

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**

KAREN MITCHOFF, CHAIR, 4TH DISTRICT

JOHN GIOIA, VICE CHAIR, 1ST DISTRICT

CANDACE ANDERSEN, 2ND DISTRICT

DIANE BURGIS, 3RD DISTRICT

FEDERAL D. GLOVER, 5TH 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.

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

AGENDA
February 6, 2018

**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. *David Hofman v. The County of Contra Costa Regional Medical Center*;
Contra Costa County Superior Court Case No. C16-02326

C. 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: Extension price and terms

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

Inspirational Thought- *"A bad attitude is like a flat tire. You can't go anywhere until you change it."* ~ Unknown

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.92 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 INTRODUCE the following Appointments to Contra Costa
County Departments:

1. Brian Balbas, Public Works Director
2. Anna Roth, Health Services Director

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

D.3 HEARING to consider adoption of Ordinance No. 2018-06, regulating the raising and keeping of farm animals in residential zoning districts and the keeping of roosters in agricultural zoning districts. (Aruna Bhat and Stanley Muraoka, Department of Conservation and Development)

D.4 DISCUSSION of Adult Protective Services (APS) and Challenges for Aged and Disability Populations, including APS financial scams information. (Victoria Tolbert, Aging and Adult Bureau Director)

D.5 CONSIDER accepting report on the requirement to establish a Countywide Redevelopment Successor Agency Oversight Board, and referring the public member application process for the Countywide Oversight Board to the Internal Operations Committee. (Maureen Toms, Conservation and Development Department)

D. 6 CONSIDER reports of Board members.

Closed Session

ADJOURN

CONSENT ITEMS

Road and Transportation

C. 1 ADOPT Traffic Resolution No. 2018/4465 to prohibit parking at all times on a portion of 1st Street (Road No. 0565U), as recommended by the Public Works Director, North Richmond area. (No fiscal impact)

- C. 2** ADOPT Resolution No. 2018/42 approving and authorizing the Public Works Director, or designee, to submit a 2018/2019 Transportation Development Act Grant Application to the Metropolitan Transportation Commission in the amount of \$100,000, for the Imhoff Drive Bicycle Shoulder Striping Project, and take related actions under the California Environmental Quality Act, and AUTHORIZE the Public Works Director, or designee, to advertise the Project, Unincorporated Vine Hill area. (69% Transportation Development Act Funds, 31% Local Road Funds)
- C. 3** ADOPT Resolution No. 2018/43 approving and authorizing the Public Works Director, or designee, to submit a 2018/2019 Transportation Development Act Grant Application to the Metropolitan Transportation Commission in the total amount of \$100,000, for fiscal year 2018/2019, for the San Pablo Avenue Pedestrian Gap Closure Project, and take related actions under the California Environmental Quality Act; and AUTHORIZE the Public Works Director, or designee, to advertise the Project, Unincorporated Rodeo area. (33% Transportation Development Act Funds, 67% Local Road Funds)
- C. 4** APPROVE and AUTHORIZE the Chair, Board of Supervisors, or designee, to execute a contract amendment to Agreement No. 208 with the Contra Costa Transportation Authority effective October 18, 2017, to increase the amount payable to Contra Costa County by \$700,000 to a new payment limit of \$7,948,054, for additional right of way services for the State Route 4 East Widening Somersville Road to State Route 160 Project, as recommended by the Public Works Director, East County area. (100% Contra Costa Transportation Authority Funds)
- C. 5** APPROVE and AUTHORIZE the Chair, Board of Supervisors, or designee, to execute an amendment to Agreement No. 124 with the Contra Costa Transportation Authority, effective November 15, 2017, to increase the amount payable to Contra Costa County by \$300,000 to a new payment limit of \$5,585,376,

for additional right of way services for the State Route 4 Railroad Avenue to Loveridge Road Widening Project, as recommended by the Public Works Director, East County area. (100% Contra Costa Transportation Authority Funds)

- C. 6** APPROVE and AUTHORIZE the Chair, Board of Supervisors to execute two Option Agreements with Sameer Bhokare, to purchase County surplus real properties located at 3036 Avon Lane for \$120,000, and 3160 & 3168 Rollingwood Drive for \$73,500, as recommended by the Public Works Director, San Pablo area. (100% Contra Costa Transportation Authority Funds)
- C. 7** APPROVE and AUTHORIZE the conveyance of Contra Costa County property rights located adjacent to Imhoff Road in the vicinity of Highway 4 and Interstate 680 Interchange in Martinez, to the State of California, Department of Transportation; AUTHORIZE the Public Works Director, or designee, to execute a Right of Way Contract; AUTHORIZE the Chair, Board of Supervisors, to execute a Quitclaim Deed, and ADOPT related California Environmental Quality Act findings, as recommended by the Public Works Director. (No fiscal impact)

Engineering Services

- C. 8** ADOPT Resolution No. 2018/15 approving the Parcel Map and Subdivision Agreement for minor subdivision MS14-00007, for a project being developed by Heritage Point A/G, L.P., a California Limited Partnership, as recommended by the Public Works Director, North Richmond area. (No fiscal impact)

Special Districts & County Airports

- C. 9** APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control and Water Conservation District, or designee, to execute a contract with Environmental Science Associates, Inc., in an amount not to exceed \$1,650,000, to

provide design, permitting, and California Environmental Quality Act services supporting the Lower Walnut Creek Restoration Project, for the period February 6, 2018 through January 30, 2021, Martinez area. (51% Flood Control District Zone 3B Funds, 33% California Department of Fish and Wildlife Proposition 1 Grant Funds, and 16% Environmental Protection Agency San Francisco Bay Water Quality Improvement Funds)

- C. 10** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Amendment No. 1 to the Consulting Services Agreement with Firma Design Group, effective January 30, 2018, to extend the term from March 31, 2018 through March 31, 2019 to continue providing on-call landscape architect services to complete an existing project, as recommended by the Public Works Director, Walnut Creek area. (No fiscal impact)
- C. 11** APPROVE the Notice of Intention to Convey Real Property owned by Contra Costa County, located at 505 Discovery Bay Boulevard in Discovery Bay and identified as Assessor's Parcel No. 004-200-013 to Discovery Bay Community Service District; and take related actions under the California Environmental Quality Act, as recommended by the Public Works Director. (No fiscal impact)
- C. 12** ADOPT Resolution No. 2018/48 vacating Contra Costa County Flood Control and Water Conservation District easements in connection with Drainage Area 56 Line AA located along Hillcrest Avenue in Antioch, pursuant to Section 31 of the Flood Control Act, as recommended by the Chief Engineer, Antioch area. (50% Flood Control and Water Conservation District, 50% Applicant)
- C. 13** APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Premiere-Aviation, Inc., for a Large T-hangar at Buchanan Field Airport effective February 1, 2018 in the monthly amount of \$548.33. (100% Airport Enterprise Fund)

Claims, Collections & Litigation

- C. 14** DENY claims filed by Gustavo Cruz, Tyiesha Farr, and Victor Presinal.

Honors & Proclamations

- C. 15** ADOPT Resolution No. 2018/29 recognizing Dana Green selected as Lafayette's 2018 Marquis Business Person of the year, as recommended by Supervisor Andersen.
- C. 16** ADOPT Resolution No. 2018/36 recognizing and honoring the Chinese American Cooperation Council, as recommended by Supervisor Andersen.

Ordinances

- C. 17** INTRODUCE Ordinance No. 2018-03 amending the County Ordinance Code to exclude from the Merit System the new classification of Departmental Personnel Officer-Exempt, WAIVE reading and FIX February 13, 2018 for adoption, as recommended by the Human Resources Director.

Hearing Dates

- C. 18** RECEIVE the 2017-2018 property tax administrative cost recovery report of the Auditor-Controller, FIX February 27, 2018 at 9:30 a.m. for a public hearing on the determination of property tax administrative costs, and DIRECT the Clerk of the Board to notify affected local jurisdictions of the public hearing and to prepare and publish the required legal notice and make supporting documentation available for public inspection, as recommended by the County Administrator.

Appointments & Resignations

- C. 19** APPOINT Jennifer Carter to the Alternate seat on the Alamo Municipal Advisory Council, as recommended by Supervisor Andersen.
- C. 20** APPOINT Victor Lecha to the District IV-A seat on the Alcohol and Other Drugs Advisory Board, as recommended by Supervisor Mitchoff.
- C. 21** DECLARE a vacancy in the Local Committee, Martinez seat on the Advisory Council on Aging, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human Services Department Director.
- C. 22** APPOINT Brian Balbas to the position of Public Works Director at Step 4 of the Salary Range effective February 1, 2018, as recommended by the County Administrator.
- C. 23** APPROVE the medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommended by the Medical Staff Executive Committee and the Health Services Director.
- C. 24** ADOPT Personnel Resolution No. 22233 to reallocate the salary of the classification of Director of Health Services-Exempt; APPOINT Ann Roth to the classification of Director of Health Services-Exempt at Step 1 of the salary range effective February 1, 2018, all other benefits as provided in the current Management Resolution applicable to the position of Health Services Director; ADOPT Resolution No. 2018/61 rescinding and superseding Resolution No. 2015/339, to appoint Anna Roth to the Office of Public Guardian and the Office of Public Administrator effective February 1, 2018; and WAIVE requirements of Government Code section 24001 for this appointment and find that the best interests of the County are and will be served by this waiver, all as recommended by the Board of Supervisors.

Appropriation Adjustments

- C. 25** Sheriff's Office (0255): APPROVE Appropriation Adjustment No. 5050 authorizing new revenue in the Office of the Sheriff (0255) in the amount of \$210,000 from the Office of the Traffic Safety grant and appropriate it for the Sheriff's Forensic Services Unit purchase of Liquid Chromatography Mass Spectrometry Instruments. (100% State)

Personnel Actions

- C. 26** ADOPT Position Adjustment Resolution No. 22185 to add one Licensed Vocational Nurse position (represented) and cancel one part-time Registered Nurse position (represented) in the Health Services Department. (100% Contra Costa Health Plan member premiums)
- C. 27** ADOPT Position Adjustment Resolution No. 22225 to add one EHS Deputy Bureau Director-Exempt (unrepresented) position and cancel one vacant Eligibility Work Supervisor (represented) position in the Employment and Human Services Department. (30% Federal, 33% State, and 37% County)
- C. 28** ADOPT Position Adjustment Resolution No. 22234 to add six Physical Therapist II positions (represented) in the Health Services Department. (100% Hospital Enterprise Fund I)
- C. 29** ADOPT Position Adjustment Resolution No. 22230 to reclassify three Administrative Services Assistant III (represented) and its incumbents to Personnel Services Assistant III (unrepresented) and one Administrative Services Assistant II (represented) and its incumbent to Personnel Services Assistant II (unrepresented) in the Public Works Department; and ADOPT Position Adjustment Resolution No. 22231 to reclassify one Administrative Services Assistant III (represented) and its incumbent to Personnel Services Assistant III (unrepresented) in the Department of Conservation and Development. (No Fiscal Impact)

Grants & Contracts

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

- C. 30** APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract containing modified indemnification language with the California Department of Food and Agriculture to receive reimbursement in an amount not to exceed \$774,404 to provide pest detection services for the period July 1, 2017 through June 30, 2018. (No County match)
- C. 31** APPROVE and AUTHORIZE the Conservation and Development Director, or designee to apply for and accept grant in an amount not to exceed \$60,000 from the United States Economic Development Administration under the Planning and Local Technical Assistance Program to study a short-line railroad in the Northern Waterfront, as recommended by the Transportation, Water, and Infrastructure Committee. (61.5% Federal grant funds; 38.5% General Fund, budgeted)
- C. 32** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing modified indemnification language with the City of Antioch, to pay the County in an amount not to exceed \$30,000 to provide homeless outreach services under the County's Coordinated Outreach, Referral and Engagement program, for the period July 1, 2017 through June 30, 2018. (No County match)
- C. 33** ADOPT Resolution 2018/34 authorizing the Sheriff-Coroner, or designee, to apply for and accept the 2017 Paul Coverdell Forensic Services Improvement Grant, with the Governor's Office of Emergency Services, as fiscal agent, in an initial amount of \$26,211 for support of forensic training for the period beginning January 1, 2018 through the end of the grant period. (100% Federal)

- C. 34** APPROVE and AUTHORIZE the Health Services Director, or designee, to submit a grant application and request funds up to \$229,213 to the Contra Costa County Department of Conservation and Development for the Community Development Block Grant funding for adult and youth emergency shelter capital project improvements for the period July 1, 2018 through June 30, 2019. (25% County match)
- C. 35** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the California Endowment, effective December 20, 2017, to extend the term from January 1 through September 30, 2018 and increase the amount payable to the County by \$65,000 to a new amount payable of \$367,028, to provide additional professional development and opportunity services for students enrolled in County's Richmond Public Health Solutions Project. (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. 36** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Victor Kogler, an individual, in an amount not to exceed \$125,938 to provide consultation, technical assistance, and operational support to the Behavioral Health Services Division/Alcohol and Other Drugs Services for the period January 1 through December 31, 2018. (10% Federal Prevention Set-Aside, 60% Federal Prevention Treatment Discretionary/Realignment, 30% County Realignment funds)
- C. 37** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Acusis, LLC, in an amount not to exceed \$300,000 to provide medical and dictation transcription services at Contra Costa Regional Medical Center and Health Centers for the period March 1, 2018 through February 28, 2019. (100% Hospital Enterprise Fund I)

- C. 38** APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Public Works Director, a purchase order with Kelly Paper Company in the amount of \$399,990 for paper products and printing related items, for the period February 1, 2018 to January 31, 2020, Countywide. (100% General Fund)
- C. 39** APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Public Works Director, a purchase order with Veritiv in the amount of \$399,990 for paper products and printing related items, for the period February 1, 2018 to January 31, 2020, Countywide. (100% General Fund)
- C. 40** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Care Review Resources, Inc., in an amount not to exceed \$300,000 to provide health care consulting, technical assistance, and chart review services for Contra Costa Regional Medical Center and Health Centers for the period March 1, 2018 through February 28, 2019. (100% Hospital Enterprise Fund I)
- C. 41** APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract amendment with Resource Development Associates, to increase the payment limit by \$55,650 to a new payment limit of \$225,650, for the provision of project facilitation and data analysis services for the Racial Justice Task Force, with no change to the term of February 14, 2017 through June 30, 2018. (100% AB 109 Public Safety Realignment)
- C. 42** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Lilliput Children's Services (dba Lilliput Families), a Non-Profit Corporation of California, to increase the payment limit by \$200,139 to a new payment limit of \$299,989, for an increased level of supportive services and the number of professional social workers providing the services to youth in

foster care, for the period November 1, 2017 through June 30, 2018. (50% State, 50% Federal)

- C. 43** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Bay Area Community Resources, Inc., a non-profit organization, to increase the payment limit by \$117,478 to a new payment limit of \$205,478 to provide Youth Workforce Development Services in East Contra Costa County, effective February 1, 2018, with no change to the original contract term of July 1, 2017 through June 30, 2018. (100% Federal)
- C. 44** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Ace Home Health Care and Hospice, Inc., effective November 1, 2017, to modify the rates for home healthcare and hospice services for Contra Costa Health Plan members, with no change in the payment limit of \$150,000 nor the term through August 31, 2019. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 45** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Pyro-Comm Systems, Inc., in an amount not to exceed \$800,000 to provide fire system and fire sprinkler repair and certification services, for the period February 1, 2018 through January 31, 2021, Countywide. (Various County funds)
- C. 46** APPROVE and AUTHORIZE the Director of Human Resources, or designee, to execute a contract amendment with Benefit Coordinators Corporation, including indemnification language, to extend the term from September 1, 2017 through August 31, 2018 and increase the payment limit by \$75,000 to a new payment limit of \$225,000 to assist the County in complying with the reporting and eligibility requirements of the Affordable Care Act. (100% Benefits Administration Fees)

- C. 47** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment with Adamson Police Products to increase the payment limit by \$30,000 to a new payment limit of \$191,800 to procure body armor to be integrated and coordinated by the Sheriff's Training Division for the period July 1, 2016 through June 30, 2018. (100% General Fund)
- C. 48** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Edward Y. Tang, M.D., Inc., in an amount not to exceed \$427,000 to provide orthopedic services at Contra Costa Regional Medical Center and Health Centers, for the period March 1, 2018 through February 28, 2019. (100% Hospital Enterprise Fund I)
- C. 49** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Department of Information Technology, purchase orders with Sirius Computer Solutions, Locus Diagnostics, and Integrated Archive Systems, and a third-party lease agreement with IBM Credit, LLC, in an amount not to exceed \$1,380,000, for the purchase of computer equipment for the period of March 1, 2018 through March 31, 2022, as recommended by the Public Works Director, Countywide. (100% Department User Fees)
- C. 50** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with First Choice Anesthesia Consultants of Northern California PC, in an amount not to exceed \$3,980,000 to provide anesthesiology services at Contra Costa Regional Medical Center and Health Centers for the period November 1, 2017 through October 31, 2020. (100% Hospital Enterprise Fund I)
- C. 51** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jamal Julian Zaka, M.D., in an amount not to exceed \$182,000 to provide pulmonary care at Contra Costa Regional Medical Center and Health Centers for the period April 1, 2018 through March 31, 2019. (100%

Hospital Enterprise Fund I)

- C. 52** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Liam Keating, M.D., in an amount not to exceed \$452,000 to provide otolaryngology services at Contra Costa Regional Medical and Health Centers for the period March 1, 2018 through February 28, 2019. (100% Hospital Enterprise Fund I)
- C. 53** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Delta Personnel Services, Inc. (dba Guardian Security Agency), in an amount not to exceed \$352,460 to provide security guard services at Contra Costa Regional Medical Center and Health Centers for the period January 1 through December 31, 2018. (57% Hospital Enterprise Fund I, 43% Whole Person Care Grant)
- C. 54** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Child Abuse Prevention Council, effective January 1, 2018, to decrease the payment limit by \$29,317 from \$1,277,562 to a new payment limit of \$1,248,245 as a result of vacated positions for the period July 1, 2017 through June 30, 2018. (4% Local, 55% State, 36% County, 5% Federal)
- C. 55** APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with CivicPlus in an amount not to exceed \$123,000 for website enhancement services, for the period February 1, 2018 through March 31, 2019. (100% General Fund)
- C. 56** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Vivian Price, an individual, in an amount not to exceed \$210,120 to provide residential board and care services for Contra Costa Regional Medical Center and Health Center patients in the Patch Program for the period April 1, 2018 through March 31, 2019. (100% County General Fund)

- C. 57** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with A Step Forward Child Abuse Treatment and Training Programs, a Marriage, Family and Child Counseling Corporation, a non-profit corporation, effective November 1, 2017, to increase the payment limit by \$60,000 for a new payment limit of \$140,000 to continue to provide mental health services to non Medi-Cal eligible clients with no change to the original contract term of August 1, 2016 through July 31, 2018. (30% County; 70% State)
- C. 58** APPROVE and AUTHORIZE the Purchasing Agent to procure, on behalf of the Health Services Director, 350 gift cards in the denomination of \$10 from local discount clothing and grocery stores; and 450 gift cards in the denomination of \$5 from local restaurants, for a total cost of \$6,000, to use as incentives for consumer participation in Calli House Emergency Youth Shelter. (100% Community Services Block Grant)
- C. 59** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Conduent Healthcare Provider Consulting Solutions, Inc., effective November 1, 2017, to reflect the new business name of the contractor, Atos Healthcare Provider Consulting Solutions Inc., for professional consultation and technical support to Health Services Department's electronic health records program, with no change in the payment limit of \$2,809,000 nor in the term through June 30, 2018. (100% Hospital Enterprise Fund I)
- C. 60** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order with Surtec Inc., in the amount of \$375,000 to supply the County's detention facilities with custodial supplies/specialty products and janitorial equipment repair for the period March 1, 2018 through February 28, 2019. (100% General Fund)

- C. 61** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order with Agilent Technologies, in an amount not to exceed \$209,500, to purchase two Gas Chromatography Mass Spectrometry Instruments for the Office of the Sheriff Forensic Services Division. (100% General Fund)
- C. 62** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with God's Grace Caring Home, Inc., in an amount not to exceed \$352,000 to provide residential board and care services for Contra Costa Regional Medical Center and Health Center patients in the Patch Program, for the period April 1, 2018 through March 31, 2019. (100% County General Fund)
- C. 63** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Saurabh Sethi, M.D., in an amount not to exceed \$150,000 to provide gastroenterology services at Contra Costa Regional Medical Center and Health Centers for the period April 1, 2018 through March 31, 2019. (100% Hospital Enterprise Fund I)
- C. 64** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Randy's Mechanical Mobile Service, a sole proprietor, to increase the payment limit by \$350,000 to a new payment limit of \$550,000 for additional vehicle inspections at specified intervals, repairs, and maintenance services to the County's Public Health Division's Mobile Satellite Health Center vehicles, for the period January 1, 2017 through December 31, 2019. (100% Enterprise Fund I)
- C. 65** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Uday Jain, M.D., Professional Corporation, in an amount not to exceed \$400,000 to provide anesthesiology services at Contra Costa Regional Medical Center and Health Centers for the period January 1 through December 31, 2018. (100% Hospital Enterprise Fund I)

- C. 66** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Bayside Solutions, Inc., in an amount not to exceed \$1,100,000 to provide temporary consulting, technical support, and recruiting services for hard to fill positions in the Health Services Department's Information Technology Unit for the period January 1, 2018 through June 30, 2020. (100% Hospital Enterprise Fund I)
- C. 67** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Sanofi Pasteur, Inc., in an amount not to exceed \$225,000 to procure vaccines and injectable medications at the Contra Costa Regional Medical Center and Health Centers, for the period January 1 through December 31, 2018. (100% Hospital Enterprise Fund I)
- C. 68** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Hyland Software, Inc., in an amount not to exceed \$161,586 to procure annual software maintenance for OnBase Document Management and Image Scanning Software for the period January 1 through December 31, 2018. (100% Hospital Enterprise Fund I)
- C. 69** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Seneca Family of Agencies, a non-profit corporation, in an amount not to exceed \$4,849,624 to provide mobile crisis response and school and community-based children's specialty mental health services for the period January 1, 2018 through June 30, 2018, including a six-month automatic extension through December 31, 2018 in an amount not to exceed \$4,849,624. (46% Federal Financial Participation, 47% County Realignment, 6% County General Fund, 1% Mental Health Services Act)

- C. 70** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with West Advanced Technologies, Inc., in an amount not to exceed \$300,000 to provide consulting, design development, programming services and maintenance and support for the Automated Regional Information Exchange System for the period January 1, 2018 through June 30, 2019. (100% Urban Area Security Initiative funds)
- C. 71** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with The Center for Common Concerns, Inc. (dba HomeBase), effective January 1, 2018, to increase the payment limit by \$118,220 to a new payment limit of \$452,230 for additional consultation and technical assistance on Continuum of Care planning and resource development for the Behavioral Health Services Division, for the period July 1, 2017 through June 30, 2018. (35% Federal Medi-Cal Administrative Activities, 26% Behavioral Health Administration and 39% Housing and Urban Development)
- C. 72** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute contract amendment with Emocha Mobile Health, Inc., effective February 1, 2018, to increase the payment limit by \$6,480 to a new payment limit of \$156,480 for additional per-disease monitoring module software for the Health Services Department, for the period May 1, 2016 through April 30, 2019. (100% Hospital Enterprise Fund I)
- C. 73** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Health Management Systems, Inc., effective November 1, 2017, to provide additional auditing services for the Contra Costa Health Plan, involving appropriate grouping of claims, pricing, and reimbursements, with no change in the payment limit of \$3,000,000 nor in the term through January 31, 2019. (100% Contra Costa Health Plan Enterprise Fund II)

- C. 74** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Nazak Mozaffarieh, O.D., in an amount not to exceed \$130,000 to provide optometry services to Contra Costa Health Plan members for the period April 1, 2018 through March 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 75** APPROVE and AUTHORIZE the County Administrator or designee to execute, on behalf of the Department of Information Technology, a contract amendment with CherryRoad Technologies, Inc., effective February 1, 2018, to increase the payment limit by \$1,846,300 with no change in the original term, to provide for optional application managed services.(100% Interdepartmental Charges)
- C. 76** APPROVE and AUTHORIZE the Human Resources Director, or designee, to end the contract agreement with James O'Donnell and Associates for Employee Assistance Program services.
- C. 77** APPROVE and AUTHORIZE the Human Resources Director, or designee, to execute an agreement with Magellan Healthcare, Inc., for an Employee Assistance Program for the period of February 1, 2018, to January 31, 2021, in the amount of \$430,000 with the option of two (2) one-year renewal periods. (100% Workers Compensation Internal Service Fund)

Other Actions

- C. 78** APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a Memorandum of Understanding with the California Department of Food and Agriculture to pay the Agriculture Department an amount not to exceed \$100 to enforce California seed marketing and labeling law requirements for the period July 1, 2017 through June 30, 2018.

- C. 79** DECLARE as surplus and AUTHORIZE the Purchasing Agent, or designee, to dispose of fully depreciated vehicles and equipment no longer needed for public use, as recommended by the Public Works Director, Countywide. (No fiscal impact)
- C. 80** ACCEPT the 2017 Annual Report for Pacheco Municipal Advisory Council, as recommended by Supervisor Glover.
- C. 81** APPROVE clarification of Board action of December 5, 2017 (Item # C. 26) which appointed Branin Cook to the Local Committee Oakley seat on the Advisory Council on Aging, to change the term ending date of September 30, 2019 to the term ending date of September 30, 2018, as recommended by the Employment and Human Services Department Director.
- C. 82** ADOPT Resolution No. 2018/44 approving the Side Letter between Contra Costa County and the California Nurses Association modifying the Preamble and Section 64 Duration of Agreement of the Memorandum of Understanding to extend the contract from January 31, 2018 through March 31, 2018, as recommended by the County Administrator.
- C. 83** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to proceed in partnership with the Contra Costa Transportation Authority in applying to the California Energy Commission and California Department of Transportation for grants to support development of an Electric Vehicle Readiness Blueprint for Contra Costa County, as recommended by the Ad Hoc Committee on Sustainability. (100% General Fund)
- C. 84** APPROVE and AUTHORIZE the Orinda County Library to be closed from March 2, 2018 through March 14, 2018 in order to install new carpeting throughout the building, as recommended by the County Librarian. (100% City of Orinda funds)

- C. 85** APPROVE and AUTHORIZE the Sheriff- Coroner, or designee, to execute a Memorandum of Understanding, with Solano County, in an amount not to exceed \$50,000 to implement and execute a Disaster Recovery/Back Up solution for the Automated Regional Information Exchange System (ARIES) for the period of January 1, 2018 through December 31, 2022. (100% ARIES User Fees)
- C. 86** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee to enter into an Agreement with Donor Network West, for the provision of organ procurement services, for the period of May 1, 2018 through April 30, 2020. (No fiscal impact)
- C. 87** APPROVE the list of providers recommended by the Contra Costa Health Plan's Medical Director and the Health Services Director, as required by the State Departments of Health Care Services and Managed Health Care, and the Centers for Medicare and Medicaid Services.
- C. 88** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Samuel Merritt University to provide supervised field instruction to nursing, physical therapist, podiatry, and occupational therapy students at Contra Costa Regional Medical Center and Health Centers for the period April 1, 2018 through March 31, 2020. (Non-financial agreement)
- C. 89** APPROVE and AUTHORIZE the Clerk-Recorder or designee to execute a one-day use permit, including modified indemnification, with the National Park Service for the use of the John Muir Home, 4202 Alhambra Avenue, Martinez, on February 14, 2018 to conduct civil wedding ceremonies. (No fiscal impact)
- C. 90** CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999, and most recently approved by the Board on January 23, 2018, regarding the issue of homelessness in Contra Costa County, as recommended by the Health Services Director. (No fiscal impact)

- C. 91** ACCEPT the 2017 Annual Report of the Pacheco Municipal Advisory Council report, as recommended by Supervisor Glover.
- C. 92** ADOPT Resolution No. 2018/56 in support of a Capitol Corridor train stop at the Regional Intermodal Transit Center in the City of Hercules, as recommended by Supervisor Gioia and Supervisor Glover.

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402, including as the Housing Authority and the Successor Agency to the Redevelopment Agency. Persons who wish to address the Board should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, First Floor, Room 106, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Board votes on the motion to adopt.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the

Board at least 24 hours before the meeting, at (925) 335-1900; TDD (925) 335-1915. An assistive listening device is available from the Clerk, Room 106.

Copies of recordings of all or portions of a Board meeting may be purchased from the Clerk of the Board. Please telephone the Office of the Clerk of the Board, (925) 335-1900, to make the necessary arrangements.

Forms are available to anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda. Forms may be obtained at the Office of the County Administrator or Office of the Clerk of the Board, 651 Pine Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 335-1900 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

www.co.contra-costa.ca.us

STANDING COMMITTEES

The **Airport Committee** (Supervisors Diane Burgis and Karen Mitchoff) meets on the second Wednesday of the month at 11:00 a.m. at the Director of Airports Office, 550 Sally Ride Drive, Concord.

The **Family and Human Services Committee** (Supervisors Candace Andersen and John Gioia) 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 Candace Andersen and Federal D. Glover) 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 Diane Burgis and Candace Andersen) 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 Karen Mitchoff and Diane Burgis) 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 John Gioia and Federal D. Glover) 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 Karen Mitchoff and Candace Andersen) 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	March 14, 2018	11:00 a.m.	See above
Family & Human Services Committee	February 26, 2018	10:30 a.m.	See above
Finance Committee	February 26, 2018 Canceled	9:00 a.m.	See above
Hiring Outreach Oversight Committee	April 2, 2018	1:00 p.m.	See above
Internal Operations Committee	February 12, 2018	1:00 p.m.	See above
Legislation Committee	February 12, 2018	10:30 a.m.	See above
Public Protection Committee	March 5, 2018	10:30 a.m.	See above
Transportation, Water & Infrastructure Committee	February 12, 2018	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: John Kopchik, Director, Conservation & Development Department

Date: February 6, 2018

Subject: Hearing to consider the adoption of Urban Farm Animals Ordinance

RECOMMENDATION(S):

1. OPEN the public hearing on Ordinance No. 2018-06, RECEIVE testimony, and CLOSE the public hearing;
2. DETERMINE that adoption of Ordinance No. 2018-06 is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15061(b)(3) ("General Rule" exemption);
3. ADOPT Ordinance No. 2018-06, regulating the raising and keeping of farm animals in residential zoning districts and the keeping of roosters in agricultural zoning districts; and
4. DIRECT the Department of Conservation and Development to file a CEQA Notice of Exemption with the County Clerk.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Stanley Muraoka,
925-674-7781

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

By: , Deputy

cc:

FISCAL IMPACT:

The cost of preparing this ordinance has been funded by the Department of Conservation and Development.

BACKGROUND:

On September 16, 2014, the Board of Supervisors directed the Department of Conservation and Development (DCD) to study the raising and keeping of small farm animals for non-commercial purposes on small residential lots in unincorporated areas of the County. DCD staff reviewed the ordinances of the 19 cities in the County and surveyed the community preferences of the 13 citizen advisory bodies in the County.

On May 9, 2017, staff presented its findings and the Board directed staff to prepare a countywide amendment of the County Ordinance Code to allow the raising and keeping of certain farm animals including chickens, goats, and honeybees for non-commercial purposes within residential land use districts (the Urban Farm Animals Ordinance). Subsequently, on June 6, 2017, the Board directed staff to include regulations on the keeping of roosters in agricultural districts in the Urban Farm Animals Ordinance.

Current Status

The keeping of small farm animals, including fowl, rabbits, and other grain-fed rodents, and up to two head of livestock is allowed on any lot in the R-20, R-40, R-65, and R-100 Single-Family Residential Districts. The County Ordinance Code also regulates animal structures and livestock enclosures. Honeybees are not permitted on any residentially zoned lot. On agriculturally zoned property, all farm animals are permitted with no restriction on the size of the lot or the number of animals.

Proposed Urban Farm Animals Ordinance

Urban Farm Animal Raising and Keeping

The proposed Urban Farm Animals Ordinance would regulate the raising and keeping of farm animals, including fowl, rabbits, grain-fed rodents, honeybees, and livestock, on a lot in any single-family residential (R-) district or two-family residential (D-1) district, or a single-family residential lot in a planned unit (P-1) district. These regulations would not apply in any agricultural district. The following summarizes the regulations contained in the Urban Farm Animals Ordinance related to urban farm animal raising and keeping:

1. The minimum area of a lot on which fowl (except for hens), rabbits, or grain-fed rodents may be raised or kept is 20,000 square feet.
2. The maximum number of domesticated female chickens (hens) allowed on a single lot is one hen per 1,000 square feet of lot area.
3. No more than an aggregate total of 20 fowl (including hens), rabbits, and grain-fed rodents may be kept on a single lot.
4. The minimum area of a lot on which an apiary (honeybees) may be kept is 6,000

square feet.

5. The maximum number of beehives allowed on a single lot is determined by lot area, as follows:

Lot Area	Maximum Number of Beehives
6,000 square feet or more, but less than 20,000 square feet	4
20,000 square feet or more, but less than 40,000 square feet	6
40,000 square feet or more	8

6. The minimum area of a lot on which livestock may be raised or kept is 40,000 square feet. The lot must be contiguous.
7. The maximum number of livestock on a single lot is two head of livestock per 40,000 square feet of lot area.

The ordinance also includes specific location and design requirements for animal structures, such as minimum distances from the front, side, and rear property lines, height limits, and honeybee flyway barriers.

Rooster Keeping

The proposed Ordinance would also revise the County Ordinance Code to allow the keeping of up to two roosters on lots of five or more acres in any agricultural district, unless expressly exempted from the limitation (e.g., commercial poultry ranches registered with the California Department of Food and Agriculture and which primarily produce eggs or meat for commercial sale). The proposed Ordinance would also revise County Ordinance Code Chapter 416-12 to regulate rooster keeping to ensure rooster health, safety, and well-being. The proposed Ordinance would authorize the Animal Services Director to enforce the rooster keeping regulations in Title 4 and Title 8 of the County Ordinance Code.

District III Citizen Advisory Bodies.

At the request of the District III Supervisor in August 2017, DCD staff made presentations of the draft Ordinance to the five citizen advisory groups in District III. The Byron MAC, the Town of Discovery Bay, and the Bethel Island MAC passed motions stating a preference that the community not be included in the proposed Ordinance. The Town of Discovery Bay subsequently submitted a letter to the County Planning Commission. Two members of the Knightsen TAC submitted emails stating a preference for not including Knightsen in the proposed Ordinance, and for allowing roosters on agricultural lots of one or more acres.

County Planning Commission Hearing

The County Planning Commission held a public hearing on the draft Urban Farm Animals Ordinance on October 25, 2017, and November 8, 2017. The Commission received written comments, including those from the advisory bodies mentioned above, and oral testimony both in favor of and in opposition to the proposed ordinance.

At the conclusion of testimony on November 8, 2017, the County Planning Commission voted to recommend that the Board approve the proposed ordinance with changes to the beekeeping provisions consistent with the beekeeping ordinance of the Town of Moraga. Those recommended changes have been incorporated in the Urban Farm Animals Ordinance before the Board.

California Environmental Quality Act

The proposed Urban Farm Animals Ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3). The proposed Ordinance would authorize only minor alterations to land and new construction or conversion of small structures. Therefore, it can be seen with certainty that there is no possibility that the project could have a significant effect on the environment.

Conclusion and Recommendation

The proposed Urban Farm Animals Ordinance is consistent with the General Plan by allowing raising and keeping of urban farm animals on residential lots and regulating the keeping of roosters in a manner consistent with the physical character and quality of life in the County. The proposed Ordinance would implement Land Use Element goals and policies by providing for the raising and keeping of urban farm animal in a uniform manner on all single-family and two-family residential lots. Issues of animal noise and animal odors would continue to be addressed by existing health regulations in Title 4 of the County Code. The proposed Ordinance would enable the County more effectively combat illegal rooster fighting by limiting the number of roosters that can normally be kept on a lot without affecting agricultural activities. Staff recommends that the Board of Supervisors adopt Ordinance No. 2018-06.

CONSEQUENCE OF NEGATIVE ACTION:

The County will continue to allow the keeping of urban farm animals, but not including honeybees, on lots in the R-20, R-40, R-65, and R-100 Single-Family Residential Districts. Property owners in the R-6, R-7, R-10, R-12, R-15, D-1, and P-1 districts will not be allowed to keep urban farm animals. The keeping of honeybees would not be permitted on a residentially zoned lot. The number of roosters allowed on an agriculturally zoned property would not be restricted.

CHILDREN'S IMPACT STATEMENT:

N.A.

ATTACHMENTS

County Planning Commission Resolution No. 4-2018 Urban Farm Animal
Ordinance No. 2018-06 Urban Farm Animal

Planning Commission Staff Report

Change in draft Urban Farm Animals Ordinance at CPC

RESOLUTION NO. 4-2018

RESOLUTION OF THE COUNTY PLANNING COMMISSION OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, RECOMMENDATION ON THE COUNTY INITIATED TEXT AMENDMENT OF THE COUNTY ORDINANCE CODE THAT WOULD ADD CHAPTER 82-50, AND REVISE CHAPTERS 82-4, 84-4, 84-14, 84-16, 84-18, 84-20, 84-38, 84-40, 84-42, AND 84-80 (ZONING CODE), AND CHAPTER 416-12 TO INCLUDE REGULATIONS FOR THE RAISING AND KEEPING OF FARM ANIMALS IN RESIDENTIAL ZONING DISTRICTS IN THE UNINCORPORATED AREAS OF CONTRA COSTA COUNTY AND THE KEEPING OF ROOSTERS IN AGRICULTURAL ZONING DISTRICTS IN THE UNINCORPORATED AREAS OF CONTRA COSTA COUNTY (County File: ZT17-0003)

WHEREAS, on Tuesday, September 16, 2014, the Board of Supervisors authorized the Department of Conservation and Development to conduct a study for the raising and keeping of small farm animals for non-commercial purposes on smaller residential lots in unincorporated areas of the County; and

WHEREAS, on Tuesday, May 9, 2017, the Board of Supervisors authorized the Department of Conservation and Development to prepare a countywide amendment of the County Ordinance Code to allow the raising and keeping of certain farm animals such as chickens, goats, and honeybees for non-commercial purposes within applicable residential land use districts; and

WHEREAS, on Tuesday, June 6, 2017, in adopting Ordinance No. 2017-12, the Board of Supervisors directed the Department of Conservation and Development to include regulations on the keeping of roosters in agricultural districts in the proposed County Code amendment; and

WHEREAS, for purposes of compliance with the provisions of the California Environmental Quality Act (CEQA) and State and County CEQA Guidelines, the proposed County Code amendment is exempt from CEQA per CEQA Guidelines Sections 15303 (new construction or conversion of small structures) and 15304 (minor alterations to land); and

WHEREAS, after notice having been lawfully given, a public hearing on the proposed County Code amendment was scheduled before the County Planning Commission on Wednesday, October 25, 2017, where all persons interested therein might appear and be heard; and

WHEREAS, a total of four letters and emails were received by the County Planning Commission prior to the Wednesday, October 25, 2017 public hearing, and

WHEREAS, a report and recommendation on the proposed County Code amendment was presented to the County Planning Commission on Wednesday, October 25, 2017; and

WHEREAS, on Wednesday, October 25, 2017, the County Planning Commission opened the public hearing on the proposed County Code amendment, heard testimony from eight persons, including seven members of the public and a staff person from the Animal Services Department, and continued the public hearing to Wednesday, November 8, 2017; and

WHEREAS, a total of five letters and emails were received by the County Planning Commission prior to the Wednesday, November 8, 2017 public hearing; and

WHEREAS, an updated report and recommendation on the proposed County Code amendment was presented to the County Planning Commission on Wednesday, November 8, 2017; and

WHEREAS, on Wednesday, November 8, 2017, the County Planning Commission continued the public hearing on the proposed County Code amendment, and heard testimony from ten members of the public; and

WHEREAS, the County Planning Commission having fully reviewed, considered and evaluated all the testimony and evidence submitted in this matter closed the public hearing; and

NOW, THEREFORE, BE IT RESOLVED, that the County Planning Commission:

1. FINDS for the purposes of compliance with CEQA and the State and County CEQA Guidelines, that the proposed County Code amendment is exempt from CEQA per CEQA Guidelines Sections 15303 (new construction or conversion of small structures) and 15304 (minor alterations to land); and
2. FINDS that the proposed County Code amendment is consistent with the General Plan of Contra Costa County; and
3. RECOMMENDS to the Board of Supervisors adoption of the proposed amendment that adds Chapter 82-50 to the County Ordinance Code that sets forth regulations

for the raising and keeping of farm animals in residential zoning districts, and includes other modifications of Title 8 and Title 4 of the County Code, for consistency with Chapter 82-50 and/or to set forth regulations for rooster keeping in agricultural zoning districts, with modifications to beekeeping provisions consistent with the beekeeping ordinance of the Town of Moraga by increasing the number of bee hives allowed.

This Resolution was approved upon motion of the County Planning Commission on Wednesday, November 8, 2017 by the following vote:

AYES: Clark, Terrell, Wright, Allen, Swenson (Vice Chair), Van Buskirk, Steele (Chair)

NOES: None

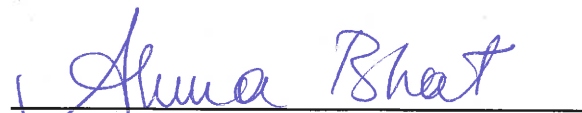
ABSENT: None

ABSTAIN: None

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

ORDINANCE NO. 2018-06

URBAN FARM ANIMALS

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 adds Chapter 82-50 to the County Ordinance Code to regulate the raising and keeping of farm animals in residential zoning districts. This ordinance also amends the County Ordinance Code to provide regulations for the keeping of roosters in agricultural zoning districts.

SECTION II. Chapter 82-50 is added to the County Ordinance Code, to read:

Chapter 82-50
URBAN FARM ANIMALS

Article 82-50.2
General

82-50.202 Purpose. The primary purpose of this chapter is to establish regulations for the raising and keeping of farm animals in residential zoning districts. The provisions of this chapter do not apply in any agricultural zoning district. (Ord. 2018-06 § 2).

82-50.204 Definitions. For the purposes of this chapter, the following words and phrases have the following meanings:

- (a) “Apiary” has the meaning set forth in Food and Agricultural Code section 29002.
- (b) “Bird enclosure” means one or more coops, cotes, pens, cages, or other similar enclosures, used to house one or more birds, including pigeons, but not including poultry, fowl, roosters, peacocks, or guinea fowl.
- (c) “Farm animals” means one or more fowl, rabbits, grain-fed rodents, bees, or livestock.
- (d) “Fowl” means one or more domesticated chickens, ducks, geese, turkeys, or similar birds customarily kept for eggs or meat. “Fowl” does not include roosters, peacocks, or guinea fowl.
- (e) “Urban farm animal raising and keeping” means the raising or keeping of farm animals in residential zoning districts for non-commercial purposes. (Ord. 2018-06 § 2).

Article 82-50.4
Urban Farm Animal Raising and Keeping

82-50.402 Location requirements. Urban farm animal raising and keeping is allowed on any lot in a single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100), a planned unit district for which single-family residential uses are approved (P-1), or a two-family residential district (D-1). (Ord. 2018-06 § 2).

82-50.404 Standards - Small animals.

- (a) The minimum area of a lot on which fowl (except for hens), rabbits, or grain-fed rodents may be raised or kept is 20,000 square feet.
- (b) The maximum number of domesticated female chickens (hens) allowed on a single lot is one hen per 1,000 square feet of lot area.
- (c) No more than an aggregate total of 20 fowl (including hens), rabbits, and grain-fed rodents may be kept on a single lot.
- (d) The maximum height of a chicken coop, rabbit hutch, or similar accessory structure for the housing of small animals is 12 feet.
- (e) Chicken coops, rabbit hutches, and similar accessory structures for the housing of small animals must be set back from property lines by the following distances:

Average Lot Width	Minimum Distance From		
	Front Property Line	Side Property Line	Rear Property Line
Less than 80 feet	50 feet	10 feet	10 feet
80 feet or more, but less than 120 feet	50 feet	25 feet	25 feet
120 feet or more	60 feet	40 feet	40 feet

- (f) Bird enclosures are governed by Article 82-50.6. (Ord. 2018-06 § 2).

82-50.406 Standards - Apiaries.

- (a) The minimum area of a lot on which an apiary may be kept is 6,000 square feet.
- (b) The maximum number of beehives allowed on a single lot is determined by lot area, as follows:

Lot Area	Maximum Number of Beehives
6,000 square feet or more, but less than 20,000 square feet	4
20,000 square feet or more, but less than 40,000 square feet	6
40,000 square feet or more	8

- (c) An apiary must be registered and identified in accordance with Article 4 of Chapter 1 of Division 13 of the Food and Agricultural Code.
- (d) A fresh water source for bees must be provided at all times on a lot on which an apiary is located.
- (e) The maximum height of an accessory structure for the housing of beehives is 12 feet.
- (f) Accessory structures for the housing of beehives must be set back from property lines by the following distances:

Average Lot Width	Minimum Distance From		
	Front Property Line	Side Property Line	Rear Property Line
Less than 80 feet	50 feet	15 feet	15 feet
80 feet or more, but less than 120 feet	50 feet	25 feet	25 feet
120 feet or more	60 feet	40 feet	40 feet

- (g) If an accessory structure for the housing of beehives is located less than 25 feet from any property line, the structure must be enclosed by a six-foot tall solid barrier located 10 feet or less from the structure in all directions. (Ord. 2018-06 § 2).

82-50.408 Standards - Livestock.

- (a) The minimum area of a lot on which livestock may be raised or kept is 40,000 square feet. The lot must be contiguous.
- (b) The maximum number of livestock on a single lot is two head of livestock per 40,000 square feet of lot area.

- (c) Barns, stables, and other buildings or structures used to shelter livestock must be set back at least 100 feet from the front property line and all streets, and must be set back at least 50 feet from all side and rear property lines. Fenced pasture, paddocks, or other enclosed livestock areas must be located at least 10 feet from all property lines. (Ord. 2018-06 § 2).

Article 82-50.6 Bird Enclosures

82-50.602 Location requirements. A bird enclosure is allowed on any lot in a single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100), a planned unit district for which single-family residential uses are approved (P-1), or a two-family residential district (D-1). (Ord. 2018-06 § 2).

82-50.604 Standards.

- (a) The maximum size of a bird enclosure is one square foot per 50 square feet of lot area. A bird enclosure may not exceed 1,600 square feet.
- (b) The maximum height of a bird enclosure is 12 feet.
- (c) A bird enclosure must be set back at least 25 feet from the front property line and all streets, and must be set back at least 10 feet from all side and rear property lines.
- (d) A bird enclosure must be maintained in a sanitary manner as determined by the county health department. (Ord. 2018-06 § 2).

Article 82-50.8 Variance Permits

82-50.802 Variance permit - Granting. Variance permits to modify the height or setback provisions in Article 82-50.4 and Article 82-50.6 may be granted in accordance with Chapter 26-2. (Ord. 2018-06 § 2).

SECTION III. Section 82-4.238 of the County Ordinance Code is deleted in its entirety.

SECTION IV. 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;
- (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 or licenses, where no 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 family day care home where care, protection and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (6) Bird enclosures in compliance with the provisions of Chapter 82-50.
- (7) Accessory dwelling units complying with the provisions of Chapter 82-24.
- (8) Urban farm animal raising and keeping in compliance with the provisions of Chapter 82-50. (Ords. 2018-06 § 4, 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 V. Section 84-14.402 of the County Ordinance Code is amended to read:

84-14.402 Uses–Allowed. The following uses are allowed in the R-20 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, and horticulture;
- (3) A temporary stand for the sale of agricultural products grown on the premises, with two and one-half acres per stand, set back at least thirty-five feet from the front property line, and operated not more than three months in any calendar year;
- (4) Urban farm animal raising and keeping in compliance with the provisions of Chapter 82-50;
- (5) Publicly owned parks and playgrounds;
- (6) A residential care facility for the elderly, operated by a person with all required state and local agency approvals or 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;

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- (7) A family day care home where care, protection, and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (8) Bird enclosures in compliance with the provisions of Chapter 82-50;
- (9) Accessory dwelling units complying with the provisions of Chapter 82-24. (Ords. 2018-06 § 5, 2017-11 § 4, 86-43 § 4, 78-83 § 2, 77-51 § 8, 68-25 § 2, 2033, 2032, 1768 § 2: prior code § 8146(a): Ords. 1269, 1179 § 8, 382 § 4V).

SECTION VI. Section 84-14.404 of the County Ordinance Code is amended to read:

84-14.404 Uses—Requiring land use permit. In the R-20 district the following uses are permitted on the issuance of a land use permit:

- (1) Same as in the R-6 district (Section 84-4.404) except for the deletion of “Greenhouses, over three hundred square feet”;
- (2) Horse riding academies and horse riding instruction, provided that the standards in Section 82-50.408 are complied with. (Ords. 2018-06 § 6, 86-43 § 5, 1768, 1569: prior code § 8146(b): Ord. 1269: Ord. 1179).

SECTION VII. Article 84-14.14 of the County Ordinance Code is deleted in its entirety.

SECTION VIII. Section 84-14.1602 of the County Ordinance Code is amended to read:

84-14.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-14.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-14.602 through 84-14.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2018-06 § 8, 77-51 § 9, 1768 § 4: prior code § 8146(l): Ords. 1179 § 8 [382 § 4V]).

SECTION IX. Article 84-16.14 of the County Ordinance Code is deleted in its entirety.

SECTION X. Section 84-16.1602 of the County Ordinance Code is amended to read:

84-16.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-16.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-16.602 through 84-16.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2018-06 § 10, 77-51 § 10, 1768 § 4: prior code § 8148(l): Ords. 1179 § 9, 420 § 6 [382 § 46]).

SECTION XI. Section 84-18.404 of the County Ordinance Code is amended to read:

84-18.404 Uses—Requiring land use permit. In the R-65 district the following uses are permitted after the issuance of a land use permit:

- (1) All the uses designated for the R-6 district in Section 84-4.404 except for the deletion of:
 - (A) Greenhouses, over three hundred square feet;
 - (B) Hospitals, eleemosynary and philanthropic institutions and convalescent homes;
- (2) Horse riding academies and horse riding instruction, provided that the standards in Section 82-50.408 are complied with. (Ords. 2018-06 § 11, 1768, 1569: prior code § 8148.5(b): Ord. 1405).

SECTION XII. Article 84-18.14 of the County Ordinance Code is deleted in its entirety.

SECTION XIII. Section 84-18.1602 of the County Ordinance Code is amended to read:

84-18.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-18.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-18.602 through 84-18.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2018-06 § 13, 77-51 § 11, 1768 § 4: prior code § 8148.5(l): Ord. 1405).

SECTION XIV. Article 84-20.14 of the County Ordinance Code is deleted in its entirety.

SECTION XV. Section 84-20.1602 of the County Ordinance Code is amended to read:

84-20.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-20.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-20.602 through 84-20.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2018-06 § 15, 77-51 § 12, 1768 § 4, 1549: prior code § 8148.7(l)).

SECTION XVI. Section 82-4.320 is added to the County Ordinance Code, to read:

82-4.320 Poultry. “Poultry” means one or more domesticated birds or roosters customarily kept for the production of eggs or meat for commercial use. (Ord. 2018-06 § 16).

SECTION XVII. Section 82-4.322 is added to the County Ordinance Code, to read:

82-4.322 Rooster. “Rooster” means any male chicken that: (1) is six months or older, (2) has full adult plumage, or (3) is capable of crowing. (Ord. 2018-06 § 17).

SECTION XVIII. Article 84-38.14 is added to the County Ordinance Code, to read:

Article 84-38.14
Rooster Keeping

84-38.1402 Standards.

- (a) The minimum lot size on which to keep a rooster is five acres.
- (b) No person may keep, maintain, or harbor more than two roosters on a lot except as part of, or in connection with, any of the following:
 - (1) Commercial poultry ranches registered with the California Department of Food and Agriculture and which primarily produce eggs or meat for commercial sale.
 - (2) Public or private schools registered with the California Department of Education.
 - (3) Projects sponsored by Future Farmers of America or other similar programs focused on youth agricultural education.
 - (4) Legitimate poultry hobbyists as approved in writing by the animal services director.
- (c) In addition to any other remedy allowed by this code or applicable law, the animal services director may issue an administrative penalty under Article 416-4.8 to any responsible person for a violation of this article. (Ord. 2018-06 § 18).

SECTION XIX. Article 84-40.14 is added to the County Ordinance Code, to read:

Article 84-40.14
Rooster Keeping

84-40.1402 Standards. Rooster keeping standards for the A-3 district shall be the same as those for the A-2 district (Section 84-38.1402). (Ord. 2018-06 § 19).

SECTION XX. Article 84-42.16 is added to the County Ordinance Code, to read:

**Article 84-42.16
Rooster Keeping**

84-42.1602 Standards. Rooster keeping standards for the A-4 district shall be the same as those for the A-2 district (Section 84-38.1402). (Ord. 2018-06 § 20).

SECTION XXI. Article 84-80.14 is added to the County Ordinance Code, to read:

**Article 84-80.14
Rooster Keeping**

84-80.1402 Standards. Rooster keeping standards for the A-20 district shall be the same as those for the A-2 district (Section 84-38.1402). (Ord. 2018-06 § 21).

SECTION XXII. Article 416-12.10 is added to the County Ordinance Code, to read:

**Article 416-12.10
Roosters**

416-12.1002 Definition. For the purposes of this article, “rooster” means any male chicken that: (1) is six months or older, (2) has full adult plumage, or (3) is capable of crowing. (Ord. 2018-06 § 22).

416-12.1004 Rooster keeping.

- (a) Notwithstanding any other provisions of law, no person may maintain any rooster by means of a tether attached to an object.
- (b) At all times, roosters must be provided all of the following:
 - (1) Access to water.
 - (2) Shelter from the elements, including rain, wind, and direct sun.
 - (3) Sufficient room to spread both wings fully and to be able to turn in a complete circle without any impediment and without touching the side of an enclosure.
 - (4) Clean and sanitary premises that are maintained in good repair. (Ord. 2018-06 § 22).

416-12.1006 Enforcement In addition to any other remedy allowed by this code or applicable law, the animal services director may issue an administrative penalty under Article 416-4.8 to any responsible person for a violation of this article. (Ord. 2018-06 § 22).

SECTION XXIII. 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

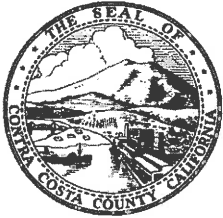
By:

Deputy

[SEAL]

KCK:

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Department of Conservation and Development

County Planning Commission

Wednesday, November 8, 2017 – 7:00 P.M.

(continued from October 25, 2017)

STAFF REPORT

Agenda Item # _____

Project Title:	Urban Farm Animals Ordinance
County File(s):	ZT17-0003 (UM14-0002)
Applicant/Owner:	Contra Costa County
Zoning/General Plan:	Countywide
Site Address/Location:	Countywide
California Environmental Quality Act (CEQA) Status:	Categorical Exemption – CEQA Guidelines Sections 15303 and 15304
Project Planner:	Stan Muraoka, AICP, Senior Planner (925) 674-7781
Staff Recommendation:	Adopt a motion recommending Board of Supervisors approval (See Section II for Full Recommendation)

I. PROJECT SUMMARY

This is a County initiated proposal to adopt an amendment to the County Ordinance Code to add Chapter 82-50 that sets forth regulations for the raising and keeping of farm animals in residential zoning districts. The amendment includes other modifications of Title 8 and Title 4 of the County Code, for consistency with Chapter 82-50 and/or to set forth regulations for rooster keeping in agricultural zoning districts.

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 proposed amendment to the County Ordinance Code for the raising and keeping of farm animals and rooster keeping is exempt from CEQA per CEQA Guidelines Sections 15303 (new construction or conversion of small structures) and 15304 (minor alterations to land);
- B. FIND that the proposed County Code amendment is consistent with the County General Plan;
- C. ADOPT the proposed amendment that adds Chapter 82-50 to the County Ordinance Code that sets forth regulations for the raising and keeping of farm animals in residential zoning districts, and includes other modifications of Title 8 and Title 4 of the County Code, for consistency with Chapter 82-50 and/or to set forth regulations for rooster keeping in agricultural zoning districts; and
- D. Direct staff to file a Notice of Exemption with the County Clerk.

III. BACKGROUND

- A. September 2014 Board of Supervisors Authorization. Over the past few years, persons residing on smaller residential properties in unincorporated areas of the County have expressed a desire to be allowed to raise and keep chickens and other small farm animals. (Presently, keeping of small farm animals is permitted in the R-20, R-40, R-65, and R-100 Single-Family Residential Districts.) At the request of the District I Supervisor, Department staff conducted a survey of farm animals generally kept on residential lots in California and elsewhere in the U.S, and determined that small farm animals commonly found on such lots include chickens, goats, and honeybees. Accordingly, on September 16, 2014, the Board of Supervisors authorized the Department to initiate a study for the raising and keeping of small farm animals for non-commercial purposes on smaller residential properties in unincorporated areas of the County.
- B. Review of City Ordinances. Pursuant to the Board's direction, staff conducted a review of ordinances of the 19 cities (incorporated communities) in the County, including Richmond, El Cerrito, San Pablo, Pinole, Walnut Creek, Lafayette, Orinda, Moraga, Danville, San Ramon, Brentwood, Oakley, Antioch, Pleasant Hill,

Concord, Clayton, Hercules, Martinez, and Pittsburg. Staff focused its review on the regulations of the local jurisdictions pertaining to urban farm animals.

For each ordinance reviewed, staff assessed whether (1) a particular urban farm animal was allowed on a lot smaller than 20,000 square feet, (2) the type of lot (single-family, multiple-family), (3) whether a use permit was required, (4) the minimum lot size required, (5) the rate (number of animals per 1,000 square feet), (6) minimum setbacks, and (7) minimum distance from residences. The results of this review are compiled in Attachment 2, and include the following:

Animal allowed on a lot smaller than 20,000 square feet:

Chicken	12 of 19 cities	63%
Rooster	0 of 19	0%
Goat	3 of 19	16%
Honeybees	7 of 19	37%

Lot type (where at least one type of urban farm animal is allowed):

Single-family	11 of 19 cities	92%
Single-family and Multiple-family	4 of 19	33%

Use permit required (for any urban farm animal):

Yes	3 of 19 cities	25%
Maybe	4 of 19	33%

Predominant minimum lot size for those jurisdictions that do allow:

Chicken	6,000 square feet
Goat	7,500 square feet (mean)
Honeybees	6,000 square feet

Predominant maximum rate:

Chicken	0.84/1,000 square feet
Honeybee hives	0.37/1,000 square feet

Predominant minimum setbacks:

Chicken	20 feet front/5 feet side/15 feet rear
Honeybees	25 feet front/25 feet side/25 feet rear

Predominant minimum distance from residences:

Chicken	20 feet
Honeybees	20 feet

- C. Survey of Community Preferences. Staff also conducted a survey of community preferences related to farm animals on smaller residential lots that included responses from the 13 citizens advisory bodies in the County (the Municipal Advisory Councils (MACs), the Knightsen Town Advisory Council (TAC), and the Town of Discovery Bay), and the Saranap Community Association. Staff sent an Urban Farm Animal Questionnaire to the El Sobrante MAC, Kensington MAC, North Richmond MAC, Alamo MAC, Bethel Island MAC, Byron MAC, Diablo MAC, Town of Discovery Bay, Knightsen TAC, Contra Costa Centre MAC, Bay Point MAC, Pacheco MAC, and Rodeo MAC. The Urban Farm Animal Questionnaire is included as Attachment 3. Questionnaire responses were received from all citizens advisory bodies. The Kensington MAC deferred to its community and submitted the responses from an online survey it had conducted. In addition, the Saranap Community Association requested and completed a questionnaire.

Following are the results of this survey. Some MACs provided a proportional response (e.g. 50% of members support/50% oppose). These proportionate responses were tallied as fractions. The detailed results are provided in Attachment 4.

Allow on a small lot (less than 1/2 acre):

Chickens	5.75 of 14 responses	41%
Goats	3.75 of 14	27%
Honeybees	5.75 of 14	41%

The general preference of the communities of El Sobrante, Kensington, Saranap, Byron (1/4 acre lot), Knightsen (1/3 acre lot), and Pacheco was to be allowed to keep urban farm animals on lots of less than 1/2 acre.

The communities of North Richmond, Alamo, Bethel Island, Diablo, Discovery Bay, Contra Costa Centre, Bay Point, and Rodeo generally did not support allowing urban farm animals on small lots.

Require a minimum lot size:

Yes	5.95 of 14 responses	43%
Predominant Size 6,000 square feet		
No	4.3 of 14	31%

Appropriate lot type: (including responses from communities that did not support allowing urban farm animals in a small lot)

Single-family	8.75 of 14 responses	63%
Duplexes	1.5 of 14	11%
Multiple-family	0.5 of 14	4%
Mobile homes	1.5 of 14	11%

What type of limit should there be on the number of animals:

Limit on total number	3.4 of 14 responses	24%
Limit per square foot	4.4 of 14	31%
No limit	0.0 of 14	0%

D. Staff Findings from the City Ordinance Review and Community Preferences Survey. Following are relevant findings derived from the review of ordinances in Contra Costa County cities and the community responses to the Urban Farm Animal Questionnaire:

1. Allowing the Keeping of Chickens (Hens)

- A majority of cities in the County (63%) allow the keeping of chickens on a lot smaller than 20,000 square feet.
- Less than half of the unincorporated communities (41%) would like to allow the keeping of chickens on smaller lots.

2. Not Allowing Other Urban Farm Animals

- No jurisdiction allows the keeping of roosters.
- Only three cities in the County (16%) allow the keeping of goats on a lot smaller than 20,000 square feet
- Less than a third of the unincorporated communities (27%) would like to allow the keeping of goats on smaller lots.
- Approximately a third of the cities in the County (37%) allow the keeping of honeybees on a lot smaller than 20,000 square feet
- Less than half of the unincorporated communities (41%) would like to

allow the keeping of honeybees on smaller lots.

3. Use Permit

Most cities in the County do not require a use permit for urban farm animals; only three cities required a use permit and an additional four cities required a use permit in certain circumstances.

4. Residential Lot Types

- Single-family residential lots are appropriate for keeping urban farm animals in 92% of cities in the County that allow keeping chickens on a lot smaller than 20,000 square foot
- 63% of the unincorporated communities surveyed think urban farm animals are more appropriate for single-family residential lots (includes responses from communities that did not favor urban farm animals in a small lot).
- 33% of cities in the County that allow keeping chickens on a lot smaller than 20,000 square foot, allow the keeping of urban farm animals is appropriate on multiple-family residential lots
- 4% of the unincorporated communities surveyed think the keeping of urban farm animals on multiple-family residential lots and 11% of the unincorporated communities think the keeping of urban farm animals is appropriate on duplex and mobile home lots.

5. Predominant Lot Size

The predominant minimum lot size for keeping urban farm animals in cities and preferred by survey respondents is 6,000 square feet.

6. Animals per 1,000 Square Feet

- Cities in the County that allow urban farm animals allow an average rate of 0.84 chicken (hen) per 1,000 square feet, and 0.37 honeybee hives, per 1,000 square feet. There is no rate in the cities for goats.
- 31% of the unincorporated communities would like to limit the number of urban farm animals on a per square foot basis
- 24% of the unincorporated communities prefer limiting the total number of animals; all unincorporated communities were in favor of limiting the number of animals.

7. Setbacks for Enclosures and Minimum Distance From Residences

Cities in the County that allow urban farm animals generally set minimum setbacks for enclosures for chickens of 20 feet for the front setback, five feet for the side yard, and 15 feet for the rear yard, and a minimum distance of 20 feet from all residences. The minimum setbacks for beehives are generally 25 feet for the front setback, 25 feet for the side yard, and 25 feet for the rear yard. Two cities do not allow animal enclosures in the front yard. Two cities specify that animal enclosures must be in the rear yard.

- E. May 2017 Board of Supervisors Guidance. On May 9, 2017, Department staff presented the city ordinance review, the community preferences survey, and staff findings to the Board. The Board provided guidance to the Department on the preparation of a countywide amendment to the County Ordinance Code to allow the raising and keeping of certain farm animals such as chickens, goats, and honeybees for non-commercial purposes within applicable residential land use districts. Given this direction, Department staff has prepared the draft amendment of the County Code that allows farm animals in all single-family and two-family residential areas.
- F. June 2017 Board of Supervisors Direction on Rooster Keeping. On December 6, 2016, the Board referred to the Internal Operations Committee (IOC) the review of an ordinance prepared by the Animal Services Department to address barking dogs and other noisy animals, and to limit the number of roosters on private property. Animal Services proposes the rooster limitation in order to control rooster fighting in Contra Costa County, particularly in light of the fact that the County is one of the few counties without any regulations for roosters in agricultural districts.

The IOC decided to separate the animal noise portion of the ordinance from the keeping of roosters, and recommended that the Board adopt the animal noise ordinance and defer rooster keeping to the urban farm animals ordinance. The Board adopted Ordinance No. 2017-12 (Animal Noise Ordinance) on consent on June 6, 2017. In adopting the Animal Noise Ordinance, the Board deferred regulations on the keeping of roosters in agricultural districts to the urban farm animals ordinance. Pursuant to this Board action, the draft Urban Farm Animals Ordinance includes rooster keeping provisions in agricultural districts.

- G. Meetings with District III Citizens Advisory Bodies. At the request of the District III Supervisor in August 2017, staff made presentations of the draft Ordinance to the five citizen advisory groups in District III. Notably, the Byron MAC, the Town

of Discovery Bay, and the Bethel Island MAC passed motions stating a preference that the community not be included in the Ordinance. A summary of the actions of the District III advisory groups is included as Attachment 5. Two individual members of the Knightsen TAC submitted comments, which are attached as exhibits to Attachment 5. Knightsen TAC member Gregory Williams prefers that Knightsen not be included in the Ordinance. Knightsen TAC member Al Simas prefers that roosters be allowed on agricultural lots of one or more acres.

- H. October 2017 County Planning Commission Meeting. On October 25, 2017, the County Planning Commission conducted a public hearing on the draft Urban Farm Animals Ordinance. Four letters and emails, which are included in Attachment 6 and discussed in Section VII, were submitted prior to the hearing. Following a brief staff presentation, the Commission took testimony from eight persons, including six El Sobrante residents, one El Sobrante business (feed store) owner, and an Animal Services Department staff person. The El Sobrante residents and business owner supported the Ordinance, and wanted to increase the number of bee hives allowed. Other changes to the draft Ordinance mentioned by the speakers include allowing smaller animal structure setbacks on larger lots, decreasing the minimum lot size for animals, and increasing the aggregate number of animals. The Animal Services staff person stated that Contra Costa County was one of the few counties in the state with no rooster ordinance, and stated that the Ordinance would provide a way for Animal Services to control rooster fighting in the County. Following the testimony, the Commission continued this item to the November 8, 2017 meeting.

IV. CURRENT STATUS

Keeping of small farm animals primarily for home consumption, including fowl, rabbits, and other grain-fed rodents, is allowed in unincorporated areas of the County on any lot in the R-20, R-40, R-65, and R-100 Single-Family Residential Districts. In these Districts, a property owner is also allowed to keep two head of livestock such as horses, cows, sheep, and goats per 40,000 square feet of land.

The County Code requires animal structures for small farm animals in the R-20, R-40, R-65, and R-100 Districts to be set back at least 60 feet from the front property line or any street line, and at least 40 feet from any side or rear property line. The Code also requires livestock structures to be set back at least 100 feet from the front property line or any street line, and at least 50 feet from any side or rear property line. In addition, the Code requires livestock enclosures (e.g., fenced pastures) to be set back at least 10 feet from any property line.

Honeybees are not permitted on any residentially zoned lot.

On agriculturally zoned property, all farm animals, including roosters, are permitted with no restriction on the size of the lot or number of animals.

V. DRAFT URBAN FARM ANIMALS ORDINANCE

The draft Urban Farm Animals Ordinance, included as Attachment 1, would amend the County Ordinance Code. The draft amendment to the County Code includes (a) changes and additions to definitions, (b) addition of regulations for the raising and keeping of urban farm animals on single-family and two-family residential lots, (c) changes to regulations for animal structures and special requirements for keeping honeybees, and (d) addition of regulations for rooster keeping on agricultural lots. Most of the changes would be in County Code Title 8 – Zoning, including the addition of Chapter 82-50 that sets forth regulations for the raising and keeping of farm animals in residential zoning districts, and other modifications of Title 8, as needed for consistency with Chapter 82-50. There would also be changes to County Code Title 8 and Title 4 – Health and Safety to address rooster keeping on agricultural lots.

A. Definitions: Definitions for “apiary”, “bird enclosure”, “farm animals”, “fowl”, “urban farm animal raising and keeping”, “poultry”, and “roosters” would be added.

- “Apiary” would be defined per the California Food and Agricultural Code and would include bees and colonies (bee hives).
- “Bird enclosure” would replace “aviary” and would be an enclosure to house birds other than fowl, poultry, roosters, peacocks, or guinea fowl.
- “Farm animals” would be fowl, rabbits or other grain-fed rodents, bees, or livestock.
- “Fowl” would be domesticated birds kept for eggs or meat, but would not include roosters, peacocks, or guinea fowl.
- “Urban farm animal raising and keeping” would be raising and keeping farm animals in residential zones for non-commercial purposes.
- “Poultry” would be domesticated birds or roosters kept for eggs or meat for commercial purposes.
- “Rooster” would be a male chicken six months or older, or has full adult plumage, or is capable of crowing.

B. Raising and Keeping of Urban Farm Animals: Urban farm animal raising and keeping would be allowed on any lot in any single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100 Districts), a single-family residential lot in a planned unit (P-1) district, and on a lot in the two-family residential (D-1) district. On these lots, the following would be allowed:

1. Keeping domesticated female chickens (hens) a rate of one hen per 1,000 square feet of lot area.
2. Keeping other fowl and rabbits or other grain-fed rodents on lots that are 20,000 square feet or greater.
3. Keeping up to an aggregate total of 20 fowl and rabbits or other grain-fed rodents on a lot.
4. Keeping bees on lots that are 5,000 square feet or greater.
5. Keeping bees at a rate of one beehive per 5,000 square feet of lot area, up to a total of two beehives on a lot.
6. Keeping livestock on lots that are 40,000 square feet or greater.
7. Keeping livestock at a rate of two head of livestock per 40,000 square feet of lot area.

C. Animal Structures: At present, regulations for animal structures apply to lots in the R-20, R-40, R-65, and R-100 Districts. The following changes to the County Code would apply to all single-family and two-family residential lots.

1. Structures for Smaller Animals: In order to provide separation between animal structures and adjacent residences, chicken coops, rabbit hutches, and similar accessory structures provided for the housing of smaller animals would be required to be set back from the property lines by the following distances:

Average Lot Width	Minimum Distance From:		
	Front Property Line	Side Property Line	Rear Property Line
Less than 80 feet	50 feet	10 feet	10 feet
80 feet or more but less than 120 feet	50 feet	25 feet	25 feet
120 feet or more	60 feet	40 feet	40 feet

In addition to setbacks, there would also be a height limit of 12 feet for these structures.

2. Structures for Honeybees: Bee hives, would be required to be set back from the property lines by the following distances:

Average Lot Width	Minimum Distance From:		
	Front Property Line	Side Property Line	Rear Property Line
Less than 80 feet	50 feet	15 feet	15 feet
80 feet or more but less than 120 feet	50 feet	25 feet	25 feet
120 feet or more	60 feet	40 feet	40 feet

3. Special Requirements for Keeping Honeybees: Honeybees have special requirements that are necessary in order to minimize bee-related nuisances, such as unwanted contact with human, including the following requirements:

- A. If a bee hive is located less than 25 feet from a property line, a six-foot tall solid barrier would be required to be placed ten feet from the bee hive in all directions such that the bees must fly at an elevation of at least six feet above the ground to access the hive.

Honeybees tend to fly in a straight line to and from the hive, and therefore, many local jurisdictions have required six-foot tall flyway barriers to force the bees to fly at that elevation to access the hive, if the hive is located within a certain distance from the property line.

- B. A fresh water source for bees would be required to be provided at all times on the lot in proximity to the hives.

Honeybees require fresh water, and therefore many jurisdictions have required a convenient source of water available to the bees on the property.

4. Structures for Livestock: Barns, stables and other buildings or structures used to shelter livestock would be required to be set back by at least 100 feet from the front property line or any street line, and at least 50 feet from any side or rear property line. In addition, a fenced pasture, paddock, or other enclosed livestock area would be required to be located at least ten feet from any property line.

- D. Rooster Keeping: Keeping of up to two roosters would be allowed on lots of five or more acres in any agricultural district (A-2, A-3, A-4, A-20, A-40-and A-80 Districts). The minimum lot size for keeping roosters would be five acres.

Keeping of more than two roosters would be allowed for:

1. Commercial poultry ranches registered with the California Department of Food and Agriculture.
2. Public or private schools registered with the California Department of Education.
3. FFA or 4-H sponsored projects.
4. Legitimate poultry hobbyists as approved in writing by the Animal Services Director.

The draft Ordinance would also add Article 416-12.10 to County Code Title 4, Division 416 - Animals. This Article would specify that no rooster shall be kept on a tether, and that roosters shall be provided at all times with access to water, shelter, sufficient room, and clean and sanitary premises. These provisions would be enforced by the Animal Services Department.

VI. COMMENTS SUBMITTED FOR OCTOBER 25, 2017 MEETING

Two letter and two emails were received prior to the October 25, 2017 meeting. The letters and emails are discussed below.

- A. Comment email from Alice Rosenthal. On October 18, 2017, Alice Rosenthal submitted an email, commenting that the Ordinance should be revised to allow a minimum of two to three bee hives per property, to allow more bee hives per property, and to reduce the minimum lot size for honeybees to 500 square feet.

Staff Response: The Commission can recommend changes to the draft Ordinance including specifying a minimum of two or three bee hives, allowing more bee hives on a property, and/or reducing the minimum lot size for honeybees.

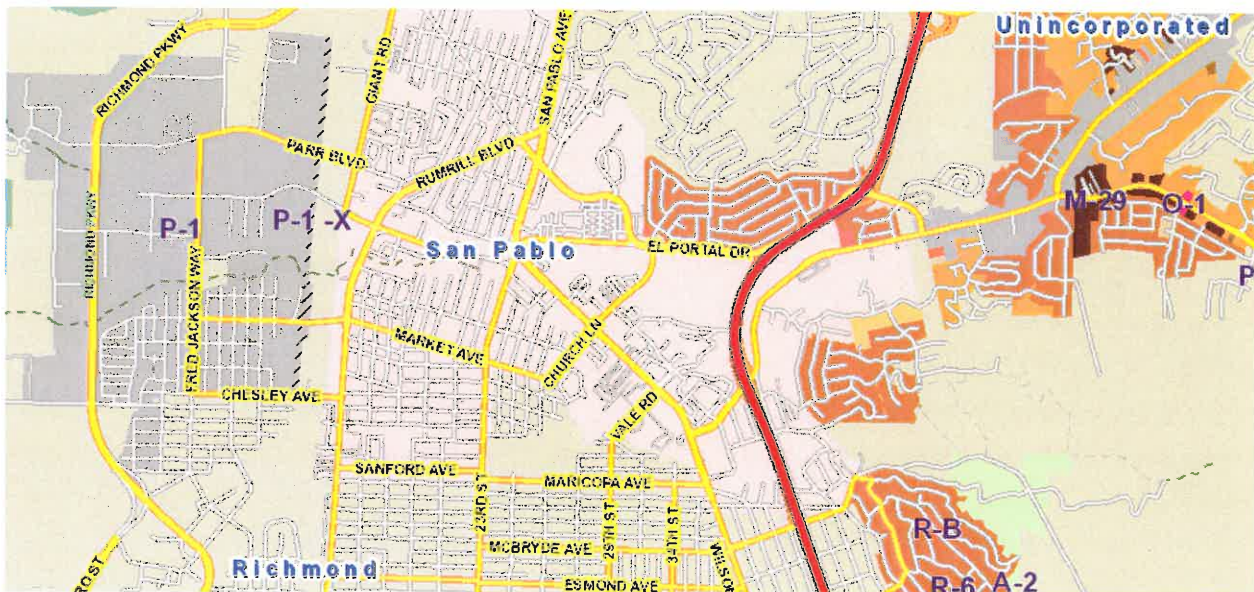
- B. Comment letter from the Town of Discovery Bay. On October 25, 2017, staff received a letter from the Town of Discovery Bay Board President Robert Leete, dated October 18, 2017, in which Mr. Leete states that the Town Board requests that the Ordinance specifically exclude Discovery Bay.

Staff Response: The Commission can recommend that the Town of Discovery Bay, which is primarily a P-1 Planned Unit District, be excluded from the draft Ordinance.

- C. Comment letter from City of San Pablo. On October 25, 2017, staff received a letter via email from Michele Rodriguez, Director of the Development Services Department of the City of San Pablo, dated October 23, 2017. Ms. Rodriguez states in the letter that (1) there is a concern about the proximity of small residential lots in the City of San Pablo to residential areas in the unincorporated County that would be affected by the Ordinance. Ms. Rodriguez also states potential problems related to (2) noise, (3) odors, (4) swarming and stinging bees, (5) contamination in local streams, and (6) erosion. In addition, Ms. Rodriguez notes that (7) exotic birds and reptiles, and (8) pot belly pigs are not addressed in the Ordinance.

Staff Responses:

1. Proximity to Small Residential Lots in San Pablo. As shown in the figure below, areas of unincorporated County near San Pablo include: (a) a P-1 District west of San Pablo; (b) a R-6 District north of El Portal Dr. and Saint Joseph Cemetery and east of Contra Costa College, and a portion of this District between El Portal Dr. and San Pablo Dam Rd.; (c) a R-6 District and a R-10 District east and south of Hillcrest Rd.; and (d) a R-6 District east of McBryde Ave.



Zoning around City of San Pablo

Source: Accela, 10/24/17

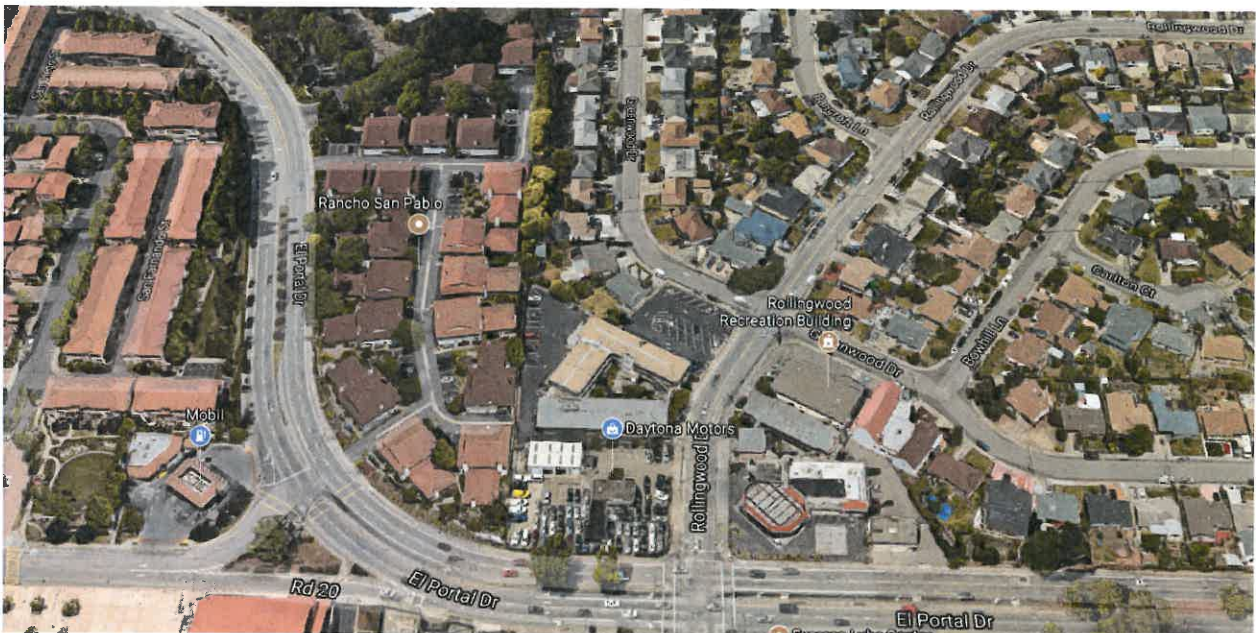
- (a) As illustrated below, the single-family residential areas in the P-1 District west of Rumrill Blvd. in San Pablo are not contiguous to the city and are at least 1,066 feet from the city boundary.



P-1 District west of Rumrill Blvd. in San Pablo; single-family residential uses west of 7th St.

Source: Google Maps, 10/25/17

- (b) As illustrated below, in the R-6 District north of El Portal Dr. and east of Contra Costa College there are 10 lots adjacent to the Rancho San Pablo condominiums in the San Pablo R-2 Two-Family District.



R-6 District north of El Portal Dr, east of the Rancho San Pablo condominiums in San Pablo

Source: Google Maps, 10/25/17

- (c) As illustrated below, in the area east and south of Hillcrest Rd., there are 46 lots adjacent to San Pablo, including 40 lots in the R-6 District that are next to 30 lots in the San Pablo R-1 Single-family Residential District and five lots in the R-10 District that are next to four lots in the San Pablo R-1 District. Twenty three (23) of the 30 San Pablo lots range from 6,000 sq. ft. to 10,000 sq. ft. The remaining San Pablo lots are much larger.



R-6 District east of Hillcrest Rd.; San Pablo is west of Hillcrest Rd.

Source: Google Maps, 10/25/17



R-6 District/R-10 District south of Hillcrest Rd.; San Pablo is north of Hillcrest Rd. and along Wyman St.

Source: Google Maps, 10/25/17

- (d) In the R-6 District east of McBryde Ave. there are seven lots adjacent residential lots in the City of San Pablo, as illustrated below. The San Pablo lots vary from 5,000 sq. ft. to over 10,000 sq. ft.



R-6 District east of McBryde Ave.; San Pablo is west of McBryde Ave. and north of Glenn Ave.

Source: Google Maps, 10/25/17

Overall, there are 30 small single-family residential lots in San Pablo between 5,000 sq. ft. and 10,000 sq. ft. adjacent to single-family residential lots in the unincorporated County.

The residential lots in unincorporated County range in size from 4,000 to 6,000 sq. ft., as noted by the City of San Pablo. Pursuant to the Ordinance, property owners of the lots in the unincorporated County may keep four to six female chickens, depending upon the size of the lot, and one bee hive, if the lot is at least 5,000 sq. ft. No other farm animals would be allowed on these lots.

2. Noise. The Animal Noise Ordinance at County Code Section 416-12.202 addresses animal noise. This Ordinance is administered by the Animal Services Department.

3. Odors. County Code Chapter 416-14, the Rat Control and Refuse Ordinance, addresses animal-related odors. This Ordinance is administered by the Health Services Department.
 4. Swarming and Stinging Bees. Bee Keeping is regulated by the State of California in its Food and Agriculture Code, and persons with bee hives must comply with State apiary regulations.
 5. Contamination in Local Streams. There are 11 parcels in the R-6 District between El Portal Dr. and San Pablo Dam Rd. that have San Pablo Creek running through the back yards. There are no other properties in the unincorporated County near San Pablo in a flood zone. These lots would have restrictions on where animal structures could be located. The structures would need to be outside of Flood Zone A and the creek structure setbacks. Accordingly, contamination in local streams is not a likely area of concern.
 6. Erosion. Erosion is not likely, because animal structures that may be constructed would be structures for smaller animals, such as chicken coops. There would be no barns or stables, as there are no single-family residential lots in the unincorporated County near the City of San Pablo large enough to be able to have livestock.
 7. Exotic Birds and Reptiles. Exotic birds and reptiles are not farm animals, as defined in the draft Ordinance, and therefore, are not covered by this Ordinance.
 8. Pot Belly Pigs. Pot belly pigs are livestock, and would be allowed on single-family residential lots that are 40,000 sq. ft. or more in size. There are no such lots near the City of San Pablo.
- D. Comment email from Nicole Voracka. On October 25, 2017, Nicole Voracka submitted an email, commenting that the setbacks were too restrictive, that the limit of two bee hives on a property should be removed.

Staff Response: The draft Ordinance includes a process to modify setbacks through Variance permits. Staff would evaluate Variance applications on a case-by-case basis.

Regarding the number of bee hives, the Commission can recommend changes to the draft Ordinance including allowing more bee hives on a property.

VII. STAFF ANALYSIS

A. Consistency with General Plan: The draft Urban Farm Animals Ordinance allows the raising and keeping of farm animals in residential zoning districts and regulates rooster keeping in agricultural zoning. The Ordinance implements General Plan goals and policies such as the following:

- ***Land Use Goal 3-A: To coordinate land use with circulation, development of other infrastructure facilities, and protection of agriculture and open space, and to allow growth and the maintenance of the County's quality of life. In such an environment, all residential, commercial, industrial, recreational and agricultural activities may take place in safety, harmony, and to mutual advantage.***
- ***Land Use Goal 3-C: To encourage aesthetically and functionally compatible development which reinforces the physical character and desired images of the County.***

The proposed Ordinance would not adversely affect the physical character and quality of life in single-family and two-family residential districts. The proposed Ordinance would assist in the implementation of land use goals and policies for single-family and two-family residential areas by providing for the raising and keeping of urban farm animals in a uniform manner on all single-family and two-family residential lots, but would not otherwise affect the single-family and two-family residential areas.

The proposed Ordinance would facilitate the maintenance of the physical character and quality of life in agricultural districts. The limitation on the number of roosters on lots in agricultural districts and regulations for rooster keeping on such lots would allow Agricultural Services staff to control rooster fighting in the County, but would not affect agricultural activities.

B. Consistency with Zoning: The draft Urban Farm Animals Ordinance would expand allowable uses on lots in single-family residential districts (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100 Districts), on a single-family residential lot in a planned unit (P-1) district, and on a lot in the two-family residential (D-1) district. The proposed Ordinance would also establish standards for animal structures and livestock enclosures that would apply in these districts. The proposed Ordinance would not conflict in any manner with applicable zoning regulations.

The proposed Ordinance would reduce the number of code enforcement actions for unpermitted uses by making the raising and keeping of urban farm animals a permitted use. The zoning aspects of these uses (e.g., number of animals, animal structure setbacks) would be regulated by the Ordinance. Animal noise and animal odors would continue to be addressed by existing regulations in Title 4 of the County Code.

With respect to rooster keeping, the limitation on the number of roosters that can be kept on a lot in an agricultural district would allow for the control of rooster fighting, but would not otherwise affect agricultural activities.

VIII. CONCLUSION

As discussed above, the proposed Ordinance allows for the raising and keeping of urban farm animals on single-family and two-family residential lots and regulates the keeping of roosters on agricultural lots, in a manner consistent with the physical character and quality of life in the County. The proposed Ordinance would provide clear parameters for the raising and keeping of urban farm animals and for rooster keeping, as necessary, to ensure the health, safety, and general welfare of the community. Staff recommends adoption of a motion to the Board of Supervisors for approval of the Ordinance.

ATTACHMENTS

1. October 2017 Draft Urban Farm Animals Ordinance
2. City Zoning Comparison – Regulations on Urban Farm Animals
3. Urban Farm Animal Questionnaire
4. Community Responses to Urban Farm Animal Questionnaire
5. Summary of Meetings with District III Advisory Bodies
6. Letters and Emails Submitted for October 25, 2017 County Planning Commission Meeting

October 2017 Draft Urban Farm Animals Ordinance

ORDINANCE NO. 2017-XXX **DRAFT**

URBAN FARM ANIMALS

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 adds Chapter 82-50 to the County Ordinance Code to regulate the raising and keeping of farm animals in residential zoning districts. This ordinance also amends the County Ordinance Code to provide regulations for the keeping of roosters in agricultural zoning districts.

SECTION II. Chapter 82-50 is added to the County Ordinance Code, to read:

Chapter 82-50
URBAN FARM ANIMALS

Article 82-50.2
General

82-50.202 Purpose. The primary purpose of this chapter is to establish regulations for the raising and keeping of farm animals in residential zoning districts. The provisions of this chapter have no effect in any agricultural zoning district. (Ord. 2017-XXX § 2).

82-50.204 Definitions. For the purposes of this chapter, the following words and phrases have the following meanings:

- (a) “Apiary” has the meaning set forth in Food and Agricultural Code section 29002.
- (b) “Bird enclosure” means one or more coops, cotes, pens, cages, or other similar enclosures, used to house one or more birds, including pigeons, but not including poultry, fowl, roosters, peacocks, or guinea fowl.
- (c) “Farm animals” means one or more fowl, rabbits or other grain-fed rodents, bees, or livestock.
- (d) “Fowl” means one or more domesticated chickens, ducks, geese, turkeys, or similar birds customarily kept for eggs or meat. “Fowl” does not include roosters, peacocks, or guinea fowl.
- (e) “Urban farm animal raising and keeping” means the raising or keeping of farm animals in

residential zoning districts for non-commercial purposes. (Ord. 2017-XXX § 2).

Article 82-50.4
Urban Farm Animal Raising and Keeping

82-50.402 Location requirements. Urban farm animal raising and keeping is allowed on any lot in a single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100), a planned unit district for which single-family residential uses are approved (P-1), or a two-family residential district (D-1). (Ord. 2017-XXX § 2).

82-50.404 Standards - Small animals.

- (a) The minimum size of a lot on which to raise or keep fowl (except for hens), or rabbits or other grain-fed rodents, is 20,000 square feet.
- (b) The maximum number of domesticated female chickens (hens) allowed on a single lot is one hen per 1,000 square feet of lot area.
- (c) No more than an aggregate total of 20 fowl and rabbits or other grain-fed rodents may be kept on a single lot.
- (d) The maximum height of a chicken coop, rabbit hutch, or similar accessory structure for the housing of small animals is 12 feet.
- (e) Chicken coops, rabbit hutches, and similar accessory structures for the housing of small animals must be set back from property lines by the following distances:

Average Lot Width	Minimum Distance From		
	Front Property Line	Side Property Line	Rear Property Line
Less than 80 feet	50 feet	10 feet	10 feet
80 feet or more, but less than 120 feet	50 feet	25 feet	25 feet
120 feet or more	60 feet	40 feet	40 feet

- (f) Bird enclosures are governed by Article 82-50.6. (Ord. 2017-XXX § 2).

82-50.406 Standards - Apiaries.

- (a) The minimum size of a lot on which to keep an apiary is 5,000 square feet.

- (b) The maximum number of bee hives allowed on a single lot is one hive per 5,000 square feet of lot area. No more than two hives may be located on a single lot.
- (c) Apiaries must be kept in compliance with the California Bee Management and Honey Production regulations in Division 13, California Food and Agricultural Code, sections 29000 through 29812.
- (d) A fresh water source for bees must be provided at all times on lots on which a hive is located.
- (e) The maximum height of an accessory structure for the housing of bee hives is 12 feet.
- (f) Accessory structures for the housing of bee hives must be set back from property lines by the following distances:

Average Lot Width	Minimum Distance From		
	Front Property Line	Side Property Line	Rear Property Line
Less than 80 feet	50 feet	15 feet	15 feet
80 feet or more, but less than 120 feet	50 feet	25 feet	25 feet
120 feet or more	60 feet	40 feet	40 feet

- (g) If an accessory structure for the housing of bee hives is located less than 25 feet from any property line, the structure must be enclosed by a six-foot tall solid barrier located 10 feet or less from the structure in all directions. (Ord. 2017-XXX § 2).

82-50.408 Standards - Livestock.

- (a) The minimum size of a lot on which to raise or keep livestock is 40,000 square feet. The lot must be contiguous.
- (b) The maximum number of livestock on a single lot is two head of livestock per 40,000 square feet of lot area.
- (c) Barns, stables, and other buildings or structures used to shelter livestock must be set back at least 100 feet from the front property line and all streets, and must be set back at least 50 feet from all side and rear property lines. Fenced pasture, paddocks, or other enclosed livestock areas must be located at least 10 feet from all property lines. (Ord. 2017-XXX

§ 2).

Article 82-50.6 Bird Enclosures

82-50.602 Location requirements. A bird enclosure is allowed on any lot in a single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100), a planned unit district for which single-family residential uses are approved (P-1), or a two-family residential district (D-1). (Ord. 2017-XXX § 2).

82-50.604 Standards.

- (a) The maximum size of a bird enclosure is one square foot per 50 square feet of lot area. A bird enclosure may not exceed 1,600 square feet.
- (b) The maximum height of a bird enclosure is 12 feet.
- (c) A bird enclosure must be set back at least 25 feet from the front property line and all streets, and must be set back at least 10 feet from all side and rear property lines.
- (d) A bird enclosure must be maintained in a sanitary manner as determined by the county health department. (Ord. 2017-XXX § 2).

Article 82-50.8 Variance Permits

82-50.802 Variance permit - Granting. Variance permits to modify the height or setback provisions in Article 82-50.4 and Article 82-50.6 may be granted in accordance with Chapter 26-2. (Ord. 2017-XXX § 2).

SECTION III. Section 82-4.238 of the County Ordinance Code is deleted in its entirety.

SECTION IV. 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;
- (3) Publicly owned parks and playgrounds;

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- (4) A residential care facility for the elderly, operated by a person with all required state and local agency approvals or licenses, where no 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 family day care home where care, protection and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (6) Bird enclosures in compliance with the provisions of Chapter 82-50.
- (7) Accessory dwelling units complying with the provisions of Chapter 82-24.
- (8) Urban farm animal raising and keeping in compliance with the provisions of Chapter 82-50. (Ords. 2017-XXX § 4, 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 V. Section 84-14.402 of the County Ordinance Code is amended to read:

84-14.402 Uses–Allowed. The following uses are allowed in the R-20 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, and horticulture;
- (3) A temporary stand for the sale of agricultural products grown on the premises, with two and one-half acres per stand, set back at least thirty-five feet from the front property line, and operated not more than three months in any calendar year;
- (4) Urban farm animal raising and keeping in compliance with the provisions of Chapter 82-50;
- (5) Publicly owned parks and playgrounds;
- (6) A residential care facility for the elderly, operated by a person with all required state and local agency approvals or 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;

- (7) A family day care home where care, protection, and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (8) Bird enclosures in compliance with the provisions of Chapter 82-50;
- (9) Accessory dwelling units complying with the provisions of Chapter 82-24. (Ords. 2017-XXX § 5, 2017-11 § 4, 86-43 § 4, 78-83 § 2, 77-51 § 8, 68-25 § 2, 2033, 2032, 1768 § 2: prior code § 8146(a): Ords. 1269, 1179 § 8, 382 § 4V).

SECTION VI. Section 84-14.404 of the County Ordinance Code is amended to read:

84-14.404 Uses—Requiring land use permit. In the R-20 district the following uses are permitted on the issuance of a land use permit:

- (1) Same as in the R-6 district (Section 84-4.404) except for the deletion of “Greenhouses, over three hundred square feet”;
- (2) Horse riding academies and horse riding instruction, provided that the standards in Section 82-50.408 are complied with. (Ords. 2017-XXX § 6, 86-43 § 5, 1768, 1569: prior code § 8146(b): Ord. 1269: Ord. 1179).

SECTION VII. Article 84-14.14 of the County Ordinance Code is deleted in its entirety.

SECTION VIII. Section 84-14.1602 of the County Ordinance Code is amended to read:

84-14.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-14.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-14.602 through 84-14.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2017-XXX § 8, 77-51 § 9, 1768 § 4: prior code § 8146(l): Ords. 1179 § 8 [382 § 4V]).

SECTION IX. Article 84-16.14 of the County Ordinance Code is deleted in its entirety.

SECTION X. Section 84-16.1602 of the County Ordinance Code is amended to read:

84-16.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-16.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-16.602 through 84-16.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2017-XXX § 10, 77-51 § 10, 1768 § 4: prior code § 8148(l): Ords. 1179 § 9, 420 § 6 [382 § 46]).

SECTION XI. Section 84-18.404 of the County Ordinance Code is amended to read:

84-18.404 Uses—Requiring land use permit. In the R-65 district the following uses are permitted after the issuance of a land use permit:

- (1) All the uses designated for the R-6 district in Section 84-4.404 except for the deletion of:
 - (A) Greenhouses, over three hundred square feet;
 - (B) Hospitals, eleemosynary and philanthropic institutions and convalescent homes;
- (2) Horse riding academies and horse riding instruction, provided that the standards in Section 82-50.408 are complied with. (Ords. 2017-XXX § 11, 1768, 1569: prior code § 8148.5(b): Ord. 1405).

SECTION XII. Article 84-18.14 of the County Ordinance Code is deleted in its entirety.

SECTION XIII. Section 84-18.1602 of the County Ordinance Code is amended to read:

84-18.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-18.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-18.602 through 84-18.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2017-XXX § 13, 77-51 § 11, 1768 § 4: prior code § 8148.5(l): Ord. 1405).

SECTION XIV. Article 84-20.14 of the County Ordinance Code is deleted in its entirety.

SECTION XV. Section 84-20.1602 of the County Ordinance Code is amended to read:

84-20.1602 Land use and variance permit - Granting. Land use permits for the special uses enumerated in Section 84-20.404, and variance permits to modify the provisions in Sections 84-14.402(7) and 84-20.602 through 84-20.1202, may be granted in accordance with Chapters 26-2 and 82-6. (Ords. 2017-XXX § 15, 77-51 § 12, 1768 § 4, 1549: prior code § 8148.7(l)).

SECTION XVI. Section 82-4.320 is added to the County Ordinance Code, to read:

82-4.320 Poultry. “Poultry” means one or more domesticated birds or roosters customarily kept for the production of eggs or meat for commercial use. (Ord. 2017-XXX § 16).

SECTION XVII. Section 82-4.322 is added to the County Ordinance Code, to read:

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82-4.322 Rooster. “Rooster” means any male chicken that: (1) is six months or older, (2) has full adult plumage, or (3) is capable of crowing. (Ord. 2017-XXX § 17).

SECTION XVIII. Article 84-38.14 is added to the County Ordinance Code, to read:

**Article 84-38.14
Rooster Keeping**

84-38.1402 Standards.

- (a) The minimum lot size on which to keep a rooster is five acres.
- (b) No person may keep, maintain, or harbor more than two roosters on a lot except as part of, or in connection with, any of the following:
 - (1) Commercial poultry ranches registered with the California Department of Food and Agriculture and which primarily produce eggs or meat for commercial sale.
 - (2) Public or private schools registered with the California Department of Education.
 - (3) Projects sponsored by Future Farmers of America or other similar programs focused on youth agricultural education.
 - (4) Legitimate poultry hobbyists as approved in writing by the animal services director.
- (c) In addition to any other remedy allowed by this code or applicable law, the animal services director may issue an administrative penalty under Article 416-4.8 to any responsible person for a violation of this article. (Ord. 2017-XXX § 18).

SECTION XIX. Article 84-40.14 is added to the County Ordinance Code, to read:

**Article 84-40.14
Rooster Keeping**

84-40.1402 Standards. Rooster keeping standards for the A-3 district shall be the same as those for the A-2 district (Section 84-38.1402). (Ord. 2017-XXX § 19).

SECTION XX. Article 84-42.16 is added to the County Ordinance Code, to read:

**Article 84-42.16
Rooster Keeping**

ORDINANCE NO. 2017-XXX **DRAFT**

84-42.1602 Standards. Rooster keeping standards for the A-4 district shall be the same as those for the A-2 district (Section 84-38.1402). (Ord. 2017-XXX § 20).

SECTION XXI. Article 84-80.14 is added to the County Ordinance Code, to read:

**Article 84-80.14
Rooster Keeping**

84-80.1402 Standards. Rooster keeping standards for the A-20 district shall be the same as those for the A-2 district (Section 84-38.1402). (Ord. 2017-XXX § 21).

SECTION XXII. Article 416-12.10 is added to the County Ordinance Code, to read:

**Article 416-12.10
Roosters**

416-12.1002 Definition. For the purposes of this article, “rooster” means any male chicken that: (1) is six months or older, (2) has full adult plumage, or (3) is capable of crowing. (Ord. 2017-XXX § 22).

416-12.1004 Rooster keeping.

- (a) Notwithstanding any other provisions of law, no person may maintain any rooster by means of a tether attached to an object.
- (b) At all times, roosters must be provided all of the following:
 - (1) Access to water.
 - (2) Shelter from the elements, including rain, wind, and direct sun.
 - (3) Sufficient room to spread both wings fully and to be able to turn in a complete circle without any impediment and without touching the side of an enclosure.
 - (4) Clean and sanitary premises that are maintained in good repair. (Ord. 2017-XXX § 22).

416-12.1006 Enforcement In addition to any other remedy allowed by this code or applicable law, the animal services director may issue an administrative penalty under Article 416-4.8 to any responsible person for a violation of this article. (Ord. 2017-XXX § 22).

SECTION XXIII. 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]

KCK:

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ORDINANCE NO. 2017-XXX **DRAFT**

ATTACHMENT 2

May 4, 2017

City Zoning Comparison - Regulations on Urban Farm Animals

	Urban Farm Animal Allowed on Lot Smaller Than																			
	20,000		20,000	20,000	Lot Type			Minimum Lot Size			Maximum Rate			Setbacks for Enclosures			Distance from Residences			
City	Chicken	Rooster	Goat	Honeybees	Single-Family	Multiple-Family	Zoning Use Permit	Chicken	Goat	Honeybees	Chicken	Goat	Honeybee Hives	Chicken	Goat	Honeybees	Chicken	Goat	Honeybees	Enclosure Restrictions
Richmond	Yes		Yes	Yes	Yes	No	Yes	5,000	5,000	5,000							20			
El Cerrito	Yes	No	Yes	Yes	Yes		If standard number of animals or minimum setbacks are exceeded	4,000	10,000	5,000	1/1000		.2/1000				20		20	
San Pablo	No		No	No																
Pinole	Yes		No	No	Yes	Yes	In certain land use districts	1,500			1.5/1000			20		25	20			
Walnut Creek	Yes	No	No		Yes		In certain land use districts	8,000			.37/1000			100/15/15			50			Not in front setback
Lafayette	Yes	No	No	Yes	Yes		In certain land use districts	6,000		6,000	.67/1000		.33/1000	20/5/15		20/5/15				In rear yard
Orinda	No		No																	
Moraga	Yes		No	Yes				6,000		6,000	.67/1000		.67/1000	20/10		25				Not in front setback
Danville	No		No																	
San Ramon	Yes	No			Yes	No		6,000			.83/1000			20/5/15						In rear yard
Brentwood	No		No																	
Oakley	Yes	No		Yes	Yes	No		6,000		6,000	.5/1000		.33/1000	20/3/3		25/25/25	25			
Antioch	Yes				Yes	Yes	Yes	7,260			1.38/1000						20			
Pleasant Hill	Yes	No			Yes	Yes		6,000			.83/1000									
Concord	Yes	No	No	Yes	Yes	No	Yes	6,000		6,000	.6/1000		.33/1000	25/25/25		25/25/25				
Clayton	No		No																	
Hercules	No			No																
Martinez	No																			
Pittsburg	(Yes)		(Yes)	(Yes)	Yes - HPD	Yes - HPD								25/25/25	25/25/25	25/25/25	50			
Total Number	12	0	3	7	11	4	3													
Percent (%)	63	0	16	37	92	33	25 / 33													
Mean								5,615	7,500	5,667	.84/1000		.37/1000							
Mode								6,000		6,000	.83/1000		.33/1000	20/5/15		25/25/25	20		20	

Note: Blank cells indicate that the topic/subject is not included in the city zoning ordinance.

ATTACHMENT 3

Department of Conservation and Development

30 Muir Road
Martinez, CA 94553

Phone: 1-855-323-2626

Contra Costa County



John Kopchik
Interim Director

Aruna Bhat
Deputy Director

Jason Crapo
Deputy Director

Robert T. Calkins
Interim Deputy Director

December 11, 2014

Urban Farm Animal Questionnaire

The purpose of this survey is to receive suggestions on the keeping and maintenance of certain urban farm animals on smaller residential lots located in Contra Costa County.

Urban farm animals are those animals that have become increasingly accepted across the country as suitable to keep on smaller residential lots, and most commonly include chickens, goats, and honeybees. The animals are kept for enjoyment by their owners and for products such as eggs, milk, and honey. Currently, livestock is allowed on lots that are about an acre or greater (40,000 square feet) in size. "Small farming" is allowed on lots that are about a half-acre or greater (20,000 square feet) in size in the R-20, R-40, R-65, and R-100 zoning districts. "Small farming" is defined in the County Code as the raising and keeping of no more than twenty-four (24) fowl, rabbits, other grain-fed rodents, or livestock. County staff is studying whether to allow the keeping of chickens, goats, and honeybees on smaller single-family residential lots, (20,000 square foot or less) including lots with duplexes, condominiums, apartments, and mobile homes.

1. Would you support allowing the following urban farm animals on residential lots smaller than a half-acre? [Check all that apply.]

- ☐ Chickens
- ☐ Goats
- ☐ Honeybees

(Continued on other side)

2. Would you support a minimum size for lots on which urban farm animals are kept?

☐ Yes

☐ No

If yes, what would be an appropriate minimum size?

3. Which of the following types of lots are more appropriate for keeping an urban farm animal? [Check all that apply.]

☐ Single-Family

☐ Duplexes

☐ Multifamily dwellings (Apartments & Condominiums)

☐ Mobile Homes

4. What is your preference for limiting the number of urban farm animals that can be kept on one lot?

☐ Allow a total of ?? chickens, goats, or bee hives

☐ Allow one chicken or goat or bee hive per ?? square feet

☐ No limit

5. Do you have any concern or other comments related to the keeping of urban farm animals in your neighborhood or community?

ATTACHMENT 4

May 4, 2017

Community Responses to Urban Farm Animal Questionnaire

Community / Advisory Body	Question 1 - Allow on Small Lots (Less Than 1/2 Acre)*			Question 2 - Require a Minimum Lot Size*			Question 3 - Allow Urban Farm Animals on These Types of Lots*				Question 4 - Limit Number of Animals*		
	Chickens	Goats	Honeybees	Yes	Size	No	Single-Family	Duplexes	Multifamily	Mobile homes	Total number	Per sq. ft.	No limit
District I													
El Sobrante MAC	1	1	1	1	6,000 sq. ft.	0	1	0	0	0	1	1	0
Kensington ¹	0.75	0.75	0.75	0.45	3,000 sq. ft.	0.3	0.75	0	0	0	0.375	0.375	0
North Richmond MAC	0	0	0	0		1	0	0	0	0	0	0	0
District II													
Alamo MAC	0.5	0	0.5	0.5	1 acre	0.5	1	0.5	0.5	0.5	1	0	0
Saranap ²	1	1	1	1	6,000 sq. ft.		1	1		1		1	
District III													
Bethel Island MAC	0	0	0	0.5	1 acre	0.5	0.5	0	0	0	0	0.5	0
Byron MAC	1	0.5	1	1	1/4 acre (10,890 sq. ft.)	0	1	0	0	0	0.5	0.5	0
Diablo MAC	0	0	0	0		0	0	0	0	0	0	0	0
Town of Discovery Bay	0	0	0	0		0	0	0	0	0	0	0	0
Knightsen TAC	0.5	0.5	0.5	0.5	1/3 acre (14,520 sq. ft.)	0	0.5	0	0	0	0.5	0	0
District IV													
Contra Costa Centre MAC	0	0	0	1	1 acre	0	1	0	0	0	0	0	0
District V													
Bay Point MAC	0	0	0	0		0	0	0	0	0	0	0	0
Pacheco MAC	1	0	1	0		1	1	0	0	0	0	1	0
Rodeo MAC	0	0	0	0		1	1	0	0	0	0	0	0
Total Number	5.75	3.75	5.75	5.95		4.3	8.75	1.5	0.5	1.5	3.375	4.375	0
Percent (%)	41	27	41	43		31	63	11	4	11	24	31	0

Kensington¹ - The Kensington MAC deferred to the community and conducted an online survey of community residents. The compiled survey results are presented in this table.

Saranap² - The Saranap Community Association contacted staff, requested a Questionnaire, and returned a completed Questionnaire. The responses are included in this table.

* Data shown are the number of communities in favor. If a community reported it was in favor, that was counted as one (1) community. If a community reported in a proportionate manner, the equivalent fraction is shown (e.g., if a community reported that 50% of its members were in support and 50% were opposed, that community would be counted as 0.5 in favor). A zero (0) indicates that the community was not in favor.

ATTACHMENT 5

October 30, 2017

Summary of Meetings with District III Advisory Bodies

Advisory Body	*Meeting	Advisory Body Action
Byron MAC	August 22, 2017 at 6:00 pm	Passed a motion to recommend that Byron not be included in Ordinance.
Knightesen TAC	August 22, 2017 at 7:30 pm	Passed a motion for individual TAC members to submit comments to the Supervisor or DCD staff. **One TAC member responded on October 20, stating a preference for Knightesen to not be included in the Ordinance. **Another TAC member responded on October 25, stating a preference for allowing roosters on agricultural lots of 1 acre or more.
Diablo MAC/CSD	September 12, 2017 at 7:30 pm	No comments.
Discovery Bay CSD	October 4, 2017 at 7:00 pm	Stated a preference to not have chickens and bees permitted on their P-1 single-family lots.
Bethel Island MAC	October 10, 2017 at 6:00 pm	Passed a motion to recommend that Bethel Island not be included in the Ordinance, except for the provisions on rooster keeping.

*Meeting scheduled per request of District III Supervisor on August 8, 2017

**The following Knightesen TAC member comments are included as exhibits to Attachment 5:

October 20, 2017 email from TAC member Gregory Williams

October 25, 2017 email from TAC member Al Simas

Re: Draft Urban Farm Animal Ordinance - NEED RESPONSE!

2717-0003

Tuesday, October 24, 2017 1:27 PM

Subject	Re: Draft Urban Farm Animal Ordinance - NEED RESPONSE!
From	gwms2@comcast.net
To	Lea Castleberry
Cc	Stanley Muraoka
Sent	Friday, October 20, 2017 10:33 AM

Lea,

I would vote to deny. There are reasons why laws and ordinances were passed in the past. It might have been disease or rodents. I am interested about the bees, I'm pretty sure bees are inoffensive but there numbers might be something along the lines of 4 hives per acre unless it's a commercial bee operation.

Thanks,
Greg

From: "Lea Castleberry" <Lea.Castleberry@bos.cccounty.us>
To: "Lea Castleberry" <Lea.Castleberry@bos.cccounty.us>
Cc: "Stanley Muraoka" <Stanley.Muraoka@dcd.cccounty.us>
Sent: Monday, October 16, 2017 9:56:21 AM
Subject: Draft Urban Farm Animal Ordinance - NEED RESPONSE!

Hello KTAC!

Attached is the revised Urban Farm Animal Ordinance. Please review and let me know your feedback ASAP! Your response should be ACCEPT, DENY or ACCEPT with these conditions.

Just so you're aware....

– Bethel Island MAC denied the ordinance but wants to be included in Article 84-38.14 – Rooster Keeping

- * Byron MAC denied
- * Discovery Bay CSD denied

Let me know if you have any questions.

Best,
Lea

Lea Castleberry
Deputy Chief of Staff

Supervisor Diane Burgis
Contra Costa County, District III
3361 Walnut Boulevard, Suite 140
Brentwood, CA 94513
Phone (925) 252-4500
Fax (925) 240-7261

"This message is being sent on a public e-mail system and may be subject to disclosure under the California Public Records Act."

FW: Draft Urban Farm Animal Ordinance - NEED RESPONSE!

2717-0003

Wednesday, October 25, 2017 6:37 PM

Subject	FW: Draft Urban Farm Animal Ordinance - NEED RESPONSE!
From	Lea Castleberry
To	Stanley Muraoka
Sent	Wednesday, October 25, 2017 2:51 PM

FYI – from Al Simas, Knightsen TAC

Lea Castleberry
Deputy Chief of Staff
Supervisor Diane Burgis
Contra Costa County, District III
3361 Walnut Boulevard, Suite 140
Brentwood, CA 94513
Phone (925) 252-4500
Fax (925) 240-7261

"This message is being sent on a public e-mail system and may be subject to disclosure under the California Public Records Act."

From: Roxanna Simas <rocketsimas@gmail.com>
Date: Monday, October 16, 2017 at 10:42 AM
To: Lea Castleberry <Lea.Castleberry@bos.cccounty.us>
Subject: Re: Draft Urban Farm Animal Ordinance - NEED RESPONSE!

Hi Lea, Overall the only thing that would effect our Community is the rooster ordinance. I think the limitations on the amount of roosters is fine, however the 5 acre requirement could be a problem in our area. We have a number of 1,2,and 3 acre parcels that are nestled in between parcels of larger acreage. In our Community, a 1 acre requirement would be more acceptable to me. My response is ACCEPT with the change to 1 acre.
Thanks, Al Simas

Virus-free. www.avg.com

On Mon, Oct 16, 2017 at 9:56 AM, Lea Castleberry <Lea.Castleberry@bos.cccounty.us> wrote:
Hello KTAC!

Attached is the revised Urban Farm Animal Ordinance. Please review and let me know your feedback ASAP! Your response should be ACCEPT, DENY or ACCEPT with these conditions.

Just so you're aware....

– Bethel Island MAC denied the ordinance but wants to be included in Article 84-38.14 –
Rooster Keeping

- * Byron MAC denied
- * Discovery Bay CSD denied

Let me know if you have any questions.

Best,

Lea

Lea Castleberry

Deputy Chief of Staff

Supervisor Diane Burgis

Contra Costa County, District III

3361 Walnut Boulevard, Suite 140

Brentwood, CA 94513

Phone (925) 252-4500

Fax (925) 240-7261

"This message is being sent on a public e-mail system and may be subject to disclosure under the California Public Records Act."

Letters and Emails Submitted for October 25, 2017 County Planning Commission Meeting

The following letters and emails received by the Department of Conservation and Development are included in Attachment 6:

Comment email from Alice Rosenthal; dated October 18, 2017

Comment letter from the Town of Discovery Bay; dated October 18, 2017

Comment letter from City of San Pablo; dated October 23, 2017

Comment email from Nicole Voracka; dated October 25, 2017

Honey Bee Ordinance

Wednesday, October 18, 2017 5:29 PM

2717-0003

Subject	Honey Bee Ordinance
From	beehappysolutions
To	Stanley Muraoka
Sent	Wednesday, October 18, 2017 2:30 PM

Dear Mr. S Muraoka,

I am writing in regard to the info sent to me below. As a professional beekeeper I must tell you that a good and contentious beekeeper must always keep a minimum of two (2) to three (3) hives in one location (on one property or one parcel). Honey bees are too fragile and novice beekeepers need to have an alternative source for genetic material if one hive has reproductive failure. The life cycle of the honey bee is too short to wait for genetic material to be obtained off site to prevent a single colony from crashing.

Beehives in California tend to be half the size of the colonies in the mid-west and other cold climates, therefore it is not unreasonable for a hobbyist to keep 3 hives and have the same amount of bee traffic as one midwest hive. Also it is much easier to manage 3 smaller hives than it is to manage one large hive.

Perhaps a good visual image you might consider: one dog owner has three (3) Maltese (10 lb each) on three leashes, another dog owner has one Neapolitan Mastiff (200 lbs) on a single leash. If one of the Maltese gets sick, it can get a blood transfusion from the other dogs. If a single dog gets sick - there is no hope. Correspondingly, if the dog owner with 3 dogs has one dog that gets sick; the dog owner could cull out the sick dog and breed the two well dogs to create one more healthy dog. (or just consider why one dog is doing so much better than the other dogs). The other dog owner, with the giant Mastiff will have to find someone with knowledge and chemicals to help his single dog. This same scenario is the same for bees if they have a bad disposition. The beekeeper can compare the hive's temperament and choose to modify an aggressive hive by taking genetics from a gentle hive and introducing it to an aggressive hive. You can't do that if you only have one hive

You should seriously change your ordinance so that anyone keeping bees can keep a minimum of 2 hives per property (3 is better) and a property can be as small as 500 square feet. My garden is 500 square feet, I house 6 hives and I am directly across the street from a BART station. No one has been bothered by the bees in 10 years - since I started keeping bees here on my property.

The San Mateo Ordinance on Honey Bees is at the bottom of this email

Feel free to call if you'd like any further input.

Alice Rosenthal

BeeHappySolutions@gmail.com

Subject: Urban Farm Animal Ordinance change CC County

Date: October 17, 2017 at 12:25:27 PM PDT

FYI Homesteaders in Contra Costa County,

CC County has been working on changing ordinances on keeping urban farm animals for a few years now and they have a draft of the new ordinances that they will be presenting soon. The previous ordinance basically did not allow any. Here are the details from an email I received from the county:

The Department will be presenting the draft Urban Farm Animals Ordinance to the County Planning Commission on October 25, 2017. The meeting will start at 7:00 p.m. and will be held at 30 Muir Road, Martinez. You are encouraged to attend the meeting if you support or oppose the proposed Ordinance.

Under the Urban Farm Animals Ordinance, raising and keeping of certain farm animals would be allowed on any lot in any single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100 Districts), a planned unit (P-1) district that includes single-family residences, or the two-family residential (D-1) district. The Ordinance also would regulate setbacks and heights for animal structures, and fencing and fresh water requirements for honeybees. The following would be permitted uses in these zoning districts.

1. Keeping domesticated female chickens (hens) a rate of one hen per 1,000 square feet of lot area.
2. Keeping other fowl and rabbits or other grain-fed rodents would be allowed on lots that are 20,000 square feet or greater.
3. Keeping up to an aggregate total of 20 fowl and rabbits or other grain-fed rodents on a lot.
4. Keeping bees on lots that are 5,000 square feet or greater.
5. Keeping bees at a rate of one bee hive per 5,000 square feet of lot area, up to a total of two bee hives on a lot.
6. Keeping livestock on lots that are 40,000 square feet or greater.

7. Keeping livestock at a rate of two head of livestock per 40,000 square feet of lot area. At the direction of the Board of Supervisors, the Ordinance would also regulate rooster keeping in agricultural districts. Keeping of up to two roosters would be allowed on lots of five or more acres in any agricultural district (A-2, A-3, A-4, A-20, A-40 and A-80 Districts). Keeping of more than two roosters would be allowed for:

1. Commercial poultry ranches registered with the California Department of Food and Agriculture.
2. Public or private schools registered with the California Department of Education.
3. FFA or 4-H sponsored projects.
4. Legitimate poultry hobbyists as approved in writing by the Animal Services Director.

Other provisions for rooster keeping would be created in the Animal Services Code, including a prohibition on using a tether on a rooster, and requirements for the provision of water, shelter, sufficient room, and clean and sanitary premises.

stanley.muraoka@dcd.cccounty.us

Here is the San Mateo Ordinance

Less is better. The San Mateo City Council approved a very open beekeeping ordinance. Basically you can have as many hives for which you have water, manage your flyway, and are not bugging your neighbors.

Title 8 Animals and Fowls

Chapter 8.28 Bees

8.28.010 KEEPING OF BEES – CONDITIONS.

All properties on which beehives are kept must provide for adequate water sources on the property at all times of year and must ensure that they do not become a mosquito-breeding site. Adequate sources are ones that provide both an amount of fresh water necessary for the amount of bees or beehives and a method for the bees to be able to gain a good footing to obtain the water.

Beekeepers shall manage the direction and angle of the bee flyway from the entrance of the hive by properly siting and orienting the hives and by using flyway barriers as needed to modify the angle in order to keep the flyway over the beekeeper's property until the bees are flying 8 or more feet above the ground.

8.28.020 NUISANCE WHEN.

No person shall manage bee under such conditions as to create a source of constant annoyance or discomfort to any person.



TOWN OF DISCOVERY BAY

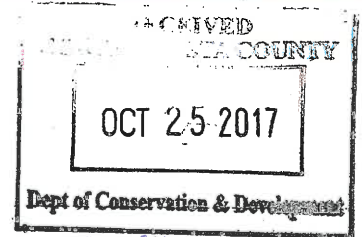
A COMMUNITY SERVICES DISTRICT



President – Bob Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

October 18, 2017

Contra Costa County Department of Conservation & Development
Attn: Stan Muraoka
30 Muir Road, Community Development Division
Martinez, CA 94553



RE: Objection to Urban Farm Animal Ordinance Allowing Small Farm Animals in Discovery Bay

Dear Mr. Muraoka:

At the Town of Discovery Bay Board Meeting held on October 4, 2017 you gave a presentation on a Draft Urban Farm Animals Ordinance. If you recall, the Town of Discovery Bay sent you a letter dated January 26, 2015, that detailed the Board's strong objection to any efforts to allow small farm animals within the Town of Discovery Bay's sphere of influence.

The Board again took this matter under consideration at their regular meeting of October 18, 2017.

The Board of Directors was unanimous (5-0) in their opposition to any efforts to allow small farm animals, including but not limited to honeybees, chickens and goats in the Town of Discovery Bay's sphere of influence. The community is dense and residential lots are primarily 5,000-10,000 square feet in size.

The Board determined that the introduction of urban farm animals into Discovery Bay would be a nuisance and would conflict with the integrity of the community as water based and not a farm based community of single family residential neighborhoods. Lot sizes and proximity to neighbors would undoubtedly foster conflict between neighbors if this action was approved and permitted in Discovery Bay.

The Board requests the County's Draft Urban Farm Animal Ordinance specifically exclude Discovery Bay and prohibit urban farm animals within the boundaries of the Town of Discovery Bay.

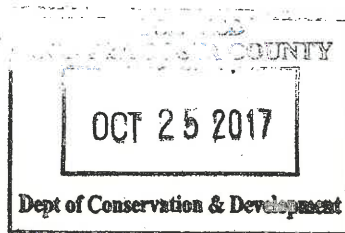
If you have any questions please feel free to contact the District directly.

Sincerely,

Robert Leete
Board President

cc: Supervisor Diane Burgess, District III, Contra Costa County

October 23, 2017



CITY OF SAN PABLO
City of New Directions



Duane Steele, Chairman
Contra Costa County Planning Commission
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Re: Comment Letter to County File #217-0003: Proposed Amendment to the County Ordinance Code to Add Chapter 82-50, Urban Farm Animals

Chairman Steele and Planning Commission:

During the update to the City of San Pablo Municipal Code in August of 2012, the community gave feedback to City staff that urban farm animals on small residential parcels was inappropriate use for a built-out, urbanized community like San Pablo. In particular, the complaints were related to rooster noise, chicken coop, and horse boarding smell which resulted in a high number of code enforcement complaints in impacted residential zones.

In May 2015, the City of San Pablo City Council approved amendments to the municipal code to permit domestic animals (dogs/cats), require conditional use permits for exotic animals and insect keeping (bees), and prohibit poultry (chickens and roosters). Attached is the applicable Zoning Code section for your reference, as well as a comparison of the City code to the proposed County code.

The City of San Pablo is bordered on three (3) sides by County unincorporated islands and lands; please see attached Zoning Map. In the County unincorporated areas of El Portal Drive, Alpine and North Arlington, City staff have noted that these County unincorporated areas are low-density residential zones, and a spot check of lot sizes are between 4,000-6,000 square feet; not rural, large-lot parcels.

A note of concern is based on the proposed amendment to the County Ordinance is the close proximity of small residential lots in San Pablo where certain restrictions on the keeping of domestic animals, permits for exotic animals, and insect keeping, etc. may be potentially incompatible with the proposed County Ordinance amendments being considered, especially with regard to insect (bee) keeping, and hens.

Additionally, there may be a preponderance for particular nuisances that may impact small residential zones adjacent to County areas should the proposed County Ordinance

13831 San Pablo Avenue, Building 3 • San Pablo, CA 94806

Main: 510-215-3030 • Fax: 510-215-3014

www.SanPabloCA.gov

move forward for consideration and amendment included, but not limited to, the following: noise, smell, swarming, stinging and allergic reactions, erosion control, and the potential for increased bacteria contamination in local streams and possible erosion on highly unstable slopes due to increased domestic animal keeping uses in County unincorporated areas adjacent to City boundaries. The City is 2.6 square miles in area. Furthermore, the proposed County ordinance does not seem to address any impacts of exotic birds, reptiles, or pot belly pigs being addressed in these County areas.

This concludes the City's general comments and initial concerns on the County's proposed Ordinance amendments. In closing, an initial County Planning staff outreach to City Planning staff would have been useful in understanding the proposed overall impacts of these proposed Ordinance changes and considerations by Contra Costa County.

Thank you for your time and consideration.

Sincerely,



Michele Rodriguez, Director
Development Services Department

Attachments:

- Chapter 17.32 Residential Districts
- Chapter 17.60.010 Special Residential Uses
- Comparison City of San Pablo and proposed County Ordinance
- Contra Costa County Zoning Maps, City of San Pablo Area

Excerpts from City of San Pablo Municipal Code:

17.32.010 Purpose.

The purpose of this chapter is to define allowable land uses and property development standards, including intensity of development, for the residential zoning districts in order to produce healthy, safe, and attractive neighborhoods in San Pablo, consistent with the policy direction in the San Pablo general plan. The intent of each of the residential zoning districts is described below. (Ord. 2015-002 § 3 (Exh. 1)(part), 2015)

17.32.020 Intent of individual districts.

- A. R-1 District. The R-1 single-family residential district is intended to implement the single-family residential land use designation in the general plan by providing opportunities for single-family homes on individual parcels. The maximum density ordinarily allowable in this district is twelve dwelling units per acre. Secondary residential units and accessory uses are also allowed.
- B. R-2 District. The R-2 two-family residential district is intended to implement the medium-density multifamily residential land use designation in the general plan by providing opportunities for single-family and two-family homes (duplexes). The maximum density allowable in this district is eighteen dwelling units per acre. Accessory uses are also allowed.
- C. R-3 District. The R-3 multifamily residential district is intended to implement the medium-density multifamily residential land use designation in the general plan by providing opportunities for residential development characterized by a mix of housing types, including townhouses, apartments, and condominiums. The maximum density allowable in this district is twenty-four dwelling units per acre. Accessory uses are also allowed.
- D. R-4 District. The R-4 high-density multifamily residential district is intended to implement the high-density multifamily residential land use designation in the general plan by providing opportunities in select locations, such as near transit stops or neighborhood retail centers, for residential development characterized by a mix of housing types, including single-family homes, two-family homes, townhouses, apartments, and condominiums. The maximum density allowable in this district is forty-eight dwelling units per acre. Accessory uses are also allowed.
- E. RMU District. The RMU residential mixed-use district is intended to implement the residential mixed-use land use designation in the general plan by providing opportunities for mixed-use development that includes residential, office, and retail uses. The maximum floor area ratio (FAR) is 1.5 and the maximum residential density (included within the overall FAR limits) is fifty units per gross acre. (Ord. 2015-002 § 3 (Exh. 1)(part), 2015)

17.32.030 Uses allowed.

- A. Matrix of Uses. Table 17.32-A—Residential Districts: Use Regulations contains the use regulations for the residential zoning districts, listed by class of uses as defined in Division VI, Glossary. The allowable uses in Table 17.32-A for each district are established by letter designations as follows:

1. "R" designates classes of uses permitted by right.
2. "A" designates classes of uses that require an administrative review pursuant to Section [17.18.020](#), Plan check/zoning clearance.
3. "U" designates classes of uses permitted with a use permit pursuant to Section [17.20.040](#), Conditional use permit.
4. "-" designates classes of uses that are prohibited.
5. Any class of use not listed in Table 17.32-A is prohibited.

B. Exceptions. Notwithstanding the provisions of Table 17.32-A, the following provisions apply:

1. **Railroad Lines.** Any development within three hundred feet of a railroad line that is used at least once daily shall require a use permit to ensure that the development adequately mitigates noise and vibration from the rail operations, pursuant to the relevant policies and actions under the general plan.
2. **Streams.** In the absence of any other permit requirement, any development, including land disturbance, that is within fifty feet of any stream shall require an administrative use permit to ensure that the development adequately avoids impacts to wetland features or woodlands, reduces impacts to the creek, and prevents degradation of riparian and wetland features from potential urban pollutants, pursuant to the relevant policies and actions related to creeks within the general plan.
3. **Specific Plans.** Development on specific plan areas follow their provisions.

C. Design Review. Certain uses also require design review. A list of those uses is contained in Section [17.18.090](#), Minor design review, and Section [17.20.030](#), Major design review.

D. Principal Uses Only. Only principal uses are listed in Table 17.32-A—Residential Districts: Use Regulations. Accessory uses are addressed in Section [17.32.080](#), Accessory uses.

E. Other Regulations. Some uses are also subject to other titles of the San Pablo Municipal Code. Those provisions are in addition to the provisions in this chapter.

F. Special Provisions. Special provisions related to a use are referenced in the special provisions column of Table 17.32-A—Residential Districts: Use Regulations.

Table 17.32-A—Residential Districts: Use Regulations

Land Use/Zoning District	R-1	R-2	R-3	R-4	RMU	Special Provisions
Residential Uses						
Accessory Units	R	R	R	R	R	
Animal Keeping	R	R	R	R	R	Section <u>17.60.010</u>

17.32.080 Accessory uses.

A. General. Accessory uses normally incidental to the type of principal use located on the parcel are allowed, but any commercial use is not allowed except as may be authorized as a home occupation. In case of dispute, the zoning administrator shall determine if a use is an accessory or a principal use.

B. Gardens. Private flower and vegetable gardens, greenhouses, and horticultural collections are allowed.

C. Animals. The keeping of household pets is allowed, but not kennels, stables, or the commercial raising of animals.

D. Home Occupations. Home occupations are allowed, provided they comply with the provisions of Section 17.60.030, Home occupations.

E. Accessory Structures. See Chapter 17.42, Accessory Structures. (Ord. 2015-002 § 3 (Exh. 1)(part), 2015)

17.32.090 Residential design guidelines.

Compliance with the residential design guidelines in Appendix A is not a mandatory requirement of the zoning ordinance. The guidelines may, however, be imposed as conditions of approval, provided the applicable review process allows for conditions to be imposed. Their primary purpose is to serve as a guide during the review, including design review, of a proposed development. (Ord. 2015-002 § 3 (Exh. 1)(part), 2015)

17.60.010 Animal keeping.

A. Purpose. The purpose of this chapter is to establish reasonable limits related to animal keeping within residential areas. Animal keeping is considered accessory to residential use and is limited according to the provisions within this chapter. This chapter makes a distinction between household pets, exotic animals and typical livestock and larger animals.

B. Definitions. Animal keeping means the care and maintenance of animals on private property. The listing below provides a distinction between various types of animals related to allowed use provisions in Table 17.60-A—Limits on Animals Within Residential Areas. Animal care and boarding uses are listed separately in Division III, Zoning Districts, Allowed Uses, and Development Standards, as commercial uses and are regulated in corresponding allowed use tables and are not allowed in residential districts.

1. **Domestic Pets.** Small animals (no larger than the largest breed of dogs) customarily kept as pets within a dwelling unit. This classification includes dogs, cats, fish, and birds (excluding large tropical birds and poultry).
2. **Exotic Animals.** Wild animals not customarily confined or cultivated by man for domestic or commercial purposes, but kept as a pet or for display, including wolf-dog hybrids, potbelly pigs, non-poisonous snakes, reptiles, and large tropical birds (including peacocks).
3. **Insects.** Small arthropod animals confined or cultivated by man for domestic purposes including but not limited to flies, crickets, mosquitoes, beetles, and butterflies.
4. **Livestock Animals.** Domesticated animals that may be kept or raised in pens, barns, houses, and pastures for private use. Livestock includes, but is not limited to, cattle, sheep, swine, and equine.
5. **Poultry.** Domesticated birds (fowl) customarily kept for eggs or meat. This classification includes chickens, roosters, ducks, geese, turkeys, guinea fowl, and Cornish game hens.

C. Number of Animals. The number of animals kept on any site shall not exceed the maximum number of animals allowable as set forth in Table 17.60-A—Limits on Animals Within Residential Areas.

D. Location of Animals. Consistent with Title 6, no person shall keep or permit to range any animal, fowl or bird, wild or domestic, other than cats, two dogs, aviaries or birds of the psittacinae family, within thirty-five feet of any residence or dwelling house or other building used for the habitation of human beings, or within one hundred feet from any school, hospital or similar institution.

E. Sanitation of Coops, Pens, Kennels, or Other Animal Enclosures. Consistent with Title 6, no person shall keep or maintain or cause or permit to be kept or maintained for the use, restraint or confinement of any animal or fowl any yard, coop, building, structure, pasture, pen, hutch, kennel or enclosure which is in an unsanitary condition.

F. Offspring. Young animals born to a permitted animal kept on the site may be kept until such animals are weaned (cats and dogs—four months; large animals—six months; horses—twelve months).

Table 17.60-A—Limits on Animals Within Residential Areas

Type of Animal	Minimum Site Area (per animal)	Maximum Number
Domestic Pets		
— Cat(s) and Dog(s)	None	3
— Other household pets (fish, small birds)	None	No Maximum
Exotic Animals	Requires use permit approval with special findings ¹	
Insects	Requires use permit approval with special findings ¹	
Livestock Animals	Requires use permit approval with special findings ¹	
	1 acre	3
Poultry	Not permitted	Not permitted

Table Notes:

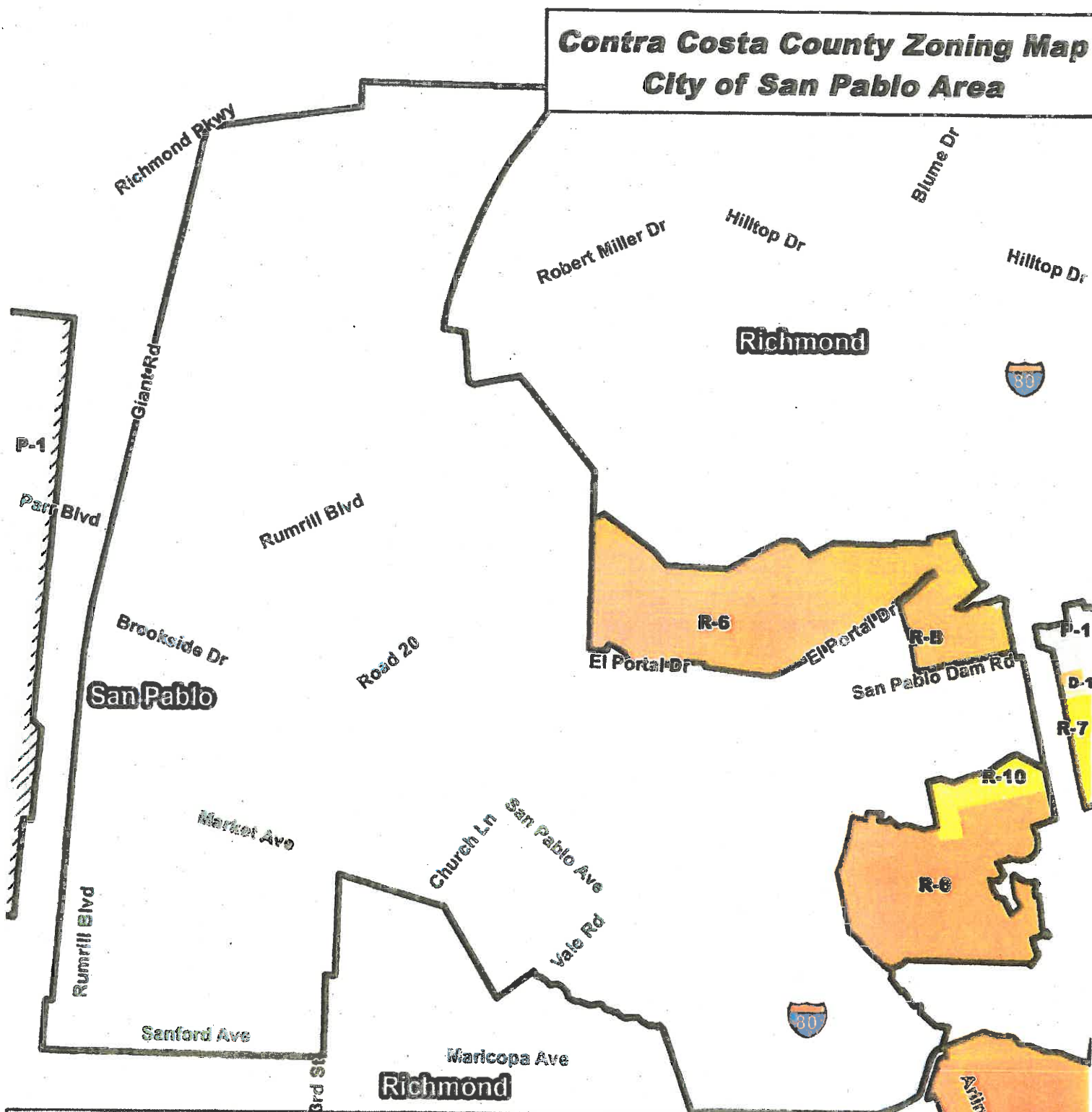
1. Prior to approval of a use permit, the planning commission shall make all of the following findings:
 - a. The keeping of the animal at the location specified in the application will not violate any federal, state, or local law.

b. Odor, noise, dust, and drainage from the keeping and maintenance of the animal will not contribute a nuisance or hazard to the public. Consistent with Section 17.50.050, no person shall keep or maintain any animal, crowing rooster or fowl which by any sound or cry annoys or disturbs persons owning, using or occupying property in the neighborhood.

(Ord. 2015-002 § 3 (Exh. 1)(part), 2015)

Comparison of City of San Pablo Animal Keeping Ordinance and the County Draft Urban Farm Animals Ordinance					
Jurisdiction	<i>Domesticated (cats, dogs, fish and small birds)</i>	<i>Exotic (tropical birds, reptiles, non- venomous snakes, pot- belly pigs, wolf-dog hybrids)</i>	<i>Insects</i>	<i>Livestock (equine, sheep, swine, cattle)</i>	<i>Poultry</i>
San Pablo Zoning Code (17.60.010)	Allowed. Maximum 3 cats or dogs. No maximum for small birds or fish.	Conditional use permit	Conditional use permit	Conditional Use Permit. Maximum 3 per 1 acre parcel	Prohibited
Contra Costa County Proposed Ordinance (Draft Oct 2017)	Not addressed in ordinance.	Not addressed in ordinance.	One beehive per 5,000 square feet lot area. Two hives maximum. Subject to provisions and setbacks	Maximum 20 rabbits per 20,000 square feet lot area and 2 head of livestock per 40,000 square feet lot area.	Keeping of female chickens (hens), 1 per 1,000 square feet of lot area. Maximum of 20 fowl for every 20,000 square feet of lot area.

Contra Costa County Zoning Map City of San Pablo Area



Legend

Parcels
City Limits

Zoning

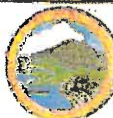
R-6 (Single Family Residential)
R-7 (Single Family Residential)
R-10 (Single Family Residential)
R-B (Retail Business)
D-1 (Two Family Residential)
P-1 (Planned Unit)
P-1 -X (Planned Unit - Railroad Corridor Combining District)



0 600 1,200 2,400 Feet

Map Created 10/23/2017
by Contra Costa County Department of
Conservation and Development GIS Group
30 River Road, Martinez, CA 94553
37 59 41 791N 122 07 03 759W

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 for tax purposes. 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.



Hiliana Li

27 17 2003

From: Nicole Voracka <nicole.voracka@gmail.com>
Sent: Wednesday, October 25, 2017 2:24 PM
To: Hiliana Li
Subject: Planning Commission meeting Oct 25th Comments on Urban Farm Animals Ordinance

To the Planning Commission:

I have read the staff report by Stanley Muraoka at the Department of Conservation and Development about the draft for the Urban Farm Animals ordinance change that will be presented to the Planning Commission tonight. As a resident of El Sobrante in unincorporated Contra Costa County, I support the changes allowing the keeping of urban farm animals and livestock.

Keeping urban farm animals in addition to growing vegetables and fruit provides us with healthy, local, and nutritious food. In a world where traces of pesticides and chemicals are in almost everything we eat, it is more important than ever to be able to legally provide ourselves and our families with a clean, fresh, and unadulterated food supply.

When we can produce it ourselves in our backyards, we have a 100% choice in how our food is raised and a better selection in the types of food we have available to us. For example, we can already grow many varieties of fruits and vegetables that you can't find at the supermarket, but now with this important change to the ordinance, we can also raise animals that provide us with food that can't be found at the supermarket either.

Last time I checked the local grocery store, I couldn't find local El Sobrante Honey, local organic eggs, lean and delicious chicken, turkey or rabbit meat, or even goat or cow milk that hasn't traveled hundreds of miles in a gas guzzling refrigerated truck from a giant farm far far away. But now I don't have to worry about food miles, questionable animal welfare standards, etc. because I can raise just about all the food I like to eat in my own backyard.

The draft ordinance is thorough and provides rules to both allow farm animals while also protecting neighbors from unnecessary contact with them (like bees for example) by establishing set backs. However, some of these set backs are too restrictive. For example, the draft appears to extend the livestock structure set backs that are currently allowed in the R-20 zoning to smaller residential lots. The current set back allows livestock structures to be no less than one hundred feet from the front property line or any street line, and shall not be less than fifty feet from any side OR rear property line. However, in the actual draft that was in the report, there is a slight change in the wording where it says the set back shall be no less than one hundred feet from the front property line or any street line, and shall not be less than fifty feet from any side AND rear property line.

This small change in wording, which I sincerely hope was just an oversight, means that due to the unusual shape of my lot it is big enough that I would be allowed to have 2 head of livestock, but I would not be allowed to provide them a structure for shelter and shade because of the set back requirements. My lot is 90ft wide and about 450ft long. If the side and rear set back is 50 ft, and my lot is only 90ft wide, it would be impossible to comply with the set back. If the wording for livestock structures is extended from the R-20 zoning into the new ordinance without the change, then I would be able to comply with the set back requirements and could then provide the livestock with a shelter.

Moreover, I am thrilled to see that the draft allows us to keep bees. Bees are still disappearing all over the country, including the Bay Area. The 2016 bee colony census by the Bee Informed Partnership (BIP) recorded 44% losses nationally. The Beekeepers' Guild of San Mateo County, a beekeeper's club in the Bay Area, also conducts an annual hive census and documented 2016 losses of 43% in San Mateo County. These are considered unsustainable losses.

The draft ordinance only allows a maximum of 2 beehives per lot with a rate of 1 beehive per 5,000 sq ft of lot area. Putting a cap on the amount of beehives is unnecessary, and does not do enough to mitigate the effects of honey bee losses that beekeepers experience each year. With the current decline in bee numbers, chances are that a person with just 2 beehives will lose at least one by the next year. If the remaining colony does not survive either, or is too weak, the beekeeper would be forced to import more bees from outside of the local area to replace them. More hives equals more chances that a beekeeper will have some beehives survive the winter healthy enough to split. Those splits can then replace the ones that died and in so doing, enhance the local genetics of the bee population in favor of bees that can survive local winter conditions each year.

In addition, the set backs for small animal structures and beehives are more restrictive on wide lots than for lots that are less wide. Understandably, there is less room to play with when establishing set backs for smaller lots, however, if a 10ft side yard set back for a chicken coop is enough for a lot less than 80ft wide, then it should certainly be enough for a wider lot as well. When choosing a site to put a small animal structure like a beehive or rabbit hutch, it is difficult to satisfy both the set backs and the unique requirements for the creature it

will house. For example, rabbits do not tolerate heat, so the more you restrict the set back, the more difficult it is to find a cool shady spot for the rabbits to live, like under a shade tree perhaps.

Thank you for taking the time to read my comments. Please don't hesitate to contact me if you have any questions. My husband and I will be at the planning commission meeting tonight in support of the ordinance changes.

Thank You,

Nicole Voracka
(630)440-1482

Change in draft Urban Farm Animals Ordinance at County Planning Commission

Urban Farm Animals Ordinance Section 82-50.404	Lot Area	Maximum Number of Bee Hives
Presented to County Planning Commission	5,000 sq. ft. or more, but less than 10,000 sq. ft.	1
	10,000 sq. ft. or more	2
As recommended by the County Planning Commission	6,000 sq. ft. or more, but less than 20,000 sq. ft.	4
	20,000 sq. ft. or more, but less than 40,000 sq. ft.	6
	40,000 sq. ft. or more	8



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: February 6, 2018

Subject: Adult Protective Services and Challenges for Aged and Disability Populations

RECOMMENDATION(S):

Discussion of Adult Protective Services (APS) and challenges for aged and disability populations, including APS financial scams information.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Contra Costa County faces many challenges in meeting the needs of its growing aged population. The multiple programs of the Employment and Human Services Department (EHSD) include Adult Protective Services, the Area Agency on Aging and In-Home Supportive Services. The department's direct services and contracts with community based organizations work to prevent premature institutionalization. EHSD works toward a vision of an age-friendly Contra Costa County. An age-friendly community enables people of all ages to actively participate in community activities and treats everyone with respect,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Elaine
Burres, 608-4960

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

regardless of their age. It is a place that makes it easy for older people to stay connected to services and people that are important to them. Many communities are taking active steps toward becoming more age-friendly, and like Contra Costa County, face many challenges and opportunities.



Contra
Costa
County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: February 6, 2018

Subject: Report on the establishment of the Countywide Oversight Board

RECOMMENDATION(S):

1. RECEIVE report on the establishment of the countywide Oversight Board; and
2. REFER public member application process for the countywide Oversight Board to the Internal Operations Committee.

FISCAL IMPACT:

The countywide Oversight Board has no direct impact on the General Fund. Members of the Oversight Board do not receive compensation. The County's costs associated with establishing and staffing the Countywide Oversight Board will be reimbursed from the Redevelopment Property Tax Trust Fund.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Maureen Toms
925-674-7878

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

By: , Deputy

cc:

BACKGROUND:

The California state legislature enacted Assembly Bill x1 26 to dissolve redevelopment agencies formed under the Community Redevelopment Law (Health and Safety Code Section 33000 et seq.); and on February 1, 2012, the redevelopment agencies in 17 jurisdictions in Contra Costa County were dissolved. Each of these jurisdictions declared that they would act as successor agency for their dissolved Redevelopment Agencies. Oversight Boards for each of these 17 Successor Agencies were established in accordance with the Dissolution Act.

Beginning July 1, 2018, there will be only one oversight board in Contra Costa County. The purpose of this County Oversight Board is to oversee all redevelopment successor agencies in the County. This new oversight board will be staffed by the County Auditor-Controller with assistance from the Contra Costa County Department of Conservation (DCD). The Countywide oversight board is appointed as follows:

- (1) One member may be appointed by the county board of supervisors.
- (2) One member may be appointed by the city selection committee established pursuant to Section 50270 of the Government Code. In a city and county, the mayor may appoint one member.
- (3) One member may be appointed by the independent special district selection committee established pursuant to Section 56332 of the Government Code, for the types of special districts that are eligible to receive property tax revenues pursuant to Health and Safety Code Section 34188.
- (4) One member may be appointed by the county superintendent of education to represent schools if the superintendent is elected. If the county superintendent of education is appointed, then the appointment made pursuant to this paragraph shall be made by the county board of education.
- (5) One member may be appointed by the Chancellor of the California Community Colleges to represent community college districts in the county.
- (6) One member of the public may be appointed by the county board of supervisors.
- (7) One member may be appointed by the recognized employee organization representing the largest number of successor agency employees in the county.

In the coming months, the Board of Supervisors will need to make the appointment for Seat 1 on the oversight board. Seat 1 may be filled by a member of the Board of Supervisors or another representative of the County selected by the Board. Staff anticipates the Board Chair will make a nomination for Seat 1. The appointment can be a board member, other elected official, staff member, or member of the public. DCD staff and the auditor controller will make a presentation to the Mayors Conference on March 1 regarding the countywide oversight board. They will then make a selection for Seat 2 at their April 5, 2018 Mayor's Conference meeting. The auditor controller met with the special districts selection committee in January and their appointment for Seat 3 is forthcoming. Staff will be outreaching to the superintendent of schools for the appointment of seat 4 and on January 24, 2018, the governing board of the community college district appointed Vicki Gordon to

Seat 5. The Board of Supervisors will need to appoint a member of the public for Seat 6, following an interview process and recommendation from the Internal Operations Committee. Seat 7 will be appointed by the recognized employee organization representing the largest number of successor agency employees in the county. The auditor controller has sent out surveys to all of the successor agencies that include a question of the number of Successor agency employees and their representation. Once the determination is made, staff will reach out to the appropriate organization for the appointment to Seat 7.

The Board may wish to consider qualifications for the public member appointment, as follows:

- All appointees must be electors of this County;
- If any eligibility requirement is not maintained, the Board shall immediately terminate the appointment upon notification by the advisory body chair; or
- An interest in complex business agreements and financial transactions.

With a referral to the Internal Operations Committee, it is expected that the committee would meet on February 12, post a vacancy for the public member and accept applications until mid to late March. Interviews for candidates would occur at the April 9 Internal Operations Committee meeting, followed by a recommendation to the Board of Supervisors for the May 1, 2018 meeting. If any Oversight Board member position has not been filled by July 15, 2018, the Governor may appoint people to those positions.

CONSEQUENCE OF NEGATIVE ACTION:

If the countywide Oversight Board is not established by July 1, 2018, there will be delays in taking official action on matters related to the dissolution of redevelopment agencies for all Successor Agencies within Contra Costa County.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Adopt traffic resolution to prohibit parking at all times on a portion of 1st Street (Road No. 0565U), North Richmond area.

RECOMMENDATION(S):

ADOPT Traffic Resolution No. 2018/4465 to prohibit parking at all times on the west side of 1st Street (Road No. 0565U), beginning at a point 395 feet north of the north curb line of Market Avenue (Road No. 0565L) and extending northeasterly a distance of 85 feet, as recommended by the Public Works Director, North Richmond Area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Traffic Engineering was notified of a multi-agency sweep led by the District 1 Supervisor, which resulted in the observation of illegal parking and other activities at the end of this cul de sac. Traffic Engineering was subsequently requested to restrict parking at this location with red curb as a result of the multi-agency sweep to help enforcement actions. An investigation of the location revealed parked vehicles blocking a fire access point at the end of the cul de sac. Based on this observation and the Supervisors request, red curb parking restriction is recommended at the end of the 1st Street cul de sac in North Richmond.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Monish Sen,
(925) 313-2187

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain unrestricted at this location.

ATTACHMENTS

Resolution

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on February 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

TRAFFIC RESOLUTION NO. 2018/4465
Supervisory District I

SUBJECT: Prohibit parking at all times (red curb) on a portion of 1st Street (Road No. 0565U), North Richmond area.

The Contra Costa County Board of Supervisors RESOLVES that:

Based on recommendations by the County Public Works Department's Transportation Engineering Division, and pursuant to County Ordinance Code Sections 46-2.002 - 46-2.012, the following traffic regulation is established:

Pursuant to Section 22507 and 21458 of the California Vehicle Code, parking is hereby declared to be prohibited at all times on the west side of 1st Street (Road No. 0565U), beginning at a point 395 feet north of the north curb line of Market Avenue (Road No. 0565L) and extending northeasterly a distance of 85 feet, North Richmond.

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.

MS:kh:al

Orig. Dept.: Public Works (Traffic)
Contact: Monish Sen (925-313-2187)

c: California Highway Patrol
Sheriff's Department

ATTESTED: _____
DAVID TWA, Clerk of the Board of Supervisors and
County Administrator

By _____,
Deputy

TRAFFIC RESOLUTION NO. 2018/4465



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Approve the Imhoff Drive Bicycle Shoulder Striping Project, and take related actions under CEQA, Martinez area

RECOMMENDATION(S):

ADOPT Resolution No.2018/42 to approving and authorizing the Public Works Director, or designee, to submit a 2018/2019 Transportation Development Act Grant Application to the Metropolitan Transportation Commission in the total amount of \$100,000, for the Imhoff Drive Bicycle Shoulder Striping Project; and

AUTHORIZE the Public Works Director, or designee, to advertise the Project, Unincorporated Vine Hill area. [DCD-CP#18-01] (District V); and

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 1(c) Categorical Exemption, pursuant to Article 19, Section 15301 of the CEQA Guidelines; and

DIRECT the Director of Conservation and Development to file a Notice of Exemption with the County Clerk; and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Matt Kawashima,
(925) 313-2161

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

By: , Deputy

cc: Matt Kawashima

RECOMMENDATION(S): (CONT'D)

AUTHORIZE the Public Works Director, or designee, to arrange for payment of a \$25 fee to Conservation and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.

FISCAL IMPACT:

Estimated Project cost: \$144,000. This project will be funded approximately 69% Transportation Development Act Funds and 31% Local Road Funds.

BACKGROUND:

The purpose of this Project is to improve bicyclist safety along Imhoff Drive between Blum Road and Waterbird Way in unincorporated Martinez. Currently, there are no bicycle facilities along Imhoff Drive between Blum Road and Waterbird Way, but the State Route (SR) 4 Bikeway begins east of Waterbird Way. The proposed Project would allow bicyclists to safely access the SR 4 Bikeway, which connects the City of Martinez to the City of Concord. The Project will stripe shoulders to create Class II bike lanes for 0.3 miles along Imhoff Drive from Blum Road to Waterbird Way within the existing roadway. Existing vehicle lane widths would be narrowed to accommodate the increased shoulder width, which will vary from three to five feet. Appropriate signage will be installed to designate the proposed bike lanes.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in approving the project may result in a delay of design, construction, and may jeopardize funding.

ATTACHMENTS

Resolution No. 2018/42

Attachment A

TDA Project Application

Study of Enviro Significance

NOE

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2018/42

IN THE MATTER OF APPROVING and AUTHORIZING the Public Works Director, or designee, to submit a 2018/2019 Transportation Development Act (TDA) Grant Application to the Metropolitan Transportation Commission in the total amount of \$100,000 for Fiscal Year 2018/2019 for the Imhoff Drive Bicycle Shoulder Striping Project

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No.4108, entitled "Transportation Development Act, Article 3, Pedestrian and Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and

WHEREAS, MTC Resolution No. 4108 requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, the COUNTY OF CONTRA COSTA desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists; now, therefore, be it

RESOLVED, that the COUNTY OF CONTRA COSTA declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code, and furthermore, be it

RESOLVED, that there is no pending or threatened litigation that might adversely affect the project or projects described in Attachment B to this resolution, or that might impair the ability of the COUNTY OF CONTRA COSTA to carry out the project; and furthermore, be it

RESOLVED, that the project has been reviewed by the Bicycle Advisory Committee (BAC) of COUNTY OF CONTRA COSTA; and furthermore, be it

RESOLVED, that the COUNTY OF CONTRA COSTA attests to the accuracy of and approves the statements in Attachment A to this resolution; and furthermore, be it

RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of CONTRA COSTA COUNTY for submission to MTC as part of the countywide coordinated TDA Article 3 claim

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: February 6, 2018

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

Contact: Matt Kawashima, (925) 313-2161

By: , Deputy

cc: Matt Kawashima

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2018/2019 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

Page 1 of 1

1. That the COUNTY OF CONTRA COSTA is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the COUNTY OF CONTRA COSTA legally impeded from undertaking the project(s) described in “Attachment B” of this resolution.
2. That the COUNTY OF CONTRA COSTA has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or design engineering; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the COUNTY OF CONTRA COSTA within the prior five fiscal years.
8. That the project(s) described in Attachment B is included in a locally approved bicycle, pedestrian, transit, multimodal, complete streets, or other relevant plan.
9. That any project described in Attachment B that is a bikeway meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual.
10. That the project(s) described in Attachment B will be completed before the funds expire.
11. That the COUNTY OF CONTRA COSTA agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2018/2019

Applicant: Contra Costa County Public Works Department

Contact person: Jeff Valeros

Mailing Address: 255 Glacier Drive, Martinez CA 94553

E-Mail Address: jeff.valeros@pw.cccounty.us

Telephone: 925-313-2031

Secondary Contact (in event primary not available) Mary Halle

E-Mail Address: mary.halle@pw.cccounty.us

Telephone: 925-313-2327

Short Title Description of Project: Imhoff Drive Bicycle Shoulder Striping Project

Amount of claim: \$ 100,000

Functional Description of Project:The purpose of this project is to improve bicycle access and safety on Imhoff Drive from Blum Road to Waterbird Way by adding striped bicycle lanes.**Financial Plan:**

List the project elements for which TDA funding is being requested (e.g., planning, engineering, construction, contingency). Use the table below to show the project budget for the phase being funded or total project. Include prior and proposed future funding of the project. Planning funds may only be used for comprehensive bicycle and pedestrian plans. Project level planning is not an eligible use of TDA Article 3.

Project Elements: Engineering & Construction

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$100,000			\$100,000
list all other sources:					
1. Road Funds		\$44,000			\$44,000
2.					
3.					
4.					
Totals		\$144,000			\$144,000

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	Pending
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	NO
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	YES
D. Has the project been reviewed by a Bicycle Advisory Committee (BAC)? (If "NO," provide an explanation). Enter date the project was reviewed by the BAC: December 2016	YES
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	Pending
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) December 2020	YES
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	YES

PUBLIC WORKS DEPARTMENT
INITIAL STUDY OF
ENVIRONMENTAL SIGNIFICANCE

PROJECT NUMBER: WO #1025
CP# 18-01

PROJECT NAME: Imhoff Drive Bicycle Shoulder Striping

PREPARED BY: Matt Kawashima *AB*

DATE: January 4, 2018

APPROVED BY: *[Signature]* DATE: 1/8/18

RECOMMENDATIONS:

☒ Categorical Exemption: 15301(c)

☐ Negative Declaration

☐ Environmental Impact Report Required

☐ Conditional Negative Declaration

The project will not have a significant effect on the environment. The recommendation is based on the following: The Project consists of minor alternations of existing public facilities involving no expansion of use pursuant to section 15301(c) of the CEQA Guidelines.

What changes to the project would mitigate the identified impacts: N/A

USGS Quad Sheet: <u>Vine Hill</u>	Base Map Sheet #: <u>G13</u>	Parcel #: <u>N/A</u>
-----------------------------------	------------------------------	----------------------

GENERAL CONSIDERATIONS:

- Location:** The Project site is a segment of Imhoff Drive between Blum Road and Waterbird Way in unincorporated Martinez [Figures 1-4].
- Project Description:** The Public Works Department of Contra Costa County is proposing to improve bicyclist safety along Imhoff Drive between Blum Road and Waterbird Way in unincorporated Martinez. Currently, there are no bicycle facilities along Imhoff Drive between Blum Road and Waterbird Way, but the State Route (SR) 4 Bikeway begins east of Waterbird Way. The proposed Project would allow bicyclists to safely access the SR 4 Bikeway, which connects the City of Martinez to the City of Concord. This roadway segment is included in the 2009 Contra Costa Countywide Bicycle and Pedestrian Plan.

The existing roadway within the Project limits varies in width from 30 to 40 feet without shoulders for bicyclists to utilize for travel. Currently, bicyclists must share the road with vehicular traffic without any bicycle signage or shoulders. The striped shoulders and related improvements will provide an additional mode of transportation for commuting and recreational use.

The Project will stripe shoulders to create Class II bike lanes for 0.3 miles along Imhoff Drive from Blum Road to Waterbird Way within the existing roadway. Existing vehicle lane widths would be narrowed to accommodate the increased shoulder width, which will vary from three to five feet. Appropriate signage will be installed to designate the proposed bike lanes. Safety would be improved by installing shoulder striping that will reduce the travel lane widths and provide a delineated, paved shoulder for bicycle travel. Because striping activities would occur along the existing roadway, no tree removal will be necessary. Existing grated storm drain inlets will be replaced as necessary to ensure bicycle compatibility. However, the Project will maintain the existing drainage pattern and will not create new impervious areas. In addition, appropriate Best Management Practices (BMPs) will be implemented to protect storm drain inlets. One lane will be open during construction activities. Emergency vehicles will have access at all times.

While not anticipated, utility adjustments or relocation may be necessary in support of the Project. Real Property transactions, including right-of-way acquisition may be necessary in support of this Project.

- Does it appear that any feature of the project will generate significant public concern?**

☐ Yes ☒ No ☐ maybe (Nature of concern):

**Contra
Costa
County**

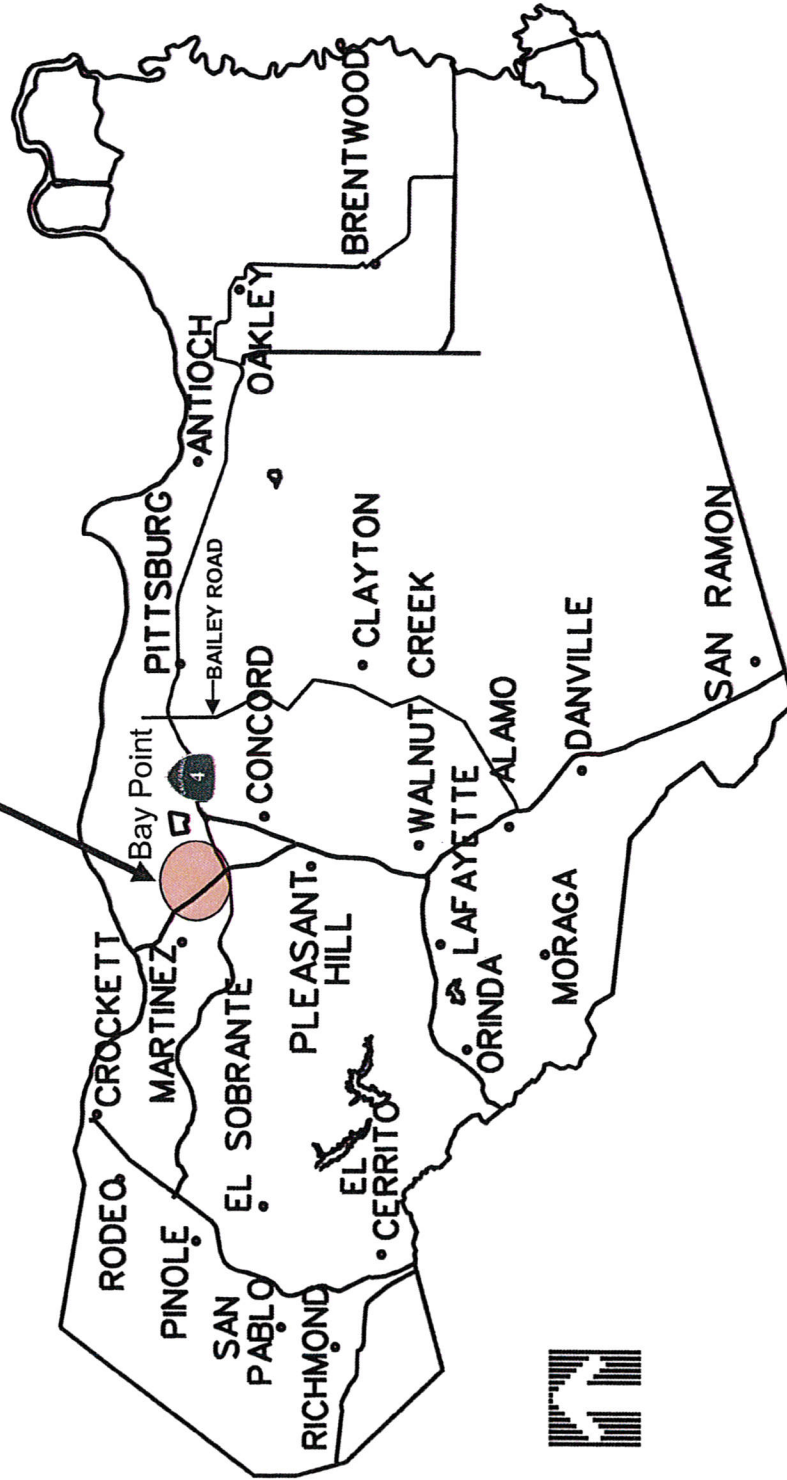
4. Will the project require approval or permits by other than a County agency?

☐ Yes ☒ No

5. Is the project within the Sphere of Influence of any city? Yes, Martinez

CONTRA COSTA COUNTY CALIFORNIA

PROJECT LOCATION



Contra Costa County
Public Works
Department



255 GLACIER DRIVE, MARTINEZ, CA 94553 PH: 925/313-2000 FAX: 925/313-2333

PROJECT LOCATION MAP

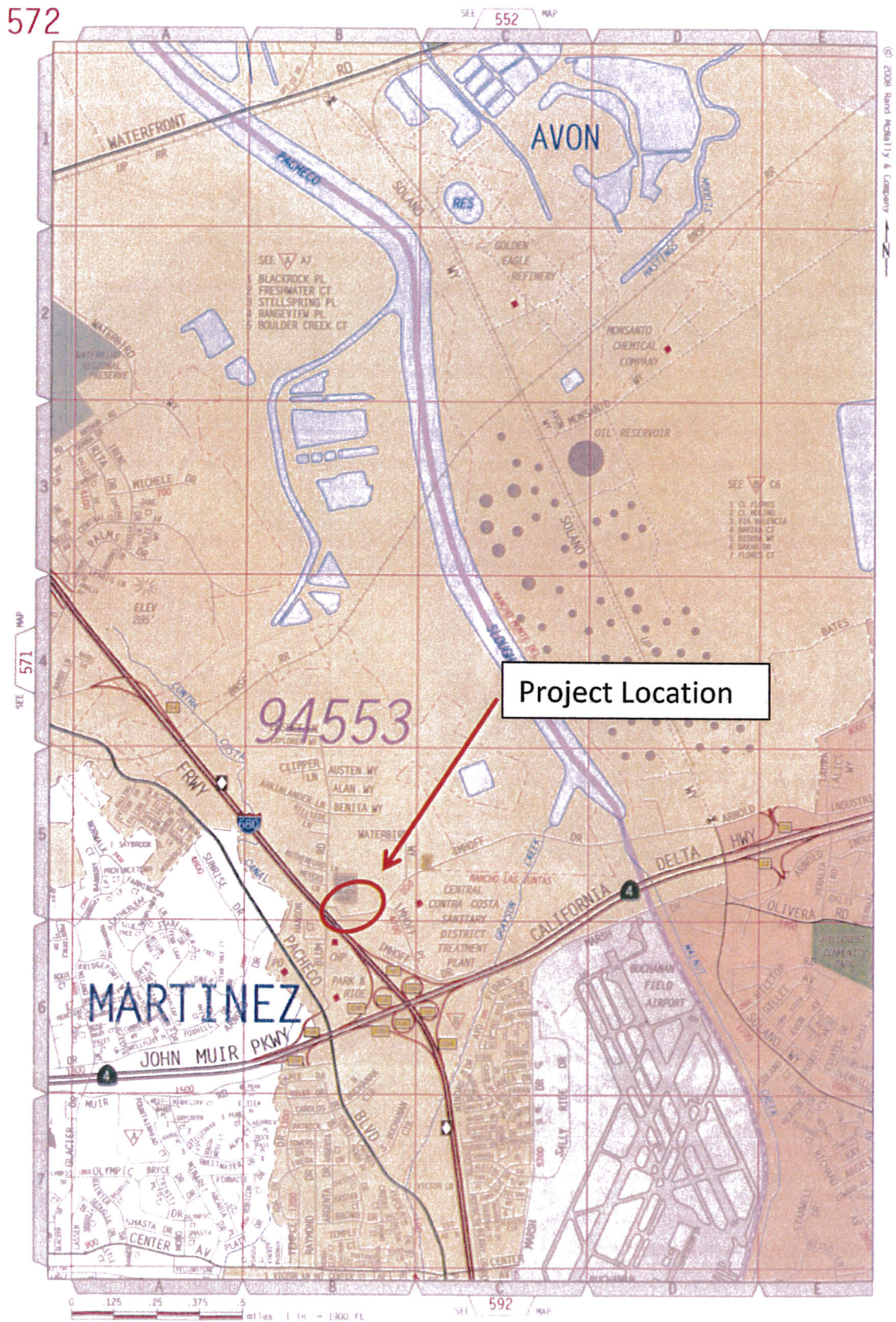
Imhoff Drive Bicycle Shoulder Striping Project

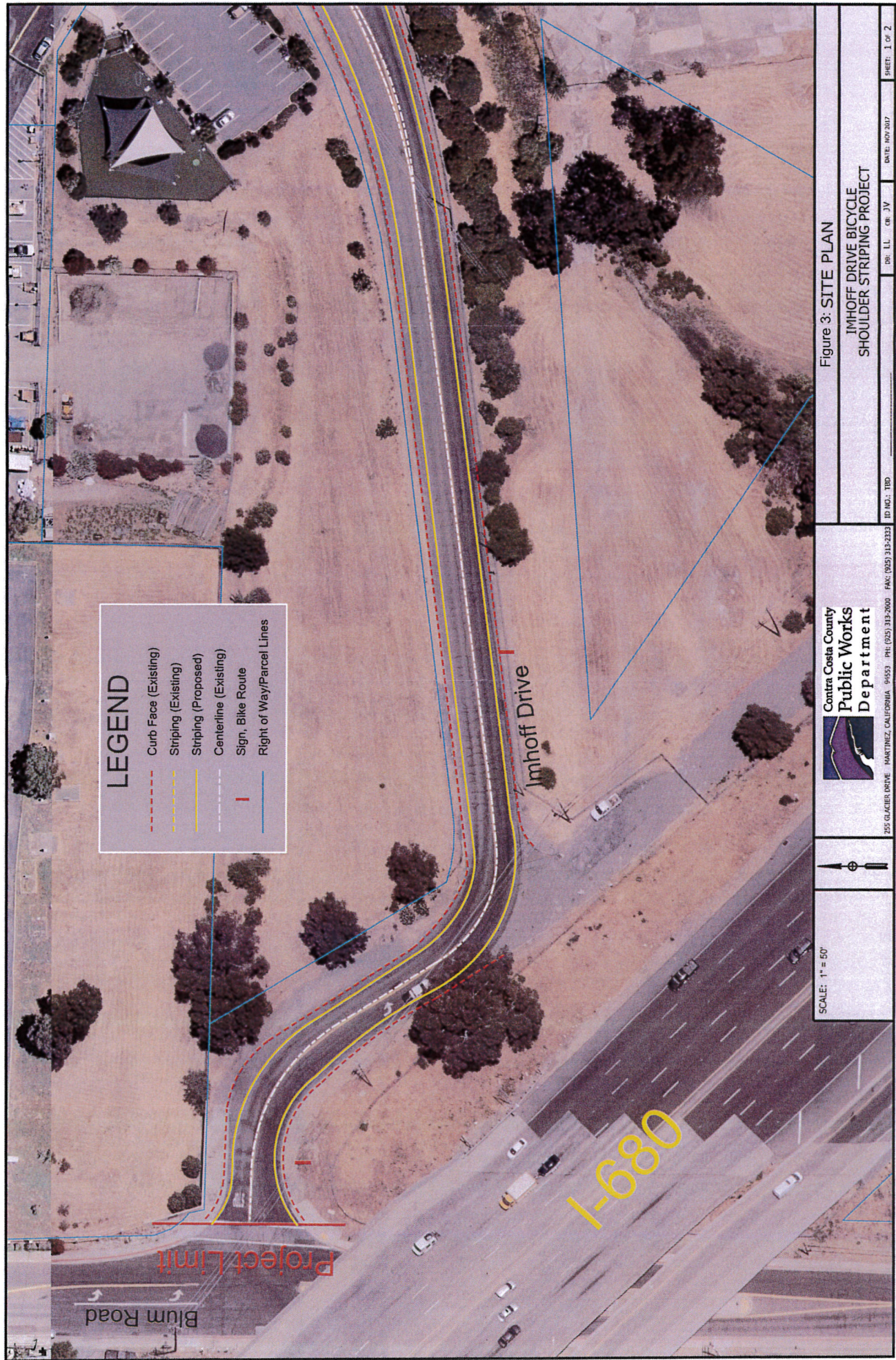
DB: JS CB: DATE: NOV 17 SHEET 1 OF 1

Figure 1: Project Location Map

Figure 2: Project Vicinity Map

Project Vicinity Map







LEGEND

- Curb Face (Existing)
- Striping (Existing)
- Striping (Proposed)
- Centerline (Existing)
- Sign, Bike Route
- Right of Way/Parcel Lines

Project to connect to existing SR4 bikeway

SCALE: 1" = 60'



Contra Costa County
Public Works
Department

355 GLACIER DRIVE MARTINEZ, CALIFORNIA 94553 PH: (925) 313-2000 FAX: (925) 313-2333

Figure 4: SITE PLAN
IMHOFF DRIVE BICYCLE
SHOULDER STRIPING PROJECT

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Notice of Exemption

To: ☒ Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

☒ County Clerk
County of: Contra Costa

From: Contra Costa County
Dept. of Conservation & Development
30 Muir Road
Martinez, CA 94553

Project Title: Imhoff Drive Bicycle Shoulder Striping
Proj. No. WO #1025 CP#18-01

Project Applicant: **Contra Costa County Public Works Department**

Project Location – **Specific:** Imhoff Drive between Blum Road and Waterbird Way

Project Location: Unincorporated Martinez Project Location – County: **Central Contra Costa**

Description of Nature, Purpose and Beneficiaries of Project:

The Public Works Department of Contra Costa County is proposing to improve bicyclist safety along Imhoff Drive between Blum Road and Waterbird Way in unincorporated Martinez. Currently, there are no bicycle facilities along Imhoff Drive between Blum Road and Waterbird Way, but the State Route (SR) 4 Bikeway begins east of Waterbird Way. The proposed Project would allow bicyclists to safely access the SR 4 Bikeway, which connects the City of Martinez to the City of Concord. This roadway segment is included in the 2009 Contra Costa Countywide Bicycle and Pedestrian Plan.

The existing roadway within the Project limits varies in width from 30 to 40 feet without shoulders for bicyclists to utilize for travel. Currently, bicyclists must share the road with vehicular traffic without any bicycle signage or shoulders. The striped shoulders and related improvements will provide an additional mode of transportation for commuting and recreational use.

The Project will stripe shoulders to create Class II bike lanes for 0.3 miles along Imhoff Drive from Blum Road to Waterbird Way within the existing roadway. Existing vehicle lane widths would be narrowed to accommodate the increased shoulder width, which will vary from three to five feet. Appropriate signage will be installed to designate the proposed bike lanes. Safety would be improved by installing shoulder striping that will reduce the travel lane widths and provide a delineated, paved shoulder for bicycle travel. Because striping activities would occur along the existing roadway, no tree removal will be necessary. Existing grated storm drain inlets will be replaced as necessary to ensure bicycle compatibility. However, the Project will maintain the existing drainage pattern and will not create new impervious areas. In addition, appropriate Best Management Practices (BMPs) will be implemented to protect storm drain inlets. One lane will be open during construction activities. Emergency vehicles will have access at all times.

While not anticipated, utility adjustments or relocation may be necessary in support of the Project. Real Property transactions, including right-of-way acquisition may be necessary in support of this Project.

Name of Public Agency Approving Project: **Contra Costa County**

Name of Person or Agency Carrying Out Project: **Contra Costa County Public Works Department**

Exempt Status:

- ☐ Ministerial Project (Sec. 21080(b) (1); 15268;
- ☒ Categorical Exemption: Class 15301(c)
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Other Statutory Exemption, Code No.: _____
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ General Rule of Applicability [Article 5, Section 15061 (b)(3)]

Reasons why project is exempt: The Project consists of minor alternations of existing public facilities involving no expansion of use pursuant to section 15301(c) of the CEQA Guidelines.

Lead Agency Contact Person: **Matt Kawashima** - **Public Works Dept.** Area Code/Telephone/Extension: **(925) 313-2161**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☒ Yes ☐ No

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature

Title

Applicant:
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Matt Kawashima
Environmental Services Division
Phone: (925) 313-2161

Department of Fish and Game Fees Due

☐ EIR - \$3,168.⁰⁰
☐ Neg. Dec. - \$2,280.⁷⁵
☐ DeMinimis Findings - \$0
☒ **County Clerk - \$50**
☒ **Conservation & Development - \$25**

Total Due: \$75.⁰⁰
Total Paid \$ _____

Receipt #: _____



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Approve the San Pablo Avenue Pedestrian Gap Closure Project, and take related actions under the CEQA, Rodeo area

RECOMMENDATION(S):

ADOPT Resolution No. 2018/43 to approving and authorizing the Public Works Director, or designee, to submit a 2018/2019 Transportation Development Act Grant Application to the Metropolitan Transportation Commission in the total amount of \$100,000, for fiscal year 2018/2019, for the San Pablo Avenue Pedestrian Gap Closure Project; and

AUTHORIZE the Public Works Director, or designee, to advertise the Project, Unincorporated Rodeo area. [DCD-CP #17-51] (District V); and

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 1(c) Categorical Exemption, pursuant to Article 19, Section 15301 of the CEQA Guidelines; and

DIRECT the Director of Conservation and Development to file a Notice of Exemption with the County Clerk; and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Sandeep Singh
(925) 313-2022

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

AUTHORIZE the Public Works Director or designee to arrange for payment of a \$25 fee to Conservation and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.

FISCAL IMPACT:

Estimated Project cost: \$285,000. This project will be funded approximately 67% Local Road Funds, 33% Transportation Development Act Funds.

BACKGROUND:

The purpose of this Project is to increase pedestrian safety and accessibility along Parker Avenue from Seventh Street to San Pablo Avenue and at the signalized “Y” intersection of Willow Avenue, Parker Avenue, and San Pablo Avenue.

The Project consists of constructing concrete sidewalk, installing pavement bike lane striping, constructing and/or retrofitting curb ramps to meet Americans with Disabilities Act requirements, modifying concrete traffic islands, and upgrading pavement striping and signage for pedestrian crossing.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in approving the project may result in a delay of design, construction, and may jeopardize funding.

ATTACHMENTS

Resolution No. 2018/43

Attachment A

CEQA

TDA Project Application

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2018/43

IN THE MATTER OF APPROVING and AUTHORIZING the Public Works Director, or designee, to submit a 2018/2019 Transportation Development Act (TDA) Grant Application to the Metropolitan Transportation Commission in the total amount of \$100,000 for Fiscal Year 2018/2019 for the San Pablo Avenue Pedestrian Gap Closure Project.

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No.4108, entitled "Transportation Development Act, Article 3, Pedestrian and Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and

WHEREAS, MTC Resolution No. 4108 requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, the COUNTY OF CONTRA COSTA desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists; now, therefore, be it

NOW, THEREFORE BE IT RESOLVED, that the COUNTY OF CONTRA COSTA declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code, and furthermore, be it

RESOLVED, that there is no pending or threatened litigation that might adversely affect the project or projects described in Attachment B to this resolution, or that might impair the ability of the COUNTY OF CONTRA COSTA to carry out the project; and furthermore, be it

RESOLVED, that the project has been reviewed by the Bicycle Advisory Committee (BAC) of COUNTY OF CONTRA COSTA; and furthermore, be it

RESOLVED, that the COUNTY OF CONTRA COSTA attests to the accuracy of and approves the statements in Attachment A to this resolution; and furthermore, be it

RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of CONTRA COSTA COUNTY for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

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: Sandeep Singh (925) 313-2022

ATTESTED: February 6, 2018

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

By: , Deputy

cc:

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2018/2019 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

Page 1 of 1

1. That the COUNTY OF CONTRA COSTA is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the COUNTY OF CONTRA COSTA legally impeded from undertaking the project(s) described in “Attachment B” of this resolution.
2. That the COUNTY OF CONTRA COSTA has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or design engineering; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the COUNTY OF CONTRA COSTA within the prior five fiscal years.
8. That the project(s) described in Attachment B is included in a locally approved bicycle, pedestrian, transit, multimodal, complete streets, or other relevant plan.
9. That any project described in Attachment B that is a bikeway meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual.
10. That the project(s) described in Attachment B will be completed before the funds expire.
11. That the COUNTY OF CONTRA COSTA agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

PUBLIC WORKS DEPARTMENT
INITIAL STUDY OF
ENVIRONMENTAL SIGNIFICANCE

PROJECT NUMBER: 0676-6P1025
CP# 17-51

PROJECT NAME: San Pablo Avenue Pedestrian Gap Closure Project

PREPARED BY: Sandeep Singh AB

DATE: December 27, 2017

APPROVED BY: [Signature]

DATE: Jan. 8, 2018

RECOMMENDATIONS:

☒ Categorical Exemption: 15301 [Class 1(c)]

☐ Negative Declaration

☐ Environmental Impact Report Required

☐ Conditional Negative Declaration

The Project will not have a significant effect on the environment. The recommendation is based on the following: The Project consists of minor alterations of existing public facilities involving no expansion of use, pursuant to section 15301 Class 1(c) of the CEQA guidelines.

What changes to the Project would mitigate the identified impacts: N/A

USGS Quad Sheet: <u>Mare Island</u>	Base Map Sheet #: <u>E7</u>	Parcel #: <u>N/A</u>
-------------------------------------	-----------------------------	----------------------

GENERAL CONSIDERATIONS:

- Location:** The Project is located at the "Y" intersection of San Pablo Avenue, Parker Avenue, and Willow Avenue in unincorporated Rodeo, west Contra Costa County [Figures 1-3].
- Project Description:** The purpose of this Project is to increase pedestrian safety and accessibility along Parker Avenue from Seventh Street to San Pablo Avenue and at the signalized "Y" intersection of Willow Avenue, Parker Avenue, and San Pablo Avenue.

The Project consists of constructing 200 linear feet of five-foot wide concrete sidewalk, installing 135 feet of pavement bike lane striping, constructing one new curb ramp and retrofitting three other curb ramps to meet Americans with Disabilities Act requirements, modifying two existing concrete traffic islands, and upgrading pavement striping and signage for pedestrian crossing.

No tree removal will be necessary. Tree and shrubbery trimming may be necessary throughout the Project area. In order to minimize damage to trees, any roots exposed during construction activities will be clean cut.

The Project will maintain the existing drainage patterns. Appropriate Best Management Practices (BMPs) will be implemented to protect storm drain inlets.

Utility adjustments or relocation may be necessary in support of the Project.

One lane will be open during construction activities. Emergency vehicles will have access at all times.

All improvements will be constructed in the existing road right-of-way. However, Real Property transactions, including temporary construction easements may be necessary in support of this Project.

- Does it appear that any feature of the Project will generate significant public concern?**

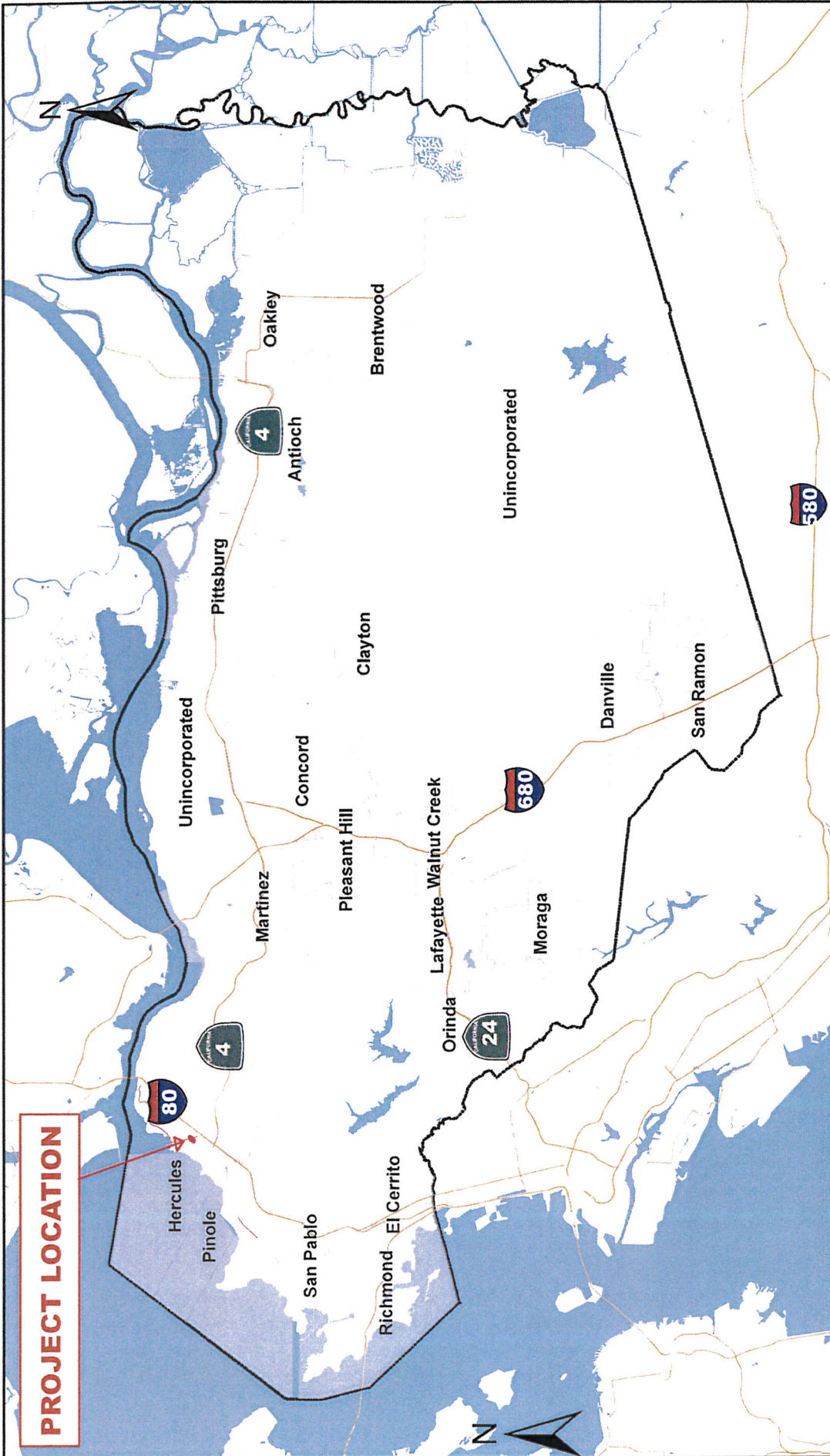
☐ Yes ☒ No ☐ maybe (Nature of concern):

- Will the Project require approval or permits by other than a County agency?**

☐ Yes ☒ No

- Is the Project within the Sphere of Influence of any city?** No

Figure 1



PROJECT LOCATION MAP OF CONTRA COSTA COUNTY		Contra Costa County Public Works Department	
San Pablo Avenue Pedestrian Gap Closure		255 GLACIER DRIVE MARTINEZ, CALIFORNIA 94553 PH: (925) 313-2000 FAX: (925) 313-2333	
FEDERAL ID NO:	DB: LL CB:	DATE: NOV 2016	Page 1 of 1

Figure 2

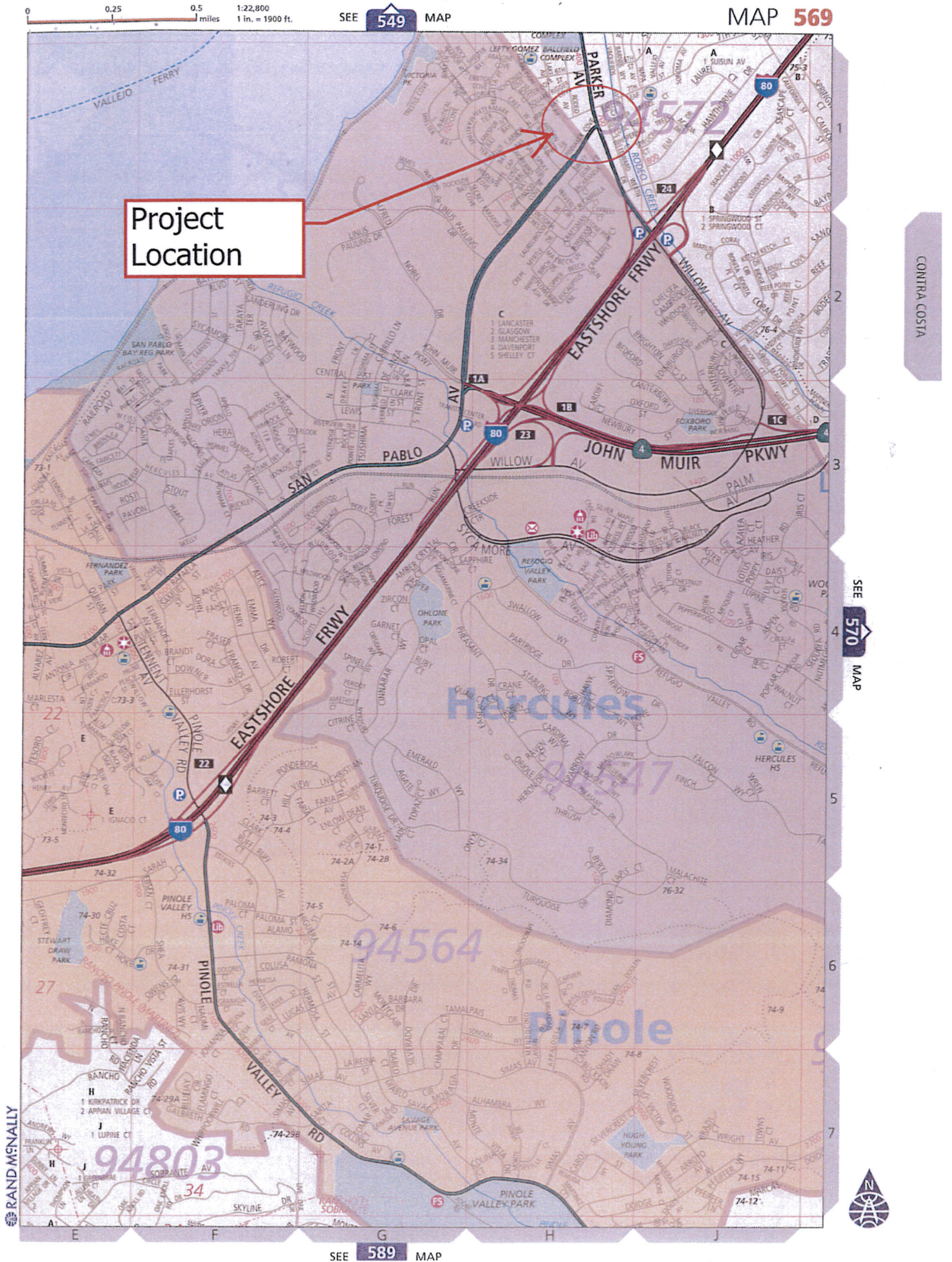
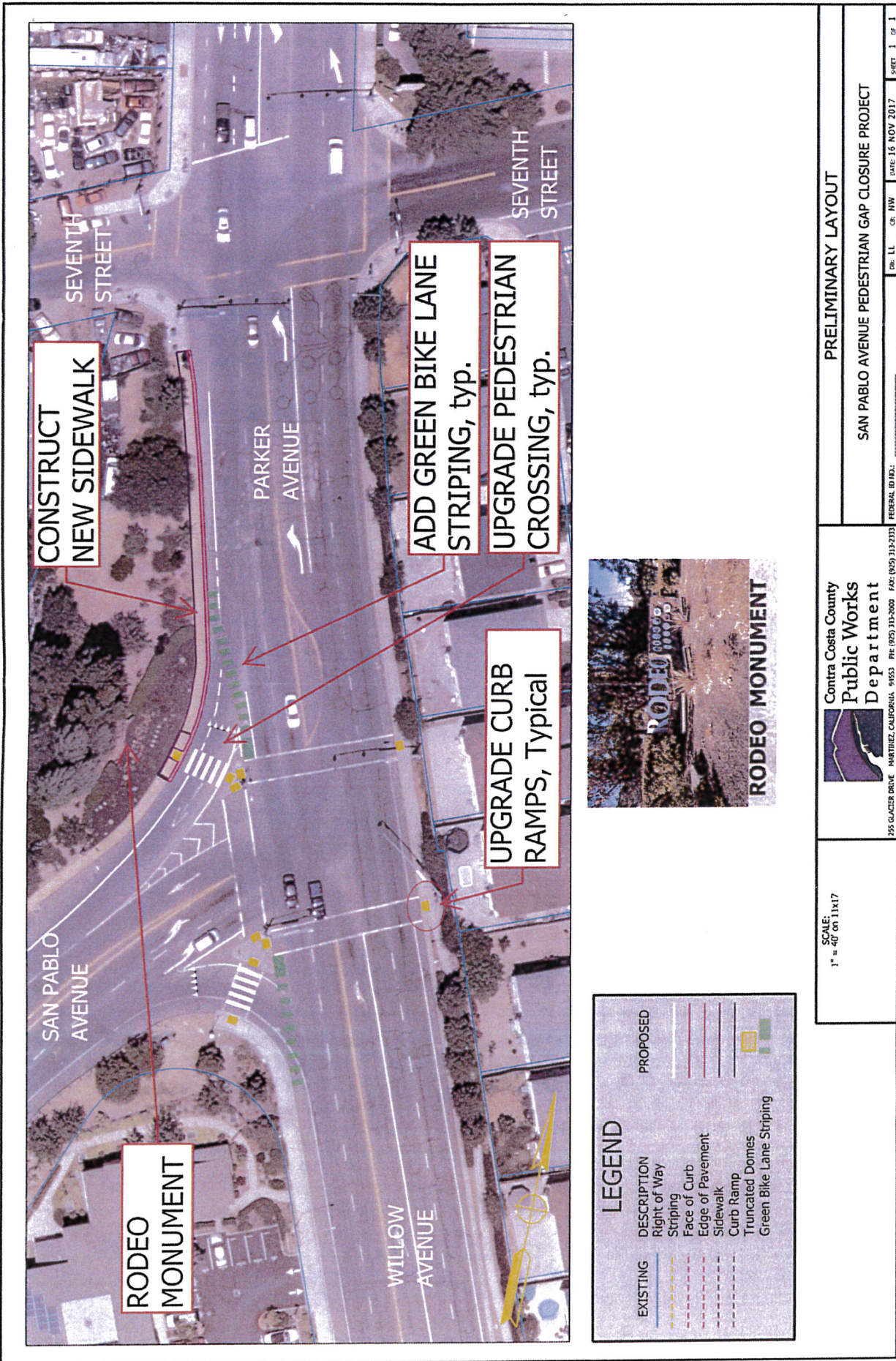


Figure 3



CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

To: ☐ Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

☒ County Clerk
County of: Contra Costa

From: Contra Costa County
Dept. of Conservation & Development
30 Muir Road
Martinez, CA 94553

Project Title: San Pablo Avenue Pedestrian Gap Closure Project
Proj. No. 0676-6P1025 CP#17-51

Project Applicant: **Contra Costa County Public Works Department**

Project Location – **Specific:** The “Y” intersection of San Pablo Ave, Parker Ave, and Willow Ave.

Project Location: Unincorporated Rodeo

Project Location – County: West Contra Costa

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of this Project is to increase pedestrian safety and accessibility along Parker Avenue from Seventh Street to San Pablo Avenue and at the signalized “Y” intersection of Willow Avenue, Parker Avenue, and San Pablo Avenue [Figures 1-3].

The Project consists of constructing 200 linear feet of five-foot wide concrete sidewalk, installing 135 feet of pavement bike lane striping, constructing one new curb ramp and retrofitting three other curb ramps to meet Americans with Disabilities Act requirements, modifying two existing concrete traffic islands, and upgrading pavement striping and signage for pedestrian crossing.

The Project will maintain the existing drainage patterns. Appropriate Best Management Practices (BMPs) will be implemented to protect storm drain inlets. Utility adjustments or relocation may be necessary in support of the Project.

No tree removal will be necessary. Tree and shrubbery trimming may be necessary throughout the Project area. In order to minimize damage to trees, any roots exposed during construction activities will be clean cut.

One lane will be open during construction activities. Emergency vehicles will have access at all times. All improvements will be constructed in the existing road right-of-way. However, Real Property transactions, including temporary construction easements may be necessary in support of this Project.

Name of Public Agency Approving Project: **Contra Costa County**

Name of Person or Agency Carrying Out Project: **Contra Costa County Public Works Department**

Exempt Status:

- | | |
|---|--|
| <input type="checkbox"/> Ministerial Project (Sec. 21080(b) (1); 15268; | <input checked="" type="checkbox"/> Categorical Exemption: <u>Section 15301 Class 1(c)</u> |
| <input type="checkbox"/> Declared Emergency (Sec. 21080(b)(3); 15269(a)); | <input type="checkbox"/> Other Statutory Exemption, Code No.: _____ |
| <input type="checkbox"/> Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); | <input type="checkbox"/> General Rule of Applicability [Article 5, Section 15061 (b)(3)] |

Reasons why Project is exempt: The Project consists of minor alterations of existing public facilities involving no expansion of use, pursuant to Section 15301 Class 1(c) of the CEQA guidelines.

Lead Agency Contact Person: Sandeep Singh - Public Works Dept. Area Code/Telephone/Extension: (925)313-2022

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the Project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature

Title

Applicant:

Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Sandeep Singh
Environmental Services Division
Phone: (925) 313-2022

Department of Fish and Game Fees Due

- | |
|---|
| <input type="checkbox"/> EIR - \$3,168. ⁰⁰ |
| <input type="checkbox"/> Neg. Dec. - \$2,280. ⁷⁵ |
| <input type="checkbox"/> DeMinimis Findings - \$0 |
| <input checked="" type="checkbox"/> County Clerk - \$50 |
| <input checked="" type="checkbox"/> Conservation & Development - \$25 |

Total Due: \$75.⁰⁰

Total Paid \$ _____

Receipt #: _____

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2018/2019

Applicant: Contra Costa County Public Works Department

Contact person: Lawrence Leong

Mailing Address: 255 Glacier Drive, Martinez, CA 94553

E-Mail Address: lleon@pw.cccounty.us

Telephone: 925-313-2026

Secondary Contact (in event primary not available): Jeff Valeros

E-Mail Address: jeff.valeros@pw.cccounty.us

Telephone: 925-313-2031

Short Title Description of Project: San Pablo Avenue Pedestrian Gap Closure Project

Amount of claim: \$ 100,000

Functional Description of Project:**Construct 200 feet of pedestrian sidewalk along Parker Avenue between Seventh Street and San Pablo Avenue to improve pedestrian facilities, provide ADA accessibility, and upgrade bike lane pavement markings.****Financial Plan:**

List the project elements for which TDA funding is being requested (e.g., planning, engineering, construction, contingency). Use the table below to show the project budget for the phase being funded or total project. Include prior and proposed future funding of the project.

Planning funds may only be used for comprehensive bicycle and pedestrian plans. Project level planning is not an eligible use of TDA Article 3.

Project Elements: Engineering & Construction

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$ 100,000			\$ 100,000
list all other sources:					
1. Local Road Funds		,	\$ 85,000	\$ 100,000	\$ 185,000
2.					
3.					
4.					
Totals		\$ 100,000	\$ 85,000	\$ 100,000	\$ 285,000

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated). Scheduled for February 6, 2018	PENDING
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	NO
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	YES
D. Has the project been reviewed by a Bicycle Advisory Committee (BAC)? (If "NO," provide an explanation). Enter date the project was reviewed by the BAC: December 2017	YES
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction). Scheduled for February 6, 2018	PENDING
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) No Later Than December 2021	YES
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	YES



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Approve amendment with Contra Costa Transportation Authority for State Route 4 East Widening Somersville Road to State Route 160 Project, East County

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chair, Board of Supervisors, or designee, to execute Amendment No. 8 to Agreement No. 208 with the Contra Costa Transportation Authority (CCTA) to increase the payment limit by \$700,000, to a new payment limit of \$7,948,054, effective October 18, 2017, for additional right of way services for the State Route 4 East Widening Somersville Road to State Route 160 Project, as recommended by the Public Works Director, East County area. Project No. 4660-6X4168.

FISCAL IMPACT:

100% Contra Costa Transportation Authority Funds.

BACKGROUND:

CCTA requires a variety of right of way services but has no right of way staff and has contracted with the County for these services. On June 21, 2006, the Board approved the original Agreement No. 208 for the State Route 4 East Widening Somersville Road to State Route 160 project for right of way acquisition services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Jann Edmunds,
925. 313-2250

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The parties now wish to modify the scope of services to include additional right of way acquisition services for unbudgeted completion of facilitating BART acquisitions, Pacific Gas and Electric parcels, sale and conveyances of excess properties, and on-going file close-out and transfer to Caltrans. The contract payment limit would also be increased by \$700,000, for a total budget of \$7,948,054, to compensate the County for these additional services.

CONSEQUENCE OF NEGATIVE ACTION:

CCTA would not be able to contract the County's right of way services.

ATTACHMENTS

Amendment No. 8

Agreement No. 208
With
Contra Costa County
For
State Route 4 Widening Project – Somersville Road to SR 160

October 18, 2017

AMENDMENT No. 8

WHEREAS, the Contra Costa Transportation Authority and Contra Costa County entered into Agreement No. 208 on June 21, 2006 for Right-of-Way (ROW) acquisition services with a total agreement value of \$1,425,000; and

WHEREAS, Amendment No. 1 to Agreement No. 208 was approved on November 28, 2007 to increase the compensation by \$1,428,000 for a new total agreement value of \$2,853,000 to include the ultimate facility in Segment 3 of the project; and

WHEREAS, Amendment No. 2 to Agreement No. 208 was approved on July 21, 2010 to increase the compensation by \$1,392,900 for a new total agreement value of \$4,245,900 to include additional parcels and complex items; and

WHEREAS, Amendment No. 3 to Agreement No. 208 was approved on March 16, 2011 to increase the compensation by \$1,212,100 for a new total agreement value of \$5,458,000 to include additional parcels, condemnation services and demolition services; and

WHEREAS, Amendment No. 4 to Agreement No. 208 was approved on January 18, 2012 to increase the compensation by \$820,000 for a new total agreement value of \$6,278,000 to include additional ROW acquisition services for condemnation, appraisal and negotiations, property management and demolition services; and

WHEREAS, Amendment No. 5 to Agreement No. 208 was approved on September 19, 2012 to increase the compensation by \$500,000 for a new total agreement value of \$6,778,000 to include additional ROW acquisition services for condemnation and project close-out activities, and preparation of utility Joint Use Agreements (JUAs) and Consent to Common Use Agreements (CCUAs); and

WHEREAS, Amendment No. 6 to Agreement No. 208 was approved on July 16, 2014 to increase the compensation by \$270,054 for a new total agreement value of \$7,048,054 to include additional ROW services for demolition and condemnation activities; and

WHEREAS, Amendment No. 7 to Agreement No. 208 was approved on October 21, 2015 to increase the compensation by \$200,000 for a new total agreement value of \$7,248,054 to include additional condemnation services and Temporary Construction Easements (TCEs) extension services, facilitate the transfer of Bay Area Rapid Transit (BART) parcels, sale of surplus property, file close out and project ROW transfer to the California Department of Transportation (Caltrans), and property management; and

WHEREAS, the parties now wish to increase the compensation limit and increase the scope of services of Agreement No. 208 for additional lot line adjustment facilitation services, and for remaining work to facilitate the transfer of BART parcels, Pacific Gas and Electric (PG&E) parcels, sale of surplus property, file close out and project ROW transfer to Caltrans, and property management; now therefore be it

MUTUALLY AGREED:

- (1) That Article 3 of the agreement is amended to expand "Services by County" to include lot line adjustment facilitation services, and for remaining work to facilitate the transfer of BART parcels, PG&E parcels, sale of surplus property, file close-out and project ROW transfer to Caltrans, and property management; and
- (2) That Article 4 of the agreement is amended to increase the compensation limit by \$700,000 for a new total agreement value of \$7,948,054; and
- (3) That all other items and conditions of the agreement shall remain in effect.

In witness whereof, the parties hereto have executed this Amendment No. 8 to Agreement No. 208 effective as of the 18th day of October, 2017.

COUNTY OF CONTRA COSTA

Chair, Board of Supervisors

**CONTRA COSTA
TRANSPORTATION AUTHORITY**

Tom Butt, Chair

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

By: _____
Deputy


ATTEST:

Tarienne Grover
Clerk of the Board


Agreement No. 208 A8

Recommended to the County Board of
Supervisors for Approval:


By: 
Principal Real Property Agent

By: 
Public Works Director

Approved as to Form:


Malathy Subramanian, Authority Counsel

Approved as to Form:
Sharon L. Anderson, County Counsel

By: 
Deputy



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Contract amendment with Contra Costa Transportation Authority for State Route 4 Railroad Avenue to Loveridge Road Widening Project, East County area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute Amendment No. 12, to Agreement No. 124 with Contra Costa Transportation Authority (CCTA) to increase the maximum compensation paid to the County by \$300,000, to a total of \$5,585,376, effective November 15, 2017, for additional right of way services, as recommended by the Public Works Director, East County area. Project No.: 4660-6X4287.

FISCAL IMPACT:

100% Contra Costa Transportation Authority Funds

BACKGROUND:

CCTA requires a variety of right of way services but has no right of way staff and has contracted with the County for these services. On April 4, 2000, the Board approved the original agreement No. 124 for the State Route 4 Railroad Avenue to Loveridge Road Widening project

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Jann Edmunds,
925. 313-2250

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

for right of way acquisition services. The parties now wish to modify the scope of services to include additional right of way close out activities, management of the sale and disposal of two (2) parcels, and file transfer to Caltrans. The contract payment limit will be increased by \$300,000, to a new payment limit of \$5,585,376, to compensate the County for these additional services.

CONSEQUENCE OF NEGATIVE ACTION:

CCTA would not be able to contract for the County's right of way services.

ATTACHMENTS

Amendment No. 12



CONTRA COSTA
transportation
authority

COMMISSIONERS

Tom Butt, Chair

Federal Glover,
Vice Chair

Janet Abelson

Newell Americh

Loella Haskew

David Hudson

Karen Mitchoff

Julie Pierce

Kevin Romick

Robert Taylor

Dave Trotter

Randell H. Iwasaki,
Executive Director

December 6, 2017

Jessica Dillingham
Real Estate Division
Contra Costa County
255 Glacier Drive
Martinez, CA 94553

Subject: Amendment No. 12 to Agreement No. 124 – State Route 4 (SR4) – Railroad Avenue to Loveridge Road (Project 1405) for Additional Right-of-Way (ROW) Services and Approval of Resolution 00-08-P (Rev 5)

Dear Ms. Jessica,

Enclosed please find two originals of Amendment No. 12 to Agreement No. 124 between the Contra Costa Transportation Authority and Contra Costa County. Please execute both original agreements, return one fully executed original to my attention and retain the second for your file.

Thank you for your cooperation in obtaining the necessary signatures, and for your assistance on this project.

Sincerely,

Christina Broadfoot
Projects Administrative Assistant



CONTRA COSTA
transportation
authority

**Agreement No. 124
With
Contra Costa County
For
State Route 4 Widening Project – Railroad Avenue to Loveridge Road
Right-of-Way Services**

November 15, 2017

AMENDMENT No. 12

WHEREAS, the Contra Costa Transportation Authority and Contra Costa County Real Property Division entered in Agreement No. 124 on January 1, 2000 with a not to exceed amount of \$60,000 to prepare title reports for certain “advance acquisition” parcels; and

WHEREAS, Amendment No. 1 to Agreement No. 124 was approved on May 17, 2000 to amend the scope-of-services to include acquisition of the properties on Frontage Road, and accordingly increase the total compensation to \$550,000; and

WHEREAS, Amendment No. 2 to Agreement No. 124 was approved on April 18, 2001 to modify the geographic limits of the project corridor; and

WHEREAS, Amendment No. 3 to Agreement No. 124 was approved on May 16, 2001 to amend the scope-of-services to include (1) acquisition of all properties needed for the Railroad to Loveridge project, (2) demolition of the properties on Frontage Road, and to increase the total compensation to \$1,225,000; and

WHEREAS, Amendment No. 4 to Agreement No. 124 was approved on September 19, 2001 to correct the needed funding for the third amendment by increasing the total compensation to \$1,775,000; and

WHEREAS, Amendment No. 5 to Agreement No. 124 was approved on April 17, 2002 to include (1) demolition of all remaining properties acquired for the project, and (2) condemnation activities for certain parcels, and (3) to acknowledge an increase in the actual costs for Frontage Road demolition increasing the total compensation to \$4,070,500; and

WHEREAS, Amendment No. 6 to Agreement No. 124 was approved on May 21, 2003 to include condemnation activities, appraisal services and Right-of-Way (ROW) closeout activities increasing the total compensation to \$4,810,500; and

WHEREAS, Amendment No. 7 to Agreement No. 124 was approved on May 17, 2006 to include additional ROW closeout activities and acknowledge an increase in the actual costs of condemnation activities increasing the total compensation to \$4,960,500; and

WHEREAS, Amendment No. 8 to Agreement No. 124 was approved on May 19, 2010 to include additional Right-of-Way closeout activities increasing the total compensation to \$5,096,376; and

WHEREAS, Amendment No. 9 to Agreement No. 124 was approved on November 16, 2011 to include additional ROW closeout activities and management of excess project parcels increasing the total compensation to \$5,175,376; and

WHEREAS, Amendment No. 10 to Agreement No. 124 was approved on September 18, 2013 to include additional ROW closeout activities including managing the escrow up to the transfer of properties to California Department of Transportation (Caltrans) and management and sale of excess properties increasing the total compensation to \$5,235,376; and

WHEREAS, Amendment No. 11 to Agreement No. 124 was approved on March 16, 2016 to include additional ROW closeout activities including managing the escrow up to the transfer of properties to Caltrans and management and sale of excess properties increasing the total compensation to \$5,285,376; and

WHEREAS, the parties now wish to amend the scope-of-services to include additional ROW closeout activities, the sale and disposal of two excess project parcels, and attendance at project meetings if requested; now therefore be it

MUTUALLY AGREED:

- (1) That Article 3 of the agreement amends the scope-of-services to include additional ROW closeout activities, the sale and disposal of two excess project parcels, and attendance at project meetings if requested;
- (2) That Article 4 of the agreement is amended to increase the Base Work compensation by \$300,000 (which includes \$50,000 in contingency) for a new total agreement value of \$5,585,376; and
- (3) That all other items and conditions of the agreement shall remain in effect.

In witness whereof, the parties hereto have executed this Amendment No. 12 to Agreement No. 124 effective as of the 15th day of November 2017.

**COUNTY OF CONTRA COSTA
AUTHORITY**

Chair, Board of Supervisors

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

By: _____
Deputy

Recommended to the County Board of
Supervisors for Approval:

By: _____
Principal Real Property Agent

By: _____
Public Works Director

Approved as to Form:
Sharon L. Anderson, County Counsel

By: _____
Deputy

CONTRA COSTA TRANSPORTATION



Tom Butt, Chair

ATTEST:



Tarienne Grover, Clerk of the Board

Approved as to Form:



Malathy Subramanian, Authority Counsel



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Execute two Option Agreements and Approve the Sale of Surplus Real Properties, San Pablo area.

RECOMMENDATION(S):

DECLARE that this Board on December 12, 2017, approved a Notice of Intention to Sell Real Properties (Notice). Said Notice was duly published in the West Contra Costa and Contra Costa Times in compliance with Government Code Section 25363. Project No. 4660-6X4170

ACCEPT bids from Sameer Bhokare (Purchaser) in the amounts of One Hundred and Twenty Thousand (\$120,000) for 3036 Avon Lane, and of Seventy Three Thousand, Five Hundred (\$73,500) for 3160 & 3168 Rollingwood Drive.

APPROVE the Option to Purchase Agreements (Agreements) with Purchaser for the above properties.

AUTHORIZE the Chair, Board of Supervisors to execute the Agreements and Authorize the Public Works Director, or designee, to execute any necessary extensions provided for in said Agreements,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Carmen
Pina-Delgado, 925. 313-2012

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

on behalf of the County.

AUTHORIZE the Chair, Board of Supervisors to execute Grant Deeds to Sameer Bhokare on behalf of the County.

DIRECT the Real Estate Division of the Public Works Department to cause said Grant Deeds to be delivered to the Purchaser upon performance and compliance by the Purchaser of all terms and conditions set forth in the Agreements.

FISCAL IMPACT:

100% of the funds will be deposited into CCTA Contract 362.

BACKGROUND:

Contra Costa County acquired the real property at 3036 Avon Lane, San Pablo in November of 2013, and 3160 & 3168 Rollingwood Drive, San Pablo in December of 2013 and January of 2014, for roadway purposes in connection to the I-80 San Pablo Dam Road Interchange Improvements Project (Project) with CCTA funds. On December 12, 2017, the Board of Supervisors determined said properties to be surplus and no longer needed for public purposes. The Notice of Public Land Sale set January 16, 2018, as the time and place where oral bids would be received and considered. The highest bids received for the real properties, in accordance with the terms and conditions of sale approved by this Board were \$120,000 for the Avon Lane site and \$73,500 for the Rollingwood site, at which time the amount of \$10,000 for each site was deposited by the purchaser as an option-bid deposit to secure completion of the transaction. This item would authorize the sale of the properties for those prices to Sameer Bhokare under the terms of the Option Agreements.

On June 25, 2013, the County Board of Supervisors ADOPTED the Mitigated Negative Declaration for the Project. (DCD #13-25 [SCH# 2009082009]).

CONSEQUENCE OF NEGATIVE ACTION:

The County would continue to own and be liable for the maintenance of property no longer needed for public purposes.

ATTACHMENTS

Grant Deed 3036 Avon Lane

Grant Deed 3160/3168 Rollingwood Dr.

Option Agreement Rollingwood Dr.

Option Agreement Avon Lane

Recorded at the request of:
Contra Costa County

Return to:
Sameer S. Bhokare
35606 Ballantine Place
Fremont, CA 94536

Assessor's Parcel No. 416-022-007

GRANT DEED

For valuable consideration, receipt of which is hereby acknowledged,

CONTRA COSTA COUNTY, a political subdivision of the State of California,

GRANTS to:

SAMEER BHOKARE, a single man, the following described real property in the City of San Pablo, unincorporated area of the County of Contra Costa, State of California,

**FOR DESCRIPTION SEE EXHIBITS "A" AND "B" ATTACHED HERETO
AND MADE A PART HEREOF.**

CONTRA COSTA COUNTY

Dated _____

By _____
Karen Mitchoff
Chair, Board of Supervisors

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

COUNTY OF CONTRA COSTA)

On _____ before me, _____ Clerk of the Board of Supervisors, Contra Costa County, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____
Deputy Clerk

Recorded at the request of:
Contra Costa County

Return to:
Sameer S. Bhokare
35606 Ballantine Place
Fremont, CA 94536

Assessor's Parcel Nos. 416-013-020 & 024

GRANT DEED

For valuable consideration, receipt of which is hereby acknowledged,

CONTRA COSTA COUNTY, a political subdivision of the State of California,

GRANTS to:

SAMEER BHOKARE, a single man, the following described real property in the City of San Pablo, unincorporated area of the County of Contra Costa, State of California,

**FOR DESCRIPTION SEE EXHIBITS "A" AND "B" ATTACHED HERETO
AND MADE A PART HEREOF.**

CONTRA COSTA COUNTY

Dated _____

By _____
Karen Mitchoff
Chair, Board of Supervisors

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

COUNTY OF CONTRA COSTA)

On _____ before me, _____ Clerk of the Board of Supervisors, Contra Costa County, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____
Deputy Clerk

Parcel Number: 416-022-007
Project Name: Sale of Surplus – I80 SPDR Interchange
Project Number: 4660-6X4170

Optionee: Sameer S. Bhokare
Address: 35605 Ballantine Pl
Fremont CA 94536

**OPTION AGREEMENT BETWEEN
CONTRA COSTA COUNTY
AND THE OPTIONEE NAMED HEREIN**
(Not to be Recorded)

1. Recitals.

- a. CONTRA COSTA COUNTY, a political subdivision of the State of California ("County"), is the owner of certain real property described in Exhibit "A" attached hereto and made a part hereof, located at 3036 Avon Lane and further identified as A.P.N. 416-022-007 hereinafter referred to as the "Property."
- b. County proposes to sell the Property.
- c. Sameer S. Bhokare ("Optionee") desires to acquire the exclusive right to purchase the Property at an agreed price and under the specific terms and conditions below.

2. Effective Date.

The effective date of this Option shall be the date that this Option is approved by the Contra Costa County Board of Supervisors ("Effective Date").

3. Grant of Option.

County grants to Optionee the exclusive option to purchase the Property on the terms and conditions in this Option Agreement.

4. Term of Option.

The term of this Option shall commence on the Effective Date and shall expire or terminate on the earliest of the following dates:

- a. **Option Term.** Sixty (60) days following the Effective Date, unless during said period County agrees in writing to extend the Option Period.
- b. **Extension of Option Period.** County, in its sole discretion, shall have the right, but not the obligation, to extend the term of the Option Term, under such terms and conditions as County believes is reasonable, if County, in its sole discretion, believes such extension is warranted. No such extension shall be effective unless and until it is in writing signed by both parties.
- c. **Breach.** Immediately upon a breach or default by Optionee under this Option Agreement.
- d. **Purchase.** The date that the Optionee acquires the entirety of the Property.

5. **Consideration for Option**

- a. **Payment.** As consideration for the Option granted under this Agreement, Optionee agrees to pay County the sum of Ten Thousand Dollars (\$10,000) upon the terms and conditions outlined herein, said amount to be credited to the Purchase Price of the Property ("Option Consideration"). The Option Consideration shall be paid at the Public Works Department, Real Estate Division, 255 Glacier Drive, Martinez, CA 94553, payable to Contra Costa County.
- b. **Retention of Option Consideration.** Except as provided in Section 10 below, all Option Consideration paid to or on behalf of County shall belong to County and be retained by County, whether or not Optionee ultimately exercises its right to purchase the Property. County shall have no obligation to account for the Option Consideration to Optionee.

6. **Terms and Purchase Price.**

- a. **Escrow.** If the Optionee exercises its Option, at County's option the sale may be consummated through an escrow with Chicago Title Company (Title Company), 1676 N. California Blvd., Suite 117, Walnut Creek, CA 94596, Escrow No.36300836. In such case, Optionee hereby authorizes County to prepare and file escrow instructions with said Title Company on behalf of Optionee in accordance with this Agreement. If for any reason, the named Title Company is unable to handle this transaction through the Close of Escrow, the County's Real Property Agent assigned to oversee this Property acquisition will select an alternate title company to handle the transaction, and notify Grantor in writing of the identity and address of the successor title company and the new escrow number. Thereafter, the successor company will be the "Title Company" for purposes of this Agreement. Escrow shall be deemed to be closed and the Property shall be deemed to be conveyed on the date the deed to Optionee is recorded ("Closing Date"). All escrow fees, recording fees, documentary transfer taxes or other real estate transaction taxes or fees, by whatever name known, including broker's commission, if any, and personal property sales taxes where applicable, will be paid solely by Optionee. If title insurance is desired by the Optionee, Optionee will be solely responsible to pay the premium charged therefor.
- b. **Purchase Price.** The purchase price ("Purchase Price") for the Property during the Option Term is the sum of One Hundred and Twenty Thousand Dollars (\$120,000). All Option Consideration paid by Optionee shall be credited to the Purchase Price of the Property. The Purchase Price shall be paid at the Public Works Department, Real Estate Division, 255 Glacier Drive, Martinez, CA 94553, payable to Contra Costa County.
- b. **Title; Grant Deed.** The right, title and interest in the Property to be conveyed by County pursuant to this Agreement shall not exceed that vested in the County. If the Optionee exercises its option, the Property shall be conveyed to Optionee subject to all title exceptions, restrictions, easements, liens and reservations, whether or not of record. The sale under this Option is subject to the approval of the Contra Costa County Board of Supervisors. The Optionee may not take possession of the Property until a deed from the Contra Costa County has been recorded. If the Optionee exercises its Option, upon approval by the Board of Supervisors, the County shall convey title to the Property to the Optionee by Grant Deed. It is understood that Optionee acquires no right, title, interest or equity in or to said property until a grant deed to Optionee is recorded.

7. **Exercise.**

From and after the Effective Date, this Option may be exercised by Optionee's delivering to County before the expiration of the Option Term, written notice of the exercise ("Exercise Notice") and payment of the Purchase Price to the County.

8. **Condition of the Property.**

Neither County, nor its agents or employees have made any warranty, guarantee or representation concerning any matter or thing affecting or relating to the Property nor does it assume any responsibility for the conformance to codes or permit regulations of the city or County within which the Property is located.

If Optionee exercises this Option, Optionee will accept the Property in an "as is" condition. County has not made and does not make any representation as to the physical condition of the Property.

As partial consideration for this Option, Optionee hereby releases and discharges County and its employees, agents, attorneys, officers, divisions, related agencies and entities, affiliates, successors, and assigns from any and all claims, demands, causes of action, obligations, damages, and liabilities, which Optionee now has or could assert in any manner related to or arising from the condition of the Property, the presence of any hazardous substance in or around the Property, and the Optionee's present or future use of the Property. Optionee knowingly waives the right to make any claim against the County for such damages and expressly waives all rights provided by section 1542 of the California Civil Code, which provides as follows:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR
DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF
EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER MUST HAVE
MATERIALLY AFFECTED HIS SETTLEMENT WITH THE DEBTOR"

9. **Right of Entry.** During the term of this Option and prior to the Closing Date, Optionee, its agents, contractors and employees, shall have the right to enter the Property at all reasonable times for the purpose of performing reasonable tests, engineering studies, surveys, soil and environmental tests and other tests, surveys, studies, and investigations of the Property as Optionee determines necessary or desirable. Optionee will defend, indemnify and hold County harmless from any claim, loss or liability in connection with any entry by Optionee, its contractors, agents and employees and Optionee will be solely responsible for all costs incurred in connection with these activities or Optionee's investigation of the Property.

10. **Informalities; Cancellation of Sale.**

County reserves the right to waive any informality or irregularity on any offer or cancel the sale at any time prior to recording of a deed. In the event of cancellation of sale by County, through no fault, action or inaction of Optionee, all monies deposited shall be refunded without payment of interest.

11. **Notices.**

All notices (including requests, demands, approvals or other communications) under this Agreement shall be in writing.

- a. Notice shall be sufficiently given for all purposes as follows:
- (1) When delivered by first class mail, postage prepaid, notice shall be deemed delivered three (3) business days after deposit in the United States Mail.
 - (2) When mailed by certified mail with return receipt requested, notice is effective on receipt if delivery is confirmed by a return receipt.
 - (3) When delivered by overnight delivery by a nationally recognized overnight courier, notice shall be deemed delivered one (1) business day after deposit with that courier.
 - (4) When personally delivered to the recipient, notice shall be deemed delivered on the date personally delivered.
- b. The place for delivery of all notices given under this Agreement shall be as follows:
- County: Real Estate Division
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Telephone: 925-313-2220
Fax: 925-646-0288
- Optionee: Sameer S Bhokare
35605 Ballantine Pl
Fremont, CA 94536
(510) 449-9350
- or to such other addresses as Optionee and County may respectively designate by written notice to the other.

12. Assignment, Successors and Third-Party Rights.

This Option and all rights under this Agreement shall be freely assignable. This agreement shall be binding on and inure to the benefit of the parties, and their respective heirs, personal representatives, successors and assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and assigns, any rights or remedies under or by reason of this Agreement.

13. Construction.

The section headings and captions of this Agreement are, and the arrangement of this instrument is, for the sole convenience of the parties to this Agreement. The section headings, captions and arrangement of this instrument do not in any way affect, limit, amplify or modify the terms and provisions of this Agreement. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties have prepared it. The parties to this Agreement and their counsel have read and reviewed this Agreement and agree that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply to the interpretation of this Agreement.

14. Further Assurances.

Whenever requested to do so by the other party, each party shall execute, acknowledge and deliver all further conveyances, assignments, confirmations, satisfactions, releases, powers

of attorney, instruments of further assurance, approvals, consents and all further instruments and documents as may be necessary, expedient, or proper in order to complete all conveyances, transfers, sales, and assignments under this Agreement, and do all other acts and to execute, acknowledge, and deliver all documents as requested in order to carry out the intent and purpose of this Agreement.

15. Governing Law.

This Agreement shall be governed and construed in accordance with California Law. The venue for any legal action pertaining to this Agreement shall be Contra Costa County, California.

16. Severability.

Should any term, portion or provision of this Agreement be finally decided to be in conflict with any law of the United States or of the State of California, or otherwise to be unenforceable or ineffectual, the validity of the remaining parts, terms, portions or provisions of this Agreement shall be deemed severable and shall not be affected thereby, provided that such remaining parts, terms, portions or provisions can be construed in substance to constitute the Agreement that the parties intended to enter into in the first instance.

17. Indemnification.

As partial consideration for this Agreement, Optionee shall defend, indemnify, protect, save and hold harmless County, its officers, agents, and employees, from any and all claims, costs and liability for any damages, sickness, death or injury to persons or property, including without limitation all consequential damages, from any cause whatsoever, including the sole or joint negligence of County, its agents, officers or employees, arising directly or indirectly from or connected with the repairs or any present or future condition of the Property or use of the Property which is the subject of this Agreement, or any representations, misrepresentations or non-representations regarding its condition or use, and will make good to and reimburse County for any expenditures, including reasonable attorneys' fees that County may make by reason of such matters and, if requested by County, will defend any such suits at the Optionee's sole expense.

18. Survival.

All of the terms, provisions, representations, warranties and covenants of the parties under this Agreement shall survive the close of escrow of the Property, shall be fully enforceable after the Closing Date in accordance with their terms and shall not merge in the deed or other documents following the delivery and recordation of said deed or other documents.

19. Negation of Optionee or Partnership.

No provision of this Agreement shall be construed as making either party an agent or partner of the other party.

20. Time of Essence.

Time is of the essence for the Option Agreement. If the Option is not exercised in the manner provided in Section 7 before the expiration of the applicable Option Term, Optionee shall have no interest in the Property and the Option may not be revived by any subsequent payment or further action by Optionee.

No waiver of any breach of any covenant or provision in this Agreement shall be deemed a waiver of any other covenant or provision in this Agreement and no waiver shall be valid unless in writing and executed by the waiving party.

22. Amendment.

This Agreement may not be amended or altered except by a written instrument executed by County and Optionee.

23. Entire Agreement.

This Agreement contains the entire agreement between the parties respecting the matters set forth, and expressly supersedes all previous or contemporaneous agreements, understandings, representations or statements between the parties respecting this matter.

CONTRA COSTA COUNTY

OPTIONEE

By _____
Karen Mitchoff
Chair Board of Supervisors

By  _____
Sameer S. Bhokare


ATTEST: David J. Twa, Authority
Administrator and Clerk of the Board
of Supervisors

Date 01/17/2018

By _____

Deputy

APPROVED AS TO FORM
Sharon L. Anderson, County Counsel

By  _____
Deputy County Counsel

NO OTHER OBLIGATION OTHER THAN THOSE SET FORTH HEREIN WILL BE RECOGNIZED

Exhibit A - Legal Description

\\PW-DATA\grpdata\realprop\180 San Pablo Dam Road\Sale of Surplus\SA.03 Option Agreement-County- 3036 Avon Lane.doc
Updated 5/18/15 (County)

EXHIBIT "A"

Land description of one (1) parcel of land in the unincorporated area of Contra Costa County, State of California.

Being a portion of that certain parcel of land described in the Grant Deed to Contra Costa County recorded November 26, 2013 under Recorder's Series Number 2013-0277665, Official Records of said County, more particularly described as follows:

BEGINNING at the most westerly corner of that certain parcel designated as Lot 7 in Block 18, as said lot and block are shown on that certain map entitled "Rollingwood Contra Costa County, California" filed April 6, 1943 in Map Book 26 at Page 916, Official Records of said County, thence along the exterior boundary of said lot the following four (4) courses;

1. North 62°33'06" East 10.47 feet;
2. Northeasterly, along the arc of a curve to the right, concave to the southeast, having a radius of 40.00 feet, through a central angle of 21°47'12", an arc distance of 15.21 feet to a point of reverse curvature;
3. Northeasterly, along the arc of a curve to the left, concave to the northwest, having a radius of 30.00 feet, through a central angle of 22°56'26", an arc distance of 12.01 feet to the most northerly corner thereof;
4. South 60°54'04" East 71.25 feet; thence departing said exterior boundary,
5. South 51°25'19" West 77.80 feet to a point on said exterior boundary; thence along said exterior boundary,
6. North 27°26'54" West 79.45 feet to the **POINT OF BEGINNING**.

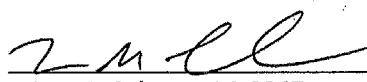
Containing 4,064 square feet (0.093 acres), more or less.

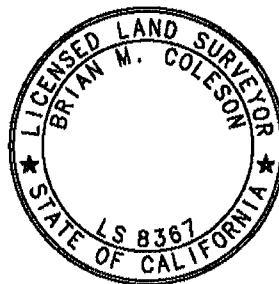
SUBJECT to an easement for utility purposes and incidents thereto to Pacific Gas and Electric Company recorded July 28, 2017 under Recorder's Series Number 2017-0135138, Official Records of said County, and an easement to Pacific Gas and Electric Company recorded in Book 737 of Official Records at Page 159, Official Records of said County.

A plat map is attached hereto and made a part hereof.

The bearings and distances used in the above description are based on the California Coordinate System of 1983, Zone 3, and Epoch 1991.35. Multiply distances shown above by 1.0000677 to obtain ground level distances.

This real property description has been prepared by me, or under my direction, in conformance with The Professional Land Surveyors Act:

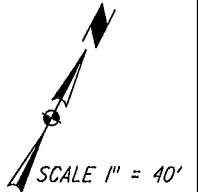

Brian M. Coleson, LS 8367
January 11, 2018
Date



Coordinates, bearings and distances are based on the California Coordinate System of 1983, Zone 3, Epoch 1991.35. Distances are U.S. Survey Feet unless otherwise noted. Distances and stationing are grid distances. Multiply distances by 1.0000677 to obtain ground level distances.

EXHIBIT "B"

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	40.00'	21°47'12"	15.21'
C2	30.00'	22°56'26"	12.01'



COUNTY OF
CONTRA COSTA

AVON LANE

P.O.B.

N62°33'06"E 290.34'(T)

C1

C2

BLOCK 18
ROLLINGWOOD TRACT
26 M 916

APN 416-022-020-0

APN 416-013-025-0

APN 416-022-021-8

N27°26'54"W 79.45'

10.47' 7
REMAINDER PARCEL
PORTION OF
PARCEL 63750 FEE PARCEL
2013-0277665
APN 416-022-007-7
4,064 SQ. FT.

PGE ESMT
2017-0135138

PGE ESMT
737 OR 159

S51°25'19"W 77.80'

APN 416-022-007-7

EXTERIOR LIMITS OF
PARCEL 63750 FEE
PARCEL

EL PORTAL DRIVE

CONTRA COSTA COUNTY LIMITS
SAN PABLO CITY LIMITS

WIDTH
VARIES

CONTRA COSTA COUNTY LIMITS
SAN PABLO CITY LIMITS

SAN PABLO CITY LIMITS

CONTRA COSTA
COUNTY LIMITS

STATE ROUTE 80
EASTSHORE FREEWAY

CITY OF
SAN PABLO



LEGEND

- = DIMENSION POINT
- = AREA TO BE CONVEYED
- P.O.B. = POINT OF BEGINNING
- = ACCESS CONTROLLED
- O.R.C.C.C. = OFFICIAL RECORDS OF CONTRA COSTA COUNTY

PLAT TO ACCOMPANY DESCRIPTION

REMAINDER PARCEL,
BEING A PORTION OF PARCEL 63750 FEE PARCEL,
AS DESCRIBED IN DOCUMENT 2013-0277665, O.R.C.C.C.
UNINCORPORATED COUNTY OF CONTRA COSTA CALIFORNIA

AECOM
ONE CONCORD CENTER
2300 CLAYTON ROAD, SUITE 1400
CONCORD, CA 94520
(925) 446-3800 FAX (925) 825-1064

JANUARY 11, 2018 SCALE: 1" = 40' JOB NO: 2017-38

A-10571.03 SHEET 1 OF 1

Parcel Number: 416-022-007
Project Name: Sale of Surplus – I80 SPDR Interchange
Project Number: 4660-6X4170

Optionee: Sameer S. Bhokare
Address: 35605 Ballantine Pl
Fremont CA 94536

**OPTION AGREEMENT BETWEEN
CONTRA COSTA COUNTY
AND THE OPTIONEE NAMED HEREIN**
(Not to be Recorded)

1. Recitals.

- a. CONTRA COSTA COUNTY, a political subdivision of the State of California ("County"), is the owner of certain real property described in Exhibit "A" attached hereto and made a part hereof, located at 3036 Avon Lane and further identified as A.P.N. 416-022-007 hereinafter referred to as the "Property."
- b. County proposes to sell the Property.
- c. Sameer S. Bhokare ("Optionee") desires to acquire the exclusive right to purchase the Property at an agreed price and under the specific terms and conditions below.

2. Effective Date.

The effective date of this Option shall be the date that this Option is approved by the Contra Costa County Board of Supervisors ("Effective Date").

3. Grant of Option.

County grants to Optionee the exclusive option to purchase the Property on the terms and conditions in this Option Agreement.

4. Term of Option.

The term of this Option shall commence on the Effective Date and shall expire or terminate on the earliest of the following dates:

- a. **Option Term.** Sixty (60) days following the Effective Date, unless during said period County agrees in writing to extend the Option Period.
- b. **Extension of Option Period.** County, in its sole discretion, shall have the right, but not the obligation, to extend the term of the Option Term, under such terms and conditions as County believes is reasonable, if County, in its sole discretion, believes such extension is warranted. No such extension shall be effective unless and until it is in writing signed by both parties.
- c. **Breach.** Immediately upon a breach or default by Optionee under this Option Agreement.
- d. **Purchase.** The date that the Optionee acquires the entirety of the Property.

5. **Consideration for Option**

- a. **Payment.** As consideration for the Option granted under this Agreement, Optionee agrees to pay County the sum of Ten Thousand Dollars (\$10,000) upon the terms and conditions outlined herein, said amount to be credited to the Purchase Price of the Property ("Option Consideration"). The Option Consideration shall be paid at the Public Works Department, Real Estate Division, 255 Glacier Drive, Martinez, CA 94553, payable to Contra Costa County.
- b. **Retention of Option Consideration.** Except as provided in Section 10 below, all Option Consideration paid to or on behalf of County shall belong to County and be retained by County, whether or not Optionee ultimately exercises its right to purchase the Property. County shall have no obligation to account for the Option Consideration to Optionee.

6. **Terms and Purchase Price.**

- a. **Escrow.** If the Optionee exercises its Option, at County's option the sale may be consummated through an escrow with Chicago Title Company (Title Company), 1676 N. California Blvd., Suite 117, Walnut Creek, CA 94596, Escrow No.36300836. In such case, Optionee hereby authorizes County to prepare and file escrow instructions with said Title Company on behalf of Optionee in accordance with this Agreement. If for any reason, the named Title Company is unable to handle this transaction through the Close of Escrow, the County's Real Property Agent assigned to oversee this Property acquisition will select an alternate title company to handle the transaction, and notify Grantor in writing of the identity and address of the successor title company and the new escrow number. Thereafter, the successor company will be the "Title Company" for purposes of this Agreement. Escrow shall be deemed to be closed and the Property shall be deemed to be conveyed on the date the deed to Optionee is recorded ("Closing Date"). All escrow fees, recording fees, documentary transfer taxes or other real estate transaction taxes or fees, by whatever name known, including broker's commission, if any, and personal property sales taxes where applicable, will be paid solely by Optionee. If title insurance is desired by the Optionee, Optionee will be solely responsible to pay the premium charged therefor.
- b. **Purchase Price.** The purchase price ("Purchase Price") for the Property during the Option Term is the sum of One Hundred and Twenty Thousand Dollars (\$120,000). All Option Consideration paid by Optionee shall be credited to the Purchase Price of the Property. The Purchase Price shall be paid at the Public Works Department, Real Estate Division, 255 Glacier Drive, Martinez, CA 94553, payable to Contra Costa County.
- b. **Title; Grant Deed.** The right, title and interest in the Property to be conveyed by County pursuant to this Agreement shall not exceed that vested in the County. If the Optionee exercises its option, the Property shall be conveyed to Optionee subject to all title exceptions, restrictions, easements, liens and reservations, whether or not of record. The sale under this Option is subject to the approval of the Contra Costa County Board of Supervisors. The Optionee may not take possession of the Property until a deed from the Contra Costa County has been recorded. If the Optionee exercises its Option, upon approval by the Board of Supervisors, the County shall convey title to the Property to the Optionee by Grant Deed. It is understood that Optionee acquires no right, title, interest or equity in or to said property until a grant deed to Optionee is recorded.

7. **Exercise.**

From and after the Effective Date, this Option may be exercised by Optionee's delivering to County before the expiration of the Option Term, written notice of the exercise ("Exercise Notice") and payment of the Purchase Price to the County.

8. **Condition of the Property.**

Neither County, nor its agents or employees have made any warranty, guarantee or representation concerning any matter or thing affecting or relating to the Property nor does it assume any responsibility for the conformance to codes or permit regulations of the city or County within which the Property is located.

If Optionee exercises this Option, Optionee will accept the Property in an "as is" condition. County has not made and does not make any representation as to the physical condition of the Property.

As partial consideration for this Option, Optionee hereby releases and discharges County and its employees, agents, attorneys, officers, divisions, related agencies and entities, affiliates, successors, and assigns from any and all claims, demands, causes of action, obligations, damages, and liabilities, which Optionee now has or could assert in any manner related to or arising from the condition of the Property, the presence of any hazardous substance in or around the Property, and the Optionee's present or future use of the Property. Optionee knowingly waives the right to make any claim against the County for such damages and expressly waives all rights provided by section 1542 of the California Civil Code, which provides as follows:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR
DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF
EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER MUST HAVE
MATERIALLY AFFECTED HIS SETTLEMENT WITH THE DEBTOR"

9. **Right of Entry.** During the term of this Option and prior to the Closing Date, Optionee, its agents, contractors and employees, shall have the right to enter the Property at all reasonable times for the purpose of performing reasonable tests, engineering studies, surveys, soil and environmental tests and other tests, surveys, studies, and investigations of the Property as Optionee determines necessary or desirable. Optionee will defend, indemnify and hold County harmless from any claim, loss or liability in connection with any entry by Optionee, its contractors, agents and employees and Optionee will be solely responsible for all costs incurred in connection with these activities or Optionee's investigation of the Property.

10. **Informalities; Cancellation of Sale.**

County reserves the right to waive any informality or irregularity on any offer or cancel the sale at any time prior to recording of a deed. In the event of cancellation of sale by County, through no fault, action or inaction of Optionee, all monies deposited shall be refunded without payment of interest.

11. **Notices.**

All notices (including requests, demands, approvals or other communications) under this Agreement shall be in writing.

- a. Notice shall be sufficiently given for all purposes as follows:
- (1) When delivered by first class mail, postage prepaid, notice shall be deemed delivered three (3) business days after deposit in the United States Mail.
 - (2) When mailed by certified mail with return receipt requested, notice is effective on receipt if delivery is confirmed by a return receipt.
 - (3) When delivered by overnight delivery by a nationally recognized overnight courier, notice shall be deemed delivered one (1) business day after deposit with that courier.
 - (4) When personally delivered to the recipient, notice shall be deemed delivered on the date personally delivered.
- b. The place for delivery of all notices given under this Agreement shall be as follows:
- County: Real Estate Division
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Telephone: 925-313-2220
Fax: 925-646-0288
- Optionee: Sameer S Bhokare
35605 Ballantine Pl
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- or to such other addresses as Optionee and County may respectively designate by written notice to the other.

12. Assignment, Successors and Third-Party Rights.

This Option and all rights under this Agreement shall be freely assignable. This agreement shall be binding on and inure to the benefit of the parties, and their respective heirs, personal representatives, successors and assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and assigns, any rights or remedies under or by reason of this Agreement.

13. Construction.

The section headings and captions of this Agreement are, and the arrangement of this instrument is, for the sole convenience of the parties to this Agreement. The section headings, captions and arrangement of this instrument do not in any way affect, limit, amplify or modify the terms and provisions of this Agreement. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties have prepared it. The parties to this Agreement and their counsel have read and reviewed this Agreement and agree that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply to the interpretation of this Agreement.

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CONTRA COSTA COUNTY

OPTIONEE

By _____
Karen Mitchoff
Chair Board of Supervisors

By  _____
Sameer S. Bhokare


ATTEST: David J. Twa, Authority
Administrator and Clerk of the Board
of Supervisors

Date 01/17/2018

By _____

Deputy

APPROVED AS TO FORM
Sharon L. Anderson, County Counsel

By  _____
Deputy County Counsel

NO OTHER OBLIGATION OTHER THAN THOSE SET FORTH HEREIN WILL BE RECOGNIZED

Exhibit A - Legal Description

\\PW-DATA\grpdata\realprop\180 San Pablo Dam Road\Sale of Surplus\SA.03 Option Agreement-County- 3036 Avon Lane.doc
Updated 5/18/15 (County)

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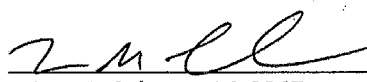
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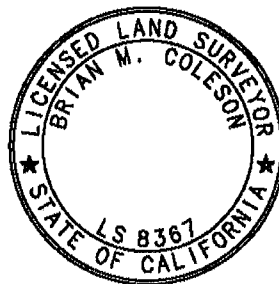
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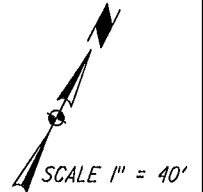

Brian M. Coleson, LS 8367
January 11, 2018
Date



Coordinates, bearings and distances are based on the California Coordinate System of 1983, Zone 3, Epoch 1991.35. Distances are U.S. Survey Feet unless otherwise noted. Distances and stationing are grid distances. Multiply distances by 1.0000677 to obtain ground level distances.

EXHIBIT "B"

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
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COUNTY OF
CONTRA COSTA

AVON LANE

P.O.B.

N62°33'06"E 290.34'(T)

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C2

BLOCK 18
ROLLINGWOOD TRACT
26 M 916

APN 416-022-020-0

APN 416-013-025-0

APN 416-022-021-8

N27°26'54"W 79.45'

REMAINDER PARCEL
PORTION OF
PARCEL 63750 FEE PARCEL
2013-0277665
APN 416-022-007-7
4,064 SQ. FT.

PGE ESMT
2017-0135138

PGE ESMT
737 OR 159

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APN 416-022-007-7

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PARCEL 63750 FEE
PARCEL

EL PORTAL DRIVE

CONTRA COSTA COUNTY LIMITS
SAN PABLO CITY LIMITS

WIDTH
VARIES

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STATE ROUTE 80
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REMAINDER PARCEL,
BEING A PORTION OF PARCEL 63750 FEE PARCEL,
AS DESCRIBED IN DOCUMENT 2013-0277665, O.R.C.C.C.
UNINCORPORATED COUNTY OF CONTRA COSTA CALIFORNIA

AECOM
ONE CONCORD CENTER
2300 CLAYTON ROAD, SUITE 1400
CONCORD, CA 94520
(925) 446-3800 FAX (925) 825-1064

JANUARY 11, 2018 SCALE: 1" = 40' JOB NO: 2017-38

A-10571.03 SHEET 1 OF 1



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Approve the conveyance of real property to the State of California, Dept. of Transportation, in connection to the SR4/I680 Widening Phase 3 Project

RECOMMENDATION(S):

APPROVE and AUTHORIZE the conveyance of property rights located adjacent to Imhoff Road in the vicinity of Highway 4 and Interstate 680 (I-680/SR4) Interchange in Martinez to the State of California, Department of Transportation (State), identified in Exhibit "A", of the Quitclaim Deed (State Parcel No. 63153) attached hereto pursuant to Government Code Section 25526.6

FIND that the Real Property transaction between Contra Costa County (County) and the State under the threat of condemnation are ministerial acts and are therefore statutorily exempt from CEQA, pursuant to the California Code of Regulations, Title 14, Chapter 3, Section 15268.

DETERMINE that the conveyance of said property rights are in the public interest and that the interest in the land conveyed will not substantially conflict or interfere with

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Jessica
Dillingham, 925. 313-2224

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

the County's use of the property;

AUTHORIZE the Public Works Director, or designee, to execute the Right of Way Contract, on behalf of the County;

AUTHORIZE the Chair, Board of Supervisors, to execute the Quitclaim Deed on behalf of the County; and

DIRECT the Real Estate Division of the Public Works Department to cause said Quitclaim Deed to be delivered to the State for acceptance and recording in the Office of the County Clerk-Recorder.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The County acquired the real property in the 1960's as part of the improvements in connection to the I-680/SR 4 Interchange Project. State requires said portion described in Exhibit A and is now requesting that the County transfer the required portion by application of Section 83 of the Streets and Highways Code as specified in the attached letter dated March 3, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

The project will not have sufficient land rights to allow construction in accordance with the approved plans and specifications.

ATTACHMENTS

Right of Way Contract

Quitclaim Deed

Caltran's NOI

RIGHT OF WAY CONTRACT - STATE HIGHWAY

RW 8-3 (6/95)

California

2017

Dist.	Co.	Rte.	P.M.	Exp. Auth.
4	CC	4	12.9	229119 (04 0000 0680)

Contra Costa County

Grantor

Document No. 63153 in the form of a QUITCLAIM DEED, covering the property particularly described in the above instruments, has been executed and delivered to JASPREET SINGH, Right of Way Agent for the State of California.

In consideration of which, and the other considerations hereinafter set forth, it is mutually agreed as follows:

1. (A) The parties have herein set forth the whole of their agreement. The performance of this agreement constitutes the entire consideration for said document and shall relieve the State of all further obligation or claims on this account, or on account of the location, grade or construction of the proposed public improvement.
- (B) Grantee requires said property described in Document No. 63153 for State highway purposes.
2. The State shall:
 - (A) Accept delivery of the property or interest conveyed by above referenced document at no cost when title to said property vests in the State subject to all liens, encumbrances, assessments, easements and leases (recorded and/or unrecorded) and taxes.
 - (B) Pay all escrow and recording fees incurred in this transaction, and, if title insurance is desired by the State, the premium charged therefore.
3. It is agreed that the property conveyed by Document No. 63153 consisting of 6,348 square feet is being acquired by the State without compensation being paid therefore, under Sections 81-83 of the Streets and Highways Code.
4. The undersigned Grantor warrants that to the best of its knowledge that it is the owner of the property identified as parcel numbers 63153-1, and that it has the right to grant the property rights described.
5. Grantor warrants that to the best of its knowledge that it does not hold any oral or written leases on all or any portion of the parcels 63153-1 exceeding a period of one month.
6. It is understood and agreed that parcel 63153-1 is required for a project to improve State Route 4.

7. It is agreed and confirmed by the parties hereto that notwithstanding other provisions in this contract, the right of possession and use of the subject property by the State, including the right to remove and dispose of improvements commenced per States letter dated March 3, 2016.
8. State agrees to indemnify and hold harmless Grantor from any liability arising out of State's operations under this agreement. State further agrees to assume responsibility for any damages proximately caused by reason of State's operation under this agreement and State will, at its option, either repair or pay for such damage.
9. If the property being acquired is found to be contaminated by the presence of hazardous waste which requires mitigation under Federal or State law, the State may elect to recover its clean-up costs from those who caused or contributed to contamination.
11. This transaction will be handled through an internal escrow by the State of California, Department of Transportation, District 4 Office, Post Office Box 23440, Oakland, CA 94623-0440.

In Witness whereof, the Parties have executed this agreement the day and year first above written.

RECOMMENDED FOR APPROVAL:

RECOMMENDED FOR APPROVAL:

JESSICA L. DILLINGHAM
Supervising Real Property Agent

JASPREET SINGH
District Branch Chief
Acquisition Services

KAREN A. LAWS
Principal Real Property Agent

APPROVED:

APPROVED:

CONTRA COSTA COUNTY

STATE OF CALIFORNIA
Department of Transportation

By _____
BRIAN M. BALBAS
Interim Public Works Director

By _____
MARK L. WEAVER
Deputy District Director
Right of Way and Land Surveys

No Obligation Other Than Those Set Forth Herein Will Be Recognized

RECORDING REQUESTED BY
STATE OF CALIFORNIA

WHEN RECORDED--RETURN TO
DEPARTMENT OF TRANSPORTATION
P. O. BOX 23440
OAKLAND CA 94623-0440
Attn: Fiona Ho

Space above this line for Recorder's Use

QUITCLAIM DEED

District	County	Route	Postmile	Number
04	CC	04	12.9	63153

Contra Costa County a corporation organized and existing under and by virtue of the laws of the State of California, hereinafter called UNDERSIGNED, does hereby release and quitclaim to the State of California, Department of Transportation, hereinafter called STATE, without any demand for monetary or other consideration, all that real property in the unincorporated area, County of Contra Costa, State of California, described as:

See "EXHIBIT A", attached hereto and made a part hereof

Transfer Tax Not Applicable: R & T Code 11922

STATE BUSINESS: Free

This is to certify that this document is presented for recordation by the State of California under Government Code 27383 and is necessary to complete the chain of title of the State to property acquired by the State of California.

DISTRICT DIRECTOR

BY _____

MARK L. WEAVER
Deputy District Director
Right of Way and Land Surveys

Number
63153

This quitclaim deed is made for the purposes of a freeway and the UNDERSIGNED hereby releases and relinquishes to the STATE any and all abutter's rights, including access rights, appurtenant to the remaining property in which the undersigned has some right, title or interest, in and to the freeway.

Dated: _____

For Contra Costa County

Sign _____
Print Name

Print Title _____

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)SS

COUNTY OF _____)

On _____ before me, _____
Here insert Name and Title of the Officer

personally appeared _____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity (ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

Number
63153

This is to certify that the State of California, acting by and through the Department of Transportation (according to Section 27281 of the Government Code), accepts for public purposes the real property described in this deed and consents to its recordation.

Dated _____

MALCOLM DOUGHERTY
Director of Transportation

By _____
MARK L. WEAVER, Attorney in Fact
Deputy District Director
Right of Way and Land Surveys

CONTRA COSTA COUNTY

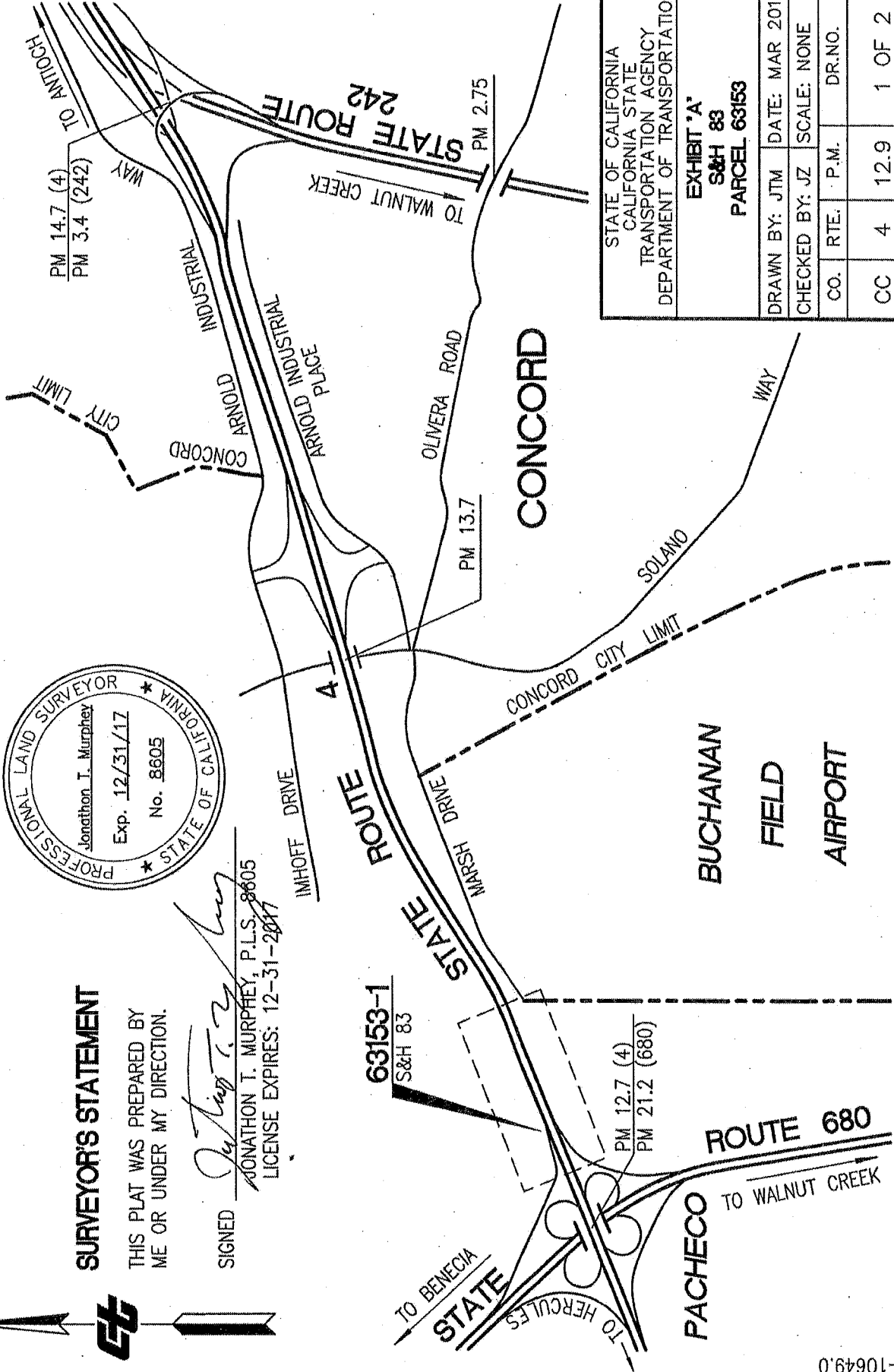
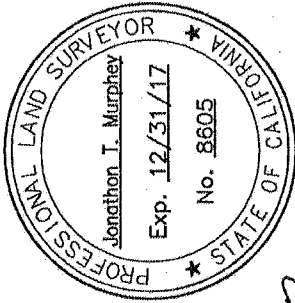


SURVEYOR'S STATEMENT

THIS PLAT WAS PREPARED BY
ME OR UNDER MY DIRECTION.

SIGNED

Jonathan T. Murphey
JONATHAN T. MURPHEY, P.L.S. 8605
LICENSE EXPIRES: 12-31-2017



STATE OF CALIFORNIA
CALIFORNIA STATE
TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

EXHIBIT "A"
S&H 83
PARCEL 63153

DRAWN BY: JTM		DATE: MAR 2016	
CHECKED BY: JZ		SCALE: NONE	
CO.	RTE.	P.M.	DR.NO.
CC	4	12.9	1 OF 2

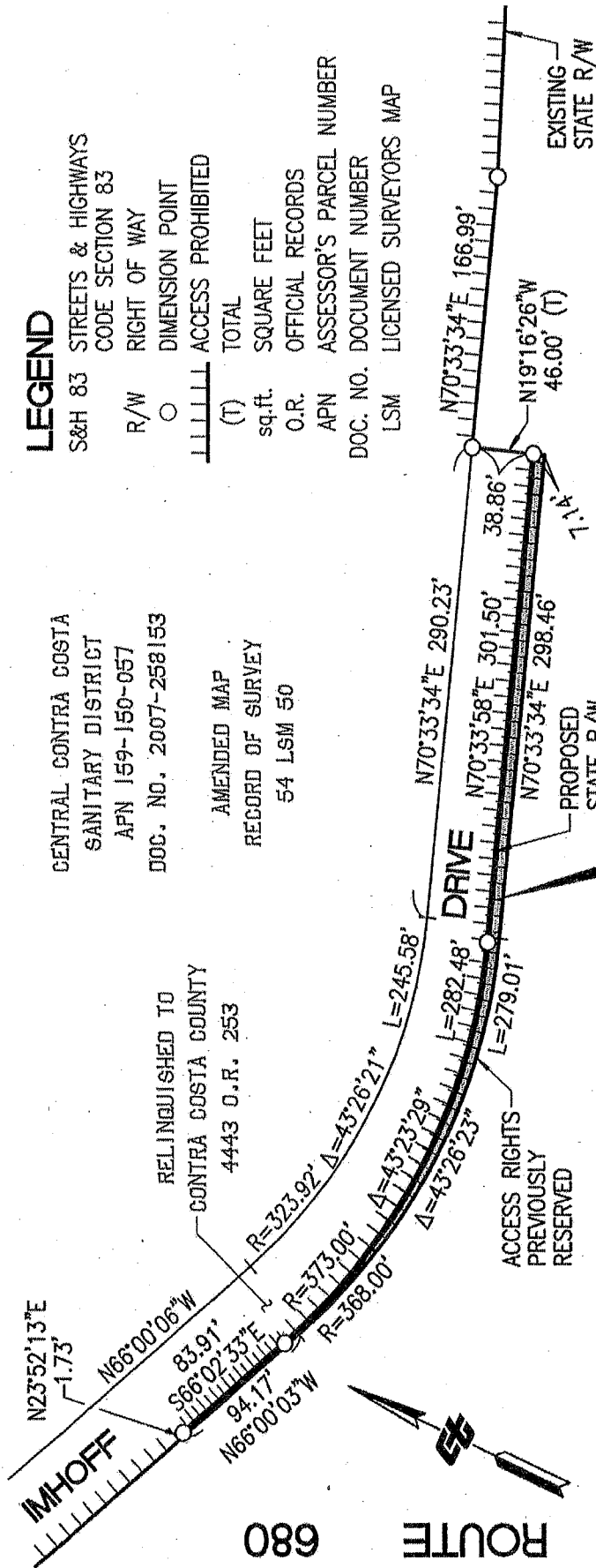
CONTRA COSTA COUNTY

LEGEND

STREETS & HIGHWAYS
S&H 83
CODE SECTION 83
R/W
DIMENSION POINT
ACCESS PROHIBITED
(T)
TOTAL
sq.ft.
O.R.
OFFICIAL RECORDS
APN
ASSESSOR'S PARCEL NUMBER
DOC. NO.
DOCUMENT NUMBER
LSM
LICENSED SURVEYORS MAP

CENTRAL CONTRA COSTA
SANITARY DISTRICT
APN 159-150-057
DOC. NO. 2007-258153
AMENDED MAP
RECORD OF SURVEY
54 LSM 50

RELINQUISHED TO
CONTRA COSTA COUNTY
4443 O.R. 253

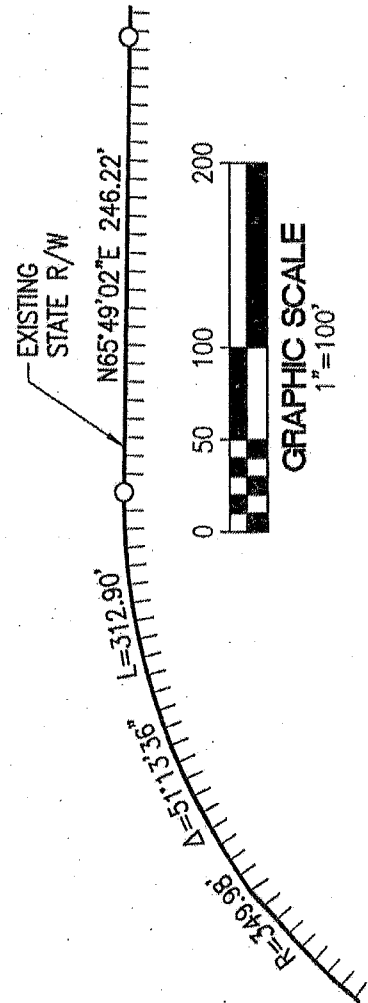


STATE ROUTE 4

STATE OF CALIFORNIA
CALIFORNIA STATE
TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

EXHIBIT "A"
S&H 83
PARCEL 63153

DRAWN BY: JTM		DATE: MAR 2016	
CHECKED BY: JZ		SCALE: 1"=100'	
CO.	RTE.	P.M.	DR.NO.
CC	4	12.9	2 OF 2



DEPARTMENT OF TRANSPORTATION

111 GRAND AVENUE
P. O. BOX 23440, MS-11A
OAKLAND, CA 94623-0440
PHONE (510) 286-5358
EMAIL john_cunliffe@dot.ca.gov



*Serious drought.
Help save water!*

March 3, 2016

04-CC-4-P.M. 12.9

E.A.: 22911

Project No.: 04 1400 0130

Parcels: 63153

Mr. Jim Stein
County Surveyor
Contra Costa County Public Works
255 Glacier Drive
Martinez, CA 94553

Dear Mr. Stein:

The two lane section of State Route 4 in the Martinez / Concord area is being widened in both directions to three lanes. A review of the project's right of way needs has identified areas under your jurisdiction that require transfer to the State by application of Section 83 of the Streets and Highways Code.

Please accept this letter as Caltrans' notice of our intention to transfer from Contra Costa County to the State of California parcel 63153, shown on map A-10649.2 included with this letter. The transactions will be consummated by quitclaim deed at a later date. This letter satisfies the Right of Way Certification requirements.

The State ACKNOWLEDGES that existing public utility facilities may lie within the Section 83 area shown on the attached map according to Sections 680 or 703 of Streets & Highways Code or relocated according to design plats. Said public utility facilities will either be allowed to remain or relocated as part of the utility relocation agreement that may be in effect at the time of relocation.

If you have any questions or need further information, please call John Cunliffe at 510-286-5358.

Sincerely,

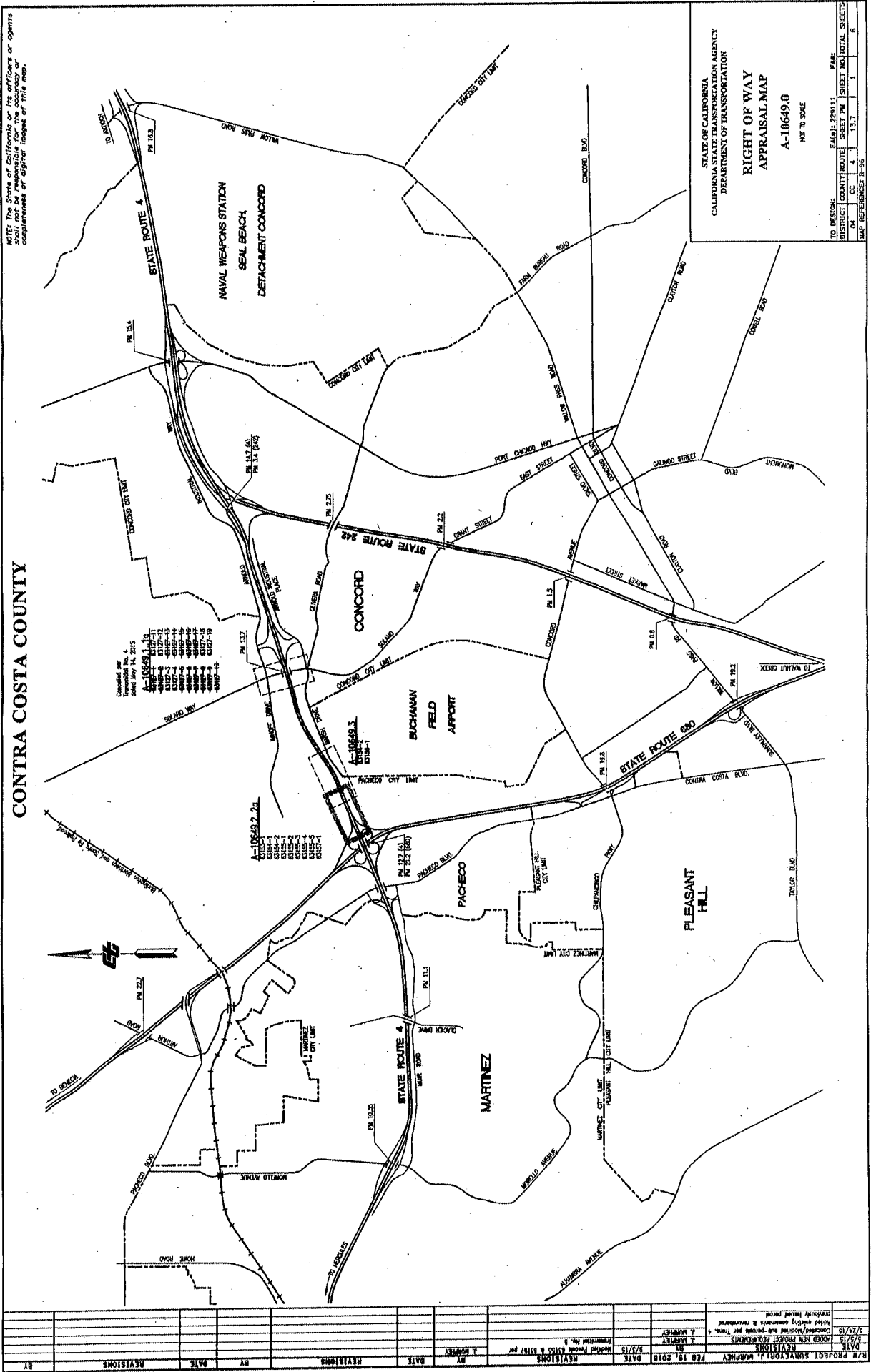
ALLISON G. PAICH
District Office Chief
R/W Acquisition & Project Mangement

Enclosures

*"Provide a safe, sustainable, integrated and efficient transportation
system to enhance California's economy and livability"*

CONTRA COSTA COUNTY

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

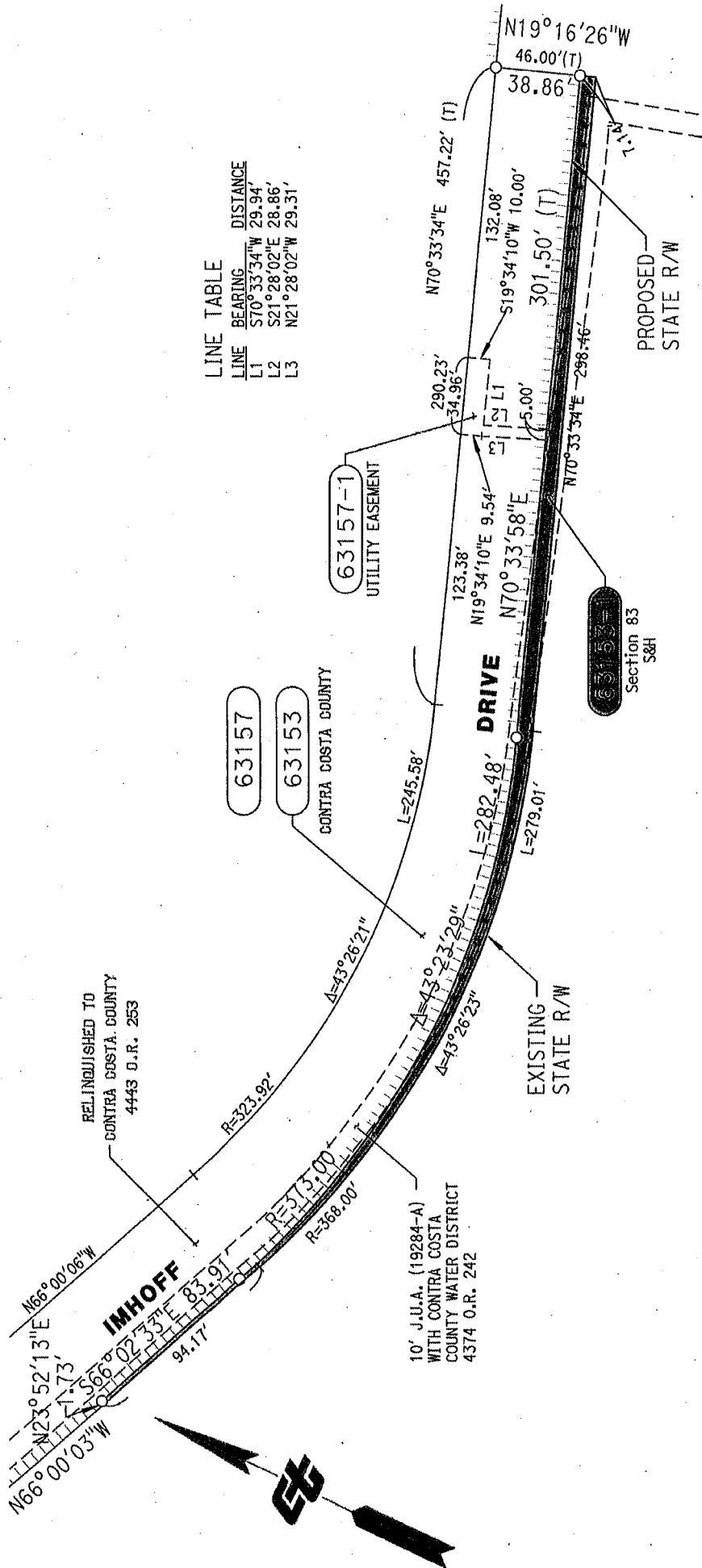


DATE	5/23/15	APPROVED FOR PROJECT REVISIONS	DATE	5/23/15	APPROVED FOR PROJECT REVISIONS
BY	J. MARNEY	APPROVED FOR PROJECT REVISIONS	BY	J. MARNEY	APPROVED FOR PROJECT REVISIONS
DATE	5/23/15	APPROVED FOR PROJECT REVISIONS	DATE	5/23/15	APPROVED FOR PROJECT REVISIONS
BY	J. MARNEY	APPROVED FOR PROJECT REVISIONS	BY	J. MARNEY	APPROVED FOR PROJECT REVISIONS
DATE	5/23/15	APPROVED FOR PROJECT REVISIONS	DATE	5/23/15	APPROVED FOR PROJECT REVISIONS
BY	J. MARNEY	APPROVED FOR PROJECT REVISIONS	BY	J. MARNEY	APPROVED FOR PROJECT REVISIONS

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION
**RIGHT OF WAY
APPRAISAL MAP**
A-10649.0
NOT TO SCALE

TO DESIGN	EA/01/220111	DATE	5/23/15
DISTRICT	CC	SHEET NO.	4
COUNTY	CC	SHEET TOTAL	6
MAP REFERENCE	R-96		

[illegible][illegible]



LINE TABLE

LINE	BEARING	DISTANCE
L1	S70°33'34"W	29.94'
L2	S21°28'02"E	28.86'
L3	N21°28'02"W	29.31'



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Approve the Parcel Map and Subdivision Agreement for minor subdivision MS14-00007, North Richmond area.

RECOMMENDATION(S):

ADOPT Resolution No. 2018/15 approving the Parcel Map and Subdivision Agreement for minor subdivision MS14-00007, for a project being developed by Heritage Point A/G, L.P., a California Limited Partnership, as recommended by the Public Works Director, North Richmond area. (District I)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Public Works Department has reviewed the conditions of approval for minor subdivision MS14-00007 and has determined that all conditions of approval for Parcel Map approval have been satisfied.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Craig Standafer
(925) 313-2018

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

By: , Deputy

cc: J. LaRocque, Craig Standafer, Engineering Services, Renee Hutchins, Records, Sherri Reed, Chris Hallford, Mapping, John Osborne- DCD, Maureen Toms-DCD, Michael Mann, Finance, T-10/16/18, Heritage Point A/G, LP, A California Limited Partnership, Surety Company, Title Company, Lori Leontini

CONSEQUENCE OF NEGATIVE ACTION:

The Parcel Map and the Subdivision Agreement will not be approved and recorded.

ATTACHMENTS

Resolution No. 2018/15

Subdivision Agreement

Letter from Treasurer

Plot Map

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2018/15

IN THE MATTER OF approving the Parcel Map and Subdivision Agreement for minor subdivision MS14-00007, for project being developed by heritage point A/G, L.P., a California Limited Partnership, as recommended by the Public Works Director, North Richmond area. (District I)

WHERE AS, the following documents were presented for board approval this date:

I. Map

The Parcel Map of minor subdivision MS14-00007, property located in the North Richmond area, Supervisorial District I, said map having been certified by the proper officials.

II. Subdivision Agreement

A subdivision agreement with Heritage Point A/G, L.P., a California Limited Partnership, principal, whereby said principal agrees to complete all improvements as required in said subdivision agreement within 2 year(s) from the date of said agreement. Accompanying said subdivision agreement is security guaranteeing completion of said improvements as follows:

A. Cash Bond

Performance amount: \$11,500

Auditor's Deposit Permit No. DP751925 Date: December 19, 2017

Submitted by: NREDC

B. Surety Bond

Bond Company: International Fidelity Insurance Company

Bond Number: 0734285 Date: January 9, 2018

Performance Amount: \$1,138,500

Labor & Materials Amount: \$525,000

Principal: Heritage Point A/G, L.P., a California Limited Partnership

III. Tax Letter

Letter from the County Tax Collector stating that there are no unpaid County taxes heretofore levied on the property included in said map and that the 2017-2018 tax lien are not taxable.

NOW, THEREFORE, BE IT RESOLVED:

1. That said subdivision, together with the provisions for its design and improvement, is **DETERMINED** to be consistent with the County's general and specific plans.
2. That said Parcel map is **APPROVED** and this Board does hereby accept subject to installation and acceptance of improvements on behalf of the public any of the streets, paths, or easements shown thereon as dedicated to public use.
3. That said subdivision agreement is also **APPROVED**.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

Contact: Craig Standafer (925) 313-2018

ATTESTED: February 6, 2018

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

By: , Deputy

cc: J. LaRocque, Craig Standafer, Engineering Services, Renee Hutchins, Records, Sherri Reed, Chris Hallford, Mapping, John Osborne- DCD, Maureen Toms-DCD, Michael Mann, Finance, T-10/16/18, Heritage Point A/G, LP, A California Limit Partnership, Surety Company, Title Company, Lori Leontini

SUBDIVISION AGREEMENT
(Gov. Code, §§ 66462 and 66463)

Subdivision: MS14-0007
Subdivider: Heritage Point A/G, L.P., a CA limited partner

Effective Date: _____
Completion Period: _____

THESE SIGNATURES ATTEST TO THE PARTIES' AGREEMENT HERETO:

CONTRA COSTA COUNTY

Brian M. Bullock Public Works Director

By: _____

SUBDIVIDER

HERITAGE POINT A/G, LP.

Donald Gilmore

Print Name DONALD GILMORE

Print Title MANAGING GENERAL PARTNER

RECOMMENDED FOR APPROVAL:

By: _____
Engineering Services Division

Print Name: _____

Print Title: _____

FORM APPROVED: Silvano B. Marchesi, County Counsel

[Note: If Subdivider is a corporation, two officers must sign. The first must be the chairman of the board, president or any vice president; the second must be the secretary, assistant secretary, chief financial officer or any assistant treasurer. (Corp. Code, § 313; Civ. Code, § 1190.) If Subdivider is a limited liability company, Subdivider shall sign in the manner required of corporations, or by two managers, or by one manager, pursuant to the articles of organization (see Corp. Code, §§ 17151, 17154, 17157.) If Subdivider is a partnership, any authorized partner may sign. Signatures by Subdivider must be notarized.]

1. **PARTIES & DATE.** Effective on the above date, the County of Contra Costa, California (hereinafter "County"), and the above-mentioned Subdivider mutually promise and agree as follows concerning this Subdivision:
2. **IMPROVEMENTS.** Subdivider agrees to install certain road improvements (both public and private), drainage improvements, signs, street lights, fire hydrants, landscaping and such other improvements (including appurtenant equipment) as required in the improvement plans for this Subdivision as reviewed and on file with the Contra Costa County Public Works Department, as required by the Conditions of Approval for this Subdivision, and in conformance with the Contra Costa County Ordinance Code, including future amendments thereto (hereinafter "Ordinance Code").

Subdivider shall complete said improvements (hereinafter "Work") within the above completion period from date hereof, as required by the California Subdivision Map Act (Gov. Code, §§ 66410 et. seq.) in a good workmanlike manner, in accordance with accepted construction practices and in a manner equal or superior to the requirements of the Ordinance Code and rulings made thereunder; and where there is a conflict among the improvement plans, the Conditions of Approval and the Ordinance Code, the stricter requirements shall govern.

3. **IMPROVEMENTS SECURITY.** Upon executing this Agreement, the Subdivider shall, pursuant to Gov. Code § 66499 and the County Ordinance Code, provide as security to the County:

A. **For Performance and Guarantee:** \$ 11,500 cash, plus additional security, in the amount of \$ 1,138,500, which together total one hundred percent (100%) of the estimated cost of the Work. Such additional security is presented in the form of:

_____ Cash, certified check or cashier's check.
X _____ Acceptable corporate surety bond.
_____ Acceptable irrevocable letter of credit.

With this security, Subdivider guarantees performance under this Agreement and maintenance of the Work for one year after its completion and acceptance against any defective workmanship or materials or any unsatisfactory performance.

B. **For Payment:** Security in the amount: \$ 575,000, which is fifty percent (50%) of the estimated cost of the Work. Such security is presented in the form of:

_____ Cash, certified check, or cashier's check
X _____ Acceptable corporate surety bond.
_____ Acceptable irrevocable letter of credit.

With this security, Subdivider guarantees payment to the contractor, to its subcontractors and to persons renting equipment or furnishing labor or materials to them or to the Subdivider.

Upon acceptance of the Work as complete by the Board of Supervisors and upon request of Subdivider, the amounts held as security may be reduced in accordance with Sections 94-4.406 and 94-4.408 of the Ordinance Code.

4. GUARANTEE AND WARRANTY OF WORK. Subdivider guarantees that the Work shall be free from defects in material or workmanship and shall perform satisfactorily for a period of one (1) year from and after the Board of Supervisors accepts the Work as complete in accordance with Article 96-4.6, "Acceptance," of the Ordinance Code. Subdivider agrees to correct, repair, or replace, at Subdivider's expense, any defects in said Work.

The guarantee period does not apply to road improvements for private roads that are not to be accepted into the County road system.

5. PLANT ESTABLISHMENT WORK. Subdivider agrees to perform plant establishment work for landscaping installed under this Agreement. Said plant establishment work shall consist of adequately watering plants, replacing unsuitable plants, doing weed, rodent and other pest control and other work determined by the Public Works Department to be necessary to ensure establishment of plants. Said plant establishment work shall be performed for a period of one (1) year from and after the Board of Supervisors accepts the Work as complete.

6. IMPROVEMENT PLAN WARRANTY. Subdivider warrants the improvement plans for the Work are adequate to accomplish the Work as promised in Section 2 and as required by the Conditions of Approval for the Subdivision. If, at any time before the Board of Supervisors accepts the Work as complete or during the one year guarantee period, said improvement plans prove to be inadequate in any respect, Subdivider shall make whatever changes are necessary to accomplish the Work as promised.

7. NO WAIVER BY COUNTY. Inspection of the Work and/or materials, or approval of the Work and/or materials or statement by any officer, agent or employee of the County indicating the Work or any part thereof complies with the requirements of this Agreement, or acceptance of the whole or any part of said Work and/or materials, or payments therefor, or any combination or all of these acts, shall not relieve the Subdivider of its obligation to fulfill this Agreement as prescribed; nor shall the County be thereby stopped from bringing any action for damages arising from the failure to comply with any of the terms and conditions hereof.

8. INDEMNITY. Subdivider shall defend, hold harmless and indemnify the indemnitees from the liabilities as defined in this section:

A. The indemnitees benefitted and protected by this promise are the County and its special districts, elective and appointive boards, commissions, officers, agents and employees.

B. The liabilities protected against are any liability or claim for damage of any kind allegedly suffered, incurred or threatened because of actions defined below, and including personal injury, death, property damage, inverse condemnation, or any combination of these, and regardless of whether or not such liability, claim or damage was unforeseeable at any time before County reviewed said improvement plans or accepted the Work as complete, and including the defense of any suit(s), action(s), or other proceeding(s) concerning said liabilities and claims.

C. The actions causing liability are any act or omission (negligent or non-negligent) in connection with the matters covered by this Agreement and attributable to Subdivider, contractor, subcontractor, or any officer, agent, or employee of one or more of them.

D. Non-Conditions. The promise and agreement in this section are not conditioned or dependent on whether or not any indemnitee has prepared, supplied, or approved any plan(s) or specification(s) in connection with this Work or Subdivision, or has insurance or other indemnification covering any of these matters, or that the alleged damage resulted partly from any negligent or willful misconduct of any indemnitee.

9. COSTS. Subdivider shall pay, when due, all the costs of the Work, including but not limited to the costs of relocations of existing utilities required thereby; inspections; material checks and tests; and other costs incurred by County staff arising from or related to the Work, and prior to acceptance of the Work as complete or expiration of any applicable warranty periods, whichever is later.

10. SURVEYS. Subdivider shall set and establish survey monuments in accordance with the filed map and to the satisfaction of the County Road Commissioner-Surveyor before acceptance of the Work as complete by the Board of Supervisors.

11. NON-PERFORMANCE AND COSTS. If Subdivider fails to complete the Work within the time specified in this Agreement, and subsequent extensions, or fails to maintain the Work, County may proceed to complete and/or maintain the Work by contract or otherwise and Subdivider agrees to pay all costs and charges incurred by County (including, but not limited to, engineering, inspection, surveys, contract, overhead, etc.) immediately upon demand.

Once action is taken by County to complete or maintain the Work, Subdivider agrees to pay all costs incurred by County, even if Subdivider subsequently completes the Work.

Should County sue to compel performance under this Agreement or to recover costs incurred in completing or maintaining the Work, Subdivider agrees to pay all attorney's fees, staff costs and all other expenses of litigation incurred by County in connection therewith, even if Subdivider subsequently proceeds to complete the Work.

12. INCORPORATION/ANNEXATION. If, before the Board of Supervisors accepts the Work as complete, the Subdivision is included in territory incorporated as a city or is annexed to an existing city, except as provided in this paragraph, County's rights under this Agreement and/or any deposit, bond, or letter of credit securing said rights shall be transferred to the new or annexing city. Such city shall have all the rights of a third party beneficiary against Subdivider, who shall fulfill all the terms of this Agreement as though Subdivider had contracted with the city originally. The provisions of paragraph 8 (Indemnity) shall continue to apply in favor of the indemnitees listed in paragraph 8.A. upon any such incorporation or annexation.

13. RECORD MAP. In consideration hereof, County shall allow Subdivider to file and record the final map or parcel map for said Subdivision.

14. RIGHT OF ENTRY. Subdivider hereby consents to entry onto the Subdivision property, and onto any other property over which Subdivider has land rights and upon which any portion of the Work is to be installed pursuant to the improvement plans, by County and its forces, including contractors, for the purpose of inspection, and, in the event of non-performance of this Agreement by Subdivider, completion and/or maintenance of the Work.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

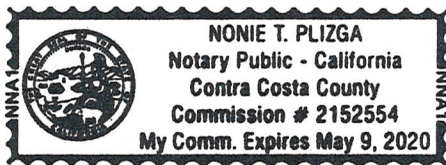
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
 County of Contra Costa)
 On Jan 2, 2018 before me, Nonie T. Plizga, Notary Public,
 Date Here Insert Name and Title of the Officer
 personally appeared Donald Gilmore
 Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Nonie T. Plizga
 Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Heritage Point Subdivision Agreement Document Date: _____
 Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
 Signer Is Representing: _____

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
 Signer Is Representing: _____

Subdivision: MS14-0007
Bond No.: 0734285
Premium: \$21,632.00
Any claim under this Bond should be sent
to the following address:
International Fidelity Insurance Company
2999 Oak Road, Suite 820
Walnut Creek, CA 94597

IMPROVEMENT SECURITY BOND
FOR SUBDIVISION AGREEMENT
(Performance, Guarantee and Payment)
(Gov. Code, §§ 66499-66499.10)

1. **RECITAL OF SUBDIVISION AGREEMENT.** The Principal has executed an agreement with the County of Contra Costa (hereinafter "County") to install and pay for street, drainage and other improvements in Subdivision 14-0007 as specified in the Subdivision Agreement, and to complete said work within the time specified for completion in the Subdivision Agreement, all in accordance with State and local laws and rulings thereunder in order to satisfy conditions for filing of the Final Map or Parcel Map for said subdivision. Under the terms of the Subdivision Agreement, Principal is required to furnish a bond to secure the faithful performance of the Subdivision Agreement and payment to laborers and materialmen.

2. **OBLIGATION.** Heritage Point A/G, L.P., as Principal, and International Fidelity Insurance Company, a corporation organized and existing under the laws of the State of New Jersey and authorized to transact surety business in California, as Surety, hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns to the County of Contra Costa, California to pay it:

(A. Performance and Guarantee) one million one hundred thirty-eight thousand five hundred exactly Dollars (\$ 1,138,500) for itself or any city assignee under the above Subdivision Agreement.

(B. Payment) five hundred seventy-five thousand exactly Dollars (\$ 575,000) to secure the claims to which reference is made in Title XV (commencing with Section 3082) of Part 4 of Division III of the Civil Code of the State of California.

3. **CONDITION.** This obligation is subject to the following condition.

A. The condition of this obligation as to Section 2.(A) above is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the County of Contra Costa (or city assignee), its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by the County of Contra Costa (or city assignee) in successfully enforcing such obligation, and to be taxed as costs and included in any judgment rendered.

B. The condition of this obligation, as to Section 2.(B) above, is such that said Principal and the undersigned as corporate surety are held firmly bound unto the County of Contra Costa and all contractors, subcontractors, laborers, materialmen and other persons employed in the performance of the aforesaid Subdivision Agreement and referred to in the aforesaid Civil Code for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to this work or labor, and that the Surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by the County of Contra Costa (or city assignee) in successfully enforcing such obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 15 (commencing with Section 3082) of Part 4 of Division 3 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

C. No change, extension of time, alteration, or addition to the terms of said Subdivision Agreement or the work to be performed thereunder or any plan or specifications of said work, agreed to by the Principal and the County of Contra Costa (or city assignee) shall relieve any Surety from liability on this bond; and consent is hereby given to make such change, extension of time, alteration or addition without further notice to or consent by Surety; and Surety hereby waives the provisions of Civil Code Section 2819 and holds itself bound without regard to and independently of any action against the Principal whenever taken.

SIGNED AND SEALED on January 9, 20 18.

Principal: Heritage Point A/G, L.P.

Address: 1535-A Fred Jackson Way

Richmond, CA Zip: 94801

By: 

Print Name: Donald G. Morrow

Title: Executive Director

Surety: International Fidelity Insurance Company

Address: 2999 Oak Road, Suite 820

Walnut Creek, CA Zip: 94597

By: 

Print Name: Kevin Re

Title: Attorney-in-Fact

[Note: All signatures must be acknowledged. For corporations, two officers must sign. The first signature must be that of the chairman of the board, president, or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer, or assistant treasurer. (Civ. Code, § 1190 and Corps. Code, § 313.)]
Form Approved by County Counsel
[Rev. 1/06]

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

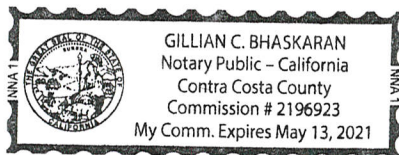
State of California)

County of Contra Costa)On January 9, 2018 before me, Gillian C. Bhaskaran, Notary Public,
Date Here Insert Name and Title of the Officerpersonally appeared Kevin Re
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Gillian C. Bhaskaran
Signature of Notary Public Gillian C. Bhaskaran

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

☐ Corporate Officer — Title(s): _____☐ Partner — ☐ Limited ☐ General☐ Individual ☐ Attorney in Fact☐ Trustee ☐ Guardian or Conservator☐ Other: _____

Signer Is Representing: _____

Signer's Name: _____

☐ Corporate Officer — Title(s): _____☐ Partner — ☐ Limited ☐ General☐ Individual ☐ Attorney in Fact☐ Trustee ☐ Guardian or Conservator☐ Other: _____

Signer Is Representing: _____

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

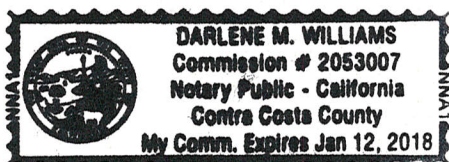
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
 County of CONTRA COSTA)
 On JANUARY 9, 2018 before me, DARLENE WILLIAMS, NOTARY PUBLIC,
 Date Here Insert Name and Title of the Officer
 personally appeared DONALD GILMORE
 Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Darlene Williams
 Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

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☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____

Signer's Name: _____

☐ Corporate Officer — Title(s): _____

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____

POWER OF ATTORNEY
INTERNATIONAL FIDELITY INSURANCE COMPANY
ALLEGHENY CASUALTY COMPANY

ONE NEWARK CENTER, 20TH FLOOR NEWARK, NEW JERSEY 07102-5207

KNOW ALL MEN BY THESE PRESENTS: That INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New Jersey, and ALLEGHENY CASUALTY COMPANY a corporation organized and existing under the laws of the State of New Jersey, having their principal office in the City of Newark, New Jersey, do hereby constitute and appoint

VIRGINIA L. BLACK, KEVIN RE, M. MOODY, SUSAN M. EXLINE, JANET C. ROJO,
ROBERT P. WRIXON, BETTY L. TOLENTINO, MAUREEN O'CONNELL

Lafayette, CA.

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY and is granted under and by authority of the following resolution adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting duly held on the 20th day of July, 2010 and by the Board of Directors of ALLEGHENY CASUALTY COMPANY at a meeting duly held on the 10th day of July, 2015:

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Vice President or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY have each executed and attested these presents on this 31st day of December, 2016.



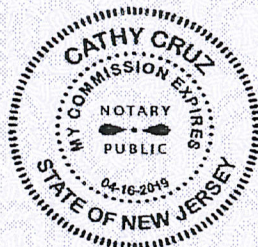
STATE OF NEW JERSEY
County of Essex

George R. James
Executive Vice President (International Fidelity Insurance Company) and Vice President (Allegheny Casualty Company)



On this 31st day of December 2016, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.



A NOTARY PUBLIC OF NEW JERSEY
My Commission Expires April 16, 2019

CERTIFICATION

I, the undersigned officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 9th day of January, 2018

MARIA BRANCO, Assistant Secretary

Tax Collector's Office
625 Court Street
Finance Building, Room 100
P. O. Box 631
Martinez, California 94553-0063
(925) 957-5280
(925) 957-2898 (FAX)

Contra Costa County



Date: 1/2/2018

Russell V. Watts
County Treasurer-Tax Collector

Brice B. Bins
Chief Deputy Treasurer-Tax Collector

Lulis Lopez
Assistant Tax Collector

IF THIS TRACT IS NOT FILED BY MARCH 31, 2018, THIS LETTER IS VOID

This will certify that I have examined the map of the proposed subdivision entitled:

<u>Tract / MS #</u>	<u>City</u>	<u>T.R.A.</u>
14-0007	RICHMOND	85075
Parcel #:	409-080-001-4 409-080-013-9 409-080-014-7 409-080-015-4	
	409-080-016-2 409-080-020-4	

and have determined from the official tax records that there are no unpaid County taxes heretofore levied on the property included in the map.

The 2017-2018 TAX LIEN ARE NON-TAXABLE

This tract is **not** subject to a 1915 Act Bond.

The amount calculated is void 45 days from the date of this letter.

Subdivision bond must be presented to the County Tax Collector for review and approval of adequacy of security prior to filing with the Clerk of the Board of Supervisors.

RUSSELL V. WATTS
Treasurer-Tax Collector

By:

A handwritten signature in blue ink, appearing to read "Russell V. Watts", is written over a horizontal line.

OWNER'S STATEMENT

I HEREBY STATE THAT I AM THE OWNER OF, OR HAVE SOME RIGHT, TITLE OR INTEREST IN AND TO THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN UPON THIS MAP, AND I AM THE ONLY PERSON WHOSE CONSENT IS NECESSARY TO PASS CLEAR TITLE TO SAID PROPERTY, AND I HEREBY CONSENT TO THE MAKING AND FILING OF SAID MAP AND SUBDIVISION AS SHOWN WITHIN THE DISTINCTIVE BORDER LINE.

THIS MAP SHOWS ALL EASEMENTS ON THE PREMISES OR OF RECORD.

OWNER: CONTRA COSTA COUNTY, ACTING IN ITS CAPACITY AS THE HOUSING SUCCESSOR TO THE FORMER CONTRA COSTA COUNTY REDEVELOPMENT AGENCY.

BY: John K. Kopp
DIRECTOR, DEPARTMENT OF CONSERVATION AND DEVELOPMENT

PARCEL MAP

SUBDIVISION MS 14-0007

BEING LOTS 1, 2 AND 24 THROUGH 34, INCLUSIVE, OF BLOCK 69, MAP OF NORTH RICHMOND LAND AND FERRY CO., TRACT NO. 2, FILED SEPTEMBER 19, 1911, MAP BOOK 5, PAGE 124, CONTRA COSTA COUNTY RECORDS.

UNINCORPORATED

CONTRA COSTA COUNTY

CALIFORNIA

SCALE 1"=30'

NOVEMBER 2017



LEA & BRAZE ENGINEERING, INC.

CIVIL ENGINEERS • LAND SURVEYORS

2495 INDUSTRIAL PARKWAY WEST
HAYWARD, CALIFORNIA 94545
(510) 887-4086
FAX (510) 887-3019
WWW.LEABRAZE.COM

COUNTY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP AND HAVE FOUND THAT THE SUBDIVISION SHOWN HEREON IS SUBSTANTIALLY THAT SAME AS IT APPEARED ON THE CONDITIONALLY APPROVED TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF; THAT THE MAP CONFORMS TO CHAPTER 2 OF THE SUBDIVISION MAP ACT; AND THAT THE MAP COMPLIES WITH LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP. I AM SATISFIED THAT THE MAP IS TECHNICALLY CORRECT.

JAMES A. STEIN, P.L.S. 6571
COUNTY SURVEYOR

DATE

OWNER'S ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF California)
COUNTY OF Contra Costa)

ON Nov 30, 2017 BEFORE ME, Nonie T. Plizga, NOTARY PUBLIC, PERSONALLY APPEARED John Kopp WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON WHOSE NAME(S) WAS SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/THAT SHE/IT/THAT THEY EXECUTED THE SAME IN HIS/HER/THAT THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THAT THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND

SIGNATURE Nonie T. Plizga

PRINTED NOTARY'S SIGNATURE Nonie T. Plizga

NOTARY'S PRINCIPAL PLACE OF BUSINESS County of Contra Costa

EXPIRATION OF NOTARY'S COMMISSION May 9, 2020

NOTARY'S COMMISSION NUMBER 2152554

COUNTY RECORDER'S STATEMENT

FILED THIS _____ DAY OF _____, 201_, AT _____ M.
IN BOOK _____ OF PARCEL MAPS AT PAGES _____ AT THE
REQUEST OF GREGORY F. BRAZE
FILE NO. _____

JOSEPH E. CENCIAMILLA
COUNTY RECORDER IN AND FOR THE COUNTY
OF CONTRA COSTA, STATE OF CALIFORNIA

BY: _____
DEPUTY COUNTY RECORDER

CLERK OF THE BOARD OF SUPERVISORS CERTIFICATE

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I, DAVID TWA, CLERK OF THE BOARD OF SUPERVISORS AND COUNTY ADMINISTRATOR OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT THE ABOVE AND FOREGOING MAP ENTITLED "PARCEL MAP SUBDIVISION MS 14-0007", CONTRA COSTA COUNTY, CALIFORNIA, WAS PRESENTED TO SAID BOARD OF SUPERVISORS, AS PROVIDED BY LAW, AT A REGULAR MEETING THEREOF HELD ON THE _____ DAY OF _____ 20____, AND THAT SAID BOARD OF SUPERVISORS DID THEREUPON BY RESOLUTION DULY PASSED AND ADOPTED AT SAID MEETING APPROVE SAID MAP.

I FURTHER CERTIFY THAT ALL TAX LIENS HAVE BEEN SATISFIED AND THAT ALL BONDS AS REQUIRED BY LAW TO ACCOMPANY THE WITHIN MAP HAVE BEEN APPROVED BY THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, AND FILED IN MY OFFICE.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS _____ DAY OF _____ 20____.

DAVID TWA
CLERK OF THE BOARD
OF SUPERVISORS AND
COUNTY ADMINISTRATOR

BY: _____
DEPUTY CLERK

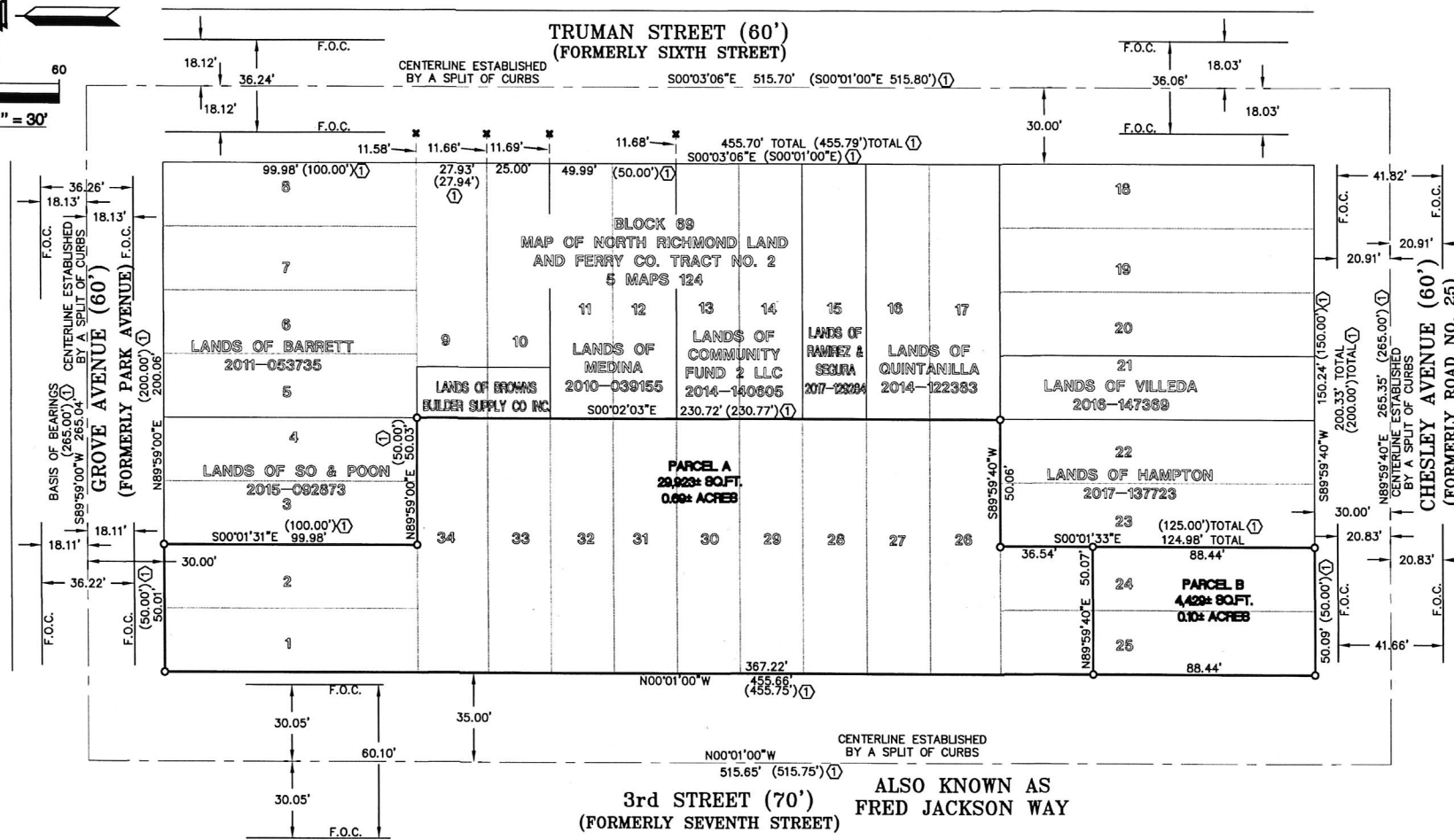
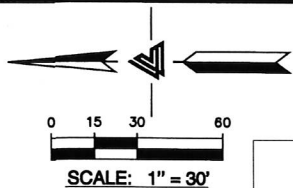
SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY MADE IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF HAWARD LAI IN JANUARY 2017. I HEREBY STATE THAT ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED OR THAT THEY WILL BE SET IN THOSE POSITIONS ON OR BEFORE JUNE 2018, AND THAT THE MONUMENTS ARE, OR WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF.

GREGORY F. BRAZE
L.S. NO. 7623

DATE





LEGEND

- SET 3/4" IRON PIPE W/
PLASTIC PLUG & TACK LS 7623
- ✱ FOUND CUT + IN CONCRETE,
UNKNOWN ORIGIN
- () INDICATES RECORD DATA
- U.O., N.R. UNKNOWN ORIGIN, NO RECORD
- F.O.C. FACE OF CURB
- ALL DISTANCES ARE IN FEET AND
DECIMAL THEREOF

————— BOUNDARY LINE
 ———— PROPERTY LINE
 - - - - - CENTER LINE

BASIS OF BEARINGS

THE BEARING NORTH 89°59'00" EAST
ALONG THE RIGHT OF WAY OF GROVE
AVENUE (FORMERLY PARK AVENUE)
AS SHOWN ON THE MAP OF NORTH
RICHMOND LAND AND FERRY CO.,
TRACT NO. 2, FILED IN BOOK 5 OF
MAPS, AT PAGE 124, CONTRA COSTA
COUNTY RECORDS, IS THE BASIS OF
ALL BEARINGS SHOWN UPON THIS
MAP, AS ESTABLISHED BY A SPLIT
OF CURBS.

REFERENCES

- ① MAP OF NORTH RICHMOND LAND AND FERRY CO.
TRACT NO. 2, 5 MAPS 124

APNS 409-080-001, -013, -014, -015, -016 & -020.

PARCEL MAP

SUBDIVISION MS 14-0007

BEING LOTS 1, 2 AND 24 THROUGH 34, INCLUSIVE, OF BLOCK
69, MAP OF NORTH RICHMOND LAND AND FERRY CO., TRACT
NO. 2, FILED SEPTEMBER 19, 1911, MAP BOOK 5, PAGE 124,
CONTRA COSTA COUNTY RECORDS.

UNINCORPORATED CONTRA COSTA COUNTY CALIFORNIA
 SCALE 1"=30' NOVEMBER 2017



LEA & BRAZE ENGINEERING, INC.

CIVIL ENGINEERS • LAND SURVEYORS

2495 INDUSTRIAL PARKWAY WEST
 HAYWARD, CALIFORNIA 94545
 (510) 887-4086
 FAX (510) 887-3019
 WWW.LEABRAZE.COM

JOB NO. 2140110

SHEET 2 OF 2



**Contra
Costa
County**

To: Contra Costa County Flood Control District Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: February 6, 2018

Subject: Approve a Contract with Environmental Science Associates, Inc., for the Lower Walnut Creek Restoration Project, Martinez area. Project No. 7520-6B8285

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control and Water Conservation District (FC District), or designee, to execute a contract with Environmental Science Associates, Inc. (ESA), in an amount not to exceed \$1,650,000, to provide design, permitting, and California Environmental Quality Act (CEQA) services supporting the Lower Walnut Creek (LWC) Restoration Project, for the period February 6, 2018 through January 30, 2021, Martinez area.

FISCAL IMPACT:

This project is funded by a combination of Flood Control Zone 3B (Walnut Creek watershed) funds and grant funds from the Environmental Protection Agency (EPA) and the California Department of Fish and Wildlife (CDFW). (51% FC District Zone 3B Funds, 32.5% CDFW Proposition 1 Grant Funds, and 16.5% EPA San Francisco Bay Water Quality Improvement Funds)

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Paul Detjens,
(925) 313-2394

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

By: , Deputy

cc: Mike Carlson, Deputy Chief Engineer, Tim Jensen, Flood Control, Paul Detjens, Flood Control, Patrick Melgar, Flood Control, Catherine Windham, Flood Control

BACKGROUND:

The FC District has recently completed a 3-year community-based planning process (with assistance from ESA) that identified the preferred alternative for LWC restoration work.

The LWC Restoration Project, documented in the LWC Restoration Project Study Report (ESA 2017), proposes to restore and enhance up to approximately 230 acres of tidal wetlands and associated habitat along 3 miles of the most downstream portion of Walnut Creek and its tributary Pacheco Creek, near the southern shore of Suisun Bay. The Project goals are to provide ecosystem benefits, sustainable flood protection, and opportunities for future public access through the Project area

On April 13, 2017, the FC District issued a Request for Qualifications (RFQ) for design, permitting, and CEQA services for the LWC Restoration Project. ESA was determined to be the most qualified among the consultant teams that responded to the RFQ. This contract will engage ESA for a 3-year period to provide the services needed to complete the design, permitting, and CEQA services phases of the project.

More specifically, this work includes preparing CEQA documentation and regulatory permit applications, developing final design, construction plans, specifications, and engineer's cost estimates, and supporting the FC District during advertisement for construction.

CONSEQUENCE OF NEGATIVE ACTION:

Without the approval of the Board of Supervisors, the FC District will be unable to obtain the services of ESA to continue with the design, permitting, and CEQA services supporting the LWC Restoration Project.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Approve and Authorize a contract amendment with Firma Design Group, District II

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Amendment No. 1 to the Consulting Services Agreement with Firma Design Group, effective January 30, 2018, to extend the contract termination date from March 31, 2018, to March 31, 2019, to continue providing on-call landscape architect services to complete an existing project, as recommended by the Public Works Director, Walnut Creek area. (District II)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

On April 1, 2015, the Board of Supervisors approved a contract with Firma Design Group to provide on-call landscape architect services. Special District's staff recommends

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Victoria Skerritt
(925) 313-2272

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

By: , Deputy

cc: Carl Roner , Victoria Skerritt, Jeff Valeros, Transportation, Rochelle Johnson

BACKGROUND: (CONT'D)

>

extending the contract termination date from March 31, 2018, to March 31, 2019. This work is time sensitive and amending the contract termination date will allow the Consultant to complete the Tice Valley Linear Park Project located at the intersection of Tice Valley Boulevard and Montecillo Drive in unincorporated Walnut Creek. This work is anticipated to end in late 2018.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board approval, the Consultant will not be able to complete the project that is scheduled to end beyond the current contract term.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Approve Notice of Intention to Convey Real Property to Discovery Bay Community Service District, District III.

RECOMMENDATION(S):

APPROVE the Notice of Intention ("NOI") to Convey Real Property owned by Contra Costa County (County), located at 505 Discovery Bay Boulevard in Discovery Bay and identified as Assessor's Parcel Number 004-200-013 (Property), attached hereto to Discovery Bay Community Service District (District); pursuant to Government Code Section 25365(a). (CP# 17-34) Project No.: 4500-6G5875.

DETERMINE that the Property, is no longer required for County purposes.

DETERMINE that the activity is not subject to the California Environmental Quality Act (CEQA), pursuant to Article 5, Section 15061(b)(3) of the CEQA Guidelines.

DIRECT the Director of the Department of Conservation and Development (DCD) to file a Notice of Exemption with the County Clerk.

AUTHORIZE the Public Works Director,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Angela Bell,
925 313-2337

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

or designee, to arrange for payment of the \$50 fee to the County Clerk for filing and a \$25 fee to the DCD for processing of the Notice of Exemption.

DIRECT the Real Estate Division of the Public Works Department to publish the attached NOI in a newspaper published in the County pursuant to Government Code Section 6061.

DECLARE that this Board will meet on February 27, 2018 at 9:00 a.m. or thereafter, in the Board's Chambers, County Administration Building, Martinez, California, to consummate the conveyance.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

In March 1985, the County accepted an Offer of Dedication in order to satisfy the Park Land Dedication Ordinance requirements for subdivision 4205 in Discovery Bay.

In 1988, Assessor's Parcel Number 004-200-013, which consists of approximately 9.90 acres of vacant land, was quitclaimed to the County. It has been determined that the Property is no longer required for County use, but is required by the District. Therefore, the County intends to convey the Property to the District.

CONSEQUENCE OF NEGATIVE ACTION:

The County would continue to own and be liable for maintenance of the Property.

ATTACHMENTS

NOI

Publication Request

CEQA

**CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
255 Glacier Drive
Martinez, CA 94553**

NOTICE OF INTENTION

The Board of Supervisors of Contra Costa County declares its intention to convey Assessor's Parcel Number 004-200-013, identified as Cornell Park, which consist of approximately 431,610 square feet of vacant land located at 505 Discovery Bay Boulevard in Discovery Bay, California. A description of the proposed area to be conveyed is available at the Contra Costa County Works Department 255 Glacier Dr., Martinez, California. The Board Order dated February 6, 2018 declares that the Board will meet on February 27, 2018, at 9:00 a.m. or thereafter, in its Chambers, County Administration Building, 651 Pine Street, Martinez, California, to consummate the conveyance.

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

By _____, Deputy

PUBLICATION REQUEST

Real Estate Division

TO: Real Estate Clerk

FROM: Angela Bell
Real Estate Division
(925) 313-2337

PROJECT NAME: Conveyance of Cornell Park

PROJECT NO.: 4500-6G5875

BOS MTG. DATE: February 6, 2018

REQUESTED PUBLICATION DATES: One time between Feb. 12-20, 2018
Please provide proof of publication

REQUESTED PUBLISHING PAPER(S): East Contra Costa Times

REQUIRED ATTACHMENTS:

- Board Order
- Documents to be published

Do not type/write below this line – Publication language on following page

RP TECHNICAL ASST. _____

BOS APPROVED ON _____

SUBMITTED FOR PUBLICATION ON _____

PUBLICATION CONFIRMATION SENT TO:

- ✓ Finance
- ✓ Requesting Division
- ✓ Chief Clerk BOS

**DETERMINATION THAT AN ACTIVITY
IS EXEMPT FROM THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

ACTIVITY No.: 4500-6G5875 / **CP#17-34**

ACTIVITY NAME: Conveyance of Cornell Park (APN#004-200-013) to Discovery Bay Community Service District

PREPARED BY: Trina Torres

DATE: November 21, 2017

This activity is not subject to the California Environmental Quality Act (CEQA) pursuant to Article 5, Section 15061 (b)(3) of the CEQA Guidelines.

It can be seen with certainty that there is no possibility that the activity may have a significant adverse effect on the environment.

DESCRIPTION OF THE ACTIVITY:

The activity consists of Contra Costa County (County) conveying vacant County-owned property (approximately 9.90 acres) to the Discovery Bay Community Service District (District).

The County-owned property (APN#004-200-013) is located at 505 Discovery Bay Boulevard, Discovery Bay between portions of Willow Lake Road and Discovery Bay Boulevard in east Contra Costa County.

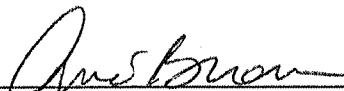
Background: In March 1985, the County accepted the Offer of Dedication, which was previously recorded on July 26, 1972 in Book 6708 of Official Records on Page 19, in order to satisfy Park Land Dedication Ordinance requirements for Subdivision 4205

In 1988, the property was quitclaimed to the County and recorded at the County Clerk Recorder's Office on May 17, 1988 in Book 14335 on Page 616.

The County has determined that the property is no longer needed for County purposes and intends to convey the property to the District, pursuant to Government Code Section 25365(a).

LOCATION: 505 Discovery Bay Boulevard, Discovery Bay in unincorporated east Contra Costa County. (Figures 1 – 3).

REVIEWED BY:



DATE:

11-22-17

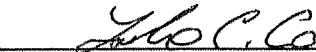
Aye Brown

Interim-Principal Environmental Analyst

Environmental Services

Contra Costa County Public Works Department

APPROVED BY:



DATE:

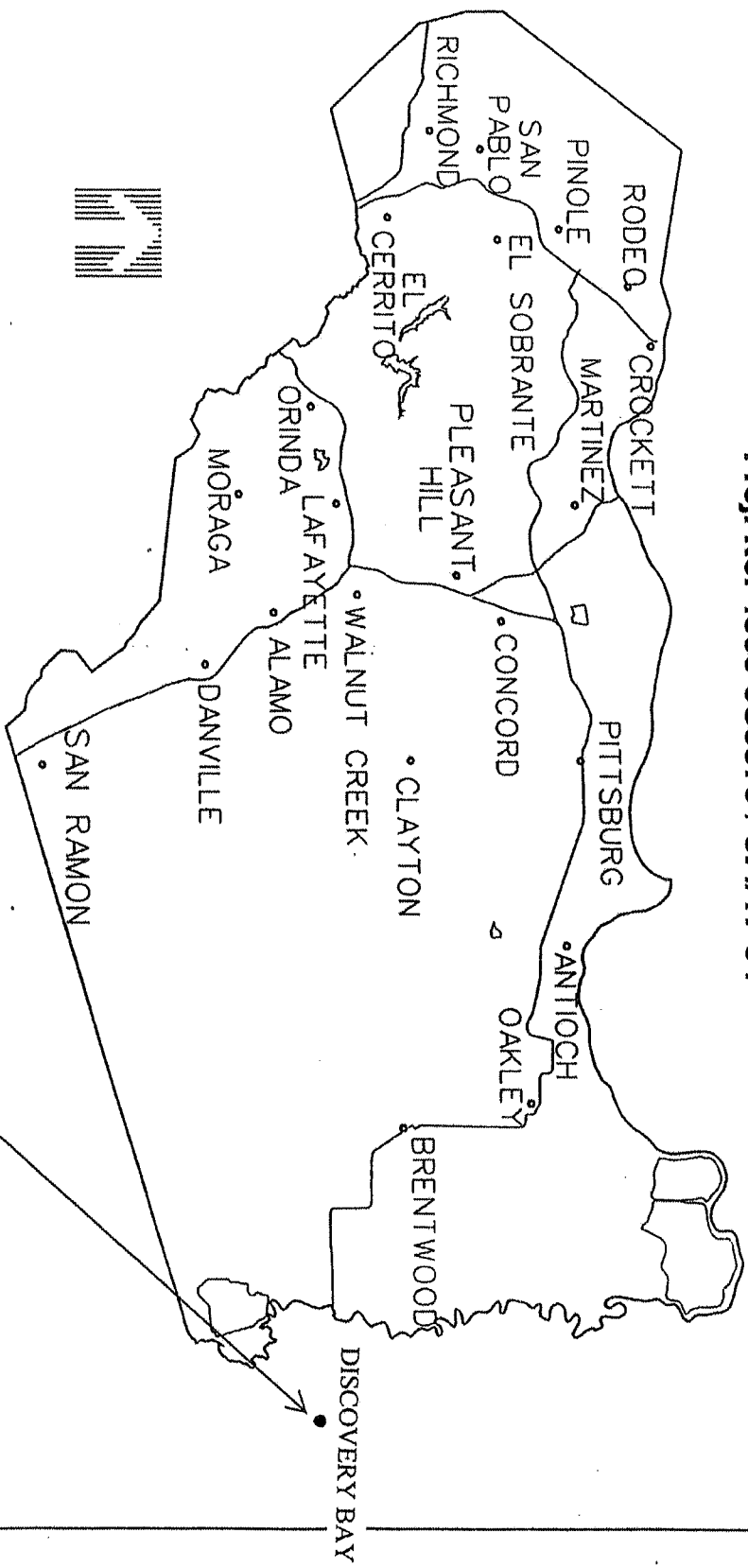
12-12-17

Department of Conservation and
Development Representative

CONTRA COSTA CALIFORNIA COUNTY

Conveyance of Cornell Park to Discovery Bay Community Service District

Proj. No. 4500-6G5875 / CP#17-34



LOCATION MAP

Figure 1

**Conveyance of Cornell Park to
Discovery Bay
Community Service District
Proj. No. 4500-6G5875**

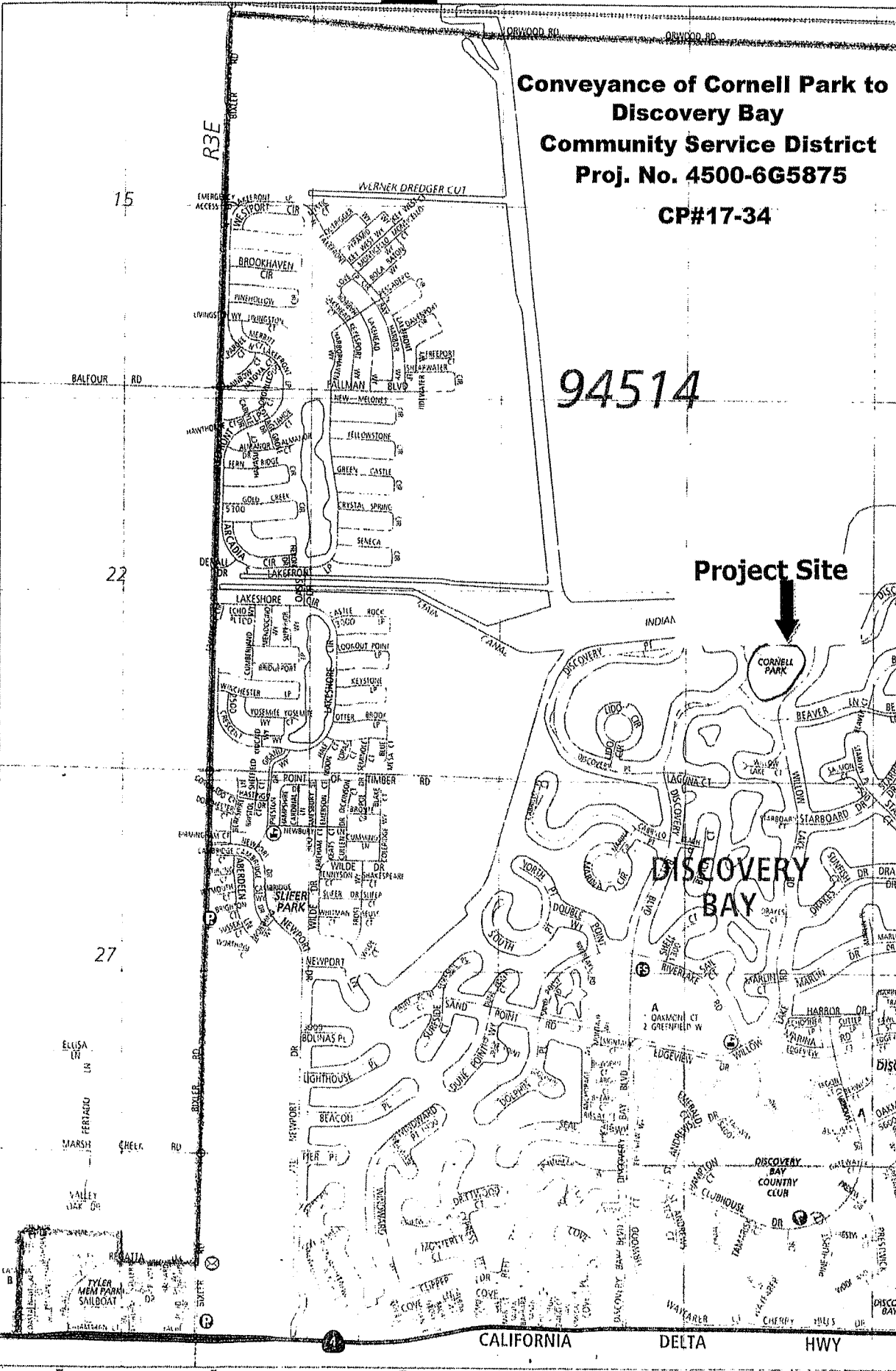
CP#17-34

94514

Project Site

SEE **618** MAP

RAND MENALLY



CONTRA COSTA

CALIFORNIA

DELTA

HWY

POR. SECS. 24 & 25 T1N R3E M.D.B.&M.

A-1979 ROLL IRACI 5555 W 8 28-44

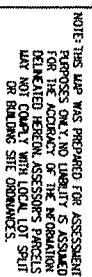


Figure 3

CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

To: ☐ Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From: Contra Costa County
Dept. of Conservation & Development
30 Muir Road
Martinez, CA 94553

☒ County Clerk
County of: Contra Costa

Project Title: **Conveyance of Cornell Park (APN#004-200-013) to Discovery Bay
Community Service District, Proj. No. 4500-6G5875 CP#17-34**

Project Applicant: **Contra Costa County Public Works Department**

Project Location – **Specific:** 505 Discovery Bay Boulevard (APN#004-200-013)

Project Location: Discovery Bay (unincorporated)

Project Location – County: East Contra Costa

Description of Nature, Purpose and Beneficiaries of Project: The activity consists of Contra Costa County (County) conveying vacant County-owned property (approximately 9.90 acres) to the Discovery Bay Community Service District (District).

The County-owned property (APN#004-200-013) is located at 505 Discovery Bay Boulevard, Discovery Bay between portions of Willow Lake Road and Discovery Bay Boulevard in east Contra Costa County.

Background: In March 1985, the County accepted the Offer of Dedication, which was previously recorded on July 26, 1972 in Book 6708 of Official Records on Page 19, in order to satisfy Park Land Dedication Ordinance requirements for Subdivision 4205

In 1988, the property was quitclaimed to the County and recorded at the County Clerk Recorder's Office on May 17, 1988 in Book 14335 on Page 616.

The County has determined that the property is no longer needed for County purposes and intends to convey the property to the District, pursuant to Government Code Section 25365(a).

Name of Public Agency Approving Project: **Contra Costa County**

Name of Person or Agency Carrying Out Project: **Contra Costa County Public Works Department**

Exempt Status:

- | | |
|---|--|
| <input type="checkbox"/> Ministerial Project (Sec. 21080(b) (1); 15268; | <input type="checkbox"/> Categorical Exemption: <u>Class ()</u> |
| <input type="checkbox"/> Declared Emergency (Sec. 21080(b)(3); 15269(a)); | <input type="checkbox"/> Other Statutory Exemption, Code No.: _____ |
| <input type="checkbox"/> Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); | <input checked="" type="checkbox"/> General Rule of Applicability [Article 5, Section 15061 (b)(3)] |

Reasons why project is exempt: It can be seen with certainty that there is no possibility that the activity may have a significant adverse effect on the environment, pursuant to Article 5, Section 15061 (b)(3) of the CEQA Guidelines.

Lead Agency Contact Person: **Trina Torres - Public Works Dept.** Area Code/Telephone/Extension: **(925) 313-2176**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature

Title

Applicant:

Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: **Trina Torres**
Environmental Services Division
Phone: (925) 313-2176

Department of Fish and Game Fees Due

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> EIR - \$3,168. ⁰⁰ | Total Due: \$75.⁰⁰ |
| <input type="checkbox"/> Neg. Dec. - \$2,280. ⁷⁵ | |
| <input type="checkbox"/> DeMinimis Findings - \$0 | |
| <input checked="" type="checkbox"/> County Clerk - \$50 | |
| <input checked="" type="checkbox"/> Conservation & Development - \$25 | Total Paid \$ _____ |

Receipt #: _____



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 6, 2018

Subject: Vacate Flood Control and Water Conservation District Easements, Drainage Area 56 Line AA, Hillcrest Avenue, Antioch area.

RECOMMENDATION(S):

ADOPT Resolution No. 2018/48 vacating Contra Costa County Flood Control and Water Conservation District (District) easements in connection with Drainage Area 56 (DA 56) Line AA located along Hillcrest Avenue in Antioch, pursuant to Section 31 of the Flood Control Act (Project No.: 7566-6D8359); and

DETERMINE that the activity is not subject to the California Environmental Quality Act (CEQA), pursuant to Article 5, Section 15061(b)(3) of the CEQA Guidelines; and

DIRECT the Director of the Department of Conservation and Development (DCD) to file a Notice of Exemption with the County Clerk; and

AUTHORIZE the Chief Engineer, or designee, to arrange for payment of the \$50 fee to the County Clerk for filing and a \$25 fee to DCD for processing of the Notice of Exemption; and

DIRECT the Real Estate

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Stacey
Sinclair, 925 313-2130

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

Division of the Public Works Department to record a certified copy of the Resolution in the office of the County Clerk-Recorder

FISCAL IMPACT:

Costs, not to exceed \$12,000, will be funded 50% Flood Control Drainage Area 56 and 50% Applicant (FS17-172)

BACKGROUND:

Between October 1984 and February 1985, the District obtained easements along Hillcrest Avenue for the construction of DA 56 Line AA identified on Flood Control Right-of-Way Drawings ED-10117 and ED-10118, easement parcel numbers 1282, 1283, 1284, 1285, 1286 and 1287. This line was later rerouted along the road right-of-way of Hillcrest Avenue, and is now the City of Antioch's responsibility.

The District has determined that the easements are no longer needed, and intends to vacate any and all rights, title, interest, obligation and responsibility of the easements encumbering a portion of the Assessor's Parcel Numbers listed below which were recorded in the Office of the County Clerk-Recorder: 052-140-002, February 11, 1985, Book 12180 Page 610; 052-042-021, January 11, 1985, Book 12140 Page 347; 052-042-016, October 31, 1984, Book 12044 Page 692; 052-042-020, October 31, 1984, Book 12044 Page 657; 052-042-018, October 31, 1984, Book 12044 Page 885, 052-042-013, October 31, 1984, Book 12044 Page 967.

CONSEQUENCE OF NEGATIVE ACTION:

The District may be responsible for the maintenance of an area that is no longer required for the purposes for which it was intended.

ATTACHMENTS

Resolution No. 2018/48

Recorded at the request of: Stacey Sinclair, Public Works Real Estate Division

Return To: Daphne Wakefield, Public Works Real Estate Division

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2018/48

IN THE MATTER OF: Vacating Contra Costa County Flood Control and Water Conservation District easements in connection with Drainage Area 56 Line AA located along Hillcrest Avenue in Antioch, pursuant to Section 31 of the Flood Control Act, as recommended by the Chief Engineer.

WHEREAS, between October 1984 and February 1985, District accepted Grants of Easements along Hillcrest Avenue for the construction of DA 56 Line AA identified on Flood Control Right-of-Way Drawings ED-10117 and ED-10118, easement parcel numbers 1282, 1283, 1284, 1285, 1286 and 1287. This line was later rerouted along the road right-of-way of Hillcrest Avenue and is now the City of Antioch's responsibility. The Easements to be vacated encumber a portion of the following Assessor's Parcel numbers: 052-140-002, February 11, 1985, Book 12180 Page 610; 052-042-021, January 11, 1985, Book 12140 Page 347; 052-042-016, October 31, 1984, Book 12044 Page 692; 052-042-020, October 31, 1984, Book 12044 Page 657; 052-042-018, October 31, 1984, Book 12044 Page 885, 052-042-013, October 31, 1984, Book 12044 Page 967.

WHEREAS, there is no possibility that vacating these easements may have a significant adverse effect on the environment.

WHEREAS, this activity has been found to conform to the General Plan of the City of Antioch.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors, as the Governing Board of the Contra Costa County Flood Control and Water Conservation District that: The easements described above, which the Board finds are no longer required for Flood Control purposes, are hereby ORDERED VACATED pursuant to Section 31 of the Flood Control Act.

The Board finds that the activity is not subject to the California Environmental Quality Act (CEQA), pursuant to Article 5, Section 15061(b)(3) of the CEQA Guidelines.

The Board DIRECTS the Real Estate Division of the Public Works Department to cause a certified copy of the Resolution to be recorded in the office of the County Clerk-Recorder.

From and after the date of this Resolution is recorded, the easements described above, are vacated and no longer public service easements.

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: Stacey Sinclair, 925 313-2130

ATTESTED: February 6, 2018

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: February 6, 2018

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 Premiere-Aviation, Inc. for a Large T-hangar at Buchanan Field Airport effective February 1, 2018 in the monthly amount of \$548.33, Pacheco area. (District IV)

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$6,579.96 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,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Beth Lee,
(925) 681-4200

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

By: , Deputy

cc:

pursuant to the terms of the above lease.

On

BACKGROUND: (CONT'D)

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 - Premiere Aviation

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

LARGE AIRCRAFT HANGAR RENTAL AGREEMENT

1. **PARTIES:** Effective February 1, 2018 (the “**Effective Date**”), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California (“**Airport**”), and **Premiere-Aviation, Inc.** (“**Renter**”), hereby mutually agree and promise as follows:
2. **RENTER AND AIRCRAFT INFORMATION** Simultaneous with the execution of this Large Aircraft Hangar Rental Agreement (this “**Rental Agreement**”) by Renter, Renter shall complete a Renter and Aircraft Information Form attached hereto as Exhibit A for each of the aircraft to be stored in Renter’s Large Aircraft Hangar. 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 for each of Renter’s Aircraft or, if any of Renter’s 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 for each of Renter’s Aircraft.
3. **PURPOSE:** The purpose of this Rental Agreement is to provide for the rental of a large aircraft hangar space at the Contra Costa County - Buchanan Field Airport for the storage of the aircraft described in the Renter and Aircraft Information Form attached hereto as Exhibit A (individually or collectively, as the case may be, “**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 large aircraft hangar shown as #Executive Hangar 1 on the Large Aircraft Hangar Site Plan, attached hereto as Exhibit B and incorporated herein (hereinafter referred to as the “**Large Aircraft Hangar.**”).

Renter has inspected the Large Aircraft Hangar and hereby accepts the Large Aircraft 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 Large Aircraft Hangar.
5. **USE:** The Large Aircraft Hangar shall be used exclusively by Renter for the storage of Renter’s Aircraft. In addition to the storage of Renter’s Aircraft, Renter may use the Large Aircraft 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 Large Aircraft 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 Large Aircraft Hangar for the storage of aircraft not owned or leased by Renter is prohibited. (the term "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 Large Aircraft 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 validly registered with the FAA as of the Effective Date, upon completion of construction, Renter shall register such aircraft 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 **February 1, 2018**, 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 \$ 548.33 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 based on a thirty-day month and shall be due and payable at the time the Renter signs this Rental Agreement.

The Monthly Rent shall be adjusted annually by the change in Consumer Price Index ("**CPI**"), as defined hereinbelow, for the latest one year period ending December 31 of each year. CPI, as used herein, shall mean the Consumer Price Index for all Urban Consumers, All Items, for the San Francisco-Oakland-San Jose Metropolitan Area, as published by the Bureau of Labor Statistics of the U.S. Department of Labor, or its successor. Notwithstanding anything in the foregoing to the contrary, (1) at no time will the Monthly Rent be decreased by CPI adjustment; and (2) no single increase in Monthly Rent shall exceed 6 percent of the applicable Monthly Rent. The new Monthly Rent will take effect thirty (30) days after Airport gives written notice to Renter of the new Monthly Rent amount.

All other payments due from Renter to Airport under this Rental Agreement, including, but not limited to, administrative late charges, interest, and returned check charges, shall be deemed additional rent ("**Additional Rent**"). Airport shall apply any moneys received from Renter to the oldest amount due on Renter's account. Any amounts owed by Renter to Airport prior to the execution of this Rental Agreement shall be deemed due under this Rental Agreement on the commencement date of this Rental Agreement.

- i. **Administrative Late Charge and Interest.** If Renter fails to pay Monthly Rent or Additional Rent by the fifth day after it is due, Renter shall be liable for an administrative late charge in the amount of fifty dollars (\$50.00), plus interest at the rate of 1.5% per month, which shall be due and payable seven (7) days after Airport gives Renter an invoice of said demand for payment of Monthly Rent or Additional Rent that is not paid on its due date. Airport and Renter hereby agree that it is and will be impracticable and extremely difficult to ascertain and fix



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: February 6, 2018
Subject: Claims

RECOMMENDATION(S):

DENY claims filed by Gustavo Cruz, Tyiesha Farr, and Victor Presinal.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Gustavo Cruz: Property claim for damage to vehicle in the amount of \$361.35

Tyiesha Farr: Property claim for lost money in the amount of \$100.

Victor Presinal: Property claim for damaged door in the amount of \$957.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

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: Candace Andersen, District II Supervisor
Date: February 6, 2018

Subject: Resolution recognizing Dana Green selected as Lafayette's 2018 Marquis Business Person of the year

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Lauri Byers,
(925) 957-8860

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2018/29

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2018/29

recognizing Dana Green as the Lafayette 2018 Marquis Business Person of the Year.

Whereas, Dana Green grew up in Lafayette, graduating from Campolindo High School in 1984 and receiving her Bachelor of Arts from the University of the Pacific in 1988; and

Whereas, after graduating from college with a degree in communications, Dana initially worked for several well-known firms before starting her own business, Green Marketing & Event Planning, in 2002; and

Whereas, Dana began selling real estate in 2004, first at J. Rockliff Realtors, and then at Pacific Union where she serves as the President and Principal Realtor; and

Whereas, Dana brings enthusiasm, dedication, and passion to every client and every transaction, she has been the leading real estate agent in Lafayette for over a decade; and

Whereas, being involved in the community is equally as important to Dana, she shares her success with the Lafayette Juniors, Lafayette Chamber, Lafayette Library and Learning Center, Lafayette Partners in Education, Boy Scout Troop 204, Children's Hospital in Oakland, and the Lafayette Holiday Tradition, "It's a Wonderful Life in Lafayette.

Now, Therefore, Be It Resolved that the Board of Supervisors of Contra Costa County does hereby honor Dana Green for her loyalty to her clients and the Lafayette community.

KAREN MITCHOFF

Chair, District IV Supervisor

JOHN GIOIA

District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

FEDERAL D. GLOVER

District V 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: February 6, 2018

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Date: February 6, 2018

Subject: Resolution honoring the Chinese American Cooperation Council

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Lauri Byers,
(925) 957-8860

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2018/36

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2018/36

recognizing and honoring the Chinese American Cooperation Council.

Whereas, since the founding of the Chinese American Cooperation Council in 2003, the organization has continuously strived to become influential in the community while serving all citizens; and

Whereas, the dedicated volunteers of the Chinese American Cooperation Council (CACC) have worked diligently to make all of the achievements possible today; and

Whereas, the CACC promotes cultural heritage and enhances friendship in the Chinese American community and facilitates the cultural and business exchanges between the United States and China; and

Whereas, the Fifteenth Annual Chinese American Culture Day Celebration to celebrate the beginning of the Chinese Lunar Year of the Dog is a very meaningful tradition and the largest Chinese community event in the Tri-Valley area.

Now, Therefore, Be It Resolved that the Board of Supervisors of Contra Costa County does hereby honor and congratulate the Chinese American Cooperation Council for their dedication in the past and in the future.

KAREN MITCHOFF
Chair, District IV Supervisor

JOHN GIOIA
District I Supervisor

CANDACE ANDERSEN
District II Supervisor

DIANE BURGIS
District III Supervisor

FEDERAL D. GLOVER
District V 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: February 6, 2018

David J. Twa,

By: _____, Deputy



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: February 6, 2018

Subject: Introduce Ordinance 2018-03 to Exclude Departmental Personnel Officer-Exempt classification from the Merit System

RECOMMENDATION(S):

INTRODUCE Ordinance 2018-03 amending the County Ordinance Code to exclude from the Merit System the new classification of Departmental Personnel Officer-Exempt, WAIVE READING and Fix February 13, 2018, for adoption.

FISCAL IMPACT:

No Fiscal Impact

BACKGROUND:

Human Resources supports the establishment of the Departmental Personnel Officer-Exempt classification and is hereby introducing Ordinance 2018-03 to exempt the classification from the merit system to provide large diverse county departments the ability to recruit, select and appoint a single high level personnel management position to oversee, plan, direct and manage the personnel program and personnel staff responsible for employee relations, recruitment; selection; classification; compensation; safety; executive, managerial,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: D.Dinsmore
(925) 335-1766

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

supervisory and organization development for respective department. The Departmental Personnel Officer will serve as a member of the Department's Executive Team, provide advice to Department Directors, Deputy Director, and Managers on full range of personnel, labor relations, staff development and training related issues. The Departmental Personnel Officer will report to the assigned Department's Deputy Director or the Department Head.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, there will not be an exempt county-wide high level personnel management classification to oversee, direct and manage the variety and magnitude of personnel services and personnel staff, and to provide advice to the Department's executive management personnel on issues pertaining to personnel, labor relations, and staff development.

ATTACHMENTS

Ordinance Exempting Departmental Personnel Officer from Merit System

ORDINANCE NO. 2018-03

**(Exclude from the Merit System the new classification of
Departmental Personnel 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 33-5.375 of the County Ordinance Code is added to exclude from the merit system the new classification of Departmental Personnel Officer-Exempt:

33-5.375 – Departmental personnel officer-exempt.

The departmental personnel officer-exempt is excluded and is appointed by any department head as may be authorized by the board.

(Ord. Nos. 2018-03 § 1, 02-06-18; Editor's note: Ord. No. 2014-01, § II, adopted January 14, 2014, repealed § 33-5.375 in its entirety. Former § 33-5.375 pertained to general services and was derived from Ord. No. 85-54 § 2; Ord. No. 85-79 § 2; Ord. No. 2000-34; Ord. No. 2000-42; Ord. No. 2002-51 § 1; Ord. No. 2005-30 § 1; Ord. No. 2009-22, § I, adopted October 20, 2009 and Ord. No. 2010-06, § I, adopted June 22, 2010.)

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: David Twa, County Administrator
 Date: February 6, 2018

Subject: Property Tax Administrative Cost Recovery

RECOMMENDATION(S):

1. RECEIVE the 2017-2018 report of the Auditor-Controller that contains the property tax-related costs of the Assessor, Tax Collector, Auditor and Assessment Appeals Board for the 2016-2017 fiscal year, as required by Resolution No. 97/129;
2. FIX February 27, 2018 at 9:30 a.m. for a public hearing on the determination of property tax administrative costs;
3. DIRECT the Clerk of the Board to notify affected local jurisdictions of the public hearing; and
4. DIRECT the Clerk of the Board to prepare and publish the required legal notice and make supporting documentation available for public inspection.

FISCAL IMPACT:

None. The report details the property tax-related costs of the County in fiscal year 2016-2017 in order to determine the amount of cost recovery in fiscal year 2017-2018. The determination of the property tax administrative costs will occur at the hearing on February 27, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Lisa Driscoll
(925) 335-1023

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND:

In 1997, the Board of Supervisors adopted Resolution No. 97/129 which provides procedures for property tax administrative cost recovery. The recommended actions are necessary for implementation of Resolution No. 97/129 for the current fiscal year.

CONSEQUENCE OF NEGATIVE ACTION:

If the hearing is not set to consider and adopt the finding of property tax costs, the costs cannot be recovered, resulting in a loss of General Fund revenue in the current fiscal year.

ATTACHMENTS

2017-18 PTAF Report

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller

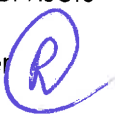
625 Court Street
Martinez, California 94553-1282
Phone (925) 335-8600
Fax (925) 646-2649



Elizabeth A. Verigin
Assistant Auditor-Controller

Harjit S. Nahal
Assistant Auditor-Controller

January 23, 2018

TO: Contra Costa County Board of Supervisors
FROM: Robert Campbell, Auditor-Controller 
SUBJECT: **2017-2018 Property Tax Administration Charges**

Commencing with the 1990-91 fiscal year, Revenue and Taxation Code §95.3 (replacing R&T §97.5), provides for the County Auditor-Controller to annually determine property tax administration costs proportionately attributable to incorporated cities and local jurisdictions for fiscal year 1989-90 and thereafter. For purposes of this section, property tax administration costs are the property tax related costs of the Assessor, Tax Collector, County Assessment Appeals Board, and Auditor-Controller, including applicable administrative overhead costs as permitted by Federal OMB Circular A-87 standards.

The following attachments comprise the 2017-18 Property Tax Administration report of the Auditor-Controller pursuant to the County Board of Supervisors' Resolution No. 97/129.

Attachment I summarizes the direct and overhead costs of the Assessor, Tax Collector, Assessment Appeals Board, and Auditor-Controller for the 2016-17 fiscal year. Also included are all offsetting revenues received by the County for providing property tax related services. The 2016-17 net cost of property tax administration was \$15,809,688. This amounts to approximately .81% of all 2016-17 property taxes levied countywide.

Attachment II allocates the \$15,809,688 net cost to each incorporated city and to each local jurisdiction receiving property tax revenues during the 2017-18 fiscal year. This cost allocation to each entity is based on the net revenues of each entity as a percentage of total revenues. School districts, community college districts, and the County Office of Education are exempt from those provisions authorizing County recovery of their proportionate share of property tax administrative costs. As a result, the County absorbs the Schools' share, which, this year, amounts to \$7,636,925.

CONTRA COSTA COUNTY

AUDITOR-CONTROLLER'S REPORT

on

2017-2018 Property Tax Administration Charges

Table of Contents

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8	Federal A-87 Overhead Allocation
9	Revenue Offsets
10	Allocation of Cost to Taxing Agencies

CONTRA COSTA COUNTY**2017-2018 Property Tax Administration Charges****SUMMARY CALCULATIONS**

NOTE: Per Revenue and Taxation Code Section 95.3, the property tax administration fee to be charged in the 2017-18 Fiscal Year shall be based on the 2016-17 property tax related costs of the Assessor, Tax Collector, Auditor and Assessment Appeals Board including applicable overhead costs as permitted by Federal Circular A-87 standards.

Property Tax Related Cost:

Assessor	\$ 15,302,418	
Tax Collector	3,501,503	
Auditor-Controller	1,636,719	
Assessment Appeals Board	<u>79,143</u>	
Total		\$20,519,783

Overhead Cost per Circular A-87:

Assessor	\$ 1,651,729	
Tax Collector	436,852	
Auditor-Controller	<u>133,013</u>	
Total		\$2,221,594

Less: Fees Received for Property Tax Related Services:

County General	\$ 3,337,388	
Assessor	398,011	
Tax Collector	2,231,266	
Auditor-Controller	<u>965,024</u>	
Total		<u>\$6,931,689</u>

**Net Property Tax Administration Cost,
2017-2018 Fiscal Year**

\$15,809,688

CONTRA COSTA COUNTY
2017-2018 Property Tax Administration Charges
ASSESSOR'S DEPARTMENT

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2016-2017</u>
Salaries & Employee Benefits	\$ 12,847,304
Services & Supplies	2,636,669
Capital Assets	7,394
Other Charges	1,280
	<hr/>
Gross Cost	\$ 15,492,647
Less:	
* Intrafund Transfers	(190,229)
Capital Assets	0
	<hr/>
TOTAL ASSESSOR COST	\$ 15,302,418
LESS: ASSESSOR REVENUE OFFSETS	<hr/>
	(398,011)
	<hr/>
NET ASSESSOR DEPARTMENT COST	\$ 14,904,407
	<hr/> <hr/>

CONTRA COSTA COUNTY

2017-2018 Property Tax Administration Charges

TREASURER-TAX COLLECTOR'S DEPARTMENT

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2016-2017</u>
Salaries & Employee Benefits	\$ 3,427,568
Services & Supplies	1,491,396
Other Charges	5,928
Capital Assets	24,119
Gross Cost	\$ 4,949,011
Less:	
* Capital Assets	(24,119)
Intrafund transfers	(1,577)
Treasury Function Costs	(1,279,457)
Business License Program	(142,355)
TOTAL TAX COLLECTOR COST	\$ 3,501,503
 LESS: TAX COLLECTOR REVENUE OFFSETS	 \$ (2,231,266)
 NET TAX COLLECTOR COST	 \$ 1,270,237

*Capital asset costs included in the A-87 allocation are excluded from direct costs.

CONTRA COSTA COUNTY**2017-2018 Property Tax Administration Charges****AUDITOR-CONTROLLER'S DEPARTMENT**

PROPERTY TAX FUNCTION - DIRECT AND <u>INDIRECT DEPARTMENTAL COSTS</u>	ACTUAL <u>2016-2017</u>
Salaries & Employee Benefits	\$ 847,731
Information Technology Costs	450,985
Other Services and Supplies	106,641
Accounts Payable - Supplemental & Other Tax Refunds	6,061
Department Overhead Allocation	<u>225,301</u>
GROSS PROPERTY TAX FUNCTION COSTS	\$ 1,636,719
LESS: TOTAL PROPERTY TAX FUNCTION REVENUE OFFSETS	\$ <u>(965,024)</u>
NET AUDITOR-CONTROLLER COST	\$ <u><u>671,695</u></u>

CONTRA COSTA COUNTY
2017-2018 Property Tax Administration Charges
ASSESSMENT APPEALS BOARD

<u>DIRECT AND INDIRECT COSTS</u>	<u>ACTUAL</u> <u>2016-2017</u>
Clerk of the Board	\$ 58,986
Assessment Appeals Board - allowances and postage	14,416
County Counsel	<u>5,741</u>
TOTAL ASSESSMENT APPEALS BOARD COSTS	\$ <u>79,143</u>

CONTRA COSTA COUNTY
2017-2018 Property Tax Administration Charges
FEDERAL A-87 OVERHEAD ALLOCATION

<u>Department</u>	A-87 Plan 2016-2017 <u>Actual</u>	Percent Property Tax <u>Related</u>	Net to <u>Allocate</u>
Assessor	\$ 1,651,729	100%	\$ 1,651,729
Tax Collector	615,285	71%	436,852
Auditor-Controller(Tax Division)	<u>133,013</u>	100%	<u>133,013</u>
TOTALS	\$ <u>2,400,027</u>		\$ <u>2,221,594</u>

CONTRA COSTA COUNTY
2017-2018 Property Tax Administration Charges

REVENUE OFFSETS

County General

0005	9608	Supplemental Tax Administration Fees	\$ 3,337,388	
				\$ 3,337,388

Assessor

0016	1600	Administration	877,958	
		1600 Excludable revenues (Direct credits and non-property tax related revenues)	(730,000)	
0016	1605	Drafting	4,840	
	1610	Appraisal	0	
	1647	Roll Maintenance	<u>245,213</u>	
				\$ 398,011

Tax Collector

0015		Tax Collector Revenue	3,102,351	
		Excludable revenues (Direct credits and non-property tax related revenues)	<u>(871,085)</u>	
				\$ 2,231,266

Auditor-Controller

0010	1004	Tax & Cost Accounting Division Revenue	1,164,609	
		Excludable revenues (Direct credits and non-property tax related revenues)	<u>(199,585)</u>	
				\$ 965,024

TOTAL REVENUE OFFSETS		\$ <u>6,931,689</u>
------------------------------	--	----------------------------

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

						15,809,688
Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	to Allocate
GENERAL COUNTY JURISDICTION						
1003	County General	228,122,888	6,469,137	234,934,341	0.1200327888132	1,897,679
COUNTY GOVERNED SPECIAL DISTRICTS						
1206	County Library	25,801,159	414,969	26,251,249	0.0134123032397	212,044
2020	Contra Costa Fire	106,115,278	1,183,743	107,387,191	0.0548663254581	867,419
2028	Crockett Carquinez Fire	513,117	9,331	522,448	0.0002669296633	4,220
3060	East Contra Costa Fire	12,674,201	94,318	12,768,519	0.0065236988445	103,138
2401	Service Area L-100	859,745	16,254	909,588	0.0004647271284	7,347
2470	Service Area M-1	54,086	1,177	55,263	0.0000282348250	446
2475	Service Area M-29	73,814	682	74,497	0.0000380617998	602
2488	Service Area M-16 Clyde	27,698	255	27,954	0.0000142820643	226
2489	Service Area M-17 Montalvi	176,936	1,909	178,845	0.0000913757183	1,445
2492	Service Area M-20 Rodeo	11,623	129	11,753	0.0000060047576	95
2494	Svc Area RD4Bethel Isle	6,490	385	6,875	0.0000035126301	56
2496	Svc Area M23 Blackhawk	2,176,476	18,162	2,194,638	0.0011212856102	17,727
2505	Flood Control CCC Water	3,214,911	52,464	3,271,496	0.0016714745562	26,425
2520	Flood Control Zone 3B	5,381,705	61,591	5,443,297	0.0027810922170	43,968
2521	Flood Cont Z1 Marsh Crk	1,958,016	16,951	1,974,967	0.0010090510894	15,953
2527	Flood Control Zone 7	60,266	1,138	63,903	0.0000326491992	516
2530	Flood Control Zone 8	18,454	423	18,877	0.0000096448419	152
2531	Flood Control Zone 8A	24,127	365	24,492	0.0000125134361	198
2550	Flood Cont Drainage 290	1,983	24	2,007	0.0000010253205	16
2551	Flood Cont Drainage 300	4,580	86	4,667	0.0000023842160	38
2552	Flood Cont Drainage A13	334,568	2,723	337,291	0.0001723288356	2,724
2554	Flood Cont Drainage 10	356,350	2,802	359,152	0.0001834979528	2,901

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
2563	Flood Cont Drainage 127	13,314	210	13,524	0.0000069095059	109
2583	Flood Cont Drainage 16	81,125	699	81,825	0.0000418058922	661
2652	S/A Pl 2 Danville	415	91	505	0.0000002582039	4
2653	S/A Pl-2 Zone A	145,918	1,200	147,118	0.0000751657462	1,188
2655	S/A Pl 5 Round Hill	253,041	2,436	255,477	0.0001305285123	2,064
2656	S/A Police-6	4,063,286	1,099,664	5,162,949	0.0026378571151	41,704
2657	S/A Pl-2 Zone B	195,465	1,934	197,399	0.0001008553437	1,594
2702	S/A Lib-2 El Sobrante	109,930	2,058	111,987	0.0000572165341	905
2710	S/A Lib-10 Pinole	1,191	17	1,209	0.0000006174731	10
2712	S/A Lib-12 Moraga	10,239	314	10,553	0.0000053916580	85
2713	S/A Lib-13 Ygnacio	142,527	1,441	143,969	0.0000735566019	1,163
2751	Svc Area R-4 Moraga	29,900	1,002	30,902	0.0000157886312	250
2758	Svc Area R-7 Zone A	1,130,558	10,639	1,141,197	0.0005830609782	9,218
2825	Co Co Co Water Agency	610,442	18,927	630,430	0.0003220996387	5,092
						<u>1,371,703</u>

AUTONOMOUS SPECIAL DISTRICTS

3005	San Ramon Valley Fire	66,892,925	919,338	68,159,837	0.0348242629961	550,561
3007	Kensington Fire	3,807,135	26,343	3,833,478	0.0019586028106	30,965
3011	Rodeo-Hercules Fire	3,058,694	60,078	3,118,771	0.0015934444513	25,192
3074	Moraga-Orinda Fire District	22,694,141	186,312	22,880,453	0.0116900942447	184,817
3102	Co Co Resource Cons	261,043	4,474	266,502	0.0001361611920	2,153
3255	Kensington Community Svc	1,713,781	12,599	1,726,381	0.0008820433205	13,945
3260	Diablo Community Svc	436,241	3,076	439,316	0.0002244557986	3,549
3301	CCC Mosquito Abate Dst1	4,939,431	88,391	5,029,677	0.0025697656773	40,627
3406	Central CC Sanitary	16,343,558	264,842	16,650,478	0.0085070719226	134,494

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
3409	Mt View Sanitary	375,918	9,161	385,078	0.0001967444731	3,110
3411	Ironhouse Sanitary	270,511	5,142	275,653	0.0001408366824	2,227
3414	Rodeo Sanitary	251,141	4,755	255,896	0.0001307424450	2,067
3416	West Co Wastewater	1,130,223	16,647	1,152,817	0.0005889976709	9,312
3418	Stiege Sanitary	432,065	5,015	437,080	0.0002233132320	3,531
3422	Byron Sanitary	38,585	749	39,334	0.0000200964989	318
3240	Crockett-Valona Sanitary	330,235	8,997	339,232	0.0001733205426	2,740
3430	Twn of Discovery Bay (Comm	626,508	5,673	632,181	0.0003229943526	5,106
3480	Delta Diablo Z1 W Pittsburg	339,962	12,397	434,890	0.0002221944999	3,513
3481	Delta Diablo Z2 Pittsburg	481,503	5,416	486,984	0.0002488099775	3,934
3482	Delta Diablo Z3 Antioch	1,181,279	15,741	1,197,020	0.0006115822048	9,669
3515	Los Medanos Healthcare	769,701	95,057	866,906	0.0004531386169	7,164
3520	Mt Diablo Healthcare	279,304	1,996	281,300	0.0001437221472	2,272
3525	West CCC Healthcare	3,552,932	53,797	3,606,730	0.0018427524333	29,133
3601	Alamo-Lafayette Cemetery	315,989	3,435	319,423	0.0001631998957	2,580
3603	B B K Union Cemetery	580,119	6,584	586,703	0.000297588650	4,739
3700	Ambrose Rec & Park	464,818	14,751	548,579	0.0002802801968	4,431
3715	Green Valley Rec & Park	55,370	439	55,809	0.0000285141453	451
3735	Pleasant Hill Rec & Park	3,319,568	43,831	3,364,384	0.0017189327833	27,176
3740	Rolling-Willart Rec&Park	30,065	359	30,424	0.0000155442987	246
3770	Bethel Isle Muni Imp	451,983	7,632	459,615	0.0002348267506	3,713
3803	Co Co Co Water	2,753,034	87,457	2,846,130	0.0014541464318	22,990
3830	Castle Rock Co Water	14,247	121	14,369	0.0000073412441	116
4001	East Bay Muni Utility	14,368,695	198,232	14,622,903	0.0074711419352	118,116
4002	EBMUD Special District 1	404,220	3,735	407,955	0.0002084327162	3,295
4007	A-C Transit Spec Dist 1	8,706,545	121,025	8,827,569	0.0045101868785	71,305

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
4009	BART	11,588,416	185,676	11,793,042	0.0060253080382	95,258
4010	Bay Area Air Management	3,377,829	54,127	3,431,956	0.0017534570355	27,722
4025	Dublin San Ramon Svcs	674,164	2,275	676,439	0.0003456065630	5,464
4026	East Bay Regional Park	49,509,222	829,964	50,384,706	0.0257425829289	406,982
4110	Reclamation Dist 800 Exp	869,567	9,026	878,592	0.0004488908487	7,097
4111	Discovery Bay Recl/Dmg	49,077	502	49,579	0.0000253308393	400
4180	East Co Co Irrigation	3,112,667	28,245	3,140,912	0.0016047567234	25,371
4181	Byron-Bethany Irrigation	329,719	11,079	340,798	0.0001741208282	2,753
<u>CITIES & CITY SPECIAL DISTRICTS</u>						<u>1,900,604</u>
4201	City of Clayton	938,611	14,351	1,015,624	0.0005189032201	8,204
4202	City of Concord	14,372,974	215,461	14,588,435	0.0074535317445	117,838
4203	City of Brentwood	10,244,255	68,985	10,337,973	0.0052818831260	83,505
4204	City of San Pablo	338,560	12,442	351,002	0.0001793342209	2,835
4205	City of El Cerrito	7,655,774	84,267	7,740,041	0.0039545460624	62,520
4206	City of Walnut Creek	15,833,199	213,619	16,046,817	0.0081986490862	129,618
4207	City of Pleasant Hill	2,990,355	25,283	3,015,638	0.0015407515620	24,359
4208	City of Martinez	8,398,970	125,208	8,524,178	0.0043551778008	68,854
4209	City of Antioch	10,880,259	147,949	11,028,208	0.0056345381654	89,080
4210	City of Pittsburg	3,686,500	57,196	3,743,696	0.0019127312832	30,240
4211	City of Hercules	1,201,751	33,313	1,235,065	0.0006310198869	9,976
4212	City of Pinole	2,289,906	29,374	2,319,280	0.0011849679669	18,734

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
4213	Richmond Tax District 1	24,897,283	487,410	25,384,694	0.0129695623215	205,045
4214	City of Lafayette	4,679,823	31,062	4,710,884	0.0024068877228	38,052
4215	Town of Moraga	2,133,291	25,069	2,158,360	0.0011027505510	17,434
4216	Town of Danville	9,404,158	85,609	9,489,767	0.0048485171865	76,654
4217	City of San Ramon	15,175,067	312,228	15,487,295	0.0079127775738	125,099
4218	City of Orinda	4,816,823	51,718	4,868,541	0.0024874377800	39,326
4219	City of Oakley	2,475,192	16,504	2,530,822	0.0012930489691	20,443
4227	Richmond Tax District 3	9,115,760	111,836	9,227,597	0.0047145690266	74,536
4230	Richmond Sewer 1	221,637	4,064	225,701	0.0001153152033	1,823
4231	Brentwood Rec & Park Dist	2,066,827	12,924	2,079,751	0.0010625877129	16,799
4232	San Ramon M-29	3,094,506	10,231	3,104,737	0.0015862739263	25,078
4240	Pleasant Hill Lgt Dist 1	506,916	4,650	511,565	0.0002613691921	4,132
4241	Svc Area R-8 Walnut Creek	640,771	6,739	647,510	0.0003308261315	5,230
4248	Clayton Light Mice 1	35,889	408	36,297	0.0000185449915	293
4252	Martinez Pine Ridge Mice	7,006	81	7,087	0.0000036207357	57
4253	Martinez Parking Dist 1	55,315	606	55,921	0.0000285712509	452
4263	Lafayette Core Area Mtc	64,300	2,587	66,887	0.0000341737198	540
4264	Lafayette St Lt Mice Z1	9,313	74	9,387	0.0000047962363	76
4271	Concord Vly Terr StLtmic	3,057	39	3,096	0.0000015819940	25
4272	Concord Kirkwood Mice 1	57,118	526	57,644	0.0000294514700	466
4274	Concord Blhn Terr St Lt	819	15	833	0.0000004256019	7
4275	PI Hill-Diablo Vista Wtr	203,359	1,660	205,019	0.0001047482469	1,656
4280	Antioch Parking Mice 1A	37,302	415	37,717	0.0000192703965	305
4285	Moraga St Lt Mice 1	162,231	1,236	163,468	0.0000835189196	1,320
4294	Oakley Police Services	431,836	1,798	433,635	0.0002215528399	3,503
						<u>1,304,114</u>

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
REDEVELOPMENT SUCCESSOR AGENCIES						
4701	Antioch	4,701,491	139,049	4,840,540	.0024731316973	39,099
4702	Antioch Project 2	1,042,813	5,908	1,048,721	.0005358130818	8,471
4703	Antioch Project 3	64,273	418	50,524	.0000258137103	408
4704	Antioch Project 4	564,817	9,205	520,150	.0002657553584	4,202
4705	Antioch Project 4, Amnd 1	508,724	3,728	489,148	.0002499156403	3,951
4706	Brentwood Project	2,780,436	25,239	2,805,676	.0014334774260	22,663
4707	Brentwood Amendment 1	736,680	10,301	746,980	.0003816476413	6,034
4708	North Brentwood	4,213,036	19,664	4,205,878	.0021488697815	33,973
4709	North Brtwd Amnd 2	290,683	1,166	291,849	.0001491115010	2,357
4710	Central Concord	15,522,555	841,452	16,364,008	.0083607082495	132,180
4711	Concord Commerce	639,229	9,713	648,941	.0003315573814	5,242
4712	Cent Concord RDA Amnd	984,339	2,030	986,369	.0005039564584	7,967
4714	Clayton	6,960,022	38,019	6,878,668	.0035144531332	55,562
4716	Hercules Dynamite	7,644,707	63,278	7,707,985	.0039381680895	62,261
4717	Hercules RDA Proj 2	5,490,187	23,644	5,513,831	.0028171294685	44,538
4718	Hercules Merged Dyn & Pro	0	0	0	.0000000000000	0
4720	El Cerrito	7,045,111	75,663	7,120,774	.0036381499477	57,518
4721	El Cerrito Area II	1,825	89	1,914	.0000009777691	15
4725	Pinole Vista	7,121,397	82,379	7,203,776	.0036805571321	58,188
4726	Pinole Vista 81	4,506,441	41,780	4,548,222	.0023237800892	36,738
4728	Oakley RDA Proj 2	163,622	652	164,273	.0000839306449	1,327
4730	Pittsburg Marina	0	1,351	1,351	.0000006903559	11
4731	Pittsburg Riverside	469,053	6,752	475,806	.0002430988255	3,843
4732	Pittsburg Neighborhood I	1,357,796	11,945	1,369,741	.0006998289381	11,064
4733	Pittsburg Neighborhood II	600,358	6,943	607,301	.0003102827968	4,905

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
4734	Pittsburg/Los Medanos I	26,280,224	397,379	26,677,602	.0136301359392	215,488
4735	Pittsburg/Los Medanos II	3,882,471	68,500	3,950,970	.0020186320596	31,914
4736	Pittsburg/Los Medanos III	13,312,968	57,455	13,370,423	.0068312239986	108,000
4737	Richmd 8A RDA 2000 Amnc	1,476,553	5,925	1,482,478	.0007574287087	11,975
4738	Richmd 10A RDA 2000 Amr	915,687	2,884	918,571	.0004693166308	7,420
4739	Richmd 1A RDA 2000 Amnc	170,197	556	170,752	.0000872409147	1,379
4740	Richmond 1A	509,583	11,048	520,631	.0002660009834	4,205
4741	Richmond 8A	738,036	9,209	747,246	.0003817831579	6,036
4742	Richmond 10A	904,226	21,948	926,175	.0004732017424	7,481
4743	Richmond 10B	94,267	2,963	97,230	.0000496770018	785
4744	Richmond 11A	13,873,194	83,048	13,956,242	.0071305310769	112,731
4745	Richmond 12A	102,096	1,610	103,705	.0000529851359	838
4746	Richmond 8A Henley	51,430	692	52,123	.0000266305088	421
4747	Richmond 1B	130,822	867	131,689	.0000672827067	1,064
4748	Richmond 1C-Potrero	1,201,497	7,901	1,209,398	.0006179064921	9,769
4749	Richmond 3A	1,092,731	6,525	1,099,257	.0005616328312	8,879
4750	Walnut Creek-So Broadway	1,562,630	11,576	1,574,207	.0008042945438	12,716
4751	Walnut Creek-Mt Diablo	0	14,008	14,008	.0000071568630	113
4752	Richmd 6A RDA 2000 Amnc	71,144	188	71,332	.0000364447771	576
4753	Richmd 10B RDA 2000 Amr	17,277	129	17,407	.0000088933646	141
4754	Richmond 6-A Amend 1	181,535	1,114	182,649	.0000933189331	1,475
4755	Richmond 6-A	584,972	3,984	588,956	.0003009098004	4,757
4756	Danville Downtown	3,796,659	32,848	3,477,180	.0017765627492	28,087
4757	Richmd 11A RDA 2000 Amr	235,510	963	236,473	.0001208190288	1,910
4758	Richmd 10B RDA 2006 Amr	3,319,849	10,845	3,330,694	.0017017200938	26,904
4760	San Pablo-So Entrance	447,711	7,333	455,044	.0002324912611	3,676

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
4761	San Pablo-El Portal	2,953,535	45,796	2,999,332	.0015324202049	24,227
4762	San Pablo-El Portal 79	3,787,834	50,483	3,838,317	.0019610750531	31,004
4763	San Pablo-Oak Park	1,033,569	10,629	1,044,198	.0005335021523	8,435
4764	San Pablo-Sheffield	443,703	4,928	448,631	.0002292148961	3,624
4765	San Pablo-Bayview	2,240,820	21,253	2,262,073	.0011557393911	18,272
4766	San Pablo-El Portal 80	1,507,334	24,518	1,531,852	.0007826546611	12,374
4767	San Pablo-Oak Park 79	57,225	581	57,806	.0000295343106	467
4768	San Pablo-Bayview 80	138,029	793	138,822	.0000709270674	1,121
4769	San Pablo-Legacy RDA	1,936,656	7,660	1,944,316	.0009933909139	15,705
4770	Pleasant Hill Commons	3,578,477	27,274	3,605,751	.0018422525128	29,125
4771	Pleasant Hill Commons 1A	125,372	1,110	126,483	.0000646225885	1,022
4772	Pisnt Hill Schoolyard Anx	1,123,977	8,156	1,132,133	.0005784301678	9,145
4773	Pisnt Hill Comm 2001 Amnc	990,320	3,534	993,854	.0005077804741	8,028
4774	Pleasant Hill Commons 200	0	0	0	.0000000000000	0
4775	Lafayette RDA	7,465,204	20,792	7,485,996	.0038247495102	60,468
4777	San Ramon	11,528,415	58,365	10,575,396	.0054031873097	85,423
4780	CoCoCo Pleasant Hill BART	8,674,329	55,689	8,730,018	.0044603459682	70,517
4781	CoCoCo West Pittsburg	3,909,115	23,934	3,067,576	.0015672878928	24,778
4782	CoCoCo North Richmond	2,680,075	14,629	2,356,060	.0012037597278	19,031
4783	CoCoCo PI H/BART Amnd	974,112	7,421	970,617	.0004959081615	7,840
4784	Oakley	4,038,338	22,665	3,964,467	.0020255279750	32,023
4785	Rodeo	2,735,675	13,371	2,479,019	.0012665816074	20,024
4786	CoCoCo Montalvin	586,411	2,057	588,468	.0003006604150	4,753
Sub-Total: Recoverable Cost						6,275,084
						1,698,663

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
SCHOOL DISTRICTS - EXEMPT FROM COST ALLOCATION						
4016	Ed Phys Handic'd Elem	5,491	1,125	6,616	.0000033802556	53
4018	Livermore Jt Unified	262,887	53,521	316,408	.0001616592556	2,556
4020	Chablt-Las Positas Com Col	308,975	7,807	316,782	.0001618505187	2,559
4022	Dev Ctr Handi'd Minor	983	201	1,184	.0000006051088	10
4029	Trainable M.R. Alameda	2,477	507	2,984	.0000015247709	24
5001	Acalanes Union Hi Gen	43,426,784	452,807	43,879,591	.0224189859193	354,437
5101	Canyon Elementary Gen	72,771	1,170	73,940	.0000377776054	597
5201	Lafayette Elementary Gen	16,479,563	156,827	16,636,390	.0084998739304	134,380
5301	Moraga Elementary Gen	8,164,792	83,532	8,248,324	.0042142383468	66,626
5401	Orinda Elementary Gen	10,484,100	128,485	10,612,584	.0054221877000	85,723
5501	Walnut Creek General	21,289,974	221,750	21,511,724	.0109907824552	173,761
6001	Liberty Union Hi Gen	27,355,360	257,000	27,612,361	.0141077233267	223,039
6101	Brentwood Elem Gen	15,004,574	120,771	15,135,320	.0077329461966	122,255
6201	Byron Elementary Gen	4,391,293	51,376	4,448,513	.0022728368678	35,933
6301	Knightsen Elementary Gen	1,720,664	22,178	1,747,011	.0008925840514	14,111
6401	Oakley Elementary Gen	11,329,944	108,211	11,438,155	.0058439888858	92,392
6901	County Schools Gen	29,271,738	474,636	29,825,657	.0152385417033	240,917
6999	ERAF K - 12	234,586,905	0	234,586,905	.1198552768008	1,894,875
7101	Antioch Unified Gen	31,142,954	830,731	32,042,809	.0163713305881	258,826
7201	John Swett General	6,546,489	149,134	6,817,403	.0034831514870	55,068
7401	Martinez Unified Gen	17,692,693	267,926	17,960,619	.0091764499075	145,077
7501	Mt Diablo Unified Gen	111,181,550	1,512,227	113,046,316	.05775768891319	913,131
7601	Pittsburg Unified Gen	5,121,714	1,158,741	6,296,597	.0032170609239	50,861
7701	West Co Co Unified Gen	67,482,555	949,128	68,572,492	.0350350970697	553,894

CONTRA COSTA COUNTY
2017-2018 ADMINISTRATIVE COST ALLOCATION

ATTACHMENT II

Fund No	Jurisdiction	Adjusted 2017-2018 AB 8 Allocation	2017-2018 Unitary Allocation	Net Revenue	2017-2018 Adj Allocation Factors	15,809,688 to Allocate
		(1)	(2)	(4)	(5)	(6)
7801	San Ramon Valley Unit	150,063,038	1,945,220	152,776,076	.0780564407382	1,234,048
7901	Co Co Comm College Gen	84,985,375	1,348,791	86,616,868	.0442543403103	699,647
7999	ERAF Community College	<u>34,927,289</u>	<u>0</u>	<u>34,927,289</u>	<u>.0178450707473</u>	<u>282,125</u>
TOTALS		1,929,238,986	28,012,387	1,957,251,373	1.000000000000	<u>15,809,688</u>

Sub-Total: Exempt School Share	7,636,925
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Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: February 6, 2018

Subject: APPOINTMENT TO THE ALAMO MUNICIPAL ADVISORY COUNCIL

RECOMMENDATION(S):

APPOINT the following individual to the Alternate seat on the Alamo Municipal Advisory Council for the remainder of a four-year term with an expiration date of December 31, 2020, as recommended by Supervisor Candace Andersen:

Jennifer Carter
Alamo, CA 94507

FISCAL IMPACT:

None.

BACKGROUND:

The Alamo MAC may advise the Board of Supervisors on services that are or may be provided to the Alamo community by Contra Costa County or other local government agencies. Such services include, but are not limited to, parks and recreation, lighting and landscaping, public health, safety, welfare, public works, code enforcement, land use and planning, transportation and other infrastructure. The Council may also provide input and reports to the District Supervisor, Board of Supervisors, County staff or any County hearing

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Jill Ray,
925-957-8860

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

By: , Deputy

cc: District 2 Supervisor, Maddy Book, Alamo MAC, Appointee

body on issues of concern to the community. The Council may represent the Alamo community before the Board of Supervisors, County Planning Commission and the Zoning Administrator. The Council may also represent the Alamo community before the Local Agency Formation Commission on proposed boundary changes effecting the community. The Council may advocate on parks and recreation issues to the Town of Danville and the San Ramon Valley Unified School District.

BACKGROUND: (CONT'D)

Supervisor Andersen recruited through public announcements for interested parties to apply to the Alamo MAC. Supervisor Andersen is pleased to recommend appointment of Ms. Beck as she feels she will be a positive addition to the AMAC.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant.



Contra
Costa
County

To: Board of Supervisors
From: Karen Mitchoff, District IV Supervisor
Date: February 6, 2018

Subject: Appointment of Victor Lecha to District IV-A Seat of the Alcohol and Other Drugs Advisory Board

RECOMMENDATION(S):

APPOINT the following individual to the District IV-A Seat of the Alcohol and Other Drugs Advisory Board to a term expiring June 30, 2020, as recommended by Supervisor Karen Mitchoff.

Victor Lecha
Walnut Creek, CA 94598

FISCAL IMPACT:

None.

BACKGROUND:

The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding treatment and prevention of alcohol and drug abuse problems. We report our findings and recommendations to the Contra Costa Health Services Department, the Board of Supervisors and the communities we serve. The Alcohol and Other Drugs Advisory Board works in collaboration with the Alcohol and Other Drugs

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Colleen Isenberg,
925-521-7100

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

By: , Deputy

cc:

Services Division of Contra Costa Health Services. We provide input and recommendations as they pertain to alcohol and other drugs prevention, intervention, and treatment services.

CONSEQUENCE OF NEGATIVE ACTION:

The District IV-A Seat would continue to be vacant.



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: February 6, 2018

Subject: Advisory Council on Aging, Local Committee, Martinez Seat

RECOMMENDATION(S):

DECLARE a vacancy in the Local Committee, Martinez seat on the Advisory Council on Aging, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human Services Department Director.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Seat was occupied by David Joslin who is no longer serving as the City of Martinez representative to the Advisory Council on Aging. He was appointed to the Seat on September 13, 2016. The Seat expires on September 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

The Advisory Council on Aging may be unable to conduct routine business.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Elaine
Burres, 608-4960

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: February 6, 2018

Subject: APPOINTMENT OF PUBLIC WORKS DIRECTOR - BRIAN BALBAS

RECOMMENDATION(S):

APPOINT Brian Balbas to the position of Public Works Director at Step 4 of the salary range effective February 1, 2018, all other benefits as provided in the current Management Resolution applicable to the position of Public Works Director.

FISCAL IMPACT:

The fiscal impact associated with this action will result in an increase of \$29,300 annually which includes an increase of \$7,700 in pension costs.

BACKGROUND:

In September of 2017, Public Works Director Julie Bueren retired after 36 years of service with Contra Costa County. Brian Balbas, Chief Deputy Public Works Director - Exempt, was appointed as Interim pending the recruitment and selection of a new Public Works Director.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Dianne Dinsmore
 - (925) 335-1766

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 retained Avery and Associates to recruit for a new Public Works Director. The job announcement was advertised with California Association of Counties (CSAC), American Public Works Association (APWA), Society of Woman Engineers (SWE), American Society of Civil Engineers (ASCE), International Hispanic Network (IHN), Careers in Government, Municipal Management Association of Northern California (MMANC), Municipal Management Association of Southern California (MMASC), Contra Costa County career website and Avery and Associates career portal. Job announcement brochures were mailed out to 106 Public Works Directors at both the City and County levels. A total of 22 candidates applied by the final filing date of the recruitment. Avery and Associates screened applicants and three (3) semi-finalists were forwarded to the County Selection Committee comprised of David Twa, County Administrator, Dianne Dinsmore, Director of Human Resources, Eric Angstadt, Chief Assistant County Administrator, and Raul Rojas, Public Works Director, Marin. Interviews were held on Thursday, January 18, 2018. Following those interviews, Brian Balbas was selected for the position.

Mr. Balbas earned his Bachelor of Science in Civil Engineering at California Polytechnic State University, San Luis Obispo. He joined Contra Costa County in 1989 as a Staff Engineer, served one year as the Acting City Engineer for City of Oakley beginning in July 1999, promoted to Senior Civil Engineer in 2000, then to Assistant Public Works Director in 2004. In 2007 he was appointed as Deputy Public Works responsible for Engineering Services, Capital Projects, Facilities Services, Real Estate, Administrative Services, Construction, Maintenance, Materials/Recycling, Fleet Services and departmental Information Technology. During his service as Chief Deputy Public Works Director from June 2016 to September 2017, Public Works was re-accredited by the American Public Works Association for the fourth time. Mr. Balbas was integral to the successful re-certification. Following Public Works Director Ms. Bueren's retirement, Mr. Balbas was appointed Interim Public Works Director. He has been active in professional organizations, including serving as the 2016 President of the Northern California Chapter of the American Public Works Association. Given his years of service, he is familiar with the strengths and weaknesses of his department and has developed relationships with our partners throughout the County, region and state.

I am recommending Brian Balbas be appointed Public Works Director at Step 4 of the salary range effective February 1, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

The Public Works Director position will remain vacant.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Medical Staff Appointments and Reappointments – January, 2018

RECOMMENDATION(S):

APPROVE the medical staff appointments and reappointments, additional privileges, medical staff advancements, and voluntary resignations, as recommended by the Medical Staff Executive Committee, at their January 22, 2018 meeting, and by the Health Services Director.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

The Joint Commission on Accreditation of Healthcare Organizations has requested that evidence of Board of Supervisors' approval for each medical staff member will be placed in his or her credentials file. The above recommendations for appointment/reappointment were reviewed by the Credentials Committee and approved by the Medical Executive Committee.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Contra Costa Regional Medical and Health Centers'

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: Tami Sloan, Marcy Wilhelm, Tasha Scott

medical staff would not be appropriately credentialed and in compliance with the Joint Commission on Accreditation of Healthcare Organizations.

ATTACHMENTS

List

prenatal care

priviledges

A. New Medical Staff Members

Avakumov, Tigran, MD	Anesthesia
Callister, Devin, MD	Internal Medicine (Infectious Disease)
Jain, Uday, MD	Anesthesia
Liquido, Fernando, MD	Family Medicine
Malik, Bhavna, MD	Internal Medicine
Moreno, Carlos, MD	Anesthesia
Munajed, Amal, MD	Anesthesia
Suggs, Trent, MD	Psychiatry/Psychology

B. Request for Additional Privileges

Watanabe, Takenori, MD	Internal Medicine	MED19
------------------------	-------------------	-------

C. Advance to Non-Provisional

Durant, Andrea, MD	Emergency Medicine
Field, Stephen, DO	Psychiatry/Psychology
Idrees, Zaheib, DO	Psychiatry/Psychology
Peng, Yu-Hung "Patty", MD	Internal Medicine (Outpatient)
Zaka, Jamal, MD	Internal Medicine (Sleep)

D. Biennial Reappointments

Beauchamp, Jon, MD	Emergency Medicine	A
Cheng, Siri, MD	Surgery- ENT	A
Cotter, Laura, MD	Hospitalist	A
Fentress, Daniel, MD	Family Medicine	A
Fulkerson, Eric, MD	Surgery (Ortho)	C
Graham, Benjamin, MD	Hospitalist	C
Himmelvo, Jane, MD	Family Medicine	A
Kim, Jessica, MD	Hospitalist	A
Luong, Wini, DDS	Dental	A
Mahar, Denis, MD	Internal Medicine (Cardio)	A
Ramos, Mena, MD	Emergency Medicine	A
Robello, Michelle, MD	Hospitalist	A
Saffier, Kenneth, MD	Family Medicine	A
Singh, Amarpreet, MD	Psychiatry/Psychology	C
Smith, Mark, MD	Family Medicine	A

E. Biennial Renew of Privileges

Brito, Nicole, NP	Pediatrics	AFF
Elliff, Jo, NP	Family Medicine	AFF
Ha, Nikki, NP	Pediatrics	AFF

F. Voluntary Resignations

Bozorgmehr, Jafar, MD
Chandrachood, Swapnaja, MD
Hessler, Christine, MD
Newson, Peter, MD
Phillips, Stephanie, NP
Tell, Stasia, NP
Young, Byron, MD

G. Attachments

Prenatal Care Privileging

January 3, 2018 Proposed Prenatal Care Privileges

			D/C/ U	Training/ Education	Experience	Current Competence
OBG FAM	OBG 44	<u>Standard Prenatal Care</u> Low Risk patients and those with the following medical conditions : -BMI ≤ 60 -CHTN with BP < 150/100 W/O meds -GDM on diet or orals with Hb A1c < 6.5 -AMA -Hx of Pre E ≥ 37 weeks -Hx of cesarean -Substance abuse +/- buprenorphine -Cholestasis of pregnancy -Size vs. date discrepancies with EFW > 10% -UTI -Anemia w/ Hb > 8 -Vaginitis	C	CA License	N/A	N/A
			U	OB/GYN FP	N/A	1 year in last 4 years AND either attendance of one DFM prenatal care update OR 15 units AAFP/AMA or ACOG approved CME in prenatal care within the last 2 years

OBG FAM	OBG 45A	<u>Advanced Prenatal Care</u> Patients with more severe pregnancy complications and chronic medical problems such as: - Chronic HTN ON meds - GDM/DM II on insulin or with HbA1c ≥ 6.5 - History of 3 or more SAB ≤ 13 weeks - Pregnancy loss >13 weeks, including IUFD and cervical incompetence - History of Preterm Delivery <37 weeks - Di/Di Twins - + RPR - HBsAg+ - BMI ≥ 60 - Hx of Pre-E in 2+ pregnancies or prior to 37 weeks - HYPOTHYROIDISM - Shortened cervix (<2.5 cm) - IUGR - Persistent placenta previa - Anemia w/ Hb <8 - Fibroids/uterine anomalies	C	FP	3 years standard prenatal care experience	1 year in last 4 years AND either attendance of one DFM prenatal care update OR 15 units AAFP/AMA or ACOG approved CME in prenatal care within the last 2 years
			U	FP	1 year of weekly supervised advanced prenatal care Experience	1 year in last 4 years AND either attendance of one DFM prenatal care update OR 15 units AAFP/AMA or ACOG approved CME in prenatal care within the last 2 years
				OB/GYN	N/A	

OBG	OBG 45B	<u>Perinatology</u> Pregnant patients with the highest risk pregnancy and chronic medical conditions. Examples might include but are not limited to: - Chronic kidney disease - Chronic Pulmonary disease - Cirrhosis - Coagulation Disorder - History of PE or DVT - Congenital Heart Disease - Coronary Artery Disease - CHF or cardiomyopathy - Lupus/Sjogren's - APL syndrome - Rheumatoid arthritis - Multiple Sclerosis - Seizure Disorder - Sickle Cell Disease/Hemoglobinopathy - Thalassemia - Mono/Mono and Mono/Di twins - Triplets or higher multiples - DM Type 1 - Isoimmunization - HIV - HYPERTHYROID - Placenta accreta - ITP w/ plt <100k - Documented fetal structural anomalies - IUGR with EFW < 3% at <37 weeks	C	FP	3 years advanced prenatal care experience	1 year in last 4 years AND either attendance of one DFM prenatal care update OR 15 units AAFP/AMA or ACOG approved CME in prenatal care within the last 2 years
			C	OB/GYN	N/A	1 year in last 4 years AND either attendance of one DFM prenatal care update OR 15 units AAFP/AMA or ACOG approved CME in prenatal care within the last 2 years
			U	OB/GYN or Completed MFM Fellowship	N/A	1 year in last 4 years



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: February 6, 2018

Subject: APPOINTMENT OF HEALTH SERVICES DIRECTOR - EXEMPT - ANNA ROTH

RECOMMENDATION(S):

1. ADOPT Personnel Resolution No. 22233 to reallocate the salary of the classification of Director of Health Services-Exempt;
2. APPOINT Ann Roth to the classification of Director of Health Services-Exempt at Step 1 of the salary range effective February 1, 2018, all other benefits as provided in the current Management Resolution applicable to the position of Health Services Director;
3. ADOPT Resolution No. 2018/61 rescinding and superseding Resolution No. 2015/339, to appoint Anna Roth to the Office of Public Guardian and the Office of Public Administrator, effective February 1, 2018, pursuant to Government Code sections 27431 and 24011 and Ordinance No. 2015-20; and to appoint Anna Roth as the Director of Health Services; and
4. WAIVE requirements of Government Code section 24001 for this appointment and find that the best interests of the County are and will be served by this waiver, all as recommended by the Board of Supervisors.

FISCAL IMPACT:

The total cost of the position is \$500,000, including \$98,000 in pension costs. The position is budgeted within the Hospital Enterprise Fund I.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Dianne Dinsmore, Human
Resources Director (925) 335-1766

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

By: , Deputy

BACKGROUND:

It is recommended that the unrepresented classification of Director of Health Services-Exempt (VCA1) be reallocated from a single step class (\$17,944.42) to a three step class (\$28,025.27 to \$30,897.86).

The County retained Neher and Associates to recruit for a new Health Services Director. The job announcement was advertised on-line and with a wide variety of organizations (over 70) including organizations such as the American Public Health Association (APHA), the American Hospital Association (AHA), the National Association of Health Services Executives (NAHSE), the American College of Healthcare Executives (ACHE), the Medical Group Management Association (MGMA), American Association of Managed Care Nurses (AAMCN), National Hispanic and other Medical Associations, California and numerous other State Hospital Associations, National Association of Healthcare Leaders, the National Association of County & City Health Officials (NACCHO) and many more. Job announcement brochures were also e-mailed or mailed to a large number of Professional Associations and individuals as part of the recruitment/networking.]. Over 104 candidates applied by the final filing date of the recruitment. Neher and Associates screened applicants and 15 leading candidates were forwarded to the County for review. Seven semi-finalists were then selected for additional interview on December 15, 2017, with the County Selection Committee comprised of David Twa, County Administrator, Dianne Dinsmore, Director of Human Resources, Jeff Smith, County Executive, Santa Clara County, and Rebecca Rozen Regional Vice President, Hospital Council of Northern & Central CA. Interviews were held on December 15, 2017. Following those interviews, three finalists were forwarded to the Board of Supervisors for consideration.

Ms. Roth has served as Chief Executive Office of Contra Costa Regional Medical Center and Health Centers for nine years. She holds a master's degree from the University of California, San Francisco, and a Master in Public Health from Harvard University. She is a registered nurse with more than 30 years of health care experience and is an Institute for Healthcare Improvement Quality Improvement Fellow. Ms. Roth is a leader in system redesign and innovation and a strong advocate for the inclusion of patients, families and the community as full partners in the delivery of health services. In addition to Ms. Roth's healthcare experience, she has also held executive leadership roles locally, statewide and nationally as board member and chair of both the Essential Hospitals Institute and the California Health Care Safety Net Institute. Roth is also a lecturer at the UC Berkeley School of Public Health.

I am recommending Anna Roth be appointed Health Services Director at Step 1 of the salary range effective February 1, 2018.

I am also recommending Ms. Roth be appointed to the Office of Public Guardian and the Office of Public Administrator effective February 1, 2018. These appointments are required to be made by resolution. Attached Resolution No. 2018/61 fulfills that

requirement.

This action also find that the best interests of the County are served by this waiver of the requirement of county residency for the appointment of this county officer, as authorized by Government Code section 24001.

CONSEQUENCE OF NEGATIVE ACTION:

The position will remain vacant causing continued stress on the administration of the department.

ATTACHMENTS

Resolution No. 2018/61

P300 No. 22233

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2018/61

In the Matter of: Appointing Ann Roth, Director of Health Services, Public Guardian and Public Administrator

WHEREAS, William B. Walker, M.D., was appointed as the Public Guardian on December 13, 1983; and

WHEREAS, William B. Walker, M.D., was appointed as the Public Administrator on September 15, 2015; and

WHEREAS, William B. Walker, M.D., is now retired; and

WHEREAS, Resolutions No. 2018/61 rescinding and superseding Resolution No. 2015/339, which was adopted by the Board of Supervisors on September 15, 2015.

NOW, THEREFORE, BE IT RESOLVED that effective February 1, 2018, Anna Roth, is appointed:

- The Director of Health Services pursuant to Ordinance Code 33-5.313(a)(1); and
- Public Guardian and Public Administrator pursuant to Government Code sections 27431 and 24011 and Ordinance Code No. 2015-20.

Contact: Dianne Dinsmore, Human Resources Director
(925) 335-1766

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: February 6, 2018

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

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director

POSITION ADJUSTMENT REQUEST

NO. 22233
DATE 1/31/2018

Department Human Resources

Department No./
Budget Unit No. 0540 Org No. 6549 Agency No. 18

Action Requested: Reallocate the salary of the Director of Health Services-Exempt (VCA1) from a one (1) step salary class at salary plan and grade BD5 2738 (\$26,690.73 per month) to a three (3) step salary class at salary plan and grade BD5 2738 (\$28,025.27 - \$30,897.86 per month)

Proposed Effective Date: 2/1/18

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost _____

Net County Cost _____

Total this FY _____

N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Hospital Enterprise Fund I (145000)

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Lisa Driscoll

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Lisa Driscoll

1/31/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/31/2018

Reallocate the salary of the Director of Health Services-Exempt (VCA1) from a one (1) step salary class at salary plan and grade BD5 2738 (\$26,690.73 per month) to a three (3) step salary class at salary plan and grade BD5 2738 (\$28,025.27 - \$30,897.86 per month)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☒ 2/1/18(Date)

Gladys Scott Reid

1/31/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 1/31/2018

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

Lisa Driscoll

(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 1/31/2018

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: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018

Subject: Appropriation Adjustment - Office of Traffic Safety Grant

RECOMMENDATION(S):

APPROVE Appropriation Adjustment No.5050 authorizing new revenue in the Office of the Sheriff (0255) in the amount \$210,000 from the Office of the Traffic Safety grant and appropriating it for the Sheriff's Forensic Services Unit purchase of Liquid Chromatography Mass Spectrometry Instruments.

FISCAL IMPACT:

No County costs. \$210,000, 100% State funds.

BACKGROUND:

Resolution No. 2017/416 authorized the Office of the Sheriff to accept a grant from the California Office of Traffic Safety (OTS). The grant will be used to purchase Liquid Chromatography Mass Spectrometry Instruments.

These instruments will provide the Forensic Services Division with the capabilities of more comprehensive toxicological analysis and quantitation of drugs from blood samples taken from drivers suspected in DUI cases that will be provided to investigators and prosecutors. Identification and purchase of an LC-MS/MS instrument and nitrogen generator, training of

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☒ 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: February 6, 2018

Contact: Liz
Arbuckle 335-1529

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

By: , Deputy

cc: Heike Anderson, Liz Arbuckle, Tim Ewell

staff, and development of a validation plan for method development will be conducted in this project.

CONSEQUENCE OF NEGATIVE ACTION:

Funding will not be appropriated related to the Office of Traffic Safety grant.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS


Appropriations and Revenue Adjustment No. 5050

T/C 27

☐ COUNTY ADMINISTRATOR

APPROVED

NO:


SIGNATURE

DATE

APOO

5050

ADJ. JOURNAL NO.

BY: _____ DATE _____

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: (0255) Sheriff's Office			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
2541	9551	FED AID CRIME CONTROL	210,000	00	
TOTALS			210,000	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 1/19/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

To appropriate Office of Traffic Safety grant for purchase of LC-MS
Instruments.



SIGNATURE

Fiscal Officer

TITLE

1/18/2018

DATE

REVENUE ADJ.
JOURNAL NO.

RAOO

5050



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: February 6, 2018

Subject: Add LVN Position and Cancel Registered Nurse Position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22185 to add one full-time Licensed Vocational Nurse (VT7G) position at salary plan and grade TAX-1287 (\$4,252-\$5,431) and cancel one vacant part-time Registered Nurse (VWXG) position #16336 at salary plan and grade L32-1880 (\$8,554-\$10,683) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an approximate annual cost of \$15,913 with pension costs of \$4,169 included. The cost will be offset 100% by Contra Costa Health Plan member fees.

BACKGROUND:

Contra Costa Health Plan (CCHP) has experienced an influx of 310,000 requests for home health care services. Per the newly implemented home health care services requirements of the Department of Health Care Services (DHCS) and Centers for Medicare and Medicaid (CMS), CCHP needs a designated position to manage the new requirement. The new position will also satisfy CCHP's corrective action plan from their 2017 DHCS audit which showed CCHP was deficient in having the proper documentation required by CMS and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Shelanda Adams,
925-957-5263

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Medi-Cal. Currently, CCHP is using an agency temp to fulfill the newly implemented DHCS and CMS requirements.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Costa Health Plan will continue to be deficient in having the proper documentation required by the Centers for Medicare and Medicaid and Medi-Cal, and will not be compliant.

ATTACHMENTS

P300 22185 Add LVN, Cxl PT RN in Health Services

POSITION ADJUSTMENT REQUEST

NO. 22185
DATE 10/10/2017

Department HEALTH SERVICES

Department No./
Budget Unit No. 0860 Org No. 6109 Agency No. A18

Action Requested: Add one permanent full-time Licensed Vocational Nurse (VT7G) position and cancel one vacant part-time Registered Nurse (VWXG) position #16336.

Proposed Effective Date: 10/25/2017

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 \$15,913.68

Net County Cost \$0.00

Total this FY \$10,609.12

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Contra Costa Health Plan member fees

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

Susan Smith

1/29/2018

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 1/30/18

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as recommended by the Department.

/s/ Julie DiMaggio Enea

(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 1/30/2018

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: Kathy Gallagher, Employment & Human Services Director
Date: February 6, 2018

Subject: Add One EHS Deputy Bureau Director-Exempt Position and Cancel One Eligibility Work Supervisor I Vacant Position in Aging and Adult Services Bureau

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 22225 to add one (1) EHS Deputy Bureau Director-Exempt (XAD2) (unrepresented) position at Salary Plan and Grade B85 2044 (\$9,026-\$10,971) and cancel one (1) Eligibility Work Supervisor (XHHA) (represented) vacant position #15344 at Salary Plan and Grade KKK 1506 (\$5,282-\$6,746) in the Aging and Adult Services Bureau of the Employment and Human Services Department.

FISCAL IMPACT:

Upon approval, the cost of the additional position will be partially offset by the cancellation of one vacant Eligibility Work Supervisor funded position, and will result in an increase in annual personnel costs of \$80,232, with pension costs accounting for \$15,840 of the increase. The EHS Deputy Bureau Director position will be funded by 30% Federal revenue, 33% State revenue, and 37% County general funds that results in an increase in annual net county cost of \$72,931. The net county cost for the remainder of FY 2017/18 is expected to be \$30,388.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Holly Trieu
(925) 608-5024

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

By: , Deputy

BACKGROUND:

The Employment & Human Services Department (EHSD) is requesting to add one EHS Deputy Bureau Director-Exempt position in the Aging and Adult Services (AAS) Bureau. This position will report to the Aging and Adult Services Director.

The Aging and Adult Services Director is responsible for planning, coordinating, implementing and monitoring a variety of state and federal programs that assist the community's elderly and disabled citizens. The programs include Adult Protective Services, In Home Support Services (IHSS), IHSS Public Authority, Area Agency on Aging (AAA), General Assistance, Health Insurance Counseling and Advocacy Program (HICAP), and Senior Community Services Employment Program (SCSEP). These programs are the fastest growing in the State and in EHSD, and are becoming increasingly complex in their services and regulations, which places significant strain on client services and the department's ability to meet federal and state compliance requirements. The EHS Deputy Bureau Director-Exempt will provide the Aging and Adult Services Bureau the appropriate and adequate executive management oversight for client services programs, insure the department meets federal and state compliance requirements, and provide supervision to managerial staff.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Aging and Adult Services Bureau Director will not have sufficient executive managerial staff to effectively oversee program operations and service delivery to the county's elderly and disabled community, and meet federal and state compliance requirements.

ATTACHMENTS

P300 #22225 1.17.18

POSITION ADJUSTMENT REQUEST

NO. 22225
DATE 12/18/2017

Department Employment and Human Services

Department No./

Budget Unit No. 0503 Org No. _____ Agency No. A19

Action Requested: Cancel one Eligibility Work Supervisor I (XHHA) (position #15344) and add one EHS Deputy Bureau Director-Exempt (XAD2) position in the Aging and Adult Services Bureau of EHSD.

Proposed Effective Date: 1/9/2018

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 \$80,232.00

Net County Cost \$72,931.00

Total this FY \$33,430.00

N.C.C. this FY \$30,388.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Federal 30%, State 33%, County 37%

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Holly Trieu 925-608-5024

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kristen Lackey

1/8/18

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/9/2018

Add one (1) EHS Deputy Bureau Director-Exempt (XAD2) (unrepresented) position at Salary Plan and Grade B85 2044 (\$9,026-\$10,971) and cancel one (1) Eligibility Work Supervisor (XHHA) (represented) vacant position #15344 at Salary Plan and Grade KKK 1506 (\$5,282-\$6,746) in the Aging and Adult Services Bureau of the Employment and Human Services Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

OParra

1/9/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 1/17/2018

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: February 6, 2018

Subject: Add Six Physical Therapist II (V5VF) positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22234 to add six (6) Physical Therapist II (V5VF) positions at salary plan and grade TC5 1746 (\$6,717 - \$8,164) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an annual cost of approximately \$953,774 with pension costs of \$208,694 included. This cost will be 100% offset by Hospital Enterprise Fund I.

BACKGROUND:

The Health Services Department is requesting six Physical Therapist II positions to meet our patient care needs. We have utilized the Physical Therapist Per Diem (temporary employees) and registry services (contractors) to fill our need to provide rehabilitation services to our patients. However, in review, we find it crucial and necessary to have permanent positions to maintain the consistent levels of patient care services. As our patients and referred patient population have increased, our rehabilitation therapy

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Mary Dunn,
925-957-5267

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: February 6, 2018

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

services are more in demand requiring for not only in-patient hospital services but also out-patient clinics, specialty clinics, health centers and Prime projects services as well. This request will satisfy Title 28 standards and patient access for healthcare services.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Costa Regional Medical Center and Health Centers will not be able to meet the requirement of Title 28, provide efficient services, maintain budget, and provide services to our patients.

ATTACHMENTS

P300 22234_ Add Six Physical Therapist II Positions in Health Services

POSITION ADJUSTMENT REQUEST

NO. 22234
DATE 1/11/2017

Department HEALTH SVCS - Rehabilitation Services Department No./
Budget Unit No. 0540 Org No. 6378 Agency No. A18

Action Requested: Add six permanent full-time Physical Therapist II (V5VF) at salary plan and grade TC5 1746 (\$6,717.26 - \$8,164.88) in the Health Services Department.

Proposed Effective Date: 1/1/2017

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$953,774.90

Net County Cost \$0.00

Total this FY \$397,406.21

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.

Mary Dunn

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Susan Smith

1/29/2018

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 1/30/18

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as recommended by the Department.

/s/ Julie DiMaggio Enea

(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 1/30/2018

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: Canyon Lakes GHAD Board of Directors
From: Dianne Dinsmore, Human Resources Director
Date: February 6, 2018

Subject: Reclassify Five Administrative Services Assistants to Personnel Services Assistants

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22230 to reclassify three (3) Administrative Services Assistant III (APTA) (represented) position numbers 1668, 1735, and 6557 at salary plan and grade ZB5 1631 (\$5,994 - \$7,286) and its incumbents to Personnel Services Assistant III (ARTA) (unrepresented) at salary plan and grade B85 1631 (\$5,996 - \$7,288) in the Public Works Department; and reclassify one (1) Administrative Services Assistant II (APVA) (represented) position number 12536 at salary plan and grade ZB5 1475 (\$5,136 - \$6,243) and its incumbent to Personnel Services Assistant II (ARVA) (unrepresented) at salary plan and grade B85 1517 (\$5,356 - \$6,510) in the Public Works Department.

ADOPT Position Adjustment Request No. 22231 to reclassify one (1) Administrative Services Assistant III (APTA) (represented) position number 12692 at salary plan and grade ZB5 1631 (\$5,994 - \$7,286) and its incumbent to Personnel Services Assistant III (ARTA) (unrepresented) at salary plan and grade B85 1631 (\$5,996 - \$7,288) in the Department of Conservation and Development.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Dianne
Dinsmore, (925) 335-1770

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

By: , Deputy

FISCAL IMPACT:

No impact. These positions have equivalent costs.

BACKGROUND:

The Department of Conservation and Development and the Public Works Department have identified several Administrative Services Assistant staff that have been working in the capacity of Personnel Services Assistants. The Department of Conservation and Development currently has one Administrative Services Assistant III (ASA III) whose majority of duties are that of a Personnel Services Assistant III (PSA III); the Public Works Department have three (3) ASA III positions (position numbers 1668, 1735, and 6557) performing PSA III duties and one (1) Administrative Services Assistant II (ASA II) performing PSA II (PSA II) duties.

The Department of Conservation and Development and the Public Works Department are requesting to reclassify all aforementioned position numbers and affected incumbents to the appropriate classification of either PSA III or PSA II.

Since the Public Works Department merged with the General Services Department, the amount of personnel work for the Public Works Department Personnel Section has grown significantly. Additionally, the HR/personnel needs of the Department of Conservation and Development have also increased significantly. The Department has 170 funded positions, and besides the Land Information Business Operations Manager position, their ASA III is the only other staff person who handles personnel and labor relations matters. Based on the assigned duties and responsibilities, it would be more appropriate for them to be in the classification of PSA III.

The four (4) current ASA IIIs perform all of the personnel work for their respective Departments. They assist with employee performance management, leave management, employee/labor relations, development and maintenance of personnel management policies and procedures, review class specifications and recommend changes, assist with the development and dissemination of recruitment materials, and other personnel duties as assigned. The Departments consulted with the Human Resources Department and are in agreement that the ASA II and ASA IIIs are performing the work as stated in the PSA II and PSA III job description, not the ASA job description, and they should be reclassified appropriately.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to receive Board approval will result in duties not being assigned to the appropriate classification.

ATTACHMENTS

P300 22230 AIR 32384

Attahment A- P300 22230 AIR 32384

P300 22231 AIR 32384 (DCD)

POSITION ADJUSTMENT REQUEST

NO. 22230
DATE 1/12/2018

Department Public Works

Department No./

Budget Unit No. 4504 Org No. 4504 Agency No. 65

Action Requested: Reclassify Five Administrative Services Assistants to Personnel Services Assistants

Proposed Effective Date: 2/7/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost _____

Net County Cost _____

Total this FY _____

N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/12/2018

See Attachment A.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

Mary Jane De Jesus-Saepharn

1/12/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 1/25/2018

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

ATTACHMENT A

P300 22230 AIR 32384

HUMAN RESOURCES RECOMMENDATION

Reclassify three (3) Administrative Services Assistant III (APTA) (represented) position no. 1668, 1735, and 6557 (vacant) at salary plan and grade ZB5 1631 (\$5,994.34 - \$7,286.16) and its incumbents to Personnel Services Assistant III (ARTA) (unrepresented) at salary plan and grade B85 1631 (\$5,996.64 - \$7,288.96) in the Public Works Department; and reclassify one (1) Administrative Services Assistant II (APVA) (represented) position no. 12536 at salary plan and grade ZB5 1475 (\$5,136.41 - \$6,243.34) and its incumbent to Personnel Services Assistant II (ARVA) (unrepresented) at salary plan and grade B85 1517 (\$5,356.57 - \$6,510.95) in the Public Works Department,

POSITION ADJUSTMENT REQUEST

NO. 22231
DATE 1/12/2018

Department Conservation and Development

Department No./

Budget Unit No. 0280 Org No. 2651 Agency No. 38

Action Requested: Reclassify Five Administrative Services Assistants to Personnel Services Assistants

Proposed Effective Date: 2/7/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost _____

Net County Cost _____

Total this FY _____

N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/12/2018

Reclassify one (1) Administrative Services Assistant III (APTA) (represented) position no. 12692 at salary plan and grade ZB5 1631 (\$5,994.34 - \$7,286.16) and its incumbent to Personnel Services Assistant III (ARTA) (unrepresented) at salary plan and grade B85 1631 (\$5,996.64 - \$7,288.96) in the Department of Conservation and Development

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

Mary Jane De Jesus-Saepharn

1/12/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 1/25/2018

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: Matt Slattengren
Date: February 6, 2018

Subject: Exotic Pest Detection Trapping (Agreement #17-0178)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract (Agreement #17-0178 Exotic Pest Detection Trapping) containing modified indemnification language with the California Department of Food and Agriculture to receive reimbursement in an amount not to exceed \$774,404 to provide pest detection services for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

Agreement #17-0178 will reimburse the Department for expenses incurred, not to exceed \$774,404, during the period beginning July 1, 2017 through June 30, 2018 for pest detection work performed on behalf of the California Department of Food and Agriculture (CDFA) in Contra Costa County. This revenue was anticipated in the department's FY 17/18 budget. There is no county match of funds nor grant money involved.

BACKGROUND:

The County shall provide services for the placement and servicing of traps for the detection of exotic insect pests, which are considered hazardous to agriculture and the economy of

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact:
925-646-5250

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

California. The insects may include, but are not limited to the Mediterranean Fruit Fly, Mexican Fruit Fly, Oriental Fruit Fly, Melon Fly, Gypsy Moth and Japanese Beetle. This list is not inclusive and may contain other invasive exotic pests as identified. This agreement includes delimitation work associated with the detection of one or more life stages of target pests in the County.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action would result in loss of revenue to the Department and possible threat to our local agriculture and residents of Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: TRANSPORTATION, WATER & INFRASTRUCTURE COMMITTEE
Date: February 6, 2018

Subject: Grant Submittal to the U.S. Economic Development Administration for a Short-Line Railroad Feasibility Study in the Northern Waterfront Area

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to apply for and accept grant funding in an amount not to exceed \$60,000 from the United States Economic Development Administration under the *Planning and Local Technical Assistance Program* to study a short-line railroad in the Northern Waterfront.

FISCAL IMPACT:

In the event of a successful grant application, the County will provide matching funding not to exceed \$37,500 under Other Special Departmental Expense, FY 2017-18 Budget [Northern Waterfront Economic Development Initiative], with no additional General Fund impact.

BACKGROUND:

Northern Waterfront Economic Development Initiative

The subject grant would fund an implementation step under the Northern Waterfront Economic Development Initiative. The Initiative was launched in 2013 to assess economic conditions in the Northern Waterfront and identify opportunities to revitalize it. In January

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: John Cunningham
(925) 674-7833

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

2014, the County released the *Revitalizing Contra Costa's Northern Waterfront: How to be Competitive in the 21st Century Global Economy* Report, which detailed the current economic conditions and opportunities and the recommended strategies to implement that would revitalize the area.

At the April 11, 2017 meeting, the Northern Waterfront Ad Hoc Subcommittee received an update from staff on the work program for the Initiative. One of the activities identified in the work program was a goods movement study to determine the feasibility of a short-line railroad in the Northern Waterfront (Exhibit A). At the May 9, 2017 Board of Supervisors meeting, the Board approved allocating \$500,000 from the County General Fund to fund Northern Waterfront Economic Development Initiative activities in the work program, \$75,000 of which would go towards funding the short-line railroad feasibility study.

Economic Development Administration - Planning and Local Technical Assistance Program

The United States Economic Development Administration (EDA) currently has a call for projects for its Planning and Local Technical Assistance Program (Exhibit B). This Program funds studies and plans that generate economic development and investment in areas that are experiencing economic hardship. Specifically, the Planning Program funds regional-level economic development plans and the Local Technical Assistance Program funds more localized or focused studies and plans. The *Revitalizing Contra Costa's Northern Waterfront Report* is consistent with the latter Program.

The total amount available is \$41 million (\$30 million to the Planning Program, \$11 million for the Local Technical Assistance Program), and the maximum grant funding is \$300,000. The local match for the grant ranges from 20% to 50%, depending on defined economic thresholds related to unemployment and per capita income. The grant is available through FY 2018/2019.

Discussion

The Transportation, Water, and Infrastructure Committee directed staff to bring this grant application (Exhibit C) to Board of Supervisors for approval. The proposal, "Feasibility of a Short-Line Railroad to in the Northern Waterfront", would fund a short-line railroad study. The grant application, in the amount of \$75,000, would be submitted under the Local Technical Assistance Program.

The local match will range from \$15,000 to \$37,500, as discussed above. Local match would be funded by the \$75,000 earmarked for the short-line railroad study under "Other Special Departmental Expense (FY 2017-18 Budget). These funds are part of the \$500,000 amount appropriated towards Northern Waterfront Economic Development

Initiative activities by the Board of Supervisors at its May 9, 2017 meeting.

CONSEQUENCE OF NEGATIVE ACTION:

If the grant submittal is not approved, the County will not be eligible for Federal Local Technical Assistance Program funds for this study and would have to identify other funds if the study is to proceed.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

Exhibit A: NWEDI Work Program

Exhibit B: EDA_Grant_Announcement

Exhibit C: Grant Application

Budget:

Following is a proposed budget for the phase 2 work program (Northern Waterfront Initiative Phase 2 Budget).

Description	Expense Item	Cost	Desired Outcome
Description: Community engagement is fundamental to the success of the Northern Waterfront Initiative and integral to advancing and improving the Waterfront's economic prospects.	OUTREACH: Consultant	\$ 85,000	Engage residents and other stakeholders along the waterfront, educate regional and national agencies and to identify issues about the future of the Northern Waterfront.
Description: Assists in the development of the Draft Action Plan, provide clarity, and strengthen policy direction and analysis. Industrial properties database could be used for planning studies, strategic public investment, marketing and promotion, and fiscal analysis; California State Lands Commission analysis would help provide greater local control, as well as, a sustainable revenue source.	DATA DEVELOPMENT & ANALYTICS: Industrial parcel identification/analysis Goods movement State Lands analysis Assets/competitive advantages profile Performance indicators development	\$ 125,000 \$ 75,000 \$ 25,000 \$ 85,000 \$ 25,000	Establish baselines; improve knowledge base and improve relevant information for decision-making; determine viability of potential funding sources and secure grant funding. Determining indicators that include economic, environmental, and social progress (Genuine Progress Indicators).
Description: the Draft Strategic Action Plan will include a cluster-based economic development strategy, target industry clusters, goals and objectives, implementation program, responsible parties, estimated cost, potential funding sources, priorities, and timeframe.	DRAFT STRATEGIC ACTION PLAN: Consultant	\$ 80,000	Draft Plan provides a blueprint for advancing the Northern Waterfront Initiative; an outline for engaging more involved collaboration; provides basis for adoption of public policies, programs, and investments. The Draft Plan will be available for public
	Total	\$ 500,000	

ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY
Planning and Local Technical Assistance Programs

EXECUTIVE SUMMARY

- **Federal Agency Name:** Economic Development Administration (EDA), U.S. Department of Commerce (DOC).
- **Funding Opportunity Title:** FY 2016 – FY 2019 EDA Planning Program and Local Technical Assistance Program – Application submission and program requirements for EDA’s Planning and Local Technical Assistance programs.
- **Announcement Type and Date:** Federal Funding Opportunity (FFO) announcement publishing EDA’s application submission requirements and review procedures for applications received under EDA’s (i) Planning and (ii) Local Technical Assistance programs, authorized under the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 *et seq.*) (PWEDA). Effective date: December 10, 2015. This Planning and Local Technical Assistance FFO will remain in effect until superseded by a future announcement.
- **Funding Opportunity Number:** EDA-HDQ-TA-HDQ-2016-2004759
- **Catalog of Federal Domestic Assistance (CFDA) Numbers:** 11.302, Economic Development - Support for Planning Organizations; 11.303 Economic Development - Technical Assistance
- **Dates:** There are no application deadlines under this FFO. Applications will be accepted on an ongoing basis until the publication of a new Planning FFO.
- **Funding Opportunity Description:** Pursuant to PWEDA, EDA announces general policies and application procedures for grant-based investments under the Planning and Local Technical Assistance programs. Under the Planning program EDA assists eligible recipients in creating regional economic development plans designed to build capacity and guide the economic prosperity and resiliency of an area or region. As part of this program, EDA supports Partnership Planning investments to facilitate the development, implementation, revision, or replacement of Comprehensive Economic Development Strategies (CEDS), which articulate and prioritize the strategic economic goals of recipients’ respective regions. In general, EDA provides Partnership Planning grants to the designated planning organization (e.g., District Organization) serving EDA-designated Economic Development Districts to enable these organizations to

develop and implement relevant CEDS. In addition, EDA provides Partnership Planning grants to Indian Tribes to help develop and implement CEDS and associated economic development activities. The Planning program also helps support organizations, including District Organizations, Indian Tribes, and other eligible recipients, with Short-Term and State Planning investments designed to guide the eventual creation and retention of high-quality jobs, particularly for the unemployed and underemployed in the Nation's most economically distressed regions. The Local Technical Assistance program strengthens the capacity of local or State organizations, institutions of higher education, and other eligible recipients to undertake and promote effective economic development programs through projects such as feasibility analyses and impact studies.

- **Eligible Applicants:** EDA is not authorized to provide grants or cooperative agreements to individuals or to for-profit entities. Requests from such entities will not be considered for funding. Eligible applicants for EDA financial assistance under the Planning and Local Technical Assistance programs include a(n): (i) District Organization of a designated Economic Development District; (ii) Indian Tribe or a consortium of Indian Tribes; (iii) State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (iv) institution of higher education or a consortium of institutions of higher education; or (v) public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State. See Section 3 of PWEDA (42 U.S.C. § 3122) and 13 C.F.R. § 300.3.

FULL ANNOUNCEMENT TEXT
THE ECONOMIC DEVELOPMENT ADMINISTRATION’S (EDA)
PLANNING AND LOCAL TECHNICAL ASSISTANCE PROGRAMS

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I. Funding Opportunity Description

A. Overview

This Federal Funding Opportunity (FFO) announcement sets out EDA’s application submission and review procedures for two of its Economic Development Assistance programs (EDAP) authorized under the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 et seq.) (PWEDA): (i) Planning; and (ii) Local Technical Assistance. EDA publishes separate FFO announcements for its other programs: Public Works, Economic Adjustment Assistance, University Center, Research and National Technical Assistance, Regional Innovation Strategies, and Trade Adjustment Assistance for Firms.

EDA’s programs provide economically distressed communities and regions with comprehensive and flexible resources to address a wide variety of economic needs, and are designed to lead to the creation and retention of jobs and increased private investment. EDA’s programs fund and promote local and regional economic development capacity-building efforts

that result in or are instrumental in establishing vibrant economies throughout the United States. Through these programs, EDA supports locally-driven strategies that build on regional assets to spur economic prosperity and resiliency. EDA encourages initiatives that present new ideas and creative approaches to advance economic prosperity in distressed communities.

B. EDA Investment Priorities

Through the competitive grant process outlined in this FFO, all proposed projects are evaluated to determine the extent to which they align with EDA's capacity-building investment priorities, create or retain high-quality jobs, leverage public and private resources, demonstrate the ability to start the proposed project promptly and use funds quickly and effectively, and provide a clear scope of work and specific, measureable outcomes.

EDA's investment priorities are designed to provide an overarching framework to guide the agency's investment portfolio to ensure its investments have the greatest impact. Competitive applications will be responsive to the evaluation criteria listed in Section V.A. of this FFO, and will align with at least one of the following investment priorities:

1. Collaborative Regional Innovation

Projects that support the development and growth of innovation clusters¹ based on existing regional competitive strengths. Such initiatives must engage relevant stakeholders; facilitate collaboration among urban, suburban, and rural (including tribal) areas; provide stability for economic development through long-term intergovernmental and public/private collaboration; and support the growth of existing and emerging industries.

2. Public/Private Partnerships

Projects that use both public and private sector resources and complementary investments by other government/public entities and/or nonprofits.

¹ EDA defines clusters as geographic concentrations of firms, workers and industries that do business with each other and have common needs for talent, technology, and infrastructure. Clusters are essentially networks of similar, synergistic, or complementary entities that are engaged in or with a particular industry sector; have active channels for business transactions and communication; share specialized infrastructure, labor markets, and services; and leverage the region's unique competitive strengths to stimulate innovation and create jobs. Clusters may cross municipal, county, and other jurisdictional boundaries.

3. **National Strategic Priorities**

Projects that:

- a. encourage job growth and business expansion in manufacturing, including advanced manufacturing, sustainable manufacturing, and manufacturing supply chains;
- b. assist communities severely impacted by the declining use of coal;
- c. increase economic resiliency, including resilience to the effects of natural disasters and climate change;
- d. assist with natural disaster mitigation and recovery;
- e. are aimed at restoring or improving urban waters and the communities that surround them; and
- f. assist and/or support:
 - i. information technology infrastructure (for example, broadband or smart grid);
 - ii. communities severely impacted by automotive industry restructuring;
 - iii. job-driven skills development;
 - iv. access to capital for small- and medium-sized and ethnically diverse enterprises;
 - v. innovations in science and health care; and
 - vi. advancement of science and research parks, other technology transfer, or technology commercialization efforts.

4. **Global Competitiveness**

Projects that support high-growth businesses and innovation-based entrepreneurs to expand and compete in global markets, especially investments that expand U.S. exports, encourage foreign direct investment, and promote the repatriation of jobs back to the U.S.

5. **Environmentally-Sustainable Development**

Projects that promote job creation and economic prosperity through enhancing environmental quality and developing and implementing green products, processes, places, and buildings as part of the green economy. This includes projects that encourage job growth, business expansion, and innovations in energy-efficient technologies and clean energy, including alternative fuel technologies. Additional information is available on EDA's website at <http://www.eda.gov/pdf/GreenGrowthOverview.pdf>.

6. **Underserved Communities**

Projects that strengthen diverse communities that have suffered disproportionate economic distress and job losses and/or are rebuilding to become more competitive in the global economy.

C. EDA Program Information

This section provides detailed information on the two programs to which this FFO applies. Additional information about EDA's other programs, including information about the eligibility of specific kinds of projects, is available through EDA staff. EDA staff provides technical assistance to prospective applicants to assist in proposal development and application submission. Applicants are strongly encouraged to contact the appropriate EDA regional office for their State noted in Section VIII. of this FFO to clarify technical matters involving their proposed project, its alignment with EDA's mission and investment priorities, and all other relevant publicly available information relating to technical matters before submitting an application to EDA.

1. Planning Program: (CFDA No. 11.302; 13 C.F.R. Part 303)

Through the Planning program, EDA provides assistance to eligible recipients to create regional economic development plans to build economic development capacity and guide the economic prosperity and resiliency of an area or region. As part of this program, EDA supports Partnership Planning investments to facilitate the development, implementation, revision, or replacement of Comprehensive Economic Development Strategies (CEDS), which are designed to help regions leverage their unique assets to help create and retain high-quality jobs, particularly for the unemployed and underemployed in the Nation's most economically distressed regions.

EDA provides Partnership Planning grants to the designated planning organization (e.g., District Organization) serving each EDA-designated Economic Development District (EDD) throughout the Nation. These planning organizations are typically recognized by the State in which they reside as multi-jurisdictional councils of governments, regional commissions, or planning and development organizations. Partnership Planning grants enable planning organizations to manage and coordinate the development and implementation of CEDS. In addition, EDA provides Partnership Planning grants to Indian Tribes to help organize and assist with the implementation of economic development activities within their areas.

The Planning program also helps eligible recipients, including District Organizations and Indian Tribes, with Short-Term and State Planning efforts in order to stimulate and guide the creation and/or retention of high-quality jobs, particularly for the unemployed and underemployed in the Nation's most economically distressed regions. For example, EDA might provide Short-Term Planning funding to a coalition of Tribal and regional organizations to plan a coordinated response to the sudden loss of a major employer in the affected area(s).

2. Local Technical Assistance Program (CFDA No. 11.303; 13 C.F.R. Part 306, Subpart A)

The Local Technical Assistance program strengthens the capacity of local, regional or State organizations and institutions to undertake and promote effective economic development programs through projects such as feasibility studies, impact analyses, disaster resiliency plans, and project planning. For example, EDA might provide funds to help a city prepare a feasibility study regarding the use of an abandoned manufacturing facility for an activity that advances local economic development.

3. Statutory Authorities for EDA's programs

The statutory authorities for the Planning and Local Technical Assistance programs are Sections 203 (42 U.S.C. § 3143) and 207 (42 U.S.C. § 3147) of PWEDA, respectively.

Unless otherwise provided in this FFO, applicant eligibility, program objectives and priorities, application procedures, evaluation criteria, selection procedures, and other requirements for the Planning and Local Technical Assistance programs are set forth in EDA's regulations (codified at 13 C.F.R. chapter III). All applications must comply with these requirements. EDA's regulations are available <http://www.gpo.gov/fdsys/pkg/CFR-2015-title13-vol1/pdf/CFR-2015-title13-vol1-chapIII.pdf>.

II. Award Information

A. Funding Availability

Note: As of December 10, 2015, the full amount of FY 2016 appropriations is not available and EDA is operating under the authority of H.R. 719, which continues the FY 2015 Consolidated Appropriations Act funding levels. The FY 2015 award amounts are provided only for your information as they may prove useful for planning purposes.

In FY 2015, the Consolidated Appropriations Act, 2014 (P.L. 113-235) (The Commerce, Justice, Science, and Related Agencies Appropriations Act, 2015 [division B of P.L. 113-235]) appropriated \$30 million for the Planning program and \$11 million for Local Technical Assistance program.

The funding periods and funding amounts referenced in this FFO are subject to the availability of funds at the time of award, as well as to DOC and EDA priorities at the time of award. Neither DOC nor EDA will be held responsible for application preparation costs. Publication of this announcement does not obligate DOC or EDA to award any specific grant or cooperative agreement or to obligate all or any part of available funds. Applications for renewal or supplementation of additional projects may compete with applications for new awards. The

average award amounts set out below are provided only for your information and may prove useful for planning purposes. Actual amounts awarded may be higher or lower depending on the nature of the funded project and the availability of funds. The majority of funding under the Planning program is for Partnership Planning grants for EDA-designated EDDs and Indian Tribes.

The average size of a Planning investment has been approximately \$70,000, and investments generally range from \$40,000 to \$200,000. Historically, EDA has awarded funds for between 320 and 470 Planning projects a year.

The average size of a Local Technical Assistance investment has been approximately \$64,000, and investments generally range from \$50,000 to \$300,000. Historically, EDA has awarded funds for between 30 and 50 Local Technical Assistance projects a year.

B. Funding Instruments and Period of Performance

Subject to the availability of funds, EDA may enter into a grant or cooperative agreement with successful recipient. A cooperative agreement will be used if the proposed project involves substantial EDA involvement, which may include hands-on technical assistance and involvement in project activities. Substantial involvement indicates that EDA may assist, guide, coordinate, or participate in project activities in a partnership role; it is not to assume direction, prime responsibility, or a dominant role in the activities. A project's period of performance is dependent on the project scope of work, the nature of the project, and the EDA program under which the grant is awarded. In general, a Planning or Local Technical Assistance investment is usually one year in duration, but a specific award may allow for up to three years for completion of the scope of work. EDA expects that all projects will proceed efficiently and expeditiously, and EDA encourages applicants to clearly document how quickly the applicant will be able to start and complete the proposed work.

C. Funding Restrictions

In general, EDA does not reimburse pre-award project costs. Applicants that are in need of such reimbursement should work closely with the EDA representative for their state to determine if their pre-award costs may be considered for reimbursement. In order for contracted pre-award costs to be eligible for reimbursement, the applicant must competitively procure services pursuant to the Federal government's procurement procedures.² All pre-award costs are incurred at an applicant's own risk and will be considered for reimbursement, in EDA's sole discretion, only if an applicant receives an award and must be approved by EDA in writing.

² Procurement requirements for States and other non-Federal entities are set out at 2 C.F.R. §§ 200.317 – 200.326.

Neither EDA nor DOC will be held responsible for proposal and application preparation expenditures, which are distinguishable from pre-award project costs.

III. Eligibility Information

A. Eligible Applicants

Pursuant to PWEDA, eligible applicants for and eligible recipients of EDA investment assistance under this FFO include a(n):

1. District Organization;
2. Indian Tribe or a consortium of Indian Tribes;
3. State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions;
4. Institution of higher education or a consortium of institutions of higher education; or
5. Public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State.³

EDA is **not** authorized to provide grants or cooperative agreements to individuals or for-profit entities, and such requests will not be considered for funding.

B. EDA Economic Distress Criteria

Awards under EDA's Planning and Local Technical Assistance programs will demonstrate the probability of effecting positive economic development impacts within distressed regions and help promote regional economic resiliency. Applicants are responsible for defining the region that the project will assist by providing supporting statistics and other information, as appropriate. **Although meeting specific distress criteria is not a prerequisite for funding under the two programs, the economic distress level of the region impacted by a project serves as the basis for establishing the EDA share of the total cost of a project.** See Section III.C. of this FFO for information on matching share requirements.

C. Cost Sharing or Matching

Generally, the amount of an EDA award may not exceed 50 percent of the total cost of the project. Projects may receive an additional amount that may not exceed up to 30 percent of

³ See Section 3 of PWEDA (42 U.S.C. § 3122) and 13 C.F.R. § 300.3.

the total project cost, based on the relative needs of the region in which the project will be located, as determined by EDA.

In general, EDA's maximum investment rate (percent of total project costs) is determined by the average per capita income or unemployment rate of the region in which the project is located, as outlined in Table 1 below:⁴

TABLE 1

Projects located in regions in which:	Maximum allowable investment rates (percentage of total project cost)
(A) The 24-month unemployment rate is at least 225% of the national average; or	80
(B) The per capita income is not more than 50% of the national average.	80
(C) The 24-month unemployment rate is at least 200% of the national average; or	70
(D) The per capita income is not more than 60% of the national average.	70
(E) The 24-month unemployment rate is at least 175% of the national average; or	60
(F) The per capita income is not more than 65% of the national average.	60
(G) The 24-month unemployment rate is at least 1 percentage point greater than the national average; or	50
(H) The per capita income is not more than 80% of the national average.	50

In addition, the Secretary of Commerce has delegated to the Assistant Secretary for Economic Development the discretion to establish a maximum EDA investment rate of up to 100 percent of the total project cost to a: (i) State (or political subdivision of a State) that the Assistant Secretary for Economic Development determines has exhausted its effective taxing and borrowing capacity, or (ii) a non-profit organization that the Assistant Secretary for Economic Development determines has exhausted its effective borrowing capacity.⁵ Additionally, EDA's

⁴ See Section 204(a) of PWEDA (42 U.S.C. § 3144) and 13 C.F.R. § 301.4(b)(1).

⁵ See Sections 204(c)(1) and (2) of PWEDA (42 U.S.C. § 3144) and 13 C.F.R. § 301.4(b)(5).

regulations provide discretion to establish a maximum EDA investment rate of up to 100 percent for projects of Indian Tribes.⁶

Potential applicants should contact the appropriate EDA regional office for their State (noted in in Section VIII. of this FFO) to obtain additional information regarding these EDA investment rate determinations.

The applicant must show that the matching share will: (i) be committed to the project for the period of performance, (ii) be available as needed, and (iii) not be conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance.⁷

In the application review process, EDA will consider the nature of the contribution (cash or in-kind) and the amount of the matching share funds. In-kind contributions may provide the required non-Federal share of the total project cost if deemed eligible and fairly valued. All in-kind contributions must be eligible project costs and meet applicable Federal cost principles and uniform administrative requirements.⁸ Examples of in-kind contributions may include space, equipment, services, or forgiveness or assumptions of debt.⁹ Funds from other Federal financial assistance awards may be considered matching share funds only if authorized by statute, which may be determined by EDA's reasonable interpretation of the statute.¹⁰

Applicants are strongly encouraged to work with the appropriate EDA regional office for their State in Section VIII. of this FFO to determine how in-kind contributions can be utilized to satisfy the matching share requirement for their respective project concept and application.

IV. Application and Submission Information

Applicants are strongly urged to consult with the EDA representative for their applicable State to discuss whether their project is in alignment with EDA's investment priorities, eligibility requirements, cost-sharing requirements, or other requirements outlined in this FFO. This consultation is limited to clarification of technical matters involving their proposed project, project alignment with EDA's mission and investment priorities, and all other relevant publicly available information relating to technical matters; however, it will assist potential applicants in determining how to best proceed with their project.

⁶ See 13 C.F.R. § 301.4(b)(1).

⁷ See 13 C.F.R. § 301.5.

⁸ See 2 CFR § 200.306.

⁹ See Section 204(b) of PWEDA (42 U.S.C. § 3144).

¹⁰ See the definition of "Local Share or Matching Share" at 13 C.F.R. § 300.3.

In general, EDA does not reimburse pre-award project costs. Applicants that are in need of such reimbursement should work closely with the EDA representative for their State to determine if their pre-award costs may be considered for reimbursement. In order for contracted pre-award costs to be eligible for reimbursement, the applicant must competitively procure services pursuant to the Federal government's procurement procedures.¹¹ All pre-award costs are incurred at an applicant's own risk and will be considered for reimbursement, in EDA's sole discretion, only if an applicant receives an award and the costs are approved by EDA. Neither EDA nor DOC will be held responsible for application preparation expenditures, which are distinguishable from pre-award project costs.

For applications submitted through Grants.gov, all forms must be submitted by and will be signed electronically by an Authorized Organizational Representative (AOR) of the applicant. An AOR registered with Grants.gov is the only official with the authority to submit applications through Grants.gov; however, sometimes the AOR authorized to submit an application is not an authorized representative of the applicant organization (i.e., someone who is authorized to act on behalf of or bind the organization). Regardless of the method of application submission, if an application is successful, an authorized representative of the applicant will be required to reaffirm that all documents submitted in support of the application were and remain true and correct. Please see Section IX. of this FFO for information on AOR requirements. Paper applications must include original signatures of an authorized official of the applicant. Please refer to important information on submitting your application provided in Section IV.D. of this FFO.

A. Obtaining an Application Package

An applicant may obtain the appropriate application package electronically at www.grants.gov (Grants.gov). Applicants may search for this funding opportunity on Grants.gov using Funding Opportunity Number "EDA-HDQ-TA-HDQ-2016-2004759". All components of the appropriate application package may be accessed and downloaded (in a screen-fillable format) at http://www.grants.gov/applicants/apply_for_grants.jsp. The preferred electronic file format for attachments is Adobe portable document format (PDF); however, EDA will accept electronic files in Microsoft Word, WordPerfect, or Microsoft Excel. Applicants are advised that they must complete the registration process prior to submitting an application through Grants.gov; however, please note that registration is not required for an applicant to access, view, or download the application package. Even though an applicant may be able to view and download an application, if the applicant has not correctly completed the Grants.gov

¹¹ Procurement requirements for States and other non-Federal entities are set out at 2 C.F.R. §§ 200.317 – 200.326.

registration process, the applicant will not be able to submit the application electronically for EDA's review. Alternatively, an applicant eligible for assistance under this announcement may request a paper application package by contacting the appropriate EDA regional office listed under Section VIII. of this FFO.

B. Content and Form of the Application Submission

A complete application package includes the following required documents, as outlined below:

- 1. One Form SF-424** (Application for Federal Assistance) from each co-applicant, as applicable.
- 2. One Form SF-424A** (Budget Information-Non-Construction Programs). One form per project is required.
- 3. One Form SF-424 B** (Assurances-Non-Construction Programs) from each co-applicant, as applicable.
- 4. One Form ED-900** (General Application for EDA Programs), and accompanying supporting documentation. Section A of Form ED-900 provides structured questions designed to assess the need and impact of a proposed project. While Form ED-900 provides space within the form for responses, the applicant may substitute an expanded explanation of the project (project narrative, need/region, scope, budget narrative, etc.) in a separate attachment that references the questions in the Form ED-900, to ensure that its application includes a clear and compelling justification for the project.
- 5. One Form ED-900A** (Additional EDA Assurances for Construction *Or* Non-Construction Investments) from each co-applicant, as applicable.
- 6. One Form CD-511** (Certification Regarding Lobbying) from each co-applicant, as applicable.
- 7. One Form SF-LLL** (Disclosure of Lobbying Activities) from each co-applicant, as applicable.

After EDA reviews your application, EDA may contact you to request any necessary additional documentation, depending on the type of project proposed. This additional documentation will be required to ensure that the proposed project complies with all applicable rules and regulations prior to EDA's issuance of an award. EDA will provide applicants a reasonable amount of time to provide any additional documentation. Failure to provide complete

and accurate supporting documentation in a timely manner when requested by EDA may result in the denial of your application.

C. Deadlines for Submission

There are no application deadlines under this FFO. Applications are accepted on an ongoing basis until the publication of a new Planning FFO.

D. Directions for Submission

1. Electronic submissions

EDA strongly encourages electronic submissions of applications through Grants.gov. EDA will not accept facsimile or email transmissions of applications.

Once an application is submitted, it undergoes a validation process through Grants.gov during which the application may be accepted or rejected by the system. Please be advised that the validation process may take 24 to 48 hours to complete. Applications that contain errors will be rejected by Grants.gov, and will not be forwarded to EDA for review. The applicant must correct the error before Grants.gov will accept and validate the application.

Please see Section IX. of this FFO for more detailed instructions and information on the requirements for submitting applications electronically via Grants.gov.

2. Paper submissions

An applicant has the option of submitting a completed paper application via postal mail or courier service to the applicable regional office listed in Section VIII. of this FFO. The applicant may download the appropriate application package in a screen-fillable format from http://www.grants.gov/applicants/apply_for_grants.jsp, save it electronically, and print it for paper submission.

One original and two copies of the complete application must be mailed to the applicable regional office. Applicants are encouraged to include an electronic version of their application on a CD to facilitate processing of the application by EDA.

DOC mail security measures may delay receipt of United States Postal Service mail for up to two weeks. Therefore, applicants that submit paper submissions are advised to use guaranteed overnight delivery services.

E. Unique Entity Identifier and System for Award Management (SAM)

To enable the use of a universal identifier and to enhance the quality of information available to the public as required by the Federal Funding Accountability and Transparency Act of 2006, to the extent applicable, applicants are required to: (i) Be registered in the System for Award Management (SAM) before submitting its application; (ii) provide a valid unique entity identifier in its application; and (iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. EDA may not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the EDA is ready to make an award, EDA may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant. Recipients will be subject to reporting requirements, as identified in OMB guidance published at 2 C.F.R. Parts 25 and 170 (2014). The guidance set out at 2 C.F.R. Part 25 may be located at <http://www.gpo.gov/fdsys/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-part25.pdf>, and the guidance set out at 2 C.F.R. Part 170 may be located at <http://www.gpo.gov/fdsys/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-part170.pdf>. Note that SAM now encompasses the Central Contractor Registration (CCR), and that the unique entity identifier is commonly the Data Universal Numbering System (DUNS) Numbers.

F. Intergovernmental Review

Applications submitted under this FFO are subject to the requirements of Executive Order (EO) 12372, “Intergovernmental Review of Federal Programs,” if a State has adopted a process under EO 12372 to review and coordinate proposed Federal financial assistance and direct Federal development (commonly referred to as the “single point of contact review process”). All applicants must give State and local governments a reasonable opportunity to review and comment on the proposed Project, including review and comment from area-wide planning organizations in metropolitan areas.¹² To find out more about a State’s process under EO 12372, applicants may contact their State’s Single Point of Contact (SPOC). Names and addresses of some States’ SPOCs are listed on the Office of Management and Budget’s home page at http://www.whitehouse.gov/omb/grants_spoc. Section A.11. of Form ED-900 provides more information and allows applicants to demonstrate compliance with EO 12372.

¹² As provided for in 15 C.F.R. Part 13.

V. Application Review and Selection Process

Throughout the review and selection process, EDA reserves the right to seek clarification in writing from applicants whose applications are being reviewed and considered. EDA may ask applicants to clarify or substantiate application materials, objectives, and work plans, or modify budgets or other specifics necessary to comply with Federal requirements. For Partnership Planning awards to currently designated District Organizations, EDA will handle the award process in accord with current practice for institutional awards, rather than follow the competitive process outlined in this section. EDA will contact each currently designated District Organization to provide specific application submission requirements and award procedures. EDA's requirements for designating Economic Development Districts and District Organizations are set out at 13 C.F.R. Part 304. For more information, please contact the appropriate EDA regional office for the relevant State noted in Section VIII. of this FFO.

A. Evaluation Criteria

EDA will evaluate applications for the Short-Term Planning, State Planning, and Local Technical Assistance programs based on their ability to satisfy the following criteria. All factors will be weighted equally.

1. The project's demonstrated alignment with at least one of EDA's current investment priorities as outlined in Section I.B of this FFO;
2. The project's potential to increase the capacity of the community or region to promote job creation and private investment in the regional economy;
3. The project's feasibility and the likelihood that the project will achieve its projected outcomes;
4. The ability of the applicant to successfully implement the proposed project; and
5. The project's sustainability/durability, including the extent to which the project demonstrates support from regional stakeholders (private, public, and non-profit entities, etc.).

B. Review and Selection Procedures

Application packages submitted under this FFO for the Short-Term Planning, State Planning, and Local Technical Assistance programs will be reviewed for initial responsiveness to this FFO by a Project Officer within the applicable EDA regional office as described below. After the responsiveness review, applications will be referred to the regional office's Investment Review Committee (IRC), which is comprised of at least three EDA staff members. The IRC discusses the application to determine if it meets the program-specific award and application requirements provided in 13 C.F.R. § 303.3 for Planning awards and 13 C.F.R. § 306.2 for Local

Technical Assistance awards, as applicable, and the evaluation criteria set out in Section V.A of this FFO.

1. Responsiveness Review

EDA's regional office staff will conduct a responsiveness review on all complete applications received from eligible applicants. Applications that do not contain all forms and required documentation listed in Section IV.B of this announcement may be deemed non-responsive and excluded from further consideration. If an applicant omits a required form or required documentation, EDA will inform the applicant of what is missing and the applicant may resubmit. Applicants that are ineligible for EDA funding will be so informed.

All projects that are deemed eligible and technically complete will be forwarded to the IRC for further consideration. EDA staff will advise applicants of the reasons an application is not forwarded to the IRC. Please note that an application forwarded to the IRC is not guaranteed funding; EDA receives far more applications than it can fund.

2. Investment Review Committee

Each EDA regional office will convene an IRC that consists of at least three Federal employees to discuss and evaluate each application forwarded from the responsiveness review to determine if it meets the program-specific award and application requirements provided in 13 C.F.R. § 303.3 for Planning and 13 C.F.R. § 306.2 for Local Technical Assistance investments as well as the evaluation criteria set out in Section V.A of this FFO. The IRC recommends to the Regional Director whether an application merits further consideration, documenting its recommendation.

3. Grants Officer's Decision

Each region's IRC makes its recommendations to the respective Regional Director, who is the Grants Officer under this announcement and who makes the final decision on whether to fund an application. The Regional Director might select a project that was not recommended by the IRC, or not to fund a project that was recommended, based on any of the following Selection Factors:

1. The relative economic distress of the region;
2. The comparative financial or management capability of the applicant;
3. The likelihood a given project will start quickly, realistically achieve project goals, and catalyze additional resources;
4. The extent to which the application meets the overall objectives of Section 2 of PWEDA (42 U.S.C. § 3121);

5. If the applicant is a previous recipient of Federal financial assistance, the applicant's performance under previous awards, including whether the grantee submitted required performance reports and data;
6. The availability of program funding; and
7. The extent to which the project supports EDA's goals of geographic balance in distribution of program funds, project types, organizational type (to include smaller and rural organizations) and the overall portfolio.

The Regional Director's final decision must be consistent with EDA's and the DOC's published policies. Anytime the Regional Director makes a selection that differs from the IRC's recommendation, the Regional Director will document the rationale – based on the Selection Factors listed above – for the decision in writing.

VI. Award Administration Information

A. Award Notification

Applicants will be notified in writing if their applications are selected for funding. If an application is selected for funding and the applicant successfully and timely completes all due diligence requirements, the expectation is that the EDA Grants Officer will issue the FormCD-450, which is the authorizing financial assistance award document.

EDA will provide Form CD-450 by mail or two-day delivery to the appropriate business office of the recipient's organization, or electronically via email to the Authorized Organizational Representative listed on the applicant's Form SF-424. The recipient must sign and return the Form CD-450 without modification within 30 days of the date of the EDA Grants Officer's signature on the form to the applicable Regional Office. If the recipient does not sign and return the Form CD-450, EDA may terminate the award without further notice. By signing Form CD-450, the recipient agrees to comply with all award provisions.

If an applicant is awarded funding, neither DOC nor EDA is under any obligation to provide any additional future funding in connection with that award or to make any future award(s). Amendment or renewal of an award to increase funding or to extend the period of performance is at the discretion of DOC and EDA.

EDA will notify unsuccessful applicants in writing. EDA will retain unsuccessful applications in accordance with EDA's record retention schedule.

B. Administrative and National Policy Requirements

Administrative and national policy requirements for all DOC awards apply to this competition. These requirements may be found in the “Department of Commerce Financial Assistance Standard Terms and Conditions” (ST&Cs) and is summarized in the “Department of Commerce Pre-Award notification Requirements for Grants and Cooperative Agreements,” published in the *Federal Register* on December 30, 2014 (79 FR 78390). The Pre-Award notice may be accessed at the Government Printing Office (GPO) website at www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf. The ST&Cs may be accessed at the following website: http://www.osec.doc.gov/oam/grants_management/policy/default.htm.

C. Reporting Requirements

1. All recipients are required to submit financial, performance, and impact reports in accordance with the terms and conditions of the grant award, generally no less than semi-annually. All project progress and financial reports must be submitted to the applicable EDA program officer in electronic format.
2. The Federal Funding Accountability and Transparency Act of 2006 includes a requirement for awardees of applicable Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued in FY 2011 or later. All awardees of applicable grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at www.FSRS.gov on all sub-awards over \$25,000. Please see the OMB guidance published at 2 C.F.R. Part 170 (2015), which can be accessed at <http://www.gpo.gov/fdsys/pkg/CFR-2015-title2-vol1/pdf/CFR-2015-title2-vol1-part170.pdf>.
3. EDA may require additional data on actual impact of the funded investment, pursuant to the Government Performance and Results Act (GPRA), to be submitted to EDA at periodic intervals after the grant award.

EDA reserves the right to use information contained in applications submitted under this opportunity, as well as all reports and performance data submitted by recipients to undertake an evaluation of its programs, either through its staff or by hiring a third party. Recipients of EDA grant awards are expected to cooperate with such evaluations, including by sharing performance information that they are already collecting as part of their grant activities.

D. Regulations, Administrative Requirements, and Cost Principles

Specific regulations, administrative requirements, and cost principles govern the use of EDA funds. The general and administrative requirements for EDA awards are set forth in 13 C.F.R. Parts 300–302. Specific application and award requirements for the Planning program are set out at 13 C.F.R. Part 303 and for the Local Technical Assistance program in Subpart A of 13 C.F.R. Part 306. EDA funds may not be used directly or indirectly to reimburse any attorneys’ or consultants’ fees incurred in connection with obtaining investment assistance pursuant to this competitive solicitation. *See* 13 C.F.R. § 302.10.

In addition, administrative and national policy requirements for all DOC awards apply to this competition. These requirements may be found in the “Department of Commerce Financial Assistance Standard Terms and Conditions” (ST&Cs) and are summarized in the “Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements,” published in the *Federal Register* on December 30, 2014 (79 FR 78390). The Pre-Award notice may be accessed at the Government Printing Office (GPO) website at www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf. The ST&Cs may be accessed at the following website:

http://www.osec.doc.gov/oam/grants_management/policy/default%20p2.htm

Recipients of an EDA award will be bound by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are codified at 2 C.F.R. Part 200 (Uniform Guidance). The Uniform Guidance streamlines the language from eight existing Office of Management and Budget (OMB) circulars, including Cost Principles (OMB Circulars A-21, A-87, A 122), administrative requirements (OMB Circulars A-102 and A 110), and audit requirements (OMB Circular A-133) into one consolidated set of guidance applicable to federal assistance awards. Note that the Uniform Guidance supersedes DOC’s Uniform Administrative Requirements set out at 15 C.F.R. Parts 14 and 24. Applicants are advised to familiarize themselves with 2 C.F.R. Part 200, which may be found at <http://www.gpo.gov/fdsys/pkg/CFR-2015-title2-vol1/pdf/CFR-2015-title2-vol1-subtitleA-chapII.pdf>. Additional information on the substance of and transition to the OMB Uniform Guidance may be found at <https://cfo.gov/cofar/>.

E. EDA’s Non-relocation Policy

Applicants are advised that should an application be selected for award, the recipient will be required to adhere to a special award condition relating to EDA’s non-relocation policy as follows:

In signing this award of financial assistance, Recipient(s) attests that EDA funding is not intended by the Recipient to assist its efforts to induce the relocation of existing jobs

within the U.S. that are located outside of its jurisdiction to within its jurisdiction in competition with other U.S. jurisdictions for those same jobs. In the event that EDA determines that its assistance was used for those purposes, EDA retains the right to pursue appropriate enforcement action in accord with the Standard Terms and Conditions of the Award, including suspension of disbursements and termination of the award for convenience or cause, which may include the establishment of a debt requiring the Recipient to reimburse EDA.

For purposes of ensuring that EDA assistance will not be used to merely transfer jobs from one location in the United States to another, each applicant must inform EDA of all employers that constitute primary beneficiaries of the project assisted by EDA. EDA will consider an employer to be a “primary beneficiary” if the applicant estimates that such employer will create or save 100 or more permanent jobs as a result of the investment assistance, provided that such employer also is specifically named in the application as benefiting from the project, or is or will be located in an EDA-assisted building, port, facility, or industrial, commercial, or business park constructed or improved in whole or in part with investment assistance prior to EDA’s final disbursement of funds. In smaller communities, EDA may extend this policy to the relocation of 50 or more jobs.

F. Audit Requirements

Single or program-specific audits shall be performed in accordance with the requirements contained in the Uniform Guidance (see 2 CFR Part 200, Subpart F, “Audit Requirements”). The Uniform Guidance requires any non-Federal entity (i.e., non-profit organizations, including non-profit institutions of higher education and hospitals, states, local governments, and Indian Tribes) that expends federal awards of \$750,000 or more in the recipient’s fiscal year to conduct a single or program-specific audit in accordance with the requirements set out in the OMB Uniform Guidance. Applicants are reminded that EDA or the DOC’s Office of Inspector General also may conduct an audit of an award at any time.

VII. Other Information

A. Freedom of Information Act Disclosure

The Freedom of Information Act (5 U.S.C. § 552) (FOIA) and DOC’s implementing regulations at 15 C.F.R. Part 4 set forth the rules and procedures to make requested material, information, and records publicly available. Unless prohibited by law and to the extent permitted under FOIA, contents of applications submitted by applicants may be released in response to FOIA requests. In the event that an application contains information or data that the applicant deems to be confidential commercial information, that information should be identified,

bracketed, and marked as “Privileged, Confidential, Commercial or Financial Information.” Based on these markings, the confidentiality of the contents of those pages will be protected to the extent permitted by law.

B. Past Performance and Non-Compliance with Award Provisions

Unsatisfactory performance under prior Federal awards may result in an application not being considered for funding. Failure to comply with any or all of the provisions of an award may have a negative impact on future funding by the DOC (or any of its operating units) may be considered grounds for any or all of the following actions: (1) establishing an account receivable; (2) withholding payments to the recipient under any DOC award(s); (3) changing the method of payment from advance to reimbursement only; (4) imposing other special award conditions; (5) suspending any active DOC award(s); and (6) terminating any active DOC award(s).

C. Restrictions Governing Making Grants to Corporations Convicted of Felony Criminal Violations and/or Unpaid Federal Tax Liabilities

In accordance with current Federal appropriations law, execution by an applicant of the Representation by Corporations Regarding an Unpaid Delinquent Tax Liability or a Felony Conviction Under Any Federal Law (see Appendix A) will be required in a format requested by EDA before any award will be made under this FFO.

D. Environmental and Historic Preservation Requirements

All applicants for EDA construction assistance (including design and engineering assistance) are required to provide adequate environmental information. Each application will be reviewed by EDA for compliance with the National Environmental Policy Act of 1969, as amended (NEPA). During the NEPA review process, applicants may be instructed to contact the designated State and/or Tribal Historic Preservation Officer (SHPO/THPO), provide approvals from other governmental agencies, or provide more detailed environmental information. EDA, after compliance with requirements for consultation with Federally recognized Indian Tribes, may require applicants to participate in Tribal consultation, as necessary. The implementing regulations of NEPA require EDA to provide public notice of the availability of project-specific environmental documents, such as environmental impact statements, environmental assessments, findings of no significant impact, and records of decision, to the affected public.¹³ For further

¹³ As specified in 40 C.F.R. § 1506.6(b).

guidance and information, please contact the applicable Regional Environmental Protection Specialist located in the appropriate EDA regional office as listed in Section VIII. of this FFO.

VIII. Agency Contacts

For questions concerning this solicitation, you may contact the appropriate regional office listed below. Before applying, it is recommended that you contact the applicable state point-of-contact which can be found on EDA's website at www.eda.gov/contact to discuss the potential project and the suitability of EDA funding.

Atlanta Regional Office

401 West Peachtree Street, NW
Suite 1820
Atlanta, GA 30308-3510

P: 404-730-3002
F: 404-730-3025

States Covered: Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee

Austin Regional Office

903 San Jacinto
Suite 206
Austin, Texas 78701

P: 512-381-8144
F: 512-381-8177

States Covered: Arkansas, Louisiana, New Mexico, Oklahoma, Texas

Chicago Regional Office

230 South Dearborn Street
Suite 3280
Chicago, IL 60604-1512

P: 312-353-8143
F: 312-353-8575

States Covered: Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin

Denver Regional Office

1244 Speer Boulevard
Suite 431
Denver, CO 80204

P: 303-844-4715

F: 303-844-3968

States Covered: Colorado, Iowa, Kansas, Missouri, Montana, North Dakota, Nebraska, South Dakota, Utah, Wyoming

Philadelphia Regional Office

The Curtis Center
601 Walnut Street, Suite 140 South
Philadelphia, PA 19106-3323

P: 215-597-4603

F: 215-597-1063

States Covered: Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia, Puerto Rico, Virgin Islands

Seattle Regional Office

915 Second Avenue
Room 1890
Seattle, WA 98174

P: 206-220-7660

F: 206-220-7669

States Covered: Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Washington, American Samoa, Northern Mariana Islands, Guam, Federated States of Micronesia, Rep. of Marshall Islands, Rep. of Palau

IX. Instructions for Application Submission via Grants.gov

Register early and submit early. In order to submit an application through www.grants.gov ([Grants.gov](http://www.grants.gov)), an applicant must register for a Grants.gov user ID and password. Note that this process can take between three to five business days or as long as four weeks if all steps are not completed correctly. To avoid delays, EDA strongly recommends that applicants start this process as soon as possible before applying. Information about the Grants.gov registration process for organizations can be found at <http://www.grants.gov/web/grants/applicants/organization-registration.html>. Please note that organizations already registered with Grants.gov do not need to re-register; however, all registered organizations must keep their registration for System for Award Management (SAM), which includes the Central Contractor Registration (CCR) database, up-to-date through sam.gov or their applications will not be accepted by Grants.gov.

AOR requirement. Applicants must register as organizations, not as individuals. As part of the registration process, you will register at least one Authorized Organizational Representative (AOR) for your organization. AORs registered at Grants.gov are the only officials with the authority to submit applications at Grants.gov so please ensure that your organization's application is submitted by an AOR. If the application is submitted by anyone other than your organization's AOR, it will be rejected by the Grants.gov system and cannot be considered by EDA. Note that a given organization may designate multiple individuals as AORs for Grants.gov purposes.

Once an applicant is registered, the following list provides step-by-step instructions for accessing, completing and submitting an application via Grants.gov. Please also read the instructions posted at Grants.gov.

- a. Ensure that you have installed a compatible version of Adobe Acrobat Reader on your computer, as incompatible versions of Adobe Acrobat Reader may cause errors. See <http://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>. Navigate to www.grants.gov and select "Apply for Grants" from the Applicants menu.
- b. Select the link for "Download a Grant Application" package.
- c. Enter Funding Opportunity Number "EDA-HDQ-TA-HDQ-2016-2004759" and click "Search."
- d. Click on the "Select Application Package to Download" link under "Actions" for the instructions and application specific to the type of project and EDA program (Public Works or Economic Adjustment Assistance) under which you are applying.

- e. A new page should come up. On that page you may either enter your email address (in order to receive updates about this funding opportunity) or check the box that says “No, I do not wish to provide my email address.” Click “Submit.”
- f. Two new links will appear. Click on “Download Application Instructions” to review the instructions posted on Grants.gov and “Download Application Package” when you are ready to begin the application.
- g. Save the applicable application package to your computer or network drive. Note that the package file can be shared among multiple users; however, each user must have a compatible version of Adobe Acrobat Reader installed in order to save changes to the application package.
- h. The application package should pre-populate with all mandatory forms embedded.
- i. To add “Optional Documents” to the application, click on the checkboxes next to the form name on the first page of the application package. Form SF-LLL is required and must be completed if non-Federal funds have been or are planned to be used for lobbying in connection with this competitive solicitation. If you will be submitting your application via Grants.gov, also check the box next to “Attachments.” The Attachments form allows applicants to attach any documents required as attachments under this competitive solicitation, such as a CEDS or letters of support.
- j. Complete all mandatory fields (highlighted in yellow) on the forms. Note that mandatory fields will vary based on the type of applicant and the type of assistance sought. On Form CD-511, type “not awarded yet” in the “project number” field. Save the application package at regular intervals to avoid losing work.
- k. Attach any required attachments. The preferred file format for attachments is portable document format (PDF); however, EDA will accept electronic files in Microsoft Word, WordPerfect, or Excel formats. .
- l. When all mandatory fields have been completed, scroll to the top and click on “Check Package for Errors”.
- m. Click “Save”.
- n. Click “Save and Submit”. At this point the applicant’s AOR must be connected to the Internet and will be asked to enter their Grants.gov user id and password in order to submit via Grants.gov. As noted above, an AOR must submit the application for it to be validated by Grants.gov and received by EDA.

Field limitations and special characters. Please be advised that Grants.gov provides the following notice with respect to form field limitations and special characters:

Are there restrictions on file names for any attachment I include with my application package?

Please limit file names to 50 characters and do not use special characters (example: &,-,*,%,/,#) in attachment names and application form fields (including periods (.), blank spaces and accent marks) or attaching documents with the same name. An underscore (example:

my_Attached_File.pdf) may be used to separate a file name. Please note that if these guidelines are not followed, your application may be rejected.

What kind of information can be entered into form fields within my application?

Grants.gov application packages offer fields to enter a set amount of data. When the limit is reached for a certain field, you will no longer be able to enter data into that field. For every form, there are different limitations to the data that you are allowed to enter (this varies between agency and form). Refer to the agency instructions available for download with the application package for more detail.

Do not use special characters (example: &,-,*,%,/,#) within the application form fields including periods (.), blank spaces and accent marks; an underscore may be used. Please note that if these guidelines are not followed, your application may be rejected.

In EDA's experience, use of apostrophes (') in file names and fillable fields of required forms has resulted in application submission issues. Accordingly, please periodically check the status of your application to make sure it has been validated, and use file naming conventions that do not negatively affect your application submission.

If a response exceeds the field limit requirements of any form, including Form ED-900, the applicant is advised to include the response as an attachment to the application. The applicant should check the 'Attachments' box under 'Optional Documents for Submission' in the application package, and clearly indicate in the form field that the information is included as an electronic file.

Verify submission was successful. Applicants should save and print written proof of an electronic submission made at Grants.gov. Applicants can expect to receive multiple emails regarding the status of their submission. Since email communication can be unreliable, applicants must proactively check on the status of their application if they do not receive email notifications within a day of submission.

An applicant should expect to receive two initial emails from Grants.gov: the first will confirm receipt of the application, and the second will indicate that the application has either been successfully validated by the system before transmission to EDA or has been rejected due to errors. Applicants should be aware that it may take up to two business days after Grants.gov receives an application for applicants to receive email notification of an error. Applicants will receive a third email once EDA has retrieved their applications.

EDA requests that applicants kindly refrain from submitting multiple copies of the same application package. Applicants should save and print both the confirmation screen provided on

the Grants.gov website after the applicant has submitted an application, and the confirmation email sent by Grants.gov when the application has been successfully received and validated in the system. If an applicant receives an email from Grants.gov indicating that the application was received and subsequently validated, but does not receive an email from Grants.gov indicating that EDA has retrieved the application package within 72 hours of that email, the applicant may contact the applicable EDA representative listed in Section VIII. of this announcement to inquire if EDA is in receipt of the applicant's submission.

It is the applicant's responsibility to verify that its submission was timely received and validated successfully at Grants.gov. To see the date and time your application was received, log on to Grants.gov and click on the "Track My Application" link from the left-hand menu. For a successful submission, the application must be received and validated by Grants.gov, and an agency tracking number assigned. If your application has a status of "Received," it is awaiting validation by Grants.gov, and has not yet been received by EDA. Once validation is complete, the status will change to "Validated" or "Rejected with Errors." If the status is "Rejected with Errors," your application has not been received successfully. Some of the reasons Grants.gov may reject an application can be found at <http://www.grants.gov/web/grants/applicants/encountering-error-messages.html>.

Applicants should access the following link for assistance in navigating Grants.gov and for a list of useful resources: <http://www.grants.gov/web/grants/support.html> The following link lists frequently asked questions (FAQs): <http://www.grants.gov/web/grants/applicants/applicant-faqs.html>. If you do not find an answer to your question under the "Applicant FAQs," try consulting the "Applicant User Guide" or contacting Grants.gov by email at support@grants.gov or telephone at 1-800-518-4726. The Grants.gov Contact Center is open 24 hours a day, seven days a week.

Appendix A. Certifications Regarding Federal Felony and Federal Criminal Tax Convictions, Unpaid Federal Tax Assessments and Delinquent Federal Tax Returns

Current appropriation law contains certain funding prohibitions and certification requirements applicable to financial assistance awards issued with appropriated funds. Based on these requirements, the Department of Commerce requires the following certifications from prospective financial assistance award recipients (also referred to below as applicants):

PART I-Certifications from Corporations

None of the appropriated funds made available by relevant appropriations Acts may be used to issue a financial assistance award to any corporation that:

(a) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; and/or

(b) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government.

For purposes of the below certification, a corporation is defined as an entity that has filed articles of incorporation in one of the fifty states, the District of Columbia, or the various territories of the United States including American Samoa, Federated States of Micronesia, Guam, Midway Islands, Northern Mariana Islands, Puerto Rico, Republic of Palau, Republic of the Marshall Islands, and the U.S. Virgin Islands. (Note that this includes both for-profit and non-profit organizations.)

The below certification is required for all new financial assistance awards, and for all amendments to existing financial assistance awards, that are made to corporations (as defined above) and that are funded with appropriated funds made available to the Department of Commerce pursuant to relevant appropriations Acts. This certification is further required to the extent that other appropriation Acts contain the same or substantively similar prohibitions against the issuance of financial assistance awards to certain corporations.

Instructions: All recipients that are corporations (as defined above) must complete paragraphs (1) and (2) below, which must be signed below by an authorized representative of the corporation. Recipients that are not corporations are not required to complete this representation.

(1) _____ [insert name of corporation] certifies that it is ☐ is not ☐ (check one) a corporation that was convicted of a felony criminal violation under a Federal law within the 24 months preceding the signature date of this Representation.

(2) _____ [insert name of corporation] certifies that it is ☐ is not ☐ (check one) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreements with the authority responsible for collecting the tax liability.

By: _____
[Typed name and title of the signing individual]

[Typed phone number of the signing individual]

[Typed email address of the signing individual]

Date: _____

PART II-Certifications for Awards Over \$5 Million

For financial assistance awards in excess of \$5 million, Commerce must obtain written certification from all recipients that:

(a) To the best of its knowledge and belief, the recipient has filed all Federal tax returns required during the three years preceding the certification;

(b) The recipient has not been convicted of a criminal offense under the Internal Revenue Code of 1986; and/or

(c) The recipient has not, more than 90 days prior to certification, been notified of any unpaid Federal tax assessment for which the liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding.

The below certification is required from all recipients receiving financial assistance awards in excess of \$5 million and funded with applicable appropriations. This certification is

further required to the extent that other appropriation acts contain the same or substantively similar prohibitions against the issuance of financial assistance to certain recipients of financial assistance awards in excess of \$5 million.

Instructions: All applicants receiving financial assistance awards in excess of \$5 million and funded with applicable appropriations must complete paragraphs (1), (2) and (3) below, which must be signed below by an authorized representative of the applicant.

(1) _____ [insert name of corporation] certifies that it has ☐ has not ☐ (check one) filed all Federal tax returns required during the three years preceding this certification;

(2) _____ [insert name of corporation] certifies that it has ☐ has not ☐ (check one) been convicted of a criminal offense under the Internal Revenue Code of 1986, as amended; and/or

(3) _____ [insert name of corporation] certifies that it has ☐ has not ☐ (check one) been notified, more than 90 days prior to this certification, of any Federal tax assessment for which liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding.

By: _____
[Typed name and title of the signing individual]

[Typed phone number of the signing individual]

[Typed email address of the signing individual]

Date: _____

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>		
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text"/>
State Use Only:		
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="Contra Costa County"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="94-6000509"/>		* c. Organizational DUNS: <input type="text" value="0794592990000"/>
d. Address:		
* Street1: <input type="text" value="30 Muir Road"/>		
Street2: <input type="text"/>		
* City: <input type="text" value="Martinez"/>		
County/Parish: <input type="text" value="Contra Costa County"/>		
* State: <input type="text" value="CA: California"/>		
Province: <input type="text"/>		
* Country: <input type="text" value="USA: UNITED STATES"/>		
* Zip / Postal Code: <input type="text" value="94553-4601"/>		
e. Organizational Unit:		
Department Name: <input type="text" value="Conservation and Development"/>		Division Name: <input type="text" value="Policy Planning"/>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mr."/>		* First Name: <input type="text" value="Robert"/>
Middle Name: <input type="text"/>		
* Last Name: <input type="text" value="Sarmiento"/>		
Suffix: <input type="text"/>		
Title: <input type="text" value="Planner II"/>		
Organizational Affiliation: <input type="text" value="Contra Costa County - Dept. of Conservation and Development"/>		
* Telephone Number: <input type="text" value="(925) 674-7822"/>		Fax Number: <input type="text"/>
* Email: <input type="text" value="Robert.Sarmiento@dcd.cccounty.us"/>		

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Economic Development Administration, U.S. Dept. of Commerce

11. Catalog of Federal Domestic Assistance Number:

11.303

CFDA Title:

Economic Development - Technical Assistance

* 12. Funding Opportunity Number:

EDA-HDQ-TA-HDQ-2016-2004759

* Title:

FY 2016 - FY 2019 EDA Planning Program and Local Technical Assistance Programs

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Overview_NW.jpg

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Study to determine the feasibility of implementing a short-line railroad in Contra Costa County's Northern Waterfront.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

11

* b. Program/Project

Attach

Attach an additional list of Program/Project Congressional Districts if needed.

Congressional Districts.pdf

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	60,000.00
* b. Applicant	15,000.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	75,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Mrs.

* First Name:

Maureen

Middle Name:

* Last Name:

Toms

Suffix:

* Title:

Deputy Director

* Telephone Number:

(925) 674-7878

Fax Number:

* Email:

Maureen.Toms@dcd.cccounty.us

* Signature of Authorized Representative:

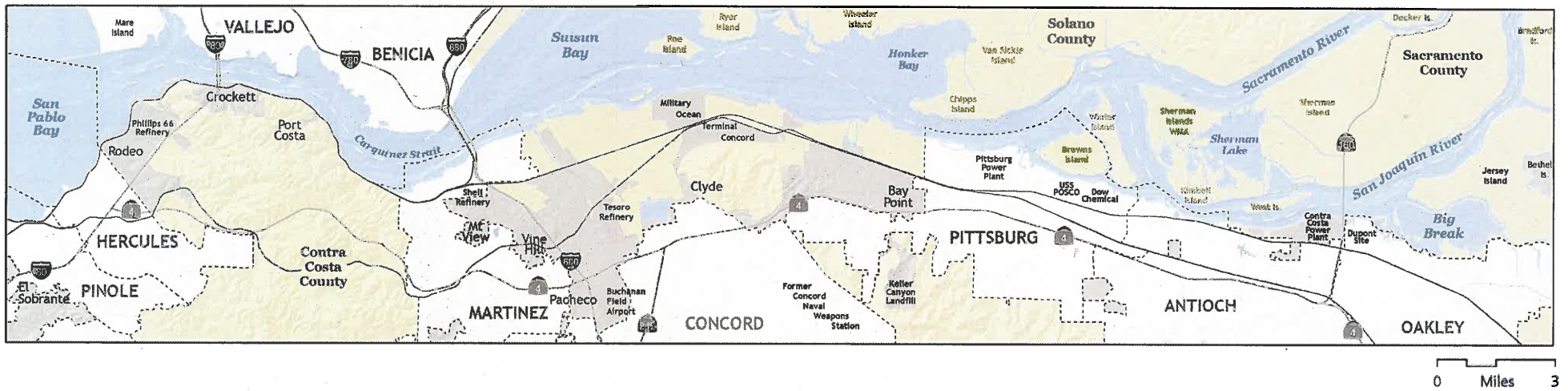
Maureen Toms

* Date Signed:

02/06/2018

Area Affected by Project

Northern Waterfront



Congressional Districts within the Study Area

#5

#11

#9

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 01/31/2019

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Economic Development - Technical Assistance	11.303	\$ 60,000.00	\$ 15,000.00	\$ 60,000.00	\$ 15,000.00	\$ 75,000.00
2.						
3.						
4.						
5. Totals		\$ 60,000.00	\$ 15,000.00	\$ 60,000.00	\$ 15,000.00	\$ 75,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) <div style="border: 1px solid black; padding: 2px; font-size: 0.8em;">Economic Development - Technical Assistance</div>	(2)	(3)	(4)	
a. Personnel	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
b. Fringe Benefits	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
c. Travel	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
d. Equipment	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
e. Supplies	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
f. Contractual	<div style="border: 1px solid black; width: 100px; text-align: right;">75,000.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">75,000.00</div>
g. Construction	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
h. Other	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
i. Total Direct Charges (sum of 6a-6h)	<div style="border: 1px solid black; width: 100px; text-align: right;">75,000.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">75,000.00</div>
j. Indirect Charges	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
k. TOTALS (sum of 6i and 6j)	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">75,000.00</div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">75,000.00</div>
7. Program Income	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>

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Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. Economic Development - Technical Assistance	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 15,000.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 15,000.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 60,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 0.00
14. Non-Federal	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 0.00
15. TOTAL (sum of lines 13 and 14)	\$ 75,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 0.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Economic Development - Technical Assistance	\$ 60,000.00			
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 60,000.00			

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	22. Indirect Charges:
23. Remarks:	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <div style="border: 1px solid black; padding: 2px;">Maureen Toms</div>	TITLE <div style="border: 1px solid black; padding: 2px;">Deputy Director</div>
APPLICANT ORGANIZATION <div style="border: 1px solid black; padding: 2px;">Contra Costa County</div>	DATE SUBMITTED <div style="border: 1px solid black; padding: 2px; text-align: center;">02/06/2018</div>



ED-900 – General Application for EDA Programs

A. Applicant Information

A.1. EDA Application Identifier (if available):

A.2. Please identify all applicants for this project:

	Name	SAM.gov CAGE Code	SAM.gov Registration Expiration Date	Fiscal Year End Date (mm/dd)
Lead Applicant	Contra Costa County			06/30
Co-Applicant 1				

B. Project Information

B.1. Define and describe the region in which the investment (project) is located

Contra Costa County is located on the eastern side of San Francisco Bay. The County is home to more than one million residents, and was one of the original 27 counties established in California in 1850. Comprised of 19 cities and many established communities in the unincorporated area, it is the ninth most populous county in California.

Contra Costa County's Northern Waterfront has a long history as a maritime shipping and industrial center. With a front door onto San Pablo Bay, the Northern Waterfront extends 55 miles along the County's northern shoreline through the Carquinez Strait and Suisun Bay to the confluence of the Sacramento-San Joaquin Rivers, and encompasses a wide range of land uses, from industrial, commercial, residential, public, and recreational uses, to marinas, wharves, natural habitat, open space, and wildlife refuges. It is where the San Francisco Bay Trail ends and the California Delta Trail begins, where salt water from the Bay and freshwater from the Delta meet. Parks and open space account for 60% of the land use and industrial lands make-up approximately 20% of the Northern Waterfront's 63.86 square miles. The cities of Hercules, Martinez, Pittsburg, Antioch, Oakley, and north Concord, as well as the unincorporated communities of Rodeo, Crockett, Port Costa, and Bay Point, line the shores of the Northern Waterfront. The U.S. Army maintains and operates a large military marine terminal in the Northern Waterfront, with rail lines, piers, transfer facilities, and staging areas. Two major railroad companies, Union Pacific and Burlington Northern-Santa Fe, have Class I railroad facilities in the Northern Waterfront. State Highway 4 is the primary vehicular transportation facility that runs through the Northern Waterfront.

B.2. Describe and outline the scope of work for the proposed EDA investment

The purpose of this study is to analyze the feasibility and economic benefits of establishing a short-line railroad in the Northern Waterfront. The railroad would more efficiently move freight traffic from warehouses, factories, and other industrial properties to Class I railroads, along with the short-line railroad's economic impact. The short-line railroad would be a component of the County's overall economic development strategy for the Northern Waterfront, known as the Northern Waterfront Economic Development Initiative. Details of the Northern Waterfront Economic Development Initiative can be found in the County's "Revitalizing Contra Costa's Northern Waterfront: How to be Competitive in the 21st Century Global Economy" Report, which was the basis for the area's Comprehensive Economic Development Strategy (CEDs). Consistent with the requirements of the CEDs, the study will include an analysis of the current regional economy and a determination of future project opportunities associated with the implementation of the short-line railroad.

The scope of work would include the following tasks:

- 1) Analysis of Existing Conditions
 - A) Existing transportation systems
 - B) Existing economic and industrial base
 - C) Existing land uses/right-of-way (ROW)
 - D) Engineering challenges
 - E) Environmental assessment and inventory
- 2) Market Analysis
 - A) Goods movement market in the Northern Waterfront (existing and future)
 - B) Potential short-line railroad users
 - C) Potential locations of the short-line railroad line, including opportunities and challenges
 - D) Potential land development opportunities along the short-line railroad line
- 3) Financial Analysis
 - A) Land acquisition and permitting costs
 - B) Capital costs
 - C) Operating costs
 - D) Revenue
 - E) Funding opportunities
- 4) Economic Impact
 - A) Job growth/retainment
 - B) Business income generated
 - C) Tax revenue
 - D) Effect on the local community
 - E) Future economic opportunities

B.3. Economic development needs

B.3.a. Does the region in which the project will be located have a Comprehensive Economic Development Strategy (CEDS)?

☒ Yes If Yes, what is the source?

CEDS-equivalent for the area was approved by the Dept. of Commerce. ABAG is currently developing CEDS for the 9-county Bay Area.

☐ No If No, then please check one:

☐ B.3.a.i. An alternate strategic planning document that governs this investment is attached.

Add Attachment

Delete Attachment

View Attachment

☐ B.3.a.ii. This investment is to develop a "strategy grant" to develop, update or refine a CEDS.

B.3.b. Describe the economic conditions of your region and the needs that this project will address.

Manufacturing employment in Contra Costa County grew from a small base in the early 1900s to become the dominant employment sector by mid-century. In 1962, almost 40% of the County's workforce was employed in manufacturing. Today, less than 7% of the workforce is employed in the manufacturing sector. The Northern Waterfront has followed a similar pattern, as the county's manufacturing sector matured and the economy has transitioned from predominately manufacturing to increasingly more service-sector employment. Over the past decade, manufacturing employment in the Northern Waterfront declined by 21.5%, most of which occurred since the start of the Great Recession in late 2007.

During this same time period, the number of manufacturing firms also declined. Between 2001 and 2011, approximately 45 establishments closed or moved out; almost all were small businesses with less than 50 employees. Today, the Northern Waterfront includes approximately 180 manufacturing firms spread across various manufacturing subsectors.

The unemployment rate is estimated to be higher than average in many of the Northern Waterfront communities. Four communities within the Northern Waterfront area are high-unemployed areas (areas with an unemployment rate 1% higher than the national average). The highest of these communities, Vine Hill, has an estimated unemployment rate of 8.6%- significantly higher than the countywide unemployment rate of 4.0%. Other communities with a high unemployment rate include Mountain View, Bay Point, and Pacheco (7.9%, 7.6%, and 6.1% respectively).

The Northern Waterfront includes areas with a significantly high poverty rate. Some census tracts in the Northern Waterfront have a poverty rate exceeding 30%--nearly double the national average of 15.5%. The unincorporated community of Bay Point has a community-wide poverty rate of 25.1%, which increases to 35.8% for children under the age of 18. Nearly all communities along the Northern Waterfront have areas with significant poverty rates. This is especially telling because countywide, the poverty rate is far below that national poverty rate (10.1%).

A short-line railroad would be a major component of an overall effort to promote economic development areas within the Northern Waterfront, as detailed in the "Revitalizing Contra Costa's Northern Waterfront: How to be

Competitive in the 21st Century Global Economy" Report, which was approved by the EDA as a CEDS-equivalent. The short-line railroad, which would connect factories and warehouses to the existing Class I railroads, would boost existing businesses in the Northern Waterfront and attract more businesses. A flourishing businesses community in the Northern Waterfront would bring in more income, tax revenue, and jobs. Economic development and revitalization would also come to the Northern Waterfront, leading to decreased unemployment and poverty rates. A number of studies on the economic impacts of short-line railroads have shown that the short-line railroads benefit the businesses who use them, as well as the region and even the state where they are located. In addition, a report by the Association of American Railroads on the economic impacts of rail describe how railroads increase the number of jobs and drive economic growth in a community.

B.4. Applicant's capability

Briefly describe the applicant's capability to administer, implement, and maintain the project.

Staff and organization's knowledge, experience, qualifications, and resources:

The Contra Costa County Department of Conservation and Development and partner departments have a long history of successfully implementing projects across many disciplines. The Department of Conservation and Development has been the lead in the Northern Waterfront Initiative described in this grant, an ongoing, multi-year project with numerous partners across the region. The Department of Conservation routinely administers grants from State and regional agencies for energy, transportation, solid waste, water, and related projects. Contra Costa County is a respected, responsible jurisdiction.

List of federally and/or non-federally funded assistance agreements:

The Contra Costa County, Department of Conservation and Development (Department) has extensive experience with federal grant programs. Its staff currently manages the Community Development Block Grant (CDBG), HOME Partnership and Investment Act (HOME) Program, and the Emergency Solutions Grant (ESG) Program. The purpose of these funds is to create viable communities through the provision of public services, expanding economic opportunities, rehabilitation or construction of public infrastructure and public facilities, and through the rehabilitation or construction of affordable housing. The total amount of these programs that the Department receives is approximately \$6.0 million on an annual basis. The Department has successfully met the goals and objectives of each of these programs each year and has successfully completed and submitted reports to the U.S. Department of Housing and Urban Development (HUD) in a timely manner. The Department's staff manages over 50 projects on an annual basis that receive CDBG, HOME, or ESG funds. The Department has been audited by HUD numerous times for its management of these programs and has not had any major programmatic findings.

In addition to the annual funds mentioned above, the Department has also received one-time federal funds under the American Recovery and Reinvestment Act (ARRA), which were funds from the CDBG-Recovery (CDBG-R)

Program and the Neighborhood Stabilization Program (NSP1 and NSP3). These funds were primarily to assist in the development or rehabilitation of infrastructure, public facilities, and affordable housing to benefit low-income residents and/or neighborhoods. The Department received approximately \$930,000 in CDBG-R funds and successfully completed 14 projects that rehabilitated infrastructure and public facilities throughout Contra Costa County. The Department also received two allocations of NSP funds: NSP1 (\$6,019,051) and NSP3 (\$1,871,294). NSP provided targeted emergency assistance to state and local governments to acquire and redevelop abandoned and foreclosed residential properties that might otherwise become sources of abandonment and blight within our communities. The Department successfully completed the objectives of the NSP program by acquiring abandoned and foreclosed residential properties that were rehabilitated and sold to low-income households.

The Department also hosts the East Contra Costa Habitat Conservancy, a joint exercise of powers authority formed by the Cities of Brentwood, Clayton, Oakley, and Pittsburg and Contra Costa County to implement the East Contra Costa County Habitat Conservation Plan / Natural Community Conservation Plan (HCP/NCCP or Plan). The HCP/NCCP provides a framework to protect natural resources in eastern Contra Costa County, while improving and streamlining the environmental permitting process for impacts on endangered species. The Conservancy has successfully accepted, managed, and reported on grants from the U.S. Fish and Wildlife Service and State agencies since its inception in 2000. These grants range in size from \$40,000 to \$6 million.

B.5. List and describe the strategic partners and organizations to be engaged in this project

Potential strategic partners for this study include the following:

- 1) cities located within the Northern Waterfront, including Hercules, Martinez, Concord, Pittsburg, Antioch, and Oakley;
- 2) businesses located in the Northern Waterfront that would benefit from the short-line railroad and businesses that would be interested in relocating to the Northern Waterfront if the short-line railroad is implemented;
- 3) Union Pacific and Burlington Northern-Santa Fe Railroads, which have Class I railroad facilities in the Northern Waterfront, which the proposed short-line railroad would connect to;
- 4) transportation and other regulatory agencies that would need to be engaged when implementing the short-line railroad; and
- 5) the communities living in proximity to the proposed short-line railroad, including neighborhood organizations.

B.6. Describe the investment (project) impact and fit with EDA funding priorities

Implementation of a potential short-line railroad would fit with a number of EDA funding priorities, as identified in this link- <https://www.eda.gov/about/investment-priorities.htm>:

- 1) Job Growth and Business Expansion in Manufacturing, Including Advanced Manufacturing

The Northern Waterfront has historically been a hub of manufacturing in Contra Costa County. A short-line railroad, which would more efficiently

move goods from warehouses or factories to the existing Class I railroads that run through the Northern Waterfront, would attract businesses and their jobs to the Northern Waterfront. Studies have shown that short-line railroads are a catalyst for economic development, including contributing to more jobs, greater economic output, and more tax revenue. The short-line railroad would be an important component of the Northern Waterfront Economic Development Initiative to revitalize the Northern Waterfront.

Advanced manufacturing is one of the target industries for revitalization of the Northern Waterfront. A new short-line railroad in the Northern Waterfront would encourage more growth for the existing advanced manufacturing firms and attract new advanced manufacturing firms. A report on advanced manufacturing by the Contra Costa Workforce Development Board noted that advanced manufacturing technologies can both revitalize existing manufacturing industries and support the development of new products in emerging industries. The report identified a number of advanced manufacturing firms in or within proximity to the Northern Waterfront. The "Revitalizing Contra Costa's Northern Waterfront: How to be Competitive in the 21st Century Global Economy" Report mentioned that employment in the advanced manufacturing sector has grown 8.5% from 2013 to 2016 and is expected to continue growing.

2) Innovations in Science and Health Care; Technology Transfer

Science and health is another targeted industry in the Northern Waterfront revitalization effort. The Bay Area is currently a hub for prestigious universities, venture capital, entrepreneurship, and innovation, especially in science, technology, and health. The Northern Waterfront is a prime location for science and health businesses to locate because of its location within the Bay Area hub and its proximity to Class I railroad facilities and major ports. A number of science and health businesses are already located there. A short-line railroad would further enhance goods movement for science and health businesses in the Northern Waterfront.

3) Global Competitiveness

According to a joint UC Berkeley-Caltrans report, California is one of the leading states in the country for freight rail shipping. California also has a number of major ports that ship and receive goods from all over the world. The Bay Area is one of California's major centers for goods movement, with major ports and an extensive rail network. With two existing Class I rail facilities that can move goods throughout the state and country, a deep shipping channel, and a location close to major ports, the Northern Waterfront is an attractive area to locate businesses that want to move goods across the state and country and around the world. The short-line railroad would make the Northern Waterfront even more competitive in the local and global trade market and further strengthen its attractiveness to prospective businesses.

4) Underserved Communities

Many areas within the Northern Waterfront have a higher-than-average unemployment rate and poverty rate, some of which can be attributed to a declining manufacturing sector. A short-line railroad would require a

workforce to construct and subsequently operate it, which would increase job opportunities for the communities within the Northern Waterfront. In addition, the short-line railroad would attract businesses to the area, which would stimulate economic development and investment and bring in more jobs. This would reduce the local poverty and unemployment rates.

B.7. Identify the proposed time schedule for the project

If awarded the grant funding, the County would go through an RFP process to select a consultant to produce the feasibility study. Once the consultant is selected, the feasibility study is expected to take 6-9 months to complete.

B.8. Economic impacts of the project

B.8.a. Please describe the economic impacts of the project:

All economic development activities recommended in the Northern Waterfront Economic Development Initiative are estimated to generate 18,000 new jobs in the Northern Waterfront over 10-15 years.

The feasibility study will determine the economic impacts of the implementation of a proposed short-line railroad in the Northern Waterfront. The study will determine how many jobs the short-line railroad would create and help retain, along with how much private investment would be generated. It will also determine who the beneficiaries of the short-line railroad will be.

The proposed short-line railroad is expected to have a positive impact on the Northern Waterfront. It will more efficiently connect businesses and warehouses in the Northern Waterfront with the nearby Class I railroads. It will provide a goods movement boost to the existing businesses and attract new businesses to the area. As more businesses locate to the Northern Waterfront and economic output is increased, job growth will occur and more income and tax revenue will be generated. Economic revitalization will take place in the area, resulting in improved communities and lower poverty and unemployment rates.

A number of studies on the economic impacts of the implementation of a short-line railroad concluded that short-line railroads provide a tremendous economic benefit. They showed that implementation of a short-line railroad resulted in hundreds and sometimes even thousands of jobs created. The studies also showed an increase in revenue, taxes, and wages for businesses and their employees, sometimes totaling into the multi-millions of dollars. A couple of studies, one in Texas and one in Wisconsin, noted the economic development benefits of short-line railroads on the local community, which demonstrates that short-line railroads not only benefit the businesses that use them, but also the local community.

The California Department of Transportation recently released its draft 2018 California State Rail Plan. The plan recognized the potential Northern Waterfront short-line railroad as an example of a short-line railroad that would provide economic development benefits to the local area.

According to a Association of Bay Area Government report for Contra Costa County, East Contra Costa County, where the Northern Waterfront is located, has the most significant job-housing imbalance in the County. The cities

along the Northern Waterfront currently have a job-housing balance below the optimal ratio of 1.5, some of them significantly below. As other parts of the County and Bay Area continue to have more job growth than housing, the cities in the Northern Waterfront and Eastern Contra Costa County as a whole continues to produce more housing than jobs. This imbalance puts a greater strain on the transportation system in East Contra Costa County and contributes to reduced air quality and public health as many residents in the Northern Waterfront area commute out of the area to their jobs. The short-line railroad would attract more businesses and their associated jobs to the Northern Waterfront, reducing the job-housing imbalance, which in turn would reduce the strain on the local transportation system and improve local air quality and public health.

B.8.b. Please identify the total estimated jobs and private investment that is expected to be generated by this project:

Estimated Jobs Created	Estimated Jobs Retained	Estimated Private Investment

B.8.c. Please identify the source of Estimates above (check as many as apply):

- ☐ Letters from Beneficiaries of the Project
☐ Input/Output Model (e.g. IMPLAN, REMI)
☐ Comparison to Similar Projects
☒ Other Method (specify below)

All economic development activities recommended in the Northern Waterfront Economic Development Initiative are estimated to generate 18,000 new jobs in the Northern Waterfront; however, the estimated number of jobs to be created and retained and the estimated private investment as a direct result of the implementation of a short-line railroad is currently unknown, but will be identified in the feasibility study.

B.9. Beneficiaries of the project

Beneficiary Name	NAICS Code	Estimated Jobs Created	Estimated Jobs Retained	Estimated Private Investment
Total				

B.10. Non-EDA funding for the project

B.10.a. Are all non-EDA funds committed to the project, available as needed, and not conditioned or encumbered in any way that would preclude their use consistent with the purpose of the project?

- ☒ Yes
 ☐ No (explain below)

B.10.b. Identify the source, nature and amount of all non-EDA funds.

Source	Amount	Date Available	Type	Restriction/Comments
Contra Costa County General Fund	\$75,000.00	05/09/2017	Cash	

B.10.c. Does the applicant plan to seek other federal financial assistance as part of or in connection with this project? If so, please describe the source, amount and any terms and conditions of the funding, and when the funding will be available for use by the applicant.

☐ Yes (explain below) ☒ No

B.10.d. Please attach documentation confirming non-EDA (matching or cost share) funding:

Documentation Confirming no

Add Attachment

Delete Attachment

View Attachment

B.11. Justification for sole source procurement

Will you contract work to complete part or all of this project?

☐ B.11.a. No

☒ B.11.b. Yes If yes, will contracts be awarded by competitive bid?

☒ B.11.b.i. Yes

☐ B.11.b.ii. No

If contracts will not be awarded by competitive bid, please provide a justification. A cost analysis will be necessary when adequate price competition is lacking, and for sole source procurements.

B.12. Equipment

Will any funds be used to purchase equipment?

☒ B.12.a. No

☐ B.12.b. Yes If yes, will project funding be used to install the equipment?

☐ Yes

☐ No

Please attach a list, including cost, description, purpose, and estimated useful life of any equipment that will be purchased as a part of this project.

Add Attachment

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View Attachment

C. Regional Eligibility

C.1. Region

Define the area/region that is the basis for the applicant's claim of eligibility. EDA will review and evaluate documentation submitted by the applicant to verify and determine eligibility.

Contra Costa County's Northern Waterfront Economic Development Initiative seeks to promote economic development along the entire Northern Waterfront area, from Hercules to the west to Oakley to the east. The specific portion of the Northern Waterfront area that is the basis for the applicant's claim of eligibility is between the City of Martinez to the west and the City of Oakley to the east, generally north of CA State Route 4.

A 'StatsAmerica' analysis report of social and economic data for the area revealed the following data (area vs. nationwide):

- 1) A higher-than-average unemployment rate (13.3% vs. 8.3%)
- 2) Less than 80% of the national per capita income (79.85%)
- 3) A higher-than-average percentage of Hispanic population (42.1% vs. 17.1%)
- 4) A higher-than-average percentage of the population with less than a 9th grade education (11.5% vs 5.7%)
- 5) A higher-than-average percentage of the population in poverty (19.5% vs. 15.5%)

This area include the following census tracts:

- 01) 06013320001
- 02) 06013317000
- 03) 06013316000
- 04) 06013319000
- 05) 06013315000
- 06) 06013320004
- 07) 06013320003
- 08) 06013314200
- 09) 06013314103
- 10) 06013314104
- 11) 06013314102
- 12) 06013311000
- 13) 06013309000
- 14) 06013310000
- 15) 06013312000
- 16) 06013305000
- 17) 06013307202
- 18) 06013307102
- 19) 06013306003
- 20) 06013306002
- 21) 06013306004
- 22) 06013302006
- 23) 06013302005

C.2. Source of data provided for regional eligibility determination

Check the box denoting what data source you used to establish eligibility:

- ☒ C.2.a. The most recent ACS data published by the U.S. Census Bureau.
- ☐ C.2.b. The most recent other federal data for the region in which the project is located (e.g., U.S. Census Bureau or the Bureaus of Economic Analysis, Labor Statistics, Indian Affairs, etc.).

- ☐ C.2.c. If no federal data are available, the most recent data available through the state government for the region in which the project is located.
- ☐ C.2.d. Other data to substantiate regional eligibility based on a "Special Need" as defined in 13 C.F.R. § 300.3.

Please attach a copy of the documentation used to support your claim of eligibility:

Tract-Based Distress Tool

Add Attachment

Delete Attachment

View Attachment

C.3. Economic Distress

Check all that apply in establishing regional eligibility (see FFO for more details):

☒ **C.3.A. Unemployment rate**

☒ **C.3.B. Per capita income**

☐ **C.3.C. Special need**, including:

- ☐ Substantial out-migration or population loss;
- ☐ Underemployment; that is, employment of workers at less than full-time or at less skilled tasks than their training or abilities permit;
- ☐ Military base closure or realignment, defense contractor reductions-in-force, or U.S. Department of Energy defense-related funding reductions;
- ☐ Natural or other major disasters or emergencies;
- ☐ Extraordinary depletion of natural resources;
- ☐ Closing or restructuring of an industrial firm or loss of other major employer;
- ☐ Negative effects of changing trade patterns; or
- ☐ Other circumstances set forth in the applicable FFO (please explain below).

C.4. Substantial direct benefit

If the project does not meet any of the criteria above, is it located in an Economic Development District (EDD), and will it provide substantial direct benefit to residents of an area within that EDD that does meet the distress criteria?

☐ Yes

☐ No

Which Economic Development District?

Please explain how the proposed project will provide a substantial direct benefit to this geographic area within the EDD.

D. Budget and Staffing

To be completed by applicants for non-construction assistance only

D.1. Budget justification

Contractual- \$75,000 will pay for a consultant to analyze the feasibility of a short-line railroad study, including existing conditions, market and financial details, and economic impact, and ultimately produce a final report detailing the results of the analysis.

D.2. Indirect costs

N/A

D.3. Key applicant staff

Amalia Cunningham, Economic Development Manager- Amalia Cunningham is the newly-hired Economic Development Manager for the County's Department of Conservation and Development. One of her primary duties is to manage the County's Northern Waterfront Economic Development Initiative, which aims to stimulate economic development in the Northern Waterfront, the area where the short-line railroad would be located.

Robert Sarmiento, Planner II (Transportation)- Robert Sarmiento has been a staff member of the County's Department of Conservation and Development's Transportation Planning Section for four years. He is involved with transportation-related issues and activities throughout the County, and is knowledgeable in general transportation planning principles.

E. Administrative Requirements

E.1. Civil rights

E.1.a. Does the applicant understand and agree to comply with all applicable civil rights requirements (see 13 C.F.R. § 302.20)?

☒ Yes

☐ No (explain below)

E.1.b. Do identified "Other Parties," businesses that will create and/or save fifteen or more jobs as a result of the EDA project, understand and agree to comply with all applicable civil rights requirements, including the requirement to provide signed assurances of compliance (ED-900B)?

☒ Not Applicable (No Other Parties Identified)

☐ Yes

☐ No (explain below)

E.2. Lobbying certifications

Will you be able to comply with federal requirements regarding lobbying?

☒ Yes

☐ No (explain below)

E.3. Compliance with Executive Order 12372, State Single Point of Contact (SPOC)

Does the state in which the project will be located have a project review process that requires submission to a Single Point of Contact (SPOC)?

☒ E.3.a. No. Go to Question E.4

☐ E.3.b. Yes

If Yes, does this request for EDA investment assistance meet the SPOC process established by the state?

☐ E.3.b.i. No

☐ E.3.b.ii. Yes

Please explain why not

If Yes, were SPOC comments/clearance received?

☐ E.3.b.ii.a. Yes

Please attach the comments/clearance:

Add Attachment

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☐ E.3.b.ii.b. No. The review period has expired and no comments were received.

☐ E.3.b.ii.c. No. Comments have been requested but the review period has not yet expired.

Please attach evidence of your request for comments:

Add Attachment

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E.4. Single Audit Act Requirement

E.4.a. Does the applicant understand and agree to the requirements of subpart F of 2 C.F.R. part 200 regarding federal audits?

☒ Yes

☐ No

E.4.b. Is the applicant currently audited under the Single Audit Act?

☒ E.4.b.i. No

☐ E.4.b.ii. Yes, If yes:

E.4.b.ii.a. What is the date of the most recent audit?

E.4.b.ii.b. Was this audit submitted to the Federal Audit Clearinghouse?

☐ Yes

☐ No

F. Requirements for Non-Governmental Applicants (Excluding Public Universities and Certain District Organizations)

As indicated below, non-governmental applicants (excluding public universities and district organizations) must also provide a copy of the following items, either using the Attachments form that is part of the application package downloaded from www.Grants.gov or providing a hard copy.

F.1. Non-profit organizations must provide a current Certificate of Good Standing from the State in which they are incorporated.

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

F.2. New non-profit organization applicants must provide their Articles of Incorporation and By-Laws. Non-profits with an active EDA grant must either provide a) a revised copy of their Articles of Incorporation or By-Laws if these have been amended or b) a statement certifying that there has been no change in the organization's Articles of Incorporation or By-Laws.

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

F.3. Non-profit organizations must provide a resolution passed by a general purpose political subdivision of a State (e.g., local government entity) or a letter signed by an authorized representative of a local government acknowledging that the applicant is acting in cooperation with officials of the political subdivision. EDA may waive this requirement for certain projects of significant regional or national scope (see 13 CFR § 301.2(b)).

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

F.4. If applying for a construction or RLF investment, an applicant must afford the appropriate general purpose governmental authority a minimum of 15 days to review and comment on the proposed project (13 CFR § 302.9(a)).

Will the applicant be able to provide these comments?

☐ Yes

☐ Not applicable, because the applicant is not applying for a construction or RLF grant

☐ Not applicable, because this requirement has been satisfied under an existing RLF plan

☐ No, for another reason (explain below)



Contra
Costa
County

To: Board of Supervisors

From: David Twa, County Administrator

Date: April 18, 2017

Subject: Recommended County and Special District Budgets FY 2017/18

RECOMMENDATION(S):

1. OPEN and CONDUCT a public hearing to receive input on the FY 2017-18 Recommended Budget;
2. ACKNOWLEDGE that the State of California and residents throughout the State are only now beginning to make a slow recovery from the Great Recession;
3. ACKNOWLEDGE that significant economic issues continue to challenge the Board of Supervisors in its effort to finance services and programs which Contra Costa County residents need, or expect will be provided to them by the County, especially in times of economic recovery;
4. ACKNOWLEDGE that the employees of Contra Costa County have been negatively affected as a result of the requirement to balance the County's expenditures with available revenues in the past; however, current labor contracts include wage increases;
5. ACKNOWLEDGE that this situation is expected to continue to improve for County employees, and for our residents as we work to manage and cope with the outcomes of economic recovery;
6. DIRECT the County Administrator to continue to meet with the County's union representatives and employees to explain the size, scope and anticipated length of the County's fiscal challenges and to gain their input/suggestions;

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **04/18/2017** ☐ 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: April 18, 2017

Contact: Lisa Driscoll, County
Finance Director, 335-1023

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, All County Departments (via CAO)

7. DIRECT the County Administrator to continue to make this information readily available to the residents of the County;

RECOMMENDATION(S): (CONT'D)

>

8. ACKNOWLEDGE that the Recommended Budget does not include any funding changes that may occur in the State of California's 2017-18 fiscal year budget or in the manner in which the Medi-Cal Waiver is implemented and these two events may have an unknown impact on the drawdown of federal funds for services and facilities;
9. RE-AFFIRM the Board of Supervisors' policy prohibiting the use of County General Purpose Revenue to back-fill State revenue cuts;
10. ACKNOWLEDGE that retirement expenses are expected to decrease in the short run, but are likely to increase in future years should market returns not meet or exceed the Assumed Rate of Return;
11. ACKNOWLEDGE that the Recommended Budget balances annual estimated expenditures with estimated revenues in FY 2017-18, and is both technically and structurally balanced;
12. ACKNOWLEDGE that the Recommended Budget includes a specific appropriation for contingency, and that the Board also maintains its ability to manage General Fund contingencies during the fiscal year by use of reserve funds set aside for that purpose;
13. ACKNOWLEDGE that any restoration of any recommended program reductions will require an equivalent reduction in funds from other County priorities in order to adhere to our balanced budget policy;
14. ACKNOWLEDGE that continuing to build the County's reserves, maintaining an improved credit rating, and maintenance of the County's physical assets remain a priority of the Board of Supervisors over the long term;
15. DIRECT the County Administrator to prepare for Board adoption on May 9, 2017, the FY 2017-18 County and Special District Budgets, as modified, to incorporate any changes directed by the Board during these public hearings; and
16. DIRECT the County Administrator to prepare for consideration by the Board of Supervisors on May 9, 2017, position additions and eliminations necessary to carry out Board action on the Recommended Budget.

FISCAL IMPACT:

See attached FY 2017/18 Recommended Budget document, which includes the Budget Message and Overview. The document can also be found at this link:

<http://www.contracosta.ca.gov/DocumentCenter/View/45407>

BACKGROUND:

Explanation of the reasons behind the County Administrator's recommendations is presented in the attached FY 2017/18 Recommended Budget. Material from departments invited to make a presentation is also attached: Health Services (oral only), Employment and Human Services, Sheriff-Coroner, District Attorney (will be available at the Hearing), and Probation.

MEET AND CONFER/LAY-OFF RESOLUTIONS

For the last several years at this point in the budget cycle, County Departments, in cooperation with Labor Relations, have begun the meet and confer process with employee representatives regarding the impact of program reductions on the terms and conditions of employment for affected employees. As noted in the Recommended Budget, County lay-offs may occur as a consequence of the elimination of the collection unit in the Probation Department. Pending Final Budget adoption on May 9, Position Addition and Elimination lists may be presented to the Board for adoption on that day, with effective dates effective July 1, 2017.

CONSEQUENCE OF NEGATIVE ACTION:

Adoption of the County budget may be delayed.

CLERK'S ADDENDUM

Speakers: Margaret Hanlon-Gradie, Contra Costa AFL-CIO; Rebecca Rozen, Hospital Council; Melvin Willis; Francisco Torres; Dora Mogana & Dora Alicia Magona Colado, ACCE; Emilia Bermudez; Dan Geiger, Human Services Alliance of Contra Costa; Ellen McDonnell, Public Defender Union; William White, United Way; K.C. Donovan, Public Defender union; Larry Sly, Food Bank; Harry Baker, resident of Pleasant Hill; Ana Gonzalez; Martha Montes; Edith Pastrano; Jennifer Huber; Kristi Laughlin, Contra Costa Immigrant Rights Alliance (handout attached); Paul Chavez, Centro legal De La Raza (handout attached); Kristi Laughlin, Contra Costa Immigrant Rights Alliance ; Bob Lane, Contra Costa Immigrant rights Alliance ; Paul Chavez, Centro Legal De La Raza; Ali Saidi, Contra Costa Immigrant Rights Alliance (handout attached); Judy Weatherly ; Blanca Retano; Patricia Aguiar; Gabriel Haaland; Gwen Watson, Social Justice Alliance; Tom Tamura, Seneca Family of Agencies; Isidoro Saravia; Melody Howe Weintraub, resident of Lafayette ; Zeleika Godinez, Ensuring Opportunity Campaign; Reverend Will McGarrey; Tiffany Straus, Early Childhood Mental Health Program & CMHP; Mariana Moore, Ensuring Opportunity Campaign; Rita Barouch, resident of Richmond; Alvaro Fuentes, Community Clinic Consortium; Diana Clark, Rapid Response (handout attached); Cornelio Perez; Norie Clarke, resident of Kensington (commentary attached);

Written commentary was provided by: Reverend Deborah Lee, Interfaith Movement 4 Human Integrity, CCC Immigrant Rights Alliance; Anthony Peterson, Contra Costa Immigration Alliance; Wendy Hersay, resident of Concord; Diana Clark, resident of Walnut Creek; Tom Alexander, Fred Finch Youth Center; Chris Broglio, resident of El Sobrante; Judy Ballinger, resident of El Cerrito; Jonce Grassi, resident of Richmond.

ADOPTED Recommendations No. 1-16 as presented;

The modifications to the proposed budget, as noted in Recommendation No. 15, to be presented to the Board on May 9, 2017 are as follows:

An additional \$250,000 will be provided to the Contra Costa Cares program (from contingency funds), contingent upon the program achieving an equal match from the hospitals;

Ayes: Gioia, Burgis, Glover Noes: Mitchoff Absent: Andersen Abstain: none

\$500,000 will be budgeted, a one-time only request (from reserves) for the Northern Waterfront Development Initiative

***Ayes: Gioia, Burgis, Mitchoff, Glover Noes: None Absent: Andersen
Abstain: None***

\$400,000 to be budgeted (from contingency fund) for the Brentwood Proposal for East Contra Costa County Fire District for funding through the 2018/2019 fiscal year conditional upon keeping the Knightsen station open;

***Ayes: Gioia, Burgis, Mitchoff, Glover Noes: None
Absent: Andersen Abstain: none***

DIRECTED The County Administrator meet with the Public Defender to review her budget request around both misdemeanor and felony cases, with data on both, and return to the Board with a recommendation;

***Ayes: Gioia, Burgis, Mitchoff, Glover Noes: None
Absent: Andersen Abstain: none***

REFERRED to the Finance Committee the matter of funding of Rapid Response, a legal representation program to respond to immigration matters.

ATTACHMENTS

FY 2017-18 Recommended Budget

Budget Overview

EHSD Presentation

Sheriff Presentation

Probation Presentation

Fiscal Year 2017-2018
Budget Hearings
April 18, 2017



County of
Contra Costa

Budget Hearing Agenda

1. County Administrator Presentation
2. Department Head Presentations
 - Health Services Director, William Walker
 - Employment and Human Services Director, Kathy Gallagher
 - Sheriff, Undersheriff Mike Casten
 - District Attorney, Mark Peterson
 - Probation Chief, Todd Billeci
3. Open Public Hearing - Public Comment
4. Board Discussion/Action

Issues for Further Consideration

Northern Waterfront Development Initiative

- Supervisor Glover has requested one-time allocation of \$500,000 to the Northern Waterfront Development Initiative.
- The Funds would be used for:
 - Data Development and Analytics - \$335,000
 - Industrial parcel identification/analysis - \$125,000
 - Goods movement study - \$75,000
 - State Lands analysis - \$25,000
 - Assets/competitive advantages profile - \$85,000
 - Performance indicators development - \$25,000
 - Public Outreach - \$85,000
 - Strategic Action Plan - \$80,000

Measuring Distress

A TOOL FOR ECONOMIC DEVELOPMENT

A fast simple way to calculate whether a county, region or neighborhood may meet grant thresholds for unemployment and income. Just select county or tract and the tool will create regions or neighborhoods based on your choices.

Note: The ability to draw tracts may take up to a minute to initialize. Please wait for the map to draw your tract after you make a selection.

Tract-Based Tool

[Switch to the county-based tool](#)

1. Select geography using the map and/or the dropdowns

State: County:

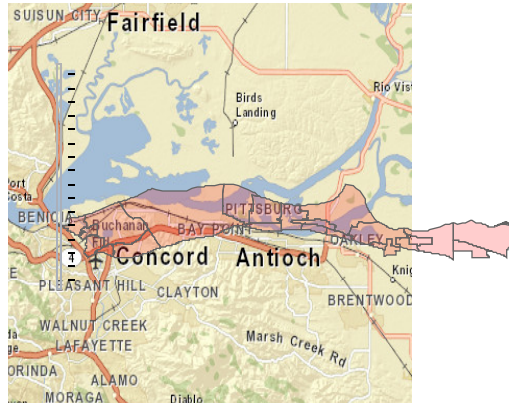
Tract Number:

- Tract 06013320001
- Tract 06013317000
- Tract 06013316000
- Tract 06013319000
- Tract 06013315000
- Tract 06013320004
- Tract 06013320003
- Tract 06013314200
- Tract 06013314103
- Tract 06013314104
- Tract 06013314102

You may select up to 255 Tracts

Distress
Report ▼

Social & Economic
Context ▼



You are in NAVIGATE Mode (Move Map, Zoom)
Click to switch to **SELECT Mode**

DISTRESS CRITERIA STATISTICAL REPORT

Reference Date: All data is from Census ACS Estimates
Region Consists of: 06013320001, 06013317000, 06013316000, 06013319000, 06013315000, 06013320004, 06013320003, 06013314200, 06013314103, 06013314104, 06013314102, 06013311000, 06013309000, 06013310000, 06013312000, 06013305000, 06013307202, 06013307102, 06013306003, 06013306002, 06013306004, 06013302006, 06013302005
Report Date: 11/8/2017 2:33:58 PM

Economic Distress Criteria—Primary Elements

	Region	U.S.	Threshold Calculations
2015 Unemployment Rate (5-Year ACS)	13.3	8.3	5
2015 Per Capita Money Income (5-Year ACS)	\$23,100	\$28,930	79.85%

Economic Distress Criteria—Geographic Components

	Unemp. Rate 2015 ACS	Threshold Calculation	PCMI 2015 ACS	Threshold Calculation
Tract 3020.05 Contra Costa, CA	11.9	3.6	\$23,595	81.6
Tract 3020.06 Contra Costa, CA	10.6	2.3	\$28,247	97.6
Tract 3050.00 Contra Costa, CA	18.5	10.2	\$18,924	65.4
Tract 3060.02 Contra Costa, CA	12.8	4.5	\$26,847	92.8
Tract 3060.03 Contra Costa, CA	9.0	0.7	\$20,504	70.9
Tract 3060.04 Contra Costa, CA	16.8	8.5	\$22,810	78.8
Tract 3071.02 Contra Costa, CA	12.5	4.2	\$15,680	54.2
Tract 3072.02 Contra Costa, CA	21.0	12.7	\$13,860	47.9
Tract 3090.00 Contra Costa, CA	14.1	5.8	\$29,566	102.2
Tract 3100.00 Contra Costa, CA	12.1	3.8	\$15,595	53.9
Tract 3110.00 Contra Costa, CA	19.6	11.3	\$16,325	56.4
Tract 3120.00 Contra Costa, CA	16.4	8.1	\$15,608	54
Tract 3141.02 Contra Costa, CA	17.4	9.1	\$19,420	67.1
Tract 3141.03 Contra Costa, CA	21.9	13.6	\$14,047	48.6
Tract 3141.04 Contra Costa, CA	19.1	10.8	\$16,244	56.1
Tract 3142.00 Contra Costa, CA	10.9	2.6	\$17,010	58.8
Tract 3150.00 Contra Costa, CA	11.5	3.2	\$29,483	101.9
Tract 3160.00 Contra Costa, CA	11.5	3.2	\$26,124	90.3
Tract 3170.00 Contra Costa, CA	8.8	0.5	\$38,815	134.2
Tract 3190.00 Contra Costa, CA	8.3	0	\$36,448	126
Tract 3200.01 Contra Costa, CA	12.1	3.8	\$21,508	74.3
Tract 3200.03 Contra Costa, CA	4.4	-3.9	\$45,629	157.7
Tract 3200.04 Contra Costa, CA	5.0	-3.3	\$40,110	138.6

Sources: U.S. Bureau of Census, Labor Statistics, and Economic Analysis; Calculations generated by StatsAmerica.



StatsAmerica is a service of the [Indiana Business Research Center](#) at Indiana University's Kelley School of Business. This initiative is funded in part by the U.S. Commerce Department's [Economic Development Administration](#).



ED-900A - Additional EDA Assurances for Construction Or Non-Construction Investments

For **ALL** investments: As a duly authorized representative of the applicant, I further certify that the applicant:

1. Understands that attorneys' or consultants' fees, whether direct or indirect, expended for securing or obtaining EDA investment assistance are not eligible costs. See 13 C.F.R. § 302.10(a).
2. Understands that conflicts of interest or appearances of conflicts of interest are prohibited and may jeopardize this application or result in the forfeiture of investment funds. A conflict of interest occurs, for example, where a representative, official, employee, architect, attorney, engineer, or inspector of the applicant, or a representative or official of the federal, State or local government, has a direct or indirect financial interest in the acquisition or furnishing of any materials, equipment, or services to or in connection with the project. See 13 C.F.R. § 302.17.
3. Will comply with the reporting requirements under the Government Performance and Results Act (GPRA) of 1993 and the GPRA Modernization Act of 2010 (GPRAMA) for measuring and reporting project performance.

For **CONSTRUCTION** investments: As a duly authorized representative of the applicant, I further certify that the applicant:

1. Will operate and maintain the facility in accordance with at least the minimum standards as may be required or prescribed by applicable federal, State and local agencies for the maintenance and operation of such facilities.
2. Will require the facility to be designed to comply with the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. 12101 et seq.), the Architectural Barriers Act of 1968 (42 U.S.C. 4151 et seq.) and the Accessibility Guidelines for Buildings and Facilities regulations, as amended (36 C.F.R. part 1191), and will be responsible for conducting inspections to insure compliance with these requirements.
3. For the two-year period beginning on the date EDA investment assistance is awarded, will refrain from employing, offering any office or employment to, or retaining for professional services any person who, on the date on which the investment assistance is awarded or within the one-year (1) period ending on that date, served as an officer, attorney, agent or employee of the Department of Commerce and occupied a position or engaged in activities that EDA determines involved discretion with respect to the award of investment assistance under PWEDA. See section 606 of PWEDA and 13 C.F.R. §302.10(b).
4. Will have no facilities under ownership, lease or supervision to be utilized in this project that are listed or under consideration for listing on EPA's List of Violating Facilities.
5. Will comply with Executive Order 12699, "Seismic Safety of Federal and Federally Assisted or Regulated New Building Construction," which imposes requirements that federally-assisted facilities be designed and constructed in accordance with the most current local building codes determined by the awarding agency or by the Interagency Committee for Seismic Safety in Construction (ICSSC) and the most recent edition of the American National Standards Institute Standards A58, Minimum Design Loads for Buildings and Other Structures.

6. Will observe and comply with federal procurement rules, as set forth in 2 C.F.R. part 200, as applicable, for award of any contracts for architectural engineering, grant administration services, or construction financed with EDA investment assistance

For **NON-CONSTRUCTION** investments: As a duly authorized representative of the applicant, I further certify that the applicant:

1. Will comply with applicable regulations regarding indirect cost rates, if indirect costs are included in the application.
2. Will comply with the requirement that this investment assistance will not provide a proprietary benefit to a private individual, for-profit corporation, or other commercial entity.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

Maureen Toms

TITLE

Deputy Director

APPLICANT ORGANIZATION

Contra Costa County

DATE SUBMITTED

02/06/2018

Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, 'New Restrictions on Lobbying.' The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.

LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

* NAME OF APPLICANT

Contra Costa County

* AWARD NUMBER

* PROJECT NAME

Short-Line Railroad Study to Stimulate Economic Development

Prefix:

Mrs.

* First Name:

Maureen

Middle Name:

* Last Name:

Toms

Suffix:

* Title: Deputy Director

* SIGNATURE:

Maureen Toms

* DATE:

02/06/2018

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

4040-0013

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: Contra Costa County * Street 1: 30 Muir Road Street 2: _____ * City: Martinez State: CA: California Zip: 94553 Congressional District, if known: 11th		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: 		
6. * Federal Department/Agency: Econ Dev Administration-Dept of Commerce	7. * Federal Program Name/Description: Economic Development - Technical Assistance CFDA Number, if applicable: 11.303	
8. Federal Action Number, if known: EDA-HDQ-TA-HDQ-2016-2004759	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant: Prefix: Mr. * First Name: Paul Middle Name: _____ * Last Name: Schlesinger Suffix: _____ * Street 1: 2111 Wilson Boulevard Street 2: 8th Floor * City: Arlington State: VA: Virginia Zip: 22201		
b. Individual Performing Services (including address if different from No. 10a) Prefix: _____ * First Name: _____ Middle Name: _____ * Last Name: _____ Suffix: _____ * Street 1: _____ Street 2: _____ * City: _____ State: _____ Zip: _____		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. * Signature: Maureen Toms * Name: Prefix: Mrs. * First Name: Maureen Middle Name: _____ * Last Name: Toms Suffix: _____ Title: Deputy Director Telephone No.: (925) 674-7878 Date: 02/06/2018		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Agreement #29-805-1 with the City of Antioch

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Grant Agreement #29-805-1 with the City of Antioch, to pay the County in an amount not to exceed \$30,000 for homeless outreach services provided by the Coordinated Outreach, Referral and Engagement (CORE) program, for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

Approval of this grant agreement will allow the County to receive an amount not to exceed \$30,000 from the City of Antioch to provide homeless outreach services. No additional County funds are required.

BACKGROUND:

The CORE program locates and engages homeless residents throughout Contra Costa County. CORE teams serve as an entry point into the County's coordinated entry system for unsheltered persons, and work to locate, engage, stabilize, and house chronically homeless

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Lavonna Martin,
925-313-7704

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

By: , Deputy

BACKGROUND: (CONT'D)

individuals and families.

Approval of Grant Agreement #29-805-1 will allow the County to receive funds from the City of Antioch through June 30, 2018. This agreement includes agreeing to indemnify and hold harmless the contractor for claims arising out of County's performance under this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the County will not receive funding and without such funding, the CORE program may have to operate at a reduced capacity.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018

Subject: FY 2017 Coverdell Forensic Science Improvement Grants Program

RECOMMENDATION(S):

ADOPT Resolution 2018/34 authorizing the Sheriff-Coroner, or designee, to apply for and accept the 2017 Paul Coverdell Forensic Services Improvement Grant, with the Governor's Office of Emergency Services, as fiscal agent, in an initial amount of \$26,211 for support of forensic training for the period beginning January 1, 2018 through the end of the grant period.

FISCAL IMPACT:

\$26,211, 100% Federal; No County match required (CFDA #16.742)

BACKGROUND:

The purpose of the Paul Coverdell Forensic Services Improvement Grant Program is to improve the quality and timeliness of forensic science services over current operations. The non-competitive funds are available for distribution during the period beginning January 1, 2018, through the end of the grant period. The Office of the Sheriff's Forensic Services Division is an American Society of Crime Laboratory Directors-Laboratory Accreditation Board (ASCLD-LAB) accredited laboratory that has on-going training requirements to fulfill the accreditation criteria. Training also increases staff's ability to produce casework

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☒ 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: February 6, 2018

Contact: Sandra Brown
925-335-1553

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

By: , Deputy

cc:

and add new technology geared towards improving efficiency of examination and analysis. This grant proves funding for the forensic staff to attend a variety of work-related training courses throughout the year.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not receive grant funding for training necessary to retain ASCLD accreditation.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

Resolution No. 2018/34

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐



Resolution No. 2018/34

IN THE MATTER OF: Applying for and accepting the FY 2017 Coverdell Forensic Science Improvement Grants Program.

WHEREAS, the County of Contra Costa is seeking funds available through the U.S. Department of Justice for the FY 2017 Coverdell Forensic Science Improvement Grants Program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to execute for and on the behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining Federal assistance related to the FY 2017 Coverdell Forensic Science Improvement Grants Program; provided by the U.S. Department of Justice.

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: February 6, 2018

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

Contact: Sandra Brown 925-335-1553

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Grant Application #20-1038 with Contra Costa County's Department of Conservation and Development

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to transmit an application along with the necessary certification and assurances and request funds up to \$229,213 to the Contra Costa County Department of Conservation and Development (DCD) for the Community Development Block Grant (CDBG) funding for adult and youth emergency shelter capital project improvements for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

The funds requested from the DCD are essential to providing adequate emergency housing and supportive services to homeless individuals. (25% County match required)

BACKGROUND:

The Health Services Department's Health, Housing and Homeless Services Division is seeking funding for facility improvements of adult and youth shelters. The CDBG funded by the U.S. Department of Housing and Urban Development is a source of public funding

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Lavonna Martin,
925-313-7704

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

By: , Deputy

BACKGROUND: (CONT'D)

providing valuable housing and service benefits to low-income residents of Contra Costa County. Current funding is not adequate for capital project improvements.

Approval of Grant Application #20-1038 will allow the County to receive CDBG funding from DCD to support the County's adult and youth shelter capital projects for the period from July 1, 2018 through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Health Services Department will not be able to apply for additional funds to support facility improvements of adult and youth shelters.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Amendment Agreement #28-873-2 with the California Endowment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Amendment Agreement #28-873-2 with the California Endowment, effective December 20, 2017, to increase the total payment to County by \$65,000 from \$302,028, to a new amount not to exceed \$367,028, to provide additional professional development and opportunity services to students enrolled in County's Richmond Public Health Solutions (RPHS) Project, and to extend the term date through September 30, 2018.

FISCAL IMPACT:

Approval of this amendment agreement will result in an increase of \$65,000 from the California Endowment for the County's RPHS Project. No County match required.

BACKGROUND:

On March 8, 2016, the Board of Supervisors approved Contract #28-873-1 with the California Endowment, to expose high school juniors enrolled in De Anza's Health Academy, composed primarily of youth of color, to public health concepts, practices and careers, through January 31, 2018. This agreement includes agreeing to indemnify and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Dan Peddycord
925-313-6712

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

By: , Deputy

BACKGROUND: (CONT'D)

hold the grantor harmless for any claims arising out of the County's performance of this agreement.

Approval of Amendment Agreement #28-873-2 will provide additional funding to allow the County to provide additional services for the County's RPHS Project and extend the termination date through September 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment agreement is not approved, the County will not receive additional funds to support the Public Health RPHS Project participants.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #24-942-21 with Victor Kogler

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #24-942-21 with Victor Kogler, an individual, in an amount not to exceed \$125,938, to provide consultation, technical assistance and operational support to the Behavioral Health Services Division/Alcohol and Other Drugs Services (AODS) with regard to the Division's System of Care, for the period January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

This contract is funded 10% by Federal Prevention Set-Aside, 60% by Federal Substance Abuse Prevention Treatment Discretionary/Realignment, and 30% by County Realignment Funds. (No rate increase)

BACKGROUND:

On February 7, 2017, the Board of Supervisors approved Contract #24-942-20 with Victor Kogler to provide consultation and technical assistance to the Behavioral Health Services

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Cynthia Belon,
925-957-5201

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

By: , Deputy

BACKGROUND: (CONT'D)

Division/Alcohol and Other Drugs Services regarding the System of Care. The contractor would also review and make recommendations on client services and levels of care, collect and analyze data for client satisfaction surveys, and provide written recommendations to the Behavioral Health Services/AODS Director, for the period from January 1, 2017 through December 31, 2017.

Approval of Contract #24-942-21 will allow the contractor to continue providing services through December 31, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Behavioral Health Services Division/AODS will not receive consultation, technical assistance and operational support to the Division's System of Care from this contractor.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #26-528-12 with Acusis, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-528-12 with Acusis, LLC, a limited liability company, in an amount not to exceed \$300,000, to provide medical and dictation transcription services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period from March 1, 2018 through February 28, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

Acusis, LLC provides round-the-clock, state-of-the-art, customized transcription for all types of medical reports, office and clinic notes, referral letters, and emergency documentation using a web interface. The contractor ensures that experienced transcriptionists are always available to manage this service, providing between two to four hour turnaround for STAT reports and overnight service for less critical reports. Acusis, LLC tailors its output to meet client needs and guarantees on-time delivery for all reports.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

BACKGROUND: (CONT'D)

On February 7, 2017, the Board of Supervisors approved Contract #26-528-11 with Acusis, LLC for the provision of medical and dictation transcription services for patients at CCRMC and Health Centers, for the period from March 1, 2017 through February 28, 2018.

Approval of Contract #26-528-12 will allow the contractor to continue to provide transcription and dictation services, through February 28, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the contractor will not provide STAT and overnight medical transcription services.



Contra
Costa
County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: February 6, 2018

Subject: Approve a Purchase Order with Kelly Paper Company, Countywide

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Public Works Director, a blanket purchase order with Kelly Paper Company (Kelly Paper), in the amount of \$399,990, for paper products and printing related items, for the period of February 1, 2018 to January 31, 2020, Countywide. (100% General Fund)

FISCAL IMPACT:

The cost of paper is initially charged to the General Fund but recovered through charges to the County Departments.

BACKGROUND:

All paper products are purchased in volume and are used by the Print and Mail Services division for printing requests received from County departments. The cost of the paper is charged back to the departments. This allows

☒ APPROVE

☐ OTHER

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ADMINISTRATOR

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COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Marie Estrada
925. 646-5515

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

the County to purchase in bulk and save money.

Kelly Paper is a long established local vendor and was selected because of their close proximity to Print and Mail Services. They stock a variety of specialty papers and envelopes used by County Departments. Kelly Paper provides the necessary products timely so that Print and Mail may fulfill and serve the needs of the departments. Many print orders from County Departments are rush jobs and Kelly Paper delivers same day on most orders. Other vendors do not deliver same day and do not have competitive pricing.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, costs for paper may increase.



Contra
Costa
County

To: Board of Supervisors

From: Brian M. Balbas, Interim Public Works Director/Chief Engineer

Date: February 6, 2018

Subject: Approve a Purchase Order with Veritiv Corporation, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Public Works Director, a blanket purchase order with Veritiv in the amount of \$399,990 for paper products and printing related items, for the period February 1, 2018 to January 31, 2020, Countywide.

FISCAL IMPACT:

The cost of paper is initially charged to the General Fund but recovered through charges to the County departments.

BACKGROUND:

All paper products are purchased in volume and are used by the Print and Mail Services division for Printing requests received from County departments. The cost of the paper

☒ APPROVE

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ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Marie Estrada
925. 646-5515

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

is charged back to the departments. This allows the County to purchase in bulk and save money.

Veritiv was selected as the sole provider of Excelone NCR Carbonless paper in this area. Veritiv carries the large format poster paper at a reduced price compared to the HP printer distributor. Although other brands of carbonless paper are available, Excelone paper performs best on our Heidelberg printing press. It is important to match the paper that runs best with specific equipment. Running the wrong paper causes delays in production and increases cost.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, costs for paper may increase.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #26-754-4 Care Review Resources, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-754-4 with Care Review Resources, Inc., a corporation, in an amount not to exceed \$300,000 to provide health care consulting, technical assistance, and chart review services to Contra Costa Regional Medical Center (CCRMC) and Health Centers' designated staff, for the period March 1, 2018 through February 28, 2019.

FISCAL IMPACT:

This contract is 100% funded by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

On March 14, 2017, the Board of Supervisors approved Contract #26-754-3 with Care Review Resources, Inc., for the provision of qualified health care consulting, technical assistance, and chart review services to CCRMC designated staff, including safety

☒ APPROVE

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

BACKGROUND: (CONT'D)

and performance, reporting methodologies regarding quality and performance improvement on core measures, and providing written recommendations to the Health Services Director on processes and outcomes, through February 28, 2018.

Approval of Contract #26-754-4 will allow the contractor to continue to provide consultation and technical assistance through February 28, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not be able to participate in Medicaid and Medicare funding.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: February 6, 2018

Subject: Racial Justice Task Force Project Facilitation and Data Analysis Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract amendment with Resource Development Associates, to increase the payment limit by \$55,650, to a new payment limit of \$225,650, for the provision of additional project facilitation and data analysis services for the Racial Justice Task Force, with no change to the term of Feb. 14, 2017 to June 30, 2018. (100% AB 109 Public Safety Realignment)

FISCAL IMPACT:

The contract amendment will increase expenditures by up to \$55,650. The contract is 100% funded by AB 109 Public Safety Realignment revenue from the State, from the allocation provided to the County Administrator's Office for data evaluation.

BACKGROUND:

At it September 13, 2016 meeting, the Board of Supervisors appointed a 17-member Racial

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: L. DeLaney,
925-335-1097

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

> Justice Task Force composed of the following:

- County Probation Officer
- Public Defender
- District Attorney
- Sheriff-Coroner
- Health Services Director
- Superior Court representative
- County Police Chief's Association representative
- Mount Diablo Unified School District representative
- Antioch Unified School District representative
- West Contra Costa Unified School District representative
- (5) Community-based organization (CBO) representatives (at least 1 representative from each region of the County and at least one representative from the faith and family community)
- Mental Health representative (not a County employee)
- Public Member – At Large

The Public Protection Committee first considered this matter on its agenda in July 2015 in response to an April 2015 letter to the Board of Supervisors from the Racial Justice Coalition. After PPC discussion and direction, staff returned with a comprehensive report to the PPC in September 2015 with data related to race in the local justice system, the County's Workplace Diversity Training, and information regarding outside diversity and implicit bias trainings. In November 2015 the PPC discussed the data from the September 2015 staff report and how it compared to the County's 2008 report on Disproportionate Minority Contacts (DMC) in the local juvenile justice system. This led to joint recommendations to the PPC in December 2015 by the Chief Probation Officer, District Attorney, and Public Defender that included:

- the County convene a Task Force to revisit and expand upon the findings of the County's 2008 juvenile justice DMC report,
- the County enter into a contract for a facilitator to help guide the Task Force through this process, and
- a researcher be retained to help the Task Force collect and analyze data during the process.

The CAO's office of Reentry & Justice undertook a procurement process to secure the necessary project facilitation and data analysis services in the fall of 2016. After the conclusion of the process, the Board of Supervisors awarded a contract to Resource Development Associates (RDA) on February 14, 2017 in the amount of \$170,000 for the period Feb. 14, 2017 through June 30, 2018 for the project facilitation and data analysis services. A contract amendment is required at this point to address the additional public outreach and engagement services that RDA has performed on behalf of the project.

Additional public forums and facilitation services have been provided beyond the initial scope of work, which necessitates the need for a contract amendment in the amount of an additional \$55,650.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: February 6, 2018

Subject: Amend Contract with Lilliput Children's Services dba Lilliput Families for Child Welfare Family Finding Services for Foster Youth

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Lilliput Children's Services dba Lilliput Families, a Non-Profit Corporation of California, to increase the payment limit by \$200,139 to a new payment limit of \$299,989, for increasing the level of supportive services and the number of degreed social workers providing the services to youth in foster care, for the period November 1, 2017 through June 30, 2018. (50% State, 50% Federal)

FISCAL IMPACT:

The contract amendment will increase expenditures by \$200,139. The cost of the increase will be covered by 50% State funds from Foster Parent Recruitment, Retention, and Support, and 50% Federal funds from Title IV-E Foster Care.

BACKGROUND:

Family Finding is an intensive research and engagement process for the youth involved in Children and Family Services. The purpose of the Family Finding program is to offer lifelong connections to foster youth by locating the most appropriate stable family or

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COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Gina Chenoweth,
925-608-4961

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

non-related extended family members, providing a placement, or discovering relatives of the children in care.

Lilliput Children's Services dba Lilliput Families (Contractor) was selected from a competitive bid process. The Contractor works closely with Children and Family Services (CFS) staff to deliver Family Finding services to ensure Contra Costa County foster youth reside in a safe and nurturing environment.

Services provided by the Contractor include the following; Psychosocial Assessments in compliance with the California Department of Social Services (CDSS) Resource Family Approval (RFA) program; communicating general progress in completing assessments with County staff; Out-of-County RFA-pre approvals of potential caregivers, as needed; participating in Child Family Team (CFT) meetings as needed or requested; gathering statistical data for measuring progress on performance outcomes and goals; and establishing and maintaining effective working relationships with County staff, kin and non kin-caregivers, and community members.

This amendment increases the payment limit in order to increase supportive services delivered and the number of degreed social workers delivering those services, as required in the June 9, 2017 revision to the California Department of Social Services, Resource Family Approval Program written directives.

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County foster youth will have less access to family finding and supportive services to locate and transition into appropriate stable permanent placements.

CHILDREN'S IMPACT STATEMENT:

This contract supports four of the five community outcomes established in the Children's Report Card: 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 foster youth into appropriate stable permanent placements.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: February 6, 2018

Subject: Amend Contract with Bay Area Community Resources, Inc. for Youth Workforce Development Services in East Contra Costa County

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Bay Area Community Resources, Inc., a non-profit organization, to increase the payment limit by \$117,478 to a new payment limit of \$205,478 to provide Youth Workforce Development Services in East Contra Costa County, effective February 1, 2018, with no change to the original contract term of July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

This contract amendment will increase expenditures by \$117,478. The cost of the increase will be 100% covered by federal Workforce Innovation and Opportunity Act funds.

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) defines the nation's job training system and provides guidance for local workforce investment systems designed to increase the employment, retention and earnings of clients, and increase occupational skill

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ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Gina Chenoweth
925-608-4961

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

attainment by clients. The goals of these efforts are to improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the nation. Bay Area Community Resources, Inc. (the "Contractor") will provide a systematic approach that offers youth a broad range of coordinated services, including: opportunities for assistance in academic and occupational learning; development of leadership skills; and preparation for further education, additional training, and eventual employment. Programs will provide guidance for youth that is balanced with appropriate consideration of each youth's involvement in his or her training and educational plan.

The original contract was awarded from a competitive bid process, Request For Proposal (RFP) #1150. This amendment increases the payment limit to fund a 227% increase in the number of youth served.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be able to meet the workforce development needs of East Contra Costa County youth.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support two of the five Contra Costa County's community outcomes: (2) Children and Youth Healthy and Preparing for Productive Adulthood; and (3) Families that are Economically Self-Sufficient, by providing workforce development services to the youth in East Contra Costa County.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Amendment #77-110-1 with Ace Home Health Care and Hospice, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract Amendment Agreement #77-110-1 with Ace Home Health Care and Hospice, Inc., a corporation, effective November 1, 2017, to amend Contract #77-110, to modify the rates to continue to provide home health and hospice services to Contra Costa Health Plan (CCHP) members, with no change in the payment limit of \$150,000, and no change in the original term of September 1, 2017 through August 31, 2019.

FISCAL IMPACT:

This amendment is funded 100% by Contra Costa Health Plan Enterprise Fund II. (Rate increase)

BACKGROUND:

On September 26, 2017, the Board of Supervisors approved Contract #77-110 with Ace Home Health Care and Hospice, Inc., for the provision of home healthcare and

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ADMINISTRATOR

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Patricia
Tanquary, (925) 313-6004

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

By: , Deputy

BACKGROUND: (CONT'D)

hospice services for CCHP members, for the period from September 1, 2017 through August 31, 2019.

The contractor has requested and the County has agreed to increase the rates to match community standards and ensure the contractor remains in the service network.

Approval of Contract Amendment Agreement #77-110-1 will allow the contractor to continue to provide home healthcare and hospice services through August 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, certain specialty health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



**Contra
Costa
County**

To: Board of Supervisors

From: Brian M. Balbas, Interim Public Works Director/Chief Engineer

Date: February 6, 2018

Subject: Approve a contract with Pyro-Comm Systems, Inc., Countywide

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Pyro-Comm Systems, Inc. (Pyro-Comm), in an amount not to exceed \$800,000 to provide fire system and fire sprinkler repair and certification services, for the period of February 1, 2018 through January 31, 2021, Countywide.

FISCAL IMPACT:

This cost is to be funded through Facilities Services maintenance budget and charged out to County departments as part of occupancy costs (various funds).

BACKGROUND:

Public Works Facilities Management is responsible for maintaining and certifying

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Stan Burton
925.313-7078

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND: (CONT'D)

>

fire sprinkler systems at all County facilities. Facilities staff are 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 are also several large scale fire system and sprinkler upgrade projects that Facilities expects to complete this year. As bid on Bidsync # 1609-198, Pyro-Comm Systems, Inc., was one of several vendors to bid this work. Battalion One Protection and Bat Fire Protection were awarded this commodity also. Facilities is adding Pyro-Comm to assist them with the recently added service requests needed at Health Services Facilities. This request is for a three (3) year contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, fire sprinkler repair and certification services with Pyro-Comm will be discontinued.



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: February 6, 2018

Subject: Contract Amendment/Extension with Benefit Coordinators Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Human Resources, or designee, to execute a contract amendment with Benefit Coordinators Corporation, including indemnification language, to extend the term from September 1, 2017 through August 31, 2018 and increase the payment limit by \$75,000 to a new payment limit of \$225,000 to assist the County in complying with the reporting and eligibility requirements of the Affordable Care Act.

FISCAL IMPACT:

The cost of this contract is 100% funded through the Benefits Administration Fee which is charged to Departments.

BACKGROUND:

Starting in 2016 and in each consecutive year, the Affordable Care Act (ACA) requires that the County file information returns with the Internal Revenue Service and provide statements to employees about the health insurance coverage offered by Contra Costa County. Benefit Coordinators Corporation assists the Human Resources Department to comply with the ACA requirements.

☒ APPROVE

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ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Ann Elliott
925-335-1747

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

CONSEQUENCE OF NEGATIVE ACTION:

If the contract is not approved, the County will be unable to file timely and accurate returns to the IRS and furnish statements to employees as required by law, and as a result, may incur significant fines imposed by the federal government.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018

Subject: Change Order - Adamson Police Products Body Armor

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment with Adamson Police Products to increase the payment limit by \$30,000 to a new payment limit of \$191,800 for the purchase of body armor to be integrated and coordinated by the Sheriff's Training Division for the period July 1, 2016 through June 30, 2018.

FISCAL IMPACT:

\$30,000. 100% County General Fund; Budgeted.

BACKGROUND:

Adamson Police Products has a long history of providing quality products as well as exceptional customer service to the Office of the Sheriff. The importance of obtaining safety equipment in a timely and responsive manner cannot be overstated. These are standard issue body armors for the protection of the Sheriff's Office Law Enforcers/Deputies and the SWAT team in the performance of their daily duties. The equipment has been tried and tested in the Office of the Sheriff's training facilities and meets the current National Institute of Justice (NIJ) Standard 01.01.06.

☒ APPROVE

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☐ RECOMMENDATION OF BOARD
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Action of Board On: **02/06/2018** ☒ 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: February 6, 2018

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

CHILDREN'S IMPACT STATEMENT:

No impact.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Contract #26-792-5 with Edward Y. Tang, M.D., Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-792-5 with Edward Y. Tang, M.D., Inc., in an amount not to exceed \$427,000 to provide orthopedic services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period from March 1, 2018 through February 28, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On January 17, 2017, the Board of Supervisors approved Contract #26-792-4 with Edward Tang, M.D., Inc., for the provision of orthopedic services, including consultation, training, on-call coverage and medical/surgical procedures, at CCRMC and Health Centers, for the period from March 1, 2017 through February 28, 2018.

Approval of Contract #26-792-5 will allow the contractor to continue to provide orthopedic services at CCRMC and Health Centers, through February 28, 2019.

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COMMITTEE

Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Samir Shah,
M.D., 925-370-5525

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: February 6, 2018

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

By: , Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the contractor will not provide orthopedic services at CCRMC and Health Centers.



**Contra
Costa
County**

To: Board of Supervisors

From: Brian M. Balbas, Interim Public Works Director/Chief Engineer

Date: February 6, 2018

Subject: Authorize Purchase Orders with Sirius Computer Solutions, Locus Diagnostics, Integrated Archive Systems & a third-party lease agreement w/ IBM Credit

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Department of Information Technology, purchase orders with Sirius Computer Solutions, Locus Diagnostics, and Integrated Archive Systems, and a third-party lease agreement with IBM Credit, LLC, in an amount not to exceed \$1,380,000, for the purchase of computer equipment for the period of March 1, 2018 through March 31, 2022, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

The cost of \$1,380,000 is charged back to user departments through the Department of Information Technology's billing process. (100% Department User Fees)

BACKGROUND:

The Department of Information Technology is purchasing an IBM system mainframe computer, routers, storage array, switches, and monitors to maintain the County's wide

☒ APPROVE

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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: February 6, 2018

Contact: David Gould
(925) 313-2151

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND: (CONT'D)

area network. The Purchasing Division has arranged lease purchasing financing with IBM Credit, LLC. The amount needed to cover the principal and interest has been budgeted for fiscal year 2017/18.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to maintain these critical systems may result in reduced capacity, system failure, and interrupted business and emergency operations.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Contract #76-605 with First Choice Anesthesia Consultants of Northern California, PC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-605 with First Choice Anesthesia Consultants of Northern California PC, a corporation, in an amount not to exceed \$3,980,000 to provide anesthesiology services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period November 1, 2017 through October 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

Under Contract #76-605, the contractor will provide anesthesiology services, including consultation, training, medical procedures, and on-call coverage for the General, Obstetric, Intensive Care and Radiology Units at CCRMC and Health Centers, for the period from November 1, 2017 through October 31, 2020. Due to ongoing negotiations with the contractor, the division is requesting a retroactive contract start date of November 1, 2017.

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COMMITTEE

Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Samir Shah,
M.D., 925-370-5525

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: February 6, 2018

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

By: , Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring anesthesiology services at CCRMC and Health Centers will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #76-579-1 with Jamal Julian Zaka, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-579-1 with Jamal Julian Zaka, M.D., an individual, in an amount not to exceed \$182,000 to provide pulmonary services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period April 1, 2018 through March 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On April 18, 2017, the Board of Supervisors approved Contract #76-579 for the provision of pulmonary services at CCRMC and Health Centers, including clinic coverage, consultation, on-call coverage, sleep studies, training, and medical procedures for the period from April 1, 2017 through March 31, 2018.

☒ APPROVE

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COMMITTEE

Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Samir Shah,
M.D., 925-370-5525

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: February 6, 2018

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

By: , Deputy

BACKGROUND: (CONT'D)

Approval of Contract #76-579-1 will allow the contractor to continue to provide pulmonary services at CCRMC and Health Centers through March 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring pulmonary care will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #26-508-9 with Liam Keating, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-508-9 with Liam Keating, M.D., an individual, in an amount not to exceed \$452,000 to provide otolaryngology services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period March 1, 2018 through February 28, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On March 7, 2017, the Board of Supervisors approved Contract #26-508-8 with Liam Keating, M.D., to provide otolaryngology services, including clinic coverage, consultation, on call coverage, training, and medical procedures at CCRMC and Health Centers for the period March 1, 2017 through February 28, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Samir Shah,
M.D., 925-370-5525

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: February 6, 2018

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

By: , Deputy

BACKGROUND: (CONT'D)

Approval of Contract #26-508-9 will allow the contractor to continue to provide otolaryngology services at CCRMC and Health Centers through February 28, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring otolaryngology services at CCRMC and Health Centers will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Contract #26-352-14 with Delta Personnel Services, Inc. (dba Guardian Security Agency)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-352-14 with Delta Personnel Services, Inc. (dba Guardian Security Agency), a corporation, in an amount not to exceed \$352,460, to provide security guard services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

This contract is funded 57% by Hospital Enterprise Fund I and 43% by Whole Person Care Grant. (Rate increase)

BACKGROUND:

On January 17, 2017, the Board of Supervisors approved Contract #26-352-13 with Delta Personnel Services, Inc. (dba Guardian Security Agency), to provide security guard services at CCRMC and Health Centers, including Bay Point Health Center, Pittsburg Health Center

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

BACKGROUND: (CONT'D)

and West County Health Center for the period from January 1, 2017 through December 31, 2017.

Approval of Contract #26-352-14 will allow the contractor to continue providing security guard services at CCRMC and Health Centers through December 31, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County facilities requiring security guard services will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: February 6, 2018

Subject: Amend Contract with Child Abuse Prevention Council

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Child Abuse Prevention Council, effective January 1, 2018, to decrease the payment limit by \$29,317 from \$1,277,562 to a new payment limit of \$1,248,245 to accurately reflect contractor staffing levels and rates for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

This action will reduce expenditures by \$29,317. The contract is funded by 4% Local, 55% State, 36% County, and 5% Federal revenues.

BACKGROUND:

Through this contract, the Child Abuse Prevention Council directs and coordinates ongoing activities aimed at mobilizing community resources and educating professionals and citizens to reduce the incidence of child abuse. The original contract in the amount of \$1,277,562

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: V. Kaplan,
(925) 608-4963

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

was approved by the Board on May 9, 2017.

This amendment reduces the payment limit to accurately reflect contractor staffing levels and rates. For the first half of FY 2017/18, the contractor experienced salary savings due to staff vacancies. In order for the contractor to attract and retain staffing, the department is approving a salary rate increase for designated positions. These changes result in a net reduction in contract budget of \$29,317.

CONSEQUENCE OF NEGATIVE ACTION:

The provision of valuable services to prevent child abuse may be hindered.

CHILDREN'S IMPACT STATEMENT:

This contract supports all five of the community outcomes established in the Children's Report Card: (1) Children Ready for and Succeeding in School; (2) Children and Youth Healthy and Preparing for Productive Adulthood; (3) Families that are Economically Self Sufficient; (4) Families that are Safe, Stable and Nurturing; and (5) Communities that are Safe and Provide a High Quality of Life for Children and Families, by providing services to prevent child abuse and thus maintain the family.



Contra Costa County

To: Board of Supervisors
From: David Twa, County Administrator
Date: February 6, 2018

Subject: Approve and Authorize a contract with CivicPlus for website redesign

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with CivicPlus in an amount not to exceed \$123,000 for website enhancement services for the period of February 1, 2018 through March 31, 2019.

FISCAL IMPACT:

100% General Fund

BACKGROUND:

The County is working with the current vendor CivicPlus to redesign the County's website organizational structure, look and feel. CivicPlus will provide website redesign (including migration of all existing content), onsite consulting and onsite training.

It is anticipated that the new site will be launched by March, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not continue with the website redesign.

☒ APPROVE

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Laura Strobel
(925) 335-1091

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #76-537-4 with Vivian Price

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-537-4 with Vivian Price, an individual, in an amount not to exceed \$210,120, to provide residential board and care services for Contra Costa Regional Medical Center (CCRMC) and Health Centers' patients in the Patch Program, for the period April 1, 2018 through March 31, 2019.

FISCAL IMPACT:

County Patch Program; 100% County General Fund. (Rate increase)

BACKGROUND:

The County's Patch Program provides residential board and care for post medical, surgical and/or custodial care patients who have been discharged from CCRMC and would otherwise not have appropriate follow-up care.

On April 18, 2017, the Board of Supervisors approved Contract #76-537-1 (as amended

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Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

BACKGROUND: (CONT'D)

by Amendment Agreements #76-537-2 and #76-537-3) with Vivian Price, to provide residential board and care services for CCRMC and Health Centers' patients in the Patch Program for the period April 1, 2017 through March 31, 2018.

Approval of Contract #76-537-4 will allow the contactor to continue to provide residential board and care services for CCRMC and Health Centers' patients in the Patch Program through March 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, post-surgery patients will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: February 6, 2018

Subject: Amend Contract with A Step Forward Child Abuse Treatment and Training Program, a Marriage, Family and Child Counseling Corporation for Mental Health S

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with A Step Forward Child Abuse Treatment and Training Programs, a Marriage, Family, and Child Counseling Corporation, a non-profit corporation, effective November 1, 2017, to increase the payment limit by \$60,000 for a new payment limit of \$140,000 to continue to provide mental health services to non Medi-Cal eligible clients for the remainder of the contract period of August 1, 2016 through July 31, 2018.

FISCAL IMPACT:

The amendment will increase expenditures by \$60,000, which will be funded by 30% County and 70% State revenues.

BACKGROUND:

A Step Forward Child Abuse Treatment and Training Programs, a Marriage, Family, and Child Counseling Corporation (the "Contractor") provides mental health services to non Medi-Cal eligible clients of Employment and Human Services Department (EHSD), as well

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Clerks Notes:

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ATTESTED: February 6, 2018

Contact: Gina Chenoweth
925-608-4961

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

as non Medi-Cal reimbursable services determined appropriate and authorized by the EHSD Children and Family Services Bureau (CFS) for Medi-Cal eligible clients (i.e. report writing). The contract includes compliance with certification requirements, maintaining and compliance with Contractor's County Mental Health Services contract, compliance with reporting requirements, coordination with other County services, and maintaining quality of service.

This amendment is necessary due to increased service provision as a result of a reduced number of contracted mental health service providers available to CFS. Consequently, the number of client referrals to the Contractor has significantly increased. CFS continues to work to increase the number of qualified mental health service providers; however, does not have sufficient providers at this time.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, EHSD's ability to provide mental health services to non Medi-Cal clients will be hindered.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support four of the five Contra Costa County community outcomes: (1) Children Ready for and Succeeding in School; (2) "Children and Youth Healthy and Preparing for Productive Adulthood; (4) Families that are Safe, Stable, and Nurturing; and (5) Communities that are Safe and Provide a High Quality of Life for Children and Families, by providing mental health services to non Medi-Cal eligible clients.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Gift Cards for Consumer Participation at Calli House Emergency Youth Shelter

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to purchase, on behalf of the Health Services Director, 75 TJMaxx, 75 Safeway, 75 Target, 75 Raley's, and 75 Walmart gift cards in an amount of \$10 each, and 150 Starbucks, 150 Subway, and 150 McDonald's gift cards in the amount of \$5 each for a total amount of \$6,000 to use as incentives for consumer participation in Calli House Emergency Youth Shelter.

FISCAL IMPACT:

100% funded by Community Services Block Grant (Interdepartmental Services Agreement 38-583). No County funds required.

BACKGROUND:

Contra Costa County Health Services Department's Homeless Program received a grant to provide services to homeless youth. Included in the grant budget is a line item for client incentives in the amount of \$6,000. Gift cards are provided to youth consumers as an incentive for ongoing and meaningful participation and involvement in their case plan, acknowledgement of special achievements, employment and housing readiness, and move-in assistance.

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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: February 6, 2018

Contact: Lavonna Martin,
925-313-7704

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

By: , Deputy

cc: Tasha Scott, Eric Whitney, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the Health Services Department Homeless Program will not be able to spend down grant funds awarded for Calli House Emergency Youth Shelter nor will it be able to provide incentives for the youth consumers' special achievements, meaningful participation, employment and housing readiness or for move-in assistance.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Amendment #23-455-12 with Conduent Healthcare Provider Consulting Solutions, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract Amendment Agreement #23-455-12, to reflect the new business name of the contractor, changing the contractor's name from Conduent Healthcare Provider Consulting Solutions, Inc. to Atos Healthcare Provider Consulting Solutions, Inc., effective November 1, 2017, for professional consultation and technical support to Health Services Department's electronic health records program, with no change in the payment limit of \$2,809,000 nor in the term of July 1, 2015 through June 30, 2018.

FISCAL IMPACT:

This amendment is 100% funded by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On June 16, 2015, the Board of Supervisors approved Contract #23-455-8 (as amended by Amendment/Extension Agreements #23-455-9 through #23-455-11) with Conduent Healthcare Provider Consulting Solutions, Inc., formerly known as Xerox

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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: February 6, 2018

Contact: Patrick Godley,
925-957-5410

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

By: , Deputy

BACKGROUND: (CONT'D)

Consulting Company, Inc., for the provision of professional consultation and technical support to the Department's Health Services Information System with regard to Electronic Health Records program, for the period from July 1, 2015 through June 30, 2018. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

Approval of Amendment Agreement #23-455-12 will allow the contractor to provide services under the new business name of Atos Healthcare Provider Consulting Solutions, Inc., through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the contractor will not be able to provide additional professional consultation and technical support services to the County under its new name.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018

Subject: Purchase Order - Surtec, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order with Surtec Inc., in the amount of \$375,000 to supply the County's detention facilities with custodial supplies/specialty products and janitorial equipment repair for the period March 1, 2018 through February 28, 2019.

FISCAL IMPACT:

\$375,000. 100% General Fund; Budgeted

BACKGROUND:

Surtec Inc., supplies the solutions for the 40 specialized disinfectant dispensers which are installed in all 3 detention facilities. These are dispensers with locks, specifically for the jail environment to keep the inmates from having physical contact with the chemicals. This vendor carries the majority of the cleaning solutions used in facilities that keeps the County detention facilities in compliance with the strict requirements of the Board of Corrections' annual facility inspections and of the State's regulations.

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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: February 6, 2018

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

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office may be unable to acquire needed janitorial products to service the county adult detention facilities.

CHILDREN'S IMPACT STATEMENT:

No impact.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018
Subject: Purchase Order - Agilent Technologies

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order with Agilent Technologies in an amount not to exceed \$209,500 to purchase 2 Gas Chromatography Mass Spectrometry (GCMS) Instruments for the Office of the Sheriff Forensic Services Division.

FISCAL IMPACT:

\$209,500. 100% General Fund; Budgeted.

BACKGROUND:

The Contra Costa County Office of the Sheriff Crime Laboratory is responsible for the analysis of suspected controlled substance. The Laboratory provides forensic services to law enforcement agencies for use in the criminal justice system. The results must be accurate and scientifically defensible. This instrumentation is a major factor that enables the Laboratory to produce a more sensitive and quality result.

Agilent has been selected because the vendor meets the 'Buy American' guidelines, manufactures the Gas Chromatograph Mass Spectrometer (GC/MS) in the United States. The

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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: February 6, 2018

Contact: Liz
Arbuckle, 335-1529

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

By: , Deputy

cc: Liz Arbuckle, Heike Anderson, Tim Ewell

Agilent GC/MS instrument also is the instrument currently being used in the Forensic Services Division. The similarities

BACKGROUND: (CONT'D)

of the instruments will reduce the time required for training. FSD staff will be able to use current instrument methods on all instruments.

CONSEQUENCE OF NEGATIVE ACTION:

The Office of the Sheriff will not be able to purchase this equipment and will have to continue to send requests for analysis to accredited outside laboratories, which creates increased burden and cost to Contra Costa County law enforcement agencies.

CHILDREN'S IMPACT STATEMENT:

No impact.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Contract #26-742-8 with God's Grace Caring Home, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-742-8 with God's Grace Caring Home, Inc., a corporation, in an amount not to exceed \$352,000, to provide residential board and care services for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Center patients in the Patch Program, for the period April 1, 2018 through March 31, 2019.

FISCAL IMPACT:

County Patch Program; 100% County General Fund. (No increase)

BACKGROUND:

The County's Patch Program provides residential board and care for post medical, surgical and/or custodial care patients who have been discharged from CCRMC and would otherwise not have appropriate follow up care.

On March 28, 2017 the Board of Supervisors approved Contract #26-742-7 with God's

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

BACKGROUND: (CONT'D)

Grace Caring Home, Inc. to provide residential board and care services for CCRMC and Contra Costa Health Center patients in the Patch Program, for the period April 1, 2017 through March 31, 2018.

Approval of Contract #26-742-8 will allow the contractor to continue to provide residential board and care services through March 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, post-surgery patients will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #76-578-1 with Saurabh Sethi, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-578-1 with Saurabh Sethi, M.D., an individual, in an amount not to exceed \$150,000, to provide gastroenterology services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period April 1, 2018 through March 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On April 18, 2017, the Board of Supervisors approved Contract #76-578 with Saurabh Sethi, M.D., to provide gastroenterology services including clinic coverage, consultation, on-call coverage, training and medical procedures at CCRMC and Health Centers for the period April 1, 2017 through March 31, 2018.

Approval of Contract #76-578-1 will allow the contractor to continue to provide gastroenterology services at CCRMC and Health Centers through March 31, 2019.

☒ APPROVE

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ADMINISTRATOR

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Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Samir Shah,
M.D., 925-370-5525

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: February 6, 2018

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

By: , Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring gastroenterology services at CCRMC and Health Centers will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Amendment #72-087-2 with Randy's Mobile Mechanical Service

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract Amendment Agreement #72-087-2 with Randy's Mechanical Mobile Service, a sole proprietor, effective January 1, 2018, to amend Contract #72-087-1, to increase the payment limit by \$350,000, from \$200,000 to a new payment limit of \$550,000 for additional vehicle inspections at specified intervals, repairs, and maintenance services to the County's Public Health Division's Mobile Satellite Health Center vehicles, with no change in the original term of January 1, 2017 through December 31, 2019.

FISCAL IMPACT:

This amendment is funded 100% by Hospital Enterprise Fund I.

☒ APPROVE

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ADMINISTRATOR

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Dan Peddycord,
925-313-6712

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

By: , Deputy

BACKGROUND:

On January 10, 2017, the Board of Supervisors approved Contract #72-087-1 with Randy's Mechanical Mobile Service for the provision of vehicle inspections at specified intervals, and repairs and maintenance to County Public Health Department's Mobile Satellite Health Center vehicles for the period January 1, 2017 through December 31, 2019.

Approval of Contract Amendment Agreement #72-087-2 will allow the contractor to provide additional services through December 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the contractor will not provide safety inspections or maintenance service on County owned Mobile Satellite Health Centers.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Contract #76-606 with Uday Jain, M.D., Professional Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-606 with Uday Jain, M.D., Professional Corporation, in an amount not to exceed \$400,000, to provide anesthesiology services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period from January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

Under Contract #76-606, the contractor will provide anesthesiology services, including clinic coverage, on-call coverage, consultation, training and medical procedures at CCRMC and Health Centers, for the period from January 1, 2018 through December 31, 2018.

☒ APPROVE

☐ OTHER

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ADMINISTRATOR

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COMMITTEE

Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Samir Shah,
M.D., 925-370-5525

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: February 6, 2018

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

By: , Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring anesthesiology services at CCRMC and Health Centers will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #23-613-3 with Bayside Solutions, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #23-613-3 with Bayside Solutions, Inc., a corporation, in an amount not to exceed \$1,100,000 to provide temporary consulting, technical support, and recruiting services for hard to fill positions in the Health Services Department's Information Technology Unit for the period January 1, 2018 through June 30, 2020.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

In January 2017, the County Administrator approved and the Purchasing Services Manager executed Contract #23-613 (as amended by Amendment Agreements #23-613-1 and #23-613-2) with Bayside Solutions, Inc., for the provision of qualified temporary consulting

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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: February 6, 2018

Contact: David Runt,
925-335-8700

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

By: , Deputy

BACKGROUND: (CONT'D)

and technical support services, and contract-to-hire and/or direct placement candidates for hard to fill positions in the Health Services Department's Information Technology Unit, for the period from January 1, 2017 through December 31, 2017.

Approval of Contract #23-613-3 will allow the contractor to continue providing temporary consulting, technical support and recruiting services for hard to fill positions in the Health Services Department's Information Technology Unit for the period from January 1, 2018 through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the Health Services Department's Information Technology Unit will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Purchase Order with Sanofi Pasteur, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Sanofi Pasteur, Inc., in an amount not to exceed \$225,000 for the purchase of vaccines and injectable medications at the Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period from January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

100% funded by the Hospital Enterprise Fund I.

BACKGROUND:

Sanofi Pasteur, Inc. furnishes pharmaceuticals for patient care provided at CCRMC and Health Centers. These vaccines and other injectable medications are essential in patient care. CCRMC and Health Centers have been purchasing vaccines and other injectable medications from Sanofi Pasteur since 2007.

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Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Margaret Harris, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, CCRMC and Health Centers will not be able to provide needed vaccines and other pharmaceutical products to its patient population. As part of its responsibility as a health care organization, CCRMC must provide needed vaccinations to our patient population in order to prevent disease, as well as prevent the spread of disease.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Purchase Order with Hyland Software, Inc. for Software Maintenance Renewal

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Department, a purchase order with Hyland Software, Inc., in an amount not to exceed \$161,586, for annual software maintenance for OnBase Document Management and Image Scanning Software for the period January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

100% funded by the Hospital Enterprise Fund I.

BACKGROUND:

OnBase software maintenance is a critical component of the Electronic Health Record (EHR) and the enterprise-wide document management solution. OnBase facilitates the capture, management, archive, storage, and retrieval of electronic and paper documents including all EHR-related reports used by Finance and Patient Accounting, and archived records for other Health Services Divisions including Behavioral Health Services,

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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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Allyson Eggert

BACKGROUND: (CONT'D)

Contracts and Grants, Contra Costa Health Plan, Environmental Health, and Hazardous Materials. Software support and maintenance services are provided pursuant to the OnBase Information Management System Software Maintenance Agreement dated March 28, 2016, between the County and Hyland Software, Inc.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the workflows associated with the above-stated functions would be adversely impacted. Hyland provides real-time OnBase application support to Contra Costa Health Services Department's Information Technology Unit for ccLink (Epic) scanning, workflow management, and reporting solutions. If that support ceases, the integrity of data from integration of internal scanning and printing hardware interfaced to the EHR application via web services and other interfaces could be compromised. Connectivity failures in any of these areas could potentially result in incorrect or incomplete data capture and management, loss of critical archived data due to inability to perform system functions, and non-compliance with future Epic releases.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Contract #74-058-25 with Seneca Family of Agencies

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #74-058-25 with Seneca Family of Agencies, a non-profit corporation, in an amount not to exceed \$4,849,624, to provide mobile crisis response and school and community-based children's specialty mental health services for the period from January 1, 2018 through June 30, 2018, which includes a six-month automatic extension through December 31, 2018, in an amount not to exceed \$4,849,624.

FISCAL IMPACT:

This contract is funded 46% by Federal Financial Participation, 47% by County Realignment, 6% by County General Fund, and 1% by Mental Health Services Act. (Rate increase)

BACKGROUND:

On August 9, 2016, the Board of Supervisors approved Novation Contract #74-058-23 (as amended by Contract Amendment #74-058-24) with Seneca Family of Agencies for the provision of mobile crisis response and children's specialty mental health services, for

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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: February 6, 2018

Contact: Cynthia Belon,
925-957-5201

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

By: , Deputy

BACKGROUND: (CONT'D)

the period July 1, 2016 through June 30, 2017, which included a six-month automatic extension through December 31, 2017.

Approval of Contract #74-058-25 allows the contractor to continue providing mobile crisis response and school and community-based children's specialty mental health services through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Seriously Emotionally Disturbed children throughout the County will not have access to Contractor's mobile crisis, and school and community-based mental health services, possibly resulting in the need for higher levels of care.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018
Subject: West Advanced Technologies, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff- Coroner, or designee, to execute a contract with West Advanced Technologies, Inc. in an amount not to exceed \$300,000 to provide consulting, design development, programming services, and maintenance and support for the Automated Regional Information Exchange System (AIRES) for the period Jan 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Urban Areas Security Initiative (UASI) Grant Funding of up to \$250,000; remaining \$50,000 ARIES Funding.

BACKGROUND:

The Automated Regional Information Exchange System (ARIES) is a software application owned by Contra Costa County, and used by County and other law enforcement agencies to manage arrest and parolee data collected from law enforcement agencies. ARIES manages arrest and parole data provided by local law enforcement agencies that is stored on a County server. The purpose of this Contract is for Contractor to provide consulting, design development, programming services, maintenance and support services to the Sheriff's

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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: February 6, 2018

Contact: Sandra Brown
925-335-1553

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

By: , Deputy

cc:

Office, including without limitation, the Enterprise Data Warehouse Optimization, Agency Data mapping and Integration and Module Enhancement and Development projects. There are currently more than 9,000 users from over 93 different agencies participating in the system.

CONSEQUENCE OF NEGATIVE ACTION:

ARIES continues to improve the way it does business everyday by providing reliable and functional application to law enforcement agencies. If this contract is not approved, ARIES will not be able to continue to improve, upgrade and implement a sophisticated data sharing system for more than 9,000 users.

CHILDREN'S IMPACT STATEMENT:

No impact.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Amendment #25-012-37 with The Center for Common Concerns, Inc. (dba HomeBase)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #25-012-37 with The Center for Common Concerns, Inc. (dba HomeBase), a non-profit corporation, effective January 1, 2018, to amend Contract #25-012-36, to increase the payment limit by \$118,220, from \$334,010 to a new payment limit of \$452,230 for additional consultation and technical assistance for the Behavioral Health Services Division including a management implementation plan for strategic planning of County's Continuum of Care planning and resource development, with no change in the original term of July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

This contract is funded 35% by Federal Medi-Cal Administrative Activities (MAA), 26% by Behavioral Health Administration, and 39% by Housing and Urban Development. (No rate increase)

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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: February 6, 2018

Contact: Lavonna Martin,
925-313-7704

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

By: , Deputy

BACKGROUND:

On June 13, 2017, the Board of Supervisors approved Contract #25-012-36 with The Center for Common Concerns, Inc. (dba HomeBase), for the period from July 1, 2017 through June 30, 2018, to provide consultation and technical assistance to the Department with regard to the Continuum of Care planning and resource development, including grant-writing services for County's McKinney-Vento application.

Approval of Contract #25-012-37 will allow the contractor to provide additional consultation and technical assistance for the Behavioral Health Services Division including a management implementation plan for strategic planning of County's Continuum of Care planning and resource development through June 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will no longer have the expertise needed to meet all federal guidelines to secure maximum McKinney-Vento funding required to implement the 10-year plan to eliminate homelessness in Contra Costa County.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Amendment #23-596-2 with Emocha Mobile Health, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Amendment to Software and Services Agreement #23-596-2 with Emocha Mobile Health, Inc., a corporation, effective February 1, 2018, to increase the payment limit by \$6,480 from \$150,000 to a new payment limit of \$156,480, for additional per-disease monitoring module software with no change in the original term of May 1, 2016 through April 30, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

On June 7, 2016, the Board of Supervisors approved Contract #23-596 (as amended by Administrative Amendment #23-596-1) with Emocha Mobile Health, Inc. for the Tuberculosis Monitoring and Outreach software through its Contractor-hosted

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Clerks Notes:

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ATTESTED: February 6, 2018

Contact: David Runt,
925-335-8700

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm

BACKGROUND: (CONT'D)

system, which allows the Health Services Department and patients to track laboratory measurements of the illness via telephone, through April 30, 2019.

Approval of amendment to Contract #23-596-2 will allow the contractor to provide additional per disease monitoring modules, which will allow the Health Services Department and patients to track laboratory measurements of other diseases.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the County will not be able to use the contractor's disease monitoring and outreach software for diseases other than tuberculosis; therefore, the County would have to call patients with laboratory results and capture them manually.



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Amendment #27-799-7 with Health Management Systems, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract Amendment Agreement #27-799-7 with Health Management Systems, Inc., a corporation, effective November 1, 2017, to amend Contract #27-799-6 to provide additional Inpatient Diagnosis Related Group Grouping/Pricing audit services for the Contra Costa Health Plan, with no change in the original payment limit of \$3,000,000 or term of February 1, 2017 through January 31, 2019.

FISCAL IMPACT:

This amendment is funded 100% by Contra Costa Health Plan Enterprise Fund II. (No rate increase)

BACKGROUND:

On February 7, 2017, the Board of Supervisors approved Contract #27-799-6 with Health Management Systems, Inc., to provide auditing services, for the period from February 1, 2017 through January 31, 2019.

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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: February 6, 2018

Contact: Patricia
Tanquary, (925) 313-6004

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

By: , Deputy

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #27-799-7 will allow the contractor to provide additional auditing services through January 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the Contra Costa Health Plan will be out of compliance with Medi-Cal Audit Corrective Action Plan requirements.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018
Subject: Contract #27-777-4 with Nazak Mozaffarieh, O.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #27-777-4 with Nazak Mozaffarieh, O.D., an individual, in an amount not to exceed \$130,000 to provide optometry services to Contra Costa Health Plan members for the period April 1, 2018 through March 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by Contra Costa Health Plan Enterprise Fund II. (Rate increase)

BACKGROUND:

In April 2015, the County Administrator approved and Purchasing Manager executed Contract #27-777-3, with Nazak Mozaffarieh, O.D., for the period from April 1, 2015 through March 31, 2018, for the provision of optometry services to Contra Costa Health Plan members.

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Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 6, 2018

Contact: Patricia
Tanquary, (925) 313-6004

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

By: , Deputy

BACKGROUND: (CONT'D)

Approval of Contract #27-777-4 will allow the contractor to provide additional optometry services through March 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



Contra Costa County

To: Board of Supervisors
From: David Twa, County Administrator
Date: February 6, 2018

Subject: CherryRoad Technologies, Inc., Contract #46196 Amendment No. 1

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator or designee to execute, on behalf of the Department of Information Technology, a contract amendment with CherryRoad Technologies, Inc., effective February 1, 2018, to increase the payment limit by \$1,846,300 with no change in the original term, to provide for optional application managed services.

FISCAL IMPACT:

The contract cost comprises software and data application hosting services in the amount of \$2,192,520 for five years and ongoing support of PeopleSoft applications in the amount of \$1,846,300 for one year. The total \$4,038,820 is budgeted under Org #1695 and supported through charges to all County departments.

BACKGROUND:

The PeopleSoft Human Capital Management (HCM) system is currently used to process the County's payroll, in addition to maintaining human resources and employee benefits records.

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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: February 6, 2018

Contact: Pramod Walse
925-313-1299

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The purpose of this amendment is to continue same resources from implementation contract of PeopleSoft 9.2 Upgrade for ongoing support under hosted contract. The original hosted contract with CherryRoad Technologies provided for the Contractor to host the HCM System at a cost up to \$2,192,520.

The proposed first amendment to the contract will: (1) increase the Contract payment limit by \$1,846,300; (2) amend the service plan to extend the Contractor's resource support to take advantage of the Optional Application Managed Services detailed in the Service Plan Article V Section B(1) and B(2).

The Steering Committee (the County Administrator, County Finance Director, Human Resources Director and Auditor-Controller,) has approved increase in the contract payment limit for ongoing support of PeopleSoft system.

The ongoing support from contractor will include:

Functional Support

- Assist users with usage and navigation of Application functionalities and business processes within the modules, specific to the County's application functional setup.
- Troubleshoot functional issues and provide solutions through configuration and setup changes
- Assist users with issues associated with data consistency within their HCM applications
- Support release management (patches-fixes-updates)

Technical Support

- Troubleshoot technical issues and provide solutions through configurations and setup changes
- Assist users with issues associated with data consistency within the HCM applications
- Provide Break/Fix support for existing custom programs, forms, reports and interfaces
- Support Data extracts and batch programs

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the contract will result in the inadequate support to our HCM system and additional development of features required by the county which will increase the risk that the County will be unable to process employee Payroll, Human Resources and Employee Benefits timely and accurately.



**Contra
Costa
County**

To: Board of Supervisors

From: Dianne Dinsmore, Human Resources Director

Date: February 6, 2018

Subject: Terminate contract with Employee Assistance Program vendor

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Human Resources Director, or designee, to terminate the contract with James O'Donnell and Associates for Employee Assistance Program services.

FISCAL IMPACT:

This action would terminate the County's contract with this vendor effective May 8, 2018.

BACKGROUND:

The County recently completed the competitive Request For Proposal process for the County's Employee Assistance Program (EAP). The County received eight proposals. A panel of four raters, two from the Human Resources Department and two from user departments, was convened to individually score each proposal against the criteria laid out in the RFP. The three companies that received the highest ratings were invited to provide on-site presentations, after which references were checked for two. The County's current provider, James O'Donnell and Associates, was not the successful bidder. A separate item on this agenda recommends authorizing the Human Resources Director, or designee, to execute the negotiated agreement for EAP services with Magellan Healthcare,

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Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 6, 2018

Contact: Ann Elliott
925-335-1747

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND: (CONT'D)

Inc.

This action would authorize the Human Resources Director, or designee, to terminate the contract effective May 8, 2018, pursuant to Special Conditions, Paragraph 1, which states, "This Contract may be terminated by either party, at it's sole discretion, upon ninety-day advance written notice thereof and may be cancelled immediately by written mutual consent."

CONSEQUENCE OF NEGATIVE ACTION:

The contract with James O-Donnell and Associates would not terminate within 90 days.



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: February 6, 2018

Subject: Administrative Services Agreement with Magellan Healthcare, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Human Resources Director, or designee, to execute a three year Administrative Services Agreement (ASA) with Magellan Healthcare, Inc., effective February 1, 2018, to January 31, 2021, in an amount not to exceed \$430,000 with the option of two (2) one-year renewal periods.

FISCAL IMPACT:

The administration costs for the Employee Assistance Program are fully funded through the Worker's Compensation Internal Service Fund.

BACKGROUND:

A Request for Proposals (RFP) for the County's Employee Assistance Program (EAP) was issued in April 2017. The County received eight proposals. A panel of four raters, two from the Human Resources Department and two from user departments, was convened to

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Clerks Notes:

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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: February 6, 2018

Contact: Ann Elliott,
925-335-1747

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller

BACKGROUND: (CONT'D)

>

individually score each proposal against the criteria laid out in the RFP. The three companies that received the highest ratings were invited to provide on-site presentations, after which references were checked for two.

Magellan Healthcare, Inc. was determined to best match the requirements of the County. In California, an EAP must have either an Exemption Form on file with the Department of Managed Health Care or be licensed in accordance with the Knox-Keene Act. Under the Knox-Keene Act, EAPs with an Exemption are limited to providing services identifying problems and referring to counseling or therapy; they may not provide the counseling or therapy themselves. In addition, the number of such sessions is limited to three within any six-month period. No bidders who were not Knox-Keene compliant were among the top bidders. As an EAP provider licensed in accordance with the Knox-Keene Act, Magellan is able to provide mental health services such as counseling and therapy, and no restriction is placed on the number of sessions. Magellan's pricing is competitive and locked in for the full five years available under the contract. All calls to the 800 number are answered live by master's-level EAP clinicians. The company has 48 years of industry experience and long-term, stable subcontract relationships with Work/Life and Legal service providers.

Magellan will provide 24/7 personal telephonic consultation services and up to six counseling or therapy sessions per problem for employees and their families. Additional services included under the Agreement include: 1) Work/Life Services which include assessment and referral for services such as child care, elder care, and adoption services in addition to personal convenience services such as home or auto repair and pet care; 2) Legal and Financial Consultation Services, including a free initial consultation and discounts on participating legal or financial providers; 3) Management Consultation for employee referrals to EAP; Critical Incident Stress Management services; 5) Wellness seminars and training specifically to assist supervisors in utilizing the EAP; and 6) Full access to the Magellan website which includes Computerized Cognitive Behavioral Therapy modules, interactive self-improvement programs and self-assessment tools, health and fitness tools, and other employee resources.

A three-year Administrative Services Agreement, with an option for two one-year renewal periods, has been negotiated. This action authorizes the Human Resources Director or designee to execute the Agreement with Magellan Healthcare, Inc.

CONSEQUENCE OF NEGATIVE ACTION:

If the Administrative Services Agreement is not approved, the County will be unable to offer, and employees will not have access to, the robust Employee Assistance Program provided by Magellan Healthcare, Inc.



Contra Costa County

To: Board of Supervisors

From: Matt Slattengren

Date: February 6, 2018

Subject: California Seed Law Memorandum of Understanding FY17/18

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a Memorandum of Understanding (CA Seed Law 17-SD07) with the California Department of Food and Agriculture to pay the Agriculture Department an amount not to exceed \$100 to enforce California seed marketing and labeling law requirements for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

This Memorandum of Understanding (MOU) will pay the Agriculture Department \$100 for services. There is no cost share requirement and the revenue has been anticipated in the departmental FY 17/18 budget. There is no County match of funds requirement nor grant money involved.

BACKGROUND:

The goal of seed law enforcement (Section 52288, California Food and Agriculture code) is to protect seed consumers, including vegetable and field crop growers, as well as urban

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact:
925-646-5250

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

>

landscapers. Poor quality seeds can cost farmers and home gardeners considerable amounts of time, money and resources, by way of reduced yields, poor crop quality, contamination by weeds or other unwanted species. By enforcing the California Seed Law regarding marketing and labeling, the Department is able to ensure that consumers receive the desired product and that there is a supportive legal action for those who are wronged.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action would mean loss of revenue to the department for a mandated program.



**Contra
Costa
County**

To: Board of Supervisors

From: Brian M. Balbas, Interim Public Works Director/Chief Engineer

Date: February 6, 2018

Subject: Disposal of Surplus Property, Countywide.

RECOMMENDATION(S):

DECLARE as surplus and AUTHORIZE the Purchasing Agent, or designee, to dispose of fully depreciated vehicles and equipment no longer needed for public use, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Section 1108-2.212 of the County Ordinance Code authorizes the Purchasing Agent to dispose of any personal property belonging to Contra Costa County and found by the Board of Supervisors not to be required for public use. The property for disposal is either obsolete, worn out, beyond economical repair, or damaged beyond repair.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Nida Rivera,
(925) 313-2124

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Public Works would not be able to dispose of surplus vehicles and equipment.

ATTACHMENTS

Surplus Vehicles & Equipment

ATTACHMENT TO BOARD ORDER FEBRUARY 6, 2018

[illegible]



Contra
Costa
County

To: Board of Supervisors
From: Federal D. Glover, District V Supervisor
Date: February 6, 2018

Subject: Pacheco Municipal Advisory Council Annual Report

RECOMMENDATION(S):

ACCEPT the 2017 Annual Report for Pacheco Municipal Advisory Council.

FISCAL IMPACT:

None.

BACKGROUND:

On December 16, 2008, the Board of Supervisors adopted policies for Municipal Advisory Councils requiring all MACS to submit annual reports.

The Pacheco Municipal Advisory Report gives the work done in 2017 and the work they want to accomplish in 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Lynn Enea,
(925) 335-8200

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

By: , Deputy

cc:

ATTACHMENTS

PMAC Report

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Nam Trinh, Vice Chair
Kay Perry-Thayer, Councilmember
Vince Robb, Councilmember
Mike Flanagan, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
Contact: Lynn Reichard-Enea
651 Pine Street
Martinez, CA 94553
925-335-8200

The Pacheco Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

2017 Annual Report to the Board of Supervisors

Submitted by:
Shawn Garcia, Chairperson

Activities and Accomplishments

The primary goals of the MAC in 2017 were to increase community awareness and participation at the monthly MAC meetings and to represent the community's interests, concerns and voice for the Board of Supervisor's. We have done a good job providing a forum of communication between the residents of Pacheco and the Supervisor and County offices and Agencies.

The MAC board's activities and efforts have resulted in improvements and changes in 2017:

- Received funding from the Supervisor for greater outreach efforts.
- Continual maintenance and upkeep of Pacheco Community Park.
- Held our third annual Pacheco Community Park Creek Cleanup and second annual Community Clean by providing free e-waste recycling, and dumpsters for residents to drop off trash. Additionally we partnered with the Pacheco Town Council who provided snacks, lunch, and drinks to cleanup volunteers.
- Continual maintenance and upkeep of median on Pacheco Blvd. and Grayson Creek.
- Improved community participation and MAC attendance as a result of outreach efforts to the community of Pacheco.

The MAC received informative presentations and provided thoughtful feedback on matters that impact Pacheco and look forward to receiving additional updates in 2018:

- WW Funding Allocation and Implementation Plan
- Homelessness in Pacheco
- CORE Housing and Homeless Services
- Storm Drainage Issues in Pacheco
- Pacheco Town Council Scholarship Awards

The MAC greatly appreciates the support of the Sherriff and CHP in the Pacheco community. The Deputy Sheriff and CHP Officer both regularly attend MAC meetings to provide updates on crime and incidences in the community, and work to find solutions to concerns raised by the MAC and community members.

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Nam Trinh, Vice Chair
Kay Perry-Thayer, Councilmember
Vince Robb, Councilmember
Mike Flanagan, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
Contact: Lynn Reichard-Enea
651 Pine Street
Martinez, CA 94553
925-335-8200

The Pacheco Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

Membership

Chairman Fontana resigned from the MAC in May 2017 due to moving out of the area. In July two members were appointed to the MAC, filling all vacant positions. Also in July the MAC appointed a new Chair and elected a Vice Chair for the first time since 2010 to serve out the 2017 year. The MAC is working with the Supervisor's office to hire a Recording Secretary to take monthly meeting minutes.

Members

- Shawn Garcia, Chair - elected July 2017
- Nam Trinh, Vice Chair – elected July 2017
- Kaye Perry-Thayer, Councilmember
- Vince Robb, Councilmember – appointed July 2017
- Mike Flanagan, Councilmember – appointed July 2017
- Olivier Fontana, Chair - resigned May 2017

Attendance in 2017

January	All Present
February	All Present
March	Garcia Absent
April	All Present
May	All Present
June	All Present
July	All Present
August	No meeting by design
September	All Present
October	Trinh Absent
November	Trinh and Robb Absent
December	No meeting by design

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Nam Trinh, Vice Chair
Kay Perry-Thayer, Councilmember
Vince Robb, Councilmember
Mike Flanagan, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
Contact: Lynn Reichard-Enea
651 Pine Street
Martinez, CA 94553
925-335-8200

The Pacheco Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

MAC Work Plan and Objectives for 2018

A priority for the MAC in 2018 will continue to be to increase community awareness of the MAC and increase community involvement. We will continue to provide a forum of communication between the residents of Pacheco and the Supervisor and County offices and Agencies.

We will work with County entities to coordinate the fourth annual creek cleanup event and third annual community cleanup. This would include the cost of food; rental and other charges related to the creek cleanup and community cleanup.

We would like to outreach to other MACs and CACs to discuss common interests and ideas, and learn from one another at quarterly joint MAC meetings where the Pacheco MAC would host one of these meetings. That would include the cost of food, rental and other charges related to the outreach.

We will continue our work on:

1. Community involvement
2. Community awareness of events taking place at the Community Center
3. Beautification of the medians along Pacheco Blvd.
4. Continued upkeep and development of the Pacheco Creekside Park

Pacheco MAC meetings are held on the 2nd Wednesday of every month at 6:30 p.m. at the Pacheco Community Center, 5800 Pacheco Blvd., Pacheco.

Chair:	Shawn Garcia
Vice Chair:	Nam Trinh
Secretary:	Vacant
Staff District V:	Lynn Reichard-Enea



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: February 6, 2018

Subject: Clarification of Board Action on December 5, 2017 (Item #C.26)

RECOMMENDATION(S):

APPROVE clarification of Board action of December 5, 2017 (Item # C. 26) which appointed Branin Cook to the Local Committee Oakley Seat on the Advisory Council on Aging, to change the term ending date of September 30, 2019 to term ending date of September 30, 2018, as recommended by the Employment and Human Services Department Director.

FISCAL IMPACT:

None.

BACKGROUND:

Mr. Cook was appointed to the Local Committee Oakley Seat of the Advisory Council on Aging for the second year of the current 2-year term for the seat (October 1, 2016 - September 30, 2018). The ending term date for Mr. Cook was inaccurately requested to be September 30, 2019 in the Board action of December 5, 2017. This action corrects the term ending date to be September 30, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Elaine
Burres, 608-4960

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

By: , Deputy

cc: Jami Napier, Deputy Clerk of the Board

CONSEQUENCE OF NEGATIVE ACTION:

The term of the Local Committee Oakley Seat of the Advisory Council on Aging would be inaccurately posted.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: February 6, 2018

Subject: Resolution No. 2018/44 - California Nurses Association Side Letter Extending Duration of Agreement

RECOMMENDATION(S):

ADOPT Resolution No. 2018/44 approving the Side Letter between Contra Costa County and the California Nurses Association (CNA) modifying the Preamble and Section 64 Duration of Agreement of the Memorandum of Understanding to extend the contract from January 31, 2018 through March 31, 2018.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

This Side Letter extends the current memorandum of understanding from January 31, 2018 through March 31, 2018, to allow both parties to work together to negotiate an agreement. Both the Preamble and Section 64 - Duration of Agreement are modified. The effect of this Side Letter is that all other terms and conditions of the MOU, specifically including Section 60 and 62, are extended accordingly for the new term of the MOU between the County and CNA (August 1, 2014 – March 31, 2018).

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Lisa Driscoll, County
Finance Director (925) 335-1023

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: February 6, 2018

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, Dianne Dinsmore, Human Resources Director

CONSEQUENCE OF NEGATIVE ACTION:

Members will continue working under an expired contract.

ATTACHMENTS

Resolution No. 2018/44

CNA Side Letter dated 1/22/18

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐



Resolution No. 2018/44

In the Matter of: The Side Letter Agreement between the County of Contra Costa and the California Nurses Association, extending the Duration of Agreement

The Contra Costa County Board of Supervisors acting solely in its capacity as the governing board of the County of Contra Costa **RESOLVES THAT:**

Effective January 19, 2018, the attached Side Letter of Agreement dated January 22, 2018, between the County of Contra Costa and the California Nurses Association, 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: Lisa Driscoll, County Finance Director (925) 335-1023

ATTESTED: February 6, 2018

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

By: , Deputy

cc: Robert Campbell, County Auditor-Controller, Dianne Dinsmore, Human Resources Director

SIDE LETTER AGREEMENT
Duration of Agreement

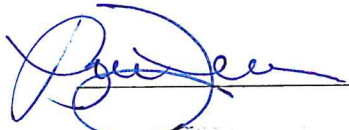
This Side Letter is by and between the County of Contra Costa ("County") and the California Nurses Association ("CNA") and is effective January 19, 2018, subject to approval by the Board of Supervisors.

This Side Letter modifies the Preamble and Section 64 – Duration of Agreement of the Memorandum of Understanding (MOU) (August 1, 2014 – January 31, 2018) between the County and CNA by extending the current MOU from January 31, 2018 to March 31, 2018.


The effect of this Side Letter is that all other terms and conditions of the MOU, specifically including Section 60 and 62, are extended accordingly for the new term of the MOU between the County and CNA (August 1, 2014 – March 31, 2018).

Date: January 22, 2018

Contra Costa County:
(Signature / Printed Name)

 / Brie Lewis

California Nurses Association:
(Signature / Printed Name)

 / Andrew Padro



**Contra
Costa
County**

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: February 6, 2018

Subject: AUTHORIZE applications for grants to support development of a County Electric Vehicle Readiness Blueprint.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to proceed in partnership with the Contra Costa Transportation Authority in applying to the California Energy Commission and California Department of Transportation for grants to support development of an Electric Vehicle Readiness Blueprint for Contra Costa County, as recommended by the Ad Hoc Committee on Sustainability.

FISCAL IMPACT:

The fiscal impact will be the cost of staff time associated with developing the grant, which is estimated to be about \$3,800, which is 100% General Fund.

BACKGROUND:

At its July 31, 2017 meeting, the Ad Hoc Committee on Sustainability received a report from the County Sustainability Coordinator on electric vehicle (EV) readiness in Contra Costa County. The Committee discussed the Departments of Public Works and Conservation and Development (DCD), developing a Contra Costa County Electric Vehicle Readiness Plan, which at that time staff believed could be completed by February 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Jody London,
925-674-7871

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Shortly after the July 2017 meeting, DCD staff began collaborating with the Contra Costa Transportation Authority (CCTA), which is also interested in developing an EV Readiness Plan. CCTA is responsible for maintaining and improving the County's transportation system by planning, funding, and delivering critical transportation infrastructure projects and programs. DCD staff are working closely with CCTA staff to develop a need statement and scope of work for an EV Readiness Plan (see attached). CCTA staff have presented on this project to the Planning Directors meeting that CCTA hosts and to the City/County Engineering Advisory Committee, which both responded favorably to the project.

While staff originally believed a Readiness Plan could be prepared in-house, the expanded scope of the project and participation of other agencies makes this a project that will be most successful if developed with the assistance of outside experts. County staff are working with CCTA to identify funding sources.

On December 14, the California Energy Commission (CEC) announced a competitive grant solicitation from the Alternative and Renewable Fuel and Vehicle Technology Program for grants of up to \$200,000 each for communities to develop planning blueprints to identify the actions and milestones needed to proceed towards implementation of an EV ready community. The CEC anticipates awarding three grants in Northern California. Receiving a grant in this first phase makes the applicant team eligible to compete in a Phase 2 solicitation for implementation funds. One of the goals for the grant is to develop EV blueprints that can be easily replicated in other communities. The deadline for this grant is February 9, 2018. CCTA will be the lead on the application; the County anticipates having a supporting role in developing the grant and developing the EV blueprint, should the application be successful.

On January 5, 2018, the California Department of Transportation (CalTrans) announced the 2018-2019 Sustainable Communities, Strategic Partnerships grant. This grant will fund local and regional multimodal transportation and land use projects that further a region's regional transportation plan sustainable communities strategy and help achieve California's greenhouse gas reduction targets. The deadline for this grant is February 23. Staff will collaborate with CCTA in developing this grant application and supporting the work, should the application be successful. Staff is considering pursuing this funding opportunity for two other projects, the Marsh Creek Multiuse Corridor Feasibility Study and the Accessible Transit Feasibility Study (also being prepared in collaboration with CCTA).

Updated information on EV Readiness Plan and on these grant opportunities were discussed at the January 22, 2018 meeting of the Ad Hoc Committee on Sustainability and referred to the Board for its authorization to proceed.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not approve the recommended action it will be more difficult for the County to plan for and take advantage of funding opportunities for electric vehicles and supporting infrastructure.

ATTACHMENTS

EV Readiness Need Statement



CONTRA COSTA COUNTY
ELECTRIC VEHICLE SHARED MOBILITY
READINESS PLAN
OCTOBER 20, 2017



Keeping Contra Costa Moving

GOALS:

- Position Contra Costa County for current and upcoming funding opportunities
- Develop readiness plan for electric vehicle shared mobility in Contra Costa County
 - Current location of EV charging facilities
 - Current personal use EV penetration
 - Current land use which will demonstrate opportunities for EV Charging installation
 - Best practices for EV station port turnover (pricing strategies, parking policies, enforcement, etc.) as well as developer requirements/ordinances
 - Countywide demand for electricity for EV charging and weaknesses, if any, in the distribution grid
 - Potential locations for shared mobility centers that could host electric vehicle fueling centers
 - Transit demand for electricity storage and charging to ensure supply at both bus storage facilities and en route through an inductive charge network.
 - Operation and maintenance models and cost estimate for the network

POLICY DRIVERS FOR EV SHARED MOBILITY READINESS PLAN:

- 2015 Climate Action Plan
- State policies regarding smart growth, active transportation
- County complete streets policy
- Local transit operators are moving towards electric buses

POSITIONING CONTRA COSTA COUNTY FOR COMING FUNDS:

There are several known sources of funds for electric vehicles and infrastructure currently and in the future. These include:

- Bay Area Air Quality Management District
- PG&E:
 - \$130 million approved to install EV infrastructure – 7,500 chargers -- for personal vehicles, with emphasis on multi-family sector
 - Application being reviewed by California Public Utilities Commission to spend additional \$654 million on 25,000 more chargers, with emphasis on medium- and heavy-duty vehicles and 10% of chargers in “disadvantaged” communities
- Volkswagen Settlement. \$800 million to California, with direction from California Air Resources Board to install in “disadvantaged” communities



CONTACT:

Jody London, Sustainability Coordinator
Contra Costa County
926-674-7871 · Jody.London@dcd.cccounty.us

Matt Kelly, Transportation Planner
Contra Costa Transportation Authority
925.256.4730 · mkelly@ccta.net



**Contra
Costa
County**

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: February 6, 2018

Subject: Planned Refresh of the Orinda Public Library

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Orinda County Library to be closed from March 2, 2018 through and including March 14, 2018 in order to install new carpeting throughout the building.

FISCAL IMPACT:

No impact to the Library Fund.

BACKGROUND:

This is a planned refresh of the carpet, which has not been replaced since the library opened in its current location in 2001. The City of Orinda is funding the new carpeting. The Library will close on March 2, 2018 and reopen on March 15, 2018. The downstairs book drop will be open during the closure. Holds will not be available for pickup during the closure. Users needing library services during the closure can visit the Lafayette or Moraga libraries or any other Contra Costa County Library.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: W. Beveridge
925-608-7730

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: February 6, 2018

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Orinda Library will not be closed to the public, which means the planned refresh will not occur.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018

Subject: Solano County Disaster Recovery Site Memorandum of Understanding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff- Coroner, or designee, to execute a Memorandum of Understanding (MOU), with Solano County, in an amount not to exceed \$50,000 to implement and execute Disaster a Recovery/Back Up solution for the Automated Regional Information Exchange System (ARIES) for the period of January 1, 2018 through December 31, 2022.

FISCAL IMPACT:

No part of this purchase will be funded by County General Fund. ARIES is funded with a cost sharing structure through annual agency maintenance fees that are assessed each fiscal year to each member agency.

BACKGROUND:

ARIES is a software application owned by Contra Costa County. It is used by the County and other law enforcement agencies to manage parolee and arrest data collected from law enforcement agencies. ARIES serves more than 9,000 users from over 93 different agencies. The purpose of this MOU is to implement critical infrastructure and enhance system security.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Sandra Brown
925-335-1553

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The objective of implementing and executing a Disaster Recovery/Back Up solution is to ensure that ARIES can respond to a disaster or other emergency that affects the information systems and to minimize the effect on the operation of the day to day functions. Currently there is not a Disaster Recovery/Back Up infrastructure in place to protect ARIES from fire, natural disaster or any other destructive activity. If the MOU is not approved, there will not be plan in place to ensure that essential operational tasks can be conducted after the disruption and the inability to facilitate the rapid restoration of data.

CHILDREN'S IMPACT STATEMENT:

No impact.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 6, 2018
Subject: Donor Network West

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee to enter into an Agreement with Donor Network West, for the provision of organ procurement services, for the period of May 1, 2018 through April 30, 2020.

FISCAL IMPACT:

No Fiscal Impact.

BACKGROUND:

Donor Network West is the third largest federally designated organ procurement organization and one of the largest tissue recovery organizations. During the normal course of the Office of the Sheriff-Coroner's business, County has access to potential eye, organ and tissue donors that could potentially be used for transplantation. County and the Donor Network West seek to continue to work in a cooperative relationship to ensure the timely retrieval, processing, preservation, storage, and distribution of various eye, organ and tissue donations.

CONSEQUENCE OF NEGATIVE ACTION:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Sandra Brown
925-335-1553

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

By: , Deputy

cc:

The consequence of a negative action would to not have an Agreement in place to be in compliance with the Uniform Anatomical Gift Act (Health and Safety Code Section 7150 et seq.)

CHILDREN'S IMPACT STATEMENT:

No impact.



Contra
Costa
County

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Approve New and Recredentialing Providers in Contra Costa Health Plan's Community Provider Network

RECOMMENDATION(S):

APPROVE the list of providers recommended by Contra Costa Health Plan's Medical Director on December 28, 2017, and by the Health Services Director, as required by the State Departments of Health Care Services and Managed Health Care, and the Centers for Medicare and Medicaid Services.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

The National Committee on Quality Assurance (NCQA) requires that evidence of Board of Supervisors' approval must be contained within each Contra Costa Health Plan provider's credentials file. Approval of this list of providers as recommended by the Contra Costa Health Plan Medical Director will enable the Contra Costa Health Plan to comply with this requirement.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Patricia
Tanquary, 925-313-6004

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

By: , Deputy

cc: Heather Wong, Marcy Wilhelm, Tasha Scott

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Costa Health Plan's Providers would not be appropriately credentialed and in compliance with the NCQA.

ATTACHMENTS

Provider List

Contra Costa Health Plan
Provider Approved by Medical Director
December 28, 2017

CREDENTIALING PROVIDERS DECEMBER 2017	
Name	Specialty
Allen, Tychelle, NP	Mid-Level Nephrology
Cave, Christine, NP	Primary Care Internal Medicine
Chen, Shara, PA	Mid-Level OB/GYN
Chi, Misha, OD	Optometry
Crow, Emily, PA	Mid-Level Orthopaedic Surgery Assistant
Downey, Christine, NP	Endocrinology Primary Care Internal Medicine
Eloe, Natalie, BCBA	Behavior Analysis
Gupta, Vipul, MD	Interventional Cardiology
Hamilton, Jessica, MD	Family Planning
Hendric, Tiffany, BA	Behavior Analysis
Hsieh, Hsing-Hsiu, BCBA	Behavior Analysis
Hsu, Margaret, NP	Primary Care Family Medicine
Johnson, Kelsey, BCBA	Behavior Analysis
Kapoor, Kathryn, LCSW	Mental Health Services
Kneen, Roxie, NP	Mid-Level Oncology/ Hematology
Lai, James. MD	Interventional Cardiology
Liu, Renu, MD	Radiology
Liu, Rock, MD	Surgery – General
Miller, Keiko, PsyD	Neuropsychology
Morgan, Lee Ann, MFT	Mental Health Services
Pair, Michelle, MFT	Mental Health Services
Parks, Jennifer, OD	Optometry
Pioletti, Daniel, LCSW	Mental Health Services
Prabakar, Cheruba, MD	OB/GYN
Rashid, Moira, MD	Urgent Care
Roberts, Stephanie, MD	Primary Care Internal Medicine
Shafarman, Eric, BCBA	Behavior Analysis
Sharp, Kelly, MFT	Mental Health Services
Snyder, Mark, PT	Physical Therapy
Swamy, Uma, MD	Radiation Oncology
Swenson, Stephanie, NP	Primary Care Pediatrician

CREDENTIALING PROVIDERS DECEMBER 2017	
Name	Specialty
Tannura, Laila, NP	Primary Care Family Medicine
Traverso, Angela, DPT	Physical Therapy
Van Rooyen, Claire, IBCLC	Lactation Consultant
Vu, Tina, BCBA	Behavior Analysis
Williams, Sean, MD	Primary Care Pediatrician
Yakrus, Rachel, MD	OB/GYN
Young, April, PhD	Mental Health Services

CREDENTIALING ORGANIZATIONAL PROVIDERS DECEMBER 2017		
Provider Name	Provide the Following Services	Location
Amara Hospice LLC dba: Bridge Hospice Bay Area	Hospice	Fremont
JMJ Healthcare inc. dba: JMJ Home Health Services	Home Health	Brentwood
Seva Homecare, LLC dba: Lifespring Home Care of Bay Area	Home Health	Pleasanton

RECREREDENTIALING PROVIDERS DECEMBER 2017	
Name	Specialty
Abe, Shoko, MD	Surgery – General
Addes, Shirley, DPM	Podiatry
Broderick-Villa, Gregory, MD	Surgery – General
Bry, John, MD	Surgery – Vascular
Chung, Christine, MD	Radiation Oncology
Connelly, Rachel, MFT	Mental Health Services
Coucy, Pascale, NP	Mid-Level OB/GYN
Courbot Marquie, Liza, BCBA	Behavior Analysis
Doud, Robert, MD	Nephrology
Driscoll, Michelle, BCBA	Behavior Analysis
Eslinger, Sarah, BCBA	Behavior Analysis
Fenn, Nirupa, BCBA	Behavior Analysis

RECREREDENTIALING PROVIDERS DECEMBER 2017	
Name	Specialty
Gavrilis, Gina, BCBA	Behavior Analysis
Godsy, Tyler, BCBA	Behavior Analysis
Hoh, David, OD	Optometry
Hom, Charles, OD	Optometry
Jew, Jenny, MD	Gastroenterology
Junig, Elmer, MD	Primary Care Pediatrician
Kern, Anna L., MFT	Behavior Analysis
Kirman, Christian N., MD	Surgery – Plastic and Reconstructive
Manfredi, Rachel E., BCBA	Behavior Analysis
Mattingly, Kristin, DC	Chiropractic Medicine
McCree, Susan, MFT	Mental Health Services
	Geriatric Mental Health
Moorthy, Krishna, MD	Cardiology
Narain, Priscilla, PA	Mid-Level Cardiovascular Disease
O'Meany, Juan, PA	Primary Care Family Medicine
Quismorio, William, MD	Primary Care Internal Medicine
Ryazantseva, Mariya, NP	Mid-Level Oncology
Sallee, Jenee, NP	Mid-Level Family Planning
Shafovaloff, Anna, BCBA	Behavior Analysis
Shinaman, Richard, MD	Pain Medicine
Sivesind, Elizabeth, PA	Mid-Level OB/GYN
Thompson, Melissa, BCBA	Behavior Analysis
Tsai, Ho Chie, MD	Pediatric Urgent Care
Williamson, Mary, NP	Mid-Level Family Planning
Woon, Sarah E., MD	Nephrology

RECREDENTIALING ORGANIZATIONAL PROVIDER DECEMBER 2017		
Provider Name	Provide the Following Services	Location
Optum Women's and Children's Health LLC	Home Health and Home Infusion	Clovis

Bopl-December 28, 2017



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: February 6, 2018

Subject: Unpaid Student Training Agreement #26-283-9 with Samuel Merritt University

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Unpaid Student Training Agreement #26-283-9 with Samuel Merritt University, a California corporation and educational institution, to provide supervised field instruction to nursing, physical therapist, podiatry, and occupational therapist students at Contra Costa Regional Medical Center and Health Centers for the period from April 1, 2018 through March 31, 2020.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

The purpose of this agreement is to provide Samuel Merritt University nursing, physical therapist, podiatry, and occupational therapist students with the opportunity to integrate academic knowledge with applied skills at progressively higher levels of performance and responsibility.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

BACKGROUND: (CONT'D)

Supervised fieldwork experience for students is considered to be an integral part of both educational and professional preparation. The Health Services Department can provide the requisite field education, while at the same time, benefiting from the students' services to patients.

On February 9, 2016, the Board of Supervisors approved Contract #26-283-7 (as amended by Amendment Agreement #26-283-8) with Samuel Merritt University for the provision of supervised fieldwork instruction experience with the Health Services Department for the period from April 1, 2016 through March 31, 2018.

Approval of Unpaid Student Training Agreement #26-283-9 Samuel Merritt University students to receive supervised fieldwork instruction experience at Contra Costa Regional Medical Center and Health Centers, through March 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the students will not receive supervised fieldwork instruction experience at Contra Costa Regional Medical Center and Health Centers.



Contra
Costa
County

To: Board of Supervisors
From: Joseph E. Canciamilla, Clerk-Recorder
Date: February 6, 2018

Subject: Approve Permit for Use of the John Muir Home for Civil Wedding Ceremonies on February 14, 2018

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Clerk-Recorder or designee to execute a one-day use permit, including modified indemnification, with the National Park Service for the use of the John Muir Home, 4202 Alhambra Avenue, Martinez, on February 14, 2018 to conduct civil wedding ceremonies.

FISCAL IMPACT:

None.

BACKGROUND:

The Clerk-Recorder Division will be conducting civil wedding ceremonies at the John Muir Home on February 14, 2018. Use of the facility requires a permit agreement, attached, in which the County agrees to indemnify and hold the grantor harmless for any claims arising out of the County's performance under this agreement.

CONSEQUENCE OF NEGATIVE ACTION:

The Clerk-Recorder Department will be unable to conduct ceremonies at the John Muir Home.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Barbara Dunmore
925-335-7919

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

By: , Deputy

cc:

ATTACHMENTS

John Muir Home Use Permit



SPECIAL USE PERMIT

John Muir National Historic Site
4202 Alhambra Avenue
Martinez, CA 94553
(925) 228-8860 Ext. 6431



Name Joseph Barton			
Company/Organization Contra Costa County			
Street Address 555 Escobar Street			
City Martinez	State CA	Zip Code 94553	Country USA
Telephone Number 925-335-7928	Cell Phone Number 925-408-3092		
Fax Number			
Email Address Joseph.barton@cr.cccounty.us			

Park Alpha Code
JOMU
Type of Use
Event Wedding Ceremonies
Permit #
PWR-JOMU-18-003

is hereby authorized to use the following described land or facilities in John Muir National Historic Site: The Historic Strentzel/Muir House under the supervision of park staff.

The area must be restored to its original condition at the end of the permit.

The permit begins at 10:00 ☒ am / ☐ pm on 02/14/2018.

The permit expires at 04:00 ☐ am / ☒ pm on 02/14/2018.

SUMMARY OF PERMITTED ACTIVITY: (see attached sheets for additional information and conditions)

The Contra Costa County, County Clerk is offering wedding ceremonies (16) to be performed in the west parlor of the Strentzel/Muir House. A podium and ten chairs will be set-up for the ceremonies. A maximum of 20 people will be allowed for each ceremony. At the back of the house on the east side, a canopy will be set-up to accommodate waiting parties. A table for check-in will be placed on the patio in back of the Visitor Center.

Person on site responsible for adherence to the terms and conditions of the permit (include contact information)

Jim MacDonald

Authorizing legislation or other authority

APPLICATION FEE

☐ Received Amount

☒ Not Required \$ 0

PERFORMANCE BOND

☐ Required Amount

☒ Not Required \$ 0

LIABILITY INSURANCE

☐ Required Amount

☒ Not Required \$ 0

COST RECOVERY

☐ Required Amount

☒ Not Required \$ 0

LOCATION FEE

☐ Required Amount

☒ Not Required \$ 0

ISSUANCE of this permit is subject to the attached conditions. The undersigned hereby accepts this permit subject to the terms, covenants, obligations, and reservations, expressed or implied herein.

PERMITTEE Signature

Title: Clerk-Recorder Services Supervisor Date: 1/16/2018

Authorizing NPS Official

Title: Superintendent

Date: 1/16/2018

Title:

Date:

Authorizing NPS Official (*additional, if required*)

CONDITIONS OF THIS PERMIT

Failure to comply with any of the terms and conditions of this permit may result in the immediate suspension or revocation of the permit. [36 CFR 1.6(h)]

1. The permittee is prohibited from giving false information; to do so will be considered a breach of conditions and be grounds for revocation: [36 CFR 2.32(a)(3)].
2. This permit may not be transferred or assigned without the prior written consent of the Superintendent.
3. The permittee shall exercise this privilege subject to the supervision of the Superintendent or designee, and shall comply with all applicable Federal, State, county and municipal laws, ordinances, regulations, codes, and the terms and conditions of this permit. Failure to do so may result in the immediate suspension of the permitted activity or the revocation of the permit. All costs associated with clean up or damage repairs in conjunction with a revoked permit will be the responsibility of the permittee.
4. The permittee is responsible for making all necessary contacts and arrangements with other Federal, State, and local agencies to secure required inspections, permits, licenses, etc.
5. The park area associated with this permit will remain open and available to the public during park visiting hours. This permit does not guarantee exclusive use of an area. Permit activities will not unduly interfere with other park visitors' use and enjoyment of the area.
6. This permit may be revoked at the discretion of the Superintendent upon 24 hours notice.
7. This permit may be revoked without notice if damage to resources or facilities occurs or is threatened, notwithstanding any other term or condition of the permit to the contrary.
8. This permit is made upon the express condition that the United States, its agents and employees shall be free from all liabilities and claims for damages and/or suits for or by reason of any injury, injuries, or death to any person or persons or property of any kind whatsoever, whether to the person or property of the Permittee, its agents or employees, or third parties, occasioned by any occupancy or use of said premises or any activity carried on by the Permittee in connection herewith, and the Permittee hereby covenants and agrees to indemnify, defend, save and hold harmless the United States, its agents, and employees from all liabilities, charges, expenses and costs on account of or by reason of any such injuries, deaths, liabilities, claims, suits or losses however occurring or damages growing out of the same.
9. Permittee agrees to carry general liability insurance against claims occasioned by the action or omissions of the permittee, its agents and employees in carrying out the activities and operations authorized by this permit. The policy shall be in the amount of \$ N/A per Occurrence, \$ N/A Aggregate and underwritten by a United States company naming the United States of America as **additional insured**. The permittee agrees to provide the Superintendent with a Certificate of Insurance with the proper endorsements prior to the effective date of the permit.
10. Permittee agrees to deposit with the park a bond in the amount of \$ N/A from an authorized bonding company or in the form of cash or cash equivalent, to guarantee that all financial obligations to the park will be met.
11. Costs incurred by the park as a result of accepting and processing the application and managing and monitoring the permitted activity will be reimbursed by the permittee. Administrative costs and estimated costs for activities on site must be paid when the permit is approved. If any additional costs are incurred by the park, the permittee will be billed at the conclusion of the permit. Should the estimated costs paid exceed the actual costs incurred; the difference will be returned to the permittee.
12. The person(s) named on the permit as in charge of the permitted activity on-site must have full authority to make any decisions about the activity and must remain available at all times. He/she shall be responsible for all individuals, groups, vendors, etc. involved with the permit
13. Nothing herein contained shall be construed as binding the Service to expend in any one fiscal year any sum in excess of appropriations made by Congress or administratively allocated for the purpose of this permit for the fiscal year, or to involve the Service in any contract or other obligation for the further expenditure of money in excess of such appropriations or allocations.
14. If any provision of this permit shall be found to be invalid or unenforceable, the remainder of this permit shall not be affected and the other provisions of this permit shall be valid and be enforced to the fullest extent permitted by law.
15. Food, drink, and gum prohibited in the house.
16. Attendees do not touch historic objects or furniture.
17. Wedding guests sit only in chairs provided (not historic furniture).
18. Confetti, rose petals, rice, bubbles and other celebratory decorations are prohibited.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: February 6, 2018

Subject: Continue Extension of Emergency Declaration Regarding Homelessness

RECOMMENDATION(S):

CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999 regarding the issue of homelessness in Contra Costa County.

FISCAL IMPACT:

None.

BACKGROUND:

On November 16, 1999, the Board of Supervisors declared a local emergency, pursuant to the provisions of Government Code Section 8630 on homelessness in Contra Costa County.

Government Code Section 8630 requires that, for a body that meets weekly, the need to continue the emergency declaration be reviewed at least every 14 days until the local emergency is terminated. In no event is the review to take place more than 21 days after the previous review. On January 23, 2018, the Board of Supervisors reviewed and approved the emergency declaration.

With the continuing high number of homeless individuals and insufficient funding available

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☒ 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: February 6, 2018

Contact: Enid Mendoza,
(925) 335-1039

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

By: , Deputy

cc:

to assist in sheltering all homeless individuals and families, it is appropriate for the Board to continue the declaration of a local emergency regarding homelessness.



Contra
Costa
County

To: Board of Supervisors
From: Federal D. Glover, District V Supervisor
Date: February 6, 2018

Subject: Accept the Pacheco Municipal Advisory Council 2017 Annual Report

RECOMMENDATION(S):

Accept the 2017 Annual Report of the Pacheco Municipal Advisory Council (MAC).

FISCAL IMPACT:

None.

BACKGROUND:

On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objective for the following year.

CONSEQUENCE OF NEGATIVE ACTION:

The Board will not receive the annual report.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Lynn Enea,
(925) 335-8138

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

By: , Deputy

cc:

ATTACHMENTS

Pacheco MAC Annual
Report

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Nam Trinh, Vice Chair
Kay Perry-Thayer, Councilmember
Vince Robb, Councilmember
Mike Flanagan, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
Contact: Lynn Reichard-Enea
651 Pine Street
Martinez, CA 94553
925-335-8200

The Pacheco Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

2017 Annual Report to the Board of Supervisors

Submitted by:
Shawn Garcia, Chairperson

Activities and Accomplishments

The primary goals of the MAC in 2017 were to increase community awareness and participation at the monthly MAC meetings and to represent the community's interests, concerns and voice for the Board of Supervisor's. We have done a good job providing a forum of communication between the residents of Pacheco and the Supervisor and County offices and Agencies.

The MAC board's activities and efforts have resulted in improvements and changes in 2017:

- Received funding from the Supervisor for greater outreach efforts.
- Continual maintenance and upkeep of Pacheco Community Park.
- Held our third annual Pacheco Community Park Creek Cleanup and second annual Community Clean by providing free e-waste recycling, and dumpsters for residents to drop off trash. Additionally we partnered with the Pacheco Town Council who provided snacks, lunch, and drinks to cleanup volunteers.
- Continual maintenance and upkeep of median on Pacheco Blvd. and Grayson Creek.
- Improved community participation and MAC attendance as a result of outreach efforts to the community of Pacheco.

The MAC received informative presentations and provided thoughtful feedback on matters that impact Pacheco and look forward to receiving additional updates in 2018:

- WW Funding Allocation and Implementation Plan
- Homelessness in Pacheco
- CORE Housing and Homeless Services
- Storm Drainage Issues in Pacheco
- Pacheco Town Council Scholarship Awards

The MAC greatly appreciates the support of the Sherriff and CHP in the Pacheco community. The Deputy Sheriff and CHP Officer both regularly attend MAC meetings to provide updates on crime and incidences in the community, and work to find solutions to concerns raised by the MAC and community members.

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Nam Trinh, Vice Chair
Kay Perry-Thayer, Councilmember
Vince Robb, Councilmember
Mike Flanagan, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
Contact: Lynn Reichard-Enea
651 Pine Street
Martinez, CA 94553
925-335-8200

The Pacheco Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

Membership

Chairman Fontana resigned from the MAC in May 2017 due to moving out of the area. In July two members were appointed to the MAC, filling all vacant positions. Also in July the MAC appointed a new Chair and elected a Vice Chair for the first time since 2010 to serve out the 2017 year. The MAC is working with the Supervisor's office to hire a Recording Secretary to take monthly meeting minutes.

Members

- Shawn Garcia, Chair - elected July 2017
- Nam Trinh, Vice Chair – elected July 2017
- Kaye Perry-Thayer, Councilmember
- Vince Robb, Councilmember – appointed July 2017
- Mike Flanagan, Councilmember – appointed July 2017
- Olivier Fontana, Chair - resigned May 2017

Attendance in 2017

January	All Present
February	All Present
March	Garcia Absent
April	All Present
May	All Present
June	All Present
July	All Present
August	No meeting by design
September	All Present
October	Trinh Absent
November	Trinh and Robb Absent
December	No meeting by design

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Nam Trinh, Vice Chair
Kay Perry-Thayer, Councilmember
Vince Robb, Councilmember
Mike Flanagan, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
Contact: Lynn Reichard-Enea
651 Pine Street
Martinez, CA 94553
925-335-8200

The Pacheco Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

MAC Work Plan and Objectives for 2018

A priority for the MAC in 2018 will continue to be to increase community awareness of the MAC and increase community involvement. We will continue to provide a forum of communication between the residents of Pacheco and the Supervisor and County offices and Agencies.

We will work with County entities to coordinate the fourth annual creek cleanup event and third annual community cleanup. This would include the cost of food; rental and other charges related to the creek cleanup and community cleanup.

We would like to outreach to other MACs and CACs to discuss common interests and ideas, and learn from one another at quarterly joint MAC meetings where the Pacheco MAC would host one of these meetings. That would include the cost of food, rental and other charges related to the outreach.

We will continue our work on:

1. Community involvement
2. Community awareness of events taking place at the Community Center
3. Beautification of the medians along Pacheco Blvd.
4. Continued upkeep and development of the Pacheco Creekside Park

Pacheco MAC meetings are held on the 2nd Wednesday of every month at 6:30 p.m. at the Pacheco Community Center, 5800 Pacheco Blvd., Pacheco.

Chair:	Shawn Garcia
Vice Chair:	Nam Trinh
Secretary:	Vacant
Staff District V:	Lynn Reichard-Enea



**Contra
Costa
County**

To: Board of Supervisors
From: Supervisors John Gioia and Federal D. Glover
Date: February 6, 2018

Subject: Adopt Resolution to support a Capitol Corridor train stop in the City of Hercules

RECOMMENDATION(S):

ADOPT Resolution No. 2018/56 in support of a Capitol Corridor train stop at the Regional Intermodal Transit Center in the City of Hercules, as recommended by Supervisor Gioia and Supervisor Glover.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

I-80 is the primary route for commuters traveling north and south between Oakland and Sacramento. The commute time along this corridor is expected to increase 23% by 2040. We must implement practical and affordable solutions to get I-80 moving more efficiently.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/06/2018** ☐ 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: February 6, 2018

Contact: Laura Strobel
(925) 335-1091

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

By: , Deputy

cc: John Kopchik, Director Conservation and Development

BACKGROUND: (CONT'D)

>

Adding a train stop in Hercules on the existing Capitol Corridor line would provide an easy, near-term, low-cost option to driving on I-80. The train already travels along the I-80 corridor; it just doesn't stop where most of the congestion starts, particularly in the AM and PM peak periods.

The City of Hercules has expended a significant amount of money to create the Regional Intermodal Transit Center, a transportation hub that would connect this new train stop with bicycle, pedestrian, bus, and carpool service, and provide ferry service in the future. The Center would also be located within walking distance to both jobs and housing. This project would significantly improve transportation options for commuters at the junction of I-80 and Highway 4, where commute congestion along I-80 generally begins.

The transit center is a cornerstone for the Hercules Bayfront Transit Village, which is one of only 13 projects selected by the State of California's Strategic Growth Council as a "California Catalyst Project."

In addition to serving as a stop on the Capitol Corridor and San Joaquin routes, the transit center will act as a central point for many vital transit options, including:

- Over 30 trains daily linking West Contra Costa County to the rest of the Bay Area and the Sacramento region;
- Connections with local and regional buses;
- Interconnection between the extensive San Francisco Bay Trail and Ridge Trail
- Potential ferry connection to San Francisco;
- Connectivity to Richmond BART and AMTRAK; and
- Park and ride carpool programs.

The City of Hercules has completed the Bay Trail from Refugio Creek to Victoria By the Bay to advance the Regional Intermodal Train Center and completed development of "The Path to Transit" as part of its transportation hub.

A Capitol Corridor Train stop in Hercules will provide an environmentally sustainable solution to addressing congestion on I-80. By reducing the number of cars and trucks on the road, it would also reduce air pollution, energy use, and fuel consumption. The Contra Costa Board of Supervisors strongly supports a Capitol Corridor train stop in Hercules.

ATTACHMENTS

Resolution No. 2018/56

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 02/06/2018 by the following vote:

AYE: ☐
NO: ☐
ABSENT: ☐
ABSTAIN: ☐
RECUSE: ☐



Resolution No. 2018/56

IN THE MATTER OF: Support for a Capitol Corridor train stop at the Regional Intermodal Transit Center in the City of Hercules

WHEREAS I-80 is the primary route for commuters travelling north and south between Oakland and Sacramento and the commute time along this corridor is expected to increase 23% by 2040; and

WHEREAS adding a train stop in Hercules on the existing Capitol Corridor line would provide an easy, near-term, low-cost option to driving on I-80; and

WHEREAS the train already travels along the I-80 corridor; it just doesn't stop where most of the congestion starts, particularly in the AM and PM peak periods; and

WHEREAS the City of Hercules has expended a significant amount of money to create the Regional Intermodal Transit Center, a transportation hub that would connect this new train stop with bicycle, pedestrian, bus, and carpool service, and provide ferry service in the future in order to significantly improve transportation options for commuters at the junction of I-80 and Highway 4, where commute congestion along I-80 generally begins; and

WHEREAS the transit center is a cornerstone for the Hercules Bayfront Transit Village, which is one of only 13 projects selected by the State of California's Strategic Growth Council as a "California Catalyst Project"; and

WHEREAS in addition to serving as a stop on the Capitol Corridor and San Joaquin routes, the transit center will act as a central point for many vital transit options, including: · Over 30 trains daily linking West Contra Costa County to the rest of the Bay Area and the Sacramento region; · Connections with local and regional buses; · Interconnection between the extensive San Francisco Bay Trail and Ridge Trail · Potential ferry connection to San Francisco; · Connectivity to Richmond BART and AMTRAK; and · Park and ride carpool programs; and

WHEREAS the City of Hercules has completed the Bay Trail from Refugio Creek to Victoria By the Bay to advance the Regional Intermodal Train Center and completed development of "The Path to Transit" as part of its transportation hub; and

WHEREAS a Capitol Corridor Train stop in Hercules will provide an environmentally sustainable solution to addressing congestion on I-80 by reducing the number of cars and trucks on the road, it would also reduce air pollution, energy use, and fuel consumption.

NOW, THEREFORE, BE IT RESOLVED: The Contra Costa Board of Supervisors strongly supports a Capitol Corridor train stop in Hercules.

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: February 6, 2018

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

Contact: Laura Strobel (925) 335-1091

By: , Deputy

cc: John Kopchik, Director Conservation and Development