for Childhood Arrivals (DACA) Program

Whereas, in 2012 President Obama issued an Executive Order that gave certain undocumented immigrants who were brought to the United States by their parents as a child and entered the U.S. before their 16th birthday – commonly referred to as “Dreamers” – relief to deportation and the ability to live, work and study in the U.S. for a period of two years, subject to renewal. The program is known as Deferred Action for Childhood Arrivals (DACA); and

Whereas, DACA has protected nearly 800,000 people, approximately a quarter of those recipients live in the State of California and over half have U.S. citizen brothers and sisters; and

Whereas, the County of Contra Costa and the State of California are enriched by the economic and social contributions made by DACA recipients; and

Whereas, an estimated 187,972 DACA recipients in California have contributed an estimated \$11.3 billion to our state economy; and

Whereas, DACA beneficiaries have improved their employment status which includes better working conditions, higher earnings, health care benefits, ability to support their families financially, and ability to pursue or complete a postsecondary education; and

Whereas, each person deserves to be treated with respect and each DACA recipient should be allowed to fulfill their dreams in the only country they know – the United States of America; and

Whereas, today we reaffirm that commitment. We stand for the values that DACA upholds. We are a welcoming, inclusive County that prides itself on its diversity and values every member of our community; and

Whereas, Dreamers bear no responsibility for the actions that brought them to this country and should not face the possibility of deportation; and

Whereas, DACA recipients contribute significantly to the social fabric of our community and economy through their attainment of higher levels of education, increased wages and establishing their families and homes in our community; and

Whereas, these young Dreamers contribute to our schools, churches, cities, and communities. They are our colleagues, neighbors, and friends; and

Whereas, the Contra Costa County Board of Supervisors recognizes, celebrates and commends DACA beneficiaries for their countless contributions to our society.

Now, Therefore, Be It Resolved that the Contra Costa County Board of Supervisors urges the President of the United States and his administration to preserve the DACA program and urges our members of Congress, to work with their colleagues to act immediately to pass legislation without any partisan, divisive amendments to permanently protect these young people and pass legislation that provides DACA recipients a solution and end to the uncertainty they face.

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: September 19, 2017

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: September 19, 2017

Subject: ADOPT Ordinance Code 2017-23 amending the County Ordinance Code

RECOMMENDATION(S):

ADOPT Ordinance Code 2017-23 amending the County Ordinance Code to exclude from the merit system the classification of Assistant Chief Information Officer-Exempt.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Under direction of the Chief Information Officer - Exempt (CIO), the Assistant Chief Information Officer will assist the CIO in applying technology solutions to enhance County business, technology strategy and operations, data management, and IT business operations to improve cost efficiency, service quality, customer satisfaction, and IT operational effectiveness, ensuring that the County IT is operating according to best-in-class strategies, processes, standards, and policies. This action exempts from the Merit System the new classification of Assistant Chief Information Officer – Exempt.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not have an organizational structure that supports operational efficiency and continuity of its information technology systems.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Dianne Dinsmore (925)
335-1766

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

By: , Deputy

cc: Dianne Dinsmore

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

Ordinance No. 2017-23

ORDINANCE NO. 2017-23

**(Exclude from the Merit System the new classification of Assistant Chief
Information Officer-Exempt)**

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

SECTION I: Section 33-5.359 of the County Ordinance Code is amended to exclude from the merit system the new classification of Assistant Chief Information Officer-Exempt:

33-5.359 - Information technology.

- (a) The chief information officer/director of information technology is excluded and is appointed by the county administrator.
- (b) The deputy director of information technology is excluded and is appointed by the chief information officer/director of information technology.
- (c) The assistant chief information officer-exempt is excluded and is appointed by the chief information officer/director of information technology.

(Ord. Nos. 2017-23 §I 9-19-17; 2016-09 § II 4-12-16; 2002-15 § 1; 2002-06 § 1; 95-57 § 1; 85-4 § 2; 82-21 § 1)

SECTION II: EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of the supervisors voting for and against it in the _____, a newspaper published in this County.

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

By: _____
Deputy

Board Chair

[SEAL]



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director, John Kopchik, Conservation & Development Director
Date: September 19, 2017

Subject: ORDINANCE TO ESTABLISH A PERMIT PROGRAM FOR SPECIFIED NON-FRANCHISED SOLID WASTE HAULERS -
CONTINUE TO SEPTEMBER 26, 2017

RECOMMENDATION(S):

CONTINUE TO SEPTEMBER 26, 2017 the adoption of Ordinance No. 2017-16, which would establish a permit program for specified non-franchised solid waste haulers.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

On July 11, 2018, the Board of Supervisors introduced Ordinance 2017-16, which would establish a permit program for specified non-franchised solid waste haulers. On July 28, Garaventa Enterprises and Republic Services sent a joint letter to the Conservation and Development Director conveying comments and proposed revisions to the ordinance. To allow staff additional time to review and discuss the proposed revisions, the Board should postpone adoption of the ordinance until September 26, 2017.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: Julie DiMaggio Enea
(925) 335-1077

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENTS

Joint Hauler Letter from Garaventa Enterprises and Republic Services
Franchise Haulers' Proposed Ordinance Modifications
Proposed Ordinance No. 2017-16 Solid Waste Hauler Permitting
Program

July 27, 2017

Mr. John Kopchik
Director, Conservation & Development (DCD)
30 Muir Road
Martinez, CA 94553

Re: Agenda Item C.23 August 1, 2017 BOS Agenda; Joint Comments and
Requested Revisions to Draft CCC Hauler Ordinance

Dear Mr. Kopchik:

We are writing to transmit our jointly prepared comments and proposed revisions to the Hauler Ordinance that was introduced on First Reading at the July 11, 2017 meeting of the Board of Supervisors. Along with this correspondence, we are providing a draft revision to the proposed ordinance (in MS Word track changes mode). The edits therein reflect our joint suggestions for an improved ordinance that address issues that have been raised during the past many months, but that remain unresolved in the first version of the ordinance as presented in July. Both of our organizations are prepared to support an ordinance that reflects our suggested changes.

Our proposed changes include strengthening the ordinance to make clear that issuance of a permit does not in any way authorize a permittee to engage in collection and hauling in any franchised county area, nor in any other franchised public agency jurisdiction in the County. We think it imperative that the issuance of a hauling permit not legitimize illegal collection and hauling activity anywhere in the County. The problems of illegal collection, transport and dumping within the County are well documented.

In addition, we have proposed language to require any hauler transporting source-separated recyclables to have a permit. We do not think there is a good reason to exempt such hauling, and have offered language to make clear that generator donation of source separated materials -- including donations of recyclable materials to charitable and non-profit organizations such as the Boy Scouts -- are not affected by the permit requirements in the revised draft. We have also proposed insurance provisions, to ensure that the County is protected by the permittee's insurance in the unfortunate event of an accident and possible claim against the County. We think it only fair that haulers allowed to operate pursuant to permit should have to meet a minimum insurance requirement, just as we do in our respective franchise collection areas.

Letter to the Contra Costa County Board of Supervisors
Re: Joint Comments & Requested Revisions to Draft Hauler Ordinance
Item C.23

7/28/17

We have raised all of these issues in the many staff and IO meetings on the proposed ordinance, and are glad for this opportunity to bring forward appropriate language to address them during this ordinance adoption process.

We are committed and look forward to working collaboratively with County staff on our proposed revisions to the ordinance, as well as in addressing the exclusivity of construction and demolition material hauling within County franchise areas and the amendment of our existing unincorporated County area franchise agreements to reflect these updates.


Should you have any questions or require further information please do not hesitate to contact both: Salvatore Evola at 925-876-9317 or sal.evola@garaventaent.com for Garaventa Enterprises and Susan Hurl at 925-671-5804 or SHurl@republicservices.com for Republic Services.

Thank you for your time and consideration of our joint request.

Sincerely,



Joseph Garaventa
Chief Executive Officer
Garaventa Enterprises



Michael A. Caprio
Area President, West
Republic Services

ORDINANCE NO. 2017-16

(Solid Waste Collection and Transportation)

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. SUMMARY. This ordinance amends Chapter 418-2 of the County Ordinance Code to establish permit requirements for the collection and transportation of Solid Waste in the unincorporated area of Contra Costa County.

SECTION II. AUTHORITY. This ordinance is adopted pursuant to Article 11, section 7 of the California Constitution, Public Resources Code section 40059 and Vehicle Code section 21100.

SECTION III. Chapter 418-2 of the County Ordinance Code is amended to read:

Chapter 418-2 Solid Waste Collection and Transportation

418-2.002 Definitions.

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

(a) "Solid Waste" means all solid waste as defined in Public Resources Code section 40191 as may be amended from time to time.

(b) "Solid Waste facility" means a Solid Waste facility as defined in Public Resources Code section 40194 as maybe amended from time to time. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.004 Permit requirement.

Effective January 1, 2018, no person shall collect Solid Waste from any location in the unincorporated area and transport it over the public streets or highways of the unincorporated area except under a valid permit issued under this chapter, unless an exemption pursuant to subsection 2.008 below applies. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.006 Territorial limits; ~~solid waste types~~.

(a) A permit issued under this chapter authorizes the permittee to collect ~~specified types of~~ Solid Waste within a specified territory in the unincorporated area and to transport it over the public streets and highways of the unincorporated area.

(b) A person may obtain a permit under this chapter to collect Solid Waste from territory in the unincorporated area only to the extent that another person does not have an exclusive privilege or right to collect that Solid Waste from that territory under a valid franchise agreement. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

~~(b)(c)~~ Nothing in this chapter shall authorize or be construed to authorize any person to engage in the collection and transport of Solid Waste within (1) any territory, zone or region of the County that is subject to an exclusive franchise agreement between the County and a the franchised Solid Waste collection company, or (2) any territory, zone or region of any public agency, including a city, special district, community service district or joint powers authority

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that is subject to an exclusive franchise agreement between the public agency and ~~the~~ franchised Solid Waste collection company.

418-2.008 Exemptions.

The requirement to obtain a permit under Section 418-2.004 does not apply to any of the following:

(a) The collection and transport of ~~S~~olid ~~W~~aste by the owner or occupant of the real property where the solid waste was generated.

(b) The collection and transport of ~~S~~olid ~~W~~aste that is generated on real property in the course of a service provided to the owner or tenant of that property by a building contractor or landscape contractor, if the ~~S~~olid ~~W~~aste is collected and transported by the contractor.

(c) The collection and transport of ~~S~~olid ~~W~~aste under a valid federal, state or other local agency permit.

(d) The collection and transport of ~~S~~olid ~~W~~aste under ~~an existing~~ valid franchise agreement between the hauler and a public agency.

(e) The collection and transport of ~~S~~olid ~~W~~aste that is generated ~~in a mechanized manufacturing process or at a publicly operated treatment works.~~

(f) The use of personal vehicles or other non-commercial vehicles operated by persons transporting recyclable materials that are donated to a charitable organization or a non-profit organization. For purposes of this exemption, recyclable materials are donated only where no compensation is paid to the generator of the material for the removal or transport of the recyclable materials. Reduced or discounted costs charged to a generator for transport or handling fees shall not qualify as a donation.

~~(t) The collection and transport of source-separated recyclable material.~~ (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

Commented [SWG1]: We do not believe haulers of source separated materials should be exempted. This could easily create a loophole where a non-compliant hauler claims to be transporting only "source separated" materials.

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Commented [SWG2]: This new subsection (f) fully recognizes and preserves the existing and accepted practices of donations to charitable and non-profit groups such as the Boy Scouts of America.

418-2.010 Application.

(a) A person may apply for a ~~S~~olid ~~W~~aste collection and transportation permit by submitting an application to the Contra Costa County Health Services Department, Environmental Health Division, and paying an application fee established by the board by resolution. The application must be made using a form approved by the health officer and include all of the following:

(1) The full name, address and telephone number(s) of the applicant.

(2) Identification of all vehicles proposed to be used in the collection and transport of ~~S~~olid ~~W~~aste under the permit, including legible copies of valid California registration cards for each vehicle.

(3) Documents showing that all individuals who will operate any of the vehicles described in Section 418-2.010(a)(2) have legal authority to operate those vehicles, including legible copies of valid California driver's licenses.

(4) Identification of the types of ~~S~~olid ~~W~~aste to be collected and transported.

(5) Identification of the types of locations where ~~S~~olid ~~W~~aste will be collected.

(6) Identification of the specific geographic territory to be served.

(7) Identification of the locations to which the ~~S~~olid ~~W~~aste will be transported.

(8) A description of any services to be provided to a customer related to the collection and transport of ~~S~~olid ~~W~~aste for that customer.

(b) A copy of the application will be provided by the health officer to the director of the

department of conservation and development for review to determine whether any other person has obtained an exclusive right or privilege from the Ceounty to collect and transport the same type of Solid Waste described in Section 418-2.010(a)(4) from the same territory described in Section 418-2.010(a)(6). The review will be conducted and completed no later than 30 calendar days following the date that the application is submitted.

(c) A copy of the application will be provided by the health officer to local public agencies that have jurisdiction over Solid Waste handling within the territory described in Section 418-2.010(a)(6), including sanitary districts and community services districts, for review to determine whether any other person has obtained an exclusive right or privilege from the agency to collect and transport the same type of Solid Waste described in Section 418-2.010(a)(4) from the same territory described in Section 418-2.010(a)(6). (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.012 Vehicle Requirements and Inspections.

(a) All vehicles proposed to be used for collection and transport of Solid Waste under a permit issued under this chapter shall be made available for inspection by the health officer. Minimum vehicle requirements are as follows:

Commented [SWG3]: We think minimum vehicle requirements and/or container specifications may be appropriate and can be added here.

~~(a)~~(b) Before a new or renewed permit is issued under this chapter, the health officer shall inspect all vehicles proposed to be used for collection and transport of Solid Waste under the permit to determine compliance with the following minimum standards:

- (1) The vehicle must be designed, constructed and configured for safe handling and to securely contain the type of Solid Waste proposed to be collected; and
- (2) The vehicle must be prominently marked with the name and telephone number of the applicant. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.014 Permit issuance; grounds for denial.

(a) After receipt of an application and payment of a permit fee established by the board by resolution, and following the review by the director of the department of conservation and development under Section 418-2.010(b), the health officer shall issue a Solid Waste collection and transportation permit unless any of the following grounds for denial exists:

- (1) The director of the department of conservation and development or a local public agency identified in Section 418-2.010(c) advises the health officer that another person has an exclusive right or privilege to collect and transport the same type of solid waste described in Section 418-2.010(a)(4) from the same territory described in Section 418-2.010(a)(6).
- (2) The application is incomplete or inaccurate.
- (3) A permit issued to the applicant under this Section 418-2.012 has been revoked within 12 months prior to the date of the application.
- (4) The applicant has failed to pay an outstanding fine.
- (5) The health officer determines that a vehicle proposed to be used in the collection and transport of Solid Waste under the permit does not conform to the minimum standards set forth in Section 418-2.012(b)(2).

(b) The health officer shall provide written notice to the applicant of any denial of a permit under this chapter and the reasons for the denial. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.016 Conditions.

The following requirements are conditions of operation under a permit issued under this chapter:

- (a) The permittee must comply with all applicable laws and regulations.
- (b) A copy of the permit must be kept in each vehicle used for Solid Waste collection and transportation under the permit and produced immediately in response to a demand of the health officer or any peace officer.
- (c) All Solid Waste must be transported only to:
 - (1) A Solid Waste facility that is lawfully operated under all required state and local permits, registrations and enforcement agency notifications; or
 - (2) A recycling facility that, as its principal function, receives only wastes that have already been separated for reuse and are not intended for disposal, and is lawfully operated in accordance with all applicable laws and regulations.
- (d) Each vehicle used for Solid Waste collection or transportation under the permit must prominently display, on the rear of the vehicle, a permit decal issued by the health officer.
- (e) Each vehicle used for Solid Waste collection or transportation under the permit must be marked with the name and telephone number of the permittee. Markings must be in sharp contrast to the background and of such size as to be readily visible during daylight hours from a distance of 50 feet. Markings must be applied to each sidewall of a vehicle.
- (f) Each vehicle used for Solid Waste collection or transportation under the permit must be regularly cleaned and maintained to prevent the creation of a nuisance.
- (g) The permittee must maintain, on a rolling basis, original records showing, for the immediately preceding 12 months, the type and weight of all Solid Waste collected, the location where each load of solid waste was collected, and the disposal site or other final destination of each load collected. Copies of these records must be submitted to the health officer upon request.
- (h) The permittee ~~must~~ shall submit quarterly reports to the health officer showing the type and weight of Solid Waste collected, the location where solid waste was collected, and the disposal site or other final destination of each load collected. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.018 Insurance and Bond Requirements.

- (a) A permittee must file with the county and maintain until permit expiration a performance bond or equivalent security of the type and in the amount set by the board by resolution.
- (b) Prior to engaging in any hauling activity, the permittee shall provide a certificate of insurance to the County and shall carry proof of insurance in any hauling vehicle, with limits of no less than \$1 million per claim, and \$3 million in the aggregate. The County shall be named as an additional insured on permittee's certificate of insurance. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.020 Permit expiration and renewal.

- (a) A permit issued under this chapter remains valid until the permit expires or is revoked under Section 418-2.022.
- (b) A permit expires on the last day of December unless it is renewed prior to expiration. A

permittee may apply for renewal of the permit by submitting an application that conforms to the requirements set forth in Section 418-2.010 and payment of a permit fee established by the board by resolution. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.022 Revocation.

(a) Grounds. A permit issued under Section 418-2.012 may be revoked by the health officer in accordance with the procedure set forth in this section if the health officer determines that (1) the permittee has failed to comply with a term or condition of operation under the permit following written notice and a reasonable opportunity to cure the violation; or (2) the permittee's conduct under the permit constitutes a nuisance.

(b) Notice. The health officer will provide written notice of intent to revoke a permit to the permittee at the address provided on the permittee's application. The notice will state an applicable grounds for the revocation and the permittee's right to a hearing under this section.

(c) Hearing. Within 15 ~~days~~ ~~after~~ ~~days after~~ the date of the notice of intent ~~to~~ revoke, the permittee may request a hearing before the health officer by completing and submitting a written hearing request form and ~~paying a fee established by the~~ ~~Board~~ ~~by resolution~~. The hearing will be held no sooner than 20 days and no later than 45 days following the date of the written request for hearing.

(d) Effective date. If no hearing is timely requested, the revocation ~~shall become~~ ~~is~~ effective 15 days after the date of the notice of intent to revoke. If a hearing is held, a revocation order issued by the health officer ~~shall become~~ ~~will be~~ effective when the time to appeal under Chapter 14-4 expires, unless an appeal to the ~~Board~~ is timely filed under Chapter 14-4. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.024 Prohibition.

No person shall engage the service of a person for compensation to collect ~~S~~solid ~~W~~waste from any location in the unincorporated area and transport it over a public street or highway in the unincorporated area unless the person whose service is engaged has obtained and operates in compliance with a permit issued under this chapter or is exempt from the permit requirement as set forth in subsection 2.008. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.026 Investigations.

Whenever it is necessary to inspect a vehicle or other property to enforce the provisions of this chapter, or whenever the health officer has cause to believe that there exists on any property any violation of this chapter, the health officer may enter the property to inspect and gather evidence or perform the duties imposed on the health officer by this chapter. Entry may be made at any reasonable time upon advance notice to the owner or occupant of the property. If entry is refused, the health officer is authorized to proceed pursuant to Code of Civil Procedure section 1822.50 and following, as may be amended from time to time, and any and all other remedies provided by law to secure entry. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.028 Construction.

Nothing in this chapter shall be construed in a manner that conflicts with Vehicle Code section 21100, subdivision (b), as may be amended from time to time, or the requirements of other public agencies. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

SECTION IV. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published in the East Bay Times, a newspaper published in this County. This ordinance shall be published in a manner satisfying the requirements of Government Code section 25124, with the names of the supervisors voting for and against it.

PASSED on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

By: _____
Deputy

_____. Board Chair

[seal]

LW/

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ORDINANCE NO. 2017-16

(Solid Waste Collection and Transportation)

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. SUMMARY. This ordinance amends Chapter 418-2 of the County Ordinance Code to establish permit requirements for the collection and transportation of solid waste in the unincorporated area of Contra Costa County.

SECTION II. AUTHORITY. This ordinance is adopted pursuant to Article 11, section 7 of the California Constitution, Public Resources Code section 40059 and Vehicle Code section 21100.

SECTION III. Chapter 418-2 of the County Ordinance Code is amended to read:

Chapter 418-2 Solid Waste Collection and Transportation

418-2.002 Definitions.

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

(a) "Solid waste" means all solid waste as defined in Public Resources Code section 40191 as may be amended from time to time.

(b) "Solid waste facility" means a solid waste facility as defined in Public Resources Code section 40194 as may be amended from time to time. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.004 Permit requirement.

Effective January 1, 2018, no person shall collect solid waste from any location in the unincorporated area and transport it over the public streets or highways of the unincorporated area except under a valid permit issued under this chapter, unless an exemption applies. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.006 Territorial limits; solid waste types.

(a) A permit issued under this chapter authorizes the permittee to collect specified types of solid waste within a specified territory in the unincorporated area and to transport it over the public streets and highways of the unincorporated area.

(b) A person may obtain a permit under this chapter to collect solid waste from territory in the unincorporated area only to the extent that another person does not have an exclusive privilege or right to collect that solid waste from that territory under a valid franchise agreement. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.008 Exemptions.

The requirement to obtain a permit under Section 418-2.004 does not apply to any of the following:

(a) The collection and transport of solid waste by the owner or occupant of the real property where the solid waste was generated.

(b) The collection and transport of solid waste that is generated on real property in the course of a service provided to the owner or tenant of that property by a building contractor or landscape contractor, if the solid waste is collected and transported by the contractor.

(c) The collection and transport of solid waste under a valid federal, state or other local agency permit.

(d) The collection and transport of solid waste under a valid franchise agreement.

(e) The collection and transport of solid waste that is generated in a mechanized manufacturing process or at a publicly operated treatment works.

(f) The collection and transport of source-separated recyclable material. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.010 Application.

(a) A person may apply for a solid waste collection and transportation permit by submitting an application to the Contra Costa County Health Services Department, Environmental Health Division, and paying an application fee established by the board by resolution. The application must be made using a form approved by the health officer and include all of the following:

(1) The full name, address and telephone number(s) of the applicant.

(2) Identification of all vehicles proposed to be used in the collection and transport of solid waste under the permit, including legible copies of valid California registration cards for each vehicle.

(3) Documents showing that all individuals who will operate any of the vehicles described in Section 418-2.010(a)(2) have legal authority to operate those vehicles, including legible copies of valid California driver's licenses.

(4) Identification of the types of solid waste to be collected and transported.

(5) Identification of the types of locations where solid waste will be collected.

(6) Identification of the specific territory to be served.

(7) Identification of the locations to which the solid waste will be transported.

(8) A description of any services to be provided to a customer related to the collection and transport of solid waste for that customer.

(b) A copy of the application will be provided by the health officer to the director of the department of conservation and development for review to determine whether any other person has obtained an exclusive right or privilege from the county to collect and transport the same type of solid waste described in Section 418-2.010(a)(4) from the same territory described in Section 418-2.010(a)(6). The review will be conducted and completed no later than 30 calendar days following the date that the application is submitted.

(c) A copy of the application will be provided by the health officer to local public agencies that have jurisdiction over solid waste handling within the territory described in Section 418-2.010(a)(6), including sanitary districts and community services districts, for review to determine whether any other person has obtained an exclusive right or privilege from the agency to collect and transport the same type of solid waste described in Section 418-2.010(a)(4) from the same territory described in Section 418-2.010(a)(6). (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.012 Vehicle inspections.

(a) All vehicles proposed to be used for collection and transport of solid waste under a permit issued under this chapter shall be made available for inspection by the health officer.

(b) Before a new or renewed permit is issued under this chapter, the health officer shall inspect all vehicles proposed to be used for collection and transport of solid waste under the permit to determine compliance with the following minimum standards:

(1) The vehicle must be designed, constructed and configured for safe handling and to securely contain the type of solid waste proposed to be collected; and

(2) The vehicle must be prominently marked with the name and telephone number of the applicant. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.014 Permit issuance; grounds for denial.

(a) After receipt of an application and payment of a permit fee established by the board by resolution, and following the review by the director of the department of conservation and development under Section 418-2.010(b), the health officer shall issue a solid waste collection and transportation permit unless any of the following grounds for denial exists:

(1) The director of the department of conservation and development or a local public agency identified in Section 418-2.010(c) advises the health officer that another person has an exclusive right or privilege to collect and transport the same type of solid waste described in Section 418-2.010(a)(4) from the same territory described in Section 418-2.010(a)(6).

(2) The application is incomplete or inaccurate.

(3) A permit issued to the applicant under this Section 418-2.012 has been revoked within 12 months prior to the date of the application.

(4) The applicant has failed to pay an outstanding fine.

(5) The health officer determines that a vehicle proposed to be used in the collection and transport of solid waste under the permit does not conform to the minimum standards set forth in Section 418-2.012(b)(2).

(b) The health officer shall provide written notice to the applicant of any denial of a permit under this chapter and the reasons for the denial. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.016 Conditions.

The following requirements are conditions of operation under a permit issued under this chapter:

(a) The permittee must comply with all applicable laws and regulations.

(b) A copy of the permit must be kept in each vehicle used for solid waste collection and transportation under the permit and produced immediately in response to a demand of the health officer or any peace officer.

(c) All solid waste must be transported only to:

(1) A solid waste facility that is lawfully operated under all required state and local permits, registrations and enforcement agency notifications; or

(2) A recycling facility that, as its principal function, receives wastes that have already been separated for reuse and are not intended for disposal, and is lawfully operated in accordance with all applicable laws and regulations.

(d) Each vehicle used for solid waste collection or transportation under the permit must prominently display, on the rear of the vehicle, a permit decal issued by the health officer.

(e) Each vehicle used for solid waste collection or transportation under the permit must be marked with the name and telephone number of the permittee. Markings must be in sharp

contrast to the background and of such size as to be readily visible during daylight hours from a distance of 50 feet. Markings must be applied to each sidewall of a vehicle.

(f) Each vehicle used for solid waste collection or transportation under the permit must be regularly cleaned and maintained to prevent the creation of a nuisance.

(g) The permittee must maintain, on a rolling basis, original records showing, for the immediately preceding 12 months, the type and weight of all solid waste collected, the location where each load of solid waste was collected, and the disposal site or other final destination of each load collected. Copies of these records must be submitted to the health officer upon request.

(h) The permittee must submit quarterly reports to the health officer showing the type and weight of solid waste collected, the location where solid waste was collected, and the disposal site or other final destination of each load collected. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.018 Bond.

A permittee must file with the county and maintain until permit expiration a performance bond or equivalent security of the type and in the amount set by the board by resolution. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.020 Permit expiration and renewal.

(a) A permit issued under this chapter remains valid until the permit expires or is revoked under Section 418-2.022.

(b) A permit expires on the last day of December unless it is renewed prior to expiration. A permittee may apply for renewal of the permit by submitting an application that conforms to the requirements set forth in Section 418-2.010 and payment of a permit fee established by the board by resolution. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.022 Revocation.

(a) Grounds. A permit issued under Section 418-2.012 may be revoked by the health officer in accordance with the procedure set forth in this section if the health officer determines that (1) the permittee has failed to comply with a term or condition of operation under the permit following written notice and a reasonable opportunity to cure the violation; or (2) the permittee's conduct under the permit constitutes a nuisance.

(b) Notice. The health officer will provide written notice of intent to revoke a permit to the permittee at the address provided on the permittee's application. The notice will state all applicable grounds for the revocation and the permittee's right to a hearing under this section.

(c) Hearing. Within 15 days after the date of the notice of intent to revoke, the permittee may request a hearing before the health officer by completing and submitting a written hearing request form and paying a fee established by the board by resolution. The hearing will be held no sooner than 20 days and no later than 45 days following the date of the written request for hearing.

(d) Effective date. If no hearing is timely requested, the revocation is effective 15 days after the date of the notice of intent to revoke. If a hearing is held, a revocation order issued by the health officer will be effective when the time to appeal under Chapter 14-4 expires, unless an appeal to the board is timely filed under Chapter 14-4. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.024 Prohibition.

No person shall engage the service of a person for compensation to collect solid waste from any location in the unincorporated area and transport it over a public street or highway in the unincorporated area unless the person whose service is engaged has obtained and operates in compliance with a permit issued under this chapter or is exempt from the permit requirement. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.026 Investigations.

Whenever it is necessary to inspect a vehicle or other property to enforce the provisions of this chapter, or whenever the health officer has cause to believe that there exists on any property any violation of this chapter, the health officer may enter the property to inspect and gather evidence or perform the duties imposed on the health officer by this chapter. Entry may be made at any reasonable time upon advance notice to the owner or occupant of the property. If entry is refused, the health officer is authorized to proceed pursuant to Code of Civil Procedure section 1822.50 and following, as may be amended from time to time, and any and all other remedies provided by law to secure entry. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

418-2.028 Construction.

Nothing in this chapter shall be construed in a manner that conflicts with Vehicle Code section 21100, subdivision (b), as may be amended from time to time. (Ords. 2017-16 § 3, 91-26, 88-49, 82-42, 1443.)

SECTION IV. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published in the East Bay Times, a newspaper published in this County. This ordinance shall be published in a manner satisfying the requirements of Government Code section 25124, with the names of the supervisors voting for and against it.

PASSED on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

By: _____
Deputy

Board Chair

[seal]

LW/

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Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: September 19, 2017

Subject: Accept the resignation of Maria Fort from the District One seat of the First 5 Commission of Contra Costa.

RECOMMENDATION(S):

ACCEPT the resignation of Maria Fort, DECLARE a vacancy in the District I seat on the First 5 Commission of Contra Costa, and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:

None.

BACKGROUND:

The commission shall adopt an adequate and complete County strategic plan for the support and improvement of early childhood development within the County. The County strategic plan shall be consistent with, and in furtherance of the purposes of, the California Children and Families First Act of 1998 and any guidelines adopted by the state commission pursuant to subdivision (b) of the Health and Safety Code Section 130125 that are in effect at the time the County plan is adopted. (Ords. 99-15 1, 98-46.)

Mrs. Fort has been serving successfully and is resigning due to her moving to another county.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: James Lyons,
510-231-8692

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

By: , Deputy

cc:

ATTACHMENTS

Maria Fort Resignation Letter

MARIA L. FORT, M. A.
817 SHEVLIN DRIVE
EL CERRITO, CALIFORNIA, 94530-3050

August 31, 2017

John Gioia
Supervisor, District One
Contra Costa County
11780 San Pablo Avenue, Suite D
El Cerrito, California 94530-3050

Dear John,

All good things must come to an end. Thus, with a heavy heart and deep gratitude to you I must tender my resignation from the First Five Commission of Contra Costa County because I am moving to an apartment in Albany, Alameda County. Thanks so much for having appointed me as Commissioner representing District One. It has been a fantastic seven-year ride.

The programs have flourished under the dedicated leadership of a committed staff and Commission. The staff keeps their pulse on developments to improve services for the prenatal to preschool aged low-income population and the Commission supports their efforts. The outcome of the programs demonstrates that parents are meaningfully involved and have become empowered and the children's readiness for kindergarten is greatly improved.

Having worked with Head Start programs throughout my government career and having had the opportunity to witness how comprehensive preschool programs operate at the local level under different sponsorships I found that regardless of who operates the programs, board and staff leadership and vision are the key to success.

In saying good-bye to a unique experience I know that the vulnerable population in Contra Costa County is in very good hands which gives people hope.

Warmest regards

Maria



**Contra
Costa
County**

To: Board of Supervisors
From: LEGISLATION COMMITTEE
Date: September 19, 2017

Subject: Resolution to Support the Patient Protection and Affordable Care Act (ACA)

RECOMMENDATION(S):

CONSIDER adopting a Resolution in support of the Patient Protection and Affordable Care Act (ACA), as recommended by the Legislation Committee.

FISCAL IMPACT:

No fiscal impact from the adoption of this Resolution.

BACKGROUND:

At its September 11, 2017 meeting, the Legislation Committee considered a draft Resolution that was developed to provide support for the federal Patient Protection and Affordable Care Act (ACA). The Legislation Committee (Chair Burgis, Vice Chair Mitchoff) voted unanimously to recommend its adoption to the Board of Supervisors, with no suggested changes.

The draft Resolution was reviewed by staff in the Health Services Department.

On the repeal and replace front, Republican Senators Bill Cassidy (LA) and Lindsey Graham (SC) have announced that they will introduce a revised version of their proposal to replace the ACA, with the goal of getting a vote in September. Senator John McCain (AZ) had indicated that he conceptually supports the Cassidy/Graham plan. The Cassidy/Graham previous proposal would:

-

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: L. DeLaney,
925-335-1097

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Eliminate premium tax credits and cost sharing reductions.

- Eliminate the enhanced match for Medicaid expansion starting in 2020.
- Replace the marketplace subsidies and Medicaid expansion funding with a block grant, which is estimated to be about 16 percent below current law. After 2026, block grants funding would end entirely.
- Allow states greater flexibility in their insurance markets.
- Maintains the Medicaid per capita cap.

Apparently the new version will be largely the same though it would revise the state funding formulas, in an attempt to make the formula work better for more states, including Arizona. Staff will continue to track this issue closely.

ATTACHMENTS

Resolution No. 2017/330

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

Adopted this Resolution on 09/19/2017 by the following vote:

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



Resolution No. 2017/330

The Patient Protection and Affordable Care Act ("ACA")

WHEREAS, the implementation of the Patient Protection and Affordable Care Act ("ACA") by the State of California and Contra Costa County has been successful in increasing access to quality health care for State and County residents by helping them obtain health insurance; and **WHEREAS**, evidence for this success is provided by the recent Census Bureau report which documented that over 3 million Californians had gained health insurance during the ACA's 2013, 2014 and 2015 open enrollment periods, and the 213,000 Contra Costa County residents currently enrolled in Medi-Cal. Medicaid Coverage Expansion (MCE) members in Contra Costa County's two Medi-Cal Managed Care Plans total of 74,631, with 52,912 with Contra Costa Health Plan. (The additional 21,719 are assigned with Anthem Blue Cross and Fee for Services providers.) **WHEREAS**, the diversity of the Medicaid Coverage Expansion (MCE) enrollees in Contra Costa Health Plan includes approximately 22 percent Hispanic, 24 percent Caucasian, 13 percent Asian, 12 percent African American, and 8 percent Other Race, reflecting the racial and ethnic diversity of Contra Costa County; and **WHEREAS**, Contra Costa County's 15 Federally Qualified Health Centers (FQHC), which include the County's and those operated by community partners have 74,631 newly eligible Medi-Cal beneficiaries in Contra Costa County assigned to them as their medical home, including both Contra Costa Health Plan and Anthem Blue Cross Members. CCHP project they will receive 468,072 visits by these Medi-Cal beneficiaries in 2017 for medical, dental, behavioral health, and optical visits; and **WHEREAS**, there are a total of 275,099 Medi-Cal enrollees in Contra Costa County as of January 2017 comprising more than 31% of the County's population; and **WHEREAS**, approximately 213,000 Contra Costa County residents are enrolled in the County's Medi-Cal Managed Care Plans, and over 41,353 Contra Costa County residents have enrolled in health insurance plans through the Covered California exchange; and **WHEREAS**, the State and Contra Costa County are currently overseeing the 2017 open enrollment period, and the ACA continues to assist Contra Costa County in providing health care to its residents to this day; and **WHEREAS**, the public and private providers of health care to Contra Costa County residents must be fairly compensated for their services, and the increased access to higher quality health insurance that the ACA has provided for Californians and Contra Costa County residents has become a crucial element in helping Contra Costa County health providers receive more consistent and fair compensation; and **WHEREAS**, a loss of Medi-Cal funding for Contra Costa County's community health centers' MCE patients would not only limit their ability to serve 74,631 MCE enrollees, but also undermine their ability to serve their entire patient population of over 90,000 Contra Costa County residents; and **WHEREAS**, Contra Costa County is committed to ensuring that all County residents have access to reliable and culturally appropriate primary care services; **WHEREAS**, Eight (8) Emergency Rooms in Contra Costa County and other desperately needed services have been threatened by ACA potential changes. The State and Contra Costa County's ACA implementations have been crucial in preserving many of these services; and **WHEREAS**, multiple leaders of the Executive and Legislative branches of the Federal Government in 2017 have stated their desire to repeal the ACA even though they have not established replacement policies to ensure that over 20 million Americans who have gained health insurance through ACA-subsidized programs maintain their access to care;

NOW, THEREFORE BE IT RESOLVED THAT THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY urges the Executive and Legislative branches of the Federal Government to build on the many successes of the Affordable Care Act and to work to improve the ACA instead of repealing it; and **BE IT FURTHER RESOLVED THAT THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY** urges the Executive and Legislative branches of the Federal Government to acknowledge reports from multiple agencies of the Federal Government which have proven that year-to-year rises in the overall cost of health care in the United States decreased in the years following the passage and major implementations of the ACA, and that solvency for the Medicare trust fund has increased since the passage and implementation of the ACA; and **BE IT FURTHER RESOLVED THAT THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY** will direct Contra Costa County staff to seek opportunities to work with Federal, State, County and local leaders representing California residents to

oppose the repeal of the Affordable Care Act and any policy proposals to reduce funding for Medicaid and Medicare.

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: L. DeLaney, 925-335-1097

ATTESTED: September 19, 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 O. Livingston, Sheriff-Coroner
Date: September 19, 2017

Subject: Cancel one (1) Secretary-Advanced Level (J3TG), Add one (1) Sheriff's Specialist (64VE) position to the Support Services Bureau.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No.22138 to cancel one (1) Secretary-Advanced Level (J3TG)(represented) vacant position no. 2738 at salary plan and grade 3R2 1163 (\$3,885 - \$4,973) and add one (1) Sheriff's Specialist (64VE)(represented) position at salary plan and grade VN5 1285 (\$4,465 - \$5,563) in the Sheriff's Office - Support Services Bureau.

FISCAL IMPACT:

An annual cost of \$6,115 to the Office of the Sheriff General Fund and \$1,117 increase in retirement cost.

BACKGROUND:

Due to changes in assignment duties, the Office of the Sheriff is requesting the change in classification to better align job function with classification's essential functions.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, it will impede the organization structure of the Office of the Sheriff which may result in delayed administrative reporting within the Support Services Bureau.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Marcie Clark, (925)
335-1545

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

By: , Deputy

cc: Robyn Hanson

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

P300 No. 22138

POSITION ADJUSTMENT REQUEST

NO. 22138
DATE 5/16/2017

Department Office of the Sheriff

Department No./

Budget Unit No. 0255 Org No. 2512 Agency No. 25

Action Requested: Cancel one (1) Secretary-Advanced Level (J3TG) position #2738, Add one (1) Sheriff's Specialist (64VE) position to the Support Service Bureau.

Proposed Effective Date: 9/13/2017

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 \$6,114.73

Net County Cost \$6,114.73

Total this FY \$6,114.73

N.C.C. this FY \$6,114.73

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Office of the Sheriff General Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Mary Jane Robb

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Timothy M. Ewell

8/29/17

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 8/31/2017

Cancel one Secretary-Advanced Level position no. 2738 and add one Sheriff's Specialist position in the Office of the Sheriff Support Services Bureau.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

Tanya Williams

8/31/2017

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/14/2017

☒ 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 9/14/2017

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: September 19, 2017

Subject: Add and cancel positions in the Health Services Department.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22155 to add two (2) permanent full-time Network Administrator I (LNSA) positions at salary grade ZA5-1694 (\$6,380-\$7,755) and cancel one (1) vacant permanent full-time Information Systems Technician I (LTWB) position #12312 at salary grade TB5-1408 (\$4,086-\$5,842) and one (1) vacant permanent full-time Information Systems Technician II (LTVA) position #9727 at salary grade TB5-1393 (\$4,735-\$5,756) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an annual cost of \$67,575 with pension cost of \$14,029 included. The cost will be offset 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:

Contra Costa County Health Services (CCHS) Information Technology (IT) Unit is requesting to add two (2) permanent full-time Network Administrator I positions and cancel one vacant permanent full-time Information Systems Technician I (LTWB) position #12312 and one (1) vacant permanent full-time Information Systems Technician II (LTVA) position #9727. The Contra Costa

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Shelanda Adams,
925-957-5263

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Health Services (CCHS) Information Technology (IT) Unit continues to strive in supporting applications that require a higher technical troubleshooting skill set. Health Services systems require a strong technical competency in the network and server realms. The two (2) new Network Administrator I positions will be tasked with creating system accounts and providing timely delivery of customer requests. Both tasks are greatly needed by the IT Department to assist the IT team in moving towards a more centralized cloud/virtual system management suite.

The Department has determined that the two Information Systems Technician I and II positions no longer serve the operational needs of the IT Unit.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Information Technology Department (IT) will not have adequate support to accommodate the influx of system account requests received by the department.

ATTACHMENTS

P300 No. 22155 HSD

POSITION ADJUSTMENT REQUEST

NO. 22155
DATE 8/18/2017

Department HEALTH SERVICES

Department No./
Budget Unit No. 0540 Org No. 6555 Agency No. A18

Action Requested: Add two permanent full-time Network Administrator I (LNSA) positions and cancel one vacant full-time Information System Technician I (LNSA) position #12312 and one vacant full-time Information System Technician II (LTVB) position #9727 in the Health Services Department.

Proposed Effective Date: 9/20/2017

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 \$67,575.26

Net County Cost \$0.00

Total this FY \$56,312.71

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

9/13/2017

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 9/13/2017

☐ 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 9/13/2017

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: September 19, 2017

Subject: Add and cancel positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22156 to add one (1) full-time Materials Management Supervisor (VCHF) position at salary grade ZA5-1407 (\$4,801-\$5,836) and cancel one (1) vacant full-time Account Clerk-Experienced Level (JDVC) position #16228 at salary grade 3RH-0755 (\$3,288-\$4,076) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an annual cost of \$40,341 with pension cost of \$7,497 included. The cost will be offset 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:

Contra Costa County Health Services (CCHS) Information Technology (IT) Unit is requesting to add one Materials Management Supervisor (VCHF) position and cancel Account Clerk-Experience Level (JDVC) position. IT's new Materials Management Supervisor position is needed to oversee IT's warehouse's daily functions and to supervise warehouse staff. Currently, IT has one contractor Storeroom Clerk working in the unit's warehouse. The warehouse annually handles over \$19,000,000 worth of expensive computer software and equipment. With the increasing

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Shelanda Adams,
925-957-5263

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

amount of expensive information technology supplies and equipment being handled on a daily basis, the Unit requires a higher skill level in order to assist in the management of this equipment. This position will perform tasks that are more complex than that of a Storeroom Clerk position, such as assisting the manager with such tasks as working with customers and IT technicians and engineers to develop equipment specifications and requirements; monitoring equipment maintenance contracts, managing the receivables daily; maintaining the warehouse inventory and reporting variances. The Materials Management Supervisor position will also supervise the soon to be added Storekeeper position.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Information Technology Department warehouse will not have adequate support to oversee the \$19,000,000 worth of expensive computer software and equipment.

ATTACHMENTS

P300 No. 22156 HSD

POSITION ADJUSTMENT REQUEST

NO. 22156
DATE 7/31/2017

Department HEALTH SERVICES

Department No./

Budget Unit No. 0540 Org No. 6555 Agency No. A18

Action Requested: Add one permanent full-time Materials Management Supervisor (VCHF) position and cancel vacant permanent full-time 40/40 Account-Clerk (JDVC) position#16228 in the Health Services Department.

Proposed Effective Date: 8/20/2017

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 \$40,341.48

Net County Cost \$0.00

Total this FY \$36,979.69

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

9/13/2017

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

9/13/2017

☐ 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 9/13/2017

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: September 19, 2017

Subject: Increase the hours of one permanent Community Health Worker I position in the Health Services Department.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22157 to increase the hours of one (1) Community Health Worker I (VKWC) position #6666 from 26/40 to 40/40; at salary level TC5-0933 (\$3,003.27 - \$3,311.10) in the Health Services Department. (Represented)

FISCAL IMPACT:

If this action is approved, there is an annual cost of approximately \$20,440 which includes pension cost of \$4,936. The cost is entirely offset with FQHC revenue.

BACKGROUND:

The Health Services Department is requesting to

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Jacqueline Kidd,
925.957.5240

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

increase the hours of one (1) position, as per the Memorandum of Understanding with Teamsters-856. The position is Community Health Worker I (VKWC) position #6666 from 26/40 to 40/40. The incumbent has been working the increased hours for the past six months to prevent mandatory overtime and these hours are certified by the Department Manager as being operationally necessary to continue the mandated functions of the department, to ensure patient care at the West County Health Center.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the West County Health Center will not have adequate staffing to meet the demand and volume of patient care needed for those we serve.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

P300 No. 22157 HSD

POSITION ADJUSTMENT REQUEST

NO. 22157
DATE 8/30/2017

Department Health Services

Department No./

Budget Unit No. 0540 Org No. 6384 Agency No. A18

Action Requested: Increase the hours of one part-time Community Health Worker I (VKWC) position #6666 from 26/40 to 40/40 in the Health Services Department.

Proposed Effective Date: 9/20/2017

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 \$20,440.06

Net County Cost \$0.00

Total this FY \$17,033.38

N.C.C. this FY 0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% FQHC Revenue

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jacqueline Kidd

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

9/13/2017

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 9/13/2017

☐ 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 9/14/2017

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: September 19, 2017

Subject: Increase the hours of three permanent Licensed Vocational Nurse positions in the Health Services Department.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22158 to increase the hours of three (3) Licensed Vocational Nurse (VT7G) positions: #15511 from 32/40 to 40/40, #15512 from 24/40 to 32/40 and position #9201 from 24/40 to 40/40 at salary level TAX-1287 (\$4,226.80 - \$4,631.58) in the Health Services Department. (Represented)

FISCAL IMPACT:

If this action is approved, there is an annual cost of approximately \$76,636 which includes pension cost of \$27,206. The cost is entirely offset with 100% County General Fund.

BACKGROUND:

The Health Services Department is requesting to increase the hours of three (3) positions, as per the Memorandum of Understanding with Teamsters-856. The position is Licensed Vocational Nurse (VT7G) position #15511 from 32/40 to 40/40, position #15512 from 24/40 to 32/40 and position #9201 from 24/40 to 40/40. The incumbents have been working the increased hours for the past six months to prevent mandatory overtime and these hours are certified by the Department Manager as being operationally necessary to continue the mandated functions of the department, to ensure patient care at the Martinez Detention Facility.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Jacqueline Kidd,
925.957.5240

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Martinez Detention Facility will not have adequate staffing to meet the demand and volume of patient care needed for those we serve.

ATTACHMENTS

P300 No. 22158 HSD

POSITION ADJUSTMENT REQUEST

NO. 22158
DATE 8/30/2017

Department Health Services

Department No./

Budget Unit No. 0540 Org No. 5700 Agency No. A18

Action Requested: Increase the hours of three part-time Licensed Vocational Nurse (VT7G) positions: #9201 from 24/40 to 40/40, #15512 from 24/40 to 32/40 and #15511 from 32/40 to 40/40, in the Health Services Department.

Proposed Effective Date: 9/20/2017

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 \$76,635.69

Net County Cost \$0.00

Total this FY \$63,863.08

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% County General Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jacqueline Kidd

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

9/13/2017

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

9/13/2017

☐ 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 9/14/2017

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: September 19, 2017

Subject: Add one Pharmacist I position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22159 to add one (1) permanent full-time Pharmacist I (VYWA) position at salary level and plan grade TC5-1998 (\$10,345-\$11,975) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval this action has an annual cost of approximately \$226,186.85 with pension costs of \$51,016.84 already included. This is entirely offset by CCHP Member Premiums.

BACKGROUND:

The Department of Health Care Services issued a new regulation to all Health Plans effective July 1, 2017 to provide daily coverage including weekends for Pharmacy orders. The Contra Costa Health Plan does not have the adequate number of Pharmacists in order to comply with the new requirement and cannot continue to rely on overtime every weekend.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Jo-Anne Linares,
957-5240

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the health plan will not have adequate staff to comply with the new requirement issued by the Department of Health Care Services, and may adversely impact pharmaceutical needs of CCHP members.

ATTACHMENTS

P300 No. 22159 HSD

POSITION ADJUSTMENT REQUEST

NO. 22159
DATE 9/1/2017

Department Health Services

Department No./

Budget Unit No. 0860 Org No. 6105 Agency No. A18

Action Requested: Add one (1) Pharmacist I (VYWA) position in the Health Services Department.

Proposed Effective Date: 9/20/2017

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 \$226,186.00

Net County Cost \$0.00

Total this FY \$169,639.49

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Contra Costa 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

9/13/2017

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 9/13/2017

☐ 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 9/14/2017

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: September 19, 2017

Subject: Increase hours of a part time Health Services Planner/Evaluator Level B position to full time position in the Health Services Department

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 22131 to increase the hours of one part-time 32/40 hour Health Services Planner/Evaluator Level B (VCXD), position #16913, at salary level 2B2 - 1323 (\$4,552 - \$7,459) to full-time in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, there is an annual cost of approximately \$16,667, which includes estimated pension costs of \$4,025. The cost will be funded 100% by the Primary Prevention Grant.

BACKGROUND:

The Health Services Department is requesting to increase the hours of one part-time 32 hour Health Services Planner/Evaluator Level B position to a full time position in Behavioral Health Division's Alcohol and Other Drug Services Program. With the receipt of additional funds and the increased demand and work load for Health Services Planner/Evaluator services in Alcohol and Other Drug Services Program, the department determined increasing this positions hours would be appropriate action to fulfill the needs of this program. The incumbent in the position is in agreement with the position hour increase.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Melissa Carofanello -
925-957-5248

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Behavioral Health Division's Alcohol and Other Drugs Services (AODS) Program will not be able to adequately provide the planning and evaluating component to its program and the services it provides to its consumers.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

P300 No. 22131 HSD

POSITION ADJUSTMENT REQUEST

NO. 22131
DATE 7/24/2017

Department HEALTH SERVICES

Department No./
Budget Unit No. 0466 Org No. 5938 Agency No. A18

Action Requested: Increase the hours of a part time Health Services Planner/Evaluator Level B (VCSD) position #16913 from 32 hours to full time 40 hours in the Health Services Department.

Proposed Effective Date: 9/20/2017

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 \$16,667.01

Net County Cost \$0.00

Total this FY \$15,278.10

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Primary Prevention grant revenues

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

8/9/2017

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 8/9/2017

☐ 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 9/13/2017

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: John Kopchik, Director, Conservation & Development Department
Date: September 19, 2017

Subject: Water-Energy Grant Agreement between Association of California Energy Services and Department of Conservation and Development

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept a grant in an amount not to exceed \$149,971 from the Association of California Community and Energy Services (ACCES) to provide funding for installations of energy- and water-efficient dishwashers and clothes washers to low-income households within disadvantaged communities (per CalEnviro Screen 2.0) for the period July 1, 2017 through June 30, 2019.

FISCAL IMPACT:

100% Funded by ACCES. No County General Fund monies will be used to fund this program.

BACKGROUND:

The California Global Warming Solutions Act of 2006 designates the California Air Resources Board (CARB) as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. CARB is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum, technologically feasible, and cost-effective greenhouse gas emissions reductions. The act authorizes CARB

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Laura Glass
925-674-7834

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

to include use of market-based compliance mechanisms. The State has provided funding from the Greenhouse Gas Reduction Fund (Health and Safety Code Section 39710 et seq.) to the Association of California Community and Energy Services (ACCES) to assist in financing projects associated with Section 2 of the Budget Act of 2015 (Senate Bill 101, Section 13) to administer the Water-Energy Grant Program.

The purpose of the proposed Agreement with ACCES is to provide funding for installation of Energy Star qualified, water efficient dishwashers and clothes washers to low-income households within disadvantaged communities (per CalEnviro Screen 2.0) to replace non energy efficient appliances.

CONSEQUENCE OF NEGATIVE ACTION:

A denial would prevent the purchase of dishwashers and clothes washers to low-income households with disadvantaged communities.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Contract #26-671-12 with nThrive Solutions, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or his designee, to execute, on behalf of the County, Contract #26-671-12 with nThrive Solutions, Inc., a corporation, in an amount not to exceed \$135,120, to provide tumor registry and oncology interim management services for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers for the period from August 1, 2017 through July 31, 2018.

FISCAL IMPACT:

This Contract is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On August 16, 2016, the Board of Supervisors approved Contract #26-671-11 with nThrive Solutions, Inc., for the provision of temporary medical coding, tumor registry and oncology interim management services for CCRMC and Contra Costa Health Centers for the period from August 1, 2016 through July 31, 2017.

Approval of Contract #26-671-12 will allow nThrive Solutions, Inc., to continue to provide tumor registry and interim oncology management services through July 31, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not be able to provide tumor registry and interim oncology management services to meet regulatory requirements.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: K Cyr, m Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: September 19, 2017

Subject: APPROVE a contract with Battalion One Fire Protection, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Interim Public Works Director, or designee, to execute a contract with Battalion One Fire Protection, Inc., in an amount not to exceed \$800,000, to provide fire system and fire sprinkler repair and certification services, for the period October 1, 2017 through September 30, 2020, Countywide.

FISCAL IMPACT:

This cost is to be funded through Facilities Services maintenance budget, 100% General Fund.

BACKGROUND:

Public Works Facilities Management is responsible for maintaining and certifying fire sprinkler systems at all County facilities. Facilities staff is not certified to repair or replace sprinkler systems or conduct five (5) year fire sprinkler certifications. As these certifications are required, we historically sublet them to outside vendors. There is also several large scale fire system and sprinkler upgrade projects that Facilities expects to complete this year. As bid on BidSync #1609-198, Battalion One Fire Protection, Inc., (Battalion One) was one of several vendors to bid this work. Facilities are awarding this commodity to Battalion One. This request is for a three (3) year contract.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Stan Burton, (925)
313-7077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, fire sprinkler repair and certification services with Battalion One will be discontinued.



Contra
Costa
County

To: Board of Supervisors
From: Gus Kramer, Assessor
Date: September 19, 2017

Subject: APPROVE and AUTHORIZE Amendment No. 1 to Software and Services Agreement with The Sidwell Company

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Assessor, or designee, to execute Amendment No. 1 to Software and Services Agreement with The Sidwell Company, effective September 19, 2017, to increase the payment limit by \$20,000, to a new payment limit of \$119,880, with no change to the term, to provide additional parcel fabric conversion services for the Parcel Fabric Geographic Information System (GIS) Conversion Project.

FISCAL IMPACT:

100% General Fund

BACKGROUND:

In April of 2017, the Assessor's Office received approval to contract with The Sidwell Company to install and configure software, and provide technical support services and training necessary for the Assessor's Office to transition from a Computer Aided Drafting (CAD) based mapping environment to a Parcel Fabric Geographic Information System (GIS) based mapping environment.

During the clean-up process, The Sidwell Company discovered that the number of parcel boundary features (curves and lines) required for the clean-up is significantly higher

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Danielle Gomez, (925)
313-7508

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

than originally anticipated. This cleaning and scrubbing of thousands of linear parcel boundary features is necessary to optimize the performance of data in the parcel fabric model and will ultimately reduce thousands of vertices in linear data without reducing the integrity of the parcel features in the GIS.

In order to complete the above data clean-up portion of the project, the Assessor's Office will require additional parcel fabric conversion services from The Sidwell Company. Amendment No. 1 will provide for the additional services. The Assessor's Office recommends that the Board of Supervisors approve Amendment No. 1, increasing the payment limit by \$20,000, to a new payment limit of \$119,880.

CONSEQUENCE OF NEGATIVE ACTION:

If the amendment is not approved, The Sidwell Company will not be able to properly clean the data and the project will suffer as a result.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: September 19, 2017

Subject: APPROVE the Third Amendment to Lease Agreement for medical office space for the Health Services Department, 215 Pacifica Avenue, Bay Point

RECOMMENDATION(S):

APPROVE the Third Amendment to Lease Agreement with Mt. Diablo Unified School District to extend the term for four years from October 1, 2017 to September 30, 2021, for approximately 2,400 square feet of medical office space located at 215 Pacifica Avenue, Bay Point, for continued occupancy by the Health Services Department, under the terms and conditions set forth in the Lease.

AUTHORIZE the Interim Public Works Director, or designee, to execute the Third Amendment to Lease Agreement on behalf of the County and to exercise any options to extend the Lease.

AUTHORIZE the Auditor-Controller to issue a check in the sum of \$4.00 made payable to Mt. Diablo Unified School District for payment in full for the four-year extension term.

FISCAL IMPACT:

The Lease will obligate the County to pay a rent of \$1.00 per year during the four-year term. The amount was anticipated and budgeted in the Health Services Department's approved FY 2017/18 budget. (85% Hospital Enterprise Fund; 15% General Fund)

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Stacey Sinclair (925)
313-2130

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

By: , Deputy

cc:

BACKGROUND:

The County has leased this space for use by the Health Services Department since May 2006 to provide health services and education to the community. The Health Services Department requires this medical office space for use by the Contra Costa Health Centers Division as they have no other locations in Bay Point for those services.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the Third Amendment to Lease Agreement may result in having to find new space for the Health Services Department's education and medical programs which may result in higher costs to the County.

ATTACHMENTS

Third Amendment to Lease Agreement

THIRD AMENDMENT TO LEASE AGREEMENT

215 Pacifica Avenue
Bay Point, California

1. **EFFECTIVE DATE AND PARTIES:** Effective October 1, 2017, MT.
DIABLO UNIFIED SCHOOL DISTRICT (“**DISTRICT**”), a public school district of the State of California, and the COUNTY OF CONTRA COSTA (“**COUNTY**”), a political subdivision of the State of California, mutually agree and promise as follows:
2. **AUTHORITY:** The parties entered into that certain Lease Agreement on May 1, 2006 (the “**Agreement**”), to lease a portion of the building identified as 215 Pacifica Avenue, Bay Point to the COUNTY for use for education and health services for community members and for the use of the associated parking lot. On July 3, 2008, the parties entered into a First Amendment to Lease Agreement to extend the term to September 30, 2013, and to allow for certain improvements to the school site. On October 3, 2013, the parties entered into a Second Amendment to Lease Agreement to extend the term to September 30, 2017.
3. **PURPOSE:** The parties now desire to amend the Agreement to extend the term of the Agreement for an additional four (4) years.
4. **AMENDMENT:**
 - A. Section 2. **TERM** of the Agreement is hereby amended, as follows:
 2. **TERM:** The term of this Agreement is fifteen (15) years, five (5) months, commencing May 1, 2006, and ending September 30, 2021.

- B. All other provisions of the Agreement shall remain in full force and effect and are reaffirmed. If there is any conflict between this Amendment and any provision of the Agreement as amended, the provisions of this Amendment shall control.

IN WITNESS WHEREOF, the parties are executing this Third Amendment to Lease as of the date first above written.

COUNTY

COUNTY OF CONTRA COSTA, a political
Subdivision of the State of California

DISTRICT

MT. DIABLO UNIFIED SCHOOL
DISTRICT, a public school district
of the State of California

By _____
Brian Balbas
Interim Director of Public Works

By _____
Nellie Meyer, Ed.D.
Superintendent

RECOMMENDED FOR APPROVAL:
BRIAN BALBAS, Interim Director of Public Works

By _____
Karen Laws
Principal Real Property Agent

By: _____
Stacey Sinclair
Senior Real Property Agent

APPROVED AS TO FORM:
SHARON L. ANDERSON, County Counsel

APPROVED AS TO FORM:
Atkinson Andelson Loya Ruud & Romo

By _____
Kathleen M. Andrus
Deputy County Counsel

By _____
Lawrence M. Schoenke



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 19, 2017

Subject: Contract with Darwin Myers (DBA Darwin Myers Associates (DMA)) for "Geology Review and Stormwater Pollution Prevention Monitoring"

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract with W. Darwin Myers (dba Darwin Myers Associates) in an amount not to exceed \$225,000 to provide on call environmental consulting services and stormwater pollution prevention monitoring for the period July 1, 2017 through June 30, 2020.

FISCAL IMPACT:

No impact to the County General Fund. Costs will be covered by land development application fees.

BACKGROUND:

On June 15, 2017, the Department of Conservation and Development (DCD) conducted a bidding process inviting interested parties to submit their applications. DCD reviewed the qualifications of the entities who submitted bids and selected DMA on the basis of expertise, local knowledge and price. DMA provides geotechnical review and Stormwater Pollution Prevention monitoring services for land use projects requiring geology reports where topographical or geological/stormwater concerns are present. The work performed by DMA includes performing initial California Environmental Quality Act assessment on geotechnical issues, reviewing geotechnical reports submitted by applicants, reviewing grading plans and Stormwater Pollution Prevention monitoring reports, and providing guidance on other geotechnical matters.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Stan Muraoka
925-674-7781

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

There would be no contract and the Department would not have the specialized consulting services provided by DMA.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Amendment #23-556-3 with Performance Logic, Inc.

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Amendment Agreement #23-556-3 with Performance Logic, Inc., a corporation, to modify the service software agreement to add Health Insurance Portability and Accountability Act (HIPAA) requirements for the handling and use of Protected Health Information (PHI) with no change in the payment limit of \$183,370 or term of October 1, 2015 through August 31, 2018.

FISCAL IMPACT:

This amendment will be funded 100% by Hospital Enterprise fund I. (No rate increase)

BACKGROUND:

On November 2015, the County Administrator approved and the Purchasing Services Manager executed Software and Services Agreement #23-556 (as amended by Amendment Agreements #23-556-1 and #23-556-2) with Performance Logic, Inc. to provide annual licensing, software consulting, upgrade and maintenance services to the Health Services Information Systems Unit, for the period from October 1, 2015 through August 31, 2018.

Approval of Contract Amendment Agreement #23-556-3 will require the Contractor to comply with HIPAA Business Associate requirements with no change in the original term of October 1, 2015 through August 31, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the contractor will not be required to comply with the County's HIPAA requirements to protect PHI when providing services to the Health Services Department's Information Systems Unit.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: David Runt,
925-335-8700

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

By: , Deputy

cc: L Walker, M Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Amendment #26-768-6 with Fred Nachtwey, M.D.

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Contract Amendment Agreement #26-768-6 with Fred Nachtwey, M.D., an individual, effective August 1, 2017, to increase the payment limit by \$43,000, to a new payment limit of \$207,000, for providing additional hours of pulmonary services at the Contra Costa Regional Medical Center (CCRMC) and Health Centers, with no change in the original term of November 1, 2016 through October 31, 2017.

FISCAL IMPACT:

This amendment will be funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On September 27, 2016, the Board of Supervisors approved Contract #26-768-5 with Fred Nachtwey, M.D. for the provision of pulmonary services that include: consultation, sleep studies, and medical procedures at CCRMC and Health Centers, for the period from November 1, 2016 through October 31, 2017.

Approval of Contract Amendment Agreement #26-768-6 will allow the contractor to provide additional hours of pulmonary services at CCRMC and Health Centers through October 31, 2017.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients requiring pulmonary services will not have access to the contractor's services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Samir Shah, M.D.,
925-370-5525

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

By: , Deputy

cc: K Cyr, M Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Contract #76-516-8 with Howard Young, M.D.

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Contract #76-516-8 with Howard Young, M.D., an individual, in an amount not to exceed \$300,000, to provide radiology physician services at the Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period October 1, 2017 through September 30, 2020.

FISCAL IMPACT:

This contract will be funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On October 21, 2014, the Board of Supervisors approved Contract #76-516-7 with Howard Young, M.D. for provision of radiology services that included: consultation; on-call coverage services; supervision and interpretation of computed tomography scans, magnetic resonance imaging scans, ultrasounds, invasive procedures and plain films for CCRMC and Health Centers, for the period from October 1, 2014 through September 30, 2017.

Approval of Contract #76-516-8 will allow the contractor to continue providing provide radiology physician services through September 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring radiology physician services at CCRMC and Health Centers will not have access to the contractor's services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Samir Shah, M.D.,
925-370-5525

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

By: , Deputy

cc: K Cyr, M Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Contract #27-168-13 with Planned Parenthood Shasta-Diablo, Inc. (dba Planned Parenthood Northern California)

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Contract #27-168-13 with Planned Parenthood Shasta-Diablo, Inc. (dba Planned Parenthood Northern California), a non-profit corporation, in an amount not to exceed \$3,500,000, to provide obstetrics and gynecology (OB-GYN), and family planning services to Contra Costa Health Plan (CCHP) members for the period October 1, 2017 through September 30, 2018.

FISCAL IMPACT:

This contract will be funded 100% by Contra Costa Health Plan Enterprise Fund II. (No rate increase)

BACKGROUND:

On September 20, 2016, the Board of Supervisors approved Contract #27-168-12 with Planned Parenthood Shasta-Diablo, Inc. for the provision of OB-GYN and family planning services to CCHP members and County recipients, for the period from October 1, 2016 through September 30, 2017.

Approval of Contract #27-168-13 will allow the contractor to continue to provide OB-GYN and family planning services through September 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Contra Costa Health Plan members will not have access to this specialty provider's family planning and OB-GYN medical services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Patricia Tanquary,
925-313-6004

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

By: , Deputy

cc: Afloyd, Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Contract #23-400-11 with Contra Costa Regional Health Foundation

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Contract #23-400-11 with Contra Costa Regional Health Foundation, a non-profit corporation, in an amount not to exceed \$125,004 to provide professional consultation services to the Health Services Director regarding the Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period October 1, 2017 through September 30, 2018.

FISCAL IMPACT:

This contract will be funded 100% by the Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On September 23, 2014, the Board of Supervisors approved Contract #23-400-8 (as amended by Amendment Agreement #23-400-9 and #23-400-10) with Contra Costa Regional Health Foundation, for the period from October 1, 2014 through September 30, 2017, to provide professional consultation services to the Health Services Director regarding the CCRMC and Health Centers. Consultation services covered, but were not limited to: increasing community awareness of services provided; developing goals, policies, and procedures and by-laws; and working closely with the CCRMC and Health Centers' administrative and medical staff to develop application guidelines when requesting funding.

Approval of Contract #23-400-11 will allow the the contractor to continue to provide consultation services to the Health Services Director regarding the CCRMC and Health Centers' community support and fundraising services through September 30, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

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

Contact: William Walker,
925-957-5410

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will no longer receive continuous community support and fundraising activities for the CCRMC and Health Centers.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Contract #77-125 with Center for Autism and Related Disorders, LLC

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Contract #77-125 with Center for Autism and Related Disorders, LLC, a limited liability partnership, in an amount not to exceed \$1,400,000 to provide applied behavior analysis services for Contra Costa Health Plan (CCHP) members for the period October 1, 2017 through September 30, 2019.

FISCAL IMPACT:

This contract will be funded 100% by Contra Costa Health Plan Enterprise Fund II.

BACKGROUND:

Under Contract #77-125, the contractor will provide applied behavior analysis services to CCHP members for the period from October 1, 2017 through September 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCHP members will not receive the benefits of applied behavior analysis services from the contractor.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

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COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Patricia Tanquary,
925-313-6004

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

By: , Deputy

cc: Alaina Floyd, Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Contract #77-120 with Goals for Autism, Inc.

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Contract #77-120 with Goals for Autism, Inc., a corporation, in an amount not to exceed \$400,000 to provide applied behavior analysis services for Contra Costa Health Plan (CCHP) members for the period October 1, 2017 through September 30, 2019.

FISCAL IMPACT:

This contract will be funded 100% by Contra Costa Health Plan Enterprise Fund II.

BACKGROUND:

Under Contract #77-120, the contractor will provide applied behavior analysis services to CCHP members for the period from October 1, 2017 through September 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Contra Costa Health Plan members will not receive the benefits of applied behavior analysis services from the contractor.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Patricia Tanquary (925)
313-6004

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

By: , Deputy

cc: Afloyd, Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Amendment #74-058-24 with Seneca Family of Agencies

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute Contract Amendment Agreement #74-058-24 with Seneca Family of Agencies, a non-profit corporation, to amend Novation Contract #74-058-23, to increase the automatic extension payment limit by \$144,050 from \$3,856,259 to a new payment limit of \$4,000,309, with no change in the term of the automatic extension through December 31, 2017.

FISCAL IMPACT:

This amendment is funded 86% by Federal Medi-Cal, 9% by Mental Health Realignment, 1% by Mt. Diablo Unified School District and 4% by Mental Health Services Act. (No rate increase)

BACKGROUND:

On August 9, 2016, the Board of Supervisors approved Novation Contract #74-058-23 with Seneca Family of Agencies 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 Mobile Crisis Response Teams for seriously emotionally disturbed (SED) children and their families.

Approval of Contract Amendment Agreement #74-058-24 will allow the contractor to provide additional Mobile Crisis Response Team services for SED children and their families through December 31, 2017.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, SED children throughout Contra Costa County will have reduced access to Specialty Mental Health Services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Cynthia Belon,
925-957-5201

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

By: , Deputy

cc: Leslie Walker, Marcy Wilhelm

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.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Purchase Order with Verge Technologies, Inc.

RECOMMENDATION(S):

Approve and authorize the Purchasing Agent to execute, on behalf of the Health Services Department, a purchase order with Verge Technologies, Inc., in an amount not to exceed \$46,892 for the purchase of the Pulse Secure PSA5000 Appliance, licenses and support, and an End User License Agreement containing modified indemnification language with Pulse Secure, LLC, for the period September 30, 2017 through September 29, 2020.

FISCAL IMPACT:

Upon approval, this purchase order and agreement will be 100% funded by the Hospital Enterprise Fund I.

BACKGROUND:

The Pulse Secure Virtual Private Network (VPN) appliance is the portal that is used by all Health Services employees and vendors for remote access. It also serves as the authenticator for contract physicians using the ccLink Provider portal. The hardware was last refreshed in 2009 and has reached the end of its support lifecycle. The new hardware will replace the existing VPN concentrator and serve the Health Services VPN functionality for the next five to seven years.

Approval will allow the vendor to provide licenses and support through September 29, 2020. The End User License Agreement (EULA) requires the County to indemnify Pulse Secure for any claims or damages arising out of County's breach of the EULA, as well as for any claims or damages for unauthorized use of the products licensed to the County by third parties.

☒ APPROVE

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☒ RECOMMENDATION OF CNTY ADMINISTRATOR

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Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: David Runt,
925-335-8700

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

By: , Deputy

cc: T Scott, Marcy Wihelm

CONSEQUENCE OF NEGATIVE ACTION:

Without the hardware replacement, Health Services will not be able to support the ccLink provider portal and as a result patient care would be jeopardized.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Purchase Order with Mobile Instrument Service

RECOMMENDATION(S):

Approve and authorize the Purchasing Agent to execute, on behalf of the Health Services Department, an amendment to Purchase Order # F01722 with Mobile Instrument Service to increase the payment limit by \$150,000 to a new payment limit of \$249,000 for the cleaning, sharpening, and maintenance of surgical instruments for the Contra Costa Regional Medical Center (CCRMC) and Health Centers with no change in the original term of December 1, 2015 through November 30, 2017.

FISCAL IMPACT:

Upon approval, this amendment will be 100% funded by Hospital Enterprise Fund I.

BACKGROUND:

Mobile Instrument Service has overseen the maintenance of the surgical instruments for the CCRMC, but has never provided the same service for the Health Centers. A recent state survey revealed that many of the instruments at the Health Centers had not been maintained according to industry standards. In order to pass the state inspection, the vendor performed emergency cleaning and sharpening of all the instruments in Health Services.

CONSEQUENCE OF NEGATIVE ACTION:

If this change order is not approved, the CCRMC and Health Centers will be unable to continue to use the vendor for maintenance of surgical instruments.

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COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: Tscott, Marcy Wilhelm



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 19, 2017

Subject: 2017-18 Mount Diablo Unified School District Childcare Services Contract

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to execute an agreement amendment with Mount Diablo Unified School District, to increase the payment limit by \$103,000 to a new amount not to exceed \$180,000 to provide Early Head Start Program Enhancement services and to extend the contract term by nine months from October 1, 2016 through September 30, 2017 to October 1, 2016 through June 30, 2018.

FISCAL IMPACT:

This agreement is funded by federal funds through the U.S. Department of Health and Human Services, Administration for Children and Families (ACF), CFDA No. 93.600. There is no County match requirement.

BACKGROUND:

Contra Costa County receives funds from the U.S. Department of Health and Human Services, Administration for Children and Families (ACF) to provide Head Start and Early Head Start program services to program eligible County residents. The Department of Employment and Human

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COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: CSB (925)
681-6346

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

By: , Deputy

cc: Carolyn Nguyen, Christina Reich, Haydee Ilan

BACKGROUND: (CONT'D)

Services (Department), in turn, contracts with a number of community-based organizations to provide a wider distribution of services. The original contract was for the term October 1, 2016 through September 30, 2017 in the amount of \$77,000. Because it was less than \$100,000, it did not require Board of Supervisors approval, per County policy.

The amendment accounts for the standard annual renewal as well as an \$150 increase of the per child rate from \$350 to \$500. The increased rate is determined by the funding received from ACF. Since the timing of the increase was the same as the annual renewal, the Department determined to combine both actions by amending the payment terms and extending the contract term for another year. Approval of this agreement will allow the continued provision of Early Head Start childcare services to 20 children enrolled in the program at Crossroads High School.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County's ability to more widely distribute childcare services through partnerships with community based agencies will be hindered.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 19, 2017

Subject: Corporation Name Change

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a Software and Services Agreement Amendment with Gemalto Cogent Inc., formerly known as 3M Cogent Inc., to change the contractor name from 3M Cogent Inc. to Gemalto Cogent, Inc., with no change in the term or payment limit.

FISCAL IMPACT:

There is no additional fiscal impact from this action.

BACKGROUND:

The California Identification System (Cal-ID) is the automated system maintained by the California Department of Justice (DOJ) for retaining fingerprint files and identifying latent fingerprints. Cal-ID funds are collected from the fees from each vehicle registered - two dollars for non-commercial vehicles and four dollars from commercial vehicles - and are used to fund programs that enhance the capacity of the state and local law enforcement to provide mobile Automated Fingerprint Identification Systems (AFIS) that allow identification of individuals involved in motor vehicle crimes.

The California

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COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: Sandra Brown,
(925)335-1553

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Department of Justice has established the Remote Access Network (RAN), which is a uniform statewide network of equipment and procedures allowing local law enforcement agencies direct access to the Cal-ID System. The Contra Costa County local RAN board determines the placement of RAN equipment within the County, and coordinates the acceptance, delivery, and installation of RAN equipment. Acting as the local RAN board, mobile fingerprint identification hardware has been distributed to local law enforcement agencies within the County pursuant to the criteria specified in the Penal Code.

Under the proposed contract, additional mobile fingerprint devices, software, implementation services, and software support will be purchased so that local law enforcement agencies can connect to the Cal-ID system while in the field.

The Cogent Gemalto Mobile Identification (Mobile ID) solution provides a system that manages the transactions of mobile fingerprint captures from the field. The system will manage searches of the local Automated Fingerprint Identification System (AFIS) as well as the California Department of Justice's (Cal-DOJ) AFIS and Federal Bureau of Investigation's (FBI) Repository for Individuals of Special Concern (RISC) databases. The mobile identification devices and software bring the power of a full-scale AFIS to officers' hands while in the field for all agencies within Contra Costa, to provide fast, accurate identity verification, arrest records, and warrant information on subjects contacted in the field.

CONSEQUENCE OF NEGATIVE ACTION:

If the Office of the Sheriff is not allowed to change the contractor name, the County will not be in contract with the correct legal entity.

CHILDREN'S IMPACT STATEMENT:

No impact.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 19, 2017

Subject: Corporation Name Change

RECOMMENDATION(S):

APPROVE and AUTHORIZE Sheriff-Coroner, or designee, to execute a contract amendment with Gemalto Cogent Inc., formerly known as 3M Cogent Inc., to change the contractor name from 3M Cogent Inc. to Gemalto Cogent, Inc., with no change in the term or payment limit.

FISCAL IMPACT:

There is no additional fiscal impact from this action.

BACKGROUND:

The California Identification System (Cal-ID) is the automated system maintained by the California Department of Justice (DOJ) for retaining fingerprint files and identifying latent fingerprints. Cal-ID monies are collected from the fees from each vehicle registered, two dollars for non-commercial vehicles and four dollars from commercial vehicles, and are used to fund programs that enhance the capacity of the state and local law enforcement to provide automated mobile, fixed Livescan fingerprint capture stations and Automated Fingerprint Identification Systems (AFIS) that allow identification of individuals involved in motor vehicle crimes. The California Department

☒ APPROVE

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COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: Sandra Brown
925-335-1553

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

of Justice has established the Remote Access Network (RAN), which is a uniform statewide network of equipment and procedures allowing local law enforcement agencies direct access to the Cal-ID System. The Contra Costa County local RAN board determines the placement of RAN equipment within the County, and coordinates the acceptance, delivery, and installation of RAN equipment. The Office of the Sheriff, acting as the local RAN board, has distributed mobile fingerprint identification hardware to local law enforcement agencies within the County pursuant to the criteria specified in the Penal Code. Under the proposed contract, contractor will replace aging Livescan fingerprint capture device hardware, and provide implementation services and software support services so that local law enforcement agencies can continue to capture arrest and booking related fingerprints. The 3M Cogent Livescans provide the mechanism for the capture of fingerprints, photos and charge information as state and federally mandated for reporting to the California Department of Justice and the Federal Bureau of Investigations. The new hardware comes with updated the operating systems and reduce the current hardware failures experienced county-wide.

CONSEQUENCE OF NEGATIVE ACTION:

If the Office of the Sheriff is not allowed to change the contractor name, the the County will not be in contract with the correct legal entity.

CHILDREN'S IMPACT STATEMENT:

No impact.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 19, 2017

Subject: Amend Contract with Seneca Family of Agencies for Wraparound Program Services to Children

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Seneca Family of Agencies, a Non-Profit Corporation of California, in an amount not to exceed \$429,487 to provide wraparound service to increase placement stability of children, for the period August 1, 2017 through October 31, 2017.

FISCAL IMPACT:

\$429,487: 41% County (General Fund); 43% State (Foster Parent Recruitment Retention Services capped allocation, Children and Family Teams capped allocation, 2011 Realignment); 16% Federal (Title IV-E Foster Care CFDA 93.658)

BACKGROUND:

Seneca Family of Agencies provides Wraparound Services, a community based intervention program that provides children with service alternatives to group homes care through expanded family-based services. Wraparound Services are services that are wrapped around a child living with his or her birth parent, relative, adoptive parent, foster parent or guardian. These services build on the strengths of each child and family

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COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Gina Chenoweth
8-4961

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

and are tailored to address their unique and changing needs. Funding also provides 24 hours, 7 days a week non-emergency advise and consultation with foster parents and other caregivers by phone. This short-term contract will provide for continuation of wraparound services to children while new contracts are in negotiation.

CONSEQUENCE OF NEGATIVE ACTION:

At risk youth in restrictive group home settings will have less opportunities to transition into family-based services.

CHILDREN'S IMPACT STATEMENT:

This contract supports four of the five children's outcomes: 1) "Children Ready for and Succeeding in School"; 2) "Children and Youth Healthy and Preparing for Productive Adulthood"; 3) "Families that are Safe, Stable and Nurturing"; and 4) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by placing at risk youth into family-based or less restrictive service settings.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 19, 2017

Subject: Ricoh, USA, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee to execute a contract with Ricoh, USA, Inc., in an amount not to exceed \$300,000 for scanning and indexing services for the term October 1, 2017 through September 30, 2019.

FISCAL IMPACT:

\$300,000 General Fund; Budgeted.

BACKGROUND:

The Office of the Sheriff-Coroner has a backlog of files currently kept at the Office of the Sheriff's Records and Identification Unit. These documents include federal bookings and the Office of the Sheriff's Custody Alternative bookings. Due to the short staffing issues that continues to face the Sheriff's Records Unit it is imperative to have an outside contractor complete the work.

CONSEQUENCE OF NEGATIVE ACTION:

The Office of the Sheriff will be unable to scan an index the backlog of documents at the Office of the Sheriff's Records and Identification Unit.

CHILDREN'S IMPACT STATEMENT:

No impact.

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☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: Sandra Brown
925-335-1553

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: September 19, 2017

Subject: Authorization of County Finance Director and Chief Assistant County Administrator

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Finance Director and Chief Assistant County Administrator as signature designee for any document that requires the signature of the County Administrator.

FISCAL IMPACT:

None. This is an administrative action.

BACKGROUND:

The responsibilities of the County Administrator often result in his being out of the office. Therefore it is recommended that the County Finance Director and Chief Assistant County Administrator be authorized as signature designee for any document that requires the signature of the County Administrator. This includes special authority to approve exceptional expenses approved by the Board of Supervisors on September 27, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in daily operations.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: David Twa, County
Administrator 925-335-1080

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

By: , Deputy

cc: Robert Campbell, Auditor-Controller, Sharon L. Anderson, County Counsel



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 19, 2017

Subject: Allocation of Funds from the Livable Communities Trust to the Garden Park Apartments Community, Pleasant Hill

RECOMMENDATION(S):

ALLOCATE \$125,000 from the Livable Communities Trust (District IV portion) to the Garden Park Apartments Community (GPAC) in Pleasant Hill and DIRECT the Director of the Department of Conservation and Development to incorporate the terms and conditions of the funds into a Revocable Grant Agreement between the County and GPAC for the project.

FISCAL IMPACT:

No General Fund impact. Funds in the amount of \$125,000 are from the District IV allocation of deposits into the Livable Communities Trust. On December 3, 2013, the Board of Supervisors determined that revenue from the Fund should be spent equally among supervisorial districts. At build-out of the development projects contributing revenue to the Fund, deposits to the Fund will total \$8,448,000. As of August 31, 2017 the fund balance was \$7,706,905. The account has earned over \$400,000 in interest to date. There have been \$299,427 in expenditures. The following expenditures have been approved by the Board of Supervisors:

- \$250,000 approved on October 22, 2013 for the Northern Waterfront Economic Development Initiative (fully expended)
- \$1,432,830 approved on June 14, 2016 from the District I portion to provide matching funds for the development of the Heritage Point affordable housing project in North Richmond;
- \$400,000 approved on December 20, 2016 from the District III portion for a feasibility study for the Marsh Creek Corridor Multi-Use Trail and to review and update land use policies related to agriculture;

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Dominic Aliano,
925-521-7100

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

By: , Deputy

cc:

FISCAL IMPACT: (CONT'D)

>

- \$50,000 approved on March 07, 2017: from District IV (\$25,000) and District V (\$25,000) to assemble an Agra Tech Solar Light Greenhouse for the CoCo San Sustainable Farm project.
- \$83,645 approved on March 14, 2017 from Districts IV and V to support the implementation of the “Rides for Veterans” program (\$49,427 expended)

BACKGROUND:

The Livable Communities Trust Fund (Fund) was established to implement the County’s Smart Growth Action Plan. The goals of the Action Plan include enabling communities to meet affordable and regional fair share housing goals through the construction, development, and renovation of affordable and senior housing.

Garden Park Apartment Community (GPAC), located in Pleasant Hill, is a permanent supportive housing program for 27 formerly homeless families. This program is a critical part of the County's continuum of homeless services and provides much needed affordable housing with intensive on-site services. Unfortunately, tenant rents and current operating subsidies have not kept pace with increasing operating costs. Therefore, GPAC sought, and received, an allocation of Project-Based Vouchers and Rental Assistance Demonstration (RAD) vouchers from the Housing Authority of the County of Contra Costa. The voucher program is regulated by the U.S. Department of Housing and Urban Development (HUD). As a condition of providing the RAD vouchers, HUD requires that the project have a replacement reserve account of \$267,000.

GPAC requested \$125,000 from the District IV share of the Funds to partially fund the replacement reserve account. The Funds will be matched with an allocation of \$142,000 from the City of Pleasant Hill.

The Revocable Grant Agreement includes conditions so that the County is not obligated to disburse any portion of the \$125,000 until GPAC has delivered evidence to the County that the Housing Authority has agreed to provide the RAD vouchers and County staff confirms that GPAC is not in default under any agreement between it and the County. In addition, if GPAC does not receive the award of RAD vouchers by December 31, 2017, the funds will be returned to the Fund.

CONSEQUENCE OF NEGATIVE ACTION:

If a replacement reserve account is not established, GPAC will not receive the RAD vouchers and may not be able to sustain operations.

CHILDREN'S IMPACT STATEMENT:

GPAC supports outcome number 3: Families are Economically Self Sufficient.

ATTACHMENTS

Revocable Grant Agreement

REVOCABLE GRANT AGREEMENT
Garden Park Apartments

This Revocable Grant Agreement (the "Agreement") is dated _____, 2017, and is between the County of Contra Costa, a political subdivision of the State of California (the "County"), and Garden Park Apartments Community, a California nonprofit public benefit corporation ("Grantee").

RECITALS

- A. The Board of Supervisors of Contra Costa County (the "Board") adopted Resolution No. 2002/262 as part of the July 9, 2002, approval of the Camino Tassajara Combined General Plan Amendment (the "Plan Amendment"). The resolution included conditions of approval that required the establishment of a Livable Communities Trust Fund (the "Trust Fund").
- B. Through a board order dated November 15, 2005, the Board authorized the establishment of the Trust Fund, as identified in the Plan Amendment. The Trust Fund was established to implement the County's Smart Growth Action Plan. The goals of the Smart Growth Action Plan include enabling communities to meet affordable and regional fair share housing goals through the construction, development and renovation of affordable and senior housing.
- C. Grantee owns and operates permanent supportive housing in Pleasant Hill for formerly homeless families. The facility is known as Garden Park Apartments Community.
- D. Grantee has applied for an award of Rental Assistance Demonstration (RAD) vouchers and Project Based Vouchers (PBV) from the Housing Authority of the County of Contra Costa (the "Housing Authority"). Access to RAD / PBV vouchers will enable Grantee to close the gap between rental income and the cost of operating Garden Park Apartments.
- E. Before it will grant RAD / PBV vouchers, the Housing Authority requires recipients to have an adequate replacement reserve account ("Reserve Account"). In order to meet this requirement, Grantee has requested funds from the City of Pleasant Hill (the "City") and the County to supplement its Reserve Account. The City has agreed to provide funds in the amount of \$142,000 for this purpose. Subject to the terms of this Agreement, the County is granting \$125,000 from the Trust Fund for this purpose.

The parties therefore agree as follows:

AGREEMENT

1. Grant. Subject to the conditions set forth in this Agreement, the County hereby grants to Grantee One Hundred Twenty-Five Thousand Dollars (\$125,000) (the "Grant Funds") for the purpose set forth in Section 2 (Use) below.

2. Use. Grantee shall use the Grant Funds to supplement its Reserve Account. Deposits and withdrawals from the Reserve Account must be consistent with limitations imposed by the RAD Use Agreement between Grantee and the Housing Authority.
3. Term. This Agreement will remain in effect through December 31, 2017 (the “Expiration Date”). The County has no obligation to disburse the Grant Funds to Grantee after the Expiration Date.
4. Conditions Precedent to Disbursement. The County is not obligated to disburse any portion of the Grant Funds unless all of the following conditions have been and continue to be satisfied:
 - a. Grantee has delivered to the County evidence satisfactory to the County that the Housing Authority has agreed to provide the RAD vouchers to Grantee.
 - b. Grantee is not in default under this Agreement or any other agreement between it and the County.
 - c. All of the representations and warranties of Grantee set forth in this Agreement continuing to be true as of the disbursement date.
5. Special Condition. If the Grantee does not receive an award of RAD / PBV vouchers from the Housing Authority on or before the Expiration Date, Grantee shall repay the Grant Funds to the County upon the earlier to occur of (i) three business days after Grantee receives notice from the Housing Authority that the Housing Authority will not award RAD vouchers to Grantee, and (ii) the Expiration Date.

The provisions of this Section 5 will survive the expiration or termination of this Agreement.

6. Representations and Warranties of Grantee. Grantee hereby represents and warrants to the County as follows:
 - a. Organization. The Grantee is a duly organized, validly existing California nonprofit public benefit corporation, and is in good standing under the laws of the State of California and has the power and authority to own its property and carry on its business as now being conducted.
 - b. Authority of Grantee. The Grantee has full power and authority to execute and deliver this Agreement and to perform and observe the terms and provisions of this Agreement.
 - c. Authority of Persons Executing Documents. This Agreement is being executed and delivered by persons who are duly authorized to execute and deliver the same for and on behalf of Grantee, and all actions required under the Grantee's

organizational documents and applicable governing law for the authorization, execution, delivery and performance of this Agreement and all other documents or instruments executed and delivered, or to be executed and delivered, pursuant to this Agreement, have been duly taken.

- d. Valid Binding Agreements. This Agreement and all other documents or instruments that have been executed and delivered pursuant to or in connection with this Agreement constitute or, if not yet executed or delivered, will when so executed and delivered, constitute legal, valid and binding obligations of the Grantee enforceable against it in accordance with their respective terms.
 - e. No Breach of Law or Agreement. Neither the execution nor delivery of this Agreement, nor the performance of any provision, condition, covenant or other term hereof, will conflict with or result in a breach of any statute, rule or regulation, or any judgment, decree or order of any court, board, commission or agency whatsoever binding on the Grantee, or any provision of the organizational documents of the Grantee, or will conflict with or constitute a breach of or a default under any agreement to which the Grantee is a party.
 - f. Pending Proceedings. The Grantee is not in default under any law or regulation or under any order of any court, board, commission or agency whatsoever, and there are no claims, actions, suits or proceedings pending or, to the knowledge of the Grantee, threatened against or affecting the Grantee, at law or in equity, before or by any court, board, commission or agency whatsoever which might, if determined adversely to the Grantee, materially affect the Grantee's ability to carry on its business.
 - g. Financial Statements. The financial statements of the Grantee, and other financial data and information furnished by, or on behalf of the Grantee, to the County fairly present the information contained therein. As of the date of this Agreement, there has not been any adverse, material change in the financial condition of the Grantee from that shown by such financial statements and other data and information.
7. Default. Each of the following constitutes a default by Grantee under this Agreement:
- a. Suspension. Grantee voluntarily suspends its business or the Grantee is dissolved or terminated.
 - b. Default under Other Agreements. The occurrence of any event that acts, or with the passage of time would act, to accelerate any indebtedness owed by Grantee.
 - c. Condemnation. The condemnation, seizure, or appropriation of all or a substantial part of the real property owned by Grantee.

- d. Incorrect Representation or Warranty. Any Grantee representation or warranty contained in this Agreement, or in any application, financial statement, certificate, report or correspondence submitted to the County in connection with the subject of this Agreement, proving to have been incorrect in any material respect when made and having a material adverse effect on Grantee's operations.
8. Remedies. Upon the occurrence of any default under this Agreement on or prior to the Expiration Date, Grantee shall immediately repay the Grant Funds to the County.
9. Notices. All notices required or permitted by any provision of this Agreement must be in writing and sent by registered or certified mail, postage prepaid, return receipt requested, or delivered by express delivery service, return receipt requested, or delivered personally, to the following addresses:
- To Grantee: Garden Park Apartments Community
 1360 Mission Street, Suite 300
 San Francisco, California 94103
 Attention: Asset Management
- To County: County of Contra Costa
 Department of Conservation and Development
 30 Muir Road
 Martinez, California 94553
 Attention: Assistant Deputy Director
10. Governing Law. This Agreement is governed by the laws of the State of California.
11. Severability. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions will continue in full force and effect unless the rights and obligations of the parties have been materially altered or abridged by such invalidation, voiding or unenforceability.

[Signature Page Follows]

The County and the Grantee are signing this Agreement as of the date written in the introductory paragraph.

COUNTY:

COUNTY OF CONTRA COSTA, a
political subdivision of the State of
of California

GRANTEE:

GARDEN PARK APARTMENTS
COMMUNITY, a California nonprofit
public benefit corporation

By: _____
John Kopchik
Director of Conservation
and Development

By: _____
Jennifer Dolin
Vice President

APPROVED AS TO FORM
SHARON L. ANDERSON, COUNTY COUNSEL

By: _____
Kathleen M. Andrus
Deputy County Counsel

By: _____
Name
Title



Contra
Costa
County

To: Board of Supervisors
From: Robert Campbell, Auditor-Controller
Date: September 19, 2017

Subject: Authorization to change fiscal year 2016-17 annual audit requirement for Castle Rock County Water District

RECOMMENDATION(S):

AUTHORIZE the Castle Rock County Water District to submit an annual financial compilation, in lieu of the required annual audit, to the County's Office of the Auditor-Controller for fiscal year 2016-17 at the recommendation of the Auditor-Controller and in accordance with the provisions of Government Code Section 26909.

FISCAL IMPACT:

There is no fiscal impact to Contra Costa County.

BACKGROUND:

Government Code Section 26909(d) states:

(1) A special district may, by annual unanimous request of the governing board of the special district and with annual unanimous approval of the board of supervisors, replace the annual audit required by this section with an annual financial compilation of the special district to be performed by the county auditor in accordance with professional standards, if all of the following conditions are met:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Joanne Bohren,
925-335-8640

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

- (A) All of the special district's revenues and expenditures are transacted through the county's financial system.
- (B) The special district's annual revenues do not exceed one hundred fifty thousand dollars (\$150,000).
- (C) The special district will pay for any costs incurred by the county auditor in performing a financial compilation. Those costs shall be charged against any unencumbered funds of the district available for that purpose.

(2) A special district shall not replace an annual audit required by this section with an annual financial compilation of the special district pursuant to paragraph (1) for more than five consecutive years...

The Castle Rock County Water District (District) provides untreated water to the rural residential Walnut Creek area for domestic use, landscape irrigation, and commercial horse stables. The District maintains its funds in the County Treasury and records receipts, revenues, and disbursements in the County's Finance System. The District's annual receipts and revenues do not exceed one hundred fifty thousand dollars (\$150,000). The District has been in contact with a certified public accountant to perform an annual financial compilation for fiscal year 2016-17 to begin after approval of the Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:

The Castle Rock County Water District does not have the funds to continue to have annual audits conducted and will become out of compliance with Government Code Section 26909.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 19, 2017

Subject: Andeavor Foundation, Inc. Donation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to accept a donation in the amount of \$23,200 from Andeavor Foundation, Inc. to purchase additional equipment for the Office of the Sheriff.

FISCAL IMPACT:

\$23,200 in restricted donation revenue.

BACKGROUND:

Each year the Office of the Sheriff receives donations from individuals and various community organizations to help fund programs throughout the Sheriff's Office. The amount of \$23,200 was donated by Andeavor Foundation, Inc. to purchase additional equipment for the Office of the Sheriff.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will be unable to receive the donation revenue.

CHILDREN'S IMPACT STATEMENT:

No impact.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Liz Arbuckle,
(925)335-1529

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

By: , Deputy

cc: Liz Arbuckle, Heike Anderson, Tim Ewell



Contra
Costa
County

To: Board of Supervisors
From: Doug MacMaster, Chief Assistant District Attorney
Date: September 19, 2017

Subject: District Attorney's Annual Real Estate Fraud Prosecution Report for FY 2016/17

RECOMMENDATION(S):

ACCEPT the fiscal year 2016/17 Real Estate Fraud Prosecution Trust Fund Annual Report and APPROVE the continued expenditure of funds from the County's Real Estate Fraud Prosecution Trust Fund for the fiscal year 2017/2018.

FISCAL IMPACT:

None. The District Attorney's office will continue to receive the money in the Real Estate Fraud Prosecution Trust Fund for the fiscal year 2017/2018, in which revenue for fiscal year 2016/17 totaled \$561,532.50.

BACKGROUND:

The State Legislature has determined that there is a need to enhance the capacity of local police and prosecutors to deter, investigate and prosecute real estate fraud crimes. The District Attorney's Office Real Estate Fraud Unit investigates and prosecutes serious and significant cases involving fraudulent transactions that can cause unsuspecting victims to lose their life savings and homes. These crimes are traditionally not investigated by local police agencies that do not have the expertise to identify when fraud has occurred in legally complex real estate

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Cherie Mathisen,
(925)957-2234

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

transactions. The District Attorney's Office has worked diligently to collaborate with the Contra Costa County Recorder's Office to put in place a Fraud Notification program and a Mortgage and Foreclosure Advisory Program, thus the continued funding of the Real Estate Fraud Unit is essential to continue these programs.

CONSEQUENCE OF NEGATIVE ACTION:

The District Attorney's Office will not be in compliance with statute.

ATTACHMENTS

FY 2016-17 Annual Real Estate Fraud Report



OFFICE OF THE DISTRICT ATTORNEY
CONTRA COSTA COUNTY

DISTRICT ATTORNEY

August 30, 2017

Board of Supervisors
Contra Costa County
651 Pine Street
Martinez, CA 94553

RE: Real Estate Fraud Prosecution Trust Fund
District Attorney's Annual Report for 2016/2017

Dear Board Members:

Pursuant to California Government Code § 27388 (d), I would like to report to the Board the progress our office has made in deterring, investigating, and prosecuting real estate fraud crimes in our County this past year.

History of the Real Estate Fraud Prosecution Team

In July of 1996, the Board authorized one Deputy District Attorney and one District Attorney Senior Inspector to investigate and prosecute real estate fraud crimes. The cost of doing so was offset by revenue generated by recording fees on certain instruments. In 2011, the Board authorized the addition of one legal assistant position and in May of 2015 the addition of two District Attorney Senior Inspectors. Unfortunately, funding cutbacks effectuated in 2016/2017 severely reduced staffing levels in the Real Estate Fraud Unit. Current staffing levels for the Real Estate Fraud Prosecution Team consist of one Deputy District Attorney, one Senior Inspector, and one legal assistant.

Activity

The undersigned is the Deputy District Attorney assigned to the Real Estate Fraud Unit, starting in July of 2015. Since 2015, the Real Estate Unit has ethically and aggressively prosecuted cases. In addition, this Unit has introduced new outreach and training programs. This outreach has assisted in an increase of case referrals and in investigating, filing and prosecuting real estate fraud cases.

In 2016/2017, the Real Estate Fraud investigated cases involving over \$10 million dollars in fraud. These investigations involve suspected lease fraud/Craigslist scams, foreclosure fraud, recordation fraud, mortgage fraud, loan modification fraud, forgery, embezzlement, grand theft, securities fraud, elder abuse financial fraud and fraud cases involving sovereign citizens. In 2016/2017, our office expended \$875,645.83 from the Real Estate Fraud Prosecution Trust Fund. Initially those funds paid for the salaries of one Advanced Deputy District Attorney, three Senior Inspectors and one legal assistant. Partway through the 2016/2017 fiscal year, the Real Estate

Fraud Unit learned that there were insufficient funds in the Real Estate Fund Prosecution Trust to maintain those staffing levels. In response, the Real Estate Fraud Unit had to reduce staffing levels and scale back several large investigations.

Cases 2016/2017

In 2016/2017, the Real Estate Fraud Unit reviewed 64 real estate fraud cases. The Unit is actively investigating 48 of those cases. Upon initial review, the Real Estate Fraud Unit closed 16 cases due to insufficient evidence of real estate criminal activity. However, the Real Estate Fraud Unit referred these cases to other Units in the Special Operations Divisions for further investigation in other areas of fraud.

The cases investigated range in subject matter from recordation fraud to sophisticated mortgage fraud schemes involving elder abuse. In 2016/2017, the Real Estate Fraud Unit filed 14 cases, and secured over \$500,000 in restitution for victims with eight felony resolutions and three misdemeanor resolutions.

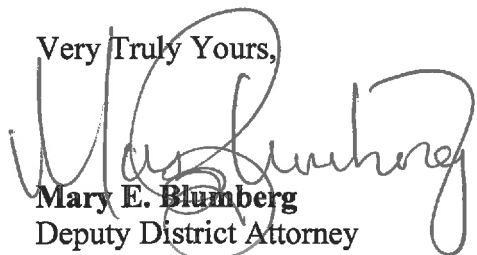
The Real Estate Fraud Unit began hosting Real Estate Fraud Police Agency Trainings as well as Real Estate Fraud Professionals Outreach in 2015. The Real Estate Fraud Police Agency Training is an ongoing project created to develop relationships between the Real Estate Fraud Unit and local law enforcement agencies within Contra Costa County. The overall goal is to educate patrol officers about real estate fraud. These training have led to a 90% increase in case referrals from law enforcement agencies.

The Real Estate Professionals Outreach is an ongoing training for local real estate professionals to raise awareness about potential real estate fraud and current fraud trends. This platform also allows the Unit to educate real estate professionals about the Real Estate Fraud Notification Program and the Mortgage and Foreclosure Advisory Program. Additionally, this past year, the Real Estate Fraud Unit and the Elder Unit held outreach at various Rotary Clubs across the County and Rossmoor to educate elders on how to protect themselves from potential real estate and mortgage fraud.

The Real Estate Fraud Unit collaborates with the Contra Costa County Recorder's Office, the Contra Costa County Assessor's Office, and the Contra Costa News Register to effectuate the Fraud Notification and the Mortgage and Foreclosure Advisory Programs. Moreover, the Unit has put out Public Service Announcements (PSA's), in both Spanish and English, to educate county residents about rental scams. The Unit continues to reach out to the Contra Costa Association of Realtors, local title insurance companies, the elderly and the public to educate our citizens and business people about the signs of real estate fraud. This Unit works closely with the California District Attorneys Association's Real Estate Fraud Committee; the undersigned does statewide trainings in the area of real estate fraud, in addition to addressing needed legislation relating to real estate fraud.

Despite significant cuts in personnel, the Real Estate Fraud Unit continues to ethically and aggressively investigate and prosecute allegations of real estate fraud occurring in Contra Costa County. A future return to past funding, and therefore past staffing levels, will ensure that county residents will continue to be protected from sophisticated and unscrupulous offenders.

Very Truly Yours,

A handwritten signature in dark ink, appearing to read "Mary E. Blumberg", written over the typed name.

Mary E. Blumberg
Deputy District Attorney
Special Operations - Real Estate Fraud
Contra Costa County Office of the District Attorney



Contra
Costa
County

To: Board of Supervisors
From: Joseph E. Canciamilla, Clerk-Recorder
Date: September 19, 2017

Subject: Annual Electronic Recording Memorandum of Understanding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Clerk-Recorder, or designee, to execute an addendum to the Memorandum of Understanding with the California Department of Justice to pay the State an amount not to exceed \$10,000 for the County's participation in the Electronic Recording Delivery System Program, for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

There is no impact to the County General Fund for this program. It will be funded by dedicated Electronic Recording Delivery Trust Fund monies (2454). The cost is determined annually based on the number of participating counties and the number of real property documents recorded the previous year. Contra Costa's share for FY 2017/2018 is \$8,647.73.

BACKGROUND:

On November 1, 2005, the Board approved and authorized the County Clerk-Recorder to participate in the Electronic Recording Delivery System Program and to enter into a Memorandum of Understanding with the State Attorney General for oversight of the program. The program enabled the County to improve and modernize its systems of recording and handling real property documents by electronically receiving documents from trusted and contracted agencies. Government Code section 27393 requires the Attorney General to develop regulations for review, approval, and oversight of the California Electronic Recording Delivery Program. Government Code section 27397 requires

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Laura Wilson
925-335-7921

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

any county that establishes an electronic recording system to pay the Attorney General for the cost of regulation and oversight of the program. This Memorandum of Understanding permits Contra Costa to pay the Attorney General each year for its proportionate cost of developing and implementing the California Electronic Recording Delivery Program.

CONSEQUENCE OF NEGATIVE ACTION:

Services to residents will decline if Contra Costa does not continue participation in the California Recording Delivery System Program.

ATTACHMENTS

ERDS Addendum to MOU FY 2017/2018

Fiscal Year 2017/2018 Addendum to Memorandum of Understanding
Department of Justice
Electronic Recording Delivery System
Costs for Regulation and Oversight

Parties

This Addendum to the Memorandum of Understanding (Addendum) is between the California Department of Justice, hereinafter referred to as "DOJ" and the County of Contra Costa, hereinafter referred to as "County."

Incorporation by Reference of MOU

Both County and DOJ agree that the terms of the MOU, previously executed, continue to operate and are incorporated herein by reference.

Purpose

The purpose of this Addendum is to continue the agreement found in the MOU previously executed by the parties to comply with the Electronic Recording Delivery Act of 2004 (ERDA) (Gov. Code, §§ 27390-27399; "Act"). This Addendum shall operate to bind the parties to the final proportionate costs to the County for fiscal year 2017/18. These costs include the costs for regulation and oversight.

Agreement

DOJ and County hereby consent and agree that County will pay DOJ for the direct cost of regulation and oversight in support of the Act, as set forth in Article 6 (commencing with Section 27390) to Chapter 6 of Division 2 of Title 3. The final proportionate cost for fiscal year 2017/18 is attached and incorporated by reference. Upon receipt of payment, the County is authorized to participate in the Electronic Recording Delivery System (ERDS).

Term of Addendum

The term of this Addendum operates for fiscal year 2017/18.

MOU Representatives

The Addendum representatives during the term of this Addendum are:

County of: Contra Costa
Name:
Phone:
Fax:
E-mail:

Department of Justice
Name: Michelle N. Mitchell
Phone: (916) 210-4057
Fax: (916) 227-0595
E-Mail: michellen.mitchell@doj.ca.gov

Agreed and Accepted

Certification of Addendum Representatives

I certify that I have read and understand the aforementioned statements and agree to comply with the requirements contained herein:

County of: Contra Costa
Name:

Department of Justice
Name: Michelle N. Mitchell

Signed: _____

Signed: _____

Dated: _____

Dated: _____

Attachments: Final Proportionate Costs:
Expenditure Report:

Attachment A
Attachment B



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: September 19, 2017

Subject: Approve New and Recredentialed Providers in Contra Costa Health Plan's Community Provider Network

RECOMMENDATION(S):

Approve the list of providers recommended by the Contra Costa Health Plan's Medical Director on July 25-26, 2017 and August 22, 2017, and by the Health Services Director, as required by the California Department of Health Care Services and Managed Health Care, and the Centers for Medicare and Medicaid Services.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

The National Committee for Quality Assurance (NCQA) requires that evidence of Board of Supervisors' approval must be contained within each Contra Costa Health Plan (CCHP) provider's credentials file. Approval of this providers list, as recommended by the CCHP Medical Director, will enable the Contra Costa Health Plan to comply with this requirement.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, CCHP's providers will not be appropriately credentialed and in compliance with the NCQA.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Patricia Tanquary,
925-313-6004

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Heather Wong

ATTACHMENTS

Attachment

Contra Costa Health Plan
Provider Approved by Medical Director
July 25, 2017

CREDENTIALING PROVIDERS JULY 2017	
Name	Specialty
Wininger, Dwight, MD	Anesthesiology

Contra Costa Health Plan
Provider Approved by Medical Director
July 26, 2017

RECREREDENTIALING PROVIDERS JULY 2017	
Name	Specialty
Merkow, Maxwell, MD	Surgery - Neurological

Providers Approved by Medical Director
August 22, 2017

CREDENTIALING PROVIDERS AUGUST 2017	
Name	Specialty
Andrews, Alyssa, MFT-I	Mental Health Services
Aramian, Armela, NP	Primary Care Family Medicine
Christofas, Maryann, RD	Dietitian
Delacruz, Drew, BCBA	Behavior Analysis
Du, Perpetualyn, RBT	Behavior Analysis
Finkelstein, Lauren, MFT-I	Mental Health Services
Garner Sonkin, Jessica, PA	Midlevel – Orthopaedic Surgery Assistant
Golden, Donald, MD	Primary Care Family Medicine
Grimm, Georgina, NP	Primary Care Internal Medicine
Gugessa, Amsale, NP	Primary Care Family Medicine
Guillaume, Darren, PA	Midlevel – Orthopaedic Surgery Assistant
Hamilton, Gwendolyn, MD	Primary Care Pediatrician
Hermann-Metzger, Nicole, PsyD	Mental Health Services
Kris, Caroline, BCBA	Behavior Analysis
Lacocque, Patricia, LCSW	Mental Health Services
Lavelle, Laura, NP	Primary Care Pediatrician
Lee, Justin, MD	Cardiovascular Disease

CREDENTIALING PROVIDERS AUGUST 2017	
Name	Specialty
Legaspi, Sonia, RBT	Behavior Analysis
Locke, Breanna, BCBA	Behavior Analysis
Okamura, Marian, LCSW	Mental Health Services
Paduraru, Adeline, RBT	Behavior Analysis
Piedrahita, Monica, BCBA	Behavior Analysis
Shen, Susan, MD	Psychiatry
Silva, Suzanne, NP	Primary Care Family Medicine
Simmons, Halsey, MFT	Mental Health Services
Umeh, Christiana, NP	Primary Care Internal Medicine
Wadhwa, Gurinder, DO	Primary Care Family Medicine
Wimett, Marie, NP	Primary Care Pediatrician

CREDENTIALING ORGANIZATIONAL PROVIDER AUGUST 2017		
Provider Name	Provide the Following Services	Location
John Muir Behavioral Health dba: John Muir Behavioral Health Center	Mental Health	Coincord

RE-CREDENTIALING PROVIDERS AUGUST 2017	
Name	Specialty
Aceves, Angela A., OD	Optometry
Adey, Geoffrey R., MD	Surgery – Neurological
Armstrong, Ingrid M., AuD	Audiology
Barcnas, Olivia S., MFT	Mental Health Services
Blumenstock, Edward M., MD	Family Planning
Brinton, Daniel A., MD	Ophthalmology
Brophy, Donald R., DC	Chiropractic Medicine
Burack, Jeffrey H., MD	HIV/Aids
Gomez, Michele A., MD	Family Planning

RECREDENTIALING PROVIDERS AUGUST 2017	
Name	Specialty
Goodwin, Karen, DO	Surgery – General
Guarino, Cecille, NP	Primary Care Family Medicine
Hall, Christopher S., MD	HIV/Aids
Kiff, Natalie M., LCSW	Mental Health Services
Kumelachew, Hiruth, PA	Mid-Level Family Planning
Lit, Eugene S., MD	Ophthalmology
Littlefield, Matthew T., MD	Psychiatry
Lobao, Jeannette D., PsyD	Bariatric Evaluations
Makooi, Mahmood M., DC	Chiropractic Medicine
Nelson, Lisa Ingrid, NP	Primary Care Internal Medicine HIV/Aids
O'Brien, Stephen, MD	HIV/Aids
Ross, Joel, MD	Otolaryngology
Shell, Amy, NP	Mid-Level Allergy & Immunology
Thomas, Glenn, LCSW	Mental Health Services
Tong, Wilson P., MD	Oncology

RECREDENTIALING ORGANIZATIONAL PROVIDERS AUGUST 2017		
Provider Name	Provide the Following Services	Location
Bio-Medical Applications of California, Inc. dba: Bio-Medical Applications Ardenwood	Dialysis	Newark
Fresenius Medical Care Diablo Nephrology Clinics, LLC dba: Fresenius Medical Care - Diablo Walnut Creek	Dialysis	Walnut Creek
Crescent Healthcare, Inc. dba: Crescent Healthcare	Infusion Therapy	Hayward
Brentwood Surgery Center, LLC dba: Brentwood Surgery Center	Outpatient Surgery	Brentwood
Aspen Surgery Center, LLC dba: Aspen Surgery Center	Outpatient Surgery	Walnut Creek
Vintage Estates, III, Inc. dba: Vintage Estates of Richmond	Skilled Nursing Facility	Richmond



Contra
Costa
County

To: Board of Supervisors
From: Gus Kramer, Assessor
Date: September 19, 2017

Subject: Recovery of Costs for Maintaining Use Codes for Special Taxes

RECOMMENDATION(S):

AUTHORIZE the Auditor- Controller to make a deduction from special tax proceeds at the rate of \$0.09 per special assessment and credit that amount to the Assessor's account 1600-9607, pursuant to Board Resolution 84/332.

FISCAL IMPACT:

This action would allow the County to recover costs incurred in collecting special taxes on behalf of local agencies.

BACKGROUND:

The Assessor has developed and attempted to maintain parcel use codes for the internal use of this office and is not required to maintain such codes for other purposes. Local agencies imposing special taxes have made use of the parcel use codes in collecting special taxes. Government Code Sections 50077 (b) and 53978 (d) authorize the County to deduct from special tax proceeds its reasonable costs incurred in collecting special taxes on behalf of local agencies.

CONSEQUENCE OF NEGATIVE ACTION:

Denial of this action would prevent the County from recovering its costs incurred in collecting special taxes on behalf of local agencies.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☐ 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: September 19, 2017

Contact: Sara Holman (925)
313-7503

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

By: , Deputy

cc: Laura Strobel, Dorothy Lim

ATTACHMENTS

Use Code Resolution No.
84/332

ABSTAIN: None.

RESOLUTION NO. 84/332

RECEIVED
JUN 12 1984
CONTRA COSTA
COUNTY ASSESSOR

SUBJECT: Recovery of costs of maintaining use codes for special taxes

The Board of Supervisors of Contra Costa County RESOLVES THAT:

WHEREAS the Assessor has developed and maintained parcel use codes for the internal use of his office and is not required to maintain such codes for other uses,

WHEREAS the County Administrator has advised that the only practical way that local agency special tax ordinances can be implemented and such taxes can efficiently be collected is by using the Assessor's use codes to apply the appropriate amount of special taxes to each parcel in the taxing agency;

WHEREAS the Assessor obtains no benefits from the use of such codes by the local agencies that need the codes to collect their special taxes,

WHEREAS the Assessor is in need of financial assistance in order to continue to adequately maintain the use codes necessary for such special taxes and may not be able to continue to adequately maintain such codes without financial assistance,

WHEREAS the Assessor may well discontinue maintaining use codes for his internal use, considering the costs of maintaining such codes in relation to the benefits obtained from his internal use of the codes,

WHEREAS the public interest requires that the Assessor's use codes continue to be adequately maintained and be available to local agencies for their use in collecting special taxes,

WHEREAS Government Code §§50077(b) and 53978(d) authorize the County to deduct its reasonable costs incurred in collecting special taxes on behalf of local agencies;

NOW, THEREFORE, it is by this Board ordered that the total of all costs of maintaining the Assessor's use codes for the year, including all personnel, equipment and material costs necessary for such maintenance, shall annually be determined by the Assessor and, upon approval by this Board, shall be deducted by the Auditor from the proceeds of special taxes collected for the year by the County for the local agencies in the County. The total of such deductions shall be credited to the Assessor's account for 9606-1647. Said deductions shall be made from the proceeds of each local agency imposing a special tax according to the following formula:

$$\begin{array}{l} \text{Deductions from Special} \\ \text{Tax Proceeds of the} \\ \text{Local Agency} \end{array} = \frac{\begin{array}{l} \text{(Number of Parcels in} \\ \text{the Local Agency} \\ \text{Total Number of Parcels} \\ \text{in all Local Agencies} \\ \text{Imposing Special taxes} \end{array}}{\begin{array}{l} \text{(Assessor's Total} \\ \text{Annual Costs of} \\ \text{Maintaining Use Codes)} \end{array}}$$

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 5, 1984

J.R. OLSON, COUNTY CLERK
and ex officio Clerk of the Board

Orig. Dept.:

cc: Assessor

Auditor-Controller

Treasurer-Tax Collector

Administrator

Local Agencies Imposing Use Codes



**Contra
Costa
County**

To: Board of Supervisors
From: Robert Campbell, Auditor-Controller
Date: September 19, 2017

Subject: Adoption of 2017-18 Secured Property Tax Rates and Authorization to Levy the 2017-18 Property Tax Roll

RECOMMENDATION(S):

ADOPT the fiscal year 2017-18 secured property tax rates as shown on Exhibit A, attached; AUTHORIZE the levy of these rates and those adopted by cities and multi-county districts, as shown in Exhibit B, against the taxable secured property within the County that is subject to each rate (anticipated revenues specified in Exhibit A are subject to changes in the secured roll); and ADOPT and levy the 2017-18 tax rate as shown on Exhibit B for the Unitary and Operating Non-Unitary property assessed by the State Board of Equalization with a single countywide value, as recommended by the Auditor-Controller.

FISCAL IMPACT:

Adoption of the attached property tax rates will generate over \$2.1 billion in property tax revenues to be apportioned to the County, Cities, Schools and other eligible agencies.

BACKGROUND:

Under Government Code Section 29100, the Board of Supervisors is responsible for the adoption by resolution of the tax rates for the current year secured property tax roll.

☒ APPROVE

☒ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/19/2017** ☒ 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: September 19, 2017

Contact: Robert Campbell,
925-335-8604

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The General Obligation bond rates are provided by the Auditor at a level adequate to support the annual debt service requirements and necessary bond reserves. Government Code Section 29101 requires that the Board levy these rates on the appropriate taxable property in the County. Revenue and Taxation Code Section 100(b) provides for the tax rate to be applied to the Unitary and Operating Non-Unitary property.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this action will mean that the County will not be in compliance with Government Code Section 29101 and this will result in the loss of over \$2.1 billion in property tax revenues.

ATTACHMENTS

Exhibit A

Exhibit B

Exhibit A**COUNTYWIDE TAX AND TAX RATES CALCULATED BY THE AUDITOR**

Government Code Section 29142 allows a collection fee for debt service requirements on bonds authorized and issued by special districts up to one-fourth of one percent. The tax amounts and rates for special districts include an additional one-fourth of one percent as the County's collection fee.

	Amount to be raised <u>on Secured Roll</u>	Rate as Percentage <u>of Full Value</u>
Countywide tax	\$1,877,317,000	1.0000 %
<u>LOCAL SPECIAL DISTRICTS</u>		
Contra Costa Water Land Levy	728,600	.0030
Pleasant Hill Rec. & Park 2009	1,612,900	.0218
<u>SCHOOL DISTRICTS</u>		
ELEMENTARY:		
Brentwood Elementary 1990	215,000	.0023
Brentwood Elementary 1997	1,541,300	.0161
Brentwood Elementary 2003	2,038,500	.0212
Brentwood Elementary 2016	2,290,100	.0239
Byron Elementary 2006	816,700	.0277
Lafayette Elementary 1995	1,660,000	.0193
Lafayette Elementary 2016	1,952,700	.0226
Moraga Elementary 1995	809,800	.0200
Moraga Elementary 2016	1,142,400	.0283
Oakley Elementary 1998	511,500	.0137
Oakley Elementary 2004	998,800	.0267
Oakley Elementary 2016	1,079,400	.0289
Orinda Elementary	927,900	.0144
Walnut Creek Elementary 1995	1,052,100	.0078
Walnut Creek Elementary 2002	1,113,300	.0083
Walnut Creek Elementary 2016	2,132,000	.0158
HIGH SCHOOL:		
Acalanes Union 1997	4,565,200	.0140
Acalanes Union 2002	6,040,000	.0185
Liberty Union 1994	1,377,000	.0082
Liberty Union 2001	1,964,000	.0117
Liberty Union 2016	4,237,600	.0251
UNIFIED SCHOOL DISTRICTS:		
Antioch USD SFID 2008	2,759,100	.0455
Antioch USD SFID 2012	2,232,200	.0369
John Swett 2002	562,500	.0233
John Swett 2008	1,377,800	.0571
John Swett 2016-P	936,900	.0388
John Swett 2016-Q	710,600	.0295
Martinez Unified 2010	3,150,200	.0521
Martinez Unified 2016	3,701,600	.0612
Mt Diablo 2002	12,348,800	.0327
Mt Diablo 2010	17,521,400	.0463
Pittsburg Unified 1995	0	.0000
Pittsburg Unified 2004	375,300	.0083
Pittsburg Unified 2006	2,246,400	.0494
Pittsburg Unified 2010	2,149,400	.0473
Pittsburg Unified 2014	2,238,200	.0493
San Ramon Unified 1998	8,640,400	.0188
San Ramon Unified 2002	13,742,300	.0299
San Ramon Unified 2012	2,952,500	.0065
West Contra Costa Unified 1998	1,498,100	.0053
West Contra Costa Unified 2000	5,227,100	.0184
West Contra Costa Unified 2002	17,066,200	.0600
West Contra Costa Unified 2005	17,066,200	.0600
West Contra Costa Unified 2010	13,652,900	.0480
West Contra Costa Unified 2012	13,652,900	.0480
COMMUNITY COLLEGE:		
CC Community College 2002	5,803,900	.0032
CC Community College 2006	12,436,600	.0068
CC Community College 2014	2,423,000	.0014

Exhibit B**TAX RATES ADOPTED BY OTHER DISTRICTS**

Per certifications received from the governing body of each district.

Rate as Percentage
of Full Value

MULTI-COUNTY DISTRICTS:

Bay Area Rapid Transit 2004	.0063 %
Bay Area Rapid Transit 2016	.0021
East Bay Regional Park	.0021
East Bay MUD Dist 1	.0011
Livermore Joint Unified 1999	.0380
Livermore Jt 2016	.0424
Chabot-Las Positas Comm Coll 2004	.0212
Chabot-Las Positas Comm Coll 2016	.0233

CITIES:

Orinda Roads Bond 2014	.0060
Orinda Roads Bond 2016	.0190
Brentwood, City of	.0051
Lafayette, City of	.0070
Richmond Pension Tax	.1400
Martinez Park Bond 2008	.0347

TAX LEVY FOR UNITARY AND OPERATING NON-UNITARY PROPERTY FOR [2017/18](#)

Rate as Percentage
of Full Value

Countywide Tax (UNITARY)	1.5948 %
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