



## FINANCE COMMITTEE

September 25, 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  
Vice Chair John Gioia

Staff Present: Lisa Driscoll, County Finance Director; Eric Angstadt, Assistant County Administrator; Annie O, Chief of Staff, District IV; John Kopchik, Director of Conservation and Development; Gabriel Lemus, DCD-CDBG; Kristin Sherk, DCD-CDBG; Jaclyn Kip, DCD-CDBG; Daniel Davis, DCD-CDBG; Ramesh Zahzaria, Public Works Capital Projects; Lavonna Martin, Health, Housing, Homeless Program

Attendees: Alissa Friedman, Eric Peterson, Jay Perry

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

*There were no comments from the Public on any items not on the agenda.*

3. Staff recommends approval of the Record of Action for the August 16, 2017 meeting.

*The Record of Action for the August 16, 2017 meeting was approved as recommended.*

4. ACCEPT Quarterly Capital Projects update.

*Ramesh Kanzaria presented the Quarterly Capital Report. Mr. Kanzaria reviewed the summary page in detail. There are currently 75 funded projects at \$295.3 million. There were 7 new projects since the last report totaling \$245,000 and 10 projects were completed (\$5.3 million). In addition there are seven Facilities Life-Cycle Investment Program (FLIP) projects under Capital Projects management totaling \$20.8 million and nine FLIP projects in progress under facilities maintenance totaling \$299,319. Mr. Kanzaria pointed out the list of potential surplus properties on the last page of the report and provided highlights on some of the major projects currently underway.*

*The Committee asked about Fire Station 16's CEQA progress. The Committee was perplexed about delays and concerned that the process was taking too long. Supervisor Gioia pointed out that he had contacted John Kopchik regarding the issue and found that the delay was currently in Public Works. Supervisor Mitchoff made it very clear that the Station 16 project should be their priority. Eric Angstadt spoke up and said that he had spoken to Brian Balbas, the Interim Director of Public Works, to remedy the issue. Any further delays or issues will be brought to Mr. Angstadt's attention immediately for resolution. There were no further questions. Supervisor Mitchoff thanked Mr. Kanzaria and his staff for the work that they perform and pointed out that they are currently managing 68 projects.*

5. Approve recommendations for FY 2017/18 of additional Infrastructure/Public Facilities (IPF) projects as recommended by staff or amended by the Committee; and direct the Department of Conservation and Development to prepare a staff report on the Committee's recommendations. The staff report will be submitted together as part of the Substantial Amendment to the FY 2017/18 CDBG Action Plan for the Board of Supervisors consideration on October 17, 2017.

*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 one million in unexpected program income from previously completed projects. The income was much larger than the expected residual. Additionally, the funds have to be used for projects that can be substantially completed by March 31, 2018. This made timeliness an issue. Staff completed application and evaluation process on an expedited timeline and recommended seven projects be funded. Representatives from the projects thanked CDBG staff for an excellent process. The Committee approved the recommendations as submitted and directed staff to forward the recommendations to the full Board of Supervisors for the October 17, 2017 agenda.*

6. The next meeting is currently scheduled for October 23, 2017.
7. Adjourn

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

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For Additional Information Contact:

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