

DRAFT



FINANCE COMMITTEE

March 27, 2017

9:00 A.M.

651 Pine Street, Room 101, Martinez

Supervisor Karen Mitchoff, Chair

Supervisor John Gioia, Vice Chair

Agenda Items:

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

Present: Chair Karen Mitchoff

Absent: Vice Chair John Gioia

Staff Present: Lisa Driscoll, Finance Director; Joanne Bohren, Internal Audit; Henriette Browne, Internal Audit; John Kopchik, DCD; Kara Douglas, DCD; Kristen Lackey, DCD; Maureen Toms, DCD; Gabriel Lemus, DCD-CDBG; Christine Louie, DCD-CDBG; Kristin Sherk, DCD-CDBG; Daniel Davis, DCD-CDBG; Ramesh Kanzaria, Public Works; Mike Carlson, Public Works; Paul Detjens, Public Works

Attendees: Timothy Russell, Mirna Cervantes, Rudy Lapa, Chong Vang, Dan Bundy, Lucero DeLeon, Lily Trienens, Susun Kim, Alissa Friedman, Susan Shiu, Duane Chapman, Lauren Rettagliata

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

No public comment was given.

3. Staff recommends approval of the Record of Action for the December 6, 2016 meeting.

The Record of Action for the December 6, 2016 meeting was approved as recommended.

AYE: Chair Karen Mitchoff

Passed

4. Adopt reissued reports and provide copies to whomever the original copies of the Single Audit reports were affected by the change. The revised Single Audit reports are also available on the Federal Clearinghouse website (<https://harvester.census.gov/facdissem/Main.aspx>).

Joanne Bohren, Chief Auditor, explained why the 2013 and 2014 Single Audit Reports needed to be reissued (EHSD reported federal grant monies as State monies). Supervisor Mitchoff asked what steps had been taken to reduce the risk of this happening again. Staff reported that the CFDA number in AgendaQuick would be used to track grants and that more training would be provided regarding the importance of tracking the items. The action was approved as recommended.

AYE: Chair Karen Mitchoff

Passed

5. CONSIDER approving request of \$990,000 to cover the funding shortfall.

Paul Detjens and Mike Carlson of Public Works Flood Control answered Supervisor Mitchoff's questions regarding failed grant attempts. At the conclusion of Mr. Carlson's comments, Supervisor Mitchoff recommended that the item be forwarded to the full Board for action.

AYE: Chair Karen Mitchoff

Passed

6. CONSIDER accepting Department of Conservation and Development's attached recommendations regarding FY 2017/18, FY 2018/19, & FY 2019/20 Community Development Block Grant - Economic Development & Infrastructure/Public Facilities Categories.

Gabriel Lemus, the Community Development Block Grant (CDBG) Program Manager in the Department of Conservation and Development presented a report of staff's funding recommendations for the FY 2017/18, FY 2018/19, and FY 2019/20 Economic Development and Infrastructure/Public Facilities projects. Attendees were invited to speak. Susun Kim from the Family Justice Center expressed her concern regarding the security of future funding and the timing of her project. Supervisor Mitchoff explained that moving money up in the funding process would mean that another project would not be funded. Mr. Lemus explained that there would be an opportunity to request modified funding if monies became available. Susan Shiu from the Contra Costa Childcare Council thanked staff for all the work performed on developing the recommendations. Mr. Lemus acknowledged the good work of all the agencies involved in CDBG. Supervisor Mitchoff asked Kara Douglas, Assistant Deputy Director – Department of Conservation and Development, if the City of Richmond's program was totally incorporated into the County competition process for this funding cycle. Ms. Douglas answered that they were and that the process had worked well for the City. Supervisor Mitchoff approved the recommendations as submitted and directed staff to forward the recommendations to the full Board of Supervisors.

7. ACCEPT report from the Conservation and Development Department regarding a recommendation to the Governing Board of the Successor Agency to the Contra Costa County Redevelopment Agency the approval of an issuance of 2017 Tax Allocation Revenue Bonds by the Successor Agency and forward to the full Board of Supervisors.

Kara Douglas introduced the report regarding issuance of 2017 Tax Allocation Revenue Bonds. Supervisor Mitchoff acknowledged the savings associated with the issuance and approved staff's recommendations. The item will be forwarded to the full Board of Supervisors.

AYE: Chair Karen Mitchoff

Passed

8. ACCEPT Quarterly Capital Projects update.

Ramesh Kanzaria presented the Quarterly Capital Report. Mr. Kanzaria reviewed the summary page in detail. There are currently 70 projects funded at \$189.6 million. There were 17 new projects since the last report totaling \$15.75 million and 7 projects were completed (\$2.3 million). In addition there are 73 Facilities Life-Cycle Investment Program (FLIP) projects totaling \$30.8 million. Highlights were provided of some of the major projects currently underway. Supervisor Mitchoff asked staff what the approval process is for projects on the list and specifically what the approval was for project #40 - Remodeling for Adult Mental Health (1420 Willow Pass Road, Concord) and #56 - Relocate Health, Housing and Homeless Services (2400 Bisso Lane, Concord) on pages 3 and 5 of the report. Supervisor Mitchoff indicated that she was asked by the Mental Health Commission about those two specific projects. She asked staff to research the process for determining funding for those two projects and to report back to the Mental Health Commission and Finance Committee at the June meeting. Lauren Rettagliata, Mental Health Commission, thanked Supervisor Mitchoff for addressing their concerns and explained why the information was important to the Commission. There were no further questions.

AYE: Chair Karen Mitchoff

Passed

9. The next meeting is currently scheduled for April 24, 2017.

10. Adjourn

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For Additional Information Contact:

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