

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
August 7, 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: Public Employees Union, Local 1; AFSCME Locals 512 and 2700; California Nurses Assn.; SEIU Locals 1021 and 2015; District Attorney Investigators' Assn.; Deputy Sheriffs Assn.; United Prof. Firefighters I.A.F.F., Local 1230; Physicians' & Dentists' Org. of Contra Costa; Western Council of Engineers; United Chief Officers Assn.; Contra Costa County Defenders Assn.; Contra Costa County Deputy District Attorneys' Assn.; Prof. & Tech. Engineers IFPTE, Local 21; and Teamsters Local 856.

2. Agency Negotiators: David Twa.

Unrepresented Employees: All unrepresented employees.

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 2395 Greenwood Drive, San Pablo

Agency Negotiator: Karen Laws, Principal Real Property Agent

Negotiating Parties: County of Contra Costa and the Rollingwood Wilart Park Recreation and Park District

Under negotiation: Use agreement price and terms

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

Ahmed v. Concord Yellow Cab et al., Contra Costa County Superior Court Case No. C16-01484

D. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

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

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

Inspirational Thought- *"We travel not to escape life, but for life not to escape us."* ~Anonymous

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.105 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

PRESENTATIONS (5 Minutes Each)

PR.1 PRESENTATION to endorse the Bay Area Air Quality Management District's "Diesel Free by 2033" Statement of Purpose. (Supervisors Mitchoff and Gioia)

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. 2018-24 to rezone a 12-acre parcel in the Knightsen area for a two-lot minor subdivision; and to consider adopting the mitigated negative declaration for the project and taking related actions under the California Environmental Quality Act. (Peter Wollman, Applicant) (Vali Chelaru and Mihaela Chelaru, Owners) (Aruna Bhat and Francisco Avila, Department of Conservation and Development)

D. 4 CONSIDER reports of Board members.

Closed Session

ADJOURN in memory of

Ronald V. Dellums

Former Congressman and former Oakland Mayor

Kyle Fukui-Lubahn

Eligibility Worker employee of Contra Costa County

CONSENT ITEMS

Road and Transportation

- C. 1** ADOPT Traffic Resolution No. 2018/4469 to prohibit parking or stopping at all times, except for vehicles of individuals with disabilities on a portion of Trinity Avenue (Road No. 1655X), as recommended by the Public Works Director, Kensington area. (No fiscal impact)
- C. 2** ADOPT Traffic Resolution No. 2018/4470 to prohibit stopping, parking, or standing at all times, except for those vehicles of individuals with disabilities on a portion of A Street (Road No. 2295X), as recommended by the Public Works Director, Crockett area. (No fiscal impact)
- C. 3** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Hess Concrete Construction Co., Inc., to extend the completion date from August 1, 2018 through August 1, 2019 with no change to the original payment limit of \$150,000, for the 2017 On-Call Pipe Rehabilitation Services Contract for Various Road and Flood Control Maintenance Work, Countywide. (100% Local Road, Flood Control, and Airport Enterprise Funds)
- C. 4** ACCEPT the 2018 Semi-Annual Report of Real Estate Acquisition Acceptances dated January 1, 2018 through June 30, 2018, approved by the Public Works Director, as submitted, Bay Point, Clayton, Concord, Crockett, Discovery Bay, Martinez, San Ramon and Walnut Creek areas. (No fiscal impact)
- C. 5** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Prescience Corporation, in an amount not to exceed \$350,000, for on-call construction management services for the period July 24, 2018 through July 31, 2021, Countywide. (100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds)
- C. 6** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with TRC Engineers, Inc., in an amount not to exceed \$350,000, for on-call construction management services for the period July 24, 2018 through July 31, 2021, Countywide. (100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds)
- C. 7** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Kleinfelder, Inc., in an amount not to exceed \$150,000, for on-call materials testing and inspection services for the period August 7, 2018 through September 30, 2021, Countywide. (100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds)

- C. 8** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Summit CM, Inc., dba Summit Associates, in an amount not to exceed \$150,000, for on-call materials testing and inspection services for the period August 7, 2018 through September 30, 2021, Countywide. (100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds)
- C. 9** AWARD and AUTHORIZE the Public Works Director, or designee, to execute a construction contract in the amount of \$217,150 with Kerex Engineering, Inc., for the Orwood Road Culvert Replacement Project, Knightsen area. (100% Local Road Funds)
- C. 10** ADOPT Resolution No. 2018/449 accepting as complete the contracted work performed by VSS International, Inc. for the Blackhawk Road Bikeway Project, as recommended by the Public Works Director, Blackhawk area. (28% Transportation Development Act Grant Funds, 28% Trust Fund 819200, and 44% Local Road Funds)
- C. 11** RESCIND Traffic Resolution No. 3775, adopted on December 17, 1997, prohibiting parking on a portion of Alhambra Street (Road No. 2295AC), as recommended by the Public Works Director, Crockett area. (No fiscal impact)
- C. 12** RESCIND Traffic Resolution No. 4173, adopted on July 11, 2006, prohibiting parking on a portion of Vallejo Avenue (Road No. 1795AE), as recommended by the Public Works Director, Rodeo area. (No fiscal impact)
- C. 13** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Ghirardelli Associates, Inc., in an amount not to exceed \$350,000, for on-call construction management services for the period July 24, 2018 through July 31, 2021, Countywide. (100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds)

Special Districts & County Airports

- C. 14** APPROVE and AUTHORIZE the Public Works Director, or designee, to waive the \$300 rental fees and \$400 refundable deposits for the use of the Rodeo Senior Center for the 2018 Annual Community Block Party, the Annual Thanksgiving Food Basket Giveaway, the Annual Christmas Food Basket Distribution, and the Christmas Toy Giveaway, Rodeo area. (100% General Fund)
- C. 15** APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Brian Sharpes for a T-hangar at Buchanan Field Airport effective July 20, 2018 in the monthly amount of \$395. (100% Airport Enterprise Fund)

Claims, Collections & Litigation

- C. 16** DENY claims filed by James Broussard, Kevin Fobbs Jr., Minh Chau Doan, Geico, a subrogee of Lie Wolff, Fredrick Gray, Stephen Hasbrook, Maclennan Matthews, David Rorai, County of San Bernardino Sheriff's Dept., Walter Louis Walters, M.D., and Doug Wilcox. DENY amended claim filed by Chau Minh Doan.
- C. 17** RECEIVE report concerning the final settlement of James Harbison vs. Contra Costa County; and AUTHORIZE payment from the Workers' Compensation Internal Service Fund in an amount not to exceed \$140,000, as recommended by the Director of Risk Management. (100% Workers' Compensation Internal Service Fund)
- C. 18** RECEIVE report concerning the final settlement of Brandon Freitas vs. Contra Costa County; and AUTHORIZE payment from the Workers' Compensation Internal Service Fund in an amount not to exceed \$140,000, as recommended by the Director of Risk Management. (100% Workers Compensation Internal Service Fund)

Honors & Proclamations

- C. 19** ADOPT Resolution No. 2018/448 recognizing the contributions of Kevin Emigh on his 30 years of service to Contra Costa County, as recommended by the Public Works Director. (No fiscal impact)
- C. 20** ADOPT Resolution No. 2018/459 endorsing the Diesel Free by 2033 Statement of Purpose, as recommended by Supervisors Mitchoff and Gioia.

Ordinances

- C. 21** ADOPT Ordinance No. 2018-23 to require a county health permit for commercial cannabis activities, as recommended by the Health Services Director.
- C. 22** INTRODUCE Ordinance Code 2018-05 amending the County Ordinance Code Section 33-5.343 to exclude from the Merit System the new classification of Fire District Aide-Exempt, WAIVE READING and Fix August 14, 2018, for adoption.

Appointments & Resignations

- C. 23** ACCEPT the resignation of Kathryn Perry-Thayer, DECLARE a vacancy in the Appointee 1 seat on the Pacheco Municipal Advisory Council, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Glover.

- C. 24** APPOINT Michelle Hernandez to the Consumer Seat of Any Age - Seat 3 on the In-Home Supportive Services Public Authority Advisory Committee, as recommended by the Family and Human Services Committee.
- C. 25** APPOINT Carolyn Foudy to the Employment and Human Services Department Representative seat on the Contra Costa Council on Homelessness, as recommended by the Family and Human Services Committee.
- C. 26** APPOINT Jonathan Ciampi to the At Large 1 seat on the Alcohol and Other Drugs Advisory Board, as recommended by the Family and Human Services Committee.
- C. 27** APPOINT Donna Dietrich to the Aviation Advisory Committee Pacheco Neighbor Seat, as recommended by the Airports Committee.
- C. 28** APPOINT Steven Starratt to the Aviation Advisory Committee Byron Neighbor Seat, as recommended by the Airports Committee.
- C. 29** APPROVE the medical staff appointments and reappointments, privileges, department assignments, medical staff advancements, and voluntary resignations as recommended by the Medical Staff Executive Committee and the Health Services Director.
- C. 30** REAPPOINT Acaria Almeida to the Private/Non-Profit Sector 1 seat on the Economic Opportunity Council, as recommended by the Employment and Human Services Director.
- C. 31** ACCEPT the resignation of Dawn Manley, DECLARE a vacancy in the At Large Alternate 1 seat on the Contra Costa County Fish and Wildlife Committee, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Fish and Wildlife Committee.

Appropriation Adjustments

- C. 32** SLESF-Front Line Enforcement-City (0264): APPROVE Appropriations and Revenue Adjustment No. 5095 increasing fiscal year 2017/18 revenue and appropriations in the Supplemental Law Enforcement Services Fund - Front Line Enforcement - City (0264) in the amount of \$20,000 to reflect anticipated revenue and expenditures allocated to cities within the County. (100% 2011 Realignment Funds)

- C. 33** Public Works (Special Districts): APPROVE Fiscal Year 2017/18 Appropriation and Revenue Adjustment No. 5090 and AUTHORIZE new revenue in Special District CSA R-4 Moraga, Fund 275100, for property tax and assessment fees in the amount of \$1,713, CSA M-1 Delta Ferry, Fund 247000, for property tax and assessment fees in the amount of \$24,570 and CSA R-9 El Sobrante, Fund 275700, for miscellaneous revenue in the amount of \$91,571, as recommended by the Public Works Director, Countywide. (1% CSA R-4 Moraga Funds, 21% CSA M-1 Delta Ferry Funds and 78% CSA R-9 El Sobrante Funds)
- C. 34** Public Works-Fleet Services (0064): APPROVE Fiscal Year 2017/18 Appropriation and Revenue Adjustment No. 5092 and AUTHORIZE the transfer of revenue from the Fleet Internal Service Fund (ISF) available fund balance and appropriate it to Fleet ISF Org. 4283 in the amount of \$1,115,000 for services and supplies for maintaining the County fleet equipment, as recommended by the Public Works Director, Countywide. (100% Fleet Internal Service Fund, Fund 150100)
- C. 35** CSA P-6 Zones (Misc.): APPROVE Appropriations and Revenue Adjustment No.5088 authorizing new revenue in the amount of \$20,000 in various special tax levy zones within County Service Area P-6 for fiscal year 2017/18 and appropriating it for the provision of extended law enforcement services. (100% CSA P-6 Special Tax revenue)
- C. 36** Sheriff's Office (0255, 0258, 0300): APPROVE Appropriation Adjustment No.5097 and 5098 authorizing new revenue in the amount of \$1,210,000 for the Law Enforcement Center (0258) and the transfer of appropriations in the amount of \$4,965,000 between various Sheriff Budget Units to fund over expended budget units.
- C. 37** District Attorney (0242): APPROVE Appropriation and Revenue Adjustment No.5094 authorizing new revenue in the amount of \$241,385 in the District Attorney's Office and appropriating it to the the District Attorney of the County of New York (DANY) Sexual Assault Kit Backlog Elimination Program and Organized Auto Insurance Fraud Program. (100% Federal)

Personnel Actions

- C. 38** ADOPT Position Adjustment Resolution No. 22280 to add one Database Administrator (represented) position and cancel one Mental Health Clinical Specialist (represented) position in the Health Services Department. (100% Hospital Enterprise Fund I)
- C. 39** ADOPT Position Adjustment Resolution No. 22329 to add one Substance Abuse Program Manager-Project position (represented) in the Health Services Department. (100% Substance Abuse Prevention & Treatment Block Grant)

- C. 40 ADOPT Position Adjustment Resolution No. 22330 to add one Registered Nurse position (represented) in the Health Services Department. (100% CCHP member premiums)
- C. 41 ADOPT Resolution No. 2018/450 to adjust salary steps for specified incumbents in the Office of the County Administrator. (100% General Fund)
- C. 42 ADOPT Position Adjustment Resolution No. 22264 to establish the classification of Fire District Aide-Exempt and allocate on the salary schedule. (Cost Neutral)
- C. 43 ADOPT Position Adjustment Resolution No. 22331 to add one Quality Management Program Coordinator position (represented) and cancel one Health Services Administrator-Level B position (represented) in the Health Services Department. (100% CCHP member premiums)

Leases

- C. 44 As the governing body of the Contra Costa County Flood Control and Water Conservation District, APPROVE and AUTHORIZE the Chief Engineer, or designee, to execute a Subsurface Oil and Gas Lease with Sunset Exploration, Inc., for the period July 16, 2018 through July 15, 2020, for approximately 46 acres of land commonly known as Upper Sand Creek Detention Basin, Antioch area. (100% Applicant Fees)

Grants & Contracts

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

- C. 45 APPROVE and AUTHORIZE the County Librarian, or designee, to apply for and accept a grant in the amount of \$100,000 from Keller Canyon Mitigation Fund to complete the addition of public restrooms to the Bay Point Library for the period July 1, 2018 through June 30, 2019. (No Library Fund match)
- C. 46 ADOPT Resolution No. 2018/441 approving Contra Costa County to receive and use State of California Emergency Solutions Grant (ESG) funds in an amount not to exceed \$581,054 for eligible activities to assist individuals and families with services to regain permanent housing as approved by the State in accordance with all State ESG Program requirements and other applicable rules and laws, as recommended by the Conservation and Development Department. (100% Federal funds)

- C. 47** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development to increase the payment limit by \$1,031,184 to a new payment limit of \$4,353,075 for Low Income Home Energy Assistance Programs and to extend the term through July 31, 2019. (No County match)
- C. 48** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development to increase the payment limit by \$56,411 to a new payment limit of \$895,369 and extending the term from December 31, 2018 to May 31, 2019, to provide Community Services Block Grant program services. (No County match)
- C. 49** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Education to increase the amount payable to the County by \$139,806 to a new payment limit of \$5,232,803 to provide childcare and development programs for the period July 1, 2017 through June 30, 2018. (No County match)
- C. 50** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the State of California Department of Health Care Services to change the term end date of their prior contract from June 30, 2018 to June 30, 2017, and to execute a new contract with revised managed care regulations in order to continue to receive State funding of mental health services to Medi-Cal eligible residents in Contra Costa County for the period July 1, 2017 through June 30, 2020. (No County match)
- C. 51** APPROVE AND AUTHORIZE, the District Attorney, or designee, to apply for and accept grant funding from the U.S. Department of Justice, Office of Victims of Crime and Bureau of Justice Assistance in an amount not to exceed \$700,000 to develop effective and sustainable multidisciplinary task forces that will implement victim-centered and coordinated approaches to identifying victims of sex and labor trafficking for a period of three years from the date of the grant award.(75% Federal, 25% County in-kind match)
- C. 52** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept funding in an amount not to exceed \$500,000 from the U. S. Department of Justice, Office of Victims of Crime, Bureau of Justice Assistance to develop multidisciplinary task force(s) to implement victim-centered and coordinated approaches to identifying victims of sex and labor trafficking for a period of three years upon grant award. (3% County match)

- C. 53** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment effective July 1, 2018 with the City of Martinez, to revise the housing assistance fees, pay the County in an amount not to exceed \$81,197, and extend the term through June 30, 2019, to provide additional homeless outreach services for the Coordinated Outreach, Referral and Engagement Program. (No County match)
- C. 54** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the U.S. Department of Housing and Urban Development, to pay the County an amount not to exceed \$175,596 to assess homeless needs in the county and allow a more targeted allocation of resources for the County's Homeless Management Information System project, for the period July 1, 2018 through June 30, 2019. (25% County match)
- C. 55** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the U.S. Department of Housing and Urban Development, to pay the County an amount not to exceed \$258,886 to provide housing sites for homeless youth with disabilities, mental illness, substance abuse, HIV/AIDS and dual diagnosis under the Permanent Connections Supportive Housing Program, for the period July 1, 2018 through June 30, 2019. (25% County match)
- C. 56** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the State of California Department of Housing and Community Development to pay the County an amount not to exceed \$150,000 for the No Place Like Home Program, which provides permanent supportive housing for the homeless who are in need of mental health services, for the period July 1, 2018 through June 30, 2019. (No County match)

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

- C. 57** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a blanket purchase order with Southland Envelope Company, in an amount of \$299,990 for envelope products, for the period July 1, 2018 to June 30, 2020, Countywide. (100% General Fund)
- C. 58** APPROVE and AUTHORIZE the Director of Risk Management to execute a contract with Essential Staffing, Inc. in an amount not to exceed \$500,000 to provide workers' compensation staffing services for the period of July 1, 2018 through June 30, 2019. (100% Workers' Compensation Internal Service Fund)
- C. 59** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order amendment with Reliance Wholesale, Inc., to increase the payment limit by \$250,000 to a new payment limit of \$425,000 for the purchase of intravenous and pharmaceutical drugs and supplies to be used 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. 60** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with All Health Services, Corporation in an amount not to exceed \$800,000 to provide temporary medical staffing services at the Contra Costa Regional Medical Center and Health Centers, and the County's Detention Facilities, for the period May 1, 2018 through April 30, 2019. (100% Hospital Enterprise Fund I)
- C. 61** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Edward Lau, M.D., in an amount not to exceed \$319,488 to provide outpatient psychiatric services for children in East County for the period September 1, 2018 through August 31, 2019. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 62** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with JVTM Care, LLC, in an amount not to exceed \$141,166 to provide augmented residential board and care services, including room, board, care and supervision for the period August 1, 2018 through July 31, 2019. (100% Mental Health Realignment)
- C. 63** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Richard Hanzy, MFT, effective September 1, 2018, to increase the payment limit by \$76,000 to a new payment limit of \$156,000 to provide additional specialty mental health services for the period July 1, 2018 through June 30, 2020. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 64** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with PlayCore Wisconsin, Inc., dba GameTime, in an amount not to exceed \$1,200,000 for the period August 1, 2018 through July 31, 2021, for playground equipment, and repair and installation of various types of synthetic playground surface materials and park amenities, Countywide. (100% General Fund)
- C. 65** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a blanket purchase order with Staples Contract and Commercial, Inc., dba Staples Advantage, in an amount not to exceed \$8,000,000, for office supplies for the period September 1, 2018 through August 31, 2020, Countywide. (100% County User Departments)
- C. 66** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order amendment with Sysco Food Service, Inc., on behalf of the Probation Department, to increase the amount by \$200,000 to a new total of \$1,360,000 and extend the term from July 31, 2018 to December 31, 2018 for the purchase of bulk foodstuffs for detained residents at the county juvenile facilities.

(100% General Fund)

- C. 67** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a blanket purchase order with My Office Products, Inc., in an amount not to exceed \$12,000,000, for office supplies for the period September 1, 2018 through August 31, 2020, Countywide. (100% County User Departments)
- C. 68** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kon Hsin W. Chen (dba K.H. Connie Wang, O.D.), in an amount not to exceed \$150,000 to provide optometry services to Contra Costa Health Plan members for the period August 1, 2018 through July 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 69** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Emily Watters, M.D., effective September 1, 2018, to increase the payment limit by \$64,512 to a new payment limit of \$274,176, to provide outpatient psychiatric services to mentally ill adults in County homeless shelters for the period August 1, 2018 through July 31, 2019. (100% Mental Health Realignment)
- C. 70** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Virtual Radiologic Professionals of California, P.A., in an amount not to exceed \$690,000 to provide teleradiology services for Contra Costa Regional Medical Center and Health Centers for the period August 1, 2018 through July 31, 2021. (100% Hospital Enterprise Fund I)
- C. 71** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with George Lee, M.D., in an amount not to exceed \$1,590,000 to provide anesthesia services for Contra Costa Regional Medical Center and Health Centers for the period August 1, 2018 through July 31, 2021. (100% Hospital Enterprise Fund I)
- C. 72** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with La Clinica De La Raza, Inc., in an amount not to exceed \$3,000,000 to provide primary care and optometry services to Contra Costa Health Plan members for the period July 1, 2018 through June 30, 2019. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 73** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Gladys P. Ayala, M.D., in an amount not to exceed \$375,000 to provide gastroenterology services for Contra Costa Regional Medical Center and Health Centers for the period September 1, 2018 through August 31, 2019. (100% Hospital Enterprise Fund I)

- C. 74** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Modesto Residential Living Center, LLC, in an amount not to exceed \$213,525 to provide augmented board and care services, including room, board, care and supervision for County referred mentally disordered clients for the period September 1, 2018 through August 31, 2019. (100% Mental Health Services Act)
- C. 75** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the Center for Psychotherapy in an amount not to exceed \$565,808 to provide mental health services to seriously emotionally disturbed adolescents and children in East County for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$282,904. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 76** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Richmond Community Foundation in an amount not to exceed \$138,894 to provide SparkPoint Career Center and Volunteer Tax Services to low-income Bay Point residents for the period July 1, 2018 through June 30, 2019. (85% Federal, 15% State)
- C. 77** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Contra Costa Interfaith Transitional Housing, Inc., effective June 1, 2018, to increase the payment limit by \$23,601 to a new payment limit of \$453,601, to provide additional housing navigation services for the County's Coordinated Entry System for the period October 1, 2017 through September 30, 2018. (91% Housing and Urban Development Coordinated Entry, 5% General Fund, 4% State)
- C. 78** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with WhiteHat Security, Inc., in an amount not to exceed \$120,000 to provide software and vulnerability scanning, consulting, technical support, and training to the Department's Information Systems Unit, for the period August 3, 2018 through August 2, 2019. (100% Hospital Enterprise Fund I)
- C. 79** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order amendment with Beckman Coulter, Inc., to increase the payment limit by \$1,500,000 to a new payment limit of \$4,417,667 for reagents and supplies for the clinical laboratory at the Contra Costa Regional Medical Center and Health Centers for the period May 15, 2013 through May 14, 2019. (100% Hospital Enterprise Fund I)
- C. 80** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Stryker Corporation in an amount not to exceed \$209,178 to procure powered surgical instruments for the Surgery Unit at the Contra Costa Regional Medical Center. (100% Hospital Enterprise Fund I)

- C. 81** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Datix (USA), Inc., and a Consent to Assignment and Amendment to Agreement, in the amount of \$102,000 for the renewal of incident management and peer review software and maintenance services through April 30, 2019. (100% Hospital Enterprise Fund I)
- C. 82** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Cardinal Health Pharmacy Services, LLC, in an amount not to exceed \$30,000,000 to purchase pharmaceuticals and related supplies for the Contra Costa Regional Medical Center and Health Centers, Martinez Detention Facility and Contra Costa Health Plan for the period September 1, 2018 through August 31, 2019. (100% Hospital Enterprise Fund I)
- C. 83** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Steris Corporation in an amount not to exceed \$265,355 for the purchase of two sterilizers for the Central Sterilization Unit at the Contra Costa Regional Medical Center. (100% Hospital Enterprise Fund I)
- C. 84** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Redwood Toxicology Laboratory, Inc., in an amount not to exceed \$300,000 to provide toxicology screening services for the period September 1, 2018 through August 31, 2021. (100% Client User fees)
- C. 85** APPROVE clarification of Board action of September 13, 2016 (Item C.135), which authorized the Purchasing Agent to execute a purchase order with Bay Cities Produce Company, Inc., for the purchase of fruits and vegetables for the Contra Costa Regional Medical Center, to reflect the correct term end date of October 31, 2018, rather than June 30, 2018, with no change in the payment limit of \$280,000. (100% Hospital Enterprise Fund I)
- C. 86** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with MGA Healthcare, Inc., in the amount of \$800,000 to provide temporary medical staff at Contra Costa Regional Medical Center and Health Centers for the period May 1, 2018 through November 30, 2018. (100% Hospital Enterprise Fund I)
- C. 87** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with SHC Services, Inc. (dba Supplemental Health Care), in an amount not to exceed \$1,500,000 to provide temporary medical staff at Contra Costa Regional Medical Center and the County's Detention Facility for the period April 1, 2018 through March 31, 2019. (100% Hospital Enterprise Fund I)

- C. 88** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Maxim Healthcare Services, Inc., in the amount of \$500,000 to provide temporary radiology technicians, respiratory therapists and other ancillary medical staff at Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through June 30, 2019. (100% Hospital Enterprise Fund I)
- C. 89** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Per Diem Staffing Systems, Inc., in the amount of \$400,000 to provide temporary medical staff at Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through June 30, 2019. (100% Hospital Enterprise Fund I)
- C. 90** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a Software Subscription Agreement with UptoDate, Inc., in an amount not to exceed \$159,699 for the purchase of online medical information database site licenses for the Contra Costa Regional Medical Center and Health Centers for the period June 1, 2018 through May 31, 2019. (100% Hospital Enterprise Fund I)
- C. 91** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Coffey Communications, Inc., in an amount not to exceed \$180,000 for content, layout, proofreading, copyediting and printing the Contra Costa Health Plan member newsletter for the period July 1, 2018 through June 30, 2019. (100% Contra Costa Health Plan Enterprise II Fund)
- C. 92** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with All Health Services, Corporation in an amount not to exceed \$850,000 to provide temporary medical staffing services, including Specialty Registered Nurses, Nurse Practitioners and Medical Surgery Registered Nurses for the Contra Costa Regional Medical Center and Health Centers, and the County's Detention Facilities, for the period May 1, 2018 through April 30, 2019. (100% Hospital Enterprise Fund I)
- C. 93** APPROVE and AUTHORIZE Health Services Director, or designee, to execute a contract containing modified indemnification language with Cross Country Staffing, Inc., in the amount of \$2,200,000 to provide temporary medical staff at Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through June 30, 2019. (100% Hospital Enterprise Fund I)

Other Actions

- C. 94** ADOPT report as the Board of Supervisors' response to Civil Grand Jury Report No. 1805, entitled "Effectiveness of IT Operations in County Government", and DIRECT the Clerk of the Board to transmit the Board's response to the Superior Court, as recommended by the County Administrator.

- C. 95** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to issue a Request for Proposals in an amount not to exceed \$750,000 for Promoting Safe and Stable Families program services for the period January 1, 2019 through June 30, 2020. (100% Federal)
- C. 96** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute Agreements with the following agencies for County's placement of participants in the Sheriff's Custody Work Release Program for the term July 1, 2018 through June 30, 2020: City of Antioch, California Department of Transportation, City of Brentwood City of Clayton, City of Concord, Town of Danville, East Bay Regional Park District, City of Hercules, Town of Moraga, City of Pittsburg, City of San Pablo and Contra Costa County Public Works Department. (No fiscal impact)
- C. 97** CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999, and most recently approved by the Board on July 24, 2018, regarding the issue of homelessness in Contra Costa County, as recommended by the Health Services Director. (No fiscal impact)
- C. 98** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order with Shimadzu Scientific Instruments, Inc., on behalf of the Sheriff-Coroner, in an amount of \$344,000 for the purchase of a Shimadzu Liquid Chromatography Tandem Mass Spectrometry (LC-MS/MS) Instrument and Nitrogen Generator. (100% State)
- C. 99** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Columbia University to provide supervised field instruction to occupational therapy and physical therapy students at Contra Costa Regional Medical and Health Centers for the period September 1, 2018 through August 31, 2020. (Non-financial agreement)
- C.100** APPROVE the list of providers recommended by 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.101** APPROVE election consolidation requests from each and any jurisdiction that filed a resolution with the County Clerk-Recorder, Elections Division and the Clerk of the Board of Supervisors to consolidate its elections with the November 6, 2018 General Election, and AUTHORIZE the County Clerk-Recorder, Elections Division, to conduct the elections for those jurisdictions on November 6, 2018. (Costs are reimbursable through affected jurisdictions)

- C.102** APPROVE the fiscal year 2018/19 Keller Canyon Mitigation Fund (KCMF) allocation plan in the amount of \$1,466,120 as recommended by the KCMF Review Committee; and AUTHORIZE the Conservation and Development Director, or designee, to execute contracts with the specified organizations for the period July 1, 2018 through June 30, 2019. (100% Keller Canyon Mitigation Funds)
- C.103** Acting as the Governing Board of Contra Costa County and the Contra Costa County Fire Protection District, APPROVE response to Civil Grand Jury Report No. 1807, entitled "Minimizing School Casualties During an Active Shooter" and DIRECT the Clerk of the Board to forward the response to the Superior Court following Board action, as recommended by the County Administrator.
- C.104** AUTHORIZE ongoing expenditure of Integrated Resource Recovery Facility (IRRF) Mitigation Fees collected by the operator of the IRRF paid directly to the County in accordance with the County's Policy Governing Special Revenues to help offset ongoing costs for up to one Resident Sheriff Deputy position dedicated to working in North Richmond, maintenance of the median on Fred Jackson Way and staff time spent administering this funding, as recommended by Supervisor Gioia. (100% IRRF Mitigation fees)
- C.105** APPROVE and AUTHORIZE the Auditor-Controller to pay up to \$1,000 in reimbursements to criminal defense witnesses for travel and food expenses incurred on April 22, 2018 through June 30, 2018, as recommended by the Public Defender. (100% General Fund)

GENERAL INFORMATION

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

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

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

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

Supervisors, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 335-1900; TDD (925) 335-1915. An assistive listening device is available from the Clerk, Room 106.

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

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

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 quarterly 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	September 12, 2018	11:00 a.m.	See above
Family & Human Services Committee	August 27, 2018 Canceled Next meeting September 24, 2018	10:30 a.m.	See above
Finance Committee	August 27, 2018 Canceled Next Meeting September 24, 2018	9:00 a.m.	See above
Hiring Outreach Oversight Committee	September 10, 2018	1:00 p.m.	See above
Internal Operations Committee	August 13, 2018 Canceled Next Meeting September 10, 2018	1:00 p.m.	See above
Legislation Committee	August 13, 2018	10:30 a.m.	See above
Public Protection Committee	September 3, 2018 Canceled Special Meeting September 10, 2018	9:00 a.m.	See above
Transportation, Water & Infrastructure Committee	August 13, 2018 Canceled Special Meeting August 20, 2018	2:00 p.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
CCCPCFD (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 (CCCPCFD) 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
ECCPCFD 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: August 7, 2018

Subject: Rezoning of One Parcel in the Knightsen Area, County File #RZ17-3236

RECOMMENDATION(S):

1. OPEN the public hearing to consider Ordinance No. 2018-24, to rezone one property in the Knightsen area, RECEIVE testimony, and CLOSE the public hearing.
2. FIND that the mitigated negative declaration prepared for the Two-Lot Minor Subdivision and Rezoning Project adequately analyzes the Project’s environmental impacts, that there is no substantial evidence the Two-Lot Minor Subdivision and Rezoning Project will have a significant effect on the environment, and that the February 16, 2018, mitigated negative declaration reflects the County’s independent judgment and analysis.
3. ADOPT the Mitigated Negative Declaration prepared for the Project.
4. ADOPT the Mitigation Monitoring and Reporting Program prepared for the Project.
5. DIRECT the Department of Conservation and Development to file a CEQA Notice of Determination with the County Clerk.
6. SPECIFY that the Department of Conservation and Development, located at 30 Muir Road, Martinez, California, is the custodian of the documents and other material that constitute the record of proceedings upon which the decision of the Board of Supervisors is based.
7. ADOPT Ordinance No. 2018-24, rezoning the subject property from A-3 Heavy Agricultural District (A-3) to A-2 General Agricultural District (A-2) (County File #RZ17-3236).

-
- APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Joseph Lawlor, (925) 674-7802

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONTD)

8. ACKNOWLEDGE that the County Planning Commission approved the vesting tentative map for the Project and no appeal of this approval was filed.
9. APPROVE the Rezoning Project.
10. APPROVE findings in support of the Project.
11. APPROVE the Project conditions of approval.

FISCAL IMPACT:

The applicant has paid the necessary application deposit, and is obligated to pay supplemental fees to cover all additional costs associated with the application process.

BACKGROUND:

Proposed Project

In March of 2017, the applicant submitted a minor subdivision application proposing to subdivide the subject 11.99 –acre site into two parcels (Parcel A: 5 acres; Parcel B: 6.72 acres). The application also included a request to rezone the property from the current A-3 Heavy Agricultural zoning district to A-2 General Agricultural zoning district. The County Planning Commission approved the vesting tentative map on May 9, 2018, and adopted a motion recommending that the Board of Supervisors approve the rezoning portion of the project, County File #RZ17-3236.

Site Description

The 11.99-acre project site is located at 190 Eagle Lane in the Knightsen area, approximately 0.6 miles southeast of Byron Highway. The site is generally level with a gradual four-foot elevation difference from west to east. A few trees are scattered throughout the site but no substantial vegetation is established at this location. The surrounding area consists of rural residential development. Parcels along Eagle Lane are predominantly developed with ranchette style single-family residences. Thirty parcels gain access from Eagle Lane. Twenty of those parcels are zoned A-2 General Agricultural District and ten are zoned A-3 Heavy Agricultural District. All but one of these parcels is developed. Parcels in the area range in size from 1.65 acres to more than 500 acres.

Staff Analysis

The project proposes to rezone the site from A-3 Heavy Agricultural District to A-2 General Agricultural District. The proposed zone change from A-3 to A-2 is consistent with lots in the surrounding area, and with the underlying AL General Plan designation. The Vesting Tentative Map identifies two new lots. Each proposed lot meets or exceeds the minimum lot area, depth, and average width requirements of the A-2 zoning district. No exceptions or variances would be necessary for the project.

No specific residential plans have been submitted as part of this application. However, COA #11, requires an administrative review of new home plans (e.g. site plan, floor plan, and elevations) prior to issuance of building permits. This review would ensure all yard, setback, and height limit requirements have been met, as well as ensure compliance with any applicable subdivision requirements.

The subdivision is consistent with the Agricultural Lands (AL) General Plan land use designation and was approved by the County Planning Commission on May 9, 2018.

Environmental Review

On February 16, 2018, an Initial Study was completed, posted, and circulated for agency and public review. Potentially significant impacts were identified in the areas of Aesthetics, Air Quality, Cultural Resources, Geology/Soils, and Tribal Cultural Resources. Mitigation measures have been identified and incorporated into the project to lessen any potential impact to less-than-significant levels. No comments on the environmental review were received within the comment period.

County Planning Commission Hearing

The project was heard by the County Planning Commission on May 9, 2018. During the public hearing, testimony was accepted from the applicant. Based on the accepted testimony and project analysis provided by County staff, the County Planning Commission conditionally approved the Vesting Tentative Map, and adopted a recommendation that the Board of Supervisors approve the proposed rezoning. No appeal of this approval was filed.

Conclusion

The project is consistent with applicable goals and policies of the General Plan, and also with the intent of the proposed A-2 district. Therefore, the County Planning Commission has recommended that the Board of Supervisors adopt the Mitigated Negative Declaration for the project and approve County File #RZ17-3236 to rezone the subject property from A-3 Heavy Agricultural District to A-2 General Agricultural District.

CONSEQUENCE OF NEGATIVE ACTION:

In the event that the proposed project is not approved, the applicant will not obtain approval of the required Rezoning entitlement needed to allow the proposed Eagle Lane two-lot subdivision project.

ATTACHMENTS

RZ17-3236 Findings COAs

RZ17-3236 Ordinance Map

RZ17-3236 Maps

RZ17-3236 IS MND

RZ17-3236 MMRP

RZ17-3236 Agency Comments

RZ17-3236 Plans VTM 09112017

RZ17-3236 Presentation

FINDINGS AND CONDITIONS OF APPROVAL FOR CHELARU MINOR SUBDIVISION, KNIGHTSEN. PETER WOLLMAN (APPLICANT) / VALI AND MIHAELA CHELARU (OWNERS). COUNTY FILE #'s MS17-0001 / RZ17-3236

I. FINDINGS

A. Rezoning Findings

1. ***Required Finding:*** *The change proposed will substantially comply with the General Plan.*

Project Finding: The zone change has been found to be consistent with the General Plan designation of Agricultural Lands (AL). Approval of the rezoning from A-3 Heavy Agricultural District to A-2 General Agricultural District is consistent with the AL land use designation for the site, as the resulting density is within the allowable range (maximum two residential units).

The Agricultural Resources Policies of the General Plan's Conservation Element guide rural agricultural development, including the development of "ranchettes." Specifically, the policies state that ranchettes created by parcelization are inappropriate in prime agricultural areas where active cultivation such as row crops or orchards are present. Furthermore, the policies states ranchettes are to be discouraged within city spheres of influence. Though the project creates ranchette development, the zone change from the A-3 to the A-2 district, which would reduce the minimum lot size, is consistent with these policies, as the proposed project site is not considered prime agricultural land, and is not within any city sphere of influence.

2. ***Required Finding:*** *The uses authorized or proposed in the land use district are compatible within the district and to uses authorized in adjacent districts.*

Project Finding: The uses authorized subsequent to the zone change from A-3 Heavy Agricultural District to A-2 General Agricultural District would be the same as the existing authorized uses, except that the A-2 district allows livestock auction and sales yards. The subject property and surrounding parcels are predominantly developed with ranchette-like single-family developments, or are in agricultural production. There are thirty parcels accessed from Eagle Lane, twenty zoned A-2 General Agricultural District and ten zoned A-3 Heavy Agricultural District. Furthermore, as proposed in the minor subdivision tentative map, both resultant parcels comply with the use, lot size, average width and average depth requirements for the A-2 zoning district. Thus, the uses authorized or proposed are compatible within the district and to adjacent authorized uses.

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

Project Finding: Parcels along Eagle Lane are predominantly developed with ranchette-like single-family developments. Rezoning the subject site from A-3 to A-2, to be consistent with the surrounding zoning district designations and development pattern, will further fulfill the demonstrated need for ranchette development in the community. There are thirty parcels accessed from Eagle Lane, twenty zoned A-2 General Agricultural District and ten zoned A-3 Heavy Agricultural District. The current rural residential development pattern represents a demonstration of the continuing need for such a use in the area for the foreseeable future.

B. Tentative Map Findings

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

Project Finding: The project has been found to be consistent with the General Plan designation of Agricultural Lands (AL). The AL designation has a maximum density of one unit per five net acres. Given this density, up to two units will be allowable on the 11.4 net acre site. Therefore, given that the project proposes a total of two agricultural lots, which is consistent with the AL designation, there is no reason to deny the minor subdivision application with respect to residential density.

The Agricultural Resources Policies of the General Plan's Conservation Element guide rural agricultural development, including the development of "ranchettes." The rural residential project will comply with the General Plan's Rural Residential Development ("Ranchette") policy. The policy states that ranchettes created by parcelization are inappropriate in prime agricultural areas where active cultivation such as row crops or orchards are present. Additionally, it provides that ranchettes are to be discouraged within cities' spheres of influence, and must be compliant with specified conditions of approval. The proposed subdivision, together with the provisions for its design and improvement, is not considered prime agricultural land, and is not within any city's sphere of influence. Furthermore, the project meets the guidelines and conditions regarding rural residential development that are outlined in the General Plan Conservation Element, Policy 8-v(4).

The County Planning Commission has also fully evaluated: the extent to which the project is consistent with General Plan policies pertaining to compatibility of land uses; compliance with principles of the Urban Limit Line and Measure C-1990, protection of open spaces; standards regarding geology, soils, and earthquake risks,

hazardous materials, flood hazards and drainage; protection of water quality; protection of biological resources; noise; protection of air quality; protection of visual resources; and protection of archeological and historical resources and found no evidence of inconsistencies. Additionally, the projected related traffic is not anticipated to negatively affect local traffic patterns or significantly diminish the Level of Service of key intersections in the area. The vesting tentative map for this subdivision is consistent with the applicable goals and policies as found in the County 2005-2020 General Plan.

Therefore, based on the entire record and as summarized herein, the tentative map is consistent with the County General Plan.

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

Project Finding: As required by the Conditions of Approval and Mitigation Monitoring and Reporting Program, the project does not pose any significant traffic impacts and must comply with the “collect and convey” requirements and design standards for construction of private roads. Prior to issuance of building permits, the applicant is required to contribute fees for parks and recreation, school districts, child care, and police services. Payment of these fees along with compliance with the applicable California Building Code will fulfill all obligations related to construction of the project. Therefore, based on the proposal, the Commission finds no physical circumstances that would restrict the developer from completing the project.

C. Growth Management Findings

1. **Traffic:** Eagle Lane provides access to and around the project site. Regional access to the project site is provided by Byron Highway and Highway 4.

Traffic engineers and planners use the concepts of Level of Service (LOS) and Vehicle Miles Traveled (VMT) to qualitatively describe traffic conditions. Additionally, the Contra Costa Transportation Authority (CCTA) Growth Management Plan, the West Contra Costa Transportation Advisory Committee (WCCTAC) Action Plan, and the County of Contra Costa (County) General Plan establish measures of effectiveness and requirements for the analysis and disclosure of circulation impacts associated with new land developments. Potential circulation impacts may be expected, and traffic impact analyses are required for projects that generate more than 100 net new peak-hour trips. A project generating less than 100 peak-hour trips generally will not create or exacerbate any current traffic patterns. Using standard Institute of Transportation Engineers (ITE) trip generation trip rates, the one additional housing unit project will generate one gross peak-hour trip. At this expected rate, the cumulative effect to local roadways is negligible.

2. **Water**: The proposed project is located at a rural site, currently serviced by a private well. Proposed uses on-site would include one new residence and irrigation of landscaped areas. The use of an onsite well must comply with the applicable standards, including, setback, sustained yield, water quality, and construction. A Condition of Approval has been added, requiring the applicant to consult with the Contra Costa Environmental Health Division (EHD) regarding the water supply requirements prior to the issuance of a building permit (COA # 19).
3. **Sanitary Sewer**: The project site is currently served by an onsite septic system. As required by the County's Rural Residential Development policy, the land must be suitable for septic tank use according to the County Ordinance Code criteria and Health Services Department Regulations, and percolation tests must be passed on all lots prior to the filing of the Parcel or Final Map. (COA #20)
4. **Fire Protection**: Fire protection and emergency medical response services for the project vicinity are provided by the East Contra Costa County Fire Protection District (ECCCFPD). Compliance with all applicable fire codes and regulations suggests that the project will not increase fire related risks beyond any acceptable levels.
5. **Public Protection**: As the project will add to the County's population, COA #8 requires that prior to the recording of the parcel map, the owner of the property shall participate in establishing a special tax for the parcels created by this subdivision. The collected tax money will be used to augment existing police services to accommodate for the incremental increase in population as a result of this minor subdivision project.
6. **Parks and Recreation**: As the project will add to the County's population, COA #6 requires the project proponent to pay applicable Park Dedication in-lieu fees per unit. These fees, in conjunction with all other Park Dedication fees collected for development within the County, will be used in part to purchase new park land and upgrade existing community parks as determined appropriate by the Board of Supervisors.
7. **Flood Control and Drainage**: The project is required to meet collect and convey requirements of the County Subdivision Ordinance Title 9, by constructing the necessary flood control improvements. The applicant must also comply with the County's National Pollutant Discharge Elimination System (NPDES) Permit and Stormwater Management and Discharge Control Ordinance, Title 10, for stormwater treatment. Therefore, compliance with all applicable codes and regulations suggests that the new drainage improvements will be able to accommodate all rainwater runoff generated by the project.

II. CONDITIONS OF APPROVAL

1. Approval of the vesting tentative map for the two-lot minor subdivision; is generally based on the following document:
 - Revised Vesting Tentative Map for minor subdivision MS17-0001, received September 11, 2017.
2. This permit authorizes the development of two (2) lots on the subject property as identified in the MS17-0001 vesting tentative map and documents referenced above.
3. Approval of the tentative map is contingent upon the approval of the rezoning, County File #RZ17-3236, by the Board of Supervisors. If the rezoning application is not approved, then this approval shall be null and void.

Indemnification

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

Application Fees

5. This application is subject to an initial application deposit of \$5,400.00, which was paid with the application submittal, plus time and materials costs if the application review expenses exceed the initial deposit. Any additional fee due must be paid prior to issuance of a building permit, or 60 days of the effective date of this permit, whichever occurs first. The fees include costs through permit issuance and final file preparation. Pursuant to Contra Costa County Board of Supervisors Resolution Number 2013/340, where a fee payment is over 60 days past due, the application shall be charged interest at a rate of ten percent (10%) from the date of approval. The applicant may obtain current costs by contacting the project planner. A bill will be mailed to the applicant shortly after permit issuance.

Park Dedication Fees

6. At least 30 days prior to the filing of the Parcel Map, the project sponsor shall demonstrate to the satisfaction of Community Development Division (CDD) that all Park Dedication fees have been paid for the subdivision.

Child Care Fees

7. At least 30 days prior to the filing of the Parcel Map, the project sponsor shall demonstrate to the satisfaction of CDD that all child care facility fees have been paid for the subdivision.

Police Services Fees

8. The following requirements shall be met prior to filing of the Parcel Map or issuance of grading/building permit as specified below:
 - A. Prior to filing a Parcel Map, the applicant shall submit two copies of a proposed disclosure statement for the review and approval of CDD staff. The approved statement shall be used to notify the prospective buyer of Parcel B. The disclosure statement shall advise the prospective buyer of Parcel B that prior to issuance of a building permit, they will be required to contribute to the County \$1,000.00 for police services mitigation. The fee may be paid to the Contra Costa County Application and Permit Center.
 - B. Prior to issuance of a building permit on any parcel that is not occupied by a legal residence, the applicant shall contribute \$1,000.00 to the County for police services mitigation. The fee shall be paid to the CDD.

Compliance Report Prior to Filing the Parcel Map

9. At least 45 days prior to filing of the Parcel Map or issuance of a grading or building permit, whichever occurs first, the applicant shall provide a permit compliance report to the Department of Conservation and Development, Community Development Division (CDD) for review and approval. The report shall identify all conditions of approval that are administered by the CDD. The report shall document the measures taken by the applicant to satisfy all relevant conditions. Copies of the permit conditions may be obtained from the CDD. Unless otherwise indicated, the applicant will be required to demonstrate compliance with the applicable conditions of this report prior to filing the Final Map.

The permit compliance review is subject to staff time and materials charges, with an initial deposit of \$1,000 which shall be paid at the time of submittal of the compliance report.

Water Efficient Landscape Ordinance

10. The applicant shall comply with California Model Water Efficient Landscape Ordinance (Division 2, Title 23, California Code of Regulations, Chapter 2.7, Sections 490 through 495) and/or any applicable State mandated landscape/water related requirements applicable at the time of landscaping installation for the project. To the maximum extent feasible, the project proponent shall use drought tolerant vegetation for the development.

Aesthetics/Lighting

11. All new residences shall be consistent with the rural character (muted earth tone colors, design, and materials) of existing residences in the area. At least 30 days prior to applying for a building permit for a new residence, the applicant/property owner shall submit for review and approval from the Department of Conservation and Development, Community Development Division (CDD) staff, construction drawings (e.g., site plan, floor plans, elevations, and grading plans) to verify compliance with this mitigation. The submittal shall include sample materials to be used for the residence, along with a sample color palette, for review and approval by CDD. **(Mitigation Monitoring (MM) Aesthetics 1)**
12. Thirty days prior to applying for a building permit for subdivision improvements, the applicant shall submit a Lighting Plan for review and approval by the CDD. At a minimum, the plan shall include the following measures:
 - A. All outdoor lighting, including façade, yard, security, and street lights, shall be oriented down, onto the subject property or road.
 - B. Back shields or functionally similar design elements shall be installed on every lighting pole to reduce lighting from spilling off site, and to ensure that lighting remains within the subject property. **(MM Aesthetics 2)**

Air Quality

13. The following Bay Area Air Quality Management District, Basic Construction Mitigation Measures shall be implemented during the project and shall be included on all construction plans:
 - All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.

- All haul trucks transporting soil, sand, or other loose material to and from the site shall be covered.
- All visible mud or dirt tracked-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- All vehicle speeds on unpaved roads shall be limited to 15 mph.
- All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
- Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]).
- All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications.
- A publicly visible sign shall be posted with the telephone number and contact information for the designated on-site construction manager available to receive and respond to dust complaints. This person shall report all complaints to Contra Costa County and take immediate corrective action as soon as practical but not more than 48 hours after the complaint is received. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations. **(MM Air Quality 1)**

Cultural Resources

14. The following mitigation measures shall be implemented during project-related ground disturbance, and shall be included on all construction plans:
 - A. If deposits of prehistoric or historical archaeological materials are encountered during ground disturbance activities, all work within 50 feet of the discovery should be redirected and a qualified archaeologist contacted to evaluate the finds and make recommendations. It is recommended that such deposits be avoided by further ground disturbance activities. If such deposits cannot be avoided, they should be evaluated for their significance in accordance with the California Register of Historical Resources.

If the deposits are not eligible, avoidance is not necessary. If eligible, deposits will need to be avoided or impacts must be mitigated. Upon completion of the archaeological assessment, a report should be prepared documenting the methods, results, and recommendations. The report should be submitted to the Northwest Information Center and appropriate Contra Costa County agencies.

- B. If human remains are encountered, work within 50 feet of the discovery should be redirected and the County Coroner notified immediately. At the same time, an archaeologist should be contacted to assess the situation. If the human remains are of a Native American origin, the Coroner must notify the Native American Heritage Commission within 24 hours of this identification. The Native American Heritage Commission will identify a Most Likely Descendant (MLD) to inspect the property and provide recommendations for the proper treatment of the remains and associated grave goods.

Upon completion of the assessment, the archaeologist should prepare a report documenting the methods and results, and provide recommendations for the treatment of the human remains and any associated cultural materials, as appropriate and in coordination with the recommendations of the MLD. The report should be submitted to the Northwest Information Center and appropriate Contra Costa agencies. **(MM Cultural Resources 1)**

Geology

15. Prior to issuance of a grading or building permit for a new residence on Parcel A or B, the project sponsor shall perform a geotechnical evaluation that conforms to the guidelines adopted by the California State Mining and Geology Board, and submit a geotechnical report for approval by the Department of Conservation and Development, Peer Review Geologist.

Prior to the issuance of building permits, the project geotechnical engineer shall certify that lot preparation work is in compliance with recommendations in the approved geotechnical report. **(MM Geology 1)**

16. Prior to recordation of the Parcel Map the applicant shall submit a draft deed disclosure statement advising prospective buyers and owners of both parcels of the risk of liquefaction, and of the requirement for a geotechnical investigation prior to issuance of a building permit for a residence. After CDD approval, the deed disclosure statement shall be recorded against the deed of each parcel. **(MM Geology 2)**

Construction

17. The following noise reduction measures shall be implemented during project construction and shall be included on all construction plans.
- A. The applicant shall make a good faith effort to minimize project-related disruptions to adjacent properties, and to uses on the site. This shall be communicated to all project-related contractors.
 - B. The applicant shall require their contractors and subcontractors to fit all internal combustion engines with mufflers which are in good condition and shall locate stationary noise-generating equipment such as air compressors as far away from existing residences as possible.
 - C. Noise attenuating shields, shrouds, portable barriers, enclosures, or other noise insulating devices, shall be used to reduce construction noise, where feasible, as determined by the Community Development Division.
 - D. The applicant shall designate a contact person who will be responsible for monitoring noise control measures and responding to complaints throughout the project. This person's name and contact information shall be posted clearly around the project site and shall also be distributed to properties within 300 feet of the project site. The contact person shall maintain a log of complaints. The complaint log shall be available for review by County staff upon request.
 - E. Large trucks and heavy equipment are subject to the same restrictions that are imposed on construction activities, except that the hours are limited to 9:00 AM to 4:00 PM.
 - F. All construction activities shall be limited to the hours of 8:00 A.M. to 5:00 P.M., Monday through Friday, and are prohibited on state and federal holidays on the calendar dates that these holidays are observed by the state or federal government as listed below:
 - New Year's Day (State and Federal)
 - Birthday of Martin Luther King, Jr. (State and Federal)
 - Washington's Birthday (Federal)
 - Lincoln's Birthday (State)
 - Presidents' Day (State and Federal)
 - Cesar Chavez Day (State)
 - Memorial Day (State and Federal)
 - Independence Day (State and Federal)
 - Labor Day (State and Federal)
 - Columbus Day (State and Federal)
 - Veterans Day (State and Federal)

- Thanksgiving Day (State and Federal)
- Day after Thanksgiving (State)
- Christmas Day (State and Federal)

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

Federal Holidays: <http://www.opm.gov/fedhol>
California Holidays: <http://www.edd.ca.gov/eddsthoh.htm>

Debris Recovery

18. At least 15 days prior to the issuance of a grading permit or building permit the developer shall demonstrate compliance with the debris recovery program, which requires at least 50 percent of the jobsite debris generated by construction projects of 5,000 square feet or greater to be recycled, or otherwise diverted from landfill disposal

Rural Residential Development

19. Prior to the filing of the Parcel Map, an "on site" producing water well or install a "test well," having a minimum yield of three gallons per minute with bacterial and chemical quality in compliance with the State standards for a pure, wholesome, and potable water supply. If the chemical analysis exceeds the State standards for "maximum contaminant levels" for water potability, a statement must be attached and "run with the deed" advising of these levels; or

Verifiable water availability data from adjacent parcels, presented by the applicant, or knowledge of the same, known by the Health Services Department concerning water quality and quantity per (a) above; and, have a statement that "attaches and runs with the deed" indicating that a water well shall be installed on the subject parcel complying with the general requirements stated above prior to obtaining a Conservation and Development Department permit for construction.

20. Percolation tests must be passed on all lots prior to the filing of the Parcel or Final Map.
21. Prior to recordation of the Parcel Map the applicant shall submit to CDD a draft deed disclosure statement advising prospective buyers and owners of both parcels about allowed adjacent agricultural practices. After CDD approval, the deed disclosure statement shall be recorded against the deed of each parcel.

**PUBLIC WORKS
CONDITIONS OF APPROVAL FOR SUBDIVISION MS17-0001**

Applicant shall comply with the requirements of Title 8, Title 9, and Title 10 of the Ordinance Code. Any exception(s) must be stipulated in these Conditions of Approval. Conditions of Approval are based on the (vesting) tentative map submitted to the Department of Conservation and Development on September 11, 2017.

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

General Requirements

22. In accordance with Section 92-2.006 of the Ordinance Code, this subdivision shall conform to all applicable provisions of the Subdivision Ordinance (Title 9). Any exceptions therefrom must be specifically listed in this conditional approval statement. The drainage, road and utility improvements outlined below shall require the review and approval of the Public Works Department, and are based on the Vesting Tentative Map received by the Department of Conservation and Development, Community Development Division, on September 11, 2017.
23. The Applicant shall submit improvement plans prepared by a registered civil engineer to the Public Works Department and pay appropriate fees in accordance with the County Ordinance and these conditions of approval. The below conditions of approval are subject to the review and approval of the Public Works Department.

Roadway Improvements (Frontage)

24. The Applicant shall locate any vehicular entrance gates a minimum 20 feet from the edge of pavement to allow vehicles to queue without obstructing through traffic. Sufficient area shall be provided outside any gate to allow a vehicle to turn around and re-enter Eagle Lane in a forward direction.

Access to Adjoining Property

Proof of Access

25. The Applicant shall furnish proof to Public Works Department of the acquisition of all necessary rights-of-way, rights-of-entry, permits and/or easements for the construction of off-site, temporary or permanent, public and private road and drainage improvements.

Sight Distance

26. The Applicant shall provide sight distance at the intersection of the private driveway with Eagle Lane in accordance with Chapter 82-18 "Sight Obstructions at Intersections" of the County Ordinance Code. The applicant shall trim vegetation, as necessary, to provide sight distance at this intersection, and any new signage, landscaping, fencing, retaining walls, or other obstructions proposed at this intersection shall be setback to ensure that the sight line is clear of any obstructions.

Private Road/ Driveway

27. The Applicant shall construct an all-weather paved turnaround at the end of the proposed private road.
28. The Applicant shall construct an on-site roadway system to current County private road standards with a minimum traveled width of 16 feet with 2 feet paved shoulders within a 25-foot access easement.
29. The Applicant shall pave the first 50 feet of the access drive to Parcel B, measured from the existing edge of pavement of Eagle Lane into the property, to allow vehicles to pull completely off the roadway and remain on a paved surface, and to prevent dust, gravel, and debris from spilling on to Eagle Lane.

Road Dedications

30. The Property owner shall convey to the County, by Offer of Dedication, 30 feet of right-of-way for the possible future improvement and acceptance of Eagle Lane along the west property line.

Utilities/Undergrounding

31. All new utility distribution services shall be installed underground.

Maintenance Facilities

32. The Property Owner shall record a Statement of Obligation in the form of a deed notification, to inform all future property owners of their legal obligation to maintain Eagle Lane; or

The Property Owner shall develop and enter into a maintenance agreement that will insure that Eagle Lane will be maintained, and that each parcel/lot in this subdivision that will use Eagle Lane will share in its maintenance.

Drainage Improvements

33. The Applicant shall collect and convey all stormwater entering and/or originating on this property, without diversion and within an adequate storm drainage system, to *an adequate* natural watercourse having definable bed and banks, or to an existing adequate public storm drainage system which conveys the storm waters to *an adequate* natural watercourse, in accordance with Division 914 of the County Ordinance Code.

The Applicant shall be permitted to convey stormwater to the existing drainage ditch traversing the east boundary of the property in accordance with a prior recorded easement and agreement between the property owner and East Contra Costa Irrigation District.

Miscellaneous Drainage Requirements

34. The Applicant shall design and construct all storm drainage facilities in compliance with the Ordinance Code and Public Works Department design standards.
35. The Applicant shall prevent storm drainage from draining across the sidewalk(s) and driveway(s) in a concentrated manner.

National Pollutant Discharge Elimination System (NPDES)

36. The applicant shall be required to comply with all rules, regulations and procedures of the National Pollutant Discharge Elimination System for municipal, construction and industrial activities as promulgated by the California State Water Resources Control Board, or any of its Regional Water Quality Control Boards (Central Valley - Region V).

Compliance shall include developing long-term Best Management Practices (BMPs) for the reduction or elimination of storm water pollutants. The project design shall incorporate wherever feasible, the following long-term BMPs in accordance with the Contra Costa Clean Water Program for the site's storm water drainage:

- Minimize the amount of directly connected impervious surface area.
- Install approved full trash capture devices on all catch basins (excluding catch basins within bio-retention basins) as reviewed and approved by Public Works Department. Trash capture devices shall meet the requirements of the County's NPDES permits.
- Place advisory warnings on all catch basins and storm drains using current storm drain markers.

- Construct concrete driveway weakened plane joints at angles to assist in directing run-off to landscaped/pervious areas prior to entering the street curb and gutter.
- Other alternatives comparable to the above, as approved by Public Works.
- Shallow roadside and on-site swales.

Stormwater Management and Discharge Control Ordinance

37. The applicant will not be subject to the requirements of Provision "C.3" of the County Stormwater Management and Discharge Control Ordinance, since the proposed project will not create or replace at least 10,000 square feet of impervious surface. However, this project shall be subject to all other provisions of the County Stormwater Management and Discharge Control Ordinance (Section 1014, Ordinance No. 2005-01) and future development applications on the subject parcel may be required to comply with Provision "C.3."

ADVISORY NOTES

- The applicant will be required to comply with the requirements of the Bridge/Thoroughfare Fee Ordinance for the Central County Area of Benefit as adopted by the Board of Supervisors.
- The applicant shall comply with the drainage fee requirements for Drainage Area 46, as adopted by the Board of Supervisors.
- This project may be subject to the requirements of the Department of Fish and Wildlife. It is the applicant's responsibility to notify the Department of Fish and Wildlife, P.O. Box 47, Yountville, California 94599, of any proposed construction within this development that may affect any fish and wildlife resources, per the Fish and Wildlife Code.
- This project may be subject to the requirements of the Army Corps of Engineers. It is the applicant's responsibility to notify the appropriate district of the Corps of Engineers to determine if a permit is required, and if it can be obtained.
- The applicant shall comply with the requirements of the following agencies:
 - Department of Conservation and Development, Building Inspection Division and Grading Division
 - East Contra Costa County Fire Protection District
 - Contra Costa County, Public Health Department
 - Bay Area Air Quality Management District
 - Regional Water Quality Control Board, District V

ORDINANCE NO. 2018 - 24
 (Re-Zoning Land in the

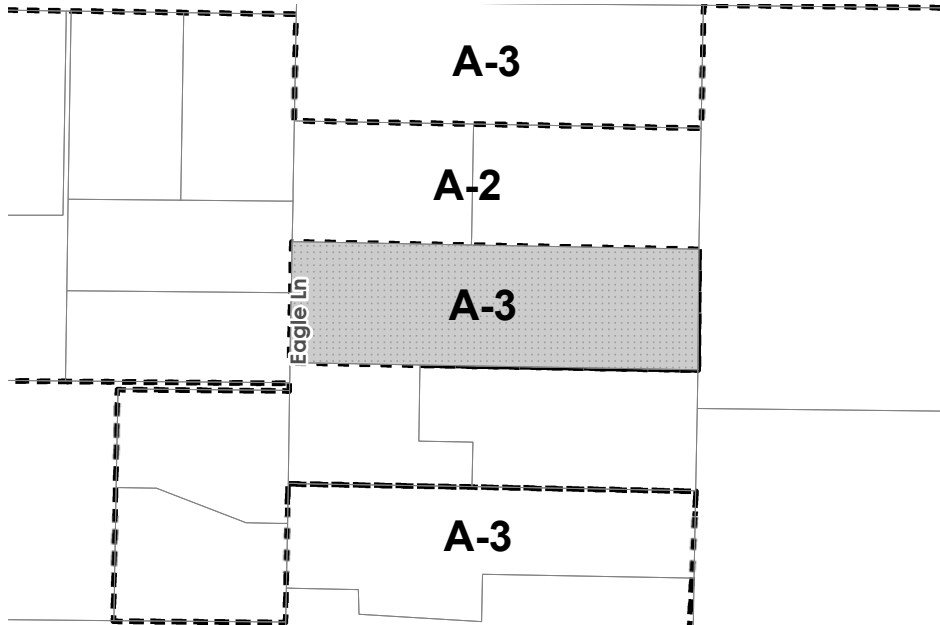
Knightsen Area)

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I: Page K-27 & K-28 of the County's 2005 Zoning Map (Ord. No. 2005-03) is amended by re-zoning the land in the above area shown shaded on the map(s) attached hereto and incorporated herein (see also Department of Conservation and Development File No. RZ17-3236 .)

FROM: Land Use District A-3 (Heavy Agricultural)

TO: Land Use District A-2 (General Agricultural)
 and the Department of Conservation and Development Director shall change the Zoning Map accordingly, pursuant to Ordinance Code Sec. 84.2.002.



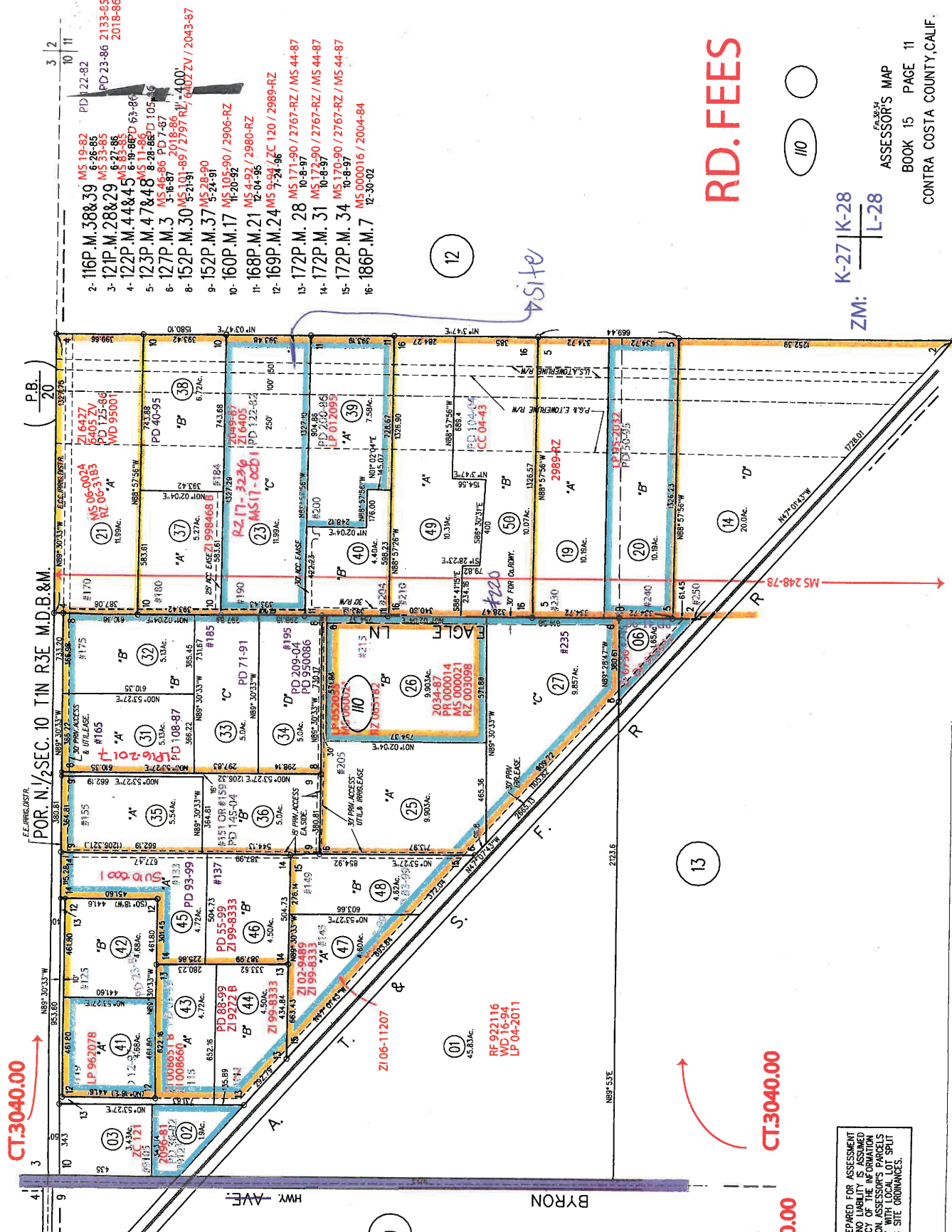
SECTION II. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of supervisors voting for and against it in the _____, a newspaper published in this County.

PASSED on _____ by the following vote:

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

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

By _____, Dep. _____ Chairman of the Board
 (SEAL)



- 2- 116P.M.38839 MS 19-82 PD 122-82
- 3- 121P.M.28829 MS 19-82 PD 23-86 2133-85 2018-86
- 4- 123P.M.44845 MS 19-82 PD 7-87
- 5- 123P.M.47848 MS 11-86 8-28-86 D 105-86
- 6- 127P.M.3 MS 19-82 PD 7-87
- 8- 152P.M.30 MS 19-89 / 2797 RZ / 600 ZV / 2043-87
- 9- 152P.M.37 MS 28-90 5-24-91
- 10- 160P.M.17 MS 105-90 / 2906-RZ 11-20-92 / 2980-RZ
- 11- 168P.M.21 MS 4-92 / 2980-RZ 12-04-95
- 12- 169P.M.24 MS 9-94 / ZC 120 / 2989-RZ 7-24-96
- 13- 172P.M.28 MS 171-90 / 2767-RZ / MS 44-87 10-8-97
- 14- 172P.M.31 MS 172-90 / 2767-RZ / MS 44-87 10-8-97
- 15- 172P.M.34 MS 170-90 / 2767-RZ / MS 44-87 10-8-97
- 16- 186P.M.7 MS 000016 / 2004-84 12-30-02

RD. FEES

110

ZM: K-27 | K-28
L-28

ASSESSOR'S MAP
BOOK 15 PAGE 11
CONTRA COSTA COUNTY, CALIF.

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREON. ASSESSOR'S PARCELS MAY NOT BE SUBJECT TO SPLIT LOT BUILDING SITE ORDINANCE.

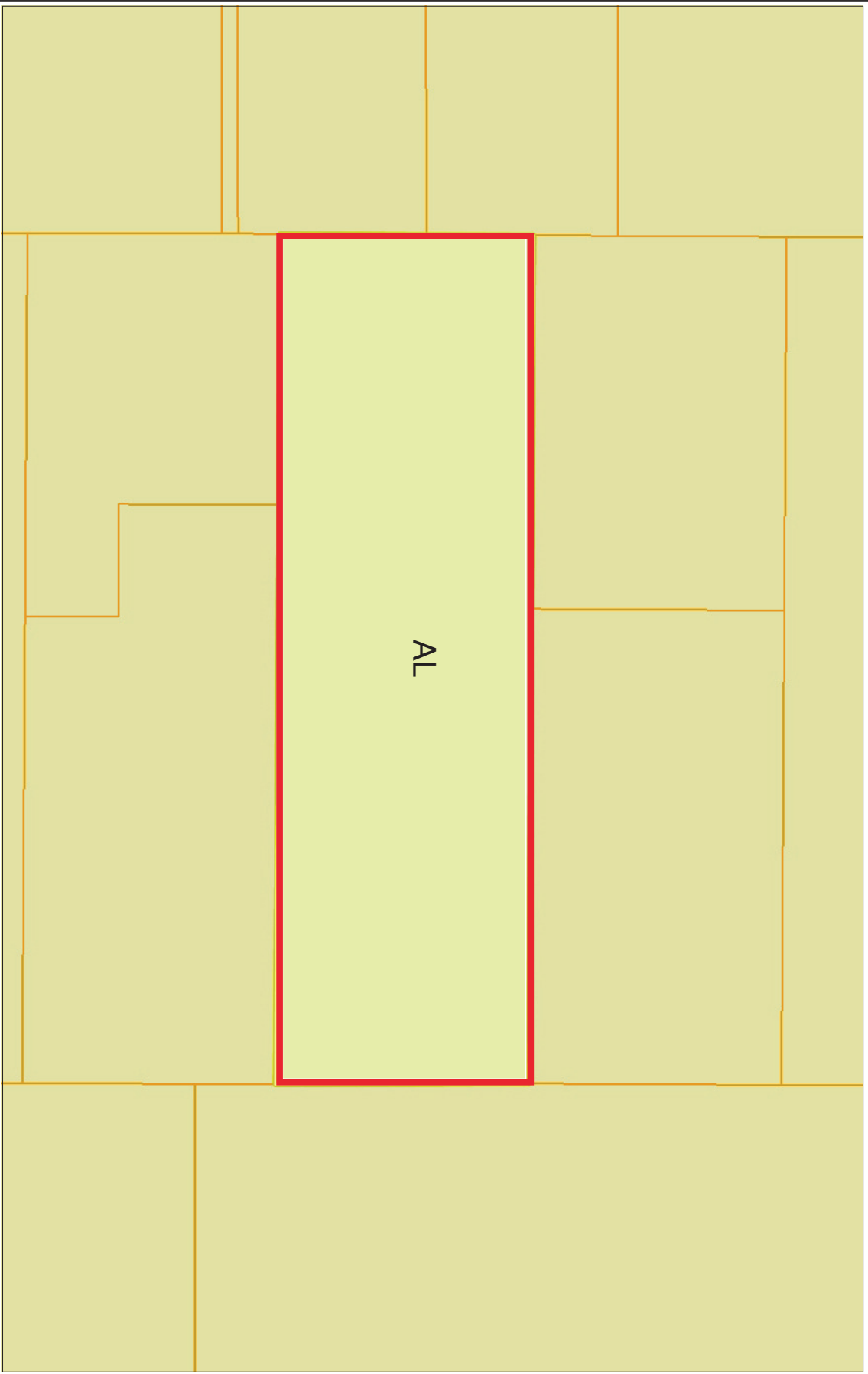
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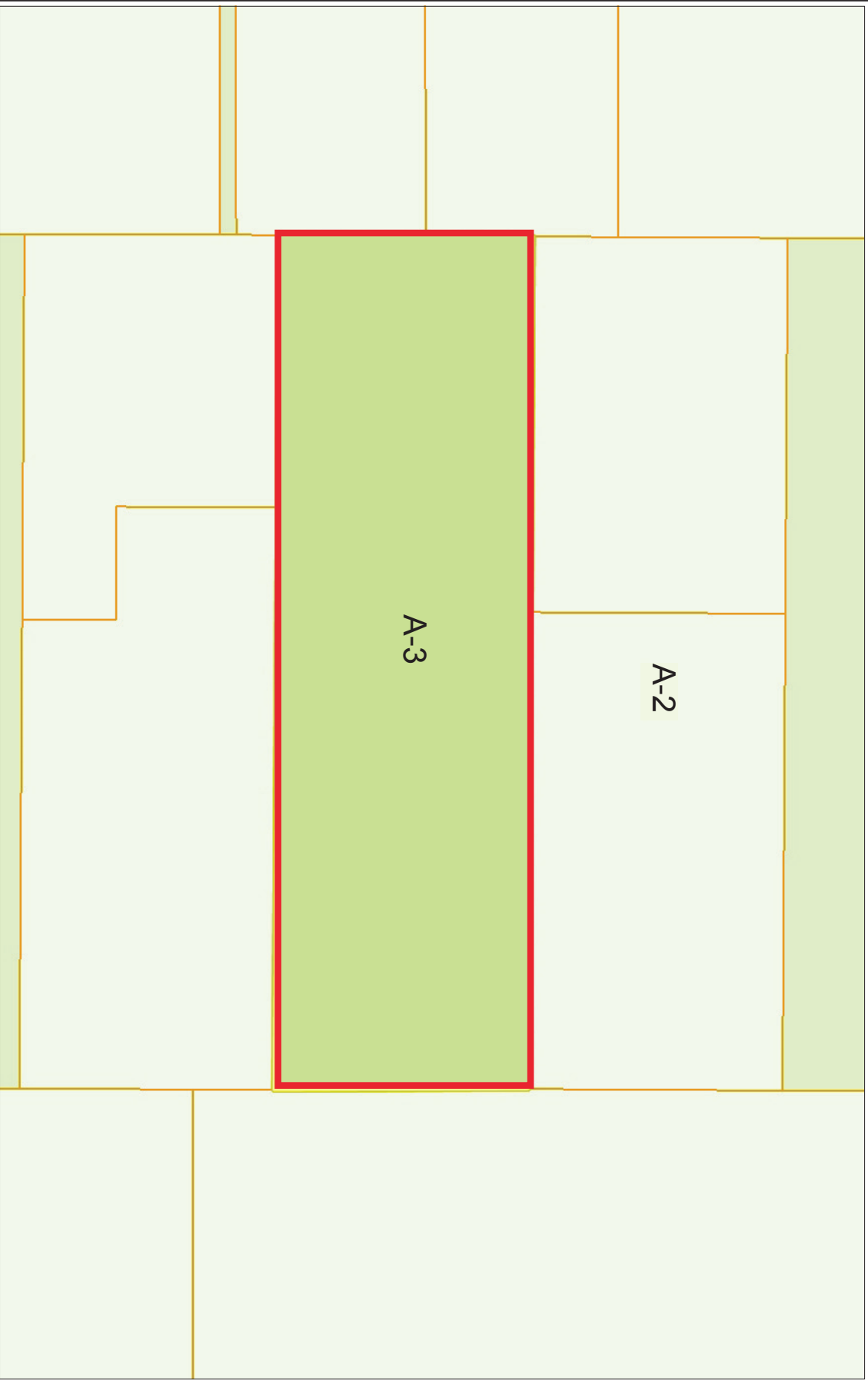
07-20-2018

General Plan Land Use Designation: Agricultural Lands (AL)



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0.1 Miles
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Zoning: A-3 Heavy Agricultural District



This map is a user generated static output from an internet mapping site and is for reference only. Data layers not appear on this map may, or may not be accurate. THIS MAP IS NOT TO BE USED FOR NAVIGATION

Aerial Photograph



0.1 0 0.04 0.1 Miles
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This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may not be available in all areas. THIS MAP IS NOT TO BE USED FOR NAVIGATION

**Department of
Conservation and
Development**

30 Muir Road
Martinez, CA 94553

Phone: 1-855-323-2626

**Contra
Costa
County**



John Kopchik
Director

Aruna Bhat
Deputy Director

Jason Crapo
Deputy Director

Maureen Toms
Deputy Director

Kara Douglas
Assistant Deputy Director

Kelli Zenn
Business Operations Manager

February 16, 2018

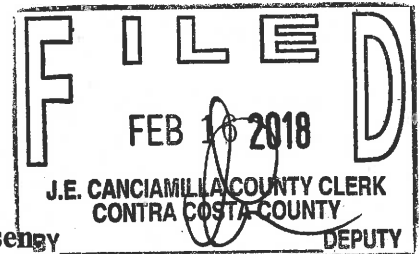
**NOTICE OF PUBLIC REVIEW AND INTENT TO ADOPT
A PROPOSED MITIGATED NEGATIVE DECLARATION**

County File No. MS17-0001

Pursuant to the State of California Public Resources Code and the "Guidelines for Implementation of the California Environmental Quality Act of 1970" as amended to date, this is to advise you that the Community Development Division of the Department of Conservation and Development of Contra Costa County has prepared an initial study on the following project:

PROJECT NAME: County File# MS17-0001, Chelaru Two-Lot Minor Subdivision

APPLICANT: Peter Wollman
LCC Engineering & Surveying, Inc.
930 Estudillo Street
Martinez, CA 94553



LOCATION: The property is addressed 190 Eagle Lane, Knightsen
Accessor's Parcel Number: 015-110-023.

DESCRIPTION:

Project Description: The applicant is requesting approval of a vesting tentative map for a minor subdivision which proposes to subdivide the 11.99-acre site into two parcels (Parcel A: 5 acres; Parcel B: 6.72 acres). The project includes the rezoning of the property from A-3 to A-2 zoning district. Subsequent to the subdivision of the property, the applicant proposes to construct a single-family residence on Parcel B. Parcel B would be accessed by a new 25-foot wide private access and utility easement with a 16-foot all-weather rock driveway.

Site and Area Description: The project site is located approximately 0.6 miles southeast of the Byron Highway intersection, on Eagle Lane in the Knightsen area of unincorporated Contra Costa County. The assessor's parcel number for the site is 015-110-023. The property consists of approximately 11.99 total acres and is developed with one single-family residence and several agricultural buildings. The project site has largely level topography with a gradual four-foot elevation loss from west to east. A few trees are planted throughout the site but no substantial vegetation exists. Currently there are thirty parcels accessed from Eagle Lane, twenty zoned A-2 General Agricultural District and ten zoned A-3 Heavy Agricultural District. All but one of these parcels is developed. Within a half mile, parcels range in size from 1.65

acres to more than 500 acres, with a median size of 5 acres. Residences within a half mile range in size from 784 to 3,831 square feet in area, with a median size of 2,001 square feet. Outside the parcels directly accessed from Eagle Lane, much of the surrounding land is in agricultural crop production. The City of Brentwood (population 60,000) lies just over 2.5 miles east of the project site, and is the closest location with urban amenities (supermarkets, hospitals, etc.).

ENVIRONMENTAL EFFECTS:

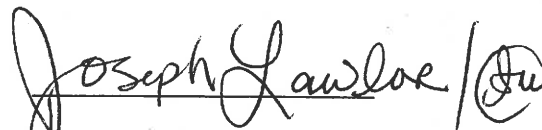
The initial study for the proposed project identified potentially significant impacts in the environmental areas of aesthetics, air quality, cultural resources, geology/soils, and tribal cultural resources. Environmental analysis determined that measures were available to mitigate potential adverse impacts to insignificant levels. As a result, a Mitigated Negative Declaration (MND) has been prepared pursuant to Public Resources Code Section 21080(c), 21063.5, and Article 6 of the California Environmental Quality Act (CEQA) Guidelines.

Pursuant to the requirements of CEQA (CEQA Guidelines Section 15071) the MND describes the proposed project; identifies, analyzes, and evaluates the potential significant environmental impacts, which may result from the proposed project; and identifies measures to mitigate adverse environmental impacts. The mitigations identified in this document and designed for the proposed project, will ensure that the project will not cause a significant impact on the environment.

A copy of the mitigated negative declaration and all documents referenced in the mitigated negative declaration may be reviewed during business hours in the offices of the Department of Conservation and Development, Application and Permit Center at **30 Muir Road, Martinez, CA.**

Public Comment Period - The period for accepting comments on the adequacy of the environmental documents extends to **Thursday, March 8, 2018, at 5:00 P.M.** Following the close of the public comment period, the County will consider adopting the Mitigated Negative Declaration prior to consideration of the Vesting Tentative Map. Any comments should be in writing and submitted to the following address:

Name: Joseph Lawlor, Project Planner, (925) 674-7802
Community Development Division
Contra Costa County, Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

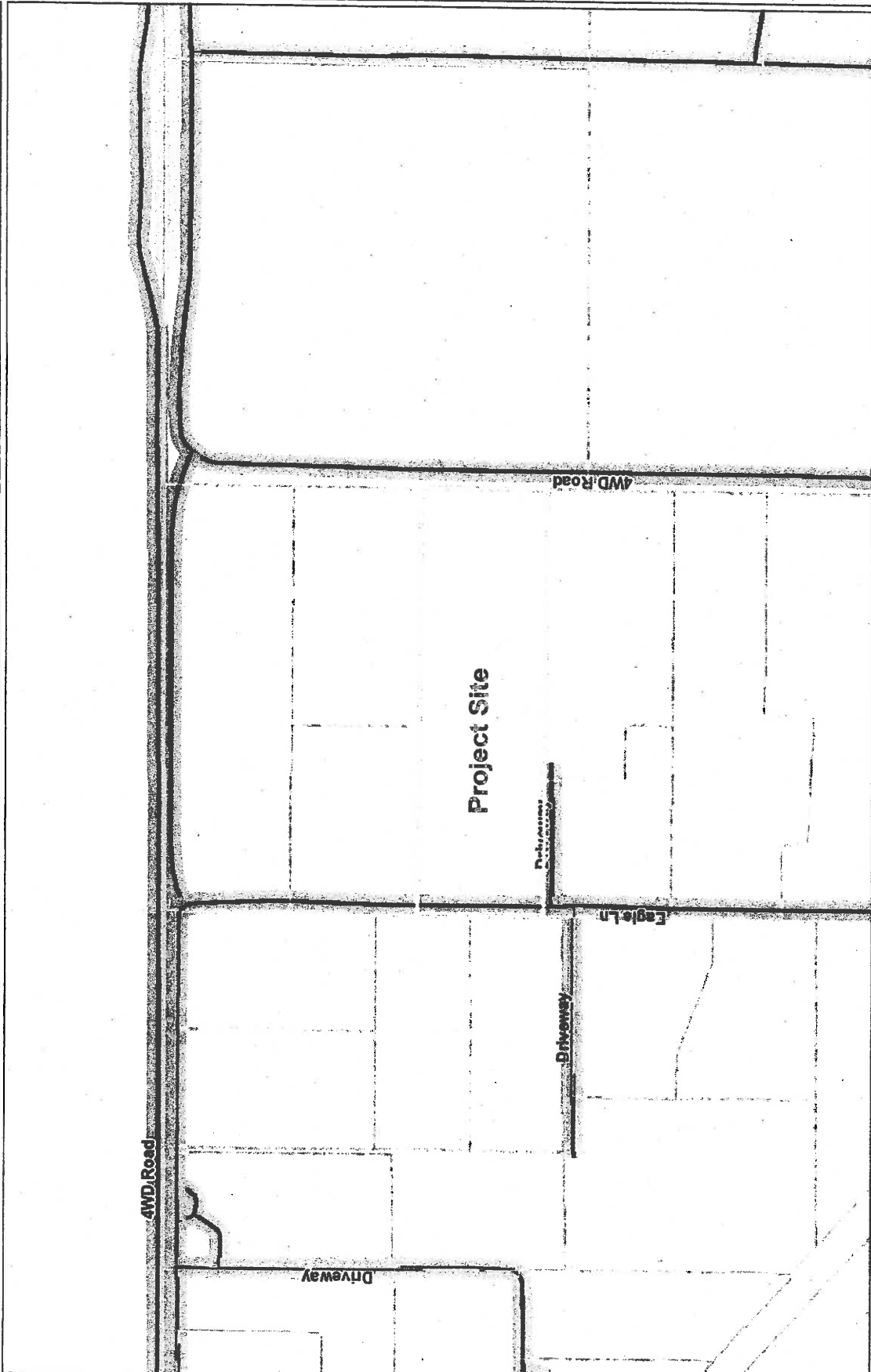


Joseph Lawlor
Project Planner

cc: County Clerk's Office (2 copies)
Adjacent Occupants and Owners
Notification List

Attached: Vicinity Map

Vicinity Map



Legend

- Assessor Parcels
- Unincorporated
- Highways
- Highways Bay Area
- Streets
- Water Bodies
- County Boundary
- Bay Area Counties

1:4514

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THIS MAP IS NOT TO BE USED FOR NAVIGATION



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Miles

Contra Costa County -COIT GIS

CEQA ENVIRONMENTAL CHECKLIST FORM

1. **Project Title:** Chelaru Two-Lot Minor Subdivision
County File #MS17-0001
2. **Lead Agency Name and Address:** Contra Costa County
Department of Conservation and Development
30 Muir Rd.
Martinez, CA 94553
3. **Contact Person and Phone Number:** Joseph W. Lawlor, Jr, (925) 674-7802
4. **Project Location:** 190 Eagle Lane
Knightsen, CA 94513
Assessor's Parcel Number: 015-110-023
5. **Project Sponsor's Name and Address:** Peter Wollman, LCC Engineering & Surveying, Inc. (Contact)
930 Estudillo Street
Martinez, CA 94553

Vali Chelaru and Mihaela Chelaru (Owners)
190 Eagle Lane
Knightsen, CA 94513
6. **General Plan Designation:** The subject property is located within the Agricultural Lands (AL) General Plan Land Use designation.
7. **Zoning:** The subject property is located within the A-3 Heavy Agricultural District (A-3).
8. **Description of Project:** The applicant is requesting approval of a vesting tentative map for a minor subdivision which proposes to subdivide the 11.99-acre site into two parcels (Parcel A: 5 acres; Parcel B: 6.72 acres). The project includes the rezoning of the property from A-3 to the A-2 zoning district. Subsequent to the subdivision of the property, the applicant proposes to construct a single-family residence on Parcel B. Parcel B would be accessed by a new 25-foot-wide private access and utility easement with a 16-foot-wide all-weather rock driveway.
9. **Surrounding Land Uses and Setting:**

The 11.99-acre project site is located at 190 Eagle Lane in the Knightsen area of unincorporated Contra Costa County. The parcel is located approximately 0.6 miles southeast of the Byron Highway intersection, on Eagle Lane. The project site has largely level topography with a gradual four-foot elevation loss from west to east. A few trees are planted throughout the site but no substantial vegetation exists.

The eastern half of the property (proposed Parcel B) hosts a 3,200-square-foot agricultural building, a chicken enclosure, and a drainage ditch runs along the east property line and drains northerly off site to the Werner Dredger Cut in the Delta. The eastern portion of Parcel B is encumbered by multiple utility easements, including a 350-foot-wide PG&E easement with a 130-foot-tall tower

and high voltage power lines. No structures are permissible within these easements. Parcel A is largely developed and hosts a 2,324-square-foot single-family residence and four agricultural buildings.

The immediate surrounding context is representative of rural development in east Contra Costa County outside the Urban Limit Line. Parcels along Eagle Lane, a private road, are predominantly developed with ranchette-like single family developments. Currently there are thirty parcels accessed from Eagle Lane, twenty zoned A-2 General Agricultural District and ten zoned A-3 Heavy Agricultural District. All but one of these parcels is developed. Within a half mile, parcels range in size from 1.65 acres to more than 500 acres, with a median size of 5 acres. Residences within a half mile range in size from 784 to 3,831 square feet in area, with a median size of 2,001 square feet. Outside the parcels directly accessed from Eagle Lane, much of the surrounding land is in agricultural crop production. The City of Brentwood (population 60,000) lies just over 2.5 miles east of the project site, and is the closest location with urban amenities (supermarkets, hospitals, etc.).

10. Other public agencies whose approval may be required (e.g., permits, financing, approval, or participation agreement:

Contra Costa County Fire Protection District, Contra Costa County Public Works Department, Contra Costa County Department of Health Services, California Department of Fish and Wildlife.

11. Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to Public Resources Code section 21080.3.1? If so, has consultation begun?

Notice of the proposed project was sent to Native American tribes, as applicable for consultation with Native American tribes under Public Resources Code Sections 21080.3.1. A Tribal Consultation List from the Native American Heritage Commission, dated October 28, 2015, was used to identify tribes traditionally and culturally affiliated with the project area. No requests for consultation were received.

Environmental Factors Potentially Affected

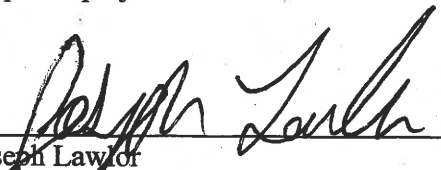
The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Aesthetics | <input type="checkbox"/> Agriculture and Forestry Resources | <input checked="" type="checkbox"/> Air Quality |
| <input type="checkbox"/> Biological Resources | <input checked="" type="checkbox"/> Cultural Resources | <input checked="" type="checkbox"/> Geology/Soils |
| <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology/Water Quality |
| <input type="checkbox"/> Land Use/Planning | <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Noise |
| <input type="checkbox"/> Population/Housing | <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transportation/Traffic | <input checked="" type="checkbox"/> Tribal Cultural Resources | <input type="checkbox"/> Utilities/Services Systems |
| <input type="checkbox"/> Mandatory Findings of Significance | | |

Environmental Determination

On the basis of this initial evaluation:

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



 Joseph Lawlor
 Project Planner
 Contra Costa County
 Department of Conservation & Development

 Date 2/16/2008

ENVIRONMENTAL CHECKLIST

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
1. AESTHETICS – Would the project:				
a) Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic building within a state scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project have a substantial adverse effect on a scenic vista? (No Impact)*

The Open Space Element (Figure 9-1) of the County General Plan identifies scenic ridges and waterways in the County. According to this map, there are no scenic ridges or waterways in the Knightsen area. Thus, as the proposed project is not visible from, and will not substantially change the visual character of the neighborhood in relation to scenic vistas, it is not expected to result in any substantial adverse effect on a scenic vista.

- b) *Would the project substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic building within a state scenic highway? (No Impact)*

Figure 5-4 (Scenic Routes Map) of the General Plan's Transportation and Circulation Element identifies scenic routes in the County, including both State Scenic Highways and County designated Scenic Routes. According to the map, Byron Highway is classified as a scenic route in the project vicinity. However, given that the anticipated new residence would be over a half mile away, and multiple existing structures would obscure the view, no impact on a scenic resource is expected.

- c) *Would the project substantially degrade the existing visual character or quality of the site and its surroundings? (Less than Significant with Mitigation)*

The new residence on Parcel B, would primarily be visible from adjacent properties since the expected development would not front any public roadway. This type of visual change is consistent with the A-2 district and Agricultural Lands General Plan land use designation, as a single-family residence is permitted by-right on each lot. Nevertheless, the existing visual character of the project site would change with the additional residential development. This could have a perceived adverse environmental impact on the visual character of the site. Consequently, the project sponsor is required to implement Mitigation Measure *Aesthetics 1* below.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Aesthetics 1: The new residence shall be consistent with the rural character (muted earth tone colors, design, and materials) of existing residences in the area. At least 30 days prior to applying for building permits for the new residence, the applicant/property owner shall submit for review and approval of Department of Conservation and Development, Community Development Division (CDD) staff, construction drawings (e.g., site plan, floor plans, elevations, and grading plans) to verify compliance with this mitigation. The submittal shall include sample materials to be used for the residence, along with a sample color palette, for review and approval by CDD.

Implementation of this mitigation measure would reduce the degradation to the visual character or quality of the site and its surroundings to a less than significant level.

- d) *Would the project create a new source of substantial light or glare which would adversely affect day or nighttime views in the area? (Less than Significant with Mitigation)*

Daytime views of the proposed project would be similar to views of other development in the neighborhood. The façade of the expected residence (with texture, color, and quality of building materials consistent with surrounding residences) would not create substantial glare.

The change in ambient nighttime light levels on the project site, and the extent to which project lighting would spill off the project site and affect adjacent light-sensitive areas, would determine whether the project could adversely affect nighttime views in the area. After construction, lighting of the expected new single-family residence, accessory buildings, and driveways would introduce more light and glare in the area than the existing lot. Specifically, façade, yard, and security lights would create new onsite light sources that could shine on adjacent properties and provide avoidable ambient light in the rural area. Without attentive design, project lighting could create a potentially significant adverse environmental impact due to substantial new light and glare on neighboring properties. Consequently, the applicant is required to implement the following mitigation measures to reduce impacts on nighttime views.

Aesthetics 2: Thirty days prior to applying for a building permit for subdivision improvements, the applicant shall submit a Lighting Plan for review and approval by the CDD. At a minimum, the plan shall include the following measures:

1. *All outdoor lighting, including façade, yard, security, and street lights, shall be oriented down, onto the subject property or road.*
2. *Back shields or functionally similar design elements shall be installed on every lighting pole to reduce lighting from spilling off site, and to ensure that lighting remains within the subject property.*

Implementation of this mitigation measure would reduce the impact on nighttime views to a less than significant level.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Sources of Information

- Site visits conducted by County staff, April 2017.
- LCC Engineering & Surveying, Inc.. 2017. *190 Eagle Lane Tentative Map* (Project Plans).
- Contra Costa County General Plan, 2005-2020. *Open Space Element*.
- Contra Costa County General Plan, 2005-2020. *Transportation and Circulation Element*.

2. AGRICULTURAL AND FOREST RESOURCES – Would the project:				
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Result in the loss of forest land or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Involve other changes in the existing environment, which due to their location or nature, could result in conversion of farmland, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use? (No Impact)*

As shown on the California Department of Conservation’s Contra Costa County Important Farmland 2014 map, the 11.99-acre agricultural parcel includes land classified as “Other Land.” Other Land includes land not included in any other mapping category. Common examples include low density rural developments, brush, timber, wetland, and riparian areas not suitable for livestock grazing. Additionally, as shown on the USDA Web Soil Survey, the site is predominantly comprised of Marcuse sand, which does not have a Prime Farmland designation. Therefore, the proposed project would not convert Prime Farmland, Unique Farmland, or Farmland of Statewide importance to a non-agricultural use.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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- b) *Would the project conflict with existing zoning for agricultural use, or a Williamson Act contract? (No Impact)*

The project site is within the A-3 district and a zoning change request has been submitted to rezone the land to the A-2 district. The project's proposed uses, including the anticipated residence on Parcel B are allowed in the A-3 and A-2 districts. With the zoning change, the property would still be zoned for agricultural use.

During the last few decades, the County has seen the growth of "ranchette" style housing. These homes appeal to people with urban incomes who wish to pay extra to live in the more rural parts of the county and are typically located on large lots (five acres or more). Many of these property owners are small time farmers, while some of the demand is from residents who own horses and wish to stable them near their homes. Ranchettes are also occupied by retired ranchers or farmers who do not wish to leave the area, but no longer work the land. The policies of the Contra Costa County Board of Supervisors regarding ranchettes is contained in a 1983 resolution of the Board (No. 83/407) entitled "Rural Residential Development." The policy states that ranchettes created by such parcelization are inappropriate in prime agricultural areas where active cultivation such as row crops or orchards are present. Furthermore, the policy states ranchettes are to be discouraged within city spheres of influence. As stated above, the project is not located in a prime agricultural area. The site also is not within a city sphere of influence. Thus, the project will abide by the Ranchette Policy, which is intended to protect agricultural lands from nonagricultural development.

Lastly, the project is not under a Williamson Act contract. Thus, the project would not conflict with existing zoning for agricultural use, or a Williamson Act contract.

- c) *Would the project conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g) or conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g)? (No Impact)*

The project site is not considered forest land as defined by California Public Resources Code Section 12220(g) or timberland as defined by California Public Resources Code Section 4526. The project site is within the A-3 district and would be rezoned to the A-2 district. The proposed use of the lot is allowed in the zoning district. Construction on the parcel would not result in the conversion or loss of forest resources.

- d) *Would the project involve or result in the loss of forest land or conversion of forest land to non-forest use? (No Impact)*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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The project site is not considered forest land, as discussed above.

- e) *Would the project involve other changes in the existing environment, which due to their location or nature, could result in conversion of farmland, to non-agricultural use? (Less than Significant Impact)*

The proposed project would add an additional residence and an access easement to the agriculturally zoned property. These improvements will create approximately 6,500 additional square feet of impervious surface on the site, removing it from potential agricultural production. However, considering that the land is not in agricultural production, and that a majority of the proposed Parcel B will remain undeveloped due to the 350-foot PG&E easement, the project would not involve changes in the existing environment that would result in conversion of farmland to non-agricultural use. Further, as discussed above, the site is predominantly comprised of Marcuse sand, which is generally not suitable for production due to high alkalinity. Thus, the project would have a less than significant impact on the conversion of farmland.

Sources of Information

- Contra Costa County Board of Supervisors. Board Order 83/407. Adopted March 15, 1983.
- Contra Costa County Code, Title 8, Zoning Ordinance.
- Contra Costa County General Plan 2005-2020. *Land Use Element*.
- California Department of Conservation. Accessed January 23, 2018. *Contra Costa County Important Farmland 2014*.
- ftp://ftp.consrv.ca.gov/pub/dlrp/wa/Contra_Costa_12_13_WA.pdf. Accessed September 18, 2017. *Contra Costa County Williamson Act, 2012-2013 - California*.
- <https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx>. Accessed January 23, 2018. *USDA Web Soil Survey*.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
3. AIR QUALITY – <i>Would the project:</i>				
a) Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions, which exceed quantitative thresholds for ozone precursors)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Create objectionable odors affecting a substantial number of people?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

Construction of new projects has the potential to create air quality impacts through earth moving operations and the use of heavy-duty equipment. Fugitive dust emissions result from land clearing, demolition, ground excavation, cut and fill operations, and equipment traffic over temporary roads at construction sites. Mobile source emissions, primarily nitrogen oxides (NOx), result from the use of construction equipment such as bulldozers, trucks, and scrapers. These emissions are most significant when using heavy-duty, diesel-fueled equipment. Mobile source emissions also result from vehicle trips by construction workers to and from the project site. Emissions can vary substantially from day to day, depending on the level of activity, the specific type of operation and, for dust, the prevailing weather conditions. The assessment of construction air quality impacts considers each of these potential sources individually, as well as collectively.

- a) *Would the project conflict with or obstruct implementation of the applicable air quality plan? (Less Than Significant Impact)*

Contra Costa County is within the San Francisco Bay air basin, which is regulated by the Bay Area Air Quality Management District (BAAQMD) pursuant to the Bay Area 2017 Clean Air Plan. The purpose of the Clean Air Plan is to bring the air basin into compliance with the requirements of Federal and State air quality standards. BAAQMD has prepared CEQA Guidelines to assist lead agencies in air quality analysis, as well as to promote sustainable development in the region. The CEQA Guidelines support lead agencies in analyzing air quality impacts. If, after proper analysis, the project's air quality impacts are found to be below the significance thresholds, then the air quality impacts may be considered less than significant. The Air District developed screening criteria to provide lead agencies and project applicants with a conservative indication of whether the proposed project could result in potentially significant air quality impacts. If all of the screening criteria are met by a proposed project, then the lead agency

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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or applicant would not need to perform a detailed air quality assessment of their project's air pollutant emissions.

The proposed project could result in the future construction of one single-family residence and associated development on the project site. This would be well below the BAAQMD screening criteria threshold of 56 dwelling units. Therefore, the project would not be in conflict with the Clean Air Plan or obstruct its implementation.

- b) *Would the project violate any air quality standard or contribute substantially to an existing or projected air quality violation? (Less Than Significant Impact)*

The BAAQMD screening criteria mentioned above, provide lead agencies and project applicants with a conservative indication of whether a proposed project could result in potentially significant air quality impacts. If all of the screening criteria are met for a proposed project, then the lead agency or applicant would not need to perform a detailed air quality assessment of their project's air pollutant emissions. If the project does not exceed the screening criteria, the project would not result in the generation of criteria air pollutants that exceed the thresholds of significance for the criteria air pollutants.

In assessing the air quality impacts of the two-parcel subdivision and expected single-family residence constructed on the subject property, neither the operational or construction-related screening criteria of 56 dwelling units from the 2017 guidelines would be exceeded, and therefore, the proposed project would not cause a violation of any air quality standard and would not contribute substantially to any existing or projected air quality violation. Thus, the impact of the proposed subdivision and future construction of one single-family residence, and associated improvements would have a less than significant adverse environmental impact on any air quality standard.

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

The region is in nonattainment for the federal and state ozone standards, the state PM¹⁰ standards, and the federal and state PM^{2.5} standards. As discussed above, the proposed project would not result in significant emissions of criteria air pollutants during the construction period or during project operation. Although the proposed project would contribute small increments to the level of criteria air pollutants in the atmosphere, the project would have a less than significant adverse environmental impact on the level of any criteria pollutant, because it is below the screening threshold.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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d) *Would the project expose sensitive receptors to substantial pollutant concentrations? (Less than Significant with Mitigation)*

Subdivision of the 11.99-acre lot, and future occupancy of the expected one additional single-family residence would not be expected to cause any localized emissions that could expose sensitive receptors (e.g., nearby residences, schools) to unhealthy long-term air pollutant levels. Construction activities, however, would result in localized emissions of dust and diesel exhaust that could result in temporary impacts to nearby single-family residences.

Construction and grading activities would produce combustion emissions from various sources, including heavy equipment engines, paving, and motor vehicles used by the construction workers. Dust would be generated during site clearing, grading, and construction activities, with the most dust occurring during grading activities. The amount of dust generated would be highly variable and would be dependent on the size of the area disturbed, amount of activity, soil conditions, and meteorological conditions. Although grading and construction activities would be temporary, such activities could have a **potentially significant adverse environmental impact during project construction**. Consequently, the applicant is required to implement the following mitigation measures, which the BAAQMD recommends to reduce construction dust and exhaust impacts.

***Air Quality 1:** The following Bay Area Air Quality Management District, Basic Construction Mitigation Measures shall be implemented during project construction and shall be included on all construction plans.*

1. *All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.*
2. *All haul trucks transporting soil, sand, or other loose material off-site shall be covered.*
3. *All visible mud or dirt tracked-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.*
4. *All vehicle speeds on unpaved roads shall be limited to 15 mph.*
5. *All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.*
6. *Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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7. *All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator.*
8. *Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.*

Implementation of these mitigation measures would reduce the impact on the sensitive receptors during project construction to a less than significant level.

- e) *Would the project create objectionable odors affecting a substantial number of people? (Less than Significant with Mitigation)*

The proposed project would not produce any major sources of odor and is not located in an area with existing issues (e.g. landfills, treatment plants). Therefore, the operation of the project would have a less than significant impact in terms of odors.

During construction and grading, diesel powered vehicles and equipment used on the site could create localized odors. These odors would be temporary; however, there could be a potentially significant adverse environmental impact during project construction due to the creation of objectionable odors. Consequently, the applicant is required to implement Mitigation Measure *Air Quality 1* above.

Implementation of this mitigation would reduce the impact from the creation of objectionable odors to a less than significant level

Sources of Information

- Bay Area Air Quality Management District. 2017. *Bay Area 2017 Clean Air Plan.*
- Bay Area Air Quality Management District. 2017. *Air Quality Guidelines.*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
4. BIOLOGICAL RESOURCES – Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SUMMARY:

- a) *Would the project have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service? (Less Than Significant Impact)*

According to the California Department of Fish and Wildlife (CDFW) Public Access Lands map, the project site is not located in or adjacent to an area identified as a wildlife or ecological reserve by the CDFW. According to the Significant Ecological Areas and Selected Locations of Protected Wildlife and Plant Species Areas map (Figure 8-1) of the County General Plan, the project site is not located in or adjacent to a significant ecological area. Further, the site is already fully disturbed from previous single-family residence, farm crop, and associated uses. Thus, the project is not expected to have an adverse effect, either directly or through habitat modifications, of any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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The south bank of Rock Slough is the nearest County identified significant ecological area, and is approximately 2.2 miles to the northeast. Though the area is connected to the project site by the Werner Dredger Cut, the project is not expected to have any additional impact on the drainage. Thus, pursuant to CEQA, a less than significant impact could be expected from implementation of the proposed project.

- b) *Would the project have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service? (No Impact)*

According to the California Department of Fish and Wildlife (CDFW) Public Access Lands map, the project site is not located in or adjacent to an area identified as a wildlife or ecological reserve by the CDFW. According to the Significant Ecological Areas and Selected Locations of Protected Wildlife and Plant Species Areas map (Figure 8-1) of the County General Plan, the project site is not located in or adjacent to, a significant ecological area. The drainage ditch at the eastern edge of the property is vegetated and could be considered a riparian habitat. However, as all improvements are on the western portion of the parcel due to the utility easements on the eastern portion, a less than significant impact on the drainage is expected from the proposed project. Thus, the project would not have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service

- c) *Would the project have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means? (No Impact)*

Section 404 of the Clean Water Act uses the Army Corps of Engineers definition of wetlands, which are defined as, "areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas." The drainage along the eastern property boundary experiences intermittent inundation and is vegetated. However, as stated above, the drainage would not be significantly impacted by the project. There are no isolated wetlands on the project site. Therefore, no substantial adverse effects on federally protected wetlands are expected.

- d) *Would the project interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of wildlife nursery sites? (Less Than Significant Impact)*

Based on the altered nature of the subject site and surroundings, and geographic location, the possibility that the project would interfere with any resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of wildlife nursery sites, is not likely. Once the new single-family residence is built on the western portion

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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of the proposed Parcel B, any local wildlife corridor function of the site would only be slightly diminished, as wildlife simply will use the remaining portion of the five acre property. Further, as stated previously, the eastern portion of the lot is encumbered by utility easements, which prohibit development on the eastern portion of Parcel B. This would ensure that unknown future development would also not interfere with wildlife corridors or impede wildlife nursery sites. Thus, even if it is assumed that species are currently utilizing the property, the same species would use the project site the way they do now after completion of the proposed project. Therefore, the project would have a less than significant impact on the movement of any native resident of migratory fish or wildlife species, or with established native resident or migratory wildlife corridors, or nursery sites.

The Migratory Bird Treaty Act of 1918 (16 U.S.C. §§ 703-712, July 3, 1918, as amended 1936, 1960, 1968, 1969, 1974, 1978, 1986 and 1989) makes it unlawful to “take” (kill, harm, harass, shoot, etc.) any migratory bird listed in Title 50 of the Code of Federal Regulations, Section 10.13, including their nests, eggs, or young. Migratory birds include geese, ducks, shorebirds, raptors, songbirds, wading birds, seabirds, and passerine birds (such as warblers, flycatchers, swallows, etc.). Further, California Fish and Game Code §3503, 3503.5, 3511, and 3513 prohibit the “take, possession, or destruction of birds, their nests or eggs.” Disturbance that causes nest abandonment and/or loss of reproductive effort (killing or abandonment of eggs or young) is considered “take.” Given the disturbed nature of the project site, and lack of vegetation in the proposed work areas, it is reasonable to expect that no birds will be impacted by the project.

In 1984, the State legislated the California Endangered Species Act (CESA) (Fish and Game Code §2050). The basic policy of CESA is to conserve and enhance endangered species and their habitats. State agencies will not approve private or public projects under their jurisdiction that would impact threatened or endangered species if reasonable and prudent alternatives are available. According to County records, no state listed species are known to occur in the immediate vicinity of the project site. Thus, it is not expected that any listed species will be affected by the proposed project.

Given all of the above, the project can be expected to have a less than significant impact in regards to interference with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of wildlife nursery sites.

- e) *Would the project conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance? (No Impact)*

The development proposed involves creation of two lots, one single-family residence, and associated improvements on an entirely disturbed lot. This development would not conflict with any local policies or ordinances protecting biological resources. The Conservation Element of the County’s General Plan addresses the County’s policies regarding the identification, preservation and management of natural resources in the unincorporated County. Within the Conservation Element, the “Significant Ecological Areas and Selected Locations of Protected Wildlife and Plant Species Areas” (Figure 8-1) identifies significant resources throughout the County. The map shows no resources in the vicinity of the project site. As mentioned above, a vegetated drainage channel runs along the east property line. However, the drainage channel will be unaffected by the project, and thus no impact is expected. As the entirety of the property where work is to take place is disturbed and would not be considered native habitat, and the property is not located in

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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or adjacent to any identified significant ecological resource, the project is not expected to conflict with any local policies or ordinances protecting biological resources.

The Contra Costa County Tree Protection and Preservation Ordinance provides for the protection of certain trees by regulating tree removal while allowing for reasonable development of private property. On any developable undeveloped property, the Ordinance requires tree alteration or removal to be considered as part of the project application. Based on the submitted tentative map and on Staff's site visit, no trees exist within any area where work would occur on the subject property. Thus, the project complies with the County's Tree Protection and Preservation Ordinance.

f) *Would the project conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan? (No Impact)*

There is one adopted habitat conservation plan in Contra Costa County, the East Contra Costa County Habitat Conservation Plan / Natural Community Conservation Plan (HCP/NCCP). The plan was approved in May 2007 by the East Contra Costa County Habitat Conservancy, comprised of the cities of Brentwood, Clayton, Oakley, and Pittsburg, and Contra Costa County. The HCP/NCCP establishes a coordinated process for permitting and mitigating the incidental take of endangered species in East Contra Costa County. The plan lists Covered activities that fall into three distinct categories: (1) all activities and projects associated with urban growth within the urban development area (UDA); (2) activities and projects that occur inside the HCP/NCCP preserves; and (3) specific projects and activities outside the UDA. As the project does not fall into any of these categories, the project is not covered by, or in conflict with the adopted HCP. Further, HCP staff provided a comment letter, dated April 5, 2017, which stated that the HCP does not apply to the project.

Sources of Information

- Department of Conservation and Development, Site Visit Conducted by County Staff, April 2017.
- East Contra Costa Habitat Conservancy. 2017. Agency Comment Letter dated April 5, 2017.
- East Contra Costa County Habitat Conservancy. Accessed January 25, 2018. <http://www.co.contra-costa.ca.us/depart/cd/water/HCP/>,
- U.S. Fish and Wildlife Service, Sacramento Fish and Wildlife Office. Accessed January 25, 2018. *Habitat Conservation Plans*; http://www.fws.gov/sacramento/es/Habitat-Conservation-Plans/es_hcp.htm
- LCC Engineering and Surveying, Inc.. 2017. *Tentative Map MS #17-0001 (Project Plans)*.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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5. CULTURAL RESOURCES – <i>Would the project:</i>				
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Disturb any human remains, including those interred outside of formal cemeteries?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project cause a substantial adverse change in the significance of a historical resource as defined in California Environmental Quality Act Guidelines Section 15064.5? (Less than Significant with Mitigation)*

Historical resources are defined in the California Environmental Quality Act Guidelines Section 15064.5 as a resources that:

1. Is listed in the California Register of Historic Places and has been determined to be eligible for listing by the State Historic Resources Commission;
2. Is included in a local register of historic resources, and identified as significant in a historical resource survey that has been or will be included in the State Historic Resources Inventory; or
3. Has been determined to be historically or culturally significant by a lead agency.

As stated in the letter from the California Historical Resources Information System (CHRIS), dated April 27, 2017, three studies, covering approximately 100 percent of the proposed project area, identified no historical resources.

While unlikely, subsurface construction activities always have the potential to damage or destroy previously undiscovered historic and prehistoric resources. Historic resources can include wood, stone, foundations, and other structural remains; debris-filled wells or privies; and deposits of wood, glass, ceramics, and other refuse. If during project construction, subsurface construction activities damaged previously undiscovered historic and prehistoric resources, there could be a potentially significant impact. The following mitigation measure would reduce the potentially significant impact to a less than significant level.

Cultural Resources 1: The following Mitigation Measures shall be implemented during project related ground disturbance, and shall be included on all construction plans:

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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- a. *If deposits of prehistoric or historical archaeological materials are encountered during ground disturbance activities, all work within 50 feet of the discovery should be redirected and a qualified archaeologist contacted to evaluate the finds and make recommendations. It is recommended that such deposits be avoided by further ground disturbance activities. If such deposits cannot be avoided, they should be evaluated for their significance in accordance with the California Register of Historical resources.*

If the deposits are not eligible, avoidance is not necessary. If eligible, deposits will need to be avoided by impacts or such impacts must be mitigated. Upon completion of the archaeological assessment, a report should be prepared documenting the methods, results, and recommendations. The report should be submitted to the Northwest Information Center and appropriate Contra Costa County agencies.

- b. *If human remains are encountered, work within 50 feet of the discovery should be redirected and the County Coroner notified immediately. At the same time, an archaeologist should be contacted to assess the situation. If the human remains are of a Native American origin, the Coroner must notify the Native American Heritage Commission within 24 hours of this identification. The Native American Heritage Commission will identify a Most Likely Descendant (MLD) to inspect the property and provide recommendations for the proper treatment of the remains and associated grave goods.*

Upon completion of the assessment by an archaeologist, the archaeologist should prepare a report documenting the methods and results, and provide recommendations for the treatment of the human remains and any associated cultural materials, as appropriate and in coordination with the recommendations of the MLD. The report should be submitted to the Northwest Information Center and appropriate Contra Costa agencies.

As a result there would be a less than significant adverse environmental impact on historical resources.

- b) *Would the project cause a substantial adverse change in the significance of an archaeological resource pursuant to California Environmental Quality Act Guidelines Section 15064.5? (Less than Significant with Mitigation).*

As stated previously, the project site does not appear to host any historical resources. However, subsurface construction activities always have the potential to damage or destroy previously undiscovered historic and prehistoric resources. In keeping with the CEQA guidelines, if archaeological remains are uncovered, work at the place of discovery should be halted immediately until a qualified archaeologist can evaluate the finds. If during project construction, subsurface construction activities damaged previously undiscovered historic and prehistoric

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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resources, there could be a potentially significant impact. Mitigation Measure *Cultural Resources 1* would reduce the potentially significant impact to a less than significant level.

- c) *Would the project directly or indirectly destroy a unique paleontological resource or site or unique geologic feature? (Less Than Significant Impact)*

Similar to archaeological resources, there is a possibility that buried fossils and other paleontological resources could be present and accidental discovery could occur. If during project construction, subsurface construction activities damaged previously undiscovered historic and prehistoric resources, there could be a potentially significant impact. Mitigation Measure *Cultural Resources 1* would reduce the potentially significant impact to a less than significant level.

- d) *Would the project disturb any human remains, including those interred outside of formal cemeteries? (Less Than Significant Impact)*

There is a possibility that human remains could be present and accidental discovery could occur. If during project construction, subsurface construction activities damaged previously human remains, there could be a potentially significant impact. Mitigation Measure *Cultural Resources 1* would reduce the potentially significant impact to a less than significant level.

Sources of Information

- California Historical Resources Information System. 2017. Agency Comment Letter dated April 27, 2017.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
6. GEOLOGY AND SOILS – <i>Would the project:</i>				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ii) Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iii) Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv) Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project expose people or structures to potential substantial adverse effects, including the risk of loss, injury or death involving:*
- i) *Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? (Less Than Significant Impact)*

The California Geological Survey (CGS) has delineated Alquist-Priolo (A-P) zones along the known active faults in California. The nearest fault considered active by CGS is the Marsh Creek fault, which is mapped approximately 12.5 miles southwest of the project site; however, because the site is not within the Marsh Creek A-P zone, the risk of fault rupture is generally regarded as very low. As a result, the potential impact from surface fault rupture would be less than significant.

It should be recognized that the CGS does not delineate an A-P zone unless it believes that there is clear evidence that surface fault rupture has occurred during Holocene time (i.e. during the last 11,000 years). In the case of the Greenville fault, which is connected to the Marsh Creek fault, review of available data by CGS geologists determined that only the southern segment of this fault has proven Holocene offset. Although geologic maps have confirmed that the Greenville- Marsh

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Creek fault is known to wrap around the back side of Mt. Diablo, the Marsh Creek segment of this fault system has not been placed in an A-P Zone.

ii) Strong seismic ground shaking? (Less Than Significant Impact)

Figure 10-4 (Estimated Seismic Ground Response) of the General Plan Safety Element identifies the site in an area rated “Moderate low” damage susceptibility. The risk of structural damage from ground shaking is regulated by the building code and the County Grading Ordinance. The building code requires use of seismic parameters which allow the structural engineer to design buildings to be based on soil profile types and proximity of faults deemed capable of generating strong/violent earthquake shaking. Quality construction, conservative design and compliance with building and grading regulations can be expected to keep risks within generally accepted limits. Thus, the environmental impact from seismic ground shaking would be considered to be less than significant.

iii) Seismic-related ground failure, including liquefaction? (Less than Significant with Mitigation)

The California Seismic Hazards Mapping Act requires that city, county, and state agencies use the Seismic Hazard Zone maps in their land-use planning and permitting processes. They must withhold building permits for sites being developed within Earthquake Zones of Required Investigation (EZRI) until the geologic and soil conditions of the project site are investigated and appropriate mitigation measures, if any, are incorporated into development plans. Projects include any subdivision of land which is subject to the Subdivision Map Act, and which contemplates the eventual construction of structures for human occupancy.

The California Geological Survey (CGS) provides EZRI maps, which include Seismic Hazard Zones. The Brentwood 7.5-Minute Quadrangle map covers the project site. According to the map, the project site is located in an area where historical occurrence of liquefaction, or local geological, geotechnical and ground water conditions indicate a potential for permanent ground displacements such that mitigation as defined in Public Resources Code Section 2693(c) would be required. "Mitigation" means those measures that are consistent with established practice and that will reduce seismic risk to acceptable levels. Evaluation and mitigation of seismic hazards are to be conducted under guidelines adopted by the California State Mining and Geology Board.

Thus, the following mitigation measures would reduce the exposure of risk to people or structures to a level that would be considered less than significant.

Geology 1: *Prior to issuance of a grading or building permit for a new residence on Parcel A or B, the project sponsor shall perform a geotechnical evaluation that conforms to the guidelines adopted by the California State Mining and Geology Board, and submit a geotechnical report for approval by the Department of Conservation and Development, Peer Review Geologist.*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Prior to the issuance of building permits, the project geotechnical engineer shall certify that lot preparation work is in compliance with recommendations in the approved geotechnical report.

***Geology 2:** Prior to recordation of the Parcel Map the applicant shall submit a draft deed disclosure statement advising prospective buyers and owners of both parcels of the risk of liquefaction, and of the requirement for a geotechnical investigation prior to issuance of a building permit for a residence. After CDD approval, the deed disclosure statement shall be recorded against the deed of each parcel.*

iv) ***Landslides? (Less Than Significant Impact)***

In 1975 the United States Geological Survey (USGS) issued photo-interpretation maps of landslide and other surficial deposits of Contra Costa County. This mapping is presented on page 10-24 of the Safety Element of the County General Plan. According to this USGS map, there are no suspected landslides in proximity of the proposed minor subdivision. It should be recognized that the USGS landslides are mapped solely on the basis of geologic interpretation of stereo pairs of aerial photographs analyzed by an experienced USGS geologist. The mapping was done without the benefit of a site visit or any subsurface data. Furthermore, landslides mapped by the USGS are not classified on the basis of the (a) activity status (i.e. active or dormant), (b) depth of slide plane (shallow or deep seated), or (c) type of landslide deposit, and they do not show landslides that have formed since 1975. Consequently the USGS map is not a substitute for a detailed site-specific investigation. Nevertheless, the map fulfills its function, which is to flag sites that may be at risk of landslide damage, where detailed geologic and geotechnical investigations are required to evaluate risks and develop measures to reduce risks to a practical minimum. Thus, a less than significant impact can be expected regarding landslide hazards.

b) ***Would the project result in substantial soil erosion or the loss of topsoil? (Less Than Significant Impact)***

The project site is largely level and the project would create minimal additional impervious surfaces. The applicant provided a preliminary stormwater evaluation that indicated that project would include 6,500 square feet of new impervious surface. Stormwater from impervious surface would flow across the site from west to east and infiltrate across the 740-foot area that is encumbered by easements and will remain undeveloped indefinitely. Given these site conditions, it is not expected that the project would result in substantial soil erosion or the loss of topsoil. Thus, a less than significant impact can be expected in regards to soil erosion or topsoil loss.

c) ***Would the project be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse? (Less than Significant with Mitigation)***

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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As discussed in a) iii above, the project site is in a liquefaction hazard zone. Thus, the environmental impact from an unstable geologic unit or soil would be considered to be significant unless mitigations are implemented. Mitigation Measure *Geology 1* would ensure that appropriate measures are taken to address the liquefaction potential on the site, which would reduce the impact to a less than significant level.

- d) *Would the project be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property? (Less Than Significant Impact)*

Expansive clay soil is the most predominant geologic hazard across the United States. Each year billions of dollars in damage to building foundations is caused by expansive soil. The subject property soil is comprised of Marcuse sand, which is not considered expansive, as defined by the California Building Code. Thus, there is not a significant impact from the project being located on expansive soil.

- e) *Would the project have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater? (No Impact)*

As proposed, the project would be served by an on-site septic system for wastewater disposal. A 1,600 square foot leach field would be located on Parcel B, southeast of the expected residence. An existing septic system currently operates on the property. The new septic system would be permitted by the Contra Costa County Health Services Department, Environmental Health Division. In order to issue the permit, the Environmental Health Division would review and inspect design plans for septic tanks and ensure that the proposed septic system will not contaminate nearby surface and groundwater. As the project site currently hosts a septic system, and ample space is available for an additional system, a less than significant impact is expected relating to the use of a septic system.

Sources of Information

- California Geological Survey, 2018. *Earthquake Zones of Required Investigation Brentwood Quadrangle.*
- California Geological Survey. 2018. *Special Publication 42 revised 2018, Earthquake Fault Zones a Guide for Government Agencies, Property Owners/Developers, and Geoscience Practitioners for Assessing Fault Rupture Hazards in California.*
- Contra Costa County General Plan, 2005-2020. *Safety Element.*
- United States Department of Agriculture, Natural Resources Conservation Service. 2018. *Web Soil Survey. Accessed January 29, 2018.*
<https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey>

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
7. Greenhouse Gas Emissions – <i>Would the project:</i>				
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment? (Less Than Significant Impact)*

Greenhouse gases are gases that trap heat in the atmosphere and contribute to global climate change. Greenhouse gases include gases such as carbon dioxide, methane, nitrous oxide, and various fluorocarbons commonly found in aerosol sprays. Typically, a single residential or commercial construction project in the County would not generate enough greenhouse gas (GHG) emissions to substantially change the global average temperature; however, the accumulation of GHG emissions from all projects both within the County and outside the County has contributed and will contribute to global climate change.

Senate Bill 97 directed the Governor’s Office of Planning and Research (OPR) to develop CEQA Guidelines for evaluation of GHG emissions impacts and recommend mitigation strategies. In response, OPR released the Technical Advisory: CEQA and Climate Change, and proposed revisions to the State CEQA guidelines (April 14, 2009) for consideration of GHG emissions. The California Natural Resources Agency adopted the proposed State CEQA Guidelines revisions on December 30, 2009 and the revisions were effective beginning March 18, 2010.

The bright-line numeric threshold of 1,100 MT CO²/yr is a numeric emissions level below which a project’s contribution to global climate change would be less than “cumulatively considerable.” This emissions rate is equivalent to a project size of approximately 60 single-family dwelling units. Future construction and operation of the new residence would generate some GHG emissions; however, the amount generated would not result in a significant adverse environmental impact. As the project does not exceed the screening criteria, the project would not result in the generation of GHG emissions that exceed the threshold of significance.

- b) *Would the project conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?(Less Than Significant Impact)*

At a regional scale, the BAAQMD adopted the *Bay Area 2017 Clean Air Plan* that addresses GHG emissions as well as various criteria air pollutants. The BAAQMD Plan included a number of pollutant reduction strategies for the San Francisco Bay air basin, many of which would be included in the project though Title 24 energy efficiency requirement for the expected new residence.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Within Contra Costa County, the Contra Costa County Board of Supervisors convened a Climate Change Working Group (CCWG) in May 2005, to identify existing County activities and policies that potentially reduced GHG emissions. In November 2005, the CCWG presented its Climate Protection Report to the Board of Supervisors, which included a list of existing and potential GHG reduction measures. This led to the quantification of relevant County information on GHGs in the December 2008 Municipal Climate Action Plan.

In April 2012, the Board directed the Department of Conservation and Development to prepare a Climate Action Plan (CAP) to address the reduction of GHG emissions in the unincorporated areas of the County. In December 2015, the Climate Action Plan was adopted by the Board of Supervisors. The Climate Action Plan includes a number of GHG emission reduction strategies. The strategies include measures such as implementing standards for green buildings and energy-efficient buildings, reducing parking requirements, and reducing waste disposal. Green building codes and debris recovery programs are among the strategies currently implemented by the County.

Though the rural project does not conflict with the policies outlined in the CAP, the rural residential development would not incorporate recommendations that are outlined in the CAP (i.e. in-fill development, zero net energy, EV charging stations). The new residence may incorporate these design elements in the project, but the minor subdivision proposal does not include these details. Further, as these are recommendations and not requirements, the project would not conflict with the CAP and thus would not be considered to have a significant impact.

Sources of Information

- Bay Area Air Quality Management District, 2017. *Bay Area 2017 Clean Air Plan*.
- Bay Area Air Quality Management District, 2017. *Air Quality Guidelines*.
- Contra Costa County Code, *Title 8. Zoning Ordinance*.
- Contra Costa County, 2008. *Municipal Climate Action Plan*. Contra Costa County, 2015. *Climate Action Plan*.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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8. HAZARDS AND HAZARDOUS MATERIALS – <i>Would the project:</i>				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials? (Less Than Significant Impact)*

Subsequent to approval of the Tentative Vesting Parcel Map, it is expected that one single-family residence would be constructed on Parcel B. There would be associated use of fuels and lubricants, paints, and other construction materials during the construction period. The use and handling of hazardous materials during construction would occur in accordance with applicable federal, state, and local laws, including California Occupational Health and Safety Administration (Cal/OSHA) requirements. With compliance with existing regulations, the project would have a less than significant impact from construction.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Project operation would involve the routine transport, use, and disposal of hazardous materials in very small quantities as they relate to household use. Contra Costa County regulates household hazard disposal, and the home's occupants would be responsible for proper handling and disposal of household materials. For example, household hazardous substances can be dropped off for free at the Contra Costa County Household Hazardous Waste East County Drop-off Facility, located approximately 12.5 miles northwest of the project site at 2550 Pittsburg-Antioch Highway in Antioch. Because any hazardous materials used for household operations would be in small quantities, long-term impacts associated with handling, storing, and dispensing of hazardous materials from project operation would be considered less than significant.

- b) *Would the project create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the likely release of hazardous materials into the environment? (Less Than Significant Impact)*

The proposed residential use of the site would not involve handling, use, or storage of substances that are acutely hazardous.

The lot currently hosts one single family residence and historically has been used for agricultural purposes. No evidence reviewed by staff suggests that the project would include foreseeable conditions involving the likely release of hazardous materials into the environment. With compliance with existing regulations, the project would have a less than significant impact.

- c) *Would the project emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school? (No impact)*

There are no schools located within a quarter mile of the project site. The nearest school is the Old River Elementary School, located approximately one-and-a-quarter mile east of the project site. Due to the distance between the site and the school, the proposed project would not have an impact due to hazardous substances on the school.

- d) *Would the project be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment? (No impact)*

The property currently hosts a single-family residence. A review of regulatory databases maintained by County, State, and federal agencies found no documentation of hazardous materials violations or discharge on the subject property. The site is not listed on the State of California Hazardous Waste and Substance Sites (Cortese) List. California Government Code section 65962.5 requires the California Environmental Protection Agency to develop at least annually an updated Cortese List. The Department of Toxic Substance Control (DTSC) is responsible for a portion of the information contained in the Cortese List. Other State and local government agencies are required to provide additional hazardous material release information for the Cortese

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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List. The Cortese List is a planning document used by the State, local agencies and developers to comply with the California Environmental Quality Act.

- e) *For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area? (No impact)*

The nearest County facility is the Byron Airport, which is approximately eight miles south of the project site. The airport influence area is delineated in the *Contra Costa County Airport Land Use Compatibility Plan*. The project site is not within the Byron Airport influence area and the site is not within an airport safety zone and is outside of the 55-60 dB CNEL noise contour. Thus, there is no possibility of creating aviation safety hazards for people residing or working in the project area.

- f) *For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area? (No impact)*

There is no private airstrip in the vicinity of the project site. Thus, the proposed project would not present any hazard related to airstrip safety.

- g) *Would the project impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan? (Less Than Significant Impact)*

The proposed project is a vesting tentative parcel map, creating two agriculturally zoned parcels on a private road off of Byron Highway in Knightsen. The project site is approximately 0.6 miles east of Byron Highway, which would be used in the event of an emergency requiring evacuation of the local neighborhood. The proposed project would add one residential unit to this portion of Eagle Lane; however, the project would facilitate the improvement of Eagle Lane through the dedication of an additional ten-foot-wide portion of the frontage to allow for future widening and improvement of the roadway. Also, project construction would occur onsite and would not require any road closures or change road alignments. Accordingly, the project would have a less than significant impact on emergency response and emergency evacuation plans.

- h) *Would the project expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands? (Less Than Significant Impact)*

The project site is in a rural ranchette community, which is designated as “urban unzoned” area by the California Department of Forestry and Fire Protection, and therefore, would not have a significant risk of wildland fire. The Department of Forestry and Fire Protection’s Very High Fire Hazard Severity Zone Map characterizes this area as a Non-Very High Fire Hazard Severity Zone area. Therefore, there would not be a significant risk of loss, injury or death involving exposure of people or structures to wildland fires.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Sources of Information

- Hazardous Waste Disposal. Accessed January 29, 2018.
<http://www.recyclenore.com/content/local-hazardous-waste-collection-facility>,
- Hazardous Waste and Substances sites. Accessed January 28, 2018.
http://www.dtsc.ca.gov/SiteCleanup/Cortese_List.cfm,
- Contra Costa County, 2000. *Contra Costa County Airport Land Use Compatibility Plan*.
- Contra Costa County General Plan, 2005-2020. *Transportation and Circulation Element*.
- CalFire, 2009. *Very High Fire Hazard Severity Zones in LRA Map*.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
9. HYDROLOGY AND WATER QUALITY – <i>Would the project:</i>				
a) Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Substantially alter the existing drainage pattern of area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h) Place within a 100-year flood hazard area structures, which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j) Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SUMMARY:

- a) *Would the project violate any water quality standards or waste discharge requirements? (Less Than Significant Impact)*

The proposed project must comply with applicable Contra Costa County C.3 requirements. Contra Costa County, the Contra Costa County Flood Control and Water Conservation District, and 16 incorporated cities in the county have formed the Contra Costa Clean Water Program. In October 2009, the Regional Water Quality Control Board for the San Francisco Bay Region (RWQCB) adopted the National Pollutant Discharge Elimination System (NPDES) Municipal Regional Permit for the Program, which regulates discharges from municipal storm drains. Provision C.3

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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of the Municipal Regional Permit places requirements on site design to minimize creation of impervious surfaces and control stormwater runoff. The County has the authority to enforce compliance with its Municipal Regional Permit through the County's adopted C.3 requirements. The C.3 requirements stipulate that projects creating and/or redeveloping at least 10,000 square feet of impervious surface shall treat stormwater runoff with permanent stormwater management facilities, along with measures to control runoff rates and volumes. The proposed project would add an estimated 6,500 square feet of new impervious surface area (less than the 10,000 square foot threshold).

The C.3 requirements stipulate that projects that create or replace 2,500 square feet or more of impervious surface must incorporate specific measures to reduce runoff, such as dispersion of runoff to vegetated areas, use of pervious pavement, installation of cisterns, and installation of bioretention facilities or planter boxes. The preliminary stormwater evaluation for the proposed project included stormwater controls as required by the Contra Costa Clean Water Program. The project stormwater controls include stormwater infiltration treatment on Parcel B. With implementation of the practicable stormwater controls, the project would have a less than significant impact on water quality.

- b) *Would the project substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)? (Less Than Significant Impact)*

The use of an onsite well must comply with the applicable standards, including, setback, sustained yield, water quality, and construction. A Condition of Approval will be added if the project is approved, requiring the applicant to consult with the Contra Costa Environmental Health Division (EHD) regarding the water supply requirements prior to the issuance of a building permit. Accordingly, the potential impact of the project on groundwater supplies would be less than significant.

- c) *Would the project substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner that would result in substantial erosion or siltation on- or off-site? (Less Than Significant Impact)*

The proposed project would not substantially alter the drainage pattern of the site or area or result in substantial erosion or siltation. In the preliminary stormwater review, the grading pattern of the property will follow the existing drainage pattern and will ultimately connect to an existing drainage located along the east side of the property. Accordingly, the proposed project would not substantially alter the drainage pattern of the site or area or result in substantial erosion or siltation.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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- d) *Would the project substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site? (Less Than Significant Impact)*

As described previously, the proposed project would not substantially alter the existing drainage pattern of the site or area. As a result, there would not be any significant risk due to an increase in the project-related volume of runoff that would result in onsite or off-site flooding.

- e) *Would the project create or contribute runoff water that would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff? (Less Than Significant Impact)*

The project would be required to construct C.3-compliant stormwater control facilities, as a condition of approval. The stormwater facilities would be installed concurrent or prior to residential construction. The bioretention basins and vegetated areas would filter stormwater and reduce the level of pollutants in the runoff that is drained into the drainage ditch at the eastern edge of the property, and then into the delta.

- f) *Would the project otherwise substantially degrade water quality? (Less Than Significant Impact)*

Residential developments typically discharge pollutants from vehicles, landscape maintenance, and pest control. The proposed project could contribute sediment, heavy metals, oils and greases, nutrients and pesticides into the storm drain. These pollutants have the potential to degrade the receiving waters. The stormwater controls located onsite would be engineered to collect runoff from the impervious surfaces created by the residential development. The vegetated areas would serve as soil filtration facilities prior to the discharge of stormwater to the drainage ditch at the eastern edge of the property. As the project would be required to comply with the County's C.3 requirements for projects that create or replace 2,500 square feet or more of impervious surface, the project would not substantially degrade water quality.

- g) *Would the project place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map? (No Impact)*

No housing would be placed within a 100-year flood hazard area. The project site is located on National Flood Insurance Rate Map (FIRM) Panel #360. As shown on the FIRM Panel, the project site is not classified as being in a flood zone, thus is not considered to be subject to flooding.

- h) *Would the project place within a 100-year flood hazard area structures, which would impede or redirect flood flows? (No Impact)*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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As described above, the project site is not within a 100-year flood hazard area. Accordingly, there would be no risks associated with the redirection of flood flows.

- i) *Would the project expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam? (No Impact)*

As shown on Figure 10-8 of the Contra Costa County General Plan Safety Element, the project is not located in an area susceptible to flooding by a levee or dam failure. As such, there would be no impact.

- j) *Would the project be susceptible to inundation by seiche, tsunami, or mudflow? (No Impact)*

The proposed project would not be susceptible to inundation by seiche or tsunami. The California Geological Survey (2009) has projected and mapped the tsunami hazard posed by a tidal wave that passes through the Golden Gate and into San Francisco Bay, San Pablo Bay and Carquinez Strait. The Knightsen area is not included in the inundation area on any tsunami hazard map.

A seiche is a water wave in a standing body of water such as a large lake or reservoir that is caused by an earthquake, a major landslide, or strong winds. This hazard does not exist within the Knightsen area as there are no large lakes or reservoirs in the area.

A mudflow is a specific type of landslide. While “landslide” refers to the gravity-driven failure and subsequent movement downslope of any types of surface movement of soil, rock, or other debris, “mudflow” refers to very rapid to extremely rapid surging flow of debris that has become partially or fully liquefied by the addition of significant amounts of water to the source material. Mudflows contain a significant proportion of clay, which makes them more fluid than debris flows; thus, they are able to travel farther and across lower slope angles. As discussed in the Geology and Soils section of this Initial Study, the site is not in a landslide hazard area.

As the project is not susceptible to seiche, tsunami, or mudflow, no impact is expected from these hazards.

Sources of Information

- Contra Costa County General Plan, 2005-2020. *Safety Element.*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
10. LAND USE AND PLANNING – <i>Would the project:</i>				
a) Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Conflict with any applicable habitat conservation plan or natural communities conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SUMMARY:

- a) *Would the project physically divide an established community? (No Impact)*

The project site is surrounded to the north, west, and south by ranchette-like single-family residential development. Crops are cultivated to the east of the project site on a 40 acre agricultural parcel. The proposed minor subdivision project would not divide an established community. Thus, there would be no impact related to the physical division of an established community resulting from the proposed project.

- b) *Would the project conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect? (Less Than Significant Impact)*

General Plan

The proposed project would conform to the applicable General Plan land use designation. The site's current land use designation is Agricultural Lands. The maximum allowable density in this category is one dwelling unit per five acres. The density of the proposed project would be one dwelling unit per five acres, which would be consistent with the AL land use designation.

Category	Totals
Total Area (Gross Without ROW Dedication) =	11.72 Acres
Private Driveway =	0.32 Acre
Total Area (Net) 11.72 – 0.32 =	11.4 Acres
11.4 Net Acres /	
# of Units Allowed Per Net Acre (5) = Units Per Net Acre	2 Units Allowed
Total Allowable Units =	2 Max Units (2 Units Proposed)

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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Zoning

The proposed zone change from A-3 to A-2 is consistent with the surrounding area. The project would be consistent with the A-2 General Agricultural zoning district. Each lot would conform to the minimum lot size, average lot width, and average lot depth. No exceptions or variances would be necessary for the project.

Parcel	Area (5 Acre Min.)	Depth (200 Ft. Min.)	Average Width (250 Ft. Min.)
Parcel A	5.0	584	394
Parcel B	6.72	744	394

Ranchette Policy

The policies of the Contra Costa County Board of Supervisors regarding ranchettes are contained in a 1983 resolution of the Board (No. 83/407) entitled "Rural Residential Development." The policy states that ranchettes created by parcelization are inappropriate in prime agricultural areas where active cultivation such as row crops or orchards are present. Furthermore, the policy states ranchettes are to be discouraged within city spheres of influence. The proposed project site is not considered prime agricultural land, and is not within any city sphere of influence. Further, the project would meet the guidelines regarding rural residential development that are outlined in the General Plan Conservation Element, policy 8-v(4). These policies include, but are not limited to:

- i. That project approval will include conditions of approval (COAs) that require each parcel to have:
 - a. An "on site" producing water well or install a "test well" having a minimum yield of three gallons per minute with bacterial and chemical quality in compliance with the State standards for a pure, wholesome and potable water supply. If the chemical analysis exceeds the State standards for "maximum contaminant levels" for water potability, a statement must be attached and "run with the deed" advising of these levels; or
 - b. Verifiable water availability data from adjacent parcels, presented by the applicant, or knowledge of the same, known by the Health Services Department concerning water quality and quantity per (a) above; and, have a statement that "attaches and runs with the deed" indicating that a water well shall be installed on the subject parcel complying with the general requirements stated above prior to obtaining a Conservation and Development Department permit for construction.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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- ii. Road, street, and access requirements, including necessary right-of-way acquisition and/or dedications, will be subject to the Department of Public Works recommendations for each parcel in accordance with the County Subdivision Ordinance and with standards and policies of that department.
- iii. The land must be suitable for septic tank use according to the County Ordinance Code criteria and Health Services Department Regulations. Percolation tests must be passed on all lots prior to the filing of the Parcel or Final Map.

As these general criteria will be added as COAs, the project would conform to County policies regarding ranchettes development.

Agricultural/Urban Buffers and Conflicts Policy

Agricultural subdivisions are considered a long-term, rural/residential use of the land. General Plan Conservation Element policy 8-am requires that an agricultural notification statement in the property deeds for all new residential lots created in or adjacent to planned agricultural districts. The statement shall inform owners about allowed adjacent agricultural practices. As such, prior to recordation of the final parcel map, the project sponsor would be required to record this statement with the property deeds. Thus, the project would be consistent with this policy.

In sum, the project would conform with applicable land use plans, policies, and regulations of agencies with jurisdiction over the project. Thus no significant impact is expected

- c) *Would the project conflict with any applicable habitat conservation plan or natural communities conservation plan? (No Impact)*

As discussed in Section 4.f above (Biological Resources), the East Contra Costa Habitat Conservancy adopted the East Contra Costa County Habitat Conservation Plan / Natural Community Conservation Plan in May 2007. The HCP/NCCP is the only adopted habitat conservation plan in Contra Costa County. The plan lists Covered activities that fall into three distinct categories: (1) all activities and projects associated with urban growth within the urban development area (UDA); (2) activities and projects that occur inside the HCP/NCCP preserves; and (3) specific projects and activities outside the UDA. As the project does not fall into any of these categories, the project is not covered by, or in conflict with the adopted HCP. Further, HCP staff provided a comment letter, dated April 5, 2017, which stated that the HCP does not apply to the project.

Sources of Information

- Site visits conducted by County staff, April 2017.
- LCC Engineering & Surveying, Inc., 190 Eagle Lane Tentative Map (Project Plans).
- Contra Costa County General Plan, 2005-2020. *Land Use Element*.
- Contra Costa County Code, *Title 8. Zoning Ordinance*.
- East Contra Costa County Habitat Conservancy. Accessed January 28, 2018.

<http://www.co.contra-costa.ca.us/depart/cd/water/HCP/>

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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11. MINERAL RESOURCES – <i>Would the project:</i>				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SUMMARY:

- a) *Would the project result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state? (No Impact)*

Known mineral resource areas in the County are shown on Figure 8-4 (Mineral Resource Areas) of the General Plan Conservation Element. No known mineral resources have been identified in the project vicinity, and therefore the proposed project would not result in the loss of availability of any known mineral resource.

- b) *Would the project result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan? (No Impact)*

The project site is not within an area of known mineral importance according to the Conservation Element of the General Plan, and therefore, the project would not impact any mineral resource recovery site.

Sources of Information

- Contra Costa County General Plan, 2005-2020, *Conservation Element*.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
12. NOISE – <i>Would the project result in:</i>				
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SUMMARY:

- a) *Would the project expose people to, or generate, noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies? (Less Than Significant Impact)*

Activities at the future two-lot subdivision are not expected to expose persons to, or generate, noise levels in excess of the Community Noise Exposure Levels shown on Figure 11-6 of the General Plan Noise Element. Figure 11-6 shows that levels of 75 dB or less are normally acceptable and noise levels between 70 dB to 80 dB are conditionally acceptable in agricultural areas. Types and levels of noise generated from the uses associated with the future residence would be similar to noise levels from the existing developments in the area. Thus, project noise impacts to the existing surrounding land uses would be less than significant.

- b) *Would the project expose persons to or generation of excessive ground-borne vibration or groundborne noise levels? (No Impact)*

Project construction would not include any components (e.g., pile-driving) that would generate excessive ground-borne vibration levels. Additionally, normal rural residential activities would not generate ground-borne vibrations during project operations.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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- c) *Would the project create a substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project? (Less than Significant Impact)*

Vehicular traffic due to the one new single-family unit would be different from the past use of the project site for the existing single-family residence. Traffic generated by the proposed project, along with noise typically associated with new single-family residences (e.g., yard maintenance), would incrementally increase noise levels in the vicinity of the subject site above existing noise levels. However, the types and levels of noise generated from the new dwelling unit in the subdivision would be similar to noise levels from the existing rural residential developments in the area, and therefore, the increase would have a less than significant impact on ambient noise levels in the project vicinity.

- d) *Would the project cause a substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project? (Less Than Significant Impact)*

A temporary increase in ambient noise levels would occur during construction of the future residential unit and private roadway. During project construction, there may be periods of time where there would be loud noise from construction equipment, vehicles, and tools. Although such activities would be temporary, the activities could create noise levels in excess of existing conditions. However, given that the property is zoned for agricultural use, which allows noise levels up to 75 dB, and that the County requires work hour restrictions on development permits that only allow construction during regular business hours, it is not expected that there would be a significant impact from the temporary construction noises.

- e) *For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels? (No Impact)*

As discussed in the “hazards and hazardous materials” section of this Initial Study, the project site is not within an airport safety zone and is outside of the 55-60 dB CNEL noise contour. Thus, the proposed project would not expose people to excessive noise levels from a public airport or public use airport.

- f) *For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels? (No Impact)*

There is no private airstrip in the vicinity of the project site. Thus, the proposed project would not expose people to airstrip related noise.

Sources of Information

- Contra Costa County General Plan, 2005-2020, *Noise Element*.
- Contra Costa County, 2000. *Contra Costa County Airport Land Use Compatibility Plan*.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
13. POPULATION AND HOUSING – <i>Would the project:</i>				
a) Induce substantial population growth in an area, either directly (e.g., by proposing new homes and businesses) or indirectly (e.g., through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Displace substantial numbers of people necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SUMMARY:

- a) *Would the project induce substantial population growth in an area, either directly (e.g., by proposing new homes and businesses) or indirectly (e.g., through extension of roads or other infrastructure)? (Less Than Significant Impact)*

The proposed project would result in the development of one additional single family residence, which would directly increase the Knightsen area population by an estimated three persons, based on the Census 2010 estimate of 2.77 people per household for Contra Costa County. The project would include one new private driveway and other infrastructure to accommodate the new residence. The development is limited to the project site, and would not be expected to lead to indirect population growth. Further, due to its small scope and size (less than .01% of the estimated annual population growth for the County), the project would have a less than significant impact on population growth in the area.

- b) *Would the project displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere? (No Impact)*

The project site is currently occupied by a single-family residence which would remain, and the proposed project would result in the construction of one new single-family residence. Therefore, the project would have no impact on housing displacement.

- c) *Would the project displace substantial numbers of people necessitating the construction of replacement housing elsewhere? (No Impact)*

The expected construction of one single-family residence would not displace any people. Therefore, the project would have no impact on displacing people, necessitating the construction of replacement housing elsewhere.

Sources of Information

- Contra Costa County, Census 2010. Accessed September 30, 2017. <http://www.bayareacensus.ca.gov/counties/ContraCostaCounty.htm>,

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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14. Public Services – *Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:*

a) Fire Protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Police Protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

a) *Fire Protection? (Less Than Significant Impact)*

Fire protection and emergency medical response services for the project vicinity are provided by the East Contra Costa County Fire Protection District (ECCCFPD). Fire protection to the project site would be provided by Station 52 at 201 John Muir Parkway (eight miles driving distance to the northwest of the site), or by Station 59 at 1685 Bixler Road (4.8 miles driving distance to the northeast of the site). Using an average travel speed of 35 miles per hour, an engine responding from Station 52 would take 14 minutes to reach the project site, and an engine from Station 59 would take eight minutes to reach the site. These response times are typical for rural areas such as the project vicinity. In addition, as detailed in the comment letter on the proposed project from the Contra Costa County Fire Protection District (CCCFPD), the project is required to comply with the applicable provisions of the 2016 California Fire Code, the 2016 California Building Code, and applicable Contra Costa County Ordinances that pertain to emergency access, fire suppression systems, and fire detection/warning systems. Prior to the issuance of building permits, the construction drawings would be reviewed and approved by the CCCFPD. As a result, potential impacts of the proposed project relating to fire protection would be less than significant.

b) *Police Protection? (Less Than Significant Impact)*

Police protection services in the project vicinity are provided by the Contra Costa County Sheriff's Office, which provides patrol service to the Knightsen area. The addition of one new residential unit in the project area would not significantly affect the provision of police services to the area.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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c) *Schools? (Less Than Significant Impact)*

The applicant for the future residence would be required to pay the state-mandated school impact fees for the residential dwelling unit. Payment of the fees pursuant to State regulations for school services would reduce school impacts to less than significant levels.

d) *Parks? (Less Than Significant Impact)*

The new residents of the new dwelling unit would be expected to increase use of the parks; however, given the amount of available park space compared to the project's small addition to the County's population, very little impact on the park facilities would be expected. Additionally, the applicant for the future residence would be required to pay the County-mandated park impact fee, compensating for impacts on park facilities.

e) *Other public facilities? (Less Than Significant Impact)*

Impacts to other public facilities, such as hospitals and libraries are usually caused by substantial increases in population. Implementation of the proposed project is not anticipated to induce population growth since only one new residence would result from the project approval. The project is not anticipated to create substantial additional service demands besides those which have been preliminarily reviewed by various agencies of Contra Costa County, or result in adverse physical impacts associated with the delivery of fire, police, schools, parks, or other public services. Therefore, the impact to hospitals, libraries or other public facilities is less than significant.

Sources of Information

- Contra Costa County Fire Protection District. 2017. *Agency Comment Letter, Minor Subdivision 190 Eagle Lane.*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
15. RECREATION				
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? (Less Than Significant Impact)*

The new residents of the expected new dwelling unit would incrementally increase use of parks and recreational facilities in the area. However, the modest increase in population is not expected to impact recreational facilities such that substantial physical deterioration of the facilities would occur or be accelerated. Thus, the impact of this increase in use of the parks and recreational facilities would be less than significant.

- b) *Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment? (Less Than Significant Impact)*

Given the proximity of nearby parks, the new residents would likely use these nearby facilities. As described above, use of these public recreational facilities by the residents of the new dwelling unit would incrementally increase use of the facilities, but would not be expected to result in the construction or expansion of recreational facilities.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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16. TRANSPORTATION/TRAFFIC – <i>Would the project:</i>				
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Conflict with adopted policies, plans or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit? (Less Than Significant Impact)*

Policy 4-c of the Growth Management Element of the General Plan requires a traffic impact analysis of any project that is estimated to generate 100 or more AM or PM peak-hour trips. Based on the Institute of Transportation Engineers peak period trip generation rates of 1.0 trip per dwelling unit for single-family residences, the proposed project consisting of the two-lot minor subdivision, and the future construction of one single-family residence would generate an additional one AM and one PM peak period trip, and therefore, is not required to have a project-specific traffic impact analysis. Since the project would yield less than 100 peak-hour AM or PM trips, the proposed project would have a less than significant impact on the circulation system in the Knightsen area.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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- b) *Would the project conflict with an applicable congestion management program, including but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways? (Less Than Significant Impact)*

The Contra Costa Transportation Authority is responsible for ensuring local government conformance with the Congestion Management Program (CMP), a program aimed at reducing regional traffic congestion. The CMP requires that each local jurisdiction identify existing and future transportation facilities that will operate below an acceptable service level and provide mitigation where future growth degrades that service level. The Contra Costa Transportation Authority has review responsibility for proposed development projects that are expected to generate 100 or more additional peak-hours trips. As the project would yield less than 100 peak-hour AM or PM trips, the proposed project would not conflict with the CMP. Thus, there would be a less than significant impact.

- c) *Would the project result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks? (No Impact)*

The proposed project does not include any structures of significant height that would interfere with air traffic patterns. As a result, the proposed project would not result in a change in air traffic patterns that would result in a substantial safety risk.

- d) *Would the project substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)? (Less Than Significant Impact)*

Eagle Lane is a private road that provides vehicular access from local residential lots to Byron Highway to the east. As a condition of approval of MS17-0001, an Offer of Dedication to the County will be required for the right-of-way necessary to widen Eagle Lane along the project frontage. Vehicular access for Parcel A would be through an existing driveway on Eagle Lane, and access for Parcel B would be through a private access easement with a private driveway off of Eagle Lane. Both the County's Public Works Department and Fire Department have reviewed the proposed access designs and have determined that they comply with all applicable design standards (e.g. width, slope, line-of-site and fire apparatus turn-around). Thus, the project would not substantially increase hazards due to a design feature or incompatible uses.

- e) *Would the project result in inadequate emergency access? (Less Than Significant Impact)*

The proposed project would be accessed from Eagle Lane and would create one new driveway. Eagle Lane is a 25-foot-wide, single-lane private rural road. The speed limit for the road is 20 miles per hour in front of the subject parcel. As evaluated above, the proposed project would not substantially increase traffic or hazards on Eagle Lane. A fire engine turnaround at the end of the

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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private driveway would allow for emergency vehicles to access the site sufficiently. Thus, emergency access to the project vicinity would not be impeded. Prior to the County review of construction drawings for building permits, the Contra Costa County Fire Protection District would review the construction drawings and ensure that adequate emergency access to buildings on the project site is provided.

- f) *Would the project conflict with adopted polices, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?*

The proposed project would not conflict with adopted policies, plans, or programs supporting alternative transportation. The proposed project would create two lots accessed along Eagle Lane, a rural private road with very-low-volume traffic flows. Very low-volume local roads are typically used by people who are familiar with these roads. The US Department of Transportation, Small Town and Rural Multimodal Networks publication guide states that on local streets with less than 400 vehicles per day, no separated pedestrian or bicycle infrastructure may be necessary, as pedestrians and bicyclist may be comfortable using the roadway with the occasional vehicle. As Eagle Lane serves 29 developed parcels, the roadway volume is expected to be below 400 vehicles per day. Thus, no separated pedestrian or bicycle infrastructure would be necessary. Additionally, as discussed in d) above, the County has required an Offer of Dedication for the right-of-way necessary to widen Eagle Lane along the project frontage, creating the potential for future construction of curb, gutter, and sidewalk improvements along the frontage when appropriate. Therefore, project-related impacts on bicycle, pedestrian, and public transit facilities would be less than significant.

Sources of Information

- Contra Costa County Fire Protection District. 2017. *Agency Comment Letter, Minor Subdivision 190 Eagle Lane.*
- Contra Costa County General Plan, 2005-2020. *Growth Management Element.*
- Contra Costa County General Plan, 2005-2020. *Transportation and Circulation Element.*
- Contra Costa County. 2000. *Contra Costa County Airport Land Use Compatibility Plan.*
- Contra Costa County Public Works Department. 2017. *Minor Subdivision MS17-0001 Staff Report & Conditions of Approval.*
- U.S. Department of Transportation/Federal Highway Administration. *Small Town and Rural Multimodal Networks.* Accessed January 30, 2018.
[https://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/small_towns/.](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/small_towns/)

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
17. TRIBAL CULTURAL RESOURCES – <i>Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:</i>				
a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:

- a) *Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k)? (Less than Significant with Mitigation)*

As discussed in Section 5.a-d above, no historical resources are likely to exist on the project site. The one building within the study area is not architecturally distinctive, and is unlikely to meet criteria for inclusion in the California Register of Historical Resources. Further, according to the County’s Archaeological Sensitivities map, Figure 9-2, of the County General Plan, the subject site is located in an area that is considered “medium sensitivity,” and is not considered to be a location with significant archaeological resources. Given all of these factors, there is little potential for the project to impact cultural resources on the site.

Pertaining to the significance of tribal cultural resources, there are no onsite historical resources, pursuant to Public Resources Code section 5020.1(k) that are included in a local register of historic resources.

Nevertheless, the expected construction and grading could cause ground disturbance which may impact heretofore undocumented cultural resources. Implementation of Mitigations Measure *Cultural Resources 1* would reduce the impact on archeological resources during project related work to a level that would be considered less than significant.

- b) *A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1? (Less than Significant with Mitigation)*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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As discussed in Section 5.a-d above, no historical resources are likely to exist on the project site. The one building within the study area is not architecturally distinctive, and is unlikely to meet criteria for inclusion in the California Register of Historical Resources. Further, according to the County's Archaeological Sensitivities map, Figure 9-2, of the County General Plan, the subject site is located in an area that is considered "largely urbanized," and is generally not considered to be a location with significant archaeological resources. Thus, there is little potential for the project to impact cultural resources on the site.

It is not likely that the project would cause a substantial adverse change in the significance of a tribal cultural resource that meets the criteria set forth in subdivision (c) of Public Resources Code Section 5024.1, for the reasons stated above.

Nevertheless, the expected construction and grading could cause ground disturbance which may impact heretofore undocumented cultural resources. Implementation of Mitigations Measure *Cultural Resources 1* would reduce the impact on archeological resources during project related work to a less than significant level.

Sources of Information

- Contra Costa County General Plan 2005-2020. *Archeological Sensitivities Map*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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18. UTILITIES AND SERVICE SYSTEMS – <i>Would the project:</i>				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g) Comply with federal, state, and local statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Would the project exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board? (Less Than Significant Impact)*

As proposed, the project would be served by an on-site septic system for wastewater disposal. A 1,600 square foot leach field would be located on Parcel B, southeast of the expected residence. An existing septic system currently operates on the property. The new septic system would be permitted by the Contra Costa County Health Services Department, Environmental Health Division. In order to issue the permit, the Environmental Health Division would review and inspect design plans for septic tanks to ensure that the proposed septic system will meet all applicable codes.

As discussed in Section 6.e, the implementation of the septic system is not expected to have a significant impact on nearby surface or groundwater. Through the permitting process of the Environmental Health Division, there would be no significant impacts related to the wastewater treatment requirements of the Regional Water Quality Control Board.

- b) *Would the project require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? (Less Than Significant Impact)*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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The project site is in an agricultural area that is not served by any municipal water or wastewater system, and therefore, the project would have no effect on water or wastewater treatment facilities. Similar to other land uses in the vicinity, the proposed project would use an on-site groundwater well for potable water and an on-site septic system for wastewater disposal. The well and septic system would be subject to review and approval by the Environmental Health Division.

- c) *Would the project require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? (Less Than Significant Impact)*

As discussed in Section 9.a, the preliminary stormwater review for the proposed project has been designed to preserve the natural drainage features of the project site. With implementation of the stormwater control measures, the project would have a less than significant impact on water quality and water discharge.

In compliance with Provision C.3 of the National Pollutant Elimination System (NPDES) Permit and the County's Stormwater Management and Discharge Control Ordinance (Section 1014), if the total new (or replaced) impervious surfacing for the project falls between 2,500 and 10,000 square feet, a stormwater control best management practices (BMPs) must be incorporated into the project. The applicant has submitted a preliminary stormwater review which includes the appropriate BMPs. These BMPs would be required as a condition of approval of the project. Thus, the impact will be less than significant.

- d) *Would the project have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed? (Less Than Significant Impact)*

The use of an onsite well must comply with the applicable standards, including, setback, sustained yield, water quality, and construction. A Condition of Approval will be added if the project is approved, requiring the applicant to consult with the Contra Costa Environmental Health Division (EHD) regarding the water supply requirements prior to the issuance of a building permit. Accordingly, the potential impact of the project on groundwater supplies would be less than significant.

- e) *Would the project result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments? (No Impact)*

The project site is in an agricultural area that is not served by any municipal water or wastewater system, and therefore, the project would have no effect on water or wastewater treatment facilities. Thus, there would be no impact to any wastewater treatment provider.

- f) *Would the project be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs? (Less Than Significant Impact)*

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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The proposed project would generate construction solid waste and post-construction residential solid waste. Construction waste would be hauled to the Contra Costa Waste Service Recycling Center & Transfer Station located at 1300 Loveridge Road in Pittsburg. The Recycling Center & Transfer Station sorts through the material and pulls out recyclable materials. Future construction of the proposed project would incrementally add to the construction waste headed to the Recycling Center & Transfer Station; however, the impact of the project related incremental increase is considered to be less than significant. Further, construction on the project site would be subject to the CalGreen Construction and Demolition Debris Recovery Program administered by the CDD at the time of application for a building permit. The Debris Recovery Program would reduce the construction debris headed to the landfill by diverting materials that can be recycled to appropriate recycling facilities.

With respect to residential waste, the receiving landfill for operational waste is Keller Canyon, located at 901 Bailey Road in Bay Point. Keller Canyon is estimated to be at 15 percent of capacity. Waste from the single family residence and agricultural operations would incrementally add to the operational waste headed to the landfill; however, the impact of the project-related waste is considered to be less than significant.

- g) *Would the project comply with federal, state and local statutes and regulations related to solid waste? (Less Than Significant Impact)*

The proposed project would comply with applicable federal, state, and local laws related to solid waste. The project includes residential and agricultural land uses that would not result in the generation of unique types of solid waste that would conflict with existing regulations applicable to solid waste.

Sources of Information

- Contra Costa Clean Water Program New Development C.3. Accessed January 29, 2018. <http://www.cccleanwater.org/new-development-c-3/>

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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19. MANDATORY FINDINGS OF SIGNIFICANCE				
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SUMMARY:

- a) *Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory? (Less Than Significant With Mitigation)*

As discussed in individual sections of this initial study, the project to create two parcels from the site may impact the quality of the environment (Aesthetics, Air Quality, Cultural Resources, Geology/Soils, and Tribal Cultural Resources) but the impact would be reduced to a less than significant level with the adoption of the recommended mitigation measures that are specified in the respective sections of this initial study. The project is not expected to threaten any wildlife population, impact endangered plants or animals, or affect state cultural resources with the already identified mitigation measures.

- b) *Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.) (Less Than Significant Impact)*

The proposed project would not create substantial cumulative impacts. The project conforms to the Rural Residential Development Policy of the County, and is consistent with the proposed A-2 zoning designation. The proposed project would be consistent with the existing surrounding agricultural and single-family residential development.

Environmental Issues	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
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- c) *Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly? (Less Than Significant Impact)*

This Initial Study has disclosed impacts that would be less than significant with the implementation of Mitigation Measures. All identified Mitigation Measures will be included in the conditions of approval for the proposed project, and the applicant will be responsible for implementation of the measures. As a result, there would not be any environmental effects that would cause substantial adverse effects on human beings, either directly or indirectly.

REFERENCES

In the process of preparing the Initial Study Checklist and conduction of the evaluation, the above cited references (which are available for review at the Contra Costa County Department of Conservation and Development, 30 Muir Rd., Martinez, CA 94553) were consulted.

ATTACHMENTS

1. Vicinity Map
2. Site Plan
3. MMRP

Peter Wollman, LCC Engineering & Surveying, Inc. (Applicant)
Vali Chelaru and Mihaela Chelaru (Owners)

**Mitigation Monitoring and Reporting Program
County File #MS17-0001**

**190 Eagle Lane
Knightsen, CA 94513**

February 2018

SECTION 1: AESTHETICS

Potential Impact: The expected new residence on Parcel B could degrade the existing visual character of the project site by changing the character of residential development in the area. This could be a potentially significant adverse environmental impact on the visual character of the site. Implementation of the following mitigation measure would reduce the impact to a less than significant level.

Mitigation Measures:

Aesthetics 1: The new residence shall be consistent with the rural character (muted earth tone colors, design, and materials) of existing residences in the area. At least 30 days prior to applying for building permits for the new residence, the applicant/property owner shall submit for review and approval of Department of Conservation and Development, Community Development Division (CDD) staff, construction drawings (e.g., site plan, floor plans, elevations, and grading plans) to verify compliance with this mitigation. The submittal shall include sample materials to be used for the residence, along with a sample color palette, for review and approval by CDD.

Implementing Action:	COA #11.
Timing of Verification:	At least 30 days prior to applying for building permits for the new residence.
Responsible Department, Agency, or Party:	Project Proponent and CDD Staff.
Compliance Verification:	Review and approval of construction drawings (e.g., site plan, floor plans, elevations and grading plans) by Department of Conservation and Development, Community Development Division (CDD) staff, to verify compliance with all mitigations and conditions of approval.

Potential Impact: The change in ambient nighttime light levels on the project site, and the extent to which project lighting would spill off the project site and affect adjacent light-sensitive areas, would determine whether the project could adversely affect nighttime views in the area. Project lighting could create a potentially significant adverse environmental impact due to substantial new light and glare on neighboring properties.

Mitigation Measures:

Aesthetics 2: Thirty days prior to applying for a building permit for subdivision improvements, the applicant shall submit a Lighting Plan for review and approval by the CDD. At a minimum, the plan shall include the following measures:

1. All outdoor lighting, including façade, yard, security, and street lights, shall be oriented down, onto the subject property or road.
2. Back shields or functionally similar design elements shall be installed on every lighting pole to reduce lighting from spilling off site, and to ensure that lighting remains within the subject property.

Implementing Action:	COA #12.
Timing of Verification:	At least 30 days prior to applying for building permits for the new residence.
Responsible Department, Agency, or Party:	Project Proponent and CDD Staff.
Compliance Verification:	Review and approval of construction drawings (e.g., site plan, floor plans, elevations and grading plans) by Department of Conservation and Development, Community Development Division (CDD) staff, to verify compliance with all mitigations and conditions of approval.

SECTION 2: AIR QUALITY

Potential Impact: Grading and construction activities could have a potentially significant adverse environmental impact by exposing sensitive receptors to substantial pollutant concentrations.

Mitigation Measures:

Air Quality 1: The following Bay Area Air Quality Management District, Basic Construction Mitigation Measures shall be implemented during the project and shall be included on all construction plans:

1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.
2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
3. All visible mud or dirt tracked-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
4. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
5. *All vehicle speeds on unpaved roads shall be limited to 15 mph.*
6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator.
8. Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.

Abbreviations:

Condition of Approval (COA)
Community Development Division (CDD)

Mitigation Monitoring and Reporting Program

MS17-0001
Page 3 of 7

Implementing Action:	COA #13.
Timing Verification:	Prior to CDD issuance of a grading or building permit, all construction plan sets shall include Basic Construction measures.
Responsible Department or Agency:	Project proponent and CDD.
Compliance Verification:	CDD Plan Check review of plans prior to issuance of building or grading permit, and field verification by the Building Inspection Division.

Potential Impact: Grading and construction activities using diesel powered vehicles and equipment on the site could have a potentially significant adverse environmental impact by creating localized odors.

Mitigation Measures:

The Bay Area Air Quality Management District, Basic Construction Mitigation Measures outlined in Mitigation Measure **Air Quality 1** would reduce the impact to a less than significant level.

SECTION 4: CULTURAL RESOURCES

Potential Impact: The project could cause a substantial adverse change in the significance of a historical resource as defined in California Environmental Quality Act Guidelines Section 15064.5. Subsurface construction activities have the potential to damage or destroy previously undiscovered historic and prehistoric resources. Historic resources can include wood, stone, foundations, and other structural remains; debris-filled wells or privies; and deposits of wood, glass, ceramics, and other refuse. If during project construction, subsurface construction activities damaged previously undiscovered historic and prehistoric resources, there could be a potentially significant impact.

Mitigation Measures:

Cultural Resources 1: The following mitigation measures shall be implemented during project-related ground disturbance, and shall be included on all construction plans:

1. If deposits of prehistoric or historical archaeological materials are encountered during ground disturbance activities, all work within 50 feet of the discovery should be redirected and a qualified archaeologist contacted to evaluate the finds and make recommendations. It is recommended that such deposits be avoided by further ground disturbance activities. If such deposits cannot be avoided, they should be evaluated for their significance in accordance with the California Register of Historical resources.

If the deposits are not eligible, avoidance is not necessary. If eligible, deposits will need to be avoided by impacts or such impacts must be mitigated. Upon completion of the archaeological assessment, a report should be prepared documenting the methods, results, and recommendations. The report should be submitted to the Northwest Information Center and appropriate Contra Costa County agencies.

2. If human remains are encountered, work within 50 feet of the discovery should be redirected and the County Coroner notified immediately. At the same time, an archaeologist should be contacted to assess the situation. If the human remains are of a Native American origin, the Coroner must notify

Abbreviations:

Condition of Approval (COA)
Community Development Division (CDD)

Mitigation Monitoring and Reporting Program

MS17-0001
Page 4 of 7

<p>the Native American Heritage Commission within 24 hours of this identification. The Native American Heritage Commission will identify a Most Likely Descendant (MLD) to inspect the property and provide recommendations for the proper treatment of the remains and associated grave goods.</p> <p>Upon completion of the assessment, the archaeologist should prepare a report documenting the methods and results, and provide recommendations for the treatment of the human remains and any associated cultural materials, as appropriate and in coordination with the recommendations of the MLD. The report should be submitted to the Northwest Information Center and appropriate Contra Costa agencies.</p>	
Implementing Action:	COA #14.
Timing of Verification:	During initial review of construction plan sets and throughout project.
Responsible Department, Agency, or Party:	Project proponent and CDD.
Compliance Verification:	Include on plan sets during plan check and submittal of archaeologist report in the event of a find, for CDD review.
SECTION 5: GEOLOGY AND SOILS	
<p>Potential Impact: The project could significantly impact the potential for increased exposure to adverse effects, including the risk of loss, injury or death from seismic-related ground failure, including liquefaction.</p>	
<p>Mitigation Measures:</p>	
<p>Geology 1: Prior to issuance of a grading or building permit for the new residence, the project sponsor shall perform a geotechnical evaluation that conforms to the guidelines adopted by the California State Mining and Geology Board, and submit a geotechnical report for approval by the Department of Conservation and Development, Peer Review Geologist.</p> <p>Prior to the issuance of building permits, the project geotechnical engineer shall certify that lot preparation work is in compliance with recommendations in the approved geotechnical report.</p>	
Implementing Action:	COA #15.
Timing of Verification:	Prior to issuance of a grading or building permit.
Responsible Department, Agency, or Party:	Project proponent, project geologist, peer review geologist, and CDD.
Compliance Verification:	CDD and peer review geologist review of investigation report by project geologist.
<p>Geology 2: Prior to recordation of the Parcel Map the applicant shall submit a draft deed disclosure statement advising prospective buyers and owners of both parcels of the risk of liquefaction, and of the requirement for a geotechnical investigation prior to issuance of a building permit for a residence.</p>	

Abbreviations:

Condition of Approval (COA)
Community Development Division (CDD)

Mitigation Monitoring and Reporting Program
MS17-0001
Page 5 of 7

Implementing Action:	COA #16.
Timing of Verification:	Project proponent and CDD.
Responsible Department, Agency, or Party:	CDD.
Compliance Verification:	Prior to recordation of the Final Parcel Map.
<p>Potential Impact: The project could be located on located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse</p>	
<p>Mitigation Measures:</p>	
<p>Mitigation Measures Geology 1 and Geology 2 would reduce the impacts of unstable soil to a less than significant level.</p>	
<p>SECTION 9: TRIBAL CULTURAL RESOURCES</p>	
<p>Potential Impact: The project could cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k). The expected construction and grading could cause ground disturbance which may impact heretofore undocumented cultural resources.</p>	
<p>Mitigation Measures:</p>	
<p>Implementation of mitigations measure Cultural Resources 1 would reduce the impact on archeological resources during project related work.</p>	
<p>Potential Impact: The project could cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is a resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. The expected construction and grading could cause ground disturbance which may impact heretofore undocumented cultural resources.</p>	
<p>Mitigation Measures:</p>	
<p>Implementation of mitigations measure Cultural Resources 1 would reduce the impact on archeological resources during project related work.</p>	

SECTION 10: MANDATORY FINDINGS OF SIGNIFICANCE

Potential Impact: As discussed in individual sections of the Initial Study, the project to create two parcels from the site may impact the quality of the environment (Aesthetics, Air Quality, Cultural Resources, Tribal Cultural Resources, and Geology/Soils).

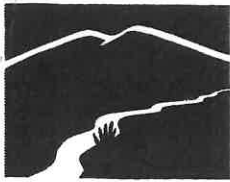
Mitigation Measures:

The impact would be reduced to a less than significant level with the adoption of the recommended Mitigation Measures that are specified in the respective sections of the Initial Study.

Abbreviations:

Condition of Approval (COA)
Community Development Division (CDD)

Mitigation Monitoring and Reporting Program
MS17-0001
Page 7 of 7



Contra Costa County
**Public Works
Department**

Brian M. Balbas, Interim Director
Deputy Directors
Mike Carlson
Stephen Kowalewski
Carrie Ricci
Joe Yee

Memo


October 23, 2017

TO: Joseph Lawlor, Project Planner, Department of Conservation and Development

FROM: Jocelyn A. Bolibol LaRocque, Senior Civil Engineer, Engineering Services
By: Larry Gossett, Consulting Civil Engineer

SUBJECT: **SUBDIVISION MS17-0001**
STAFF REPORT & CONDITIONS OF APPROVAL
(LCC/Eagle Lane/Knightsen/APN 015-110-023)

FILE: MS17-0001



MESSAGE:

The attached conditions of approval, based on the site plan, include road and drainage requirements. The applicant shall comply with the Ordinance Code requirements as they pertain to this development. The following issues should be carefully considered with this project:

ISSUES:

Background

The applicant proposes to subdivide an 11.99-acre lot into two parcels. The subject property is located at 190 Eagle Lane, a private road, in the Knightsen area.

Parcel A will have a net acre of 5 acres and is occupied with an existing home (to remain). Parcel B will be 6.72 acres. Except for a shed, Parcel B is undeveloped.

Due to the presence of power line easements, only 1.9 acres of Parcel B are considered "developable".

No exceptions from the requirements of the County Subdivision Ordinance (Title 9) have been submitted with this application.

Traffic and Circulation

As noted above, Eagle Lane is a private road, but adjoining parcels have dedicated right

of way to the County for future consideration as a public street. It's current pavement width (20 feet) and right of way width (30 feet) are still below what the County would consider accepting as public streets.

Access to Parcel B from Eagle Lane is to be provided via a 25-foot private access and utility easement along the north side of Parcel A. The tentative map proposes construction of a 16 -foot wide "all weather" surfaced driveway with 2-foot shoulders within the easement.

Underground Utilities

The site has no overhead utilities along its frontage, thus undergrounding of utilities will not be applicable to this project. We will require all services to the new homes constructed on the subject property to be placed underground.

Drainage

Division 914 of the County Ordinance Code requires that all storm water entering and/or originating on this property to be collected and conveyed, without diversion and within an adequate storm drainage system, to an adequate natural watercourse having a definable bed and banks or to an existing adequate public storm drainage system which conveys the storm waters to an adequate natural watercourse.

The applicant provided supplemental information relative to the site drainage pattern, as well as a copy of an agreement between the East Contra Costa Irrigation District and the prior property owner. This agreement called for the property owner to grant an easement to the District in return for the District to construct what is now the existing drainage ditch along the east property line. This District constructed ditch intercepts and conveys stormwater runoff northerly to another District maintained ditch that discharges to the "Dredger Cut" in the Delta. This general drainage scheme has been commonly used by numerous subdivisions in the Eagle Lane area and complies with the requirements of the County Code.

The site's drainage pattern, being due east from Eagle Lane, does not rely on the roadside ditch to convey runoff, therefore no exception to that aspect of the Code is necessary.

Stormwater Management and Discharge Control Ordinance

A Stormwater Control Plan (SWCP) is required for applications to subdivide land where the resulting project may result in a total amount of impervious surface area exceeding 10,000 square feet. Considering that Parcel A is fully developed, a pervious surface is

proposed for the all-weather driveway to serve Parcel B and a vast majority of Parcel B is encumbered by tower line easements, development potential is severely restricted for parcels of this size. The applicant's preliminary stormwater evaluation indicates the site will only construct approximately 6500 square feet of new impervious area. Additionally, the stormwater runoff from the site is due east across a 740-foot wide vegetated zone encumbered by tower lines and other easements which functions as a natural self-treating area. A Stormwater Control Plan is not required for this project as currently proposed.

Provision C.10, Trash Load Reduction, of the County's NPDES permits requires control of trash in local waterways. To prevent or remove trash loads from municipal storm drain systems, trash capture devices shall be installed in catch basins (excludes those located within a bioretention/stormwater treatment facility). Devices must meet the County's NPDES permits and approved by Public Works Department. Location must be approved by Public Works Department.

JL:ss

G:\engsvc\Land Dev\MS\MS 17-0001\MS 17-0001 Staff Report & COAs.docx

C: W. Lai, Engineering Services
Vali & Mihaela Chelaru (Owner)
190 Eagle Lane, Brentwood, CA 94513
Peter Wollman -LCC Engineering & Surveying (Applicant)
930 Estudillo St., Martinez, CA 94553

**PUBLIC WORKS RECOMMENDED
CONDITIONS OF APPROVAL FOR SUBDIVISION MS17-0001**

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

General Requirements:

- In accordance with Section 92-2.006 of the Ordinance Code, this subdivision shall conform to all applicable provisions of the Subdivision Ordinance (Title 9). Any exceptions therefrom must be specifically listed in this conditional approval statement. The drainage, road and utility improvements outlined below shall require the review and approval of the Public Works Department and are based on the Tentative Map received by the Department of Conservation and Development, Community Development Division, on September 11, 2017.
- Applicant shall submit improvement plans prepared by a registered civil engineer to Public Works Department and pay appropriate fees in accordance with the County Ordinance and these conditions of approval. The below conditions of approval are subject to the review and approval of Public Works Department.

Roadway Improvements (Frontage):

- Applicant shall locate any vehicular entrance gates a minimum 20 feet from the edge of pavement to allow vehicles to queue without obstructing through traffic. Sufficient area shall be provided outside any gate to allow a vehicle to turn around and re-enter Eagle Lane in a forward direction.

Access to Adjoining Property:

Proof of Access

- Applicant shall furnish proof to Public Works Department of the acquisition of all necessary rights of way, rights of entry, permits and/or easements for the construction of off-site, temporary or permanent, public and private road and drainage improvements.

Intersection Design:

Sight Distance

- Applicant shall provide sight distance at the intersection of the private driveway with Eagle Lane in accordance with Chapter 82-18 "Sight Obstructions at Intersections" of the County Ordinance Code. The applicant shall trim vegetation, as necessary, to provide sight distance at this intersection, and any new signage, landscaping, fencing, retaining walls, or other obstructions proposed at this intersection shall be setback to ensure that the sight line is clear of any obstructions.

Private Road/Driveway:

- Applicant shall construct an on-site roadway system to current County private rural road standards with a minimum traveled width of 16 feet, with 2 feet shoulder within a 25-foot access easement.
- Applicant shall construct an all-weather turnaround at the end of the Proposed private road.
- Applicant shall pave the first 50 feet of the access drive to Parcel B, measured from the existing edge of pavement of Eagle Lane into the property, to allow vehicles to pull completely off the roadway and remain on a paved surface, and to prevent dust, gravel, and debris from spilling on to Eagle Lane.

Road Dedications:

- Property Owner shall convey to the County, by Offer of Dedication, 30 feet of right of way for the possible future improvement and acceptance of Eagle Lane along the west property line.

Utilities/Undergrounding:

- Applicant shall underground all new utility distribution facilities.

Maintenance of Facilities:

- Property Owner shall record a Statement of Obligation in the form of a deed notification, to inform all future property owners of their legal obligation to maintain Eagle Lane.

OR

- Property Owner shall develop and enter into a maintenance agreement that will insure that Eagle Lane will be maintained, and that each parcel/lot in this subdivision that will use Eagle Lane will share in its maintenance.

Drainage Improvements:

Collect and Convey

- The applicant shall collect and convey all stormwater entering and/or originating on this property, without diversion and within an adequate storm drainage system, to *an adequate* natural watercourse having definable bed and banks, or to an existing adequate public storm drainage system which conveys the storm waters to *an adequate* natural watercourse, in accordance with Division 914 of the Ordinance Code.
- Applicant shall be permitted to convey storm waters to the existing drainage ditch traversing the east boundary of the property in accordance with a prior recorded easement and agreement between the property owner and East Contra Costa Irrigation District.

Miscellaneous Drainage Requirements:

- The applicant shall design and construct all storm drainage facilities in compliance with the Ordinance Code and Public Works Department design standards.
- Applicant shall prevent storm drainage from draining across the sidewalk(s) and driveway(s) in a concentrated manner.

National Pollutant Discharge Elimination System (NPDES)

- The applicant shall be required to comply with all rules, regulations and procedures of the National Pollutant Discharge Elimination System (NPDES) for municipal, construction and industrial activities as promulgated by the California State Water Resources Control Board, or any of its Regional Water Quality Control Boards (Central Valley - Region IV).

Compliance shall include developing long-term best management practices (BMPs) for the reduction or elimination of storm water pollutants. The project design shall incorporate wherever feasible, the following long-term BMPs in

accordance with the Contra Costa Clean Water Program for the site's storm water drainage:

- Minimize the amount of directly connected impervious surface area.
- Install approved full trash capture devices on all catch basins (excluding catch basins within bioretention basins) as reviewed and approved by Public Works Department. Trash capture devices shall meet the requirements of the County's NPDES permits.
- Place advisory warnings on all catch basins and storm drains using current storm drain markers.
- Construct concrete driveway weakened plane joints at angles to assist in directing run-off to landscaped/pervious areas prior to entering the street curb and gutter.
- Other alternatives comparable to the above as approved by Public Works Department.
- Shallow roadside and on-site swales.

Stormwater Management and Discharge Control Ordinance:

- The applicant will not be subject to the requirements of Provision "C.3" of the County Stormwater Management and Discharge Control Ordinance, since the proposed project will not create or replace at least 10,000 square feet of impervious surface. However, this project is subject to all other provisions of the County Stormwater Management and Discharge Control Ordinance (§1014, Ordinance No. 2005-01) and future development applications on the subject parcel may be required to comply with Provision "C.3".

ADVISORY NOTES

- The applicant will be required to comply with the requirements of the Bridge/Thoroughfare Fee Ordinance for the East Contra Costa Regional Fee & Finance Authority/ Regional Transportation Development Impact Mitigation (ECCRFFA/RTDIM) and East County Regional Areas of Benefit as adopted by the Board of Supervisors.
- This project may be subject to the requirements of the Department of Fish and Wildlife. It is the applicant's responsibility to notify the Department of Fish and Wildlife, P.O. Box 47, Yountville, California 94599, of any proposed construction within this development that may affect any fish and wildlife resources, per the Fish and Wildlife Code.

- This project may be subject to the requirements of the Army Corps of Engineers. It is the applicant's responsibility to notify the appropriate district of the Corps of Engineers to determine if a permit is required, and if it can be obtained.
- Further development of the parcel may need to comply with the latest Stormwater Management and Discharge Control Ordinance (§1014) and Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit. This compliance may require a Stormwater Control Plan and an Operations and Maintenance Plan prepared in accordance with the latest edition of the *Stormwater C.3 Guidebook*. Compliance may also require annexation of the subject property into the Community Facilities District 2007-1 (Stormwater Management Facilities) and entering into a standard Stormwater Management Facilities Operation and Maintenance Agreement with Contra Costa County.

WILLIAM B. WALKER, M.D.
HEALTH SERVICES DIRECTOR

RANDALL L. SAWYER
CHIEF ENVIRONMENTAL HEALTH & HAZMAT OFFICER

MARILYN C. UNDERWOOD, PH.D. REHS
DIRECTOR OF ENVIRONMENTAL HEALTH



CONTRA COSTA
ENVIRONMENTAL HEALTH

2120 Diamond Blvd., Suite 200
Concord, California 94520
Ph (925) 692-2500
Fax (925) 692-2502
www.cchealth.org/eh/

April 28, 2017

Joseph Lawlor
Department of Conservation and Development
Community Development Division
30 Muir Road
Martinez, CA 94553-4601

RE: MS17-0001 (Proposed minor subdivision)
190 Eagle Lane, Brentwood
APN 015-110-023

Dear Mr. Lawlor:

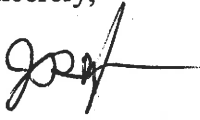
Contra Costa Environmental Health Division (CCEHD) has received a request for agency comments for the above referenced project. The following are our comments:

1. A permit from CCEHD is required for any well or soil boring prior to commencing drilling activities, including those associated with water supply, environmental investigation and cleanup, or geotechnical investigation.
2. Any abandoned wells (water, environmental, or geotechnical) and septic tanks must be destroyed under permit from CCEHD. If the existence of such wells or septic tanks are known in advance or discovered during construction or other activities, these must be clearly marked, kept secure, and destroyed pursuant to CCEHD requirements.
3. Debris from construction or demolition activity must go to a solid waste or recycling facility that complies with the applicable requirements and can lawfully accept the material (e.g., solid waste permit, EA Notification, etc.). The debris must be transported by a hauler that can lawfully transport the material. Debris bins or boxes of one cubic yard or more owned by the collection service operator shall be identified with the name and telephone number of the agent servicing the container.
4. Septic systems are proposed for this project. The septic systems must meet current standards, including disposal field replacement area.
5. Onsite wells are proposed for this project. The wells must meet current standards, including construction, yield, water quality, and setbacks. A hydrogeological study may be required to ensure adequate water supply.



These comments do not limit an applicant's obligation to comply with all applicable laws and regulations. If you should have any questions, please do not hesitate to call me at (925) 692-2535.

Sincerely,

A handwritten signature in black ink, appearing to read 'JDoser', with a long horizontal stroke extending to the right.

Joseph G. Doser, REHS
Supervising Environmental Health Specialist

cc: Salvador Ruiz, Contra Costa Environmental Health

JGD:tf

Contra Costa County



Fire Protection District

May 2, 2017

Mr. Lawler
CCDCD
Community Development Division
30 Muir Rd.
Martinez, Ca 94553

Subject: Minor Subdivision
190 Eagle Lane
Brentwood, Ca 94513
File # RZ17-3236 & MS17-0001
CCCFPD Project No.: P-2017-01980

Dear Mr. Lawler:

We have reviewed the design review application to establish a two lot subdivision at the subject location. The following is required for Fire District approval in accordance with the 2016 California Fire Code (CFC), the 2016 California Residential Code (CRC), and Local and County Ordinances and adopted standards:

1. Access as shown on the Tentative Map appears to comply with Fire District requirements.

Provide emergency apparatus access roadways with all-weather driving surfaces of not less than 16 feet unobstructed width, and not less than 13 feet 6 inches of vertical clearance, to within 150 feet of travel distance to all portions of the exterior walls of every building. Access shall have a minimum outside turning radius of 45 feet, and must be capable of supporting the imposed fire apparatus loading of 37 tons. (503) CFC
2. Turnaround as shown on the Tentative Map appears to comply with Fire District requirements.
3. Access gates for Fire District apparatus shall be a minimum of 16 feet wide if installed. Access gates shall slide horizontally or swing inward and shall be located a minimum of 30 feet from the street. Electrically operated gates shall be equipped with a Knox Company key-operated switch. Manually operated gates shall be equipped with a non-casehardened lock or approved Fire District lock. Contact the Fire District for information on ordering the key-operated switch. (D103.5) CFC.
4. Due to the lack of hydrants or adequate water for fire suppression, the project as proposed shall require the installation of a reserve water supply tank and fire connection with a minimum capacity based on the cubic footage of the proposed home. Submit three (3) sets of tank and piping specifications, and tank location site plans to this office for review and approval prior to installation. Plan review fees will be assessed at that time. *Contact the Fire District for reserve water supply requirements.* (B103.3)

5. The developer shall submit three (3) copies of site improvement plans indicating all existing or proposed hydrant location and fire apparatus access for review and approval prior to obtaining a building permit. **Final placement of hydrant shall be determined by this office.** (501.3) CFC
6. **Emergency apparatus access roadway and hydrant shall be installed, in service, and inspected by the Fire District prior to construction or combustible storage on site.** (501.4) CFC
7. The home as proposed shall be protected with an approved automatic fire sprinkler system complying with the 2016 edition of NFPA 13D or Section R313.3 of the 2016 California Residential Code. Submit three (3) sets of plans to this office for review and approval prior to installation. (R313.3) CRC, Contra Costa County Ordinance 2016-23.

Our preliminary review comments shall not be construed to encompass the complete project. Additional plans and specifications may be required after further review.

If you have any questions regarding this matter, please contact this office at (925) 941-3300.

Sincerely,

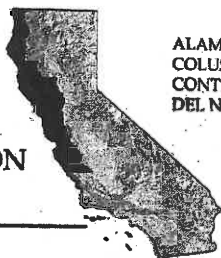


Todd Schiess
Fire Inspector I

c: Peter Wollman
LCC Engineering & Surveying
930 Estudillo St.
Martinez, Ca 94553

File: 190 EAGLE LN-PLN-P-2017-01980

CALIFORNIA
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Northwest Information Center
Sonoma State University
150 Professional Center Drive, Suite E
Rohnert Park, California 94928-3609
Tel: 707.588.8455
nwic@sonoma.edu
<http://www.sonoma.edu/nwic>

April 27, 2017

File No.: 16-1562

Joseph Lawlor, Project Planner
Contra Costa County
Department of Conservation and Development
Community Development Division
30 Muir Road
Martinez, CA 94553-4601

re: County File Number R217-3236, MS17-0001 / APN 015-110-023 / Peter Wollman - LCC Engineering & Surveying

Dear Mr. Lawlor:

Records at this office were reviewed to determine if this project could adversely affect cultural resources. **Please note that use of the term cultural resources includes both archaeological sites and historical buildings and/or structures. The review for possible historic-era building/structures, however, was limited to references currently in our office and should not be considered comprehensive.**

The proposed project entails a minor subdivision of the residential parcel into two separate residential parcels.

Previous Studies:

XX Three studies (see table below), covering approximately 100% of the proposed project area, identified no cultural resources. Further study for cultural resources is not recommended at this time.

Report Number	Authors	Date	Title	Attribution
S-011826	Dorothea J. Theodoratus, Mary Pyle Peters, Clinton M. Blount, Pamela J. McGuire, Richard D. Ambro, Michael Crist, Billy J. Peck, and Myrna Saxe	1980	Montezuma I and II Cultural Resources	Theodoratus Cultural Research; Archaeological and Environmental Services
S-023674	Michael J. Moratto, Richard M. Pettigrew, Barry A. Price, Lester A. Ross, Randall F. Schalk, Rick Atwell, Andrew Bailey, Gary Bowyer, Robert U. Bryson, Tim Canaday, Dianne Gardner, William Hildebrandt, Kurt T. Katsura, Clayton G. Lebow, Pat Mikkelsen, Sco	1994	Archaeological Investigations, PGT-PG&E Pipeline Expansion Project, Idaho, Washington, Oregon, and California: Volume 1 Project Overview, Research Design and Archaeological Inventory	INFOTEC Research, Inc., Far Western Anthropological Research Group, Inc.
S-043685	Barb Siskin, Cassidy DeBaker, Thomas Martin, Beatrice Cox, and Jennifer Lang	2010	Cultural Resources Inventory for the San Joaquin Valley Right-of-Way Maintenance Environmental Assessment Project	Garcia and Associates

Archaeological and Native American Resources Recommendations:

XX We recommend that the lead agency contact the local Native American tribe(s) regarding traditional, cultural, and religious heritage values. For a complete listing of tribes in the vicinity of the project, please contact the Native American Heritage Commission at (916) 373-3710.

XX The proposed project area has a low possibility of containing unrecorded archaeological site(s). Therefore, no further study for archaeological resources is recommended at this time.

Built Environment Recommendations:

XX Since the Office of Historic Preservation has determined that any building or structure 45 years or older may be of historical value, if the project area contains such properties, it is recommended that prior to commencement of project activities, a qualified professional familiar with the architecture and history of Contra Costa County conduct a formal CEQA evaluation.

Due to processing delays and other factors, not all of the historical resource reports and resource records that have been submitted to the Office of Historic Preservation are available via this records search. Additional information may be available through the federal, state, and local agencies that produced or paid for historical resource management work in the search area. Additionally, Native American tribes have historical resource information not in the California Historical Resources Information System (CHRIS) Inventory, and you should contact the California Native American Heritage Commission for information on local/regional tribal contacts.

The California Office of Historic Preservation (OHP) contracts with the California Historical Resources Information System's (CHRIS) regional Information Centers (ICs) to maintain information in the CHRIS inventory and make it available to local, state, and federal agencies, cultural resource professionals, Native American tribes, researchers, and the public. Recommendations made by IC coordinators or their staff regarding the interpretation and application of this information are advisory only. Such recommendations do not necessarily represent the evaluation or opinion of the State Historic Preservation Officer in carrying out the OHP's regulatory authority under federal and state law.

For your reference, a list of qualified professionals in California that meet the Secretary of the Interior's Standards can be found at <http://www.chrisinfo.org>. If archaeological resources are encountered during the project, work in the immediate vicinity of the finds should be halted until a qualified archaeologist has evaluated the situation. If you have any questions please give us a call (707) 588-8455.

Sincerely,

Jessika Akmenkalns
Researcher

cc: Peter Wollman
LCC Engineering & Surveying
930 Estudillo Street
Martinez, CA 94553

Joseph Lawlor

From: Lea Castleberry
Sent: Wednesday, May 03, 2017 1:04 PM
To: Joseph Lawlor
Cc: Lea Castleberry
Subject: RZ17-3236

Hi Joseph,

The Knightsen TAC heard this item at their April 25, 2017 meeting.

Motion to dedicate 5% of each parcel for flood control basin 18" deep made by Vice Chair Simas. Second made by Councilmember Williams. Motion carried 3-2. AYES: Abreu, Simas and Williams. NO: Chair Ohmstede and Councilmember Carone.

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."

GENERAL INFO

- APN: 015-110-023
- EXISTING ZONING: A-3
- PROPOSED ZONING: A-2
- EXISTING USE: SINGLE FAMILY
- PROPOSED USE: SINGLE FAMILY
- SEWER: SEPTIC SYSTEM PER CONTRA COSTA COUNTY ENVIRONMENTAL HEALTH DEPARTMENT (CCEHD) (DESIGN BY OTHERS). TESTS AND DESIGN WILL BE SUBMITTED FOR APPROVAL PRIOR TO FILING THE PARCEL MAP.
- WATER: WELL PER CCEHD (DESIGN BY OTHERS). TESTS AND DESIGN WILL BE SUBMITTED FOR APPROVAL PRIOR TO FILING THE PARCEL MAP.
- FIRE DEPT: CONTRA COSTA FIRE PROTECTION DISTRICT (CCFPD)
- GAS & POWER: PG&E UNDERGROUND TO PARCEL "B"
- TELEPHONE: AT&T UNDERGROUND TO PARCEL "B"
- TOTAL EX LOT AREA: 11.99± ACRES PER (PARCEL "C" 122 PM 44)
- TWO (2) LOTS PROPOSED, LOT SIZES AS SHOWN. ANY TREES LOCATED ON THE PROPERTY ARE TO REMAIN.
- THE BASIS OF ELEVATION IS NAVD 88, 2 FOOT CONTOURS PER CCC LIDAR 2008.
- PARCEL A LOT DEPTH=583.61±, WIDTH=393.48±
- PARCEL B LOT DEPTH=743.58±, WIDTH=393.48±
- THIS MAP IS BASED ON CONTRA COSTA COUNTY (CCC) GIS & RECORD PARCEL MAP (122 PM 44), PHOTO FROM CCC 2014.
- FEMA FLOOD ZONE X PER (LATEST PANEL MAP)
- A REZONING APPLICATION IS FILED CONCURRENTLY FOR CHANGING THE CURRENT ZONING OF THE PARCEL FROM A-3 TO A-2. KNIGHTSEN TOWN ADVISORY COUNCIL HAS APPROVED THE REZONING OF THE PROPERTY TO A-2 AND THE DELTA PROTECTION COMMISSION HAS NO COMMENTS ON THE PROJECT.
- EAGLE LANE IS A NON-EXCLUSIVE ROADWAY.
- A BOUNDARY SURVEY WILL BE PERFORMED DURING THE PREPARATION OF THE PARCEL MAP.
- PROPOSED PARCEL "A" IS 5.27± AC.
- AFTER THE ROADWAY DEDICATION PARCEL "A" IS 5.0± AC.
- THERE ARE SEVERAL RECIPROCAL EASEMENT DEEDS CALLED OUT IN THE TITLE REPORT FOR ADJACENT PROPERTIES WHICH RELATE TO THE ACCESS & UTILITY EASEMENT RIGHTS ON EAGLE LANE, WHICH ARE NOT SPECIFICALLY REFERENCED HEREON. THE DEDICATION OF THE 30' RIGHT OF WAY TO CONTRA COSTA COUNTY FOR ROADWAY & UTILITY EASEMENT PURPOSES WILL BLANKET THOSE INDIVIDUAL EASEMENTS.

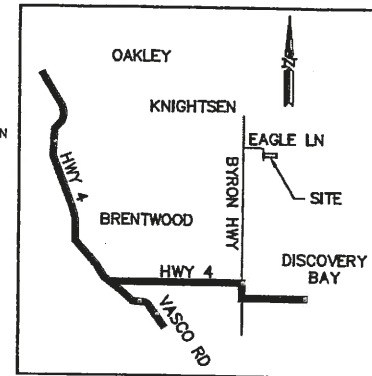
STORMWATER CONTROL INFORMATION

- PARCEL "B" IMPERVIOUS SURFACE CALCULATION:
EXISTING AG BLDG: 3,200 SF
PROPOSED HOME: 2,400 SF
MISC WALKWAY: 500 SF
DRIVEWAY ENTRY (PARCEL A): 400 SF
TOTAL IMPERVIOUS SURFACE = 6,500 SF
- A DESIGNATED AREA FOR STORMWATER TREATMENT ON PARCEL "B" HAS BEEN PROPOSED FOR THE USE OF COLLECTING ROOF WATER AND HARDSCAPE IMPERVIOUS SURFACE RUNOFF. A PROJECT DATA FORM AND LETTER REGARDING STORMWATER CONTROL FOR "SMALL LAND DEVELOPMENT" IS SUBMITTED WITH THIS APPLICATION. THIS TENTATIVE MAP SHALL SERVE AS THE SITE PLAN FOR THE STORMWATER CONTROL PLAN SUBMITTAL.
- ROOF LEADER DOWNSPOUTS SHALL HAVE SPLASH BLOCKS AT EACH OUTLET POINT TO PREVENT SOILS EROSION. FLOW FROM SPLASH BLOCKS SHALL BE DIRECTED TOWARDS TREATMENT AREA.
- NO CONDUIT DRAINAGE FACILITIES EXIST IN THIS AREA OF EAGLE LANE; HOWEVER, THE PROPERTY SOILS CONSIST OF SANDSILTS (TYPE A SOILS) AND VERY LITTLE RUN-OFF OCCURS EVEN IN HEAVY RAIN EVENTS. ALL PROPERTIES ON THE EAST SIDE OF EAGLE LANE DRAIN TO AN EXISTING DRAINAGE DITCH WHICH HISTORICALLY CARRIES STORMWATER TO THE NORTH TO "NO NAME SLOUGH".
- DRAINAGE RELEASE FOR STORMWATER FROM PARCEL "A" OVER PARCEL "B" SHALL BE INDICATED ON THE FILED PARCEL MAP.

DENSITY CALCULATIONS:

TOTAL PARCEL AREA REMOVE ACCESS EASEMENT AND ROADWAY DEDICATION AREAS.

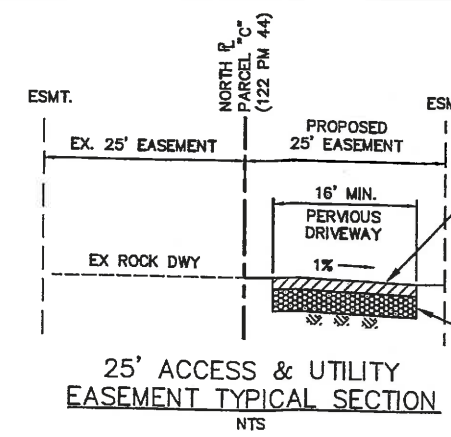
11.99 ACs (TOTAL) - 0.32 ACs (ACCESS) - 0.27 ACs (DEDICATION) = NET 11.4 AC±.



VICINITY MAP NTS

OWNER & SUBDIVIDER:

VALI M. & MIHAELA CHELARU
190 EAGLE LANE
BRENTWOOD, CA 94513

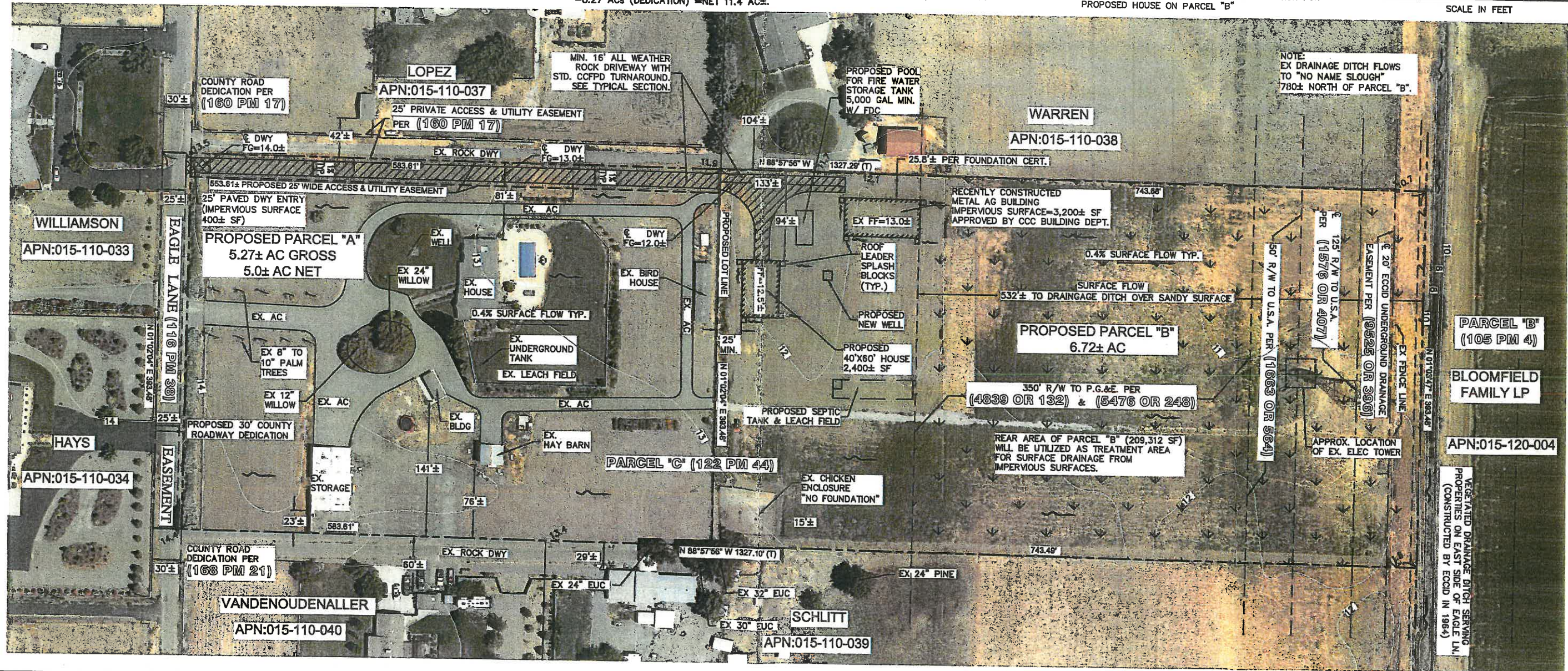
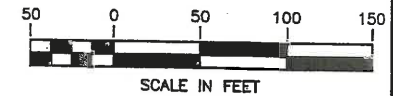


25' ACCESS & UTILITY EASEMENT TYPICAL SECTION NTS

DRIVEWAY NOTE:

FIRE DEPT. ACCESS RD. WILL BE CAPABLE OF SUPPORTING FIRE APPARATUS LOADING OF 37 TONS AND WILL MEET THE MIN. OUTSIDE TURNING RADIUS OF 45'. CALCULATIONS AND DETAILS WILL BE SUPPLIED TO CCCFD WITH BUILDING APPLICATION FOR PROPOSED HOUSE ON PARCEL "B"

Revised
FUTURE PAVED DRIVEWAY WILL BE CONSTRUCTED WITH PERMEABLE PAVEMENT WITH GRAVEL STABILIZER PANELS, OR OTHER PERMEABLE SURFACE APPROVED BY CCCFD.
2017 SEP 11 P 2:58
MS17-0001
DEPARTMENT OF UTILIZATION AND DEVELOPMENT



DATE	MARK	REVISION	INIT.

Designed by:
Drawn by: NBC
Checked by: PJW
Reviewed by: CMP
Date:



LEC ENGINEERING & SURVEYING, INC.
930 Estudillo Street
Martinez, California 94553-1620
(925) 228-4218 Fax (925) 228-4638
www.lec-inc.com

REVIEWED BY:
(if applicable)
Date:

190 EAGLE LANE
AP No. 015-110-023
Brentwood, Contra Costa County, California

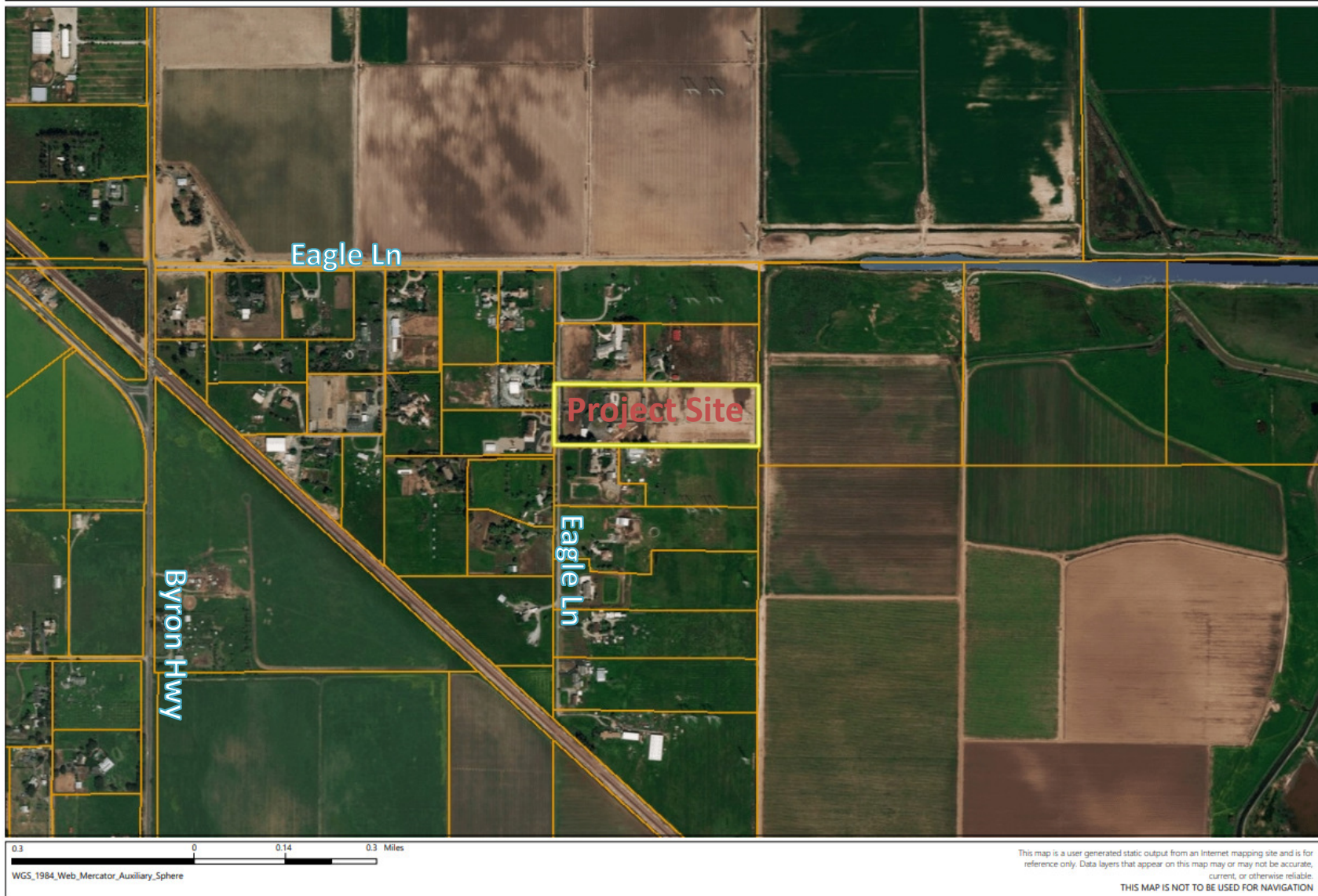
TENTATIVE MAP
MS #17-0001
File: 2017.018.00 SHEET No. 1 of 1

Two-Lot Minor Subdivision Rezoning Application

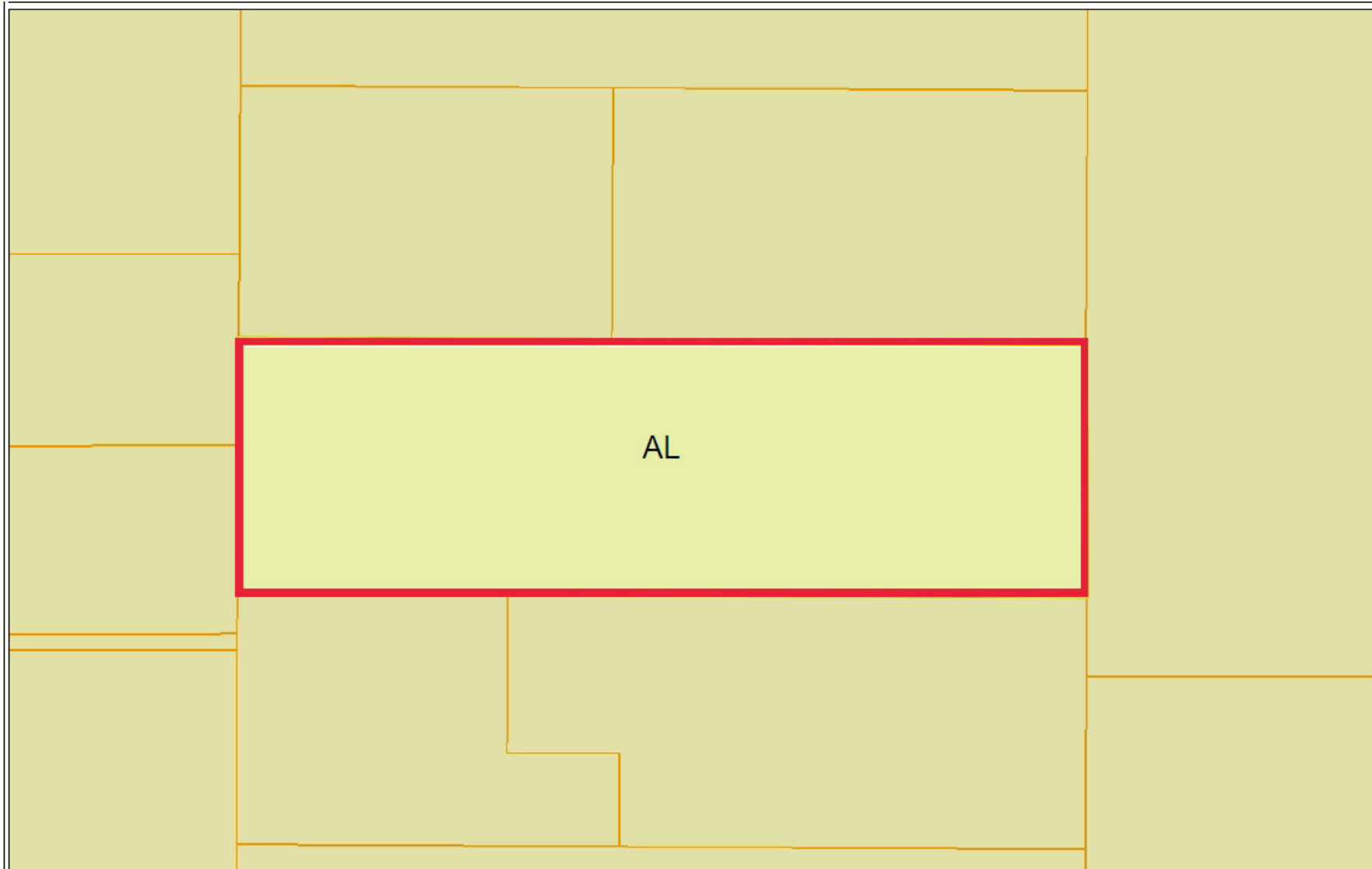
County File
#RZ17-3236

Board of Supervisors
August 7, 2018

Vicinity Map – Aerial View



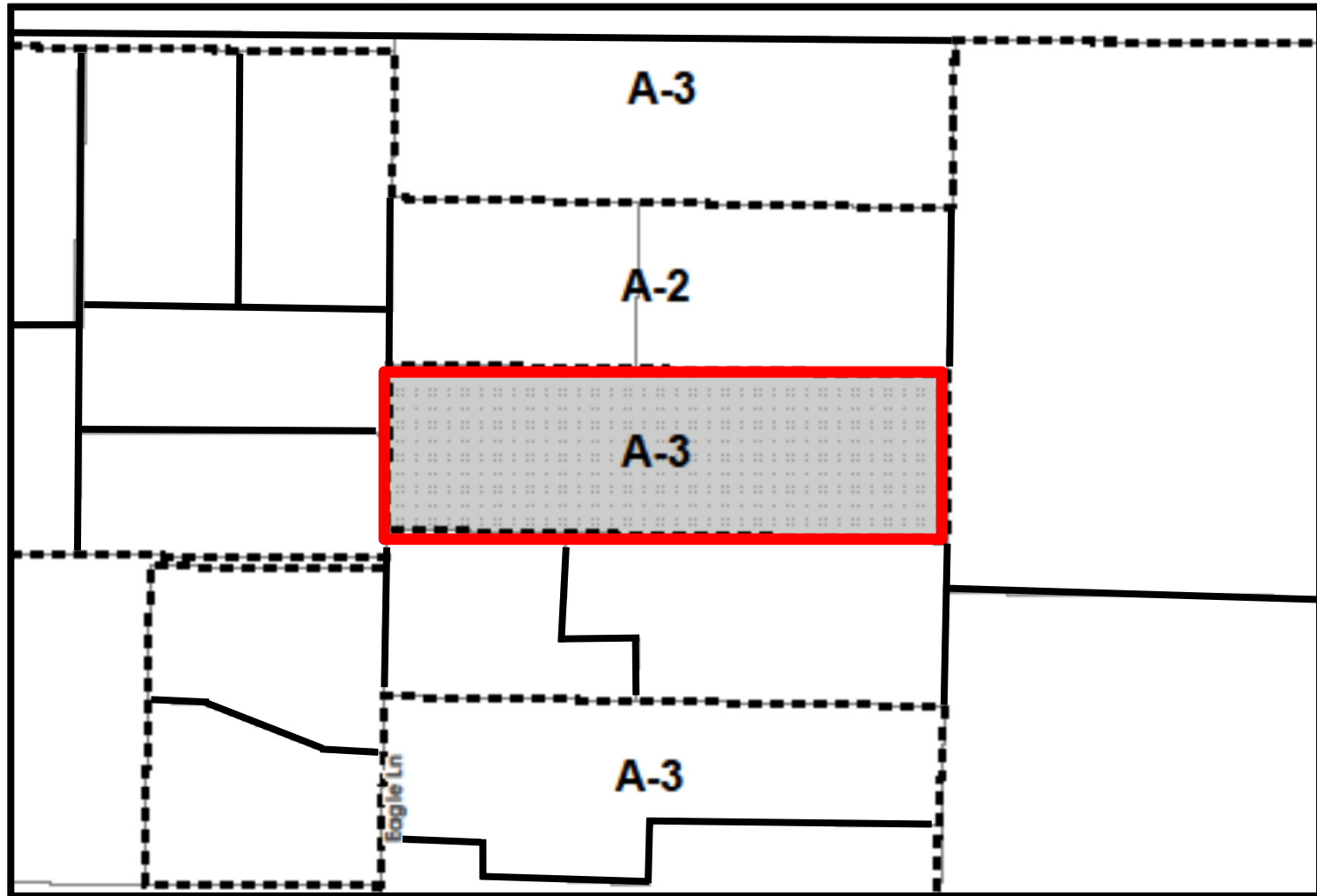
General Plan: AL



General Plan Land Use Designation: Agricultural Lands (AL)



Rezone A-3 to A-2

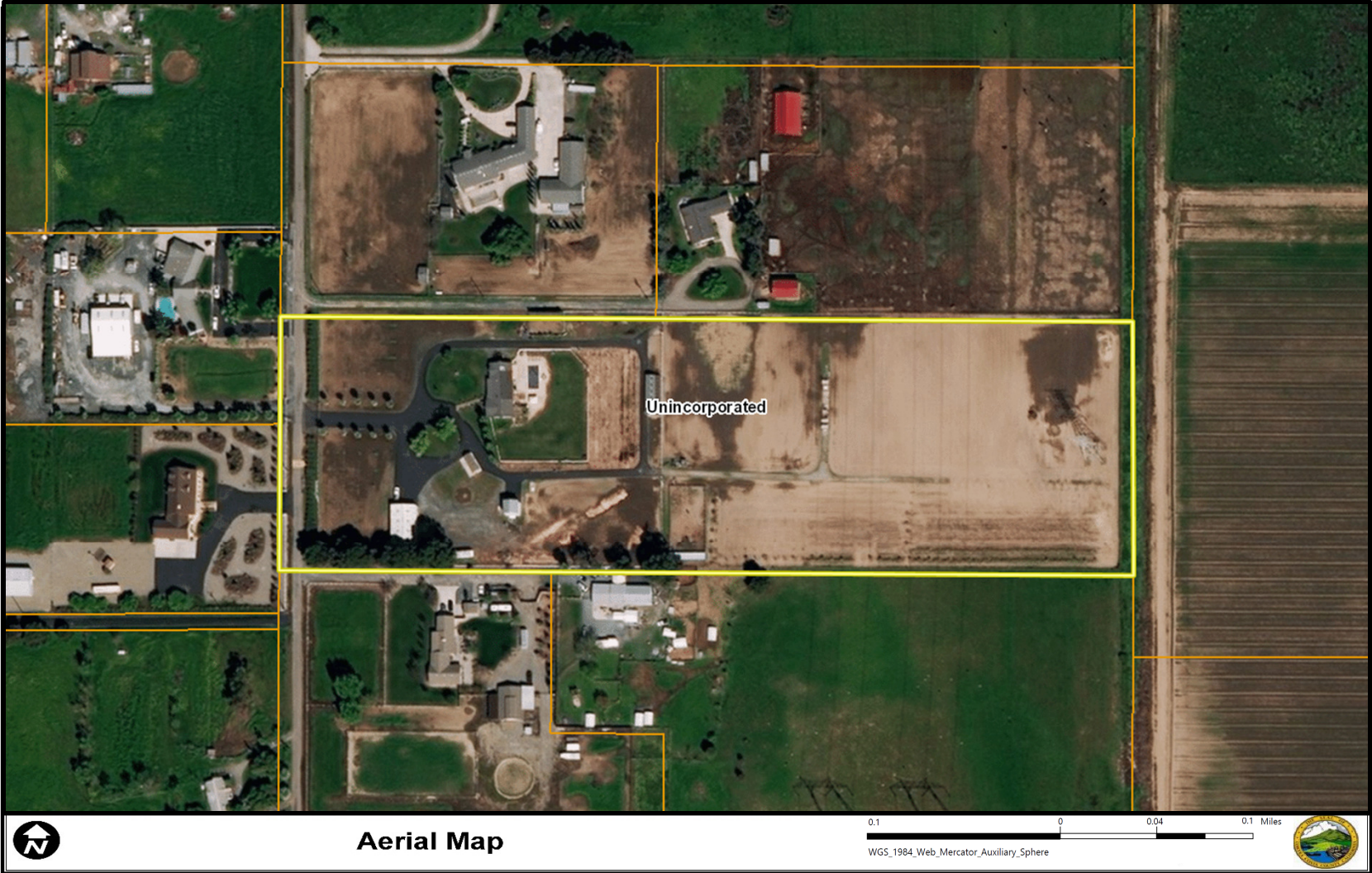


Rezone From A-3 to A-2



Kightsen Area

Aerial Map



End



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Prohibit parking at all times, except for vehicles of individuals with disabilities on a portion of Trinity Avenue (Road No. 1655X), Kensington area.

RECOMMENDATION(S):

ADOPT Traffic Resolution No. 2018/4469 to prohibit stopping, parking or standing at all times, except for vehicles of individuals with disabilities (blue curb) on the west side of Trinity Avenue (Road No. 1655X), beginning at a point 425 feet north of the north curb line of Beloit Avenue (Road No. 1552D) and continuing northerly a distance of 20 feet, as recommended by the Public Works Director, Kensington area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Based on a residents request for a disabled persons only parking space on the public roadway, a subsequent investigation was initiated by Traffic Engineering staff. Traffic Engineering staff conducted an on-site assessment during which time it was observed that the driveway had a significant slope, making it difficult to access for persons with disabilities. In conformance with Public Works policy on disabled persons parking zones, it is recommended a disabled persons parking space be designated at this location.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 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

Traffic Res. 4469

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on August 7, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

TRAFFIC RESOLUTION NO. 2018/4469
Supervisory District 1

SUBJECT: Prohibit parking at all times, except for those vehicles of individuals with disabilities (blue curb) on the west side of Trinity Avenue (Road No. 1655X), Kensington area.

The Contra Costa 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 Sections 22507 and 22511.7 of the California Vehicle Code, parking is hereby prohibited at all times, except for vehicles of individuals with disabilities (blue curb) on the west side of Trinity Avenue (Road No. 1655X), beginning at a point 425 feet north of the north curb line of Beloit Avenue (Road No. 1552D) and continuing northerly a distance of 20 feet, Kensington area.

I hereby certify that this is 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

MS:sr

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

cc: California Highway Patrol
Sheriff Department
Kensington Police Dept.

TRAFFIC RESOLUTION NO. 2018/4469



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Prohibit parking at all times, except for vehicles of individuals with disabilities on a portion of A Street (Road No. 2295X), Crockett area.

RECOMMENDATION(S):

ADOPT Traffic Resolution No. 2018/4470 to prohibit stopping, parking, or standing at all times, except for those vehicles of individuals with disabilities (blue curb) on the west side of A Street (Road No. 2295X), beginning at a point 45 feet north of the north curb line of Flora Street (Road No. 2295N) and continuing northerly a distance of 20 feet, as recommended by the Public Works Director, Crockett area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Based on a residents request for a designated disabled persons only parking space in the public roadway, an investigation by Traffic Engineering staff was conducted. This included an onsite assessment and verification that no garage or usable driveway space was present. Therefore, designation of a disabled persons parking zone is recommended at this location.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain unrestricted at this location.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Monish Sen,
925.313-2187

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

By: , Deputy

cc:

ATTACHMENTS

Traffic Res.

4470

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on August 7, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

TRAFFIC RESOLUTION NO. 2018/4470
Supervisorial District V

SUBJECT: Prohibit parking at all times, except for vehicles of individuals with disabilities (blue curb) on a portion of A Street (Road No. 2295X), Crockett area.

The Contra Costa 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 Sections 22507 and 22511.7 of the California Vehicle Code, stopping, parking, or standing is hereby prohibited at all times, except for vehicles of individuals with disabilities on the west side of A Street (Road No. 2295X), beginning at a point 45 feet north of the north curb line of Flora Street (Road No. 2295N) and continuing northerly a distance of 20 feet, Crockett area.

I hereby certify that this is 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

MS:sr

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

cc: California Highway Patrol
Sheriff Department



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Execution of Contract Amend. #1 for the 2017 On-Call Pipe Rehabilitation Contract for Various Road, Flood Control and Airport Maint. Work, Countywide

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Hess Concrete Construction Co., Inc., to extend the completion date from August 1, 2018 through August 1, 2019 with no change to the original payment limit of \$150,000, for the 2017 On-Call Pipe Rehabilitation Services Contract for Various Road and Flood Control Maintenance Work, Countywide. (100% Local Road, Flood Control, and Airport Enterprise Funds)

FISCAL IMPACT:

100% Local Road, Flood Control, and Airport Enterprise Funds.

BACKGROUND:

On August 1, 2017 the County awarded one on-call contract to Hess Concrete Construction Co., Inc. for pipe rehabilitation services to provide support as needed to Public

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jerome Gonsalves, 925
313-7006

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Works Maintenance crews for various routine road, flood control, and airport maintenance repairs, such as but not limited to, culvert inspections, culvert repairs and replacement, culvert lining, cured-in-place-pipe rehabilitation, soil stabilization and void filling, pipe bursting, cast-in-place pipe, concrete structure repair, storm damage repair work, on an as-needed basis, in various locations within Contra Costa County, for a total allotted amount of \$150,000, with a completion time of 1 year from the effective date of August 1, 2017, with the option of two one-year extensions. This contract amendment is to extend the duration of the contract to two years from the effective date of August 1, 2017 to August 1, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

The Public Works Department may be unable to complete routine road, flood control, and airport maintenance work in a timely manner.



**Contra
Costa
County**

To: Board of Supervisors
 From: Brian M. Balbas, Public Works Director/Chief Engineer
 Date: August 7, 2018

Subject: ACCEPT the 2018 Semi- Annual Report of Real Estate Acquisition Acceptances dated January 1, 2018 – June 30, 2018, Countywide.

RECOMMENDATION(S):

ACCEPT the 2018 Semi-Annual Report of Real Estate Acquisition Acceptances dated January 1, 2018 through June 30, 2018, approved by the Public Works Director for the acquisitions of any interest in real property where the purchase price for the real property interest did not exceed \$100,000, Bay Point, Clayton, Concord, Crockett, Discovery Bay, Martinez, San Ramon and Walnut Creek areas.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Pursuant to the Contra Costa County Ordinance Code, Title 11, Division 1108, Chapter 1108-8.002, "The Board of Supervisors authorizes the Public Works Director, or the designated deputy, to perform all acts necessary to approve and accept for the County the acquisition of any interest in real property where the purchase price for the real property interest does not exceed one hundred thousand dollars (\$100,000)." The Public Works Director shall submit a

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Karen A. Laws, 925.
957-2456

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

semi-annual report to the Board of Supervisors on each acquisition done pursuant to this section, including the interest acquired, its price, and the necessity for the purchase, which is described in the attached Semi-Annual Acceptance Report.

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors would not be informed of the acquisitions accepted by the Public Works Director pursuant to Contra Costa County Ordinance Code.

ATTACHMENTS

Semi-Annual Real Estate Acquisition Report

**2018 Semi-Annual Acceptance Report
of Real Estate Acquisition
January - June 2018**

CERT. NO.	AREA	PROJECT/PURPOSE	INTEREST	PRICE
18-07	Bay Point	Canal Road Bridge Replacement	TCE*	\$4,672.00
18-02	Clayton	East Bay Regional Park District	Grant of Easement	\$1,000.00
18-08	Clayton	Marsh Creek Road Bridge Replacement	TCE* (improvements)	\$5,000.00
18-06	Concord	Kirker Pass Road Northbound Truck Lanes	Drainage Easement	\$7,500.00
18-03	Crockett	Phase II Pomona Street Pedestrian Safety Project	TCE*	\$500.00
18-04	Crockett	Phase II Pomona Street Pedestrian Safety Project	TCE*	\$500.00
18-05	Discovery Bay	Highway 4 Widening	Offer of Dedication	N/A
18-01	Martinez	Pacheco Boulevard Sidewalk Gap Closure Phase III	Offer of Dedication	N/A
18-11	San Ramon	Old Dougherty Road Vacation	Offer of Dedication	N/A
18-09	Walnut Creek	Pedestrian Crossing Enhancements East & Central	TCE*	\$2,000.00
18-10	Walnut Creek	Pedestrian Crossing Enhancements East & Central	Perpetual Maint. Easement	N/A



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Consulting Services Agreement with Prescience Corporation, Countywide. Project No. Various

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Prescience Corporation, in an amount not to exceed \$350,000 for on-call construction management services for the period July 24, 2018 through July 31, 2021, Countywide. (Project No. Various) (All Districts)

FISCAL IMPACT:

Work performed under this on-call consulting services agreement is funded by 100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds.

BACKGROUND:

The Public Works Department is involved in various projects in the County which require construction management services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of the seven firms to provide construction

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

management services on an “on-call” basis. The consultant will augment Public Works Design/Construction staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call consulting services agreement will be in effect for three years.

Government Code Section 31000 and 4525 authorizes the County to contract for services including the type of construction management that Prescience Corporation provides.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there will be possible delay in completing projects requiring construction management services. Executing this contract will facilitate the process of construction for various Public Works projects requiring construction management expertise.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Consulting Services Agreement with TRC Engineers, Inc., Countywide. Project No. Various

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with TRC Engineers, Inc., in an amount not to exceed \$350,000 for on-call construction management services for the period July 24, 2018 through July 31, 2021, Countywide. (Project No. Various) (All Districts)

FISCAL IMPACT:

Work performed under this on-call consulting services agreement is funded by 100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds.

BACKGROUND:

The Public Works Department is involved in various projects in the County which require construction management services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of the seven firms to provide construction management services on an “on-call” basis. The consultant will augment Public Works Design/Construction staff on an as-needed basis. They will be used as an extension of Public Works staff

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

during busy times when extra help is needed or when in-house expertise is not available. This on-call consulting services agreement will be in effect for three years.

Government Code Section 31000 and 4525 authorizes the County to contract for services including the type of construction management that TRC Engineers, Inc. provides.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there will be possible delay in completing projects requiring construction management services. Executing this contract will facilitate the process of construction for various Public Works projects requiring construction management expertise.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Consulting Services Agreement with Kleinfelder, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Kleinfelder, Inc., in an amount not to exceed \$150,000, for on-call materials testing and inspection services for the period August 7, 2018 through September 30, 2021, Countywide. (Project No. Various) (All Districts)

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for local road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require materials testing and inspection services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide materials testing and inspection services on an “on-call” basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty-seven months.

Government Code Section 31000 and 4525 authorizes the County to contract for services including the type of materials testing that Kleinfelder, Inc. provides.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring materials testing and inspection services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring materials testing and inspection expertise.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Consulting Services Agreement with Summit CM, Inc., dba Summit Associates, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Summit CM, Inc., dba Summit Associates, in an amount not to exceed \$150,000, for on-call materials testing and inspection services for the period August 7, 2018 through September 30, 2021, Countywide. (Project No. Various) (All Districts)

FISCAL IMPACT:

Work performed under this on-call Consulting Services Agreement is funded by developer fees, local, state and federal funds for local road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require materials testing and inspection services for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of five firms to provide materials testing and inspection services on an “on-call” basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

busy times when extra help is needed or when in-house expertise is not available. This on-call Consulting Services Agreement will be in effect for thirty-seven months.

Government Code Section 31000 and 4525 authorizes the County to contract for services including the type of materials testing that Summit CM, Inc., dba Summit Associates provides.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring materials testing and inspection services. Executing this Consulting Services Agreement will facilitate the process of design and construction for various Public Works projects requiring materials testing and inspection expertise.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Construction Contract for the Orwood Road Culvert Replacement Project, Knightsen area.

RECOMMENDATION(S):

- (1) APPROVE plans, specifications, and design for the Orwood Road Culvert Replacement Project, Knightsen area. (County Project No. 0672-6U2342) (District III)
- (2) DETERMINE that Kerex Engineering, Inc., (“Kerex”), the lowest monetary bidder, has complied with the requirements of the project specifications, and the Board WAIVES any irregularities in Kerex compliance with the requirements of the County’s Outreach Program; and FURTHER DETERMINE that Kerex has submitted the lowest responsive and responsible bid for the project.
- (3) AWARD the construction contract for the above project to Kerex in the listed amount (\$217,150.00) and the unit prices submitted in the bid, and DIRECT that Kerex shall present two good and sufficient surety bonds, as indicated below, and that the Public Works Director, or designee, shall prepare the contract.
- (4) ORDER that, after the contractor has signed the contract and returned it, together with the bonds as noted below and any required certificates of insurance or other required documents, and the Public Works Director has reviewed and found them to be sufficient, the Public Works Director, or designee, is authorized to sign the contract for this Board.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONTD)

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

(6) ORDER that, the Public Works Director, or designee, is authorized to sign any escrow agreements prepared for this project to permit the direct payment of retentions into escrow or the substitution of securities for moneys withheld by the County to ensure performance under the contract, pursuant to Public Contract Code Section 22300.

(7) DELEGATE, pursuant to Public Contract Code Section 4114, to the Public Works Director, or designee, the Board's functions under Public Contract Code Sections 4107 and 4110.

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

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

FISCAL IMPACT:

The construction contract will be funded by 100% Local Road Funds.

BACKGROUND:

The above project was previously approved by the Board of Supervisors, plans and specifications were filed with the Board, and bids were invited by the Public Works Director. On July 17, 2018, the Public Works Department received bids from the following contractors:

BIDDER, TOTAL AMOUNT, BOND AMOUNTS

Kerex Engineering, Inc., \$217,150.00 Payment: \$217,150.00; Performance: \$217,150.00

The bidder listed above, Kerex, submitted the lowest responsive and responsible bid.

The Public Works Director recommends waiving any irregularities in Kerex compliance with the requirements of the County's Outreach Program, as provided in the project specifications, and the Public Works Director recommends that the construction contract be awarded to Kerex.

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

This project is covered by the California Department of Fish and Wildlife under a Routine Maintenance Agreement (RMA) under Section 1602 of the Fish and Game Code. CEQA was previously approved for all actions under the RMA and a Notice of Exemption was posted on March 1, 2011. The activities covered under the RMA consist of routine maintenance activities that pose minimal threat to water quality, and beneficial uses of the creeks within the County when appropriate Best Management Practices (BMPs) are

implemented. Project-specific BMPs that will be implemented include the installation of a temporary Type ESA/Silt fence around the Environmentally Sensitive Area located at the southern drainage inlet before start of work, as well as limiting construction activities to the previously developed roadway area.

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

CONSEQUENCE OF NEGATIVE ACTION:

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



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Notice of Completion of Construction Contract for the Blackhawk Road Bikeway Project, Blackhawk area.

RECOMMENDATION(S):

ADOPT Resolution No. 2018/449 accepting as complete the contracted work performed by VSS International, Inc., for the Blackhawk Road Bikeway Project, as recommended by the Public Works Director, Blackhawk area. County Project No. 0662-6R4018-18 (District III)

FISCAL IMPACT:

Project was funded by 28% Transportation Development Act Grant Funds, 28% Road Improvement Fund 139200, and 44% Local Road Funds.

BACKGROUND:

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of June 13, 2018.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The contractor will not be paid and acceptance notification will not be recorded.

ATTACHMENTS

Resolution No. 2018/449

Recorded at the request of: Clerk of the Board

Return To: Public Works Department, Design/Construction 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 08/07/2018 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:

Resolution No. 2018/449

In the Matter of Accepting and Giving Notice of Completion of Contract for the Blackhawk Road Bikeway Project, Blackhawk area. County Project No. 0662-6R4018-18 (District III)

WHEREAS the Board of Supervisors RESOLVES that on April 24, 2018, the County contracted with VSS International, Inc. for the work generally consisting of striping Class 2 bicycle lanes for 3.3 miles on Blackhawk Road between San Andreas Drive and Blackhawk Plaza Circle. The project transitioned to a Class 3 bicycle lane from San Andreas Drive to Mt. Diablo Scenic Blvd. and from Blackhawk Plaza Circle to Camino Tassajara. Additionally, a slurry seal treatment was applied to Blackhawk Road between Blackhawk Drive and Camino Tassajara. Work also included surface preparation (including crack sealing), striping removal, and adjustment and placement of thermoplastic striping and pavement markings in the Blackhawk area, with Western Insurance Company as surety, for work performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of June 13, 2018.

NOW THEREFORE, BE IT RESOLVED said work is ACCEPTED as complete on said date, and the Clerk shall file with the County Recorder a copy of this resolution and Notice as a Notice of Completion for said contract.

Contact: Kevin Emigh, 925-313-2233

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 7, 2018

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: RESCIND Traffic Resolution No. 3775 for Alhambra Street (Road No. 2295AC), Crockett area.

RECOMMENDATION(S):

RESCIND Traffic Resolution No. 3775, adopted on December 17, 1997, prohibiting parking except for vehicles of individuals with disabilities, on a portion of Alhambra Street (Road No. 2295AC), as recommended by the Public Works Director, Crockett area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

While reviewing

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Monish Sen,
925.313-2187

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

previously restricted disabled parking spaces in the public road right of way, it came to our attention that a disabled parking space was no longer needed. Public Works Traffic Engineering staff subsequently conducted a site visit and confirmed the disabled resident no longer lives at the property. Therefore, Public Works Traffic Engineering recommends rescinding the restricted parking space based on established policy.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain restricted at this location.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: RESCIND Traffic Resolution No. 4173 for Vallejo Avenue (Road No. 1795AE), Rodeo area.

RECOMMENDATION(S):

RESCIND Traffic Resolution No. 4173, adopted on July 11, 2006, prohibiting parking except for vehicles of individuals with disabilities, on a portion of Vallejo Avenue (Road No. 1795AE), as recommended by the Public Works Director, Rodeo area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

While reviewing previously restricted disabled persons parking spaces, it came to our attention that a disabled persons parking space was no longer needed. Public Works Traffic Engineering staff subsequently conducted a site visit and confirmed the disabled resident no longer lives at the property. Therefore, Public Works Traffic Engineering recommends removing the restriction on the parking space based on established policy.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain restricted at this location.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Monish Sen,
925.313-2187

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Consulting Services Agreement with Ghirardelli Associates, Inc., Countywide. Project No. Various

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Ghirardelli Associates, Inc., in an amount not to exceed \$350,000 for on-call construction management services for the period July 24, 2018 through July 31, 2021, Countywide. (Project No. Various) (All Districts)

FISCAL IMPACT:

Work performed under this on-call consulting services agreement is funded by 100% Developer Fees and Local Road, Flood Control, and Airport Enterprise Funds.

BACKGROUND:

The Public Works Department is involved in various projects in the County which require construction management services

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

for road, flood control, and airport projects. After a solicitation process, this firm was selected as one of the seven firms to provide construction management services on an “on-call” basis. The consultant will augment Public Works Design/Construction staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call consulting services agreement will be in effect for three years.

Government Code Section 31000 and 4525 authorizes the County to contract for services including the type of construction management that Ghirardelli Associates, Inc. provides.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there will be possible delay in completing projects requiring construction management services. Executing this contract will facilitate the process of construction for various Public Works projects requiring construction management expertise.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Waive associated rental fees for the use of the Rodeo Senior Center by New Horizons Career Development Center to provide annual events, Rodeo area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to waive the \$300 rental fees and \$400 refundable deposits for the use of the Rodeo Senior Center for the 2018 Annual Community Block Party, the Annual Thanksgiving Food Basket Giveaway, the Annual Christmas Food Basket Distribution, and the Christmas Toy Giveaway, Rodeo area. (District V)

FISCAL IMPACT:

100% General Fund.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Carl Roner - (925)
313-2213

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

By: , Deputy

cc: Vincent Manuel, BOS- District V, Slava Gospodchikov - Engineering Services , Carl Roner- Special Districts, Rochelle Johnson - Special Districts

BACKGROUND:

New Horizons Career Development Center (CDC) is committed to providing resources to residents who meet the guidelines for low income levels in the Rodeo community. Resources include: computer and resume workshops; life skills classes; and opportunities for educational advancement. Each year they present community events, which are a day of fun, food baskets, toys, school supplies, entertainment and community unity at no cost to the public.

To help defray the costs of these events, New Horizons CDC is requesting a waiver of the \$300 rental fees and \$400 refundable deposits for the use of the Rodeo Senior Center on the following dates and times:

- August 18, 2018 from 9:00 a.m. to 5:00 p.m. for the 2018 Annual Community Block Party;
- November 16, 2018 from 12:00 p.m. to 4:00 p.m. for the Annual Thanksgiving Food Basket Giveaway;
- December 14, 2018 from 12:00 p.m. to 4:00 p.m. for the Annual Christmas Food Basket Distribution; and
- December 15, 2018 from 1:00 p.m. to 4:00 p.m. for the Christmas Toy Giveaway.

The requested dates do not conflict with other community programs that take place regularly at the Rodeo Senior Center.

CONSEQUENCE OF NEGATIVE ACTION:

If this request for fee waivers is not approved, the use of the Rodeo Senior Center would not be funded via the General Fund and New Horizons Career Development Center would be responsible for paying the \$300 rental fees and \$400 refundable deposit for use of the Rodeo Senior Center.

ATTACHMENTS

Fee Waiver Request

Facility Rental Application



NEW HORIZONS CAREER DEVELOPMENT CENTER INC.

DR. ANTHONY A. K. HODGE, Executive Director

199 Parker Avenue • Rodeo, CA 94572 • Ph. (510) 799-2916

www.newhorizonscdc.com

7/6/2018

To whom it may concern:

BOARD OF DIRECTORS

CHAIR

ARI HAICHETI

VICE CHAIR

BOBBIE HUNTLEY

SECRETARY

AIMEE LOHR

MEMBER

ANTHONY HODGE

MEMBER

MICHAEL PASELY

MEMBER

ALRETTA TOLBERI

MEMBER

COOKIE TEAT

New Horizons CDC has been committed to being a viable partner in the community by helping out those who meet the guidelines for low and very low income levels. We provide resources that will allow them the opportunity to become employable and to enhance their education levels etc. These resources include and are not limited to the following; computer and resume workshops, life skills attainment classes and more.

We are currently in the process of planning for the upcoming 2018 Annual Rock the Block Party Event, Thanksgiving and Christmas Holiday Food Basket and Turkey Giveaway.

Please see following dates below:

- Rock the Block Party Event: Saturday, August 18, 2018 from 9am to 5pm
- Thanksgiving 2018 Feeding: Friday, November 16, 2018 from 12pm to 4pm
- Christmas 2018 Feeding: Friday, December 14, 2018 from 12pm to 4pm
- Christmas 2018 Toy Giveaway: Saturday, December 15, 2018 from 1pm to 4pm

We have in the past reserved the Senior Center for the annual event located at 189 Parker Avenue in Rodeo. We are requesting a fee waiver to utilize the facility for the community feeding and public use.

The upcoming 2018 holiday events will be a day of fun and unity for our community so as we will prepare delicious food, giveaway turkey's/food baskets, and toys for Christmas; all free of cost! Thanks in advance for your consideration of our request. Your ongoing support is greatly appreciated.

FYI: The dates may change for the Thanksgiving Turkey giveaway; contingent upon the distribution of turkey's from Supervisor Federal Glover's Office. I will notify you should there be any changes in reference to the dates. Once again, thank you very much!

Sincerely,

LaTasha Chillous

Admin Assistant/Case Manger

Mission Statement:

Empowering individuals to become self sufficient so they may live enriched and fulfilling lives.

APPLICATION FOR USE

Rodeo Senior Center
189 Parker Avenue, Rodeo, CA 94572

Renter Information

Organization/Individual Name New Horizons CDC
Designated person in charge Dr. Anthony Hodge
(Person in charge must attend event)
Street 199 Parker Avenue
City/State/Zip Rodeo, CA 94572
Phone 510-799-2914 Alt. Phone 415-725-7142 Fax 510-799-7816
Email address anthonyakhodge@newhorizonscdc.com

Event Information

Date Requested SAT: 8/18/2018 - Rock The Block Party → 9 AM to 5 PM
Time Requested FRI: 11/16/2018 - Thanksgiving Feeding → 12 PM to 4 PM
FRI: 12/14/2018 - Christmas Feeding → 12 PM to 4 PM
Briefly describe the event the facility will be used for:
SAT: 12/15/2018 Christmas Toy Give Away → 12 PM to 4 PM
Rock the Block Party 2018 Annual Event (back pack and supply give away, entertainment, food, games, etc. Thanksgiving & Christmas 2018 Community Feedings and Food Basket/Toy Give away.

Other Information

- This is a youth group event (please include chaperone list) – Please note: organized youth groups only (i.e. Girl Scouts, YMCA, etc) no youth parties.
- This is an ongoing event. Please retain deposit notified by organization/individual the facilities are no longer needed.

Agreement

My signature certifies that I have read that Rules and Regulations set forth by the Contra Costa County (CCC) governing the use of the items specified above; that I will take full responsibility for seeing that the use of these facilities/area(s) by the organization/group I represent is in full adherence and compliance with these conditions; that I will hold CCC harmless from any damage, claims for damage for personal injury or death, damage to or loss of property, claims for damage to or loss of property incurred in the use of these facilities/area(s); that if there are any minors in the group using the facilities/area(s), I will accept full responsibility for them throughout the period covered by this Application of Use of the Rodeo Senior Center.

Katasha Chillors
Applicant's Signature

7/6/2018
Date

EVENT FEES

Please check the box the best represents your event - If your event does not fit one of the categories below or if you are seeking a fee exemption, please contact the Contra Costa County at (925) 313-2272.

<u>EVENT TYPE</u>	<u>FEE</u>	<u>DEPOSIT</u>
<input type="checkbox"/> Government Agency meeting (open to public)	\$ free	\$100
<input type="checkbox"/> Resident nonprofit meeting (less than 3 hours)	\$ 15	\$100
<input checked="" type="checkbox"/> Resident nonprofit event (3 - 10 hours)	4X \$ 75	4X \$100
<input type="checkbox"/> Resident individual event (i.e. baby shower)	\$100	\$200
<input type="checkbox"/> Non-resident individual event	\$200	\$200

*Residents are defined as organizations or individuals located in zip code 94572

Additional fees

<input type="checkbox"/> Kitchen use	\$ 50
<input type="checkbox"/> Hourly rate over 10 hour max – resident	\$ 25/hr
<input type="checkbox"/> Hourly rate over 10 hour max – nonresident	\$ 35/hr

Amount Due

Deposit: 400-
 Event Fees: 300-
 Additional Fees:
Total Fee Due: 700-

Any person(s) violating the rules and regulations and/or creating a public nuisance may be required to leave the facility and the renter by lose all or portions of the deposit

Office Use Only

(Fee Waived)
 Date received 7/19/18 Received by [Signature]

- Deposit received**
 Amount \$ _____ Receipt Number _____
- Event Fee received (including additional charges)**
 Amount \$ _____ Receipt Number _____
- Checked Applicant ID**
 Driver's License # _____
- Chaperone list for youth groups received**
 - o Number of youth _____
 - o Number of chaperones _____ (At least 1 chaperone for every 10 youth)
 - o Names of chaperones and phone numbers for chaperones
 - o _____
 - o _____
 - o _____
 - o _____

Application is APPROVED
 DENIED
 Reason for denial: _____

By: _____

Deposit Return

Renter Information

Organization/Individual Name New Horizons CDC
Designated person in charge Dr. Anthony Hodge
Street 199 Parker Avenue
City/State/Zip Rodney, CA 94572
Phone 510-799-2910 Alt. Phone 415-725-7142 Fax 510-799-7816
Email address anthony.a.k.hodge@newhorizonscdc.com
or lchillous@newhorizonscdc.com

Deposit Refund Detail

This is an ongoing event. Please retain deposit notified by organization/individual the facilities are no longer needed.

Deposit \$ _____
Less charges \$ _____
Balance \$ _____

Date paid _____
Check # _____

Reason for charges:

RETURN TO RENTER WITH DEPOSIT

Renter Information

Organization/Individual Name _____
Designated person in charge _____

Deposit Refund Detail

Deposit \$ _____
Less charges \$ _____
Balance \$ _____

Date paid _____
Check # _____

Reason for charges:

2018 ROCK THE BLOCK PARTY

**Join us for a day
Of fun with your
Community!**

**Date: Saturday,
August 18, 2018**

Time: 10am-4pm

**Location: Between
2nd St. And Parker
Ave. Rodeo, CA**

**There will be:
Jumpers
Face Painting
Health Fair
Informational Booths
Free Food and
Refreshments
School Supply/Back
Pack Give Away
Distributed at
*3:30pm
Entertainment
And More.....**



For more information contact New Horizons Career Development Center at: 510-799-2916

www.newhorizonscdc.com

2018 fiesta Anual de la Comunidad

**Fecha: Sábado, 18 de Agosto
2018**

Hora: 10am-5pm

**Localización: Entre
2nd St. Y Parker
Ave. Rodeo, CA**

**Únase a nosotros para un día
de diversión con su
comunidad!**

Con:

**Juegos, Jumpers
Pintura de la cara,
información,
Comida, Refrescos and
Entretenimiento, Back Pack
dar lejos distribuidos at
3:30pm**

Y Más



Para más información Llame al New Horizons Career Development Center al: 510-799-2916

www.newhorizonscdc.com



Welcome to the 2018
Thanksgiving Community
Feeding & Turkey/Food
Basket Giveaway

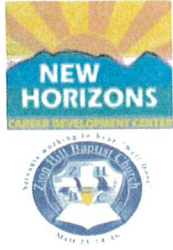


Where: 189 Parker Avenue (Senior Building)

When: November 16, 2018

Time: 12pm to 4pm

Please contact New Horizons CDC at 510-799-2916
for registration and questions.



Bienvenido a la comunidad
de acción de gracias de 2018
alimentación y pavo/canasta
de comida sorteo

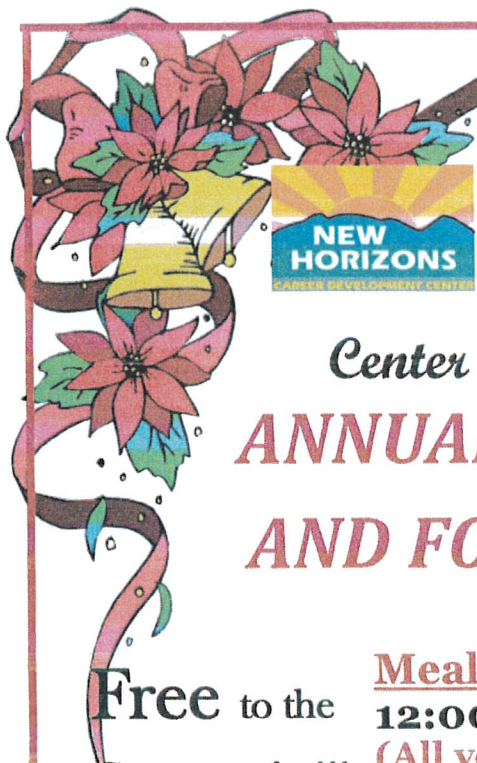
Dónde: 189 Parker Avenue (Senior Building)

Cuándo: 16 de noviembre de 2018

Tiempo: 12 pm a 4 PM

**Por favor comuníquese con New Horizons
CDC a 510-799-2916 para registrarse y
preguntar.**





New Horizons
Career Development



Center Cordially Invites You to Our
**ANNUAL HOLIDAY MEAL, TOY,
 AND FOOD BASKET GIVEAWAY**

Free to the
 Community!!!

Meal: Friday, December 14 2018
12:00 p.m. to 4:00 p.m.
(All you need to do is show up)
189 Parker Avenue, Rodeo, CA 94572

For additional
 questions you
 may contact
 the center at

Toys: Saturday, December 15, 2018
1:00 p.m. to 4:00 p.m.
(You must register, provide proof of income and provide photo ID before 12/12/2018)
199 Parker Avenue, Rodeo, CA 94572

(510) 799-2916.





**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: August 7, 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 Brian Sharpes for a T-hangar at Buchanan Field Airport effective July 20, 2018 in the monthly amount of \$394.10, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,729.20 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/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

responsible for the maintenance and property management of the property during the lease period.

On September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

On November 14, 2006, the Contra Costa County Board of Supervisors approved the form of the T-Hangar and Shade Hangar Rental Agreement for use with renting the County's t-hangars, shade hangars, medium hangars, and executive hangars at Buchanan Field Airport.

On February 16, 2007, the additional seventeen (17) hangars at Buchanan Field reverted back to the County pursuant to the above referenced lease. This row included six (6) large hangars which were not covered by the approved T-Hangar and Shade Hangar Rental Agreement.

On February 23, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Rental Agreement for use with the large East Ramp Hangars.

On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and Shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements are the current forms in use for rental of all the County hangars at Buchanan Field Airport.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action will cause a loss of revenue to the Airport Enterprise Fund.

ATTACHMENTS

Hangar Rental Agmt - B Sharpes

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES:** July 20, 2018 ("Effective Date"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("Airport"), Brian Sharpes ("Renter"), hereby mutually agree and promise as follows:

2. **RENTER AND AIRCRAFT INFORMATION:** Simultaneous with the execution of this T-Hangar and Shade Hangar Rental Agreement ("**Rental Agreement**") by Renter, Renter shall complete the Renter and Aircraft Information Form. A completed copy of the Renter and Aircraft Information Form is attached hereto as Exhibit "A" and incorporated herein. Renter must also provide to Airport at that time, for inspection and copying, (1) the original current Aircraft Registration or, if the aircraft described in Exhibit A is under construction, the plans for and proof of ownership of such aircraft; and (2) the insurance information required by Section 16 below.

3. **PURPOSE:** The purpose of this Rental Agreement is to provide for the rental of a T-Hangar or Shade Hangar space at the Contra Costa County - Buchanan Field Airport for the storage of the aircraft described in the Renter and Aircraft Information Form ("**Renter's Aircraft**").

4. **PREMISES:** For and in consideration of the rents and faithful performance by Renter of the terms and conditions set forth herein, Airport hereby rents to Renter and Renter hereby rents from Airport that T-Hangar or Shade Hangar shown as # A-8 on the T-Hangar and Shade Hangar Site Plan, attached hereto as Exhibit B and incorporated herein. This T-Hangar or Shade Hangar is part of the T-Hangar and Shade Hangar Site ("**T-Hangar Site**") and shall hereinafter be described as the "**T-Hangar.**"

Renter has inspected the T-Hangar and hereby accepts the T-Hangar in its present condition, as is, without any obligation on the part of Airport to make any alterations, improvements, or repairs in or about the T-Hangar.

5. **USE:** The T-Hangar shall be exclusively by Renter for the storage of Renter's Aircraft. In addition to the storage of Renter's Aircraft, Renter may use the T-Hangar for (1) the homebuilding, restoration and/or maintenance of Renter's Aircraft, provided that such homebuilding, restoration and/or maintenance is performed by Renter only and in conformance with all applicable statutes, ordinances, resolutions, regulations, orders, circulars (including but not limited to FAA Advisory Circular 20-27) and policies now in existence or adopted from time to time by the United States, the State of California, the County of Contra Costa and other government agencies with jurisdiction over Buchanan Field Airport; (2) the storage of and materials directly

related to the storage, construction of homebuilt planes homebuilding, restoration, and/or maintenance of Renter's Aircraft; (3) the storage of one boat, or one recreational vehicle, or one motorcycle, or one automobile, provided that Renter first provides to Airport proof of Renter's ownership and original registration of any stored boat or vehicle, for inspection and copying; and/or (4) the storage of comfort items (such as a couch, small refrigerator, etc.) that the Director of Airports, in his sole discretion, determines will not impede the use of the hangar for the storage of Renter's Aircraft, and are not prohibited by applicable building and fire codes. The T-Hangar shall not be used for any purpose not expressly set forth in this Section 5. Use.

The use of all or a portion of the T-Hangar for the storage of aircraft not owned or leased by Renter is prohibited. ("Aircraft not owned or leased by Renter" means any aircraft in which Renter does not have an ownership interest or which is not directly leased to Renter). Renter shall present proof of said ownership interest or lease to Airport upon request in addition to that information provided in Exhibit A.

If Renter's Aircraft is or becomes non-operational, it may be stored in the T-Hangar only if it is being homebuilt or restored by Renter. Prior to the commencement of any such homebuilding or restoration, Renter shall provide to Airport (1) a copy of the purchase agreement or (2) a valid federal registration number. If Renter's Aircraft is not registered as of the Effective Date, upon completion of construction, Renter shall register and apply for an airworthiness certificate for Renter's Aircraft in accordance with all applicable federal statutes and regulations and provide the original registration and certification to Airport, for inspection and copying, immediately upon receipt by Renter. On or before January 1 of each year, if the homebuilding or restoration has not been completed, Renter shall provide a written annual report to the Director of Airports that details the homebuilding or restoration activity performed, work still required to be completed and an estimate of time of completion.

6. **TERM:** This Rental Agreement shall be from month to month commencing **July 20, 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 \$ **394.10** in rent per month ("**Monthly Rent**") due and payable in advance on the first day of each calendar month, beginning on the commencement date of this Rental Agreement. Unless directed to do otherwise by Airport, Renter shall pay rent only in cash or by personal check, certified check, or money order. If the term of this Rental Agreement begins on a day other than the first day of the month, the Monthly Rent stated above for the first month shall be prorated



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: August 7, 2018

Subject: Claims

RECOMMENDATION(S):

DENY claims filed by James Broussard, Kevin Fobbs Jr., Minh Chau Doan, Geico, a subrogee of Lie Wolff, Freddrick Gray, Stephen Hasbrook, Maclennan Matthews, David Rorai, County of San Bernardino Sheriff's Dept., Walter Louis Walters, M.D., and Doug Wilcox. DENY amended claim filed by Chau Minh Doan.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

James Broussard: Property claim for lost property in the amount of \$15. Claimant alleges he lost property at MDF.

Kevin Fobbs Jr.: Personal injury claim for physical abuse in the amount of \$9,999.95. Claimant alleges Sheriff's deputies used excessive force against him at MDF.

Minh Chau Doan: Property claim for lost iPhone in the amount of \$400. Claimant alleges he lost property while at CCRMC.

Geico a subrogee of Lie Wolff: Property claim for damage to vehicle in the amount of \$5,767.02. Insurer claims its insured's vehicle was damaged in a motor vehicle accident involving a County employee.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Scott Selby
925.335.1400

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Freddrick Gray: Personal injury claim for a trip and fall in an amount to exceed \$25,000. Claimant alleges he tripped and fell on a defective sidewalk in Hercules.

Stephen Hasbrook: Property claim for damage to vehicle in undisclosed amount. Claimant alleges his car was damaged by a car driven by a County employee.

MacLennan Matthews: Property claim for damage to home in an amount to be determined. Claimant alleges a sinkhole developed on his property in Richmond due to an old drainage pipe.

David Rorai: Property claim for lost dentures in the amount of \$3600. Claimant alleges he lost property while at CCRMC.

County of San Bernardino Sheriff's Dept.: Claim for reimbursement for Search and Rescue expenditures in the amount of \$1,958.98. Claimant is seeking reimbursement for expenses incurred in the rescue of a County resident.

Walter Louis Walters, M.D.: Personal injury claim for assault and battery in undisclosed amount. Locum tenens anesthesiologist claims a Sheriff's deputy used excessive force in removing him from the workplace.

Doug Wilcox: Property claim for lost property in undisclosed amount. Claimant alleges he lost property at an unknown location.

Chau Minh Doan: Amended claim for lost iPhone in the amount of \$400. Claimant alleges he lost property while at CCRMC.



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: August 7, 2018

Subject: Final Settlement of Claim, James Harbison vs. Contra Costa County

RECOMMENDATION(S):

RECEIVE this report concerning the final settlement of James Harbison and AUTHORIZE payment from the Workers' Compensation Internal Service Fund in an amount not to exceed \$140,000, less disability advances.

FISCAL IMPACT:

Workers' Compensation Internal Service Fund payment of \$140,000, less permanent disability payments.

BACKGROUND:

Attorney Leslie Leyton, defense counsel for the County, has advised the County Administrator that within authorization an agreement has been reached settling the workers' compensation claim of James Harbison v. Contra Costa County. The Board's July 24, 2018 vote was: Supervisors Gioia, Andersen, Burgis, Mitchoff and Glover - Yes. This action is taken so that the terms of the final settlement and the earlier July 24, 2018 closed session vote of this Board authorizing its negotiated settlement is known publicly.

CONSEQUENCE OF NEGATIVE ACTION:

Case will not be settled.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Sharon Hymes-Offord
(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: Sharon Offord Hymes, Risk Manager
Date: August 7, 2018

Subject: Final Settlement of Claim, Brandon Freitas vs. Contra Costa County

RECOMMENDATION(S):

RECEIVE this report concerning the final settlement of Brandon Freitas and AUTHORIZE payment from the Workers' Compensation Internal Service Fund in an amount not to exceed \$140,000, less disability advances.

FISCAL IMPACT:

Workers' Compensation Internal Service Fund payment of \$140,000, less permanent disability payments.

BACKGROUND:

Attorney Gregory M. Stanfield, defense counsel for the County, has advised the County Administrator that within authorization an agreement has been reached settling the workers' compensation claim of Brandon Freitas v. Contra Costa County. The Board's July 24, 2018 vote was: Supervisors Gioia, Andersen, Burgis, Mitchoff and Glover - Yes. This action is taken so that the terms of the final settlement and the earlier July 24, 2018 closed session vote of this Board authorizing its negotiated settlement is known publicly.

CONSEQUENCE OF NEGATIVE ACTION:

Case will not be settled.

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Sharon Hymes-Offord
(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: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Recognizing Kevin Emigh on his 30 years of service to Contra Costa County

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Steve Kowalewski
925-313-2225

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.

2018/448

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2018/448

Recognizing the contributions of Kevin Emigh on his 30 years of service to Contra Costa County.

WHEREAS, in 1988, Kevin Emigh started his career with the Public Works Department as an Engineer in the Road Engineering Division; and

WHEREAS, in 1990, Kevin received a Letter of Thanks for the outstanding job he did in recruiting at Cal Poly in San Luis Obispo; and

WHEREAS, in 1990, Kevin transferred to the Construction Division and was then assigned to the Flood Control Division as a Journey Level Civil Engineer. In 1991, Kevin returned to the Construction Division and then between 1992 and 1994 he shared his time with both the Maintenance and Construction Divisions; and

WHEREAS, Kevin received his Certificate as a Professional Engineer from the Department of Consumer Affairs in both 1991 and 1993; and

WHEREAS, in 1994, Kevin transferred to the Design Division and in 1998 was promoted to Associate Civil Engineer; and

WHEREAS, in 1998, Kevin received the Award of Excellence for designing the Hilltop Drive Pedestrian Path – Phase 2 and building a closer relationship with members of the community; and

WHEREAS, Kevin received the Award of Excellence again in 1999 for his efforts in meeting the deadlines for advertisement of the Drainage Area 46 Project and improving the Public Works Departments communication and relationship with the community; and

WHEREAS, in 1999, Kevin received a Letter of Thanks for his work on the 1999 Combined Charity Drive which was a success; and

WHEREAS, in 1999, Kevin received the Award of Excellence as a member of the Department's Newsletter Team for his time, effort, interest and creative ideas; and

WHEREAS, in 2000, Kevin was promoted to Senior Civil Engineer; and

WHEREAS, in 2002, Kevin received the J. Michael Walford Project Manager of the Year Award for the State Route 4 Bypass Team for 2001 for the management and administration of this project; and

WHEREAS, Kevin received a Letter of Appreciation in 2003 for a great presentation to the Engineers Club of Rossmoor membership regarding the flooding concerns in Rossmoor and Tice Valley and for having the patience to answer all the questions from the members; and

WHEREAS, in 2004, Kevin then transferred to the Engineering Services Division; and

WHEREAS, in 2004, Kevin received another Award of Excellence for the Rossmoor Detention Basin Project being recognized for his commitment to quality service and for the planning, permitting and building that was done in an extremely short timeline; and

WHEREAS, in 2007, Kevin was promoted to Supervising Civil Engineer in the Construction Division which later was combined with the Design Division to create the Design/Construction Division; and

WHEREAS, in 2008, Kevin received a Letter of Appreciation from Graham Contractors, Inc. for his efforts in making the 2008 Slurry Seal Project a success with minimum impact on residents during the process; and

WHEREAS, in 2014, Kevin received a Letter of Commendation for assisting in the presentation of the Upper Sand Creek Basin Project at the New Employee Orientation; and

WHEREAS, in 2014, Kevin and his staff were recognized for their outstanding efforts in preparing the plans,

specifications, estimates and bid packages for a large number of capital projects during the construction season; and

WHEREAS, in 2015, Kevin was nominated for the J. Michael Walford Team of the Year Award for his work on the Livorna Road/Wilson Road project. Through the outstanding performance of the Project Team this project went from a preliminary layout to construction in 9 months.

NOW, THEREFORE, IT IS BY THE BOARD RESOLVED that Kevin Emigh be recognized for his 30 year anniversary of dedicated service to Contra Costa County and for the high quality of work performed by him during his career.

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: August 7, 2018

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Karen Mitchoff, District IV Supervisor
Date: August 7, 2018

Subject: Resolution Endorsing the Diesel Free by '33 Statement of Purpose

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Lia Bristol, (925)
521-7100

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2018/459

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2018/459

Endorsing the Diesel Free by '33 Statement of Purpose

WHEREAS, climate change, caused by the emission of greenhouse gases including carbon dioxide and black carbon, represents a profound threat to the Bay Area's air quality, public health, environment, water supplies, and economy; and
WHEREAS, diesel engines emit significant amounts of black carbon, a short-lived climate pollutant that is contributing significantly to global climate change; and
WHEREAS, the Intergovernmental Panel on Climate Change (IPCC) Fifth Assessment Report estimates that black carbon is the third most important individual contributor to warming after carbon dioxide and methane (IPCC 2013); and
WHEREAS, the California Air Resources Board concludes that *"Diesel exhaust includes over 40 substances that are listed by the United States Environmental Protection Agency as hazardous air pollutants and by the CARB as toxic air contaminants. Fifteen of these substances are listed by the World Health Organization as carcinogenic to humans, or as a probable or possible human carcinogen"* [California Air Resources Board Scientific Review Panel on: California Air Resources Board's report titled "Proposed Identification of Diesel Exhaust as a Toxic Air Contaminant." 1998]; and
WHEREAS, the California Environmental Protection Agency's Office of Environmental Health Hazard Assessment has determined that exposure to diesel exhaust can have significant health effects, including damage to lung tissue and increased risk of cancer; and
WHEREAS, the California Air Resources Board estimates that on-road and off-road mobile sources powered by diesel engines comprise 54% of the state of California's total black carbon emissions; and
WHEREAS, the negative public health and environmental effects from climate change will fall most heavily on the communities and populations that are already most heavily impacted by air pollution, other environmental hazards, and economic inequality; and
WHEREAS, many alternatives to diesel-fueled vehicles and equipment are already commercially available, with purchase costs comparable to traditional diesel technologies; and
WHEREAS, the Bay Area Air Quality Management District has established a challenge to engage with public agencies to reduce diesel emissions in local communities throughout California and beyond, reflected in the *Diesel Free By '33 Statement of Purpose*.

NOW, THEREFORE BE IT RESOLVED, that the Contra Costa County Board of Supervisors endorses the *Diesel Free By '33 Statement of Purpose*, reflecting a goal of eliminating diesel pollution by December 31, 2033.

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: August 7, 2018

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Cannabis Health Ordinance

RECOMMENDATION(S):

ADOPT Ordinance No. 2018-23 to require a county health permit for commercial cannabis activities.

FISCAL IMPACT:

The impact on the County General Fund is anticipated to be minimal if regulatory and inspection fees are adopted to off-set the true cost of implementation and enforcement of local health regulations. There were costs associated with the preparation of this Ordinance.

Contra Costa Health Services anticipates some cost related to addressing and treating physical and behavioral health needs as the use of cannabis becomes more prevalent with subsequent increase in related injury, health impacts and substance misuse. The adoption of a cannabis health ordinance is, in part, intended to help address the influence of the commercial cannabis industry on youth.

BACKGROUND:

On July 18, 2017, the Board of Supervisors received a report on local policy and regulatory considerations in the wake of voter approved Proposition 64 (Prop 64), which legalized adult recreational use of marijuana. During this presentation, information was provided that highlighted some of the health concerns related the use of cannabis.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Dan Peddycord,
925-313-6712

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Of particular interest to Contra Costa Health Services is the ability to locally regulate the manufacture and retail sale of cannabis and consumer products which contain cannabis. Adopting a local health ordinance will also allow county staff to inspect, regulate and enforce appropriate state and local laws pertaining to the cannabis industry.

In light of the newness of regulating the commercial cannabis industry and the evolving landscape of cannabis regulation, Contra Costa Health Services recommended a cautionary approach to local regulation that emphasizes protections for consumers, the public, and at-risk groups such as youth and individuals challenged with substance use disorders.

On April 24th, 2018, the Board of Supervisors approved the final draft of a framework for regulating cannabis in the unincorporated areas of the County. The Board directed the Department of Conservation and Development to prepare a land use ordinance to regulate the commercial cannabis industry based on the framework. The Board also directed Contra Costa Health Services to provide a report to the Board at the May 8, 2018 Board Meeting with recommendations for a health ordinance to further regulate the commercial cannabis industry and address the associated health concerns in the unincorporated areas of the County.

On May 8, 2018, the Board of Supervisors accepted the Contra Costa Health Services' staff report with recommendations for a health ordinance to regulate commercial activity associated with recreational adult use cannabis. The Board directed staff to prepare a health ordinance for the Board's consideration.

On June 26, 2018, the Board of Supervisors adopted cannabis land use Ordinance Nos. 2018-18 and 2018-19 to regulate commercial cannabis activities and personal cannabis cultivation in the unincorporated county, including requiring land use permits to engage in commercial cannabis activities.

On July 24, 2018, the Board of Supervisors adopted Ordinance No. 2018-22 to impose a general tax on commercial cannabis activities and Resolution No. 2018/227 calling an election on November 6, 2018 for voters to consider imposing that tax in the unincorporated county area, and introduced Ordinance No. 2018-23 to require a county health permit for commercial cannabis activities.

Ordinance Summary

The Commercial Cannabis Health Permit Ordinance, attached, would require all persons engaged in commercial cannabis activities in the unincorporated county to obtain a county health permit in addition to all other licenses and permits required by the County and the State. Under the attached ordinance, any person required to obtain a land use permit for a commercial cannabis activity must also obtain a county health permit.

The attached ordinance provides that the Director of Environmental Health would review applications, issue commercial cannabis health permits, and administer revocation proceedings or other enforcement actions for violations of the permit terms, the health permit ordinance, or other State or local laws and regulations.

The attached ordinance establishes general health standards that apply to all commercial cannabis activities. Every commercial cannabis activity with a health permit must comply with all State and local laws; maintain a valid State license, County land use permit, and County business license; remain closed between 9:00 p.m. and 8:00 a.m. the following day; and control odors. In addition, no cannabis or

cannabis product may be smoked, ingested, or consumed on the premises of a commercial cannabis activity. The attached ordinance also includes standards that apply specifically to manufacturing (e.g., the use of volatile solvents is prohibited), retail sale (e.g., transaction limits on edible cannabis products, requirements for consumer warnings), and retail delivery (e.g., delivery employees are required to examine government-issued identification cards upon delivery). Consistent with the County’s tobacco control ordinance, the attached ordinance would also prohibit the sale or delivery of flavored cannabis products for which the primary use is to be smoked or used in electronic smoking devices.

The attached ordinance would also require a commercial cannabis delivery business located outside the unincorporated area of the county to obtain a commercial cannabis health permit prior to delivering cannabis or cannabis products to any location in the unincorporated area of the county. The delivery business would be required to comply with the general health standards and the retail delivery standards in the Commercial Cannabis Health Permit Ordinance.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to consider and adopt a local Commercial Cannabis Health Permit Ordinance may delay implementation of provisions intended to help protect youth from the influences of the commercial cannabis industry in the unincorporated areas of the County.

CHILDREN'S IMPACT STATEMENT:

The use of cannabis by youth has been documented to impact both cognitive and behavioral development. Development of a local Commercial Cannabis Health Permit Ordinance is, in part, intended to help provide additional protections for youth and sensitive populations. Adoption of a local ordinance would support 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,” primarily in that the ordinance reflects proposals to prohibit products and flavors that are appealing to youth and recommends specific warnings.

ATTACHMENTS

Ordinance No. 2018-23 Commercial Cannabis Health Permits

ORDINANCE NO. 2018-23

COMMERCIAL CANNABIS HEALTH PERMITS

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 413-4 to the County Ordinance Code to require all persons engaged in commercial cannabis activities or engaged in cannabis deliveries to any location in the unincorporated area of the county to obtain a county health permit in addition to all other licenses and permits required by the County and the State.

SECTION II. Chapter 413-4 is added to the County Ordinance Code, to read:

Chapter 413-4

COMMERCIAL CANNABIS HEALTH PERMITS

Article 413-4.2

General Provisions

413-4.202 Purpose. The purpose of this chapter is to regulate commercial cannabis activities, as authorized by the Control, Regulate, and Tax Adult Use of Marijuana Act, and by the Medicinal and Adult Use Cannabis Regulation and Safety Act, by requiring all persons engaged in commercial cannabis activities or engaged in cannabis deliveries to obtain a county health permit in addition to all other licenses and permits required by the County and the State. The requirements of this chapter are in addition to all other applicable requirements of this code and all applicable State laws and regulations. (Ord. 2018-23 § 2).

413-4.204 Applicability. This chapter applies in the unincorporated area of Contra Costa County. (Ord. 2018-23 § 2).

413-4.206 Definitions.

- (a) Except as otherwise provided in subdivision (b), the definitions set forth in Division 10 of the Business and Professions Code, and the definitions set forth in Health and Safety Code section 11362.7, apply to this chapter.
- (b) The following terms have the following meanings for purposes of this chapter:

- (1) “Characterizing flavor” means a distinguishable taste or aroma imparted by a cannabis product or any byproduct produced by the cannabis product that is perceivable by an ordinary consumer by either the sense of taste or smell, other than the taste or aroma of cannabis. A “characterizing flavor” includes, but is not limited to, a taste or aroma relating to a fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverage, menthol, mint, wintergreen, herb, or spice.
- (2) “Commercial cannabis activity” means any of the following: the retail sale of cannabis or cannabis products under Section 88-28.412; the commercial cultivation of cannabis under Section 88-28.414; the manufacturing of cannabis or cannabis products under Section 88-28.416; cannabis testing under Section 88-28.418; and the distribution of cannabis or cannabis products under Section 88-28.420. “Commercial cannabis activity” includes the delivery of cannabis or cannabis products from a retail location in the unincorporated area of the county to any location in the unincorporated area of the county, but does not include deliveries from a location outside the unincorporated area of the county to any location in the unincorporated area of the county.
- (3) “Constituent” means any ingredient, substance, chemical, or compound, other than cannabis or water, that is added by the manufacturer to a cannabis product during the processing, manufacture, or packaging of the cannabis product.
- (4) “Deliver” or “delivery” means the commercial transfer of cannabis or cannabis product from a retailer to a customer, whether the delivery is a commercial cannabis activity or a delivery from a location outside the unincorporated area of the county to any location in the unincorporated area of the county.
- (5) “Director” means the director of environmental health.
- (6) “Flavored cannabis product” means any cannabis product that contains a constituent that imparts a characterizing flavor. A cannabis product whose labeling or packaging contains text or an image indicating that the product imparts a characterizing flavor is presumed to be a flavored cannabis product.
- (7) "Self-service display" means the open display or storage of cannabis or cannabis products in a manner that is physically accessible in any way to the general public without the assistance of the retailer or employee of the retailer. A vending machine is a form of self-service display.
- (8) “State license” or “license” means a license issued pursuant to Division 10 of the Business and Professions Code, sections 26000 through 26231.2.

- (9) “Volatile solvent” means any solvent that is or produces a flammable gas or vapor that, when present in sufficient quantities, will create explosive or ignitable mixtures, including, but not limited to, butane, hexane, and propane. (Ord. 2018-23 § 2).

Article 413-4.4

Commercial Cannabis Health Permit Requirements

413-4.402 Permit requirement. It is unlawful for any person to conduct any commercial cannabis activity in the unincorporated area of the county or to deliver cannabis or cannabis products to any location in the unincorporated area of the county without obtaining and maintaining a commercial cannabis health permit. (Ord. 2018-23 § 2).

413-4.404 Permit applications. An application for a commercial cannabis health permit shall be submitted to the director on a form available from the director and shall contain the following information:

- (a) Identifying information for applicant. The name, date of birth, social security number, address, and telephone number for the applicant. If the applicant is an entity and not an individual, the term “applicant” means each person participating in the direction, control, or management of the entity, and each person having a financial interest of 20 percent or more in the entity.
- (b) State license type. A description of the specific State license(s) that the applicant either has obtained or will obtain.
- (c) Description of operations. A description of the proposed commercial cannabis activity or delivery.
- (d) Certification. Certification, under penalty of perjury, that all the information contained in the application is true and correct.
- (e) An application for a commercial cannabis health permit for a proposed commercial cannabis activity shall contain the following additional information:
 - (1) Land use permit. A copy of the land use permit issued pursuant to Chapter 88-28 of this code authorizing the proposed commercial cannabis activity, and all applications and materials submitted in support of issuance of the land use permit.
 - (2) Description of premises. The address and assessor’s parcel number(s) of the property upon which the proposed commercial cannabis activity will be located.

- (3) Proof of ownership of premises. Proof of the applicant's ownership of the premises on which the commercial cannabis activity is to occur, or if the premises is rented or leased, written permission from the property owner containing the property owner's notarized signature that authorizes the tenant or lessee to engage in commercial cannabis activity at the site.
- (4) Diagram. A diagram drawn to scale of the premises, showing a site plan, building layout, all entryways and exits to the facility, loading zones, and all areas in which cannabis and cannabis products will be stored, grown, or dispensed. (Ord. 2018-23 § 2).

413-4.406 Application Fee. An application for a commercial cannabis health permit, or an application for renewal of a commercial cannabis health permit, will not be accepted unless it is accompanied by the payment of a non-refundable application fee in the amount established by the board of supervisors in the health services department's fee schedule. (Ord. 2018-23 § 2).

413-4.408 Review of application.

- (a) The director will review each application for a commercial cannabis health permit. The director will deem the application incomplete if it does not contain all required information and documents, or if all required application fees have not been paid.
- (b) After reviewing a complete application for a commercial cannabis health permit, the director will approve the application unless any of the following grounds for denial exist:
 - (1) The applicant has knowingly made a false statement of material fact or has knowingly omitted a material fact from the application.
 - (2) The proposed commercial cannabis activity or delivery will not comply with the provisions of this chapter.
 - (3) The proposed commercial cannabis activity or delivery will not comply with all State and local laws and regulations.
 - (4) The applicant has not obtained all required State licenses and local permits.
 - (5) The applicant has not paid all required fees in accordance with the fee schedule adopted by the board of supervisors.
- (c) The decision of the director to approve or deny a permit application is final. If the director denies the application, the director will specify in writing the reasons for denial

of the application and notify the applicant of the decision. (Ord. 2018-23 § 2).

413-4.410 Permit renewal.

- (a) Each commercial cannabis health permit will expire on June 30th following the date of its issuance.
- (b) An application for renewal must be filed with the director at least 30 calendar days before the permit expires. If any of the documentation or information supplied by the applicant pursuant to Section 413-4.404 has changed since the permit was issued, the applicant must submit updated information and documentation with the application for renewal. The director will deem the application incomplete if it does not contain all required information and documents, or if all required application fees have not been paid.
- (c) Upon review of a renewal application, the director will approve the renewal application unless any of the following grounds for denial exist:
 - (1) Any of the grounds for denial under Section 413-4.408.
 - (2) The application is filed fewer than 30 calendar days before the permit expires.
 - (3) The applicant is delinquent in payment of County taxes.
 - (4) The permit is revoked at the time of application.
- (d) The decision of the director to approve or deny a permit renewal application is final. If the director denies the application for renewal, the director will specify in writing the reasons for denial of the application for renewal and notify the applicant of the decision.
- (e) If a renewal application is denied, an applicant may file a new permit application pursuant to Section 413-4.404. (Ord. 2018-23 § 2).

413-4.412 Permit fee. A commercial cannabis health permit, or a renewed commercial cannabis health permit, will not be issued until the applicant has paid a non-refundable permit fee in the amount established by the board of supervisors in the Contra Costa County health services department's fee schedule. (Ord. 2018-23 § 2).

413-4.414 Permit nontransferable.

- (a) A commercial cannabis health permit is not transferable and automatically terminates upon transfer of ownership.

- (b) Whenever any permittee sells or transfers a financial interest of 20 percent or more in the permittee's business, the acquiring party must obtain a new commercial cannabis health permit pursuant to Section 413-4.402.
- (c) A commercial cannabis health permit is issued to only the permittee identified on the permit. A commercial cannabis health permit does not run with the land.

Article 413-4.6

Commercial Cannabis Activity Health Standards

413-4.602 Standards for all permittees. A permittee shall comply with all of the following standards.

- (a) Compliance with State and local laws. A permittee shall comply with all State and local laws and regulations.
- (b) State license. A permittee shall maintain a valid State license. A permittee shall notify the director within three days after receiving any notices of violations or other corrective action ordered by a State or other local licensing authority.
- (c) Business license. A permittee shall maintain a valid county business license.
- (d) Hours of operation. All permitted facilities shall be closed to the general public, and deliveries are prohibited, between the hours of 9:00 p.m. and 8:00 a.m. the following day. (Ord. 2018-23 § 2).

413-4.604 Commercial cannabis activity standards. A permittee engaged in a commercial cannabis activity shall comply with all of the following standards in addition to the standards specified in Section 413-4.602.

- (a) Land use entitlements. A permittee shall maintain a valid land use permit issued pursuant to Chapter 88-28 of this code authorizing the commercial cannabis activity.
- (b) Odor control. A permittee shall prevent odors generated from the permitted commercial cannabis activity from impacting neighboring parcels or creating a public nuisance. Unresolved or repeated odor complaints may be a basis for revocation of the permit or denial of permit renewal.
- (c) No consumption on premises. No cannabis or cannabis product may be smoked, ingested, or otherwise consumed on the premises.

- (d) Security breach. A permittee shall notify the Contra Costa County Sheriff's Office within 24 hours after discovering any diversion, theft, loss, or any criminal activity involving cannabis, cannabis product, or any agent or employee of the permittee. (Ord. 2018-23 § 2).

413-4.606 Processing and manufacturing standards. A permittee that processes or manufactures cannabis or cannabis products shall comply with all of the following standards in addition to the standards specified in Sections 413-4.602 and 413-4.604.

- (a) No volatile solvent may be used to process or manufacture cannabis or cannabis products.
- (b) All processing and manufacturing operations must occur at the fixed location listed on the permit. (Ord. 2018-23 § 2).

413-4.608 Retail sale standards. A permittee that sells cannabis or cannabis products shall comply with all of the following standards in addition to the standards specified in Sections 413-4.602 and 413-4.604.

- (a) Within each building in which cannabis or cannabis products are sold, the permittee shall prominently display a sign including the following statement in bold print:
"GOVERNMENT WARNING: CANNABIS IS A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. CANNABIS MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. THE INTOXICATING EFFECTS OF CANNABIS MAY BE DELAYED UP TO TWO HOURS. CANNABIS USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF CANNABIS IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION."
- (b) Within each building in which cannabis or cannabis products are sold, the permittee shall establish a waiting area that persons must enter prior to entering the retail area. No person may be admitted to the waiting area without first verifying through examination of a government-issued identification card that he or she is at least the minimum age under state law to enter the premises. The waiting area must be physically separated from the retail area. No cannabis or cannabis product may be accessible to customers in the waiting area.
- (c) The permittee or at least one employee shall be physically present in the retail area at all times when any non-employee is in the retail area. Within the retail area, the number of non-employees may not exceed twice the number of employees at any time.
- (d) The sale of any non-cannabis food or beverage, alcohol or alcohol product, or tobacco or

tobacco product from the permitted premises is prohibited.

- (e) The sale of more than 800 milligrams of tetrahydrocannabinol in the form of edible cannabis products to a single cannabis customer in a single day is prohibited.
- (f) The sale of any cannabis product listed in Section 40300 of Division 1 of Title 17 of the California Code of Regulations is prohibited.
- (g) The sale of any flavored cannabis product for which the primary use is human inhalation of the gases, particles, vapors, or byproducts released as a result of combustion, electrical ignition, or vaporization of the flavored cannabis product, is prohibited.
- (h) A permittee shall not sell, permit to be sold, offer for sale, or display for sale any cannabis or cannabis product by means of self-service display, vending machine, rack, counter-top, or shelf that allows self-service sales for any cannabis or cannabis product. All cannabis and cannabis products must be offered for sale only by means of permittee or employee assistance. (Ord. 2018-23 § 2).

413-4.610 Retail delivery standards. A permittee that delivers cannabis or cannabis products from a retail location in the unincorporated area of the county to any location in the unincorporated area of the county shall comply with all of the following standards in addition to the standards specified in Sections 413-4.602 and 413-4.604. A permittee that delivers cannabis or cannabis products from a location outside the unincorporated area of the county to any location in the unincorporated area of the county shall comply with all of the following standards in addition to the standards specified in Section 413-4.602.

- (a) The delivery of more than 800 milligrams of tetrahydrocannabinol in the form of edible cannabis products to a single cannabis customer in a single day is prohibited.
- (b) The delivery of any cannabis product listed in Title 17, California Code of Regulations, section 40300, is prohibited.
- (c) The delivery of any flavored cannabis product for which the primary use is human inhalation of the gases, particles, vapors, or byproducts released as a result of combustion, electrical ignition, or vaporization of the flavored cannabis product, is prohibited.
- (d) A permittee may not display any advertisement upon any vehicle that is used for the delivery of cannabis or cannabis products that promotes any activity related to cannabis or that identifies the permittee or the business conducting the delivery.
- (e) A delivery employee who delivers cannabis or cannabis products to a customer shall have in his or her possession a copy of the permit issued under this chapter authorizing the

delivery, which shall be made available upon request to law enforcement.

- (f) No delivery employee may deliver cannabis or cannabis products to a customer without first examining a government-issued identification card of the recipient to confirm that the recipient is the customer who requested the delivery and that the recipient is at least the minimum age under state law to purchase the cannabis or cannabis product.
- (g) A delivery employee who delivers cannabis or cannabis products to a customer shall at the time of delivery provide the customer with a written warning that includes the following statement in bold print: “GOVERNMENT WARNING: CANNABIS IS A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. CANNABIS MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. THE INTOXICATING EFFECTS OF CANNABIS MAY BE DELAYED UP TO TWO HOURS. CANNABIS USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF CANNABIS IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION.” (Ord. 2018-23 § 2).

Article 413-4.8

Commercial Cannabis Health Permit Enforcement

413-4.802 Permit revocation.

- (a) Grounds for revocation. A commercial cannabis health permit may be revoked on any of the following grounds:
 - (1) One or more of the grounds for denial of a commercial cannabis health permit under Section 413-4.408 existed either when the permit application was made or before the commercial cannabis health permit was issued.
 - (2) Any violation of this chapter.
 - (3) Any violation of State or local laws or regulations.
 - (4) The permittee is delinquent in payment of County taxes.
 - (5) The commercial cannabis health permit was transferred in violation of Section 413-4.414.
- (b) Notice of revocation hearing. If any grounds for revocation exist, the director may issue a

notice of revocation hearing. A written notice of revocation hearing will be served to the permittee by either personal service or regular United States mail and will include all of the following information:

- (1) The date of the violation.
 - (2) The address or other description of the location where the violation occurred.
 - (3) The grounds for revocation.
 - (4) The date of the revocation hearing before the director.
- (c) Revocation hearing. A commercial cannabis health permit may be revoked by the director after a revocation hearing. At the hearing, the permittee will be given the opportunity to testify and to present evidence concerning the notice of revocation hearing. After considering the testimony and evidence submitted at the hearing, the director will issue a written decision to revoke or not revoke the commercial cannabis health permit and will list in the decision the reason or reasons for the decision. The written decision will be served by either personal service or regular United States mail.
- (d) Revocation appeal. The decision of the director to revoke a commercial cannabis health permit is appealable to the board of supervisors under Chapter 14-4.
- (e) Final order. The commercial cannabis health permit revocation becomes a final administrative order at one of the following times:
- (1) On the date of the revocation hearing, if the permittee fails to appear at a scheduled revocation hearing.
 - (2) On the date the director's decision is served, if the permittee fails to file a written appeal to the board of supervisors within the time specified.
 - (3) On the date of the appeal hearing, if the permittee fails to appear at a scheduled appeal hearing before the board of supervisors.
 - (4) On the date of the decision by the board of supervisors, if the permittee appears at a scheduled appeal hearing before the board of supervisors.
- (f) If a permit is revoked under this section, the permittee may file a new permit application pursuant to Section 413-4.404, after remedying the grounds upon which the permit was revoked. (Ord. 2018-23 § 2).



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: August 7, 2018

Subject: Introduce Ordinance Code 2018-05 amending the County Ordinance Code to exclude from the Merit System the classification of Fire District Aide-Exempt

RECOMMENDATION(S):

INTRODUCE Ordinance Code 2018-05 amending the County Ordinance Code Section 33-5.343 to exclude from the Merit System the new classification of Fire District Aide-Exempt, WAIVE READING and Fix August 14, 2018, for adoption.

FISCAL IMPACT:

If approved, the fiscal impact of establishing this classification will be negligible. The Fire District already has a cadre of Student Interns assigned to various divisions. Some of the Fire District's current cadre of Student Interns will be replaced by the Fire District Aide-Exempt. It is not anticipated that this transition will have a meaningful impact on temporary wages.

BACKGROUND:

The Human Resources Department recommends creation of Fire District Aide-Exempt pursuant to Administrative Bulletin 430.1.

Creation of the Fire District Aide-Exempt classification is necessary to accomplish time-limited non-professional work in the Fire District under direct supervision. This classification is distinguished from the class of Student Intern in that the latter requires current enrollment

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Dianne Dinsmore (925)
335-1766

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

By: , Deputy

cc: Eric Suitos, Holly Trieu

BACKGROUND: (CONT'D)

in Fire/EMS related college courses or possession of a degree and limits incumbents to working 20 hours per week. The establishment of this classification will give the Fire District the flexibility to hire temporary/seasonal workers during fire season, weed abatement season, Firefighter Recruit academies, and for additional logistics and administrative support as needed.

CONSEQUENCE OF NEGATIVE ACTION:

The Fire District will not have the flexibility to hire temporary/seasonal workers as needed.

ATTACHMENTS

Introduce Ordinance Code 2018-05

ORDINANCE NO. 2018-05

(Exclude from the Merit System the new classification of Fire District Aide-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 33-5.343 of the County Ordinance Code is amended to exclude from the merit system the new classification of Fire District Aide-Exempt:

33-5.343 - Fire.

- (a) The class of fire chief - Contra Costa County fire protection district is excluded, and is appointed by the board of supervisors.
- (b) The class of assistant fire chief-exempt is excluded and is appointed by the fire chief - Contra Costa County fire protection district.
- (c) The one-position class of fire officer in the Contra Costa County fire protection district is excluded and is appointed by the fire chief - Contra Costa County fire protection district.
- (d) The class of deputy fire chief-exempt is excluded and is appointed by the fire chief - Contra Costa County Fire Protection District.
- (e) The class of fire district aide-exempt is excluded and is appointed by the fire chief- Contra Costa County fire protection district.

(Ord. Nos. 2018-05 § I, 08-14-18; 2015-23 § I, 11-3-15; Ords. 2000-23 § 1, 94-48 § 1, 81-70 § 2, 81-32 § I[18], 79-79: former § 32-2.640)

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: Federal D. Glover, District V Supervisor
Date: August 7, 2018

Subject: ACCEPT RESIGNATION of Kathryn-Thayer, Pacheco Municipal Advisory Council

RECOMMENDATION(S):

ACCEPT the resignation of Kathryn Perry-Thayer, DECLARE a vacancy in the District V Member Seat on the Pacheco Municipal Advisory Council and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Federal D. Glover.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Pacheco Municipal Advisory Council advises the Board on services which are or may be provided to the community by the County or other government agencies, feasibility of organizing the existing special districts serving the community in order to provide public services such as, but not limited to, water, sewer, fire and park and recreation; and to represent the community before LAFCO and the County Planning Commission and the Zoning Administrator, and to provide input and reports to the Board, County staff or any County hearing body on issues of concern to the Pacheco community.

CONSEQUENCE OF NEGATIVE ACTION:

The position would remain vacant.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Vincent Manuel (925)
608-4200

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: FAMILY & HUMAN SERVICES COMMITTEE
Date: August 7, 2018

Subject: RECOMMENDATION FOR APPOINTMENT TO THE IN-HOME SUPPORTIVE SERVICES PUBLIC
AUTHORITY ADVISORY COMMITTEE

RECOMMENDATION(S):

APPOINT Michelle Hernandez to Consumer Seat of Any Age - Seat 3 on the In-Home Supportive Services Public Authority Advisory Committee to complete the current term ending on March 7, 2022.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

On December 13, 2011 the Board of Supervisors adopted Resolution No. 2011/498 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by the Board of Supervisors sub-committee. The Board established the In-Home Supportive Services (IHSS) Public Authority Advisory Committee in March 1998. Terms of membership are four years. The Advisory Committee consists of 11 members: four Consumers aged 60 or older, two Consumers aged under 60, and one member from each Supervisorial District.

On July 23, 2018, the Family and Human Services Committee met and approved the recommendation of the IHSS Public Authority Advisory Committee to appoint Michelle Hernandez to the Consumer Seat of Any Age - Seat 3.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Julie DiMaggio Enea,
(925) 335-1077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant and the Committee may not be able to conduct business.

ATTACHMENTS

Michelle Hernandez IHSS Application



**Contra
Costa
County**

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

HHS Public Authority Advisory Committee

Consumer Any Age Seat 3

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: (Last Name) (First Name) (Middle Name)

2. Address: (No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: (Home No.) (Work No.) (Cell No.)

4. Email Address:

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved

Names of colleges / universities attended	Course of Study / Major	Degree Awarded Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <input type="text" value="Alliant University"/>	<input type="text" value="Clinical Psychology"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="text" value="152"/>	<input type="text"/>	<input type="text" value="PhD"/>	<input type="text" value="2011"/>
B) <input type="text" value="John F Kennedy University"/>	<input type="text" value="Counseling Psychology"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="text" value="92"/>	<input type="text"/>	<input type="text" value="MA"/>	<input type="text" value="2002"/>
C) <input type="text" value="CSU Hayward"/>	<input type="text" value="Criminal Justice"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="text" value="120"/>	<input type="text"/>	<input type="text" value="BS"/>	<input type="text" value="1998"/>
D) Other schools / training completed: <input type="text" value="UC Berkeley"/>	Course Studied <input type="text" value="Loss and Grief"/>	Hours Completed <input type="text" value="30"/>		Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From To</p> <p>2014 Current</p> <p>Total: Yrs. Mos.</p> <p>3 8</p> <p>Hrs. per week 5 . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Contra Costa Representative</p> <p>Employer's Name and Address</p> <p>Metropolitan Transportation Commission 375 Beale St San Francisco, CA</p>	<p>Duties Performed</p> <p>Public Policy Advisory Council: Appointed Position Monthly Meetings Oversee transportation planning, financing and coordinating agency for the nine-county San Francisco Bay Area.</p>
<p>B) Dates (Month, Day, Year) From To</p> <p>2013 Current</p> <p>Total: Yrs. Mos.</p> <p>4 6</p> <p>Hrs. per week 10 . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Board of Directors</p> <p>Employer's Name and Address</p> <p>Easy Does It 3017 Telegraph Ave #210 Berkeley, CA 94705</p>	<p>Duties Performed</p> <p>Elected Position Assess budget, complete audits, apply for grants, continue our mission of providing emergency attendant services to the disabled population in Berkeley.</p>
<p>C) Dates (Month, Day, Year) From To</p> <p>2012 2013</p> <p>Total: Yrs. Mos.</p> <p>1 0</p> <p>Hrs. per week 20 . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Outreach Coordinator</p> <p>Employer's Name and Address</p> <p>Psychological Services Center 1440 Broadway #610 Oakland, CA 94612</p>	<p>Duties Performed</p> <p>Promote awareness of mental health issues in Alameda County. Worked directly with the community to educate people regarding the importance of mental health within the elderly, disabled, and unrepresented minority groups.</p>
<p>D) Dates (Month, Day, Year) From To</p> <p>Total: Yrs. Mos.</p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employer's Name and Address</p>	<p>Duties Performed</p>

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;
NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:
1. Mother, father, son, and daughter;
 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
 7. Registered domestic partner, pursuant to California Family Code section 297.
 8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
 9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other Susan Rotchy

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:



Date:

3/13/18

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



Contra
Costa
County

To: Board of Supervisors
From: FAMILY & HUMAN SERVICES COMMITTEE
Date: August 7, 2018

Subject: RECOMMENDATION FOR APPOINTMENT TO THE CONTRA COSTA COUNCIL ON HOMELESSNESS

RECOMMENDATION(S):

APPOINT Carolyn Foudy to the Employment and Human Services Department Representative seat on the Contra Costa Council on Homelessness to complete the unexpired term ending on December 31, 2018 and to a new two-year term ending on December 31, 2020.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

On December 13, 2011, the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by the a Board of Supervisors committee.

The Contra Costa Council on Homelessness (Council) is appointed by the Contra Costa County Board of Supervisors to assist and provide guidance in the development and implementation of long-range planning and policy formulation of homeless issues in the County. The Council also provides a forum for communication and coordination of the County's Strategic Plan to End Homelessness, educate

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Julie DiMaggio Enea,
(925) 335-1077

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

the community on homeless issues, and advocate on federal, state and local policy issues affecting people who are homeless or at-risk of homelessness.

The Council consists of 17 seats representing homeless or formerly homeless persons, community members, educational/vocational services, health care, housing providers, law enforcement, local government, the faith community, and homeless service providers including the Veterans Administration. All Council members reside in or are employed in the County, demonstrate a professional interest in or personal commitment to addressing and alleviating the impact of homelessness, and be able to contribute unique expertise, opinions and viewpoints on homeless issues. Candidates will serve two-year terms.

A nominating committee consisting of three seated Council members reviewed applications for the vacant Employment and Human Services Department Representative seat and considered input from the Director of Employment and Human Services regarding which of the applicants might be best positioned to accomplish the desired goals of the seat.

Following a close review of applications, on June 7, 2018, the Council voted to recommend appointing Carolyn Foudy. The Family and Human Services Committee met and approved this nomination on July 23, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant and the Council may be unable to conduct business.

ATTACHMENTS

Carolyn Foudy CC Council on Homelessness Application

Application Form

Profile

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Employment and Human Services
Department

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I am currently the Division Manager of General Assistance and SSI Advocacy for the Aging and Adult Bureau for EHSD. I am facilitating the current Housing Disability Advocacy Program, HDAP in coordination with Health Services, H3 and Contra Costa Interfaith Housing. In our work with General Assistance, we work with many homeless individuals and try to provide various resources for these individuals. Being a member of this advisory would benefit me professionally to learn more about the community I serve.

This application is used for all boards and commissions

Carolyn

First Name

Foudy

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Home Address

Suite or Apt

Benicia

City

CA

State

94510

Postal Code

[Redacted]

Primary Phone

Contra Costa County

Employer

Division Manager

Job Title

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes No

Education History

Select the highest level of education you have received:

Other

College

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

Cal State Monterey Bay

Name of College Attended

Behaviorial Science

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

Yes No

BS

Degree Type

06/1997

Date Degree Awarded

College/ University B

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

02/1999-present

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

Yes No

Division Manager

Position Title

Employer's Name and Address

Contra Costa County Employment and Human Services 40 Douglas Martinez

Duties Performed

Manage GA, SSI Advocacy, CAPI staff and policy.

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

Upload a Resume

Final Questions

How did you learn about this vacancy?

Other

my employer

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes No

If Yes, please identify the nature of the relationship:

I am an employee for EHSD



Contra
Costa
County

To: Board of Supervisors
From: FAMILY & HUMAN SERVICES COMMITTEE
Date: August 7, 2018

Subject: RECOMMENDATION FOR APPOINTMENT TO THE ALCOHOL AND OTHER DRUGS ADVISORY BOARD

RECOMMENDATION(S):

APPOINT Jonathan Ciampi to the At Large 1 seat to complete the current term ending on June 30, 2020 on the Alcohol and Other Drugs Advisory Board.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

On December 13, 2011, the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors committee.

The Alcohol and Other Drugs Advisory Board (AODAB) assesses family and community needs regarding treatment and prevention of alcohol and drug abuse problems. AODAB reports their findings and recommendations to the Contra Costa Health Services Department, the Board of Supervisors and the communities they serve.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Julie DiMaggio Enea,
(925) 335-1077

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The AODAB is composed of 18 members: three members from each of the five supervisorial districts and three at large members representing the County as a whole. There are currently six vacancies on the AODAB and they include: District III-B seat, District V-B seat, District V-C seat, At Large 1 seat, At Large 2 seat, and At Large 3 seat. Two applications were received and the AODAB made the recommendation to re-appoint Elizabeth Anne Sutherland, MD to the At Large 2 seat whose term ended on June 30, 2018 and appoint Jonathan Ciampi to the At Large 1 seat. The Family and Human Services Committee met and approved the nominations on July 23, 2018. Following the Committee's action of July 23, 2018, Elizabeth Anne Sutherland, MD notified AODAB that same day regarding the withdrawal of her application.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant and the Board may be unable to conduct business.

ATTACHMENTS

Jonathan Ciampi AODAB Application



Contra
Costa
County

RECEIVED
APR 19 2018
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

For Office Use Only
Dates Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

AOD Advisory Board

At Large

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Ciampi, Jonathan Stuart
(Last Name) (First Name) (Middle Name)

2. **Address:** [Redacted] San Ramon, CA 94583
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** [Redacted]
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** [Redacted]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved BA

Names of colleges / universities attended	Course of Study / Major	Degree Awarded Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of the Pacific	Business Administration	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	8		BA	May 1995
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From <input type="text" value="3/2015"/> To <input type="text" value="present"/> Total: Yrs. <input type="text" value="3"/> Mos. <input type="text" value="1"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="CEO"/> Employer's Name and Address Bright Heart Health, Inc. 2603 Camino Ramon, Suite 200 San Ramon, CA 94583</p>	<p>Duties Performed Governance Admissions Compliance Community Support/Partnership Clinical Programming Quality Assurance</p>
<p>B) Dates (Month, Day, Year) From <input type="text" value="2/2011"/> To <input type="text" value="10/2014"/> Total: Yrs. <input type="text" value="3"/> Mos. <input type="text" value="8"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Chief Marketing Officer"/> Employer's Name and Address CRC Health 20400 Stevens Creek Blvd Suite 600 Cupertino, CA 95014</p>	<p>Duties Performed Marketing Outreach Admissions Business Development Corporate Development Strategic Accounts</p>
<p>C) Dates (Month, Day, Year) From <input type="text" value="10/2009"/> To <input type="text" value="1/2011"/> Total: Yrs. <input type="text" value="1"/> Mos. <input type="text" value="10"/> Hrs. per week <input type="text" value="20"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Founder"/> Employer's Name and Address Preptel Corporation 4115 Blackhawk Plaza Circle, Suite 100 Danville, CA 94506</p>	<p>Duties Performed Governance Raising Capital HR Software Development</p>
<p>D) Dates (Month, Day, Year) From <input type="text" value="10/2001"/> To <input type="text" value="9/2009"/> Total: Yrs. <input type="text" value="7"/> Mos. <input type="text" value="11"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Chief Marketing Office"/> Employer's Name and Address 1808 Shoreline Blvd Mountain View, CA 94043</p>	<p>Duties Performed Marketing Product Management Business Development</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

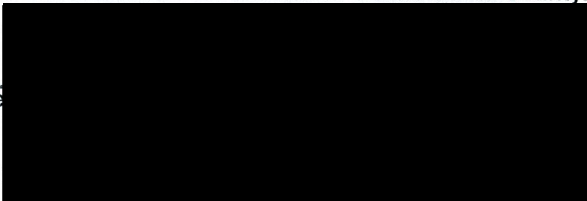
If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name



Date: April 9, 2018

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553**.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;
NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:
 1. Mother, father, son, and daughter;
 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
 7. Registered domestic partner, pursuant to California Family Code section 297.
 8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
 9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: August 7, 2018

Subject: Appoint Donna Dietrich to the Aviation Advisory Committee Pacheco Neighbor Seat

RECOMMENDATION(S):

APPOINT the following individual to the Pacheco Neighbor Seat on the Aviation Advisory Committee to a term expiring February 28, 2021, as recommended by the Airports Committee:

Ms. Donna Dietrich
Pacheco, CA 94553

FISCAL IMPACT:

None.

BACKGROUND:

The Aviation Advisory Committee (AAC) was established by the Board of Supervisors (Board) to provide advice and recommendations to the Board on the aviation issues related to the economic viability and security of airports in Contra Costa County (County). The AAC is mandated to cooperate with local, state, and national aviation interests for the safe and orderly operation of airports; advance and promote the interests

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

of aviation; and protect the general welfare of the people living and working near the airport and the County in general.

The AAC may initiate discussions, observations, or investigations and may hear comments on airport and aviation matters from the public or other agencies in order to formulate recommendations to the Board. In conjunction with all of the above, the Aviation Advisory Committee provides a forum for the Director of Airports regarding policy matters at and around the airport.

The Internal Operations (IO) subcommittee generally interviews and makes an appointment recommendation to the Board for the AAC At-Large positions. At the IO's July 10, 2017 meeting they recommended that the AAC At-Large position interview and selection process be referred to the Airport Committee as they have direct oversight and involvement in Airport related matters. On August 1, 2017, the Board approved referring the AAC At-Large position recruitment and selection process to the Airport Committee. On July 18, 2018, the Airport Committee made a recommendation to appoint Donna Dietrich to the Pacheco Neighbor Seat on the AAC.

The AAC comprises 13 members who must work and/or reside in Contra Costa Country: one appointed by each Supervisor; one from and nominated to the Board by the City of Concord; one from and nominated to the Board by the City of Pleasant Hill; one from and nominated to the Board by the Contra Costa County Airports Business Association; three At-Large to represent the general community; one member to represent the community of Pacheco; and one member to represent the surrounding communities of Byron Airport (Brentwood, Byron, Knightsen, or Discovery Bay) to be nominated by the Airports Committee.

CONSEQUENCE OF NEGATIVE ACTION:

The Pacheco Neighbor Seat on the Aviation Advisory Committee will be vacant.



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: August 7, 2018

Subject: Appoint Steven Starratt to the Aviation Advisory Committee Byron Neighbor Seat

RECOMMENDATION(S):

APPOINT the following individual to the Byron Neighbor Seat on the Aviation Advisory Committee to a term expiring February 28, 2021, as recommended by the Airports Committee:

Mr. Steven Starratt
Discovery Bay, CA 94553

FISCAL IMPACT:

None.

BACKGROUND:

The Aviation Advisory Committee (AAC) was established by the Board of Supervisors (Board) to provide advice and recommendations to the Board on the aviation issues related to the economic viability and security of airports in Contra Costa County (County). The AAC is mandated to cooperate with local, state, and national aviation interests for the safe and orderly operation of airports; advance and promote the interests

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

of aviation; and protect the general welfare of the people living and working near the airport and the County in general.

The AAC may initiate discussions, observations, or investigations and may hear comments on airport and aviation matters from the public or other agencies in order to formulate recommendations to the Board. In conjunction with all of the above, the Aviation Advisory Committee provides a forum for the Director of Airports regarding policy matters at and around the airport.

The Internal Operations (IO) subcommittee generally interviews and makes an appointment recommendation to the Board for the AAC At-Large positions. At the IO's July 10, 2017 meeting they recommended that the AAC At-Large position interview and selection process be referred to the Airport Committee as they have direct oversight and involvement in Airport related matters. On August 1, 2017, the Board approved referring the AAC At-Large position recruitment and selection process to the Airport Committee. On July 18, 2018, the Airport Committee made a recommendation to appoint Steven Starratt to the Byron Neighbor Seat on the AAC.

The AAC comprises 13 members who must work and/or reside in Contra Costa Country: one appointed by each Supervisor; one from and nominated to the Board by the City of Concord; one from and nominated to the Board by the City of Pleasant Hill; one from and nominated to the Board by the Contra Costa County Airports Business Association; three At-Large to represent the general community; one member to represent the community of Pacheco; and one member to represent the surrounding communities of Byron Airport (Brentwood, Byron, Knightsen, or Discovery Bay) to be nominated by the Airports Committee.

CONSEQUENCE OF NEGATIVE ACTION:

The Byron Neighbor Seat on the Aviation Advisory Committee will be vacant.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Medical Staff Appointments and Reappointments – July 2018

RECOMMENDATION(S):

APPROVE the medical staff appointments and reappointments, additional privileges, department assignments, medical staff advancements, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their July 16, 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' medical staff will not be appropriately credentialed and in compliance with the Joint Commission on Accreditation of Healthcare Organizations.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Tami Sloan

ATTACHMENTS

July List

- A. New Medical Staff Members**
 Clark, Andrea, PhD Psychiatry/Psychology
 Flores, Laravic, MD Hospital Medicine
 Warren, Adam, MD Surgery – Ortho
- B. Application for Staff Affiliation**
 Raffetto, Katherine (Toni), NP Obstetrics & Gynecology
- C. Travis Residents-Family Medicine**
 Finigan, Ryan, MD
 Holland, Nicholas, DO
 Rittberg, Carissa, DO
 Scott, Peter, MD
 Spierling, Tristan, DO
 Valerio, Christine, MD
 Warren, Gwendolyn, MD
- D. Request for Additional Privileges**
- | Applicant | Department | Requesting |
|-----------------------|-------------------|-------------------|
| Berger, Christina, NP | Family Medicine | Family Medicine |
- E. Request Primary Department Change**
- | Applicant | Original Department | Requesting Department |
|------------------|----------------------------|------------------------------|
| Shah, Naman, MD | Family Medicine | OB/GYN |
- F. Request for Assignment in Secondary Department**
- | Applicant | Primary Department | Requesting Secondary |
|--------------------|---------------------------|-----------------------------|
| Urcuyo, Sergio, MD | Hospital Medicine | Critical Care |
- G. Advance to Non-Provisional**
- | | |
|----------------------|-------------------------|
| Burns, Deirdre, MD | Pediatrics |
| Ho, Viet, MD | Surgery (Ophthalmology) |
| Mandell, Joanna, MD | Family Medicine |
| Pimia, Mana, DO | Family Medicine |
| Richmond, Marcie, MD | Family Medicine |
| Shah, Naman, MD | Family Medicine |
- H. Biennial Reappointments**
- | | | |
|----------------------|-----------------------|-------|
| Block, Alison, MD | Family Medicine | A |
| Camodeca, Frank, DDS | Dental | Admin |
| Chen, Jeffrey, MD | Psychiatry/Psychology | C |
| Clark, Michelle, MD | Psychiatry/Psychology | A |
| Daniels, Stephen, MD | Family Medicine | A |
| Eisenberg, Nina, PHD | Psychiatry/Psychology | A |
| Falk, Matthew, MD | Diagnostic Imaging | C |
| Fattah, Hala, MD | Psychiatry/Psychology | A |



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: August 7, 2018

Subject: Re-appoint Acaria Almeida to Private/Non-Profit Seat No. 1 of the Economic Opportunity Council

RECOMMENDATION(S):

REAPPOINT Acaria Almeida to the Private/Non-Profit Sector 1 seat on the Economic Opportunity Council, with a term end date of June 30, 2022, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

This Board Order seeks to reappoint Acaria Almeida to the vacant Private/Non-Profit Sector 1 seat with a term end date of June 30, 2022. Ms. Almeida resides in Moraga, CA and previously held the seat of Private/Non-Profit Sector 1.

CONSEQUENCE OF NEGATIVE ACTION:

The Economic Opportunity Council will be unable to conduct routine business.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: CSB (925)
681-6308

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

By: , Deputy

cc: Nancy Sparks

ATTACHMENTS

EOC Application for
Acaria



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Economic Opportunity Council.

Non profit/private

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Almeida Acaria
(Last Name) (First Name) (Middle Name)

2. Address: Moraga, Ca 94556
(No.) (Street) (Apt) (City) (State) (Zip Code)

3. Phones: (Home No) (Work No) (Cell No.)

4. Email Address:

5 EDUCATION Check appropriate box if you possess one of the following.

High School Diploma G.E D Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Masters in Business Administration (MBA)

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Saint Mary's College in Moraga	MBA- Business/ Management	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MBA	April 2002
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed.	Course Studied	Hours Completed	Certificate Awarded Yes No <input type="checkbox"/> <input type="checkbox"/>			

7 How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other ASST KALSHNAR

8 Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name [REDACTED] Date 6/21/2018

Important Information

- 1 This application is a public document and is subject to the California Public Records Act (CA Gov Code §6250-6270)
- 2 Send the completed paper application to the Office of the Clerk of the Board at **651 Pine Street, Room 106, Martinez, CA 94553**
- 3 A résumé or other relevant information may be submitted with this application
- 4 All members are required to take the following training 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training
- 5 Members of boards, commissions, and committees may be required to 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234
- 6 Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation
- 7 Meeting dates and times are subject to change and may occur up to two days per month
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: August 7, 2018

Subject: Declare Vacancy on the Fish and Wildlife Committee

RECOMMENDATION(S):

ACCEPT the resignation of Dawn Manley, DECLARE a vacancy in the At Large Alternate 1 seat on the Contra Costa County Fish and Wildlife Committee, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Fish and Wildlife Committee.

FISCAL IMPACT:

None

BACKGROUND:

The Fish and Wildlife Committee was established by the Board in December 1994 to advise the Board on fish and wildlife issues, make recommendations for the expenditure of funds from the Fish and Wildlife Propagation Fund, and to address issues surrounding the enforcement of fish and game laws and regulations of the County. The Committee is comprised of ten members: one nominated by each County Supervisor, four At-Large seats, and one At-Large Alternate 1 seat.

Dawn Manley, the At-Large Alternate 1, notified staff of her resignation on July 13, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this Board Order is not approved the vacancy will not be posted and the At-large Alternate 1 seat will remain vacant.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Maureen Parkes (925)
674-7831

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: August 7, 2018

Subject: FY 2017/18 SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (SLESF)

RECOMMENDATION(S):

APPROVE Appropriations and Revenue Adjustment No.5095 increasing fiscal year 2017/18 revenue and appropriations in the Supplemental Law Enforcement Services Fund - Front Line Enforcement - City(0264) in the amount of \$20,000 to reflect anticipated revenue and expenditures allocated to cities within the County.

FISCAL IMPACT:

This action increases estimated revenue by \$20,000 to reflect anticipated apportionments from the State and align with projected expenditures for fiscal year 2017/18.

BACKGROUND:

The County receives funding to the Supplemental Law Enforcement Services Account (SLESA) pursuant to Government Code sections 30061-30063. The funding is allocated in statute to certain law enforcement activities, including:criminal prosecution, county front line law enforcement, city front line law enforcement, county jail operations and juvenile probation.

Prior to development of the SLESA, counties received this funding through the Supplemental Law Enforcement Services Fund (SLESF) since the mid-1990s.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Timothy Ewell, (925)
335-1036

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

In Contra Costa County, SLESA revenue is recognized in the 2011 Local Revenue Fund, then transferred to the SLESF for distribution to appropriate county departments and municipalities pursuant to the Government Code.

Today's action makes adjustments to the estimated revenue and expenditure appropriations reflect anticipated revenue and expenditures for fiscal year 2017/18.

CONSEQUENCE OF NEGATIVE ACTION:

Appropriations and estimated revenue will not accurately reflect current projections.

ATTACHMENTS

TC24/27_5095

24

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: (0264) SLESF-FRONT LINE ENF-CITY			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
0264	9956	TRANSFER-GOV/GOV	20,000	00	0 00
TOTALS			20,000	00	0 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE 7/27/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

To recognize actual revenue received in FY 2017/18.



Timothy M. Ewell Chief Asst. CAO 7/26/2018
SIGNATURE TITLE DATE

BY: _____ DATE _____

REVENUE ADJ. JOURNAL NO. RA00 5095



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Revenue Adjustment for Unanticipated Revenue and Appropriation for Estimated Expenditures in Various Special District Funds for Fiscal Year 2017/18.

RECOMMENDATION(S):

APPROVE Fiscal Year 2017/18 Appropriation and Revenue Adjustment No.5090 and AUTHORIZE new revenue in Special District CSA R-4 Moraga, Fund 275100, for property tax and assessment fees in the amount of \$1,713, CSA M-1 Delta Ferry, Fund 247000, for property tax and assessment fees in the amount of \$24,570 and CSA R-9 El Sobrante, Fund 275700, for miscellaneous revenue in the amount of \$91,571, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

This action provides additional appropriations from unanticipated realized revenues in Special District Funds and budgets for expenditures for Fiscal Year 2017/18 (1.5% CSA R-4 Moraga, 20.8% CSA M-1 Delta Ferry and 77.7% CSA R-9 El Sobrante).

BACKGROUND:

This action appropriates unanticipated Fiscal Year 2017/18 revenue and provides adjustments to Special District Funds for estimated expenditures.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, expenditures will exceed current budgets in various Special District Funds.

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Michelle Gonsalves,
925-313-2123

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

By: , Deputy

cc:

ATTACHMENTS

TC 27/24 #5090

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

PY
 17/18

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR
 AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : Public Works Department		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7751	9010	<u>SERV AREA R-4 MORAGA - FUND 275100</u> PROP TAXES-CURRNT SECRD	1,713	00
7470	9010	<u>SERV AREA M-1 - FUND 247000</u> PROP TAXES-CURRNT SECRD	24,570	00
7757	9851	<u>SERV AREA R-9 EL SOBRANTE - FUND 275700</u> INTERFUND REV-GOV/GOV	91,571	00
TOTALS			117,854	00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/20/18

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 8/1/18

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

Appropriation Adjustment to resolve FY 2017/18 over expenditures in various funds and appropriate new revenue received.

AUDITOR-CONTROLLER
 7/24/18 2:25 PM

[Signature] Chief of Fiscal Services 7/24/18
 SIGNATURE TITLE DATE

REVENUE ADJ. RAOO 5090
 JOURNAL NO.

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

PY
 17/18

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR
 AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : Public Works Department			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
		SERV AREA R-4 MORAGA - FUND 275100			
7751	3611	INTERFUND EXP - GOV/GOV	26	00	
7751	3580	CONTRIB TO OTHER AGENCIES			1,739 00
		SERV AREA M-1 - FUND 247000			
7470	2479	OTHER SPECIAL DPMTAL EXP	4,826	00	
7470	3580	CONTRIB TO OTHER AGENCIES			29,300 00
7470	3611	INTERFUND EXP - GOV/GOV			96 00
		SERV AREA R-9 EL SOBRANTE - FUND 275700			
7757	2282	GROUNDS MAINTENANCE	2,500	00	
7757	2479	OTHER SPECIAL DPMTAL EXP	112,401	00	
7757	4755	PARK DEVELOPMENT	21,528	00	
7757	3622	GEN SVC-OTHER GS CHARGES			2,000 00
7757	4710	R9 EL SOBRANTE MINI PARK			225,000 00
7757	5011	REIMBURSEMENTS-GOV/GOV			1,000 00
TOTALS			141,281	00	259,135 00

APPROVED

EXPLANATION OF REQUEST:

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/26/18

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 8/1/18

BOARD OF SUPERVISORS:

YES:

NO:

Appropriation Adjustment to resolve FY 2017/18 over expenditures in various funds and appropriate new revenue received.

JUN 25 P 3:50
 JOURNAL-CONTROLLER

[Signature]

Chief of
 Fiscal Services 7/24/18

SIGNATURE TITLE DATE

APPROPRIATION APOO 5090
 ADJ. JOURNAL NO.

BY: _____ DATE _____



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Appropriation and Revenue Adjustment for Fleet for Fiscal Year 2017-18

RECOMMENDATION(S):

APPROVE Fiscal Year 2017/18 Appropriation and Revenue Adjustment No. 5092 and AUTHORIZE the transfer of revenue from the Fleet Internal Service Fund (ISF) available fund balance and appropriate it to Fleet ISF Org. 4283 in the amount of \$1,115,000 for services and supplies for maintaining the County fleet equipment, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

100% Fleet Internal Service Fund, Fund 150100.

BACKGROUND:

The appropriation adjustment is necessary to fund the supplies and services needed to maintain the County Fleet Equipment within the Fleet Internal Service Fund for Fiscal Year 2017/18.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Fleet ISF will not have enough funds to cover the necessary supplies and services needed.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Nida Rivera, (925)
313-2124

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

By: , Deputy

cc:

ATTACHMENTS

TC 27/24 #5092

34630

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT /
ALLOCATION ADJUSTMENT
TIC 27

py
17/18

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
- COUNTY ADMINISTRATOR
- AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : FLEET INTERNAL SERVICE FUND			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
4283	2271	VEHICLE REPAIRS		00	1,115,000 00
TOTALS			0 00		1,115,000 00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/27/18

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 8/1/18

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST:

TO APPROPRIATE AVAILABLE FUND BALANCE TO COVER FY17-18
FLEET OPERATIONS.

[Signature] Chief of Fiscal Service 7/24/18
SIGNATURE TITLE DATE

BY: _____ DATE _____

APPROPRIATION APOO 5092
ADJ. JOURNAL NO.

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

PM 7/1/18

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
- COUNTY ADMINISTRATOR
- AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT :		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
4283	8981	FUND BALANCE AVAILABLE	1,115,000 00	00
TOTALS			1,115,000 00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY: *[Signature]* DATE 7/27/18

COUNTY ADMINISTRATOR:

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

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST:

TO APPROPRIATE AVAILABLE FUND BALANCE TO COVER FY17-18 FLEET OPERATIONS..

[Signature] Chief of Fiscal Services 7/24/18
 SIGNATURE TITLE DATE

REVENUE ADJ. RAOO 5092
 JOURNAL NO.

BY: _____ DATE _____



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: August 7, 2018

Subject: Appropriation Adjustment - County Service Area P-6 Zones - Special Tax Levy - FY 17-18

RECOMMENDATION(S):

APPROVE Appropriations and Revenue Adjustment No.5088 authorizing new revenue in the amount of \$20,000 in various special tax levy zones within County Service Area P-6 for fiscal year 2017/18 and appropriating it for the provision of extended law enforcement services.

FISCAL IMPACT:

This action increases revenue and appropriations by \$20,000.

BACKGROUND:

The above action adjusts the total expenditures and revenues for County Service Area (CSA) P-6 Zones by a total of \$20,000. In July of each calendar year, the Board of Supervisors authorizes the special tax rate to be levied upon parcels in each CSA P-6 Zone based on the June CPI-U indicator released by the Bureau of Labor Statistics (BLS) as discussed in the fiscal impact section. Due to the significant amount of parcels in CSA P-6 zones, only the cumulative special tax amount is included in the fiscal impact section. Information regarding specific parcel taxes in particular zones is available for inspection in the Sheriff's Fiscal Services unit.

CONSEQUENCE OF NEGATIVE ACTION:

Fiscal year 2017/18 expenditure appropriations will be insufficient to cover actual expenditures.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 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.

ATTACHMENTS

TC24/27 5088

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT:			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
7716	5016	TRANSFERS - GOV/GOV			500 00
7671	5016	TRANSFERS - GOV/GOV			1,500 00
7745	5016	TRANSFERS - GOV/GOV			2,000 00
7703	5016	TRANSFERS - GOV/GOV			1,500 00
7717	5016	TRANSFERS - GOV/GOV			1,000 00
7649	5016	TRANSFERS - GOV/GOV			1,000 00
7718	5016	TRANSFERS - GOV/GOV			1,500 00
7644	5016	TRANSFERS - GOV/GOV			500 00
7626	5016	TRANSFERS - GOV/GOV			1,000 00
7610	5016	TRANSFERS - GOV/GOV			1,000 00
7607	5016	TRANSFERS - GOV/GOV			1,500 00
7683	5016	TRANSFERS - GOV/GOV			1,500 00
7696	5016	TRANSFERS - GOV/GOV			500 00
7729	3530	TAXES & ASSESSMENTS			500 00
7654	5016	TRANSFERS - GOV/GOV			1,000 00
7746	5016	TRANSFERS - GOV/GOV			500 00
7743	5016	TRANSFERS - GOV/GOV			1,500 00
7721	5016	TRANSFERS - GOV/GOV			1,500 00
TOTALS			0	00	20,000 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/24/18

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 7/26/18

BOARD OF SUPERVISORS:

YES:

NO:

To appropriate new revenue in Police Zones FY 17/18

PV

[Signature]

Fiscal Officer

7/23/2018

SIGNATURE

TITLE

DATE

APPROPRIATION

APOO

5088

ADJ. JOURNAL NO.

BY: _____ DATE _____

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT:		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7716	9066	SPECIAL TAX-FIRE/POLICE	500	00
7671	9066	SPECIAL TAX-FIRE/POLICE	1,500	00
7745	9066	SPECIAL TAX-FIRE/POLICE	2,000	00
7703	9066	SPECIAL TAX-FIRE/POLICE	1,500	00
7717	9066	SPECIAL TAX-FIRE/POLICE	1,000	00
7649	9066	SPECIAL TAX-FIRE/POLICE	1,000	00
7718	9066	SPECIAL TAX-FIRE/POLICE	1,500	00
7644	9066	SPECIAL TAX-FIRE/POLICE	500	00
7626	9066	SPECIAL TAX-FIRE/POLICE	1,000	00
7610	9066	SPECIAL TAX-FIRE/POLICE	1,000	00
7607	9066	SPECIAL TAX-FIRE/POLICE	1,500	00
7683	9066	SPECIAL TAX-FIRE/POLICE	1,500	00
7696	9066	SPECIAL TAX-FIRE/POLICE	500	00
7729	9066	SPECIAL TAX-FIRE/POLICE	500	00
7654	9066	SPECIAL TAX-FIRE/POLICE	1,000	00
7746	9066	SPECIAL TAX-FIRE/POLICE	500	00
7743	9066	SPECIAL TAX-FIRE/POLICE	1,500	00
7721	9066	SPECIAL TAX-FIRE/POLICE	1,500	00
TOTALS			20,000	00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/24/18

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 7/26/18

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST

To appropriate new revenue in Police Zones FY 17/18

PV

[Signature]

SIGNATURE TITLE DATE

Fiscal Officer 7/23/2018

BY: _____ DATE _____

REVENUE ADJ. JOURNAL NO. RAOO 5088



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: August 7, 2018

Subject: Appropriation Adjustments Year End

RECOMMENDATION(S):

APPROVE Appropriation Adjustment No.5097 and 5098 authorizing new revenue in the amount of \$1,210,000 for the Law Enforcement Center (0258) and the transfer of appropriations in the amount of \$4,965,000 between various Sheriff Budget Units to fund over expended budget units.

FISCAL IMPACT:

Zero Net County Cost.

BACKGROUND:

The mission of the Sheriff is to provide the most efficient and effective law enforcement services possible. The department shall provide administrative, investigative, technical, forensic, coroner, emergency, detention, and court security services.

At the end of every fiscal year, the Sheriff's Office is required to process an appropriation adjustment that will transfer budget to over-expended budget units in order to have positive balances at budget unit and object level.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 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, Paul Reyes

ATTACHMENTS

TC24/27_5098

TC24/27_5097

34655

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office (0300)(0255)				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
2578	1011	PERMANENT SALARIES	2,800,000	00		
2500	5017	TRANSFERS - GOV/ENT			1,200,000	00
2505	5022	INTRAFUND-TRANS-SERVICES			1,600,000	00
TOTALS			2,800,000	00	2,800,000	00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/27/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Year End Appropriation Adjustment

P/4

AUDITOR-CONTROLLER
2018 JUL 26 P 1:58

[Signature]

Fiscal Officer

7/18/2018

SIGNATURE

TITLE

DATE

APPROPRIATION
ADJ. JOURNAL NO.

APOO

5098

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office (0300)(0255)				
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
2578	1011	PERMANENT SALARIES	1,000,000	00		
2580	1011	PERMANENT SALARIES	210,000	00		
2505	1014	OVERTIME			1,200,000	00
2500	5017	TRANSFERS - GOV/ENT			10,000	00
TOTALS			1,210,000	00	1,210,000	00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/27/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Year End Appropriation Adjustment

[Red Circle]
p/y

AUDITOR-CONTROLLER
 2018 JUL 26 P 1:58

[Signature]

SIGNATURE TITLE

Fiscal Officer

7/18/2018
DATE

APPROPRIATION APOO 5098
ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office (0255)(0300)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
2541	4948	MISCELLANEOUS EQUIPMENT	150,000		
2512	4953	AUTOS & TRUCKS	100,000		
2512	4955	RADIO & COMMUNICATN EQUIP	200,000		
2578	4952	INSTITUTIONL EQUIP & FURN	50,000		
2590	4948	MISCELLANEOUS EQUIPMENT	200,000		
2578	2150	FOOD			700,000 00
2588	4275	390-WCDF-RMDL VISIT CTR	4,000	00	
2588	4274	390-WCDF-UPGR ELCTRNC SYS			4,000 00
TOTALS			704,000	00	704,000 00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/27/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Year End Appropriation Adjustment

PY

AUDITOR-CONTROLLER
2018 JUL 26 P 1:58

[Signature]

SIGNATURE Fiscal Officer TITLE DATE 7/18/2018

APPROPRIATION APOO 5098
ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office (0362) (0359)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
0359	2310	NON CNTY PROF SPCLZD SVCS			250,000 00
0359	3611	INTERFUND EXP - GOV/GOV			1,000 00
3623	2479	OTHER SPECIAL DPMTAL EXP	220,000	00	
3622	2310	NON CNTY PROF SPCLZD SVCS	31,000	00	
TOTALS			251,000	00	251,000 00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 7/27/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Year End Appropriation Adjustment

PY

AUDITOR-CONTROLLER
2018 JUL 26 P 1:58

[Signature]

SIGNATURE TITLE DATE
Fiscal Officer 7/18/2018

APPROPRIATION APOO 5098
ADJ. JOURNAL NO.

34660

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office (0258)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
2553	1014	PERMANENT OVERTIME			1,200,000 00
2553	3560	DEPRECIATION			10,000 00
TOTALS			0	00	1,210,000 00

APPROVED

AUDITOR-CONTROLLER:

BY: *[Signature]* DATE 7/27/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Year End Appropriation Adjustment

[Red Circle]
P/Y

AUDITOR-CONTROLLER
2018 JUL 26 P 1:58

[Signature]

Fiscal Officer

7/26/2018

SIGNATURE

TITLE

DATE

APPROPRIATION

APOO

5097

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office (0258)			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
2553	9957	TRANSFERS - GOV/ENT	1,210,000	00	
TOTALS			1,210,000	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY: *[Signature]* DATE 2/22/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Year End Appropriation Adjustment

PLY

[Signature]

SIGNATURE

Fiscal Officer

TITLE

5/21/2018

DATE

REVENUE ADJ.
JOURNAL NO.

RAOO

5097



Contra
Costa
County

To: Board of Supervisors
From: Diana Becton, District Attorney
Date: August 7, 2018

Subject: Appropriation Adjustments for Sex Kit Backlog and Organized Auto Ins. Fraud

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No.5094 authorizing new revenue in the amount of \$241,385 in the District Attorney's Office (0242) and appropriating it to the District Attorney of the County of New York (DANY) Sexual Assault Kit Backlog Elimination Program and Organized Auto Insurance Fraud Program.

FISCAL IMPACT:

This action increases revenue by \$ 241,385 for FY 17/18. To offset the funding in BU 0242.

BACKGROUND:

The District Attorney of the County of New York (DANY) Sexual Assault Kit Backlog Elimination Program began providing funds allowing the Contra Costa County District Attorney's Office to work collaboratively with local law enforcement, the Contra Costa County Office of the Sheriff Forensic Services Division, and private testing labs to test the backlog of sexual assault evidence kits. The DNA evidence from the kits is used to help solve sexual assault cases.

The Organized Automobile fraud Activity Interdiction Program award is allocated from funds received per Insurance Code 1874.8, whereby each insurer doing business in California pays an annual fee of \$.50 for each vehicle insured under an insurance policy it issues in this state. A portion of the assessment amount

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Elizabeth Molera, (925)
957-2205

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

is earmarked for distribution to District Attorneys for enhanced investigation and prosecution of organized automobile insurance fraud.

CONSEQUENCE OF NEGATIVE ACTION:

Appropriation and revenue adjustment for these grants will not be properly reflected in the FY 2017/18 budget.

ATTACHMENTS

TC24/27_5094

#34665

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

PY

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR
 AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0242		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
2800	1011	Permanent Salaries		241,385.00
			0.00	241,385.00

APPROVED

AUDITOR – CONTROLLER
 By: [Signature] Date 7/27/18

COUNTY ADMINISTRATOR
 By: _____ Date _____

BOARD OF SUPERVISORS
 YES:
 NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To increase revenue appropriation for FY 2017-18 for (DANY) New York DA's Sexual Assault Kit Backlog Elimination Program and Organized Auto Insurance Fraud Program.

[Signature]

PREPARED BY: Elizabeth Molera For: Phyllis Redmond
 TITLE: Chief Asst. District Attorney
 DATE: 7/26/2018

APPROPRIATION APOO 5094
 ADJ. JOURNAL NO.

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

PY

AUDITOR-CONTROLLER USE ONLY:

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0242		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
2806	9551	Fed Aid Crime Control	162,486.00	
2851	9435	Miscellaneous State Aid	78,899.00	
TOTALS			241,385.00	0.00

APPROVED

AUDITOR – CONTROLLER

By:  Date 7/27/18

COUNTY ADMINISTRATOR

By: _____ Date _____

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To increase revenue appropriation for FY 2017-18 for (DANY) New York DA's Sexual Assault Kit Backlog Elimination Program and Organized Auto Insurance Fraud Program.



PREPARED BY: Elizabeth Molera For: Phyllis Redmond
TITLE: Chief Asst. District Attorney
DATE: 7/26/2018

REVENUE ADJ. JOURNAL NO. RAOO 5094



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Add and Cancel Positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22280 to cancel one (1) vacant full-time Mental Health Clinical Specialist (VQSB) (represented) position #17177 at salary plan and grade TC2 1384 (\$4,980 - \$7,394) and add one (1) Database Administrator (LWSA) (represented) position at salary plan and grade ZB5 1834 (\$7,548 -\$10,115) position in the Health Services Department, Information Technology (IT) Unit.

FISCAL IMPACT:

Upon approval, this action has an approximate annual salary increase of \$44,243 with pension costs of \$11,591 included. The position will be funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

Contra Costa County Health Services (CCHS) Information Technology (IT) Unit is requesting to add one Database Administrator position and cancel one Mental Health Clinical Specialist position from the Mental Health Division to help offset the cost of adding a new IT position. The Database Administrator position is allocated to the CCHS Behavioral Health Division to strengthen the oversight on CCHS systems and databases dedicated to the joint project between CCHS Behavioral Health and Employment and Human

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 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)

Services Department's Children and Family Services Program. This collaboration will improve the quality of care of foster children in Contra Costa County by enabling better data sharing between the two departments. The data to be shared will be from a number of CCHS systems and databases including eligibility, services and program enrollment. In addition, there will be further programming and migration support required after CCHS implements the ShareCare system. Also, as this team continues to work on improvement opportunities, new one time and long-term data needs will be identified to help create baselines as well as long-term process and outcome metrics. The vacant Mental Health Clinical Specialist position currently does not meet the operational needs of the department and is being canceled to partially offset the cost.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Information Technology Unit will not have adequate database oversight over the joint projects between Health Services' Behavioral Health Division, Employment Human Services Departments, and Children and Family Services.

ATTACHMENTS

P300 #22280 - Add Database Administrator Position and Cancel Mental Health Clinical Specialist in HSD

POSITION ADJUSTMENT REQUEST

NO. 22280
DATE 4/4/2018

Department HEALTH SERVICES Department No./
Budget Unit No. 0540 Org No. 6555 Agency No. A18

Action Requested: Add one permanent full-time Database Administrator (LWSA) position at salary plan and grade ZB5-1834 (\$7,328 - \$9,821) and cancel one vacant full-time Mental Health Clinical Specialist (VQSB) position #17177 at salary plan and grade TC2-1384 (\$4,835 - \$7,178). (Represented)

Proposed Effective Date: 4/25/2018

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 \$42,966.73 Net County Cost \$0.00
Total this FY \$3,580.56 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hospital Enterprise Fund I

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Shelanda Adams

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Julie DiMaggio Enea

7/3/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/26/2018

Add one Database Administrator (LWSA) (represented) position at salary plan and grade ZB5 1834 (\$7,548 - \$10,115) and cancel one Mental Health Clinical Specialist (VQSB) (represented) position number 17177

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.
 _____(Date)

Gladys Scott Reid

7/26/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 7/30/2018

Approve Recommendation of Director of Human Resources
 Disapprove Recommendation of Director of Human Resources
 Other: _____

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED DISAPPROVED

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 7/30/2018

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: Anna Roth, Health Services
Date: August 7, 2018

Subject: Add one Substance Abuse Program Manager Project position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22329 to add one Substance Abuse Program Manager-Project position (VHG5) at salary plan and grade Z15-1750 (\$6,946 - \$8,443) in the Health Services Department. (Represented)

FISCAL IMPACT:

This action results in an annual salary cost of approximately \$163,871, which includes pension costs of \$35,967. The position will be funded by the Substance Abuse Prevention & Treatment Block Grant.

BACKGROUND:

Health Services Department's Alcohol and Other Drug Services Unit has identified major priorities for this year to address the opioid epidemic and marijuana legalization. The Unit does not have sufficient staff support to execute on its deliverables and as such, is requesting to add the project position to support the interdivisional efforts within the Department to: (1) improve communication with the community on the opioid epidemic and the legalization of marijuana; and (2) develop a comprehensive strategy to address the impact of these two issues. The position will provide administrative support, facilitate meetings and develop agendas, design a public health campaign to raise awareness and educate Contra Costa residents about the dangers of opioids, prescription drug misuse and marijuana.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Adrienne Todd,
925-957-5265

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this request will limit the Alcohol and Other Drugs Services Unit's ability to provide appropriate education and outreach to the community regarding the dangers of opioid and marijuana usage.

ATTACHMENTS

P300 #22329 - Add Substance Abuse Program Manager-Project

POSITION ADJUSTMENT REQUEST

NO. 22329
DATE 7/16/2018

Department Health Services Department Department No./
Budget Unit No. 0466 Org No. 5932 Agency No. A18
Action Requested: Add one Substance Abuse Program Manager-Project position (VHG5) at salary plan and grade Z15-1750 (\$6,946.24 - \$8,443.19) in the Health Services Department. (Represented)

Proposed Effective Date: 8/1/2018

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 \$163,871.00 Net County Cost \$0
Total this FY \$150,215.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Substance Abuse Prevention & Treatment Block Grant

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Adrienne Todd

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Susan Smith

7/19/2018

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

7/24/18

- 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 7/24/2018

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: Anna Roth, Health Services
Date: August 7, 2018

Subject: Add one permanent Registered Nurse position in the Health Services Department.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22330 to add one permanent Registered Nurse position (VWXG) at salary plan and grade L32-1880 (\$8,554-\$10,683) in the Health Services Department. (Represented)

FISCAL IMPACT:

This action results in an annual salary cost of approximately \$203,389, which includes pension costs of \$45,511. The position will be funded by Contra Costa Health Plan (CCHP) member premiums.

BACKGROUND:

The Health Services Department is requesting to add a Registered Nurse position to the Contra Costa Health Plan. The primary purpose of this position is to ensure compliance with the new medical record review requirement. Facility Site Reviews (FSR) of Primary Care Providers, OB/GYN's, High Volume Specialists, non-accredited facilities and high-risk providers such as DME Orthotics and Prosthesis, Home Health and added areas of provider orientation and training are required to meet state regulations and National Committee of Quality Assurance (NCQA) accreditation. It is a requirement for the individual performing the FSRs to be a registered nurse and to be

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Adrienne Todd,
925-957-5265

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

certified by DHCS as a facility site review nurse. This individual would also function as a community provider liaison for the health plan community provider network, participate in the CCHP Appeals Committee and quarterly Community Provider Meeting, perform required new provider orientation and on-going training of new and existing providers.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this request will limit the Contra Costa Health Plan's ability to immediately address and ensure compliance with new medical record review requirements outlined in State and Federal regulations.

ATTACHMENTS

P300 #22330 - Add Registered Nurse Position

POSITION ADJUSTMENT REQUEST

NO. 22330
DATE 7/16/2018

Department Health Services Department Department No./
Budget Unit No. 0860 Org No. 6125 Agency No. A18

Action Requested: Add one permanent Registered Nurse position (VWXG) at salary plan and grade L32-1880 (\$8,554-\$10,683) in the Health Services Department. (Represented)

Proposed Effective Date: 8/1/2018

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 \$203,389.00 Net County Cost \$0
Total this FY \$186,439.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Contra Costa Health Plan member premiums

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Adrienne Todd

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Susan Smith

7/20/2018

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 7/24/18

- 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:

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

Adjustment is APPROVED DISAPPROVED

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 7/24/2018

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 Twa, County Administrator
Date: August 7, 2018

Subject: Adopt Resolution No. 2018/450 Adjusting Salary and Steps of Specific Classifications and Incumbents

RECOMMENDATION(S):

Adopt Position Resolution No. 2018/450 for the following actions: effective August 8, 2018, reallocate the classification of Executive Assistant I to Co Administration-Exempt (J3V2) from salary level B85-1354 (\$4,694.97-\$5,706.76) to salary level B85-1354 (\$4,694.97-\$5,992.10); and effective August 8, 2018, reallocate the classification of Labor Relations Assistant (AD7C) from salary level B85-1308 (\$4,485.93-\$5,452.67) to salary level B85-1106 (\$4,485.93-\$5,725.31); place employees #61167 and #74069 at Step 6.

FISCAL IMPACT:

The costs associated with these actions (annually under \$10,000 in total) are budgeted in each affected department in FY 2018/19.

BACKGROUND:

This action, which adds one five percent (5%) step to each of the classifications, will help to ensure that Clerk of the Board and Labor Relations units continue to retain highly qualified and trained staff. Both the Executive Assistant I position in the Clerk of the Board unit and the Labor Relations Assistant position are unique positions that have contact with all levels of County personnel and requires specialized programmatic and/or labor knowledge and skills.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Lisa Driscoll, Finance
Director (925) 335-1023

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

By: , Deputy

cc: Jami Napier, Deputy Clerk of the Board, Jeffrey Bailey, Labor Relations Manager

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the office of the Clerk of the Board and Labor Relations Manager may struggle to retain key support personnel.

ATTACHMENTS

Resolution No. 2018/450

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

Adopted this Resolution on 08/07/2018 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2018/450

IN THE MATTER OF adjusting the Salary step for incumbents in specified positions in the Office of the County Administrator
THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS in its capacity as governing Board of the County of Contra
Costa **RESOLVES THAT:**

1. Effective August 8, 2018, reallocate the classification of Executive Assistant I to Co Administration-Exempt (J3V2) from salary level B85-1354 (\$4,694.97-\$5,706.76) to salary level B85-1354 (\$4,694.97-\$5,992.10). Place employee #61167 at Step 6; and
2. Effective August 8, 2018, reallocate the classification of Labor Relations Assistant (AD7C) from salary level B85-1308 (\$4,485.93-\$5,452.67) to salary level B85-1106 (\$4,485.93-\$5,725.31). Place employee #74069 at Step 6.

I hereby certify that this 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, Finance Director (925)
335-1023**

ATTESTED: August 7, 2018

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

By: , Deputy

cc: Jami Napier, Deputy Clerk of the Board, Jeffrey Bailey, Labor Relations Manager



Contra
Costa
County

To: Board of Supervisors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: August 7, 2018

Subject: Establish the classification of Fire District Aide-Exempt

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22264 to establish the classification of Fire District Aide-Exempt (RBW1) at salary plan and grade F85 0288 (\$1,906 - \$2,317) in the Contra Costa County Fire Protection District.

FISCAL IMPACT:

If approved, the fiscal impact of establishing this classification will be negligible. The Fire District already has a cadre of Student Interns assigned to various divisions. Some of the Fire District's current cadre of Student Interns will be replaced by Fire District Aides. It is not anticipated that this transition will have a meaningful impact on temporary wages.

BACKGROUND:

The Human Resources Department recommends creation of Fire District Aide-Exempt pursuant to Administrative Bulletin 430.1.

Creation of the Fire District Aide-Exempt classification is necessary to accomplish

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

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

Contact: Denise Cannon,
925.941.3300 x1301

By: , Deputy

cc: Denise Cannon

BACKGROUND: (CONT'D)

time-limited non-professional work in the Fire District under direct supervision. This classification is distinguished from the class of Student Intern in that the latter requires current enrollment in Fire/EMS related college courses or possession of a degree and limits incumbents to working 20 hours per week. The establishment of this classification will give the Fire District the flexibility to hire temporary/seasonal workers during fire season, weed abatement season, Firefighter Recruit academies, and for additional logistics and administrative support as needed.

CONSEQUENCE OF NEGATIVE ACTION:

The Fire District will not have the flexibility to hire temporary/seasonal workers as needed.

ATTACHMENTS

AIR 32130 P300 22264 Establish Fire District Aide - Exempt

POSITION ADJUSTMENT REQUEST

NO. 22264
DATE 3/1/18

Department No./

Department Contra Costa County Fire Protection District Budget Unit No. 7300 Org No. 7300 Agency No. 70

Action Requested: Establish the classification of Fire District Aide-Exempt (RPW1) at salary plan and grade F85 0288 (\$1,906 - \$2,317) and add one (1) position to the Contra Costa County Fire Protection District.

Proposed Effective Date: 04/01/2018

Classification Questionnaire attached: Yes [] No [X] / Cost is within Department's budget: Yes [X] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO. Use additional sheet for further explanations or comments.

Jackie Lorrekovich

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

[Signature]

7/25/18

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 4/27/2018

Establish the classification of Fire District Aide-Exempt (RPW1) at salary plan and grade F85 0288 (\$1,906 - \$2,317); and add one (1) position

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [X] Day following Board Action. [] (Date)

Gladys Scott Reid

4/27/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

7/25/18

- [X] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

[Signature]

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED [] DISAPPROVED []

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 _____

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: Anna Roth, Health Services
Date: August 7, 2018

Subject: Add one Health Services Quality Management Program Coordinator and Cancel one Health Services Administrator Level (B)

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22331 to add one (1) full-time Quality Management Program Coordinator (VRHA) at salary plan and grade ZA5-1961 (\$8,560 - \$10,404) and cancel one (1) vacant Health Services Administrator-Level B (VANG) position #14682 at salary plan and grade ZB2-1323 (\$4,688 - \$7,683) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will result in an annual salary increase of approximately \$48,007 which includes pension costs of \$11,593. The position will be funded 100% by Contra Costa Health Plan member premiums.

BACKGROUND:

The Quality Management Program Coordinator position will lead the improvement efforts for CCHP's operations by completing performance improvement projects, those that are required by the State and those that Contra Costa Health Plan's leadership has identified and prioritized. To ensure CCHP meets the National Committee for Quality Assurance (NCQA) accreditation, this position will perform studies and prepare reports on: coordination of medical care among different settings, coordination between medical and behavioral health care, member satisfaction, and access to services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Mary Dunn,
925-957-5267

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Cost Health Plan will be deficient in not having the appropriate classification to fulfill and perform the quality improvement needs.

ATTACHMENTS

P300 #22331 - Add Quality Mgmt Program Coord and Cancel HSA-Level B

POSITION ADJUSTMENT REQUEST

NO. 22331
DATE 7/17/2018

Department No./

Department HEALTH SVCS - Contra Costa Health Plan Budget Unit No. 0860 Org No. 6106 Agency No. A18

Action Requested: Add one permanent full-time Quality Management Program Coordinator (VRHA) position at salary plan and grade ZA5-1961 (\$8,560.16 - \$10,404.93) and cancel one vacant permanent full-time Health Services Administrator-Level B (VANG) position #14682 at salary plan and grade ZB2-1323 (\$4,688.97 - \$7,683.43) in the Health Services Department. (All represented)

Proposed Effective Date: 8/1/2018

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 \$48,007.23 Net County Cost \$0.00
Total this FY \$44,006.63 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% CCHP Member Premiums

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

8/1/2018

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 8/2/18

- 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:

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

Adjustment is APPROVED DISAPPROVED

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 8/2/2018

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: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: APPROVE a Subsurface Oil and Gas Lease with Sunset Exploration, Inc., for 46 acres of District owned property, Antioch area.

RECOMMENDATION(S):

As the governing body of the Contra Costa County Flood Control and Water Conservation District (District), APPROVE and AUTHORIZE the Chief Engineer, or designee, to execute a two year Subsurface Oil and Gas Lease (“Lease”) beginning July 16, 2018 through July 15, 2020 and EXERCISE any options to extend the lease between Sunset Exploration, Inc., and the District for a maximum of thirty five years, for approximately 46 acres of land in the Antioch area commonly known as Upper Sand Creek Detention Basin (Basin), for the exploration and extracting of oil and gas, under the terms and conditions set forth in the Lease Pursuant to Section 31 of the Contra Costa County Flood Control and Water Conservation District Act and Government Code Section 7051. Project No. WL83PV-FS1200128.

FISCAL IMPACT:

100% Applicant Fees.

BACKGROUND:

On February 10, 2015, the District entered into a Lease with Sunset Exploration,

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Charlotte Nelson,
925-957-2458

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Inc., under the same terms and conditions as set forth in the Lease attached (except the previous lease was for 3 years and for a lesser payment amount).

Sunset Exploration, Inc., has secured drilling permits and other oil and gas leases from the properties nearby and adjacent to the Basin and requires a subsurface lease from the District in order to include the Basin with the adjacent properties and extract the oil and gas from no less than 500 feet beneath the surface of the Basin. No surface rights are included in the lease and no physical impacts will occur as a result of the Lease. All surface drilling will be done from adjacent or nearby properties and Sunset Exploration, Inc., is responsible for obtaining all permits associated with its drilling permits at its sole cost. It is important to note that with or without this particular Lease, Sunset Exploration, Inc., has the capability and the necessary rights to extract oil and gas from the Brentwood Oil Field because they already hold a number of lease agreements with surrounding land owners as well as previously issued land use authorizations that allow such drilling.

An upfront payment of \$12,000.00 has been received for the first year of the Lease. During the remaining term of the Lease, the District will receive minimum annual royalty payments of \$6,000 as well as additional royalty payments of 6.67% of the gross proceeds of all oil and gas produced from the Basin above the minimum annual royalty payments to Flood Control Zone 1 Funds.

On February 10, 2015 the County Board of Supervisors determined and approved that this activity is not subject to the California Environmental Quality Act (CEQA), pursuant to Article 5, Section 1 5061 (b)(3) of the CEQA guideline (CP#14-30).

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the Lease may result in the District not receiving royalty payments.

ATTACHMENTS

Lease

OIL AND GAS LEASE
(Negotiated-Subsurface-Royalty)

This oil and gas lease is dated _____, 2018, and is between the Contra Costa County Flood Control and Water Conservation District, a flood control district existing under the laws of the State of California (the "**District**"), and Sunset Exploration Incorporated, a California corporation (the "**Lessee**").

Recitals

- A. The District owns approximately 46 acres of land in the City of Antioch, County of Contra Costa, State of California, which is commonly known as the Upper Sand Creek Detention Basin, as further described in Exhibit A (the "**Leased Land**").
- B. Lessee desires to extract oil and gas from the Leased Land through a well that is not located on the Leased Land. Accordingly, the parties desire to enter into a lease that grants Lessee subsurface rights only and that does not grant Lessee any surface rights.

The parties therefore agree as follows:

Agreement

- 1. Lease. The District hereby leases to the Lessee the right to extract oil and gas and their constituent products from beneath the Leased Land on the terms set forth in this lease. The rights granted under this lease are subsurface rights only; no surface rights are granted by this lease.
- 2. Term. This lease has a primary term of two years and a secondary term that will continue after the primary term for so long as (i) there is production in paying quantities from the Leased Land and the District is receiving a royalty from such production, or (ii) if the Leased Land is pooled with other property pursuant to Section 14 - Pooling, there is production in paying quantities from the combined properties and the District is receiving a royalty from such production.
 - a. Commencement Date. The primary term commences July 16, 2018 and ends July 15, 2020.
 - b. Termination for Failure to Produce. If the Lessee fails to commence drilling operations before, or to prosecute them diligently after, the expiration of the primary term, this lease is terminated. If the Leased Land ceases to produce oil, gas or their constituent products, the lease will continue in force for six months after production ceases, provided the Lessee commences within the six-month period, and prosecutes with reasonable diligence thereafter, well maintenance operations on the Leased Land to restore production, including drilling, deepening, repairing, or re-drilling.

- c. Lease Termination. The District may terminate this lease if, after delivery of a 30-day written notice to Lessee, the Lessee fails to (i) pay any royalty payment properly due hereunder, (ii) perform any other material term of this lease, or (iii) comply with applicable statutes and regulations.
 - d. Maximum Term. Notwithstanding any other provision of this lease, this lease expires on the day immediately preceding the thirty-fifth anniversary of the date of this lease.
3. Rights Granted Lessee. The Lessee has the exclusive right to drill for and take oil and gas and their constituent products from any geological zone that is 500 feet or more beneath the Leased Land. The Lessee may not use any portion of the Leased Land that is less than five hundred feet below the surface of the Leased Land. Upon request from the District, the Lessee shall provide the District with drawings that show the exact location of any pipeline that is planned to be, or has been, installed on the Leased Land. The Lessee may not store gas or dispose of produced fluids or other wastes on the Leased Land or within the geological zones underlying the Leased Land. All drilling into or through the Leased Land must be done by directional drilling from adjacent or other nearby lands. This lease does not grant any privilege or right that is not expressly stated.
4. Reservations to the District. The District reserves the right to grant, upon its own terms, joint or several easements or rights of way upon, through or in the Leased Land as may be necessary or appropriate and consistent with this lease, and the right to allow, upon its own terms, the continued use of any existing easement or right of way upon, through or in the Leased Land, provided such easement or right of way does not adversely affect Lessee rights herein. The District reserves the right to lease, sell or otherwise dispose of its interest in the Leased Land.
5. Bond. The Lessee shall furnish upon execution of this lease and maintain a bond in favor of the Contra Costa County Flood Control and Water Conservation District in the sum of \$20,000.00 to guarantee the faithful performance by the Lessee of all provisions of this lease, Division 6 of the Public Resources Code and the regulations of the State of California, including, but not limited to, the plugging and abandonment of all wells and the removal of production facilities and the immediate elimination of any contamination or pollution caused by or resulting from operations under this lease. The bond shall require the surety to give at least one hundred fifty (150) days written notice of its intention to cease acting as guarantor. If a surety gives notice of its intention to cease acting as guarantor, the Lessee shall provide to the District within forty-five (45) days of such notice a replacement bond of equal value to become effective upon the expiration of the existing bond. Failure to provide such a replacement bond within the required time shall constitute a default entitling the District to levy against the entire amount of the existing bond.
6. Upfront Payment. In consideration for the rights granted under this lease during the first year of the primary term, the Lessee shall make a nonrefundable advance payment to the District in the amount of \$12,000.00. County hereby

acknowledges receipt of such payment.

7. Royalty Payments. The Lessee shall pay the District a royalty based on the production of all oil, gas, and their constituent products that are allocable to the Leased Land. The royalty payment due to the District is equal to 6.67% of the gross proceeds of the production of all oil, gas, and their constituent products that are allocable to the Leased Land; provided, however, that in no event will the royalty payment due to the District for any one-year period be less than \$ 6,000.00 (the "**Minimum Royalty Payment**"). For each month in which the production of oil, gas, and their constituent products occurs from the Leased Land, royalty payments are due no later than the fifth day of the second calendar month following the calendar month in which the substance is produced.
- a. The gross proceeds derived from oil production are to be calculated using the current market price, which may not be less than the highest price in the nearest field at which oil of like gravity and quality is being sold in substantial quantities.
 - b. The net proceeds derived from gas substances are to be calculated using the current market price of all gas substances removed or sold from the Leased Land. Gas substances include dry gas, natural gasoline and other products extracted and saved from the gas produced from the Leased Land. The current market price may not be less than the higher of (i) the highest price in the nearest field at which gas substances of like quality are being sold in substantial quantities, and (ii) the net proceeds or exchange value derived by the Lessee from the gas substances removed or sold from the Leased Land.
 - c. All royalties are payable to the District without any deductions, including deductions for the cost of producing, gathering, separating, compressing, treating, dehydrating, processing, transporting and otherwise making the oil and gas substances marketable.
 - d. The Lessee shall pay royalty on all gas produced from the Leased Land. The Lessee has no right to free use of gas produced from the Leased Land for any purpose, including any operations under this lease.
 - e. The Lessee may not sell gas, oil or their constituent products to an affiliate of the Lessee without the prior written consent of the Lessor, which may not be unreasonably withheld. The term "affiliate of the Lessee," as used in this agreement, means and includes any individual, firm, corporation, partnership, limited liability company, association, joint stock company, pension fund, trust or trustee thereof, estate or executor thereof, unincorporated organization or joint venture, or any other legally recognizable entity (i) that directly or indirectly owns, controls or holds with power to vote 10% or more of the outstanding voting securities of the Lessee, (ii) 10% or more of whose outstanding voting securities are directly or indirectly owned, controlled or held with power to vote by the Lessee, or (iii) that directly or indirectly controls, is controlled by or is under common control with the Lessee. If gas, oil or their constituent products are sold to an affiliate of the Lessee, the value of the sale

will be determined using the current market price.

8. Royalty Statements. Once production begins, and continuing throughout the remaining term of this lease, the Lessee shall submit accurate royalty statements to the District each month. The statements must be in whatever form the District prescribes and must state, at a minimum, for the preceding month (i) the amount, gravity and market price of all oil removed or sold from the Leased Land, (ii) the amount and market price of all gas substances removed or sold from the Leased Land, and (iii) the number of days that each well affecting the Leased Land was in production.
9. Annual Reconciliation. If at the end of any calendar year (the "**Subject Year**"), Lessor has not received royalties in an amount equal to, or greater than, the Minimum Royalty Payment, Lessee shall on or before January 25 of the year immediately succeeding the Subject Year, pay to Lessor an amount equal to the result obtained by subtracting the amount of the royalties paid during the Subject Year from the Minimum Royalty Payment.
10. Late Payment. If the Lessee fails to pay any amount payable under this lease when due, then the Lessee shall pay to the District interest on the unpaid amount at the rate of the lesser of the maximum rate permitted by law and the prime rate charged by Mechanics Bank, plus two percent (2%) from the due date until the date of payment.
11. Taxes. The Lessee shall timely pay all taxes, assessments, fees, charges or other amounts levied for any reason under the laws and regulations of any state, county, city or the United States against the Lessee, the Lessee's interest in the Leased Land, improvements placed on the Leased Land by the Lessee or oil, gas or other products produced from the Leased Land. The Lessee may not deduct any tax, assessment, fee, charge or other amount from any amounts payable to the District under this lease.
12. Submission of Sales Contracts and Exchange Agreements. Within 60 days after their execution by all parties, the Lessee shall submit to the District a copy of each contract, or other agreement, related to the sale, exchange or other disposition of all oil and gas substances produced from the Leased Land. The Lessee shall certify that each copy is a true copy.
13. Examination of Records and Inspection of Premises.
 - a. The Lessee shall keep and have in its possession books and records showing the production and disposition of all oil, gas and their constituent products produced from the Leased Land and shall permit the District or its agents to examine such books and records at all reasonable times.
 - b. The District may audit the accounts and records of the Lessee, its successors and assigns, relating to Leased Land and its operations under this lease. This right may be exercised by the District by giving the Lessee written notice. An

audit may only be conducted during normal business hours. If an audit reveals an underpayment, the Lessee shall pay the District the amount of the underpayment and reimburse the District for the costs of the audit.

14. Pooling.

- a. Lessee shall pool the Leased Land with adjoining land into one pooled unit containing no more than 320 acres (the "**Pooled Unit**"). Any Pooled Unit so created must include all of the Leased Land. The Lessee shall give the District written notice of the creation of a Pooled Unit. The notice must identify and describe the pooled acreage.

If any oil, gas or other hydrocarbon substance is obtained from a Pooled Unit created pursuant to this Section 14, the Lessee shall allocate to the District that portion of the production from the Pooled Unit that the number of acres of Leased Land bears to the total number of acres included in the Pooled Unit (the "**District's Proportionate Share**").

- b. If any oil, gas or other hydrocarbon substance is obtained from the Pooled Unit created pursuant to this Section 14, the Lessee shall calculate and pay the royalties and other payments due to the District under this lease, other than the upfront fee, based on the District's Proportionate Share, and otherwise in the same manner and subject to the same terms and conditions set forth in this lease.
- c. At any time while this lease is in force, the Lessee may not dissolve the Pooled Unit established under this Section 14 without the District's prior written consent, which may not be unreasonably withheld. If operations are being conducted for drilling on or production of oil or gas from any part of the Pooled Unit, these operations or production will be considered as operations for drilling on or production of oil and gas from the Leased Land.

15. Assignment.

- a. The Lessee may not assign or otherwise transfer operations under this lease to any entity without the prior written consent of the District, which may be withheld in the District's sole discretion. Unless approved by the District, no assignment or transfer is of any effect. The interest of the District hereunder may be assigned, mortgaged or transferred in whole or in part, but no change or division in ownership will have the effect of reducing the rights or enlarging the obligations of the Lessee hereunder.
- b. Any assignment or transfer by the Lessee will take effect on the first day of the month following (i) its approval by the District, and (ii) the filing with the District of an executed copy of the assignment or transfer. If the District approves an assignment or transfer, the assignee or transferee is bound by the terms of this lease to the same extent as if the assignee or transferee were the original

lessee.

- c. The Lessee shall submit to the District documentation of any acquisition, merger, name change, corporate reorganization or any other organizational restructuring that affects the Lessee.

16. Designation of Operator. If the Lessee consists of more than one person or entity, the Lessee shall notify the District which person or entity is authorized and required to give and receive notices, make payments and submit all data and materials required by this lease.
17. Joint and Several Liability. If the Lessee consists of more than one person or entity, each person or entity comprising the Lessee is liable jointly and severally for the performance of all of the Lessee's obligations under this lease.
18. Prevention of Waste and Diligence. The Lessee shall use all reasonable precautions to prevent the waste of oil and gas in the Leased Land and to prevent water from entering the oil or gas-bearing geological zone of the Leased Land. The Lessee shall exercise reasonable diligence in its operation of the Leased Land while the products therefrom can be obtained in paying quantities and may not unreasonably or unnecessarily suspend operations. The Lessee shall cause its operations to be conducted in a proper and worker-like manner, in accordance with generally accepted good oil field practices and with the goal of protecting the safety and health of workers.
19. Environmental Review. If an environmental review is required under the California Environmental Quality Act (CEQA) in connection with the Lessee's use of the Leased Land, the Lessee shall pay the entire cost of the review and shall provide all documents and information necessary to complete the review. If mitigation measures are required as a result of a CEQA review, the Lessee shall carry out the mitigation measures at its expense. The Lessee shall obtain, at its expense, any permits required in connection with its use of the Leased Land.
20. Indemnification. The Lessee, its successors and assigns, agree to release, defend, indemnify, save, protect and hold harmless the District, its officers, agents, employees, successors and agents (together, the "**Indemnified Parties**") from any and all costs, losses, claims, judgments, settlements and damages of every kind and character to real property, personal property or persons (including, without limitation, claims involving environmental laws and regulations, pollution, contamination of ground waters, personal injury and death), lawsuits and/or causes of action (including reasonable attorneys' fees, expert fees and court costs) (collectively "**Claims**") that may be caused by the activities of the Lessee and the Lessee's agents, invitees, guests, contractors, oil or gas purchasers, oil or gas transporters, servants and employees, whether acting within the scope of their employment or not, and whether negligent or not, on the Leased Land, or any adjacent property, including, without limitation, any Claims arising from loss of subsurface support of the Leased Land, and any Claims arising from the production or transportation of oil or gas produced from the Leased Land or lands pooled therewith. For purposes of this Section 20 and Section 21 - Environmental

Liability of this lease, environmental laws and regulations include, without limitation, the federal Oil Pollution Act (OPA), the federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), the federal Resource Conservation and Recovery Act (RCRA), the federal Clean Water Act and the federal, state and local rules, regulations, ordinances, orders and governmental directives implementing such statutes. The Lessee's obligations under this Section 20 shall survive the termination of this lease.

21. Environmental Liability.

- a. As used in this lease, the term "Hazardous Materials" means any substance or material defined or identified as hazardous, extra-hazardous , toxic or radioactive or subject to regulation as a solid waste or pollutant under any applicable federal, state or local statute or regulation including, without limitation, the environmental Laws and regulations referenced in Section 20 - Indemnification of this lease. "Remedial Work" means any site investigation or monitoring, any cleanup, containment , remediation, removal, or restoration work performed in response to any federal, state or local government authority or private party action ("action"), or pursuant to any federal, state or local statute, rule, regulation, ordinance , order governmental directive or other laws ("law").
- b. For the benefit of the District, the Lessee shall (i) remove from the Leased Land, if, as and when required by any action or law, any Hazardous Materials placed or released thereon by the Lessee (including its drillers and other contractors), (ii) perform any Remedial Work where the need therefor arises in connection with the Lessee's (including its drillers' and other contractors') operations or activities on the Leased Land or any adjacent property, and (iii) comply in all respects with all laws governing operations by the Lessee (including its drillers and other contractors) and Remedial Work on or associated with the Leased Land and any adjacent property. The Lessee shall cause Remedial Work to be performed by one or more contractors selected by the Lessee under the supervision of an engineer selected by the Lessee. The Lessee shall pay all costs and expenses of Remedial Work resulting from the Lessee's (including its drillers' and other contractors') operations , including, without limitation, the charges of such contractors and/or the consulting engineer and the District's reasonable attorneys' fees and costs incurred in connection with the monitoring or review of Remedial Work. If the Lessee fails to timely commence or cause to be commenced, or fails to diligently prosecute to completion, any Remedial Work, the District may (but is not required to), after first giving the Lessee fifteen (15) days notice of its failure and the Lessee's continued failure to perform, cause the Remedial Work to be performed and the Lessee shall reimburse all reasonable costs of same on demand.
- c. The provisions of this Section 21 do not constitute approval or obligate the District to consent to the imposition of any engineering or institutional control that would restrict or limit future use of the Leased Land for any purpose

including, without limitation, any deed restriction or limitation on the use of groundwater or use of the property for residential purposes.

- d. The Lessee shall notify the District of any claim or governmental agency or third party involving the actual or alleged existence of Hazardous Materials on the Leased Land or any adjoining property and provide the District with copies of (i) any notice of any actual or threatened release of Hazardous Materials given by the Lessee pursuant to any law and (ii) any report of any response to any such release, including all Remedial Work. The Lessee, its successors and assigns, in accordance with the provisions of this Section 21, will release, indemnify, pay and protect, defend and save the Indemnified Parties harmless from all claims, liabilities, fees and expenses of any kind (including reasonable attorneys' fees , expert fees and costs) that arise from the actual or alleged presence or release of any Hazardous Materials in connection with the operations of the Lessee and the Lessee's agents, invitees, guests, contractors, servants and employees on the Leased Land or any adjacent property. This indemnification includes, without limitation, costs in connection with any Remedial Work performed by the District, or any third party in response to any federal, state or governmental authority, laws or regulations, due and payable upon demand by the District. The Lessee's obligations under this Section 21 shall survive the termination of this lease.

22. Insurance. The Lessee agrees, at no cost to the District, to obtain and maintain during the term of this lease, comprehensive liability insurance with a minimum combined single-limit coverage of \$3,000,000.00 for all claims or losses due to bodily injury, sickness or disease or death to any person, or damage to property, and to name the Contra Costa County Flood Control and Water Conservation District, and Contra Costa County, their officers, agents and employees, as additional insureds thereunder. The coverage must provide for a 30-day written notice to the District of cancellation or lapse. Evidence of coverage must be furnished to the District upon execution of this lease.

23. Suspension of Operations.

- a. The District may temporarily suspend production or any other operation by the Lessee under this lease when, ever the District finds that the operation , unless suspended, would pose an immediate and serious threat to life, health, property, the environment or natural resources. The suspension is effective immediately upon either oral or written notice from the District to the Lessee. The District will follow any oral notice of suspension with a written confirmation. The District may lift the suspension when the Distric t finds, on the basis of evidence submitted by the Lessee or otherwise available, that resumption of the suspended operation would not pose an immediate and serious threat to life, health, property, the environment or natural resources. If the District orders suspension of operations because their continuation would or might cause or aggravate subsidence of the Leased Land or other properties, the Lessee's operations may be resumed only in conformance with a District-approved program for subsidence prevention.

- b. Upon the written request of the Lessee, the District may temporarily suspend production of any operation by the Lessee under this lease if the District determines, from evidence submitted by the Lessee or otherwise available, that the suspension will facilitate the assignment or unitization of this lease, will allow for negotiation for the use of hydrocarbon transportation facilities, will prevent waste of oil or gas, will provide time for compliance with Federal, State or local statutes or regulations, will allow for remedying the effects of acts of God, or will otherwise facilitate the proper development of the Leased Land. The suspension will be on terms and conditions provided by the District and will be terminated whenever the District finds that the conditions warranting the suspension no longer exist. During any period of suspension , the Lessee shall immediately inform the District of any change in the conditions warranting suspension.
 - c. No suspension ordered or approved under this Section 23 relieves the Lessee of any obligation under this lease, unless otherwise specifically provided in the terms of the suspension.
24. Quitclaim or Relinquishment. The Lessee may quitclaim or relinquish its rights under this lease in whole, but not in part. The quitclaim or relinquishment will be effective when it is accepted and recorded by the District. Notwithstanding the Lessee's quitclaim or relinquishment, the Lessee shall (i) pay the District all accrued royalties, (ii) restore the Leased Land in accordance with Section 25 - Obligations Upon Termination, and (iii) comply with all other terms of this lease. A quitclaim or relinquishment will not release the Lessee from liability for a breach of any obligation it has under this lease.
25. Obligations Upon Termination.
- a. Upon the expiration or sooner termination of this lease, the Lessee shall (i) surrender the Leased Land and restore the Leased Land to the condition it was in at the beginning of the lease, including any remediation required to avoid or eliminate subsidence, at no cost to the District, and (ii) deliver to the District a good and sufficient quitclaim deed.
 - b. The obligations contained in this Section 25 bind the heirs, successors, and assigns of the Lessee. The Lessee's obligations to the District under this Section 25 shall survive the termination of this lease.
26. Notices. Any notice required or permitted under this lease must be in writing and sent by overnight delivery service or registered or certified mail, postage prepaid and directed as follows:

To Lessor: Contra Costa County Flood Control and
Water Conservation District
255 Glacier Drive
Martinez, CA 94553

Attention: Public Works/Principal Real Property

Agent To Lessee: Sunset Exploration Incorporated
10500 Brentwood Boulevard
Brentwood, CA 94513
Attention: Robert E. Nunn

Either party may at any time designate in writing a substitute address for that set forth above and thereafter notices are to be directed to such substituted address. If sent in accordance with this Section 26, all notices will be deemed effective (i) the next business day, if sent by overnight courier, and (ii) three days after being deposited in the United States Postal system.

27. Successors and Assigns. This lease inures to the benefit of and binds the successors and assigns of the parties.
28. Failure to Enforce. The failure of the District to enforce any provision of this lease does not constitute a waiver by the District of that or any other provision.
29. No Warranty. The District makes no warranty of any kind with respect to title to the surface or mineral estate in the Leased Land or any portion of or interest therein. By accepting this lease, the Lessee acknowledges that it has been given full opportunity to investigate and has conducted sufficient investigation to satisfy itself as to the title to the Leased Land. The Lessee assumes all risk of title failures.
30. Noise. The Lessee shall cause noise levels associated with the Lessee's operations on any drill site utilized for the development of the Pooled Unit to be kept to a reasonable minimum.
31. Governing Law and Venue. The laws of the State of California govern this lease. Venue for any action to enforce this lease will lie in Contra Costa County, California.
32. Compliance with Laws. The Lessee covenants that it will strictly comply with all applicable laws, regulations and ordinances in conducting all operations under this lease.
33. Encumbrances. This lease is subject to all licenses, permits, easements, rights of way, surface leases, restrictive covenants, and other contracts of the District, or its predecessors in interest, affecting the Leased Land.
34. Counterparts. This lease may be executed in multiple counterparts, all of which will be deemed to constitute one instrument.

[Remainder of Page Intentionally Left Blank]


35. Discrimination. In the administration of this lease or the operation of the Leased Land, the Lessee may not discriminate against any person or entity on the basis of race, color, creed, national origin, sex, marital status, religious or political affiliation, ancestry, disability, age or sexual orientation.

The parties are signing this lease as of the date set forth in the introductory clause.

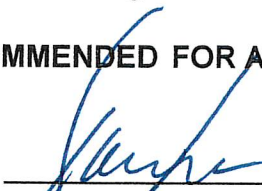
COUNTY OF CONTRA COSTA FLOOD
CONTROL AND WATER CONSERVATION
DISTRICT, a political subdivision of the
State of California


SUNSET EXPLORATION

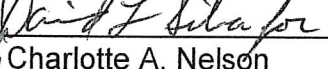
By: _____
Brian M. Balbas
Chief Engineer

By: 
Robert E. Nunn
President

RECOMMENDED FOR APPROVAL:

By: 
Karen Laws
Principal Real Property Agent

By: 
Shirley Nunn
Secretary

By: 
Charlotte A. Nelson
Senior Real Property Agent

APPROVED AS TO FORM:
SHARON L. ANDERSON
COUNTY COUNSEL

By: _____
Kathleen Andrus
Deputy County Counsel

EXHIBIT "A"

Mineral Lease: CCCFC&WCD Parcels 1778, 1782, 5089, 5117

Real property in the City of Antioch, County of Contra Costa, State of California, being a portion of the Southwest one-quarter of Section 9, Township 1 North, Range 2 East, Mount Diablo Meridian, described as follows:

Beginning at the west one-quarter corner of said Section 9 (T.1 N, R.2E, M.D.M.), said quarter corner being the northwesterly corner of Parcel 1782 described in the grant deed to Contra Costa County Flood Control and Water Conservation District recorded April 1, 1996 as Document Number 96-058288, records of said County; thence easterly from said Point of Beginning along the northerly line of said Parcel 1782 (96-058288) south 89°36'57" east, 676.76 feet to the northeasterly corner of said Parcel 1782 (96-058288), also being the northwest corner of Parcel 5089 described in the grant deed to Contra Costa County Flood Control and Water Conservation District recorded July 19, 2011 as Document Number 2011-0142295-00, records of said County; thence continuing south 89°36'57" east, along the north line of said Parcel 5089 (2011-0142295-00), 133.66 feet to the northeast corner of said Parcel 5089 (2011-0142295-00); thence leaving said northerly line and continuing along the easterly line of said Parcel 5089 (2011-0142295-00) the following thirteen (13) courses: 1) south 47°54'23" east, 471.72 feet; 2) south 56°33'26" east, 298.66 feet; 3) north 52°34'21" east, 13.73 feet; 4) north 54°34'26" east, 124.70 feet; 5) south 36° 07'26" east, 66.20 feet; 6) south 53°52'34" west, 72.58 feet; 7) south 16° 54' 20" east, 13.92 feet; 8) south 26°41'55" east, 180.15 feet; 9) south 14°26'21" west, 50.65 feet; 10) south 16°03'59" west, 343.61 feet; 11) south 34°57'28" west, 96.92 feet; 12) south 36°33'10" west, 65.70 feet; 13) south 1°28'07" east, 96.54 feet to a point on the northerly line of Parcel D as shown on the Map of Subdivision MS 55-83, filed May 14, 1985 in Book 116 of Parcel Maps at

page 1, records of said County and being the southeast corner of said Parcel 5089 (2011-0142295-00); thence westerly along the south line of said Parcel 5089 (2011-0142295-00) north 89°03'03" west, 37.48 feet to the northeast corner of Parcel 5117 described in the final order of condemnation for Contra Costa County Flood Control and Water Conservation District recorded August 16, 2012 as Document Number 2012-0198173-00, records of said County; thence leaving said Parcel 5089 (2011-0142295-00) and continuing along the easterly, southerly, westerly and northerly lines of said Parcel 5117 (2012-0198173-00) the following nineteen (19) courses: 1) southerly along a non-tangent 480.00 foot radius curve concave to the east and from which a radial bears south 75°19'16" east, through a central angle of 24°10'40" an arc distance of 202.55 feet; 2) south 11°23'50" east, 31.80 feet; 3) southerly along a non-tangent 190.51 foot radius curve, concave to the west and from which a radial bears south 73°16'18" west, through a central angle of 56°19'05" an arc distance of 187.26 feet; 4) south 46°15'00" west, 23.66 feet; 5) south 56°41'39" west, 23.66 feet; 6) south 63°23'31" west, 13.30 feet; 7) south 68°08'03" west, 50.42 feet; 8) westerly along a non-tangent 577.92 foot radius curve, concave to the north and from which a radial bears north 12°38'48" west, through a central angle of 22°32'20" an arc distance of 227.34 feet; 9) north 75°14'29" west, 77.73 feet; 10) north 66°20'47" west, 25.52 feet; 11) north 59°55'19" west, 101.46 feet; 12) north 59°41'25" west, 51.57 feet; 13) north 65°49'24" west, 47.58 feet; 14) north 74°58'40" west, 263.66 feet; 15) north 88°42'12" west, 157.50 feet; 16) north 73°06'04" west, 211.13 feet; 17) south 58°47'50" west, 32.32 feet; 18) south 90°00'00" west, 110.79 feet to the west line of said Section 9; 19) along said west line north 1°23'02" east, 25.26 feet to the southwest corner of Parcel 1743 described in the grant deed to Contra Costa County Flood Control and Water Conservation District recorded October 14, 1993 as Document Number 93-287641, records of said County; thence easterly and northerly along the common line of said Parcel 5117 (2012-0198173-00) and Parcel 1743 (93-287641) the following two (2) courses: 1) south 88°53'20" east, 804.90 feet; 2) north 1°06'40" east, 229.90 feet to the south line of Parcel 1778 described in the grant deed to Contra Costa County Flood Control and Water Conservation District recorded June 2, 1995 as Document Number 95-087820, records of said County; thence leaving said common line of Parcel 5117

(2012-0198173-00) and Parcel 1743 (93-287641), westerly along the said north line of said Parcel 1743 (93-287641) and being the south line of said Parcel 1778 (95-087820), the following six (6) courses: **1)** north 88°58'29" west, 131.71 feet; **2)** north 60°57'14" west, 153.99 feet; **3)** north 88°36'42" west, 46.31 feet; **4)** south 62°19'26" west, 132.88 feet; **5)** south 81°18'59" west, 22.38 feet; **6)** north 89°35'08" west, 351.25 feet to the west line of said Parcel 1788 (95-087820), said west line being the west line of said Section 9; thence leaving said common line of Parcel 1743 (93-287641) and Parcel 1778 (95-087820), northerly along said common west line, north 1°23'02" east, 541.65 feet to the northwest corner of said Parcel 1778 (95-087820), being the southwest corner of said Parcel 1782 (96-058288); thence leaving said Parcel 1778 (95-087820), continuing northerly along said west line of said Section 9, being the west line of said Parcel 1782 (96-058288), north 1°23'02" east, 711.85 feet to the Point of Beginning.

Containing an area of 46.44 acres of land, more or less.

Exhibit "B" attached and by this reference made a part hereof.

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

Signature: Janine L. Hampton LS 7634
Licensed Land Surveyor
Contra Costa County Public Works

Date: Oct. 23, 2014



EXHIBIT "B"

APN 057-030-003 2012-0115284-00 6-17-2012

NORTHWEST 1/4 SECTION 9

NORTH 1/2 SOUTHWEST 1/4
SECTION 9, TOWNSHIP 1 NORTH,
RANGE 2 EAST, M.D.M.

2012-0115284-00
6-17-2012
APN 057-050-022

6-15-2009

2009-0138651

APN 057-042-025

APN 057-042-006
2010-0182953-00 8-31-2010

Parcel 1782
C.C.C.F.C.&W.C.D.
96-058288
4-1-96
APN 057-050-012

Parcel 1778
C.C.C.F.C.&W.C.D.
95-087820
6-2-95
APN 057-050-010

Parcel 1743
C.C.C.F.C.&W.C.D.
93-287641 10-14-1993
APN 057-050-008

Parcel 5117
C.C.C.F.C.&W.C.D.
2012-0198173-00
8-16-2012
APN 057-050-020

Parcel 5089
C.C.C.F.C.&W.C.D.
APN 057-050-019
2011-0142295-00
7-19-2011

1/6 PM 1
PARCEL 'D'

Line Bearings and Distances

L1	S89°36'57"E	133.66'
L2	N52°34'21"E	13.73'
L3	N54°34'26"E	124.70'
L4	S36°07'26"E	66.20'
L5	S53°52'34"W	72.58'
L6	N16°54'20"W	13.92'
L7	N14°26'21"E	50.65'
L8	N34°57'28"E	96.92'
L9	N36°33'10"E	65.70'
L10	N01°28'07"W	96.54'
L11	S89°03'03"E	37.48'
L12	S11°23'50"E	31.80'
L13	S46°15'00"W	23.66'
L14	S56°41'39"W	23.66'
L15	S63°23'31"W	13.30'
L16	S68°08'03"W	50.42'
L17	N75°14'29"W	77.73'
L18	N66°20'47"W	25.52'
L19	N59°55'19"W	101.46'
L20	N59°41'25"W	51.57'
L21	N65°49'24"W	47.58'

Line Bearings and Distances

L22	N88°42'12"W	157.50'
L23	N73°06'04"W	211.13'
L24	S58°47'50"W	32.32'
L25	S90°00'00"W	110.79'
L26	N01°23'02"E	25.26'
L27	N88°58'29"W	131.71'
L28	N60°57'15"W	153.99'
L29	N88°36'42"W	46.31'
L30	S62°19'26"W	132.88'
L31	S81°18'59"W	22.38'
L32	N89°35'08"W	351.25'

Radial Bearings

R1	S75°19'16"E
R2	S73°16'18"W
R3	N12°38'48"W



X=1,634,282 Y=526,933

Upper Sand Creek Basin (Antioch) Sunset Exploration Oil & Gas Lease

Mineral License Upper Sand Creek Basin Pcls. 1778, 1782, 5089 & 5117

Drawn By	JLH	Checked By	KT	Date	October 2014	Scale	1"=250'	File	USCB MineralLicense.dgn
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Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: August 7, 2018

Subject: Grant in the amount of \$100,000 from the Keller Canyon Mitigation Fund

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Librarian, or designee, to apply for and accept a grant in the amount of \$100,000 from Keller Canyon Mitigation Fund to provide funds necessary to complete the addition of restrooms to the Bay Point Library for the period of July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

No Library Fund match.

BACKGROUND:

The Mt. Diablo Unified School District, in partnership with the Contra Costa County Library, will purchase a modular public bathroom to be located at Riverview Middle School for Bay Point Library patrons. Purchase and installation of the unit and all related permits and construction to make it operational will be facilitated through the Mt. Diablo Unified School District. As there are no bathrooms located in the library, patrons of the Bay Point Library currently only have access to the student bathrooms and therefore may only use them outside of school hours.

The Bay Point Library is located inside the Riverview Middle School Library. It is available for students to use during the school day and for the general public after school hours. Currently, the Bay Point Library

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Walt Beveridge
925-608-7730

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

is only open 18 hours a week, serving a population of 21,349 (2010 Census). Other cities within the Contra Costa County Library service area with similar or smaller sized populations (El Sobrante, Moraga, Orinda, and El Cerrito) have libraries that are open anywhere from 35 to 60 hours each week. As a result of not having bathrooms available for public use when school is in session, the Bay Point Library can only be open to the public after school hours. This means that the library sits unused for most of the week. By providing a bathroom available to public library users when school is in session, and upon receiving approval by the Board of Supervisors at a future date, the Bay Point Library hours of operation will increase from 18 to 35 hours per week while maintaining a safe environment for Riverview Middle School students.

CONSEQUENCE OF NEGATIVE ACTION:

The bathrooms will not be added to the Bay Point Library and the number of hours the library is open per week will remain at 18 instead of 35.

CHILDREN'S IMPACT STATEMENT:

As a result of nearly doubling the open hours at the Bay Point Library, children and other library users will have twice the access to on site library materials, programs, resources and spaces. The Bay Point Library will be open on Saturdays and be available to many children who currently are not able to visit the library during its open hours schedule since there are currently no weekend hours at the Bay Point Library.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: August 7, 2018

Subject: State of California Emergency Solutions Grant Program Funds

RECOMMENDATION(S):

ADOPT Resolution No. 2018/441 authorizing Contra Costa County to apply for, receive, and use State of California (State) Emergency Solutions Grant (ESG) funds in an amount not to exceed \$581,054 for eligible activities to assist homeless individuals and families with services to regain permanent housing as approved by the State in accordance with all State ESG Program requirements and other applicable rules and laws.

FISCAL IMPACT:

No General Fund impact. All funds are provided to the County on a formula basis through the State of California. The State ESG funds are allocated to the State by the U.S. Department of Housing and Urban Development, and then distributed to eligible local Administrative Entities. Contra Costa County is an eligible Administrative Entity. The preliminary estimated State ESG formula allocation is \$290,527; however, additional funds may become available from disencumbered expired ESG contracts. Application instructions from the State recommend listing an approved dollar amount that is at least double the formula allocation, or \$581,054, in order to receive additional funds if they become available. The attached table of recommended State ESG allocations includes only the preliminary estimated amount. A portion of the funds are reserved for program administration in the County's Department of Conservation and Development.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Kristen Lackey, (925)
674-7793

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

By: , Deputy

cc:

BACKGROUND:

The State of California Department of Housing and Community Development allocates State Emergency Solutions Grant (ESG) funds to Continuum of Care (CoC) geographic areas. (CoC is a program through which the U.S. Department of Housing and Urban Development strives to end homelessness. The County's Health, Housing and Homeless Services manages the CoC for Contra Costa.) The County Department of Conservation and Development (DCD) is the Administrative Entity for the State ESG funds and is required to collaborate with the CoC.

ESG funds activities that (1) engage homeless individuals and families who are living on the street, (2) improve the number and quality of emergency shelters for homeless individuals and families, (3) help operate shelters, (4) provide essential services to shelter residents, (5) rapidly re-house homeless individuals and families, and (6) prevent families/individuals from becoming homeless.

To apply for an allocation of State ESG funds, the County Board of Supervisors must approve a resolution authorizing and affirming the following: 1) that the funds will be used in a manner consistent with all applicable laws, regulations and contracts regarding the ESG Program; 2) that the County will receive ESG grant funds in an amount not to exceed \$581,054; 3) that the ESG grant funds will be used for eligible activities; and 4) that the DCD Director and CDBG Program Manager are authorized to execute a Standard Agreement for ESG funds and related documents.

The Contra Costa Council on Homelessness (COH) is appointed by the Board of Supervisors and serves as the County's CoC. It provides advice and input on the operations of homeless services and program operations, establishes the local process for applying for various programs, including ESG. Per Federal and State regulations, DCD staff consulted with the COH at its July 12, 2018 meeting. The COH reviewed and supported the attached staff allocation recommendations. The County has participated in this program since 2016.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be able to apply for and receive State ESG funds in an amount not to exceed \$581,054 if the Board does not approve the resolution.

CHILDREN'S IMPACT STATEMENT:

Programs and activities funded with State ESG support one or more of the following children's outcomes:

- (1) Children Ready for and Succeeding in School;
- (2) Children and Youth Healthy and Preparing for Productive Adulthood;
- (3) Families that are 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.

ATTACHMENTS

Resolution No. 2018/441

1819 State Fed ESG Allocations

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

Adopted this Resolution on 08/07/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/441

IN THE MATTER OF consenting to adopt and ratify the following regarding the allocation of the State of California's Emergency Solutions Grant Program funds to Contra Costa County.

WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability (NOFA) for the Continuum of Care Allocation dated June 8, 2018, under the Emergency Solutions Grants (ESG) Program ("Program"); and

WHEREAS Contra Costa County Department of Conservation and Development (DCD), is an approved state ESG Administrative Entity; and

WHEREAS the Department may approve funding allocations for the ESG Program, subject to the terms and conditions of the NOFA, Program regulations and requirements, and the Standard Agreement and other contracts between Department and ESG grant recipients;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors as follows:

1. If Contra Costa County DCD receives a grant of ESG funds from the Department pursuant to the above referenced ESG NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the ESG Program, as well as any and all contracts Contra Costa County may have with the Department.
2. Contra Costa County DCD is hereby authorized and directed to receive an ESG grant, in an amount not to exceed \$581,054 in accordance with all applicable rules and laws.
3. Contra Costa County DCD hereby agrees to use the ESG funds for eligible activities as approved by the Department and in accordance with all Program requirements, and other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Contra Costa County DCD and Department.
4. John Kopchik, Director-Department of Conservation and Development, or Gabriel Lemus, CDBG Program Manager, are authorized to execute the Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the ESG grant awarded to Contra Costa County DCD, as the Department may deem appropriate.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 7, 2018

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

Contact: Kristen Lackey, (925) 674-7793

By: , Deputy

cc:

State Emergency Solutions Grant Program Staff Recommendations FY 2018/19

Applicant Name	Project Name	Project Objective/Description	Core Activity	CA-HUD ESG Requested	CA-HUD ESG Recommendation							Total Project Cost
					Emergency Shelter	Street Outreach	Rapid Rehousing	Homeless Prevention	HMIS (max. 10% of total award)	Admin.	Total Award (CA-HUD ESG)	
SHELTER, Inc. 1333 Willow Pass Rd #206 Concord, CA 94520	Rapid Rehousing & Homeless Prevention Program	Program rapidly re-houses homeless households and prevents homelessness for households at immediate risk of homelessness. Services include case management and financial assistance (e.g., move-in costs, rental subsidies). Increased focus to increase the level of services to quickly rapidly rehouse to a permanent home homeless households (e.g. housing search, more intensive case management and increased rent assistance as needed).	Rapid Rehousing	\$141,937			\$116,121	\$8,000	\$3,500		\$127,621	\$675,080
SHELTER, Inc. 1333 Willow Pass Rd #206 Concord, CA 94520	Mountain View Family Emergency Shelter	Open 24 hours a day and 7 days a week, Mountain View Emergency Family Shelter is a year-round emergency shelter serving homeless families with children. The program provides homeless families with a safe place to sleep and meals in conjunction with critical on-site services such as education, employment services and counseling aimed at developing stability and self-sufficiency.	Emergency Shelter Service	\$37,500	\$28,850				\$4,900		\$33,750	\$658,710
Monument Crisis Center 1990 Market Street Concord CA 94520	Monument Crisis Center Safety Net Homeless Services	Monument Crisis Center will offer vital Emergency Shelter Program Services (Day Shelter) through our family resource model - providing comprehensive, collaborative safety net services in a one stop delivery model designed to assist homeless individuals and families in Central and East Contra Costa County in a forward effort to eliminate homelessness.	Emergency Shelter Service	\$17,000	\$16,000						\$16,000	\$144,600
Contra Costa County Health Services 1350 Arnold Drive, Ste 202 Martinez, CA 94553	CCHS CORE OUTREACH PROGRAM	Health Services CORE Outreach Program will provide daytime outreach in small multidisciplinary teams that will work collaboratively to engage and stabilize homeless individuals living outside and deliver health and basic need services and aid in obtaining interim and permanent housing.	Street Outreach	\$57,000		\$51,000					\$51,000	\$1,473,372
STAND! For Families Free of Violence 1410 Danzig Plaza Concord, CA 94520	Emergency Shelter	STAND!'s Emergency Shelter can accommodate up to 24 adult survivors and their children who are fleeing life threatening violent relationships for up to 3 months at no cost. As part of a continuum of care at STAND!, the Shelter provides clients with access to comprehensive supportive services, including food, clothing, social and legal advocacy, vocational assistance, child services, housing referrals, and evidence-based counseling – transitioning clients toward independence.	Emergency Shelter Service	\$26,000	\$23,000						\$23,000	\$484,107
Trinity Center Walnut Creek 1924 Trinity Avenue Walnut Creek, CA 94596	Trinity Center Emergency Day Shelter	Trinity Center Walnut Creek proposes to continue and expand its successful Emergency Day Shelter to meet the basic and recovery needs of homeless and very low-income persons. Our accessible program engages homeless persons who are resistant to services and advocates for their health, self-sufficiency, and permanent housing. By implementing an advocacy-oriented approach with very low barriers to services, Trinity Center supports the transition from homelessness to self-reliance.	Emergency Shelter Service	\$35,000	\$31,500						\$31,500	\$803,830
Contra Costa County Conservation & Dev. Dept. 30 Muir Road Martinez, CA 94553	CDBG Program Administration	Administrative costs include staff salaries, training, equipment, and general operating expenses.	24 CFR 570.206	\$7,656						\$7,656	\$7,656	
Total				\$322,093	\$99,350	\$51,000	\$116,121	\$8,000	\$8,400	\$7,656	\$290,527	\$4,239,699



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services
Date: August 7, 2018

Subject: 2018 Low Income Home Energy Assistance Program Funding, Amendment 2

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development to increase the payment limit by \$1,031,184 to a new payment limit of \$4,353,075 for Low Income Home Energy Assistance Programs and to extend the term to new end date of July 31, 2019.

FISCAL IMPACT:

This contract will increase revenue in an amount not to exceed \$4,353,075 from the U.S. Department of Health and Human Services via the California Department of Community Services and Development. This will be 100% Federal funds with no County match requirement. The CFDA # is 93.568. The State contract number is 18B-4005, Amendment 2 and the County contract number is 39-854-7.

BACKGROUND:

Contra Costa County has received funding from the State Department of Community Services and Development for 25 years wherein the County provides energy bill assistance payments and weatherization services for income-eligible County residents. The funding sources for these programs include Low Income Home Energy Assistance Program (LIHEAP), the Energy Crisis Intervention Program (ECIP), and the Department of Energy (DOE), the Low Income Weatherization Program (LIWP) and the Toilet Retrofit Program (TRP).

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: CSB,
925-681-6334

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

By: , Deputy

cc: Nelly Ige, Sam Mendoza

BACKGROUND: (CONT'D)

The Employment & Human Services Department (EHSD) partners with the Department of Conservation and Development to provide energy-saving home improvements for low-income families throughout unincorporated Contra Costa County, as well as the County's nineteen cities. The energy saving measures may include the provision of hot water heaters, furnaces, refrigerators, microwaves, doors, windows, fluorescent light bulbs, weather stripping, ceiling fans, and/or attic insulation. Blower door tests (a diagnostic tool to locate and correct air infiltration) are conducted on homes, and combustion appliance safety tests are conducted on homes with gas appliances to check for carbon monoxide gas leakage. Carbon monoxide alarms are provided to homeowners with gas appliances.

The Home Energy Assistance Program (HEAP) allows eligible County residents to qualify for a credit on their energy bills.

Both programs use income based eligibility. Once eligibility is determined, top priority is given to clients with no hot water, no heat, or are in danger of having their power shut off. Priority of service is then based on clients with the lowest income, highest energy burden and families with at least one resident who is considered to be a member of a vulnerable population.

The board approved receipt of LIHEAP funds on October 24, 2017 (c.43). The board approved a contract amendment to receive additional funds and to extend the term on March 27, 2018 (c.40). This board order is to accept more additional funds and to extend the term to a new term end date of July 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County will forego funding to continue operating LIHEAP.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department, Community Services Bureau's energy programs supports Outcome #4: Families that are Safe, Stable and Nurturing. This outcome is supported by the provision of home energy assistance to keep households warm in the winter and to increase household energy efficiency.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher
Date: August 7, 2018

Subject: 2018 Community Services Block Grant (CSBG) Revenue Contract amendment 1

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development to increase the payment limit by \$56,411 to a new limit \$895,369 and extending the term from December 31, 2018 to May 31, 2019, to provide Community Services Block Grant program services.

FISCAL IMPACT:

The County will receive a pass-through of federal funding from the California Department of Community Services and Development. There is no County match requirement. The CFDA # is 93.569. The State contract number is 18F-5007, Amendment 1. The County contract number is 39-813-47.

BACKGROUND:

The Employment and Human Services Department (Department) received notification of funding from the California Department of Community Services and Development on September 25, 2017. As the County's Community Action Agency, the Department's Community Services Bureau regularly receives Community Services Block Grant (CSBG) funding to operate self-sufficiency programs under the advisement of

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: CSB (925)
681-6345

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

By: , Deputy

cc: Nancy Sparks, Sam Mendoza

BACKGROUND: (CONT'D)

the County's Economic Opportunity Council (EOC). The funding amount is based on the County's low-income population, which meets federal poverty guidelines. The Board approved receipt of funds on October 17, 2017 (Item C.75). This board order is to accept an amendment for additional funds during the 2018 program year.

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will be hampered in its ability to operate self-sufficiency programs in the community, and to establish partnerships with community based agencies and public organizations.

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Department's Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: August 7, 2018

Subject: 2017-18 Calif. Dept. of Educ. CalWORKS Stage 2 Childcare Revenue Contract Amendment 2

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Department Director, or designee, to execute a contract amendment with California Department of Education to increase the payment limit by \$139,806 to a new amount not to exceed \$5,232,803, to provide for childcare and development programs (CalWORKS Stage 2) with no change to term July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

100% State funded and no County match required. The State number is C2AP 7009, Amendment 2. The County number is 29-213-32a.

BACKGROUND:

The Department received notification on June 15, 2017 from California Department of Education for the 2017-18 funding allocation for alternative payment / CalWORKS Stage 2 childcare services. This State program provides funding to reimburse a portion of the childcare costs incurred by CalWORKS Stage 2 participants through their participation in the CalWORKS program. The Board approved the contract on July 11, 2017 (Item C.56) and a subsequent amendment to add funds to the contract on June 26, 2018 (Item C.64). The State routinely adds funding to these types of contracts prior to the close of the program year. This second amendment is to include additional funds to the contract.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: CSB (925)
681-6334

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

By: , Deputy

cc: Nelly Ige, Haydee Ilan, Angela Winn

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County will not have funds to operate the CalWORKS Stage 2 childcare program.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department's Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Amendment #29-533-3 and Agreement #29-533-4 with the Department of Health Care Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, the following: (1) Amendment Agreement #29-533-3 (State #12-89359, A01) with the California Department of Health Care Services, to change the end date from June 30, 2018 to June 30, 2017; and (2) Standard Agreement #29-533-4 (State #17-94578) for continuation mental health services to Medi-Cal eligible residents of Contra Costa County, for the period from July 1, 2017 through June 30, 2022.

FISCAL IMPACT:

The County will be paid for services in accordance with Chapter 3, Part 2, Division 5 of the Welfare and Institutions Code along with Sections 5600, 5750, 5650 and Government Code Sections 11138, 14705, and 14718. No County match is required.

BACKGROUND:

On October 1, 2013, the Board of Supervisors approved Standard Agreement #29-533-2 with the California Department of Health Care Services for the provision of managed mental health care for Medi-Cal eligible residents of Contra Costa County through June 30, 2018, which included agreeing to indemnify and hold the State harmless for claims arising out of the County's performance under the agreement.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm

BACKGROUND: (CONT'D)

The goal of the managed care project is to provide covered mental health services, including medication support, day treatment intensive, day rehabilitation, crisis intervention, crisis stabilization, adult residential treatment, crisis residential, psychiatric health facility and targeted case management services. Covered mental health services include psychiatric inpatient treatment and early periodic screening, diagnosis and treatment (EPSDT) supplemental specialty mental health services.

In order to avoid overlapping contract terms, the State is amending the prior contract to change the end date from June 30, 2018 to June 30, 2017. Approval of Standard Agreement #29-533-4 will allow the County to continue to receive funds to support the Managed Mental Health Care Project through June 30, 2022 to ensure continuity of specialty mental health services to Medi-Cal eligible residents in Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

If the amendment and standard agreement are not approved, the County will not be able to continue providing managed mental health care services to Medi-Cal eligible residents of Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Diana Becton, District Attorney
Date: August 7, 2018

Subject: Enhanced Collaborative Model Task Force to Combat Human Trafficking

RECOMMENDATION(S):

APPROVE AND AUTHORIZE, the District Attorney, or designee, to apply for and accept grant funding from the U.S. Department of Justice, Office of Victims of Crime and Bureau of Justice Assistance in an amount not to exceed \$700,000 to develop effective and sustainable multidisciplinary task forces that will implement victim-centered and coordinated approaches to identifying victims of sex and labor trafficking for a period of three (3) years from the date of the grant award.

FISCAL IMPACT:

County to receive an amount not to exceed \$700,000. This funding requires a 25% in-kind match, which will be met by the prosecution efforts of a supervising prosecutor (10% of supervisor's time) and two Deputy District Attorneys (DDA): one DDA for sex trafficking (10% of DDA's time) and one DDA for labor trafficking (9% of DDA's time). Additional program staff costs (which include two inspectors and a human trafficking coordinator), all training, and the majority of the administrative costs will be supported by the grant funding.

BACKGROUND:

This grant funding is to be used to enhance the quality and quantity of services available to assist victims of human trafficking by enhancing interagency collaboration and the coordinated community response to victims of human trafficking, and through the provision of high quality services that address the individual

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Phyllis Redmond (925)
957-2259

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

needs of victims. Funding will support the creation of a Human Trafficking Task Force and comprehensive services for all victims of human trafficking. In addition, funding will increase the capacity of communities to respond to human trafficking victims through the development of interagency partnerships, professional training, and public awareness activities.

The Office of the District Attorney will work in collaboration with the Alliance to End Abuse who has submitted a companion application to provide a connected network of service providers to support the law enforcement and prosecution efforts of the human trafficking task force. The Alliance to End Abuse partners for the human trafficking program include: Bay Area Legal Aid, Contra Costa Health Services Department (Calli House), Community Violence Solutions, International Rescue Committee, and STAND! For Families Free of Violence.

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, the goal of providing the broadest range of services and resources for victims and the most coordinated range of investigation and prosecution options in response to the perpetrators of human trafficking will not be accomplished.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: August 7, 2018

Subject: U.S. Department of Justice, Office of Victims of Crime, Bureau of Justice Assistance Grant Funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Contra Costa Alliance to End Abuse, to apply for and accept grant funding in an amount not to exceed \$500,000 from the U. S. Department of Justice, Office of Victims of Crime, Bureau of Justice Assistance to develop effective and sustainable multidisciplinary task force(s) to implement victim-centered and coordinated approaches to identifying victims of sex and labor trafficking for a period of three (3) years upon grant award.

FISCAL IMPACT:

County to receive an amount not to exceed \$500,000 from U.S. Department of Justice, Office of Victims of Crime, Bureau of Justice Assistance grant funds. County required match of 3% (\$14,583) from Certified Copies fees).

BACKGROUND:

The Contra Costa Alliance to End Abuse (formerly Zero Tolerance for Domestic Violence Initiative), a multi-agency system improvement effort, providing funding and establishing accountability criteria for a variety of support and services, was launched in 2001. In 2006, the California State Legislature granted permanent authorization to Contra Costa Alliance to End Abuse (CCA EA) through the Zero Tolerance

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Elaine Burres,
608-4960

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

for Domestic Violence Act under SB 968, which mandated a multi-faceted, multi-sectorial, and coordinated approach to domestic violence. Since then, CCAEA has broadened its scope to include sexual assault, human trafficking, and stalking.

The grant funding is to be used to enhance the quality and quantity of services available to assist victims of human trafficking by enhancing interagency collaboration and the coordinated community response to victims of human trafficking, and through the provision of high quality services that address the individual needs of victims. Funding will support the creation of a Human Trafficking Task Force and comprehensive services for all victims of human trafficking. In addition, funding will increase the capacity of communities to respond to human trafficking victims through the development of interagency partnerships, professional training, and public awareness activities. CCAEA partners for the Human Trafficking program include: Bay Area Legal Aid, Contra Costa Health Services Department (Calli House), Community Violence Solutions, International Rescue Committee, and STAND! For Families Free of Violence.

The funding announcement requires two separate but coordinated applications from each human trafficking task force seeking funding: one application from a lead state, local, or tribal law enforcement (County Office of the District Attorney), and one application from a lead victim service organization (Contra Costa Alliance to End Abuse). The two applications must be developed in close collaboration with each other and must be submitted as a pair, with each applicant naming the other as the primary partner.

The grant will increase collaboration and efficiency between systems, specifically law enforcement and victim service providers, promote community safety, and provide victim relief. Grant management may be an administrative increase for a short time period, until this grant replaces the current federal human trafficking grant through the Office of Victims of Crime, which terminates September 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, the goal of providing a broad range of services and resources for victims and the most diverse range of investigation and prosecution options in response to the perpetrators of human trafficking will not be available.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Amendment Agreement #29-808-1 with the City of Martinez

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment Agreement #29-808-1 with the City of Martinez, effective July 1, 2018, to revise the housing assistance fees, add \$81,197 payable to the County for Fiscal Year 2018/2019, and extend the term end date from June 30, 2018 to June 30, 2019, to provide homeless outreach services for the Coordinated Outreach, Referral and Engagement (CORE) Program.

FISCAL IMPACT:

Approval of this amendment agreement will allow the County to receive an amount not to exceed \$81,197 for Fiscal Year 2018/2019 from the City of Martinez to provide homeless outreach services for not less than 20 hours per week. No County match required.

BACKGROUND:

The CORE Program services locate and engage homeless clients 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 individuals and families.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Lavonna Martin (925)
608-6701

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

By: , Deputy

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

On April 18, 2017, the Board of Supervisors approved Agreement #29-808 to receive funds from the City of Martinez for the provision of the CORE Program, for the period from March 1, 2017 through June 30, 2018.

Approval of Amendment Agreement #29-808-1 will allow County to extend the original agreement by one year, revise the housing assistance fees, and receive funds from the City of Martinez to continue providing outreach services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, 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: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Grant Agreement #29-536-6 with United States Department of Housing and Urban Development

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Agreement #29-536-6 (CA1070L9T051706) with the United States Department of Housing and Urban Development (HUD) to pay County in an amount not to exceed \$175,596 for the County's Homeless Management Information System (HMIS) project, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Approval of this award will result in an amount not to exceed \$175,596 in funding, payable to the County from HUD McKinney-Vento Homeless Assistance Act Funds with a 25% match in the amount of \$43,899 provided by County and appropriated in the budget.

BACKGROUND:

The Contra Costa County Homeless Program administers the HMIS project in Contra Costa Homeless Continuum of Care, which is a mandated project for jurisdictions that receive homeless assistance funds from the Department of Housing and Urban Development. The County began its HMIS implementation in 2004 with five (5) agencies and twelve (12) programs. The project is steadily growing and now includes 13 agencies and 60 homeless services and housing programs

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Lavonna Martin,
925-608-6701

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

By: , Deputy

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

within Contra Costa. The HMIS Policy Committee of the Inter-jurisdictional Council on Homelessness, which is the central planning body for design and implementation of our HMIS, has determined that with the growing needs of our HMIS community, additional funding would help us provide better analysis of our aggregate data and utilize the HMIS to its fullest potential. These funds will allow us to upgrade our software system, purchase licenses to accommodate additional service providers, and pay for staff time needed to analyze the data and implement data-driven decision making and progress-tracking.

The County's expanded HMIS project will better assess homeless needs in our community, allow for a more targeted allocation of resources, and coordinate services more efficiently and effectively to better facilitate meeting the goals of our plan to end homelessness. Additionally, it will allow the Continuum to engage other homeless and mainstream service providers who are not currently participating in the HMIS. The ability to share information with other providers such as the local Office of Education, Workforce Development Department, regional office of the Social Security Administration and the Veterans Administration will greatly enhance service delivery and encourage opportunities for formal partnerships.

Approval of Grant Agreement #29-536-6, will allow the County to receive funding for the HMIS project through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this award is not accepted, the County will not receive funding to support the HMIS project.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Agreement #28-798-8 from the United States Department of Housing and Urban Development (HUD)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Agreement #28-798-8 (CA0189L9T051709) from the United States Department of Housing and Urban Development (HUD) to receive McKinney-Vento funding, payable to County in an amount not to exceed \$258,886 for the Permanent Connections Supportive Housing Program, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This grant will result in \$258,886 of funding from HUD, with a required 25% match in the amount of \$64,722 provided by County and appropriated in the budget.

BACKGROUND:

Permanent Connections Supportive Housing provides housing sites for homeless, transition-age youth, between the ages of eighteen (18) and twenty-four (24), with disabilities. Ten (10) units are set aside for youth, who are disabled by mental illness, substance abuse, HIV/AIDS, or dual/multiple diagnoses. The program is designed to provide on-going supportive services with an emphasis on families maintaining their permanent, safe, and affordable housing.

On July 11, 2017, the Board of Supervisors approved Grant Agreement #28-798-7 for

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Lavonna Martin,
925-608-6701

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

By: , Deputy

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

the period from July 1, 2017 through June 30, 2018.

Approval of Grant Agreement #28-798-8 will allow the County to continue to perform all responsibilities in relation to receipt of the funding for the Permanent Connections Supportive Housing Program through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not receive funding to support the Permanent Connections Supportive Housing Program.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Agreement #29-813-1 with the State of California Department of Housing and Community Development

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Agreement #29-813-1 (State #17-NPLH-11772) with the State of California Department of Housing and Community Development in an amount payable to County not to exceed \$150,000 for No Place Like Home (NPLH) Program, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Approval of this agreement will result in an amount not to exceed \$150,000 of funding from the California Office of Housing and Community Development for the NPLH Program. No County match required.

BACKGROUND:

The purpose of the NPLH Program is to acquire, design, construct, rehabilitate, or preserve permanent supportive housing for persons who are experiencing homelessness, chronic homelessness or who are at risk of chronic homelessness, and who are in need of mental health services.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Lavonna Martin,
925-608-6701

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

By: , Deputy

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

On August 15, 2017, the Board of Supervisors approved application #29-813 with the State of California Department of Housing and Community Development to apply for funding in an amount not to exceed \$150,000 for the provision of the County's NPLH Program for the period from July 1, 2018 through June 30, 2019.

Approval of Grant Agreement #29-813-1 will allow County to receive funding for the NPLH Program in Contra Costa County through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this application is not approved, County will not be able to better assist its homeless population with permanent supportive housing for persons in need of mental health services.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Purchase Order with Southland Envelope 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 Southland Envelope Company, in an amount of \$299,990 for envelope products, for the period July 1, 2018 to June 30, 2020, Countywide.

FISCAL IMPACT:

100% General Fund

BACKGROUND:

Southland Envelope Company manufactures side seam and commercial flap envelopes. This type envelope runs through Print and Mail's Halm Envelope Press and Pitney Bowes Inserter without causing jams. The cost of the envelopes is charged back to the County departments. Buying directly from the manufacturer in bulk saves the County money.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, costs for envelopes will be higher due to buying stock from Brokers.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Marie Estrada
925-646-5515

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: August 7, 2018

Subject: Contract with Essential Staffing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Risk Management to execute a contract with Essential Staffing, Inc. for workers' compensation staffing services for the period from July 1, 2018 through June 30, 2019 in an amount not to exceed \$500,000.

FISCAL IMPACT:

Costs for workers' compensation services are funded through the Workers' Compensation Internal Service Fund.

BACKGROUND:

Essential Staffing, Inc. specializes in providing highly experienced workers' compensation claims adjusters and clerical support staff. These specialized staff fill our vacant positions while we recruit to hire claims adjusters and clerical staff and to avoid a backlog when permanent staff is out. Using Essential Staffing has resulted in a reduction of claims inventory to industry standards and an excellent audit rating by the California State Association of Counties Excess Insurance Authority as well as increased confidence levels to the internal service fund.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Sharon Hymes-Offord
(925) 335.1400

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Risk Management will not have adequate technical assistance and staff to process workers' compensation claims in a timely manner and satisfy current regulations.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Amendment to Purchase Order with Reliance Wholesale, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Department, an amendment to Purchase Order #F10588 with Reliance Wholesale, Inc., to increase the payment limit by \$250,000 to a new payment limit of \$425,000 for the purchase of intravenous (IV) and pharmaceutical drugs and supplies to be used at the Contra Costa Regional Medical Center and Health Centers, with no change in the original term of January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

Reliance Wholesale, Inc., is a pharmaceutical company that provides the Contra Costa Regional Medical Center and Health Centers with medications and pharmaceutical products unavailable through the contracted wholesaler Cardinal or the direct manufacturer of these products.

Due to an extreme nationwide shortage of pharmaceutical drugs, the current purchase order needs additional funds to purchase pharmaceutical drugs when our wholesaler Cardinal or Manufacturers are unable to provide the needed drugs.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Jaspreet Benepal

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, we will not be able to take care of our patient population at the Contra Costa Regional Medical Center and Health Centers.

ATTACHMENTS



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #76-584-1 with All Health Services, Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #76-584-1 with All Health Services, Corporation, in an amount not to exceed \$800,000 to provide temporary medical staffing services at the Contra Costa Regional Medical Center (CCRMC) and Health Centers and the County's Detention Facilities for the period May 1, 2018 through April 30, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On July 11, 2017, the Board of Supervisors approved Contract #76-584 with All Health Services, Corporation to provide temporary medical staffing services including licensed vocations nurse, psychiatric technician, medical assistants and physical, occupational, speech and respiratory therapist at CCRMC and Health Centers and the County's Detention Facilities, for the period May 1, 2017 through April 30, 2018.

Approval of Contract #76-584-1 will allow the contractor to continue to provide temporary medical staffing services at CCRMC and Health Centers and the County's Detention Facilities through April 30, 2019.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #74-448-7 with Edward Lau, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #74-448-7 with Edward Lau, M.D., an individual, in an amount not to exceed \$319,488, to provide outpatient psychiatric services for the period September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment. (No rate increase)

BACKGROUND:

On August 1, 2017, the Board of Supervisors approved Contract #74-448-5, as amended by Amendment Agreement #74-448-6, with Edward Lau, M.D., for the period from September 1, 2017 through August 31, 2018, for the provision of outpatient psychiatric services for children, at the East County Children’s Clinic.

Approval of Contract #74-448-7 will allow the contractor to continue providing outpatient psychiatric services through August 31, 2019.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: L Walker , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's clients will not have access to the contractor's psychiatric care services.

CHILDREN'S IMPACT STATEMENT:

This contract supports the following Board of Supervisors' community outcomes: "Families that are Safe, Stable, and Nurturing" and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include increases in social connectedness, communication skills, parenting skills, and knowledge of the human service system in Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #24-681-96 with JVTCM Care, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #24-681-96 with JVTCM Care, LLC, a Limited Liability Company, in an amount not to exceed \$141,166, to provide augmented residential board and care services, including room, board, care and supervision, for the period from August 1, 2018 through July 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Mental Health Realignment. (No rate increase)

BACKGROUND:

This contract meets the social needs of the County's population by augmenting room and board and providing twenty-four hour emergency residential care and supervision to eligible mentally disordered clients, who are specifically referred by the Mental Health Program Staff and who are served by County Mental Health Services.

Under Contract #24-681-96, the contractor will provide augmented residential board and care services through June 30, 2019.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Matthew White, M.D.
(925) 957-5201

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

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County residents will not receive services provided by this contractor.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Amendment #74-475-62(2) with Richard Hanzy, MFT

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract Amendment Agreement #74-475-62(2) with Richard Hanzy, MFT, an individual, effective September 1, 2018, to amend Contract #74-475-62(1), to increase the payment limit by \$76,000, from \$80,000 to a new payment limit of \$156,000, with no change in the term of July 1, 2018 through June 30, 2020.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by State Mental Health Realignment. (No rate increase)

BACKGROUND:

On June 2018, the County Administrator approved and the Purchasing Services Manager executed Contract #74-475-62(1), with Richard Hanzy, MFT for the provision of Medi-Cal specialty mental health services for the period from July 1, 2018 through June 30, 2020.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: Robert Curotto, marcy wilhelm

BACKGROUND: (CONT'D)

At the time of negotiations, the payment limit was based on target levels of utilization. However, the utilization during the term of the contract was higher than originally anticipated. Approval of Contract Amendment Agreement #74-475-62(2) will allow the contractor to provide additional mental health services through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, services provided to Contra Costa Mental Health Plan Medi-Cal beneficiaries could be negatively impacted, including access to services, choice of providers, cultural competency, language capacity, geographical locations of service providers, and waiting lists.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: APPROVE a contract with PlayCore Wisconsin, Inc., dba GameTime, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with PlayCore Wisconsin, Inc., dba GameTime (GameTime), in an amount not to exceed \$1,200,000 for the period August 1, 2018 through July 31, 2021, for playground equipment, and repair and installation of various types of synthetic playground surface materials and park amenities. Countywide. (100% General Fund)

FISCAL IMPACT:

This cost is to be funded through Public Works Facilities Services budget. (100% General Fund)

BACKGROUND:

Public Works Facilities has been tasked with replacing the natural grass at the County Juvenile Hall facility at 202 Glacier Drive with a synthetic surface. Facilities has also been requested to repair and improve several

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: STAN BURTON
925-313-7077

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

> playgrounds at select County Head Start facilities. GameTime will be able to provide services for both of these types of work at rates made available through the U.S. Communities cooperative purchasing program national solicitation. California Government Code Section 25358 authorizes the County to contract for maintenance, care and upkeep of County Facilities. Under the contract, GameTime is entitled to rate increases on each anniversary of the effective date of this contract by a factor equal to the rate of increase in the Consumer Price Index for the San Francisco – Oakland area as published by the Bureau of Labor Statistics for the year immediately preceding, plus 2%. Facilities Services is requesting a contract with PlayCore to be approved for a period covering the next three years.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, playground repairs will be discontinued.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Blanket Purchase Order for Staples Advantage

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a blanket purchase order with Staples Contract and Commercial, Inc., dba Staples Advantage, in an amount not to exceed \$8,000,000, for office supplies for the period September 1, 2018 through August 31, 2020, Countywide.

FISCAL IMPACT:

Office supply costs paid by County Departments. (100% County User Departments)

BACKGROUND:

Contra Costa County Purchasing Services is requesting approval of a blanket purchase order to be used by County Departments for the ordering of office products and supplies. Staples Contract and Commercial, Inc., dba Staples Advantage is one of two companies selected to provide products to the County. Prices are based on the National Joint Powers Alliance (NJPA) Agreement No. 010615. The Blanket Purchase Order covering all departments allows the County to consolidate purchases and maximize savings.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: David Gould, (925)
313-2151

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without a blanket purchase order, departments would select their own office supply vendors thereby increasing costs and duplicating effort.



Contra
Costa
County

To: Board of Supervisors
From: Todd Billeci, County Probation Officer
Date: August 7, 2018

Subject: Purchase Order Amendment – Sysco Food Service

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order amendment with Sysco Food Service, Inc., on behalf of the Probation Department, to increase the amount by \$200,000 to a new total of \$1,360,000 and extend the term from July 31, 2018 to December 31, 2018 for the purchase of bulk foodstuffs for detained residents at the county juvenile facilities.

FISCAL IMPACT:

The cost of \$200,000 is funded through County General Fund as part of the Probation Department's operating budget.

BACKGROUND:

The Probation Department is required to provide residents detained at the Juvenile Hall and the Orin Allen Youth Rehabilitation Facility with three meals and two snacks each day. These meals must conform to the guidelines of title 15 article 9 section 1461 CCR. In addition to the state mandated guidelines breakfast and lunch must meet the requirements of the Hunger Free Kids Act of 2010 (HFKA) to qualify for reimbursement through the National School Lunch Program. Recent changes to the HFKA have mandated specific bidding and purchasing requirements. The purpose of this board order is to add funding and extend the effective date of purchase order 05096 to allow time to prepare, issue and evaluate an RFP in accordance with the with the new mandates of the HFKA; most noticeably the buy American provisions.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Danielle Fokkema,
925-313-4195

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Probation Department will not have the necessary bulk foodstuffs to feed detained juveniles and the department will fail to be in compliance with Title 15 CCR.

CHILDREN'S IMPACT STATEMENT:

This action supports two of the community outcomes established in the Children's Report Card: 1) "Children and Youth Healthy and Preparing for Productive Adulthood" and 2) "Communities that are Safe and Provide a High Quality of Life for Children and Families."



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: August 7, 2018

Subject: Blanket Purchase Order for My Office Products, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a blanket purchase order with My Office Products, Inc., in an amount not to exceed \$12,000,000, for office supplies for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

Office supply costs paid by County Departments. (100% County User Departments)

BACKGROUND:

Contra Costa County Purchasing Services is requesting approval of a blanket purchase order to be used by County Departments for the ordering of office products and supplies. My Office Products, Inc., is one of two companies selected to provide products to the County. Prices are based on the National Association of State Procurement Officials (NASPO), and Western States Contracting Alliance (WSCA) Agreement PA5738. A blanket purchase order covering all departments allows the County to consolidate purchases and maximize savings.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: David Gould, (925)
313-2151

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without a blanket purchase order, departments would select their own office supply vendors, increasing costs and duplicating effort.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #27-480-11 with Kon Hsin W. Chen (dba K.H. Connie Wang, O.D.)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-480-11 with Kon Hsin W. Chen, dba K.H. Connie Wang, O.D., an individual, in an amount not to exceed \$150,000, to provide optometry services to Contra Costa Health Plan (CCHP) members for the period August 1, 2018 through July 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by Contra Costa Health Plan Enterprise Fund II. (No rate increase)

BACKGROUND:

On August 9, 2016, the Board of Supervisors approved Contract #27-480-10 with Kon Hsin W. Chen, dba K.H. Connie Wang, O.D., to provide optometry services to CCHP members for the period from August 1, 2016 through July 31, 2018.

Approval of Contract #27-480-11 will allow the contractor to continue providing optometry services to CCHP members through July 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 contract with the County will not be provided.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Patricia Tanquary,
925-313-6004

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

By: , Deputy

cc: K Cyr, M Wilhelm



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Amendment #74-562-1 with Emily Watters, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Amendment Agreement #74-562-1 with Emily Watters, M.D., an individual, effective September 1, 2018, to amend contract #74-562 to increase the payment limit from \$64,512, from \$209,664 to a new payment limit of \$274,176, with no change in the term of August 1, 2018 through July 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Mental Health Realignment funds.

BACKGROUND:

For a number of years, the County has contracted with medical, dental and mental health specialists to provide specialized professional services, which are not otherwise available.

On June 5, 2018, the Board of Supervisors approved Contract #74-562 with Emily Watters, M.D. for the provision of outpatient psychiatric services to mentally ill adults in Contra Costa County's homeless shelters through July 31, 2019.

Approval of Amendment

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Mathew White M.D.,
925-957-5201

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

By: , Deputy

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

Agreement #74-562-1 will allow the contractor to provide additional outpatient psychiatric services through July 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's clients will not have access to the contractor's psychiatric services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #26-515-15 with Virtual Radiologic Professionals of California, P.A.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #26-515-15 with Virtual Radiologic Professionals of California, P.A., a corporation, in an amount not to exceed \$690,000 to provide teleradiology services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period August 1, 2018 through July 31, 2021.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

On July 19, 2016, the Board of Supervisors approved Contract #26-515-14 with Virtual Radiologic Professionals of California, P.A., for the period from August 1, 2016 through July 31, 2018, for the provision of teleradiology services at CCRMC and Health Centers.

Approval of Contract #26-515-15 will allow the contractor to continue to provide teleradiology services, through July 31, 2021.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Samir Shah, M.D.,
925-370-5101

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

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the contractor will not be able to provide teleradiology services at CCRMC and Health Centers.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #26-995-17 with George Lee, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-995-17 with George Lee, M.D., an individual, in an amount not to exceed \$1,590,000, to provide anesthesia services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period from August 1, 2018 through July 31, 2021.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On September 15, 2015, the Board of Supervisors approved Contract #26-995-14 (as amended by Amendment Agreements #26-995-15 and #26-995-16) with George Lee, M.D., to provide anesthesia services at CCRMC and Health Centers, for the period from August 1, 2015 through July 31, 2018.

Approval of Contract #26-995-17 will allow the contractor to continue to provide anesthesia services at CCRMC and Health Centers through July 31, 2021.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Samir Shah, M.D., (925)
370-5475

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

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring anesthesia services will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #27-456-14 with La Clinica De La Raza, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-456-14 with La Clinica De La Raza, Inc., a non-profit corporation, in an amount not to exceed \$3,000,000 to provide primary care and optometry services to Contra Costa Health Plan (CCHP) members for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

On July 11, 2017, the Board of Supervisors approved Contract #27-456-12 (as amended by Contract Amendment Agreement #27-456-13) with La Clinica De La Raza, Inc., for the provision of primary care and optometry services to CCHP members, for the period from July 1, 2017 through June 30, 2018.

Approval of Contract #27-456-14 will allow the contractor to continue to provide primary care and optometry services to the CCHP members through June 30, 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Patricia Tanquary (925)
313-6004

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

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract 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: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #76-608 with Gladys P. Ayala, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-608 with Gladys P. Ayala, M.D., an individual, in an amount not to exceed \$375,000 to provide gastroenterology services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

Under Contract #76-608, the contractor will provide gastroenterology services including consultation, clinic coverage, training, on-call services, medical and/or surgical procedures at CCRMC and Health Centers, for the period from September 1, 2018 through August 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring gastroenterology services will not have access to the contractor's services.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Samir Shah, M.D.,
925-370-5525

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

By: , Deputy

cc: K Cyr, M Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #24-681-82(12) with Modesto Residential Living Center, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #24-681-82(12) with Modesto Residential Living Center, LLC, limited liability company, in an amount not to exceed \$213,525 to provide augmented board and care services for County referred mentally disordered clients for the period September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Mental Health Services Act. (No rate increase)

BACKGROUND:

This contract meets the social needs of the County's population by augmenting room and board and providing twenty-four hour emergency residential care and supervision to eligible mentally disordered clients, who are specifically referred by County Mental Health Program staff and who are served by County Mental Health Services.

On April 17, 2018, the Board of Supervisors approved Contract #24-681-82(10), as amended by Contract Amendment Agreement #24-681-82(11), with Modesto Residential Living Center, LLC, for the provision

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Matthew White, M.D.
925-957-5201

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

By: , Deputy

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

of augmented board and care services for County-referred mentally disordered clients for the period from September 1, 2017 through August 31, 2018.

Approval of Contract #24-681-82(12) will allow the contractor to continue providing augmented board and care services through August 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County residents will not receive services provided by this contractor.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Novation Contract #74-525-2 with Center for Psychotherapy

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-525-2 with Center for Psychotherapy, a non-profit corporation, in an amount not to exceed \$565,808, to provide mental health, case management and crisis intervention services for Seriously Emotionally Disturbed (SED) adolescents and latency-aged children in East Contra Costa County, for the period July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$282,904.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment. (3% Cost of Living Adjustment)

BACKGROUND:

This contract meets the social needs of County's population by providing mental health services for SED adolescents and latency-aged children. Goals for program participants include reduction of disruptive behavior, keeping children with biological/adoptive parents, or in the case of foster children, reducing the need for multiple changes in placement and/or placement in residential treatment. Additional goals include stabilization in school settings and academic success.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

On June 13, 2017, the Board of Supervisors approved Contract #74-525-1 with Center for Psychotherapy for the period from July 1, 2017 through June 30, 2018, for the provision of mental health services, case management and crisis intervention for SED adolescents and latency-aged children in East Contra Costa. Approval of Novation Contract #74-525-2 replaces the automatic extension under the prior contract and allows the contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED adolescents and latency-aged children will not receive mental health services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: August 7, 2018

Subject: Contract with Richmond Community Foundation for SparkPoint Career Center and Volunteer Tax Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Richmond Community Foundation, a non-profit corporation of California, in an amount not to exceed \$138,894, to provide SparkPoint Career Center and Volunteer Tax Services to low-income Bay Point residents, for the period of July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This will increase department expenditures by \$138,894 to be funded California Work Opportunity and Responsibility to Kids (CalWORKs) which is designated 15% State revenue and 85% Federal revenue.

BACKGROUND:

Richmond Community Foundation (RCF) was selected from a competitive procurement, Request for Interest (RFI) #641 to provide SparkPoint Career Center and Volunteer Tax Services in East Contra Costa County. The SparkPoint Career Center (Career Center) provides a multitude of services and support to low-income residents in East Contra Costa County and offers free volunteer tax preparation assistance year-round. Services provided under this Contract are targeted to the Bay Point community.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Gina Chenoweth
8-4961

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Additionally, RCF is the East Bay Regional Industry Sector Partnerships Coordinator, facilitating coordination and alignment of East Bay Regional industry sectors, implementation of protocols for data sharing, developing regional industry-focused asset maps, managing shared document systems, managing the East Bay Regional Planning Unit (EBRPU) website, and providing monthly reports to EBRPU.

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County will not be able to provide the Bay Point community of East County with targeted career and free income tax preparation services.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support three of the five Contra Costa County community outcomes: (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 multitude of services and support to low-income residents in East Contra Costa County and free volunteer tax preparation assistance.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #25-077-2 with Contra Costa Interfaith Transitional Housing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #25-077-2 with Contra Costa Interfaith Transitional Housing, Inc., a non-profit corporation, effective June 1, 2018, to amend Contract #25-077-1, to increase the payment limit by \$23,601, from \$430,000 to a new total Contract Payment Limit of \$453,601 to provide additional housing navigation services to the County's Coordinated Entry (CE) system for the period from October 1, 2017 through September 30, 2018.

FISCAL IMPACT:

This contract is funded 91% by Housing and Urban Development Coordinated Entry, 5% by General Fund, and 4% by State.

BACKGROUND:

This contract meets the social needs of County's population by providing support services to Contra Costa County families who are homeless, including case management, day shelter services, transportation needs, mental health assessment and crisis intervention.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Lavonna Martin,
925-313-6140

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

By: , Deputy

cc: L Walker , M Wilhelm

BACKGROUND: (CONT'D)

On October 17, 2017, the Board of Supervisors approved Contract #25-077-1 with Contra Costa Interfaith Transitional Housing, Inc. to provide housing navigation services to the County's Emergency Shelter System, part of the Coordinated Assessment Referral and Engagement (CARE) Centers and CARE Capable Centers for the Homeless CE System, for the period from October 1, 2017 through September 30, 2018.

Approval of Amendment Agreement #25-077-2 will allow the contractor to provide additional services to County's CE System through September 30, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, families who are homeless will not have access to the contractor's services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Service Order for Renewal of Agreement #23-570 with WhiteHat Security, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, a contract with WhiteHat Security, Inc., for the renewal of software licenses and support services for the Health Services Department's Information Systems Unit in an amount not to exceed \$120,000 for the period August 3, 2018 to August 2, 2019.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

In November 2015, the County Administrator approved and the Purchasing Services Manager executed Contract #23-570 with WhiteHat Security, Inc., to provide software security and vulnerability scanning and support services including, consulting and technical support to the Health Services Department's (HSD) Information Systems Unit, for the period from August 3, 2015 through August 3, 2016. On August 16, 2016, the Board approved Contract Amendment #23-570-1, for the renewal of services, to increase the payment limit from \$50,000 to a new payment limit of \$150,000, and to extend the termination

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

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

Contact: Patrick Wilson,
925-335-8700

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm

BACKGROUND: (CONT'D)

date from August 3, 2016 to August 3, 2017. On April 18, 2017, the Board approved Contract Amendment #23-570-2 to extend the term to August 3, 2018. On August 15, 2017, the Board approved Contract Amendment #23-570-3 to purchase additional licenses and increase the payment limit to \$274,000.

Approval of the renewal service order will allow WhiteHat Security, Inc. to continue to provide software and vulnerability scanning, consulting, technical support, and training to the Department's Information Systems Unit, through August 2, 2019.

HSD is using more applications that are hosted by third parties. HSD uses WhiteHat Security software to scan the third-party sites for application vulnerabilities and to minimize risk prior to using these systems and during their ongoing use.

CONSEQUENCE OF NEGATIVE ACTION:

If this renewal is not approved, the Health Services Department's Information Systems Unit will not be able to maintain licenses and receive consulting, technical support, and training from this contractor to mitigate risks associated with externally-hosted applications. Projects for Community Connect cannot be deployed and the objectives and funding for the Community Connect will not be received.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Amendment to Purchase Order with Beckman Coulter, Inc

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, an amendment to Purchase Order #46876 with Beckman Coulter, Inc., to increase the payment limit by \$1,500,000 to a new payment limit of \$4,417,667 for reagents and supplies for the clinical laboratory at the Contra Costa Regional Medical Center (CCRMC) and Health Centers, with no change in the original term of May 15, 2013 through May 14, 2019.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I.

BACKGROUND:

These reagents and supplies are used to perform routine testing on patient samples for hematology, urinalysis and special chemistry tests in the laboratory at CCRMC and Contra Costa Health Centers. Purchase of supplies and reagents are on as needed basis as well as monthly lease(s) on the analyzer at the rates included in the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order amendment is not approved, the CCRMC Clinical Laboratory will not be able to perform patient testing without the requested reagents and supplies.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Margaret Harris



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Purchase Order for Stryker Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Stryker Corporation in an amount not to exceed \$209,178 for the replacement of the powered surgical instruments for the Surgery Unit at the Contra Costa Regional Medical Center (CCRMC).

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

The CCRMC's powered surgical instruments have served the hospital well over the years and they have reached their end of service and are in need of replacement. The purchase of this equipment will ensure that the staff has access to the safest and most reliable surgical instruments to continue providing the highest quality of care to our patients.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the CCRMC and Health Centers will be unable to provide the safest, most reliable equipment to patients or staff.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Margaret Harris



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Purchase Order and Amendment with Datix (USA), Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Health Services Department, to execute a (1) Purchase Order with Datix (USA), Inc., in the amount of \$102,000 for renewal of incident management software and maintenance for the period of May 1, 2018 through April 30, 2019, and (2) Consent to Assignment and Amendment to Agreement, extending the contract term through April 30, 2019.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

County entered into the Pavisse Agreement with RGP Healthcare for the period October 7, 2014, through April 30, 2018. In November 2017, Datix (USA), Inc., assumed all of RGP Healthcare's rights, obligations, liabilities, and interest in and under the Pavisse Agreement. The Consent to Assignment and Amendment reflects County's consent to the assignment of the contract from RGP Healthcare to Datix (USA), Inc., and extends the term of the Pavisse Agreement by one year through April 30, 2019. The Health Care Quality Improvement Act of 1986 (HCQIA) established a complex and complicated set of elements that the peer review process must adhere to in order for healthcare facilities (and those who participate in the hospital peer review process) to qualify for immunity from liability for civil money damages. The Pavisse software allows Contra Costa County to manage peer review requirements in a compliant manner.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Patrick Wilson,
925-335-8777

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Allyson Eggert

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Health Services Department will not be in compliance with managing peer review requirements, resulting in loss of Physician Peer Review data.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Purchase Order with Cardinal Health Pharmacy Services, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a Purchase Order with Cardinal Health Pharmacy Services, LLC in an amount not to exceed \$30,000,000 to purchase pharmaceuticals and related supplies for the Contra Costa Regional Medical Center (CCRMC) and Health Centers, Martinez Detention Facility and Contra Costa Health Plan for the period September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

CCRMC is satisfied with Cardinal Health Pharmacy Services, LLC as a vendor and wishes to continue our working relationship with this company. Cardinal Health Pharmacy Services, LLC, provides three different purchasing contracts: WAC (Wholesaler Acquisition Cost) accounts (Inpatient 34-18446; Outpatient 34-18765), Vizient for the hospital (110459), as well as the Public Health System contract for 340B (federal-ceiling pricing for disproportionate share facilities) for ambulatory care. The Cardinal Health contract renewal allows CCRMC to purchase medications and related supplies at the best price through Novation contract.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Irene Segovia

BACKGROUND: (CONT'D)

Furthermore, the Contra Costa Health Plan uses Cardinal Health as its source to provide medications for its patients through 340B plan via contract pharmacies (i.e., Walgreens). Continuing with Cardinal as our wholesaler maximizes the cost savings for CCRMC and Health Centers, which is important when there is about a 40-50% increase in drug costs annually.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the hospital's pharmacy, as well as all ambulatory care pharmacies within CCRMC will not be able to receive drugs from our wholesaler which would result in much higher pharmaceutical costs.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Purchase Order with Steris Corporation for two V-Pro Max Sterilizers

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Steris Corporation in an amount not to exceed \$265,355 for the purchase of two V-Pro Max Vaporized Hydrogen Peroxide Sterilizers for the Central Sterilization Unit at the Contra Costa Regional Medical Center (CCRMC).

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

CCRMC's current, non-liquid base sterilizers have reached their end of service and are in need of replacement. The Central Sterilization Unit reviewed two options to suit its operational needs. The V-Pro Max was determined to best suit the needs of the Unit both now and into the future. The purchase of this equipment will enable staff to reliably sterilize and disinfect surgical equipment utilized during procedures.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the CCRMC and Health Centers will be unable to use the safest, most reliable equipment required to sterilize surgical instruments and equipment that are too delicate to be sterilized in a steam or high heat unit.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Margaret Harris



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: August 7, 2018

Subject: Redwood Toxicology Laboratory, Inc. - Toxicology Screening

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Redwood Toxicology Laboratory, Inc., in an amount not to exceed \$300,000 to provide toxicology screening services for the period September 1, 2018 through August 31, 2021.

FISCAL IMPACT:

\$300,000. Offset by client fees. Budgeted.

BACKGROUND:

Contra Costa County provides through its Office of the Sheriff, Custody Alternative Program, an alternative to jail time if the offender qualifies. Redwood Toxicology Laboratory, Inc., provides drug, alcohol and other toxicology screening services for the County to determine if the offenders meet the program qualifications and can remain in the program once admitted to it.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will not have access to a third party vendor for the provision of drug, alcohol and other toxicology screening services on an as needed basis.

CHILDREN'S IMPACT STATEMENT:

No impact.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Sandra Brown,
925-335-1553

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

By: , Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Correct September 13, 2016 Board Order Item #C.135 with Bay Cities Produce Company, Inc.

RECOMMENDATION(S):

APPROVE clarification of Board action of September 13, 2016 (Item C.135), which authorized the Purchasing Agent to execute a purchase order with Bay Cities Produce Company, Inc. for the purchase of fruits and vegetables for the Contra Costa Regional Medical Center, to reflect the correct term end date of October 31, 2018, rather than June 30, 2018, with no change in the payment limit of \$280,000. (100% Hospital Enterprise Fund I)

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

On September 13, 2016, the Board of Supervisors approved the purchase order with Bay Cities Produce Company, Inc. in an amount not to exceed \$280,000 for the purchase of fresh and processed fruits and vegetables for the CCRMC patients and staff.

The purpose of this Board Order is to correct an error in the termination date on the board order to match the purchase order. The termination date should read October 31, 2018.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhem, Margaret Harris

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, the CCRMC will be unable to purchase and pay for fruits and vegetables for patients and staff.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #76-585-1 with MGA Healthcare, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-585-1 with MGA Healthcare, Inc., a corporation, in an amount not to exceed \$800,000, to provide temporary medical staff at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period May 1, 2018 through November 30, 2018.

FISCAL IMPACT:

Contract funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On July 11, 2017, the Board of Supervisors approved Contract #76-585 with MGA Healthcare, Inc., to provide temporary radiology technicians, pharmacists, laboratory, respiratory, pharmacy technicians, and permanent placement recruitment services at CCRMC and Health Centers to provide coverage during peak loads, temporary absences and emergencies, for the period May 1, 2017 through April 30, 2018.

Approval of Contract #76-585-1 will allow the Contractor to continue to provide temporary medical staffing services at CCRMC and Contra Costa Health Centers through November 30, 2018.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not have access to the contractor's temporary medical staffing services.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #76-586-1 with SHC Services, Inc. (dba Supplemental Health Care)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #76-586-1 with SHC Services, Inc. (dba Supplemental Health Care), a corporation, in an amount not to exceed \$1,500,000, to provide temporary medical staff at Contra Costa Regional Medical Center (CCRMC) and the County's Detention Facility for the period April 1, 2018 through March 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

On July 11, 2017, the Board of Supervisors approved Contract #76-586 with SHC Services, Inc., dba Supplemental Health Care, to provide temporary medical staff including licensed vocational nursing, physical therapists, certified medical assistants, and other ancillary classifications at CCRMC and the County's Detention Facility for the period April 1, 2017 through March 31, 2018.

Approval of Contract #76-586-1 will allow the contractor to continue providing temporary medical staff at CCRMC and the County's Detention Facility through March 31, 2019.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring medical services at CCRMC and the County's Detention Facility will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #76-592-1 with Maxim Healthcare Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-592-1 with Maxim Healthcare Services, Inc., a corporation, in an amount not to exceed \$500,000, to provide temporary radiology technicians, respiratory therapists and other ancillary medical staff at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period July 1, 2018 through June 20, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On July 18, 2017 the Board of Supervisors approved Contract #76-592 with Maxim Healthcare Services, Inc., to provide temporary radiology technicians, respiratory therapists and other ancillary medical staff to cover employee sick leaves, vacations and worker's compensation leaves, at CCRMC and Health Centers for the period July 1, 2017 through June 30, 2018.

Approval of Contract #76-592-1 will allow the contractor to continue providing temporary radiology technicians, respiratory therapists and other ancillary medical staff through June 30, 2019.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring medical services at CCRMC and Health Centers will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #76-593-1 with Per Diem Staffing Systems, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-593-1 with Per Diem Staffing Systems, Inc., a corporation, in an amount not to exceed \$400,000, to provide temporary medical staff at the Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

On July 18, 2017 the Board of Supervisors approved Contract #76-593 with Per Diem Staffing Systems, Inc., to provide temporary radiology technicians, licensed vocational nurses and other categories of medical services to cover employee sick leaves, vacations and workers compensation leaves, at CCRMC and Health Centers for the period July 1, 2017 through June 30, 2018.

Approval of Contract #76-593-1 will allow the contractor to continue providing temporary radiology technicians, licensed vocational nurses and other categories of medical services through June 30, 2019.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring medical staffing services and CCRMC and Health Centers will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Subscription Agreement with UptoDate, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a Software Subscription Agreement with UptoDate, Inc., in an amount not to exceed \$159,699 for the purchase of online medical information database site licenses for the Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period June 1, 2018 through May 31, 2019.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

The CCRMC's medical staff uses UptoDate, an evidence-based clinical decision support software system, to access the most current medical information at the point-of-care. This information helps them make the critical decisions that are necessary for safe, effective, and efficient patient care.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the CCRMC will not have internet access at the point-of-care to the most current medical information needed to treat its patients.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Margaret Harris



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Purchase Order with Coffey Communications, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Coffey Communications, Inc., in an amount not to exceed \$180,000 for content, layout, proofreading, copyediting, and printing the Contra Costa Health Plan members' "Health Sense" newsletter for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

100% funding is included in the Contra Costa Health Plan Enterprise II.

BACKGROUND:

The CCHP is required by various contracts to distribute critical health information to its members. CCHP uses this newsletter to update members on resources, health education classes, preventive health guidelines, flu clinics, schedules, and/or any other important information. Coffey Communications maintains a library of content that CCHP utilizes to draft its newsletters and the utilization of Coffey Communications, Inc., has been steadily increasing as its membership continues to increase.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the CCHP will not be able to provide quarterly Health Sense newsletters to CCHP members.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Margaret Harris

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #26-577-16 with All Health Services, Corporation

RECOMMENDATION(S):

Approve and authorize the Health Services Director, or designee, to execute on behalf of the County Contract #26-577-16 with All Health Services, Corporation, in an amount not to exceed \$850,000, to provide temporary medical staffing services, including Specialty Registered Nurses, Nurse Practitioners and Medical Surgery Registered Nurses for the Contra Costa Regional Medical Center (CCRMC) and Health Centers and the County's Detention Facilities for the period May 1, 2018 through April 30, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On June 13, 2017, the Board of Supervisors approved Contract #26-577-15 with All Health Services, Corporation to provide temporary medical staffing services, including Specialty Registered Nurses, Nurse Practitioners and Medical Surgery Registered Nurses for the CCRMC and Health Centers, and the County's Detention Facilities, for the period from May 1, 2017 through April 30, 2018.

Approval of Contract #26-577-16 will allow the contractor to continue to provide temporary medical staffing services at CCRMC and Health Centers and the County's Detention Facilities through April 30, 2019.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the Department will not have appropriate clinical/medical staff at CCRMC and Health Centers, and the County's Detention Facilities to cover temporary staff absences, vacations and vacancies.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Contract #76-588-2 with Cross Country Staffing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-588-2 with Cross Country Staffing, Inc., a corporation, in an amount not to exceed \$2,200,000 to provide temporary medical staff at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

On April 26, 2016, the Board of Supervisors approved Contract #76-588 (as amended by Amendment Agreement #76-588-1), with Cross Country Staffing, Inc., to provide temporary medical staffing services including licensed vocational nursing, Sexual Assault Vocational Nurse Examiner (SANE), clinical laboratory scientist, certified medical assistant and other ancillary classifications at CCRMC and Health Centers for the period July 1, 2017 through June 30, 2018.

Approval of Contract #76-588-2 will allow the contractor to provide temporary medical staffing services at CCRMC and Health Centers through June 30, 2019. This contract includes modifications to the General Conditions, Paragraph 18. (Indemnification).

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients at CCRMC and Health Centers will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: August 7, 2018

Subject: RESPONSE TO CIVIL GRAND JURY REPORT NO. 1805, ENTITLED "EFFECTIVENESS OF IT OPERATIONS IN COUNTY GOVERNMENT"

RECOMMENDATION(S):

ADOPT report as the Board of Supervisors' response to Civil Grand Jury Report No. 1805, entitled "Effectiveness of IT Operations in County Government", and DIRECT the Clerk of the Board to transmit the Board's response to the Superior Court no later than August 20, 2018.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The 2017/18 Civil Grand Jury filed the above-referenced report, attached, on May 18, 2018, which was reviewed by the Board of Supervisors and subsequently referred to the Chief Information Officer and County Administrator, who prepared the attached response that clearly specifies:

- A. Whether the finding or recommendation is accepted or will be implemented;
- B. If a recommendation is accepted, a statement as to who will be responsible for implementation and a definite target date;
- C. A delineation of the constraints if a recommendation is accepted but cannot be implemented within a six-month period; and
- D. The reason for not accepting or adopting a finding or recommendation.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Julie DiMaggio Enea
(925) 335-1077

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The California Penal Code specifies that the Board of Supervisors must forward its response to the Superior Court no later than August 20, 2018 (90 days from receipt).

FINDINGS

F1. Individual departmental IT groups are useful in supporting the very different businesses of each department, but many find it difficult to stay abreast of all technology areas.

F1 Response. The respondent agrees with the finding.

F2. The County does not have sufficient policies to promote coordination and/or centralization in IT strategy, policy, procurement and strategic knowledge concentrations, especially in advanced cost-saving technologies.

F2 Response. The respondent agrees with the finding.

F3. The County's IT Strategy document, which sets out goals, guiding principles, and policies, is out of date, having last been updated May 2000.

F3 Response. The respondent agrees with the finding.

F4. The County's Information Technology central governance structure has almost completely disappeared. Governance has been left to the individual departments resulting in wide variations as to whether or how it is carried out.

F4 Response. The respondent partially disagrees with the finding. A governance structure exists for certain large, coordinated multi-department systems such as the personnel and benefits administration system (Peoplesoft), which is overseen by an executive steering committee; and law and justice systems, which are overseen by the Justice Automation Advisory Committee.

F5. Neither the County nor many individual departments have a consolidated IT budget or track overall IT expenditure, making it difficult to assess.

F5 Response. The respondent agrees with the finding.

F6. The County may not be taking full advantage of economies of scale due to the lack of policy coordinating equipment and service procurement among separate departments.

F6 Response. The respondent agrees with the finding.

F7. County-wide email and associated calendaring and address book functions are

not sufficiently consolidated. Infrastructure and management is distributed throughout the departments. Policy and procedure have hindered efficient communication.

F7 Response. The respondent agrees with the finding.

F8. The County is constrained in implementing IT technology advances, in part due to insufficient or lack of access to appropriate skill sets.

F8 Response. The respondent agrees with the finding.

F9. DoIT does not have the staff to extend security oversight from County level to the departmental level. Cybersecurity capabilities vary by department.

F9 Response. The respondent agrees with the finding.

F10. Disaster recovery plans are in various stages of completion and readiness by department and typically are not tested on a regular basis.

F10 Response. The respondent agrees with the finding.

F11. There are insufficient Project Management resources with the expertise and authority to consistently implement the County's critical IT projects on time and within budget.

F11 Response. The respondent agrees with the finding.

RECOMMENDATIONS

R1. The BOS should consider directing the CIO to update the County's IT Strategy (last updated in 2000) by December 2018.

R1 Response. The recommendation has not yet been implemented. The CIO is currently reviewing the County's IT strategy documents and will produce an updated draft IT strategy by December 2018.

R2. The BOS should consider seeking funds prior to the FY 2019-2020 budget cycle to expand existing resources into a centralized cybersecurity unit to support and coordinate County-wide IT security activity.

R2 Response. The recommendation will be implemented. The Board will direct the County Administrator to seek and apply for funds to bolster the County's cybersecurity program, which is under the direction of the CIO.

R3. The BOS should consider directing the CIO to re-establish a County-wide governance mechanism by December 2018.

R3 Response. The recommendation has not yet been implemented. The CIO has begun to restore the current Information Technology Advisory Committee. Additionally, the CIO will work with the County Administrator's Office to reassemble the Information Technology Steering Committee. Both are expected to be in place by December 2018.

R4. The BOS should consider directing the CIO to investigate policies to standardize procurement, equipment, and IT services prior to the FY 2019-2020 budget cycle. Opportunities include departmental networks, and services such as email, IT security, and disaster recovery.

R4 Response. The recommendation requires further analysis. The CIO is currently working with Purchasing, department technical leadership, and vendors to identify areas where efficiency and cost reductions can be realized. The CIO is also evaluating enterprise software and hardware expenditures that can be centralized, such as email and disaster recovery services.

R5. The BOS should consider directing the CIO to centralize the delivery of certain common services in time for the FY 2019-2020 budget cycle. Opportunities include email, IT security, and disaster recovery.

R5 Response. See response to Recommendation No. 4. A review is in progress but will require more than six months to complete in most cases.

R6. The BOS should consider directing the CIO to conduct a review of departments' disaster recovery plans by December 2018 to ensure they are up to date and routinely tested.

R6 Response. The recommendation will be implemented. A review has been scheduled and will be led by the Security Officer. Timing will most likely be in the third or fourth quarter of the 2018-19 fiscal year.

R7. The BOS should consider presenting a consolidated IT budget for the entire County down to the department level, as part of the annual budget process, by the FY 2019-2020 budget cycle.

R7 Response. The recommendation will not be implemented because it is not warranted. The County's IT model is predominantly decentralized. Additionally, sources of individual departmental revenues are diverse and the majority of these revenue sources are categorical and cannot be transferred from one program or department to another. Consequently, a Countywide consolidated IT budget would not contribute to better budgeting decisions. When directing County resources, the Board must consider, on a case-by-case basis in the context of all related factors, which needs will receive priority. Consolidating IT budgets Countywide serves no business need and to do so would require significant effort merely for presentation purposes.

R8. The BOS should consider directing the CIO to investigate improving coordination between departments of IT procurement to reduce costs, prior to the FY 2019-2020 budget cycle.

R8 Response. The recommendation has not yet been implemented, but implementation is in progress. Through the IT Users' Group and the IT Steering Committee, standards will be developed that will allow Countywide procurement of technology.

R9. The BOS should consider directing the CIO to investigate establishing technology resource centers for dissemination of strategic technology knowledge and support, in order to create efficiencies and attract and retain staff. Candidate areas include cloud architecture and implementation, data management, business process automation, and cybersecurity.

R9 Response. The recommendation will be implemented. The CIO will work with County departments, cities within the county, and surrounding counties to develop centers of excellence that will facilitate the development of a regional knowledge base and resource pool to address technology opportunities all entities face.

R10. The BOS should consider directing the CIO to ensure that there is sufficient County IT project management staff with appropriate authority to effectively manage the County's large, complex software projects by December 2018.

R10 Response. The recommendation will not be implemented because it is not reasonable. Robust and competent project management continues to be a goal for all of the County's IT projects, large and small. However, the recommendation is predicated on an assumption that the County has sufficient resources to quickly recruit and retain qualified project management staff for all of the County's large, complex software projects, which is not the case. While often critical to County operations and service delivery, IT programs compete with direct operations and other administrative programs for budget priority. When directing County resources, the Board must consider, on a case-by-case basis in the context of all related factors, which needs will receive priority. Additionally, funding is not the only obstacle to maintaining sufficient qualified IT project management staff. The most effective IT project managers have not only strong IT skills and experience but also the necessary subject matter expertise, which can take years to develop for the highly specialized, highly regulated business programs operated by the County. IT is a competitive industry. An unplanned departure of a key project manager can devastate a project. Qualified replacement management cannot simply be purchased.

ATTACHMENTS

2017/18 Grand Jury Report No. 1805: "Effectiveness of IT Operations in County Government"

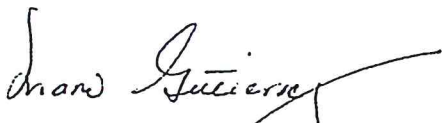
A REPORT BY
THE 2017-2018 CONTRA COSTA COUNTY GRAND JURY
725 Court Street
Martinez, California 94553

Report 1805

**Effectiveness of IT Operations
in County Government**

APPROVED BY THE GRAND JURY


Date MAY 10, 2018



MARIO GUTIERREZ
GRAND JURY FOREPERSON

ACCEPTED FOR FILING

Date May 18, 2018



ANITA SANTOS
JUDGE OF THE SUPERIOR COURT

Contra Costa County Grand Jury Report 1805

**Effectiveness of IT Operations
in County Government**

TO: Contra Costa County Board of Supervisors

SUMMARY

Information Technology (IT) is fundamental to the functioning of Contra Costa County government. Effective implementation of information technology is key to enhancing efficiency, reducing cost, and turning data into useful information to provide better customer experiences for County employees and citizens. IT cost is a significant part of the County budget. In 2016, IT expenditure was estimated by the Grand Jury at over \$117 million or approximately 6.4% of the County's annual budget of \$1.8 billion.

Information Technology is evolving rapidly. The Grand Jury undertook an investigation to determine whether IT dollars are being spent effectively and whether the County is taking advantage of current best practices and available technology. The Grand Jury found that while IT staff were open, cooperative and focused on doing the best job they can, it concluded that the County IT operation presented opportunities to improve both efficiency and effectiveness.

The Grand Jury found that the IT organization, with a County IT group and individual departmental IT groups, has become too decentralized. Departmental IT groups perform a vital function by supporting their respective business groups' very different business activities. However, decentralization has led to departments duplicating effort to deliver the same services, and for some to lack the necessary resources to create needed technology competencies. The Grand Jury believes selective consolidation will increase productivity and financial savings.

The Board of Supervisors (BOS) hired a new Chief Information Officer (CIO) in March 2018 who will concentrate on County IT organization and strategy. The Grand Jury commends the BOS in its focus on a County-wide strategy. To complement this process, the Grand Jury recommends a set of strategic options that would: create centers of expertise around key technologies such as security, business process automation, and cloud management to consolidate effort and attract technical talent;

standardize or centrally deliver selected common IT services such as email, IT security, and disaster recovery to increase efficiency and reduce costs; and re-create County-wide governance to help set strategy, implement related policies, and monitor strategy outcomes.

METHODOLOGY

The Grand Jury used the following investigative methods:

- Reviewed County websites
- Interviewed County administrators to understand organization and governance
- Surveyed various IT groups
- Interviewed departmental IT staff to understand operations
- Interviewed selected IT customers

BACKGROUND

In Contra Costa County government, Information Technology (IT) is deployed across twenty-three County departments plus the Courts, which is a State-run department. It is organized as a central IT group operating in conjunction with individual departmental IT groups.

The County has a central IT group named Department of Information Technology (DoIT). It is responsible for the central corporate computing complex, and the County's wide-area networking and telephony. It also provides general business and technical consulting services to other departments, if requested and paid for. County-wide software project and service costs are centralized in DoIT and apportioned back to the various departments.

Currently, departments largely retain autonomy over their own IT strategy, procurement, and the IT services and resources that support their programs and operations. Under this decentralized operating model, departments may have their own data and network centers, varying in size and capabilities depending on the degree to which they use DoIT services. Some departments have a large IT staff. The balance employ a small number of IT personnel for local and/or specialized support, and generally rely on DoIT for IT services.

Centralized monitoring capabilities are limited. The Grand Jury discovered that the annual County budget does not provide a detailed account of IT spending. IT costs are not broken out by individual departmental sections in the overall County budget, and

there is no report outlining total IT costs for the County. The Controller's office has not performed a County-wide IT audit in seven years. Committees that prescribed and monitored IT policy County-wide were dissolved after the 2008 recession and have not been reestablished. The County's IT Strategy document was last updated 18 years ago.

The Board of Supervisors (BOS) has limited control over departmental IT:

- The BOS is responsible for adopting the County's budget and retains control of departments' budgets derived from the general fund, including the budget and contracts for IT-related expenditures. With respect to elected officials (Sheriff-Coroner, Auditor-Controller, Clerk-Recorder, Assessor, Treasurer-Tax Collector, and District Attorney), the BOS does not govern the way in which elected officials spend their respective budget allotments or the manner in which the officials assign authorized departmental personnel. The BOS also has limited control over funds derived from grants, given that the terms of the grant generally control the use of grant funds.
- The BOS, through the County Administrator's Office, appoints and manages those department heads who are not elected by the voters.

County IT supports a mix of technologies and equipment, including an aging mainframe, on-premise servers, and remotely hosted software. The County's mainframe system dates from the 1970s. Critical finance, law, and justice software systems running on the mainframe are programmed in an obsolete language which DoIT is having trouble supporting.

Senior County staff reported that obsolescence and inefficiency are driving the need for the following major technology and software-intensive projects:

- Selection of technologies for the new administration building (under construction) and the Sheriff's emergency operations building (nearing completion)
- Replacement of Law and Justice key software systems for District Attorney Adult, Juvenile, and Public Defender
- Replacement of the Finance System
- Replacement of the Tax System
- Replacement of the Time and Attendance System

DISCUSSION

Twenty-three County departments, many with their own IT groups, were reviewed in our investigation to gain a sense of the overall effectiveness of the current organizational structure. Five departments were selected to be studied in more depth.

The County departments span very different activities (for example, healthcare, social services, public works, accounting, and law enforcement). For this reason, IT was diversified under a mixed model with both central and individual departmental IT staffing. This design was meant to provide the flexibility needed to accommodate very different business requirements. Staff indicated that there are advantages and disadvantages. Advantages include flexibility and responsiveness to adapt to the different businesses' unique needs. Disadvantages of decentralization may include fragmentation of resources, duplication of effort, and difficulty in creating coherent strategy. Centralized strategy, governance, and selective centralization of services and resources are typically employed to mitigate these disadvantages, while largely preserving the flexibility and responsiveness of decentralization.

This investigation reviewed the current IT operation to see how well the potential disadvantages are being mitigated. It concentrated on three areas: operation, technology, and project delivery.

IT Operation

Structure

The centralized IT group, DoIT, was formed to provide core IT functions County-wide. It is responsible for communications (telephony, microwave, satellite), the County-wide IT wide area network backbone, and Geographic Information System (GIS) functions. It supports a data center and manages the County mainframe. It undertakes other IT functions for departments on a fee-for-service basis. DoIT is generally well regarded, but many departments do not use its range of services. Reasons cited for this include: DoIT does not operate 24/7 in the needed areas, it does not have the particular expertise requested, or the requesting department does not have the budget. Departments then must manage by themselves or contract outside services. In particular, DoIT acknowledged it does not have the staff to provide security services to individual departments.

Individual departments that the Grand Jury interviewed indicated that having their own IT groups is more flexible and enables them to be more responsive to their business units' specific needs with regards to 24/7 specialized operations, response time, and application domain knowledge. Many also acknowledged that the lack of depth and breadth of knowledge in foundational IT domains (such as networking and security) could leave them exposed. The smaller IT staffs act as application domain specialists

and IT generalists. They tend not to have the time or expertise to build the necessary detailed technical/business cases for new technology.

The ability to build knowledge around the different technologies is in turn fragmented, with individual departments duplicating effort in learning the same technology. Critically needed services such as security and disaster recovery are left to the individual departments without coordination. The Grand Jury found that attracting competent staff is a widespread problem due to proximity to Silicon Valley. The County competes with the Valley's salary structure and the lure of working with the latest technology. However, there is an approach that might make more efficient use of resources and offer more attractive jobs for potential hires. This topic is further explored in the Technology section of the report.

Governance

Governance is the process of establishing policies, and the continuous monitoring of their proper implementation, by the members of the governing body of an organization.

Leading enterprises have a CIO who ensures that IT strategy is aligned with business strategy. A governance body is used to help manage strategy and to create policies and monitor the IT operation to ensure proper implementation and outcomes of the policies. The strategy and related policies together provide guidelines for the organization to ensure coordinated action for maximum benefit.

The County used to have both a CIO involved in County-wide strategy and a governance body. The strategic function of the CIO position has been de-emphasized for some time. The last CIO acted as the operational head of DoIT. Senior County staff reported that he did not have time to concentrate on strategy. The BOS recently moved to correct this. It created two related job positions: (1) a CIO to focus on overall County IT organization and strategy and (2) an Assistant CIO with responsibility for the overall coordination and direction of DoIT departmental activities. The new CIO started April 2018.

The County used to have three centralized committees to provide governance and coordinate IT. According to the County website IT page <http://www.co.contra-costa.ca.us/666/Policies-Contracts>, accessed 5/3/2018:

- The BOS sets IT policies with input from the County's Information Technology Steering Committee (ITSC), which is the organization's Executive IT Governance Committee. The ITSC is headed by the County Administrator and the CIO. The ITSC created the County's IT strategy document, which is the basis for all IT decisions and priorities brought before and approved by the ITSC.
- The ITSC works with the County's Information Technology Advisory Committee (ITAC), and the Information Security Advisory Committee (ISAC). These

committees are made up of representatives from every county department and represent the collective departments' input on technology issues.

This mechanism for County-wide governance was lost over time when key IT positions were eliminated. In May 2010, the Chief Information Security Officer and one of the System Software Architects were laid off. During this time, the ITSC and ISAC were disbanded. Only the ITAC remains today, chiefly to share ideas below the executive level.

The County IT strategy document – which set out goals, guiding principles, and policies – was last updated in 2000, leaving departmental IT groups without strategic direction. Some of the individual departments have created internal governance structures. As a rule: the larger the department, the more structured its governance processes.

The BOS expects the new CIO to bring the County IT strategy up to date and to review and amend the organizational structure as needed.

Finances

Within the county departments, DoIT is the only IT department organized as a separate cost center tracked in the County budget. DoIT charges its costs where appropriate to the individual departments utilizing its services. For all other departments, IT expenditure is not broken out in the overall County budget document. As a result, the County does not track overall IT spending. The Grand Jury came to its estimate for overall County IT spending using data supplied by various county departments. As such, it is the best estimate and may not reflect the total actual expenditures.

The following table shows actual IT spending for the 2016-17 fiscal year for selected departments, based on the overall County budget and self-reporting from the departments:

Table A
2016 -2017 County Budget Expenditures

DEPARTMENT	2016 -2017 IT ACTUALS (000s)	IT SPENDING AS % OF OVERALL DEPARTMENT ACTUALS	% OF OVERALL COUNTY IT ACTUALS
DoIT	\$12,072	100%	10%
HHS	\$57,432	16%	49%
EHSD	\$26,742	5%	23%
Public Works	\$2,598	3%	2%

Source: Grand Jury survey, departmental self-reporting, Contra Costa budget actuals

IT costs include personnel (salary and benefits), facilities, hardware, software licenses, services and consulting. Actual expenditure in FY2016-17 is estimated to be \$117M, or 6.4% of the \$1.8B Governmental fund expenditure. This estimate is based on information received from County departments.

Information Technology is a major County cost center, but there is no system in place today to collect, analyze, or report budgeted and actual costs. This lack of information makes it more difficult to inform IT policy makers as to how to allocate scarce resources in a way which would benefit the County overall.

Procurement

Although there is a centralized purchasing function in the Public Works department, other departments maintain their own purchasing units. The Grand Jury found that opportunities exist to improve inter-department coordination of purchasing activities to ensure the best pricing for basic IT goods and services.

The Grand Jury recognizes that each department typically needs some unique and specialized tools and services consistent with its operations. However, more consolidated procurement of the bulk of the remaining standard equipment and services may provide the County (and its individual departments) negotiating power to secure the best competitive pricing available.

In response to a Grand Jury request, County departments provided a detailed list of the orders they placed over the past two years. The Grand Jury focused its review on four of the heaviest users: DoIT, Employment and Human Services Department (EHSD), Health Services Department (HS), and Department of Public Works (PW). Based on submittals received, during the calendar years 2015 through 2017 these departments placed a total of \$57.6 million in orders to over 260 vendors in more than 1,200 purchase orders. The total number and value of purchase orders across all departments are significantly higher.

Orders were sorted into categories according to their main purpose:

- Maintenance – orders covering equipment and software service including periodic preventive maintenance and update and any on-call support; training of County staff, cloud storage, and other support services requested
- Hardware – supply of personal computers, server hardware, monitors, printers, scanners, switches, routers, projectors, wireless equipment, cell phones
- Software – all software, specialized and off-the-shelf programs, including periodic updates, license fees, and other support services as requested
- Supplies – includes various expendables, cables, discs, furniture and other small hardware items.

The following table provides a summary of these orders by category for the four major departments:

Table B
Value of Orders Placed
(\$ Million)

	DoIT	EHSD	HS	PW	TOTAL
Maintenance	\$1.49	\$1.34	\$4.16	\$0.02	\$7.01
Major Hardware	\$4.04	\$5.01	\$12.31	\$1.04	\$22.40
Software	\$4.04	\$3.02	\$14.52	\$1.65	\$23.23
Supplies	\$0.76	\$0.88	\$3.09	\$0.18	\$4.91
TOTAL	\$10.33	\$10.25	\$34.08	\$2.89	\$57.55

Source: Based on information submitted by the respective departments; Orders were placed during 2015, 2016, and 2017

More than 40% of all purchase orders (\$23.2M of the \$57.6M spent) from these departments were awarded to nine vendors (see Table C). This may present an opportunity for consolidating order volume across departments to achieve more competitive pricing and savings.

Table C
Vendors Receiving over \$1.5 million in Orders
(\$ Million)

	DoIT	EHSD	HS	PW	TOTAL
R-Computer	\$0.21	\$0.77	\$3.18	\$0.10	\$4.26
Omnipro		\$2.57	\$1.37		\$3.94
Groupware Technology			\$3.17		\$3.17
Dimension Data			\$3.13		\$3.13
CDW-G	\$0.11	\$0.56	\$1.28		\$1.95
ABF Data 5yr. Inc.			\$1.93		\$1.93
Integrated Archive 5yr. Inc.	\$0.38				\$1.79
SSP Data	\$1.00			\$0.17	\$1.56
Oracle	\$1.18		\$0.12		\$1.51
TOTAL	\$2.88	\$5.91	\$14.18	\$0.27	\$23.24

Hardware expenses accounted for 39% (\$22.4M of the \$57.6M spent) of purchase orders for these four departments in this period, with 78% of the hardware purchased from ten vendors (see Table D). This may present another opportunity to reduce costs by consolidating some of the hardware orders across fewer vendors.

Table D
Major Hardware Provided by Key Vendors
(\$Million)

VENDORS	HARDWARE					TOTAL BY VENDOR
	Monitor	PC	Printer	Server	Switches	
Sharp Business Systems	\$0.01			\$0.66		\$0.67
CDW-G	\$0.04	\$0.94	\$0.10			\$1.08
Computerland of Silicon Valley				\$0.30	\$0.28	\$0.58
Dell	\$0.14	\$0.37		\$0.58	\$0.03	\$1.12
Integrated Archive Systems, Inc.				\$0.35	\$1.02	\$1.37
ABF Data Sys. Inc.				\$1.79		\$1.79
Dimension Data				\$1.54	\$0.67	\$2.21
R-COMPUTER	\$0.28	\$1.94	\$0.14	\$0.08	\$0.02	\$2.46
Groupware Technology				\$2.45	\$0.21	\$2.66
Omnipro LLC		\$3.72	\$0.02			\$3.74
TOTAL BY HARDWARE	\$0.47	\$6.97	\$0.26	\$7.75	\$2.23	\$17.68

These tables illustrate opportunities for combining orders by vendor or category among the different departments. While this is just a representative sample, the Grand Jury believes that there are other opportunities to save. For example, a modest target of a 0.5% reduction in pricing with just the nine vendors in Table C amounts to over \$1.0 million in savings to the County. If smaller departments with less purchasing volume are included, the County may realize even greater savings.

Technology

Technology can be a powerful driving force for greater efficiency. Employing new technologies typically allows for greater capabilities with less effort. The following technology considerations may provide opportunities for the County to reduce operating costs and complexity, and to streamline its efforts.

Software

The Grand Jury noted that the County is generally moving from home-grown applications to off-the-shelf or customized commercial software whenever possible, to take advantage of economies and new capabilities. Some applications used in the County are now Software-as-a-Service hosted by the software provider, with no County infrastructure required other than bandwidth for internet connection.

Software has a lifespan. Older software is typically less efficient, often poses a security hazard, and is typically more expensive to maintain. Some core County mainframe software, including Finance applications and Law and Justice applications, are written in a language developed about 60 years ago with almost non-existent technical support. Similarly, some older applications on servers and desktop PCs require older and unsupported versions of the operating system, which can no longer receive security updates.

The County is trending in the right direction with its plans to replace its aging mainframe software, adopt cloud applications, and finish its server software upgrades to avoid security issues.

Infrastructure

The County has an extensive hardware infrastructure, consisting of an aging mainframe and over a thousand servers mostly located in data centers. Due to the mainframe and its software's age, it is difficult to find technical support staff for maintenance. The collective operational cost of the servers maintained by the County is substantial. Based on averages from *IBM Systems Magazine* (December 2011), the cost of electricity and cooling alone is roughly \$1000/unit/year for the County's servers, or over \$1M annually. In addition to the acquisition cost for each server, and its replacement roughly every five years, there is also the cost of monitoring and maintaining it. Redundancy for business continuity adds further costs.

These infrastructure costs can be minimized by virtualizing servers (the ability to make one physical server act like multiple servers), or even eliminated by using cloud services (although other costs come into play). Use of these technologies requires specialized knowledge. DoIT is often consulted regarding virtualization. No IT group has yet built up a cloud architecture knowledge base.

While DoIT provides the wide area network backbone for the County and uses consistent hardware, there is no policy for individual departments' internal network hardware. This creates a multiple vendor network, which is generally considered to be more complex to maintain and upgrade.

Common Services

There are common IT services that are consumed by all departments that would benefit from standardization and consolidation, but are currently implemented and delivered individually by each department. The Grand Jury recommends that the common services of email, disaster recovery, and IT security be considered for centralization to take advantage of economies of scale as well as expertise in these mission-critical functions. These services can then be provided in a standard manner to all departments.

Email

The County is moving to a common email vendor. However, email infrastructure and management are distributed throughout various departments, resulting in duplication of hardware and effort. Calendaring, facility scheduling, and address books are not available across all departments. There are no policies or procedures in place to create a centralized email service for County departments, which has caused problems. Notably, the County's internal open healthcare enrollment period had to be delayed recently due to a County-wide email broadcast that did not reach all County employees

in time. The broadcast email relied on an individual in each department to relay it to their users. One such individual was absent when the broadcast was sent resulting in the message not being relayed. No technical issue caused this.

A centralized service could simplify setup and maintenance and may reduce annual licensing costs.

Disaster Recovery

Redundancy, which provides the ability for businesses to continue operation in the event of failures, is often divided into two components. Business Continuity planning defines systems and procedures to maintain operation in the event of unit failures. Disaster Recovery planning defines systems and procedures to maintain or restore operations to deal with a natural disaster or other event causing massive operating failures.

The Grand Jury's investigation showed that departments are generally following good practice in Business Continuity. They are backing up data at reasonable intervals and storing it remotely. The majority of the County IT infrastructure is in data centers with standby emergency power.

However, Disaster Recovery plans vary and are another area where a common policy and approach might simplify the process and standardize the offering.

The Grand Jury identified the following potential issues:

- Some plans reviewed were in draft form
- Some plans did not include Service Level Agreements (SLAs) that specified recovery time
- Some plans were for data backup only, with no hardware backup
- Most plans were not regularly tested
- Several departments depend in part on DoIT's disaster recovery plan, which is outdated and was last tested in 2005
- Some redundant operations centers are in the same geographic area, although not on the same earthquake fault line
- There is no County policy to simplify and codify implementation of disaster plans

IT Security

IT security is a rapidly evolving field that requires continuous monitoring and update. Cyber threats have been increasing steadily over the last few years, and the nature of the threat changes constantly. A recent example of a security lapse is the ransomware attack on the City of Atlanta on March 22, 2018. This affected multiple city applications

and computers. Citizens were not able to access certain city services, and city workers were prohibited from turning on their city computers and printers for five days. Costs to remediate the attack were estimated at \$3.3 million.

The County stores a significant amount of sensitive data on its systems. DoIT is responsible for the security of the County's wide area network infrastructure. County staff reported that DoIT does not have the needed security staff to develop policies for departments to follow, nor to deploy and maintain security for departments. Some departments are not staffed to stay abreast of security technology.

Technology Resource Centers

By *technology resource centers*, the Grand Jury means knowledge repositories with subject-matter experts to support and promulgate technologies, especially new and rapidly evolving technologies. These centers can be centralized or distributed across an organization. DoIT has centralized delivery of certain services: telephony, wide area networking, and mainframe support.

A more decentralized mechanism for consolidating knowledge and making it available for widespread use is to create Centers of Excellence (CoEs), also called competency centers or capability centers. A CoE is a team, shared facility, or entity that provides leadership, best practices, research, support and/or training for a focus area. The CoE team can be centralized or distributed. The key is that the primary goal of this unit is to institutionalize the knowledge, make it available through training, and support its implementation.

Either way, this would avoid the need for multiple departments to go through the process of learning every new technology, or not doing it at all because they do not have time. Opportunities for technology resource centers include:

- Cloud architecture and implementation
- Data management
- Business process automation
- Cybersecurity
- Project management

Project Delivery

Implementing complex software projects is difficult. Recent examples show that the County's project delivery capability can be improved.

Project delivery includes these components: business requirements definition, solution definition, the plan to achieve the solution, the implementation, and the testing. Projects

generate customer satisfaction if they efficiently meet business needs and are delivered on time and within budget. Successful implementation of complex, configurable applications requires combining expertise from business analysts, domain specialists, project management, and vendor(s). Basically, this is done by first generating a comprehensive requirements document that captures and prioritizes the business' needs. Then vendor(s) generate a statement of work to define what work they will do, what work product will result, and what cost and time are required. This is combined with in-house work, and an overall project timeline and budget are developed. Project Management is tasked to keep the project on schedule and budget, and to surface any issues for timely resolution.

The Grand Jury reviewed two IT implementation projects undertaken by County departments: a PeopleSoft upgrade, and a suite of Law & Justice projects. The review was to better understand the County's capabilities in the implementation of large, complex software projects involving significant data management and business process automation.

The Grand Jury identified the following opportunities to enhance the current project management process:

- Strengthening project management capability and authority
- Increasing technology domain knowledge
- Ensuring sufficient stakeholder involvement and support to the project, particularly in requirements definition and the testing/acceptance phase of the project

PeopleSoft Application Upgrade

The Grand Jury reviewed the recent County-wide upgrade of its PeopleSoft human resources application. This was a complex project: a multi-version upgrade of the PeopleSoft software coupled with increased automation capabilities. The software had to be configured to support the County's complicated benefits package rules. The County hired an outside consultant to implement the project.

The original contract was for a fit/gap analysis (that is, an application's appropriateness for a set of business requirements) budgeted at \$1.2M. The subsequent implementation contract was for \$4.3M dated November 2015, with completion scheduled for January 2017 at a combined total cost of \$5.5M. Since then, five contract extensions for additional time and staff augmentation have been signed. As of March 2018, a project slated to cost \$5.5M has cost approximately \$13.3M, and is still incomplete. The project went live November 2017, nine months late, to accommodate the County's healthcare Open Enrollment. Significant portions of automation have been deferred. The project is ongoing to complete bug fixes, testing, and training.

The project was managed by a project manager from the County working with a project manager from the consultant. Consistent with County practice, the overall direction was provided by a Steering Committee made up of senior administrators and the outside consultant. The Steering Committee met monthly throughout the project to provide oversight and direction of the project.

Interviews with stakeholders and parties involved in the project identified the following concerns and issues. There was limited communication with users on the front end of the project. Once the project began, user input was not solicited and involvement was insufficient. Key staff involved in the project left the County and had to be replaced by consultant's expertise. County staff involved found it difficult to fulfill their day jobs and support ongoing evaluation and customer acceptance simultaneously. End-to-end testing did not begin early enough, nor were the key stakeholder groups sufficiently involved.

Underlying causes for these issues include:

- Complexities were not properly understood
- Stakeholders were not sufficiently engaged
- Project management was not strong enough or did not have the authority to ensure that basic project rules be followed
- Sufficient County user resources were not available for consultation and testing

Law & Justice System Upgrades

Law & Justice (LJ) includes: the District Attorney (DA), the Public Defender, Probation, the Superior Court, the Office of the Sheriff, and all cities' law enforcement agencies. Each entity uses applications specific to its needs, but with significant data transfer between them. LJ is moving core applications from old, mainframe-based applications to new, cloud-based applications. The projects are not yet fully defined, but the budget to implement them is expected to be millions of dollars.

These applications include: the DA's Office Case Management System, Probation Department's Case Management System, and a new Warrant System which serves all departments. County staff reported that some of the existing databases use outdated data schema (structure). Data cleansing and management into new data schemas will require significant effort. As such, implementation of the systems will be done in matched and interlocking phases to minimize translation of data from system to system.

Project preparation has been following generally accepted project management guidelines. IT is working closely with stakeholders to understand business processes, departmental business requirements, and the operations of their current systems. Requirements documents are being created, which form the basis for a Request for Proposal to vendors. Each stakeholder department is providing a project team with a

team leader point-of-contact throughout the project. The department's IT group is acting as project management with their own and consultant domain specialists. The Grand Jury was told of the following concerns:

- Three projects may need to be undertaken concurrently, and there are only four IT staff. The department may not have sufficient domain specialists/project managers to support this number of projects and it is difficult to get ad hoc project support from DoIT without having an ongoing support contract
- There are no data management domain specialists for the IT group to call on for support.
- There is little, if any, cloud application knowledge available to draw on, even for standard contract language

FINDINGS

- F1. Individual departmental IT groups are useful in supporting the very different businesses of each department, but many find it difficult to stay abreast of all technology areas.
- F2. The County does not have sufficient policies to promote coordination and/or centralization in IT strategy, policy, procurement and strategic knowledge concentrations, especially in advanced cost-saving technologies.
- F3. The County's IT Strategy document, which sets out goals, guiding principles, and policies, is out of date, having last been updated May 2000.
- F4. The County's Information Technology central governance structure has almost completely disappeared. Governance has been left to the individual departments resulting in wide variations as to whether or how it is carried out.
- F5. Neither the County nor many individual departments have a consolidated IT budget or track overall IT expenditure, making it difficult to assess.
- F6. The County may not be taking full advantage of economies of scale due to the lack of policy coordinating equipment and service procurement among separate departments.
- F7. County-wide email and associated calendaring and address book functions are not sufficiently consolidated. Infrastructure and management is distributed throughout the departments. Policy and procedure have hindered efficient communication.
- F8. The County is constrained in implementing IT technology advances, in part due to insufficient or lack of access to appropriate skill sets.

- F9. DoIT does not have the staff to extend security oversight from County level to the departmental level. Cybersecurity capabilities vary by department.
- F10. Disaster recovery plans are in various stages of completion and readiness by department and typically are not tested on a regular basis.
- F11. There are insufficient Project Management resources with the expertise and authority to consistently implement the County's critical IT projects on time and within budget.

RECOMMENDATIONS

- R1. The BOS should consider directing the CIO to update the County's IT Strategy (last updated in 2000) by December 2018.
- R2. The BOS should consider seeking funds prior to the FY2019-2020 budget cycle to expand existing resources into a centralized cybersecurity unit to support and coordinate County-wide IT security activity.
- R3. The BOS should consider directing the CIO to re-establish a County-wide governance mechanism by December 2018.
- R4. The BOS should consider directing the CIO to investigate policies to standardize procurement, equipment, and IT services prior to the FY2019-2020 budget cycle. Opportunities include departmental networks, and services such as email, IT security, and disaster recovery.
- R5. The BOS should consider directing the CIO to centralize the delivery of certain common services in time for the FY2019-2020 budget cycle. Opportunities include email, IT security, and disaster recovery.
- R6. The BOS should consider directing the CIO to conduct a review of departments' disaster recovery plans by December 2018 to ensure they are up to date and routinely tested.
- R7. The BOS should consider presenting a consolidated IT budget for the entire County down to the department level, as part of the annual budget process, by the FY2019-2020 budget cycle.
- R8. The BOS should consider directing the CIO to investigate improving coordination between departments of IT procurement to reduce costs, prior to the FY2019-2020 budget cycle.
- R9. The BOS should consider directing the CIO to investigate establishing technology resource centers for dissemination of strategic technology knowledge and support,

in order to create efficiencies and attract and retain staff. Candidate areas include cloud architecture and implementation, data management, business process automation, and cybersecurity.

R10. The BOS should consider directing the CIO to ensure that there is sufficient County IT project management staff with appropriate authority to effectively manage the County's large, complex software projects by December 2018.

REQUIRED RESPONSES

	Findings	Recommendations
Contra Costa County Board of Supervisors	F1 to F11	R1 to R10

These responses must be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to ctadmin@contracosta.courts.ca.gov and a hard (paper) copy should be sent to:

Civil Grand Jury – Foreperson
725 Court Street
P.O. Box 431
Martinez, CA 94553-0091



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: August 7, 2018

Subject: Request for Proposal (RFP), Promoting Safe and Stable Families

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to issue Request for Proposal #1163 in an amount not to exceed \$750,000 for Promoting Safe and Stable Families program services for the period January 1, 2019 through June 30, 2020.

FISCAL IMPACT:

Request for Proposal #1163 budgeted funding is \$750,000 that will come from Federal Promoting Safe and Stable Families funding.

BACKGROUND:

Promoting Safe and Stable Families (PSSF) is a federal program under Title IV-B of the Social Security Act for states to operate coordinated child and family services, including community-based family support services, family preservation services, time-limited family reunification services, and adoption promotion and support services to prevent child maltreatment among at-risk families, assure safety and stability of maltreated children, and support adoptive families.

In Contra Costa County, these services include parenting classes, case management, after school care, mentoring, family visitation and adoption support. The Request for Proposal will solicit responses from community-based, collaborative agencies that provide services in support of the County's PSSF program.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Elaine Burres,
608-4960

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without the open bid process for PSSF services, funding to the community could be jeopardized.

CHILDREN'S IMPACT STATEMENT:

Contracts resulting from the Request for Proposal #1163 will support 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 reducing the occurrence of child abuse and neglect, and providing support services to strengthen the family unit.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: August 7, 2018

Subject: Work Release Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute Agreements, with the following agencies for County's placement of participants in the Sheriff's Custody Work Release Program for the term July 1, 2018 through June 30, 2020: City of Antioch, California Department of Transportation, City of Brentwood City of Clayton, City of Concord, Town of Danville, East Bay Regional Park District, City of Hercules, Town of Moraga, City of Pittsburg, City of San Pablo and Contra Costa County Public Works Department.

FISCAL IMPACT:

Cost of housing inmates in custody is reduced and some program fees are collected from individual, based on their ability to pay.

BACKGROUND:

Since the early 1980s, work alternative or work-for-credit programs have been utilized in county jails to provide work experience, inmate rehabilitation, and community restitution for the societal costs of criminal activity. Specifically, Penal Code section 4024.2 provides for a work release program, which our County has operated since 1983. Inmates accepted into the program provide public service labor at no cost to the County while relieving housing costs associated with incarceration. Assigned inmates report to work sites, perform tasks that might not otherwise be funded, and satisfy court judgments.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 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 consequence of a negative action on this request would reduce the number of approved work sites by approximately 75 percent.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: August 7, 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 July 24, 2018, the Board of Supervisors reviewed and approved the emergency declaration.

With the continuing high number of homeless individuals and insufficient funding available to assist in sheltering all homeless individuals and families, it is appropriate for the Board to continue the declaration of a local emergency regarding homelessness.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Julie Enea, (925)
335-1077

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: August 7, 2018

Subject: Purchase Order - Shimadzu Scientific Instruments, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a purchase order with Shimadzu Scientific Instruments, Inc., on behalf of the Sheriff-Coroner, in an amount of \$344,000 for the purchase of a Shimadzu Liquid Chromatography Tandem Mass Spectrometry (LC-MS/MS) Instrument and Nitrogen Generator.

FISCAL IMPACT:

Zero Net County Cost. Funded through California Office of Traffic Safety Grant FY 2018.

BACKGROUND:

The Contra Costa County Office of the Sheriff-Forensic Services Division (FSD) will use monies from the Office of Traffic Safety Grant FY2018 to purchase a liquid chromatography-tandem mass spectrometry (LC-MS/MS) instrument and nitrogen generator.

The FSD is an accredited crime laboratory providing forensic services to more than 20 law enforcement agencies in the County. The LC-MS/MS instrument will enable the laboratory to provide more meaningful information on driving under the influence of drugs (DUID) and drug facilitated sexual assault (DFSA) cases without the need for outside testing. Currently, the toxicology unit does not have up to date sensitive equipment to keep pace with current and future legislation and drug trends.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 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, Paul Reyes

BACKGROUND: (CONT'D)

>On January 1, 2014, changes to driving under the influence laws (California Vehicle Code (VC) Sections 23152 and 23153) went into effect. With the prevalence of drivers driving under the influence on California roads and highways rising, these changes were implemented in efforts for law enforcement to identify and ultimately increase the prosecution of drug impaired driving cases. VC section 23153(e) makes it unlawful for a person who is under the influence of any drug to drive a motor vehicle; this not only includes illegal narcotics and stimulants, but also even legal prescriptions, herbs, and over-the-counter drugs.

In November 2016, California passed Proposition 64 (Adult Use of Marijuana Act) that allows adults age 21 and over to possess, transport, purchase, consume and share up to one ounce of marijuana and eight grams of marijuana concentrates. It is anticipated there will be an influx of marijuana analysis requests for “DUID” cases.

Recently there has been increased forensic and public safety interest in newer or “emerging drugs” inclusive of “bath salts”, synthetic cannabinoids and fentanyl analogs; a LC-MS/MS would enable the crime laboratory to increase the variety of drugs that can be tested. This information will provide a comprehensive report to police agencies and the District Attorney’s Office for prosecution purposes.

The vendor Shimadzu was chosen because it is the only vendor that is 'Buy America Act' compliant, which is a requirement of the funding being provided by NHTSA (National Highway and Safety Association) through OTS (Office of Traffic Safety). Shimadzu provides the required customer support, training, and method development assistance for their instruments. The vendor provides annual and 'as needed' maintenance and support for the on-going proper function and performance of the instrument.

The crime laboratory serving Contra Costa County has an obligation to provide the best and most comprehensive results in forensic casework. Obtaining a LC-MS/MS will enable the laboratory to provide appropriate, accurate and reliable results for use in the criminal justice system as well as keep pace with current and future legislation and drug trends.

CONSEQUENCE OF NEGATIVE ACTION:

The Crime Lab will not be able to purchase the Liquid Chromatography Tandem Mass Spectrometry Instrument and Nitrogen Generator. The currently used instrumentation for toxicology analysis is no longer supported by the manufacturer due to age. If the instrumentation fails, then the laboratory will be unable to meet the needs of our client agencies.

CHILDREN'S IMPACT STATEMENT:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 2018

Subject: Unpaid Student Training Agreement #76-551-1 with Columbia University for its Physical Therapy program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Unpaid Student Training Agreement #76-551-1 with Columbia University for its Physical Therapy program, an educational institution, to provide supervised field instruction at Contra Costa Regional Medical Center (CCRMC) and Health Centers to occupational therapy and physical therapy students for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This is a non-financial agreement.

BACKGROUND:

The purpose of this agreement is to provide occupational therapy and physical therapy students at Columbia University with the opportunity to integrate academic knowledge with applied skills at progressively higher levels of performance and responsibility. Supervised fieldwork experience for students is considered to be an integral part of both educational and professional preparation. The Health Services Department can provide the requisite field education, while at the same time, benefiting from the students' services to patients.

On

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Jaspreet Benepal,
925-370-5101

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

By: , Deputy

cc: D Morgan, M Wilhelm

BACKGROUND: (CONT'D)

September 20, 2016, the Board of Supervisors approved Contract #76-551 with Columbia University for the period September 1, 2016 through August 31, 2018 for the provision of supervised fieldwork instruction experience.

Approval of Unpaid Student Training Agreement #76-551-1 will allow Columbia University occupational therapy and physical therapy students to receive supervised fieldwork instruction experience at CCRMC and Health Centers through August 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the students will not receive supervised fieldwork instruction experience at CCRMC and Health Centers.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: August 7, 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 May 17, 2018, and June 27, 2018, 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 CCHP provider's credentials file. Approval of this list of providers as recommended by the CCHP Medical Director will enable the Contra Costa Health Plan to comply with this requirement.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Costa Health Plan's Providers would not be appropriately credentialed and in compliance with the NCQA.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Patricia Tanquary,
925-313-6004

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Heather Wong

ATTACHMENTS

Provider list

**Contra Costa Health Plan
 Provider Approved by Medical Director
 May 17, 2018**

RECREREDENTIALING ORGANIZATIONAL PROVIDER MAY 2018		
Provider Name	Provide the Following Services	Location
Ygnacio Valley Care Center, LLC dba: Kindred Nursing & Rehabilitation - Ygnacio Valley	Skilled Nursing Facility	Walnut Creek

**Contra Costa Health Plan
 Providers Approved by Medical Director
 June 27, 2018**

CREDENTIALING PROVIDERS JUNE 2018	
Name	Specialty
Boutelle, William, MD	Psychiatry
Bray, Jamie, BCBA	Qualified Autism Provider
Burroughs Pena, Melissa, MD	Cardiovascular Disease
Cheema, Sehaj, RBT	Qualified Autism Paraprofessional
Choudhry, Aditi, MD	Hematology/Oncology
Dawn, Erika, BCBA	Qualified Autism Provider
Dopchiz de Martin, Diana, MFT	Mental Health Services
Evangelista, James, RBT	Qualified Autism Paraprofessional
Goodrich, Jamie, BCBA	Qualified Autism Provider
Green, Harry, OD	Optometry
Harmon, Rachel, BCBA	Qualified Autism Provider
Hart, Britton, NP	Mid-Level Nephrology
Hollis, Christy, PA	Mid-Level Urgent Care
Johnson, Keith, MD	Urgent Care
Levinson, David, MD	Urgent Care
Lindquist, John, RBT	Qualified Autism Paraprofessional
Logan, Joshua, MD	Urology
McCrary, Karen, BCBA	Qualified Autism Provider
Missaggia, Angela, NP	Primary Care Internal Medicine
Munivez, Anna, BCBA	Qualified Autism Provider
Perez, Artemio, DO	Sports Medicine
Portuges, Rafael, MFT	Qualified Autism Provider
Thomas, Dishy, PT	Physical Therapy
Verrico, Melanie, BCBA	Qualified Autism Provider
Victor, Jessica, BCBA	Qualified Autism Provider
Wengert, James, MD	Urgent Care
Youn, Edward, DPM	Podiatry

CREDENTIALING ORGANIZATIONAL PROVIDER JUNE 2018		
Provider Name	Provide the Following Services	Location
Fresenius Medical Care Solano County	Dialysis	Dixon

RE-CREDENTIALING PROVIDERS JUNE 2018	
Name	Specialty
Barker, Dennis, DC	Chiropractic Medicine
Barsten-Pascualy, Julie, PA	Mid-Level OB/GYN
Bitar, David, MD	Surgery - Colon and Rectal
Cartwright, Wade, MD	Otolaryngology (ENT)
Chennupati, Sravana, MD	Radiation Oncology
Copping, Russell, DC	Chiropractic Medicine
Ditter, Susan, MD	Psychiatry
Faulkner, Mary, NP	Mid-Level Perinatology
Fiorilli, Ashley, BCBA	Qualified Autism Provider
French, Aimie, BCBA	Qualified Autism Provider
Helms, Ileana, MD	Nephrology
Higa, Lisa, MD	Gastroenterology
Howard, Jane, PhD, BCBA-D	Qualified Autism Provider
Jones, Mark, OD	Optometry
Jung, Jesse, MD	Ophthalmology
Keim, Valerie, MFT	Mental Health Services
Kwok-Oleksy, Christina, DPM	Podiatry
Lieb, Jeremy, MD	Urology
Lin, David, MD	Gastroenterology
Long, Richard, MD	Urology
Marzioli, Joanne, MFT	Mental Health Services
Schick, Kirsten, DC	Chiropractic Medicine
Schick, Robert, DC	Chiropractic Medicine
Sethi, Parminder, MD	Urology
Tebben, Josie, MD	Nephrology
Turrini, Corinne, BCBA	Qualified Autism Provider
Van Buskirk, Rod, DC	Chiropractic Medicine
Wang-Chen, Connie, OD	Optometry

RECREREDENTIALING ORGANIZATIONAL PROVIDERS JUNE 2018		
Provider Name	Provide the Following Services	Location
DaVita – Llano Dialysis, LLC dba: El Cerrito Dialysis	Dialysis	El Cerrito
DaVita – Llano Dialysis, LLC dba: Vallejo Dialysis	Dialysis	Vallejo
DaVita - Total Renal Care, Inc. dba: Walnut Creek West Dialysis	Dialysis	Walnut Creek
Dialysis Access Center, Inc. dba: DAC, Inc	Dialysis	Oakland
Hope Hospice, Inc. dba: Hope Hospice	Hospice	Dublin
East Bay Endoscopy Center, LP	Ambulatory Surgery Center	Emeryville
Walnut Creek Endoscopy Center, LLC	Ambulatory Surgery Center	Walnut Creek

bopl-May 17 and June 27, 2018



Contra
Costa
County

To: Board of Supervisors
From: Joseph E. Canciamilla, Clerk-Recorder
Date: August 7, 2018

Subject: CONSOLIDATION REQUESTS FOR THE NOVEMBER 6, 2018 GENERAL ELECTION

RECOMMENDATION(S):

APPROVE election consolidation requests from each and any jurisdiction that filed a resolution with the County Clerk-Recorder, Elections Division and the Clerk of the Board of Supervisors to consolidate their elections with the November 6, 2018 General Election, and AUTHORIZE the County Clerk-Recorder, Elections Division to conduct the elections for those jurisdictions on November 6, 2018.

FISCAL IMPACT:

There is no additional direct cost to the County. Any additional cost incurred by the Elections Division will be recovered from each City, School and Special District that chooses to consolidate its election with the November 6, 2018 General Election.

BACKGROUND:

Records indicate that the entities requesting consolidation have filed a resolution with the Clerk of the Board of Supervisors requesting the consolidation with the General Election. Granting the requests will allow the Elections Division to consolidate the Districts' and Cities' elections with the County's General Election, which will reduce the County's cost of conducting the election.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Rosa Mena,
925.335.7806

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Not approving the requests will require each City, School, and Special District to conduct its own election.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: August 7, 2018

Subject: Keller Canyon Mitigation Fund FY 2018/19 Allocation Plan

RECOMMENDATION(S):

1. APPROVE the FY 2018/19 Keller Canyon Mitigation Fund (KCMF) allocation plan in the amount of \$1,466,120 for specified projects as recommended by the KCMF Review Committee (Exhibit A); and

2. AUTHORIZE the Department of Conservation and Development (DCD) Director, or designee, to enter into contracts with the nonprofit organizations and public agencies as specified in Exhibit A for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

No General Funds - 100% Keller Canyon Landfill Mitigation Funds. The FY 2018/19 KCMF allocation plan is consistent with the KCMF policies adopted by the Board of Supervisors on May 24, 2011, including: (1) the projected FY 2018/19 revenue amount is based on the revenue trend over the last ten years; (2) staff has considered any anticipated changes in the amount of waste expected to be deposited at the Keller landfill site during the year; (3) the projected revenue amount has been reduced by 20 percent to minimize the likelihood that proposed expenditures will exceed actual revenue. The amount proposed to be allocated includes \$499,330 of the previous years' fund balance, which is also consistent with KCMF policies (Policy IIG).

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Daniel Davis (925)
674-7886

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

By: , Deputy

cc:

BACKGROUND:

In 1990, the Board of Supervisors (Board) approved the Keller Canyon Landfill land use permit and franchise agreement which included the establishment of three fees to mitigate the following impacts of the landfill: traffic generated on the County's road system, the impacts of the landfill on open space, existing and proposed recreational facilities and agricultural land, and general impacts of the landfill upon the surrounding community.

The Keller Canyon Mitigation Fund (KCMF) process was established in August 1992, and the first allocation of funds occurred in November, 1992. In 1994, the Board amended the land use permit and the franchise agreement to combine the above mitigation fees, as well as to provide additional flexibility in the use of funds, specifying that the fee shall be used by the Board in its sole discretion. The current program/project/service categories considered for funding include: youth services, code enforcement, public safety, community beautification, and community services.

On May 24, 2011, the Board approved new policies governing the implementation and administration of the KCMF. The Department of Conservation and Development is the fiscal and contract manager for the fund. The FY 2018/19 allocation process is the seventh year that the new policies governed the process. Listed below are the applicable policies and a description of how they were applied during the FY 2018/19 allocation process:

1. Policy IA: The composition of the KCMF Review Committee shall include the following individuals: District V Supervisor, District V Chief of Staff (or other person assigned by the Supervisor), a representative of the Bay Point Municipal Advisory Committee (MAC) appointed by the Bay Point MAC, a Principal (or other senior school official) from a school located in the Bay Point area, and a representative from the Bay Point Chamber of Commerce. The representatives from the MAC, Bay Point area school, and Chamber of Commerce shall be appointed to minimum two year terms.

Action: The KCMF Review Committee was composed by the District V Supervisor, Federal Glover; Chief of Staff, David E. Fraser; Mount Diablo Unified School District Board Member, Debra Mason; Bay Point Municipal Advisory Committee Member, Marcia Lessley; and Bay Point Chamber of Commerce Representative, Khurram Shah. It should be noted that Debra Mason is also a member of the MAC.

2. Policy ID: The KCMF Review Committee's funding recommendations shall be guided by the KCMF Target Area Map that establishes "Primary" and "Secondary" target areas for the use of KCMF funds. One hundred percent of KCMF funds shall be used for programs/projects/services directly serving those within the "Primary" and "Secondary" target areas. In addition, no less than 70 percent of the KCMF funds shall be used to fund programs/projects/services directly serving those in the "Primary" target area.

Action: The KCMF Review Committee's proposed FY 2018/19 funding recommendations result in 75 percent of the funds being used for programs/projects/services that will directly serve those residents in the "Primary" target area and the remainder is within the "Secondary" target area.

3. Policy IE: Funding recommendations from the KCMF Review Committee shall be presented at a Board of Supervisors regularly scheduled meeting. The Board Order will list all of the applicants, the amount of funding requested, the amount recommended, and a short description of the proposed program/project and the proposed outputs and/or outcomes.

Action: See Exhibit A.

4. Policy IIA: To increase the public's knowledge on how, where, and when to apply for KCMF funding, the funding timeline, request for proposal (KCMF application), and other applicable materials shall be placed on the District V and County websites. The websites shall also allow organizations and interested persons to add their contact information to ensure notification on matters related to KCMF.

Action: The Supervisor's office and DCD staff engaged in a comprehensive outreach effort to notify the public of the availability of funds. In addition to posting the Request for Proposals (RFP) and application on the District V and County's websites, emails announcing the RFP were also sent to the KCMF interested parties list and to previous KCMF applicants. In addition, a "Bidders Conference" was held on April 30, 2018, to inform potential applicants of the application requirements, process, and timeline. KCMF applications were due on May 18, 2018. A total of 106 applications and requests for funding were submitted by the deadline. The KCMF Review Committee met on 5 separate occasions to review the applications, interview applicants, and develop final funding recommendations.

5. Policy IIC: To ensure the tax exempt status of a nonprofit agency requesting funds is valid and in good standing, KCMF applicants shall submit their current non-profit status determination letter from the IRS, a copy of their most recent tax return, and the printout from the California Business Portal.

Action: Any application that did not contain the requisite documents, including the printout from the California Business Portal, was deemed to be incomplete and therefore not accepted.

6. Policy IIF: Any deficit in the KCMF fund after the end of each fiscal year shall be eliminated by allocating the necessary amount from next year's projected revenue.

Action: Not applicable. The KCMF had a FY 2016/17 ending fund balance of \$499,330 and a projected FY 2017/18 ending fund balance of \$666,395. See Exhibit B, Available Allocation Calculation.

7. Policy IIG: When estimating the amount of KCMF funds to be made available for projects in future fiscal years, staff shall analyze the revenue trend lines from previous years and the KCMF Review Committee shall only allocate 80 percent of the anticipated revenue for the upcoming year. This protocol will reduce the likelihood that expenses will be greater than actual revenue received during the year. Any revenue in excess of expenses in one year may be added to the amount made available in the following year.

On July 10, 2018, the Board approved a one-time allocation of Keller Canyon mitigation funds, not to exceed \$150,000, to facilitate the hiring of a consultant with expertise in radiologic health. This consultant will assist the County in identifying and taking next steps to investigate allegations that radioactive soil was dumped at the Keller Canyon Landfill. Expenditures made pursuant to this allocation reduced the amount available to be allocated through the KCMF Review Committee process during FY 2018/19. Any future recovery of those funds can be credited back to the KCMF.

Action: Based on the current information available, the Committee is recommending the allocation of \$1,466,120. See Exhibit B for the calculation. The KCMF Review Committee has recommended allocating the FY 2017/18 ending fund balance. If during the year, additional funds become available, and one or more of the funded agencies is in need of additional funds to complete an approved program/project or a new program/project emerges, the Committee will reconvene to consider any request(s) for additional funding up to the amount held in reserve and return to the Board with any

funding recommendation(s).

CONSEQUENCE OF NEGATIVE ACTION:

Not approving the recommended allocations will result in delays in implementing important projects/programs that directly benefit the residents of the KCMF target areas.

CHILDREN'S IMPACT STATEMENT:

The recommended projects/programs support at least one of the five community outcomes established in the Children's Report Card.

ATTACHMENTS

Exhibit A: KCMF Allocations

Exhibit B: KCMF Balance Sheet

Cont. #	Organization Name	Project Name	Program/Project Description	Request Amount	Approved Amount
Non-Profit Organizations (Org 1582)					
	Aglantis	Hands-on Urban Farming and STEM Summer Program	This is a pilot Hands-on Urban Farming and STEM Summer Program to enhance competence, confidence, literacy and excitement about STEM for KCMF students. The summer program is aligned with Next Generation Science Standards and Common Core. The program will provide four 2-week segments plus end of summer presentations for all (10 days).	\$ 4,900.00	\$ -
1	All Star Cheer Reaction Inc	All Star Cheer Reaction, Inc.	Provide a cheer program designed to keep youth (ages 5-18) active during the more vulnerable months of summer as well as to keep them motivated when school begins, in order for them to be a good student that actively participates in healthy lifestyles throughout the year. A total of 75 youth will participate in the cheer program.	\$ 10,000.00	\$ 10,000.00
	Antioch Rotary Club	Day of Empowering Girls	In conjunction with Antioch middle schools, the Antioch Rotary Club will hold an event for all 8th grade girls in the city of Antioch each year. This event features a film, a panel discussion, and group team-building activities and exercises. A keynote speaker wraps up the event to empower the girls prior to departure.	\$ 10,000.00	\$ -
2	Antioch Rotary Club	Rotary's Empowerment of Antioch through Dictionaries (R.E.A.D.)	Purchase a hardcover dictionary for each third grade student in the Antioch Unified School District facilitating their ability to learn the meaning and correct spelling of words. Over 1,200 are expected to receive a dictionary.	\$ 10,000.00	\$ 10,000.00
3	Antioch Youth Sports Complex Corporation	Snack bar restroom upgrade	The Antioch Youth Sports Complex Corporation would like to update their bathrooms. They bathrooms haven't been updated since the complex opened in 1995, and are in need of major updates. The general purpose is to update the electrical in both bathrooms, stalls, toilets, urinal, sinks and paper towel and soap dispensers. They will also fix the walls and repaint both bathrooms, seal the floors with epoxy, and repair or replace both entry doors to both bathrooms.	\$ 4,000.00	\$ 4,000.00
	Aspiranet	The Latino Family Literacy Program	The project will help monolingual Hispanic families prepare their 0-5 age children for school by developing literacy skills. Families reside in the Bay Point, Pittsburg, Antioch area of Contra Costa County.	\$ 9,114.00	\$ -
	Bay Area Community Resources	Youth Series: Cultural Competency, Self-Growth, Healing, Continued Education, Career Development, & Mentorship	Building a community garden in the El Pueblo Housing Development. HHI's purpose is to teach families how to grow and prepare nutritionally rich foods, effectively manage stress, and become physically fit. HHI's approach is through providing tools, education and resources to help gardeners live healthier lifestyles.	\$ 10,000.00	\$ -
4	Bay Point Community Foundation	Planting Seeds of Health: Gardening with Youth	The Bay Point Community Foundation is seeking funding for a Planting Seeds of Health program. The project seeks to involve more youth in engaging and healthy programs by providing hands on experience in gardening, physical activity, nutrition educations, and healthy behaviors.	\$ 1,650.00	\$ 1,500.00
5	Bay Point Community Foundation	Science Week	Provide science programming for Bay Point families during Spring Break at Riverview Middle School. The expected average daily attendance is 35.	\$ 1,500.00	\$ 1,500.00

6	Bay Point Historical Society	Bay Point Historical Society Annual Luncheon	This is an annual event to aid the Bay Point Historical Society in doing outreach to the community, which will increase membership. This year, the event will feature Robert Kittle, an award winning journalist with extensive experience in national, state, and local affairs, and a former White House correspondent for U.S. News and World Report magazine.	\$ 1,500.00	\$ 1,500.00
7	Be Very Loved Foundation	Line Dancing for Life Program	Be Very Loved will promote physical and emotional health to the aging population utilizing Line Dancing as our chosen exercise. This exercise helps to lower blood pressure/cholesterol levels, increase mobility without joint damage, increase balance control, increase bone/muscle mass, ease levels of depression, and encourage weight loss.	\$ 5,000.00	\$ 5,000.00
8	Beat The Streets Inc	Work Readiness Project	The Work Readiness Program provides resources and support services in education to ensure young adults complete their high school education or GED. We encourage the desire to attend college to further their education and provide basic computer knowledge to function in employment endeavors. We provide vocational training on employment seeking, resume preparation, and interview preparedness, which all lead to gainful employment.	\$ 4,500.00	\$ 4,500.00
9	Biotech Partners	Biotech Partners' Biotech Academy Preparing Low-Income Youth at Antioch High School for STEM Success and Biotech Careers	Biotech Partners provides underserved youth with personal, academic and professional development experiences that increase participation in higher education and access to fulfilling science careers.	\$ 10,000.00	\$ 5,000.00
	Branches Of Community Services Inc	Summer Kick-off/Annual Backpack Drive/Fashion Show/Annual Toy Drive/Giveaway	Support the community by providing branches of educational support, resources, and opportunities for personal development through two fundraisers and two community events.	\$ 4,500.00	\$ -
10	Brighter Beginnings	Access to Primary & Integrated Healthcare	Brighter Beginnings will combat poor health outcomes & fighting the root causes of poor health by providing access to healthcare at their family health clinic.	\$ 10,000.00	\$ 2,500.00
11	Center For Human Development	Four Corners for Hillview Jr High and Pittsburg High School	Provide violence and gang prevention therapy group sessions and individual support to high-risk students attending Hillview Junior High in Pittsburg. Support to families is also offered. A total of 15-25 students are expected to be provided services during the year.	\$ 10,000.00	\$ 5,000.00
12	Choice In Aging	Choice in Aging, Bedford Center Participant Scholarships	Provide three low-income individuals with scholarships to attend daytime health and social services in a community setting while allowing family caregivers respite time.	\$ 10,000.00	\$ 7,500.00
	Community Violence Solutions	Prevention Education Services	Funding will support CVS's Sexual Assault Prevention Education programs in East Contra Costa County high schools with the goal of eliminating/decreasing the incidence of sexual assault among teens and increasing respectful relationships and communications. Primary focus will be on Pittsburg CVS will initiate gender-specific group workshops based on evidenced-based curricula. These workshops train youth in sexual assault prevention strategies.	\$ 10,000.00	\$ -
13	Contra Costa Family Justice Alliance	East County Family Justice Center	Contra Costa Family Justice Alliance is working towards opening an East County Family Justice Center, allowing them to serve more families in need from East County cities and communities. A site has been located in Antioch near the new e-BART station and they are engaged in lease negotiations while pursuing funding opportunities.	\$ 10,000.00	\$ 10,000.00

14	Contra Costa Interfaith Transitional Housing Inc	Support services for formerly homeless and/or low-income children and families	Provide case management, parent support, and youth enrichment services to 346 low-income and at-risk households living in affordable housing in two housing developments in Bay Point and Pittsburg.	\$ 10,000.00	\$ 10,000.00
15	Court Appointed Special Advocate Program, Inc	3rd Year Expansion Program	Expansion of CASA's services to 8 abused and neglected children in Bay Point and Antioch. CASA provides highly trained court appointed advocates for children in the foster care system.	\$ 10,000.00	\$ 10,000.00
16	Craft Community Care Center Inc	1-2-3 Tutoring	Provide a tutoring program to 1st, 2nd, and 3rd graders attending Highlands Elementary School in Pittsburg and who are normally shut out of normal after school tutoring and intervention programs because of lack of transportation and other issues. A total 50 students will receive tutoring services during the year.	\$ 10,000.00	\$ 10,000.00
17	Craft Community Care Center Inc	World Music and Arts Fair	Bring music and art from around the world to all Bay Point and Pittsburg elementary school students and their families to help cultivate understanding, acceptance and appreciation of the various cultures.	\$ 10,000.00	\$ 10,000.00
18	East Contra Costa County Homeless Animals Lifeline Organization	H.A.L.O. TNR Program	Targeting Antioch, Pittsburg & Bay Point, the H.A.L.O. TNR Program will decrease the overpopulation of community cats that low-income people do not have the funds to spay and neuter. They will also provide rabies shots to further protect the community.	\$ 10,000.00	\$ 5,000.00
19	Family Purpose Corporation	Academics, Advocacy and Academics (AAA)	The "AAA" (Academics, Accountability & Advocacy) program focuses on students' ability to take charge of their future educational and career goals. Participants in the program (193 seniors) are encouraged to take responsibility for their actions, while learning to advocate for themselves and place their academics first. Services include SAT Prep testing, college tours, workshops, and tutor groups.	\$ 7,000.00	\$ 4,000.00
20	First A.M.E Community Church, Bay Point Women's Missionary Society	WMS Community Breakfast	WMS will operate a 3rd & 4th Saturday community breakfast that will provide a nutritious breakfast to those in the community on two Saturdays a month between 8:00am-10:00am. In addition to the breakfast, attendees will be provided take away socks and toiletries.	\$ 7,486.00	\$ 2,500.00
21	First Baptist Church Of Pittsburg California	First Baptist Head Start Alumni Program	Provide approximately 140 at-risk youth (grades 6th-10th): the opportunity to learn valuable job skills, and develop positive work ethics during the summer months by volunteering at the Head Start facility.	\$ 10,000.00	\$ 10,000.00
22	Friends Of Ac5	Stress Reduction Through the Arts	Provides a highly interactive, art-based psychotherapy support group inclusive of high quality, culturally competent, patient-centered preventive care. Holistically engage 25 adult participants and 10 children in each of four, 5-week sessions to improve their ability to understand, identify, and cope successfully with stress and other chronic health conditions.	\$ 10,000.00	\$ -
23	Full Stride Track Club	2018/2019 Track Season	Full Stride Track Club is a competitive youth track club for youth ages 5 to 18 years old. We are committed to providing our youth with a well-structured and fun environment where they are expected to work hard and feel good about themselves and their achievements.	\$ 4,998.00	\$ 2,500.00

24	Furry Friends Food Relief Program	Hands Helping Paws	Provide financial assistance to seniors, veterans, low-income, and unemployed people to care for their pets, including spay/neutering, vaccines, prescriptions, etc. The program will reduce the amount of surrendered and lost pets in shelters, and expected to serve 763 clients.	\$ 10,000.00	\$ 2,500.00
25	Future Leaders Of America	FLA, East Bay Area's 2018 Youth Leadership Conference	The Youth Leadership Conference (YLC) is a six-day leadership development conference. The YLC is designed to motivate students to excel in secondary education through various workshops including public speaking, assertiveness, brain storming, A through F requirements for college, and goal setting for home, school and the community.	\$ 5,000.00	\$ 5,000.00
26	Give Always To Others & Company	Arts & Cultural Community Events	The event will be held at Applebee's or at Antioch High School should the cafeteria construction be finished in Antioch, Ca. Applebee's or Antioch High School will provide breakfast at cost of \$5 per person, and the organization is to charge as much as \$20 per person. Applebee does require attendance of 100. A focus will be in the role of the Filipino farm worker in the Cesar Chavez Movement. Assemblyman Ron Bonta, of District 18 will be invited to speak in his legislation of schools being provided classes be taught about the Filipino worker. An Exhibit will be planned to be held of all the displays that GATO has collected featuring the farm workers movement.	\$ 1,500.00	\$ 1,500.00
27	Grace Bible Fellowship Of Antioch	Grace After School Tutoring & Summer Program	GASTP Summer Program will provide fun and learning activities to help parents keep their children from excessive hours of television, video games, and other negative influences during summer months. They will achieve this through excursions to fun and educational venues, classroom training by trained staff and volunteers, and guest speakers with careers focusing in STEM areas.	\$ 5,300.00	\$ 5,300.00
28	Greater Faith Missionary Baptist Church	Greater Faith Food Pantry	This project was founded on July 19,2008 and designed to accommodate 25 to 35 families in the Pittsburg/Antioch area. At the present time, we have served approximately 150 families bi-weekly. In the first four months of this year, we have served approximately 869 families and 2853 individuals.	\$ 3,000.00	\$ 3,000.00
	Healthy Hearts Institute	El Pueblo Community Garden	After attending their first gardening class, 75% of garden members will report feeling more confident planting their first crop, compared to self-reported confidence before attending the class. After attending their second gardening class, 75% of garden members will report feeling more confident harvesting their first crops, compared to self-reported confidence before attending the class. After attending their first cooking class, 95% of garden members will report feeling more confident cooking the food they have grown in the garden, compared to self-reported confidence before attending the class. After participating in the gardens for six months, 75% of garden members will self-report increased daily consumption of fruits and vegetables by at least 20%. After participating in the gardens for six months, 80% of garden members will report that being involved in the gardens improved access to healthy food.	\$ 10,000.00	\$ 10,000.00

29	Lincoln	Intensive Therapeutic Summer Camp	Provide five weeks of intensive therapeutic summer camp to approximately 60 at-risk children and youth (ages 7-18) from the Pittsburg Unified School District. Trained, licensed, professional staff will engage youth in academic enrichment, health and fitness, and exposure to nature in a camp setting in the summer of 2018.	\$ 10,000.00	\$ -
30	Loaves And Fishes Of Contra Costa	Nourishing the Lives of Residents of Pittsburg, Bay Point and Antioch	Operate its dining rooms serving Bay Point, Pittsburg, and Antioch residents by providing free meals to lower income families to decrease the incidence of hunger, malnutrition, obesity and diabetes in adults and children.	\$ 10,000.00	\$ 10,000.00
31	Los Medanos College Foundation	Community Facility Fee Support	Since 1974 Los Medanos College (LMC) has opened its doors to the public's use. Until recently the college has waived all fees associated with the use of the facilities by community organizations. The college absorbed the costs for energy, wear and tear on facilities (such as the football field) and the labor costs for custodial, grounds, Police Services, etc. LMC would like to continue this this practice.	\$ 4,500.00	\$ 4,500.00
	Los Medanos College Foundation	Los Medanos College - The Kennedy Center American College Theatre Festival (KCACTF)	KCACTF is a regional conference designed to provide students with training workshops, scholarships, employment opportunities, and transfer pathways to four-year institutions.	\$ 10,000.00	\$ -
32	Meals On Wheels And Senior Outreach Services	Bay Point C.C. Cafe: Be Our Guest Outreach Program	Operate the C.C. Cafe in Bay Point that provides healthy food and socialization to seniors to help them to remain in their homes. It is expected that approximately 200 senior will be served during the year.	\$ 5,000.00	\$ 5,000.00
33	Meals On Wheels And Senior Outreach Services	Pittsburg C.C. Cafe	Operate the C.C. Cafe in Pittsburg that provides healthy food and socialization to seniors to help them to remain in their homes. It is expected that approximately 175 senior will be served during the year.	\$ 10,000.00	\$ 10,000.00
34	Meals On Wheels Of Contra Costa Inc	Meals for Homebound Elders in Keller Canyon Primary Target Area	Provide daily meals to nutritionally at-risk homebound seniors in East County.	\$ 10,000.00	\$ 10,000.00
35	Morning Star Outreach	Changing Youth Through the Power of Love	Morning Star Outreach will seek out high-risk middle-school aged youth and offer them free camp enrollment in their week-long camps, conducted during the Summer at the MSO camp near Bear Valley California. The camps engage youth in pro-social activities centered on hiking, crafts, canoeing, baseball, swimming and archery, cave exploring and fishing.	\$ 10,000.00	\$ 5,000.00
	Mothers Against Senseless Killings	Angels, Butterflies & Doves - Support Group Ininatives	Angels, Butterflies & Doves is a Support Group Initiative with the purpose of reaching out to Crime Survivors who've lost sons and daughters, family members or friends to gun violence and other senseless crimes.	\$ 10,000.00	\$ -
36	National Council Of The United States Society Of St Vincent Depaul	RotaCare Pittsburg Free Medical Clinic at St. Vincent de Paul	Provision of urgent/chronic medical and dental care to low-income uninsured East County residents at the RotaCare Free Medical Clinic. The Clinic serves thousands of patients annually.	\$ 10,000.00	\$ 10,000.00
	National Council Of The United States Society Of St Vincent Depaul	St. Vincent de Paul Workforce Development Program	Provide training and transitional employment for 10-20 difficult-to-employ East County adults through a 24-week program.	\$ 10,000.00	\$ -

37	National Council Of The United States Society Of St Vincent Depaul	SVdP Pantry Relocation	The SVdP Food Pantry located at the Church of the Good Shepherd is currently located in the garage of the home of the parish priests. The food pantry provides food to approximately 75 - 110 families per week. We have been instructed to relocate the pantry to a building on the parish grounds; however, some construction will be necessary prior to relocation.	\$ 10,000.00	\$ 5,000.00
38	Newberrys Block	Newberry's BLOCK	Newberry's BLOCK helps underprivileged children participate in sports through scholarships, fundraising events, and community outreach. Partnering with the community, we help low-income children gain positive values and life-long skills via sports. 100 youth are expected to benefit annually.	\$ 10,000.00	\$ 5,000.00
39	Nunleys Karate-Do	World Kickboxing Championship	Nunley's Karate takes its students to tournaments in order to compete against other karate students to broaden their horizons. This is the first time that their students have been invited to compete on a national level in Italy representing the United States.	\$ 4,999.00	\$ 4,999.00
	Ombudsman Services Of Contra Costa Inc	Long-term Care Resident Empowerment and Advocacy	Ombudsman Services is the only organization mandated by law to make unannounced visits to long-term care facilities to ensure that residents are free from abuse and receiving quality care. They also serve as the go-to resource on aging in the community. All services are free.	\$ 4,999.00	\$ -
40	Opportunity Junction Inc	Job Training and Placement Program	Self-sufficiency through a comprehensive program of computer training, life skills, paid experience, career skills, mental health, and long-term follow-up. Approximately 50 participants are expected to be served during the year.	\$ 10,000.00	\$ 10,000.00
41	Pacific Community Services, Inc. Inc	Housing Counseling Program	Provide individual HUD certified housing counseling services to approximately 110 households to prevent the loss of housing and to counter habitability, fair housing and other housing issues.	\$ 10,000.00	\$ 5,000.00
42	Parents Connected	SAT Preperation Class	Provide an SAT preparation class for high school students residing in Bay Point or Pittsburg, California.	\$ 10,000.00	\$ 4,000.00
	Pawsitively Saving Animals From Euthanasia	Community Cat S/N	The program is in the second year of their partnership with Tony La Russa's ARF, to which they supply kittens for their adoption center. This collaboration allows them to do trap and spay/neuter community cats.	\$ 4,999.00	\$ -
43	People Who Care Children Association	The PWC "Green" Jobs Training Program	Provide educational, vocational, employment and mental health services to 175 at-risk youth.	\$ 10,000.00	\$ 10,000.00
44	Pittsburg Arts And Community Foundation	Reading Zone	Purchase of new books for the Reading Zone located in City Hall.	\$ 5,000.00	\$ 5,000.00
	Pittsburg Community Emergency Services Inc	Keeping our doors open so we can feed the hungry	Operate the food pantry program to help feed the hungry in Pittsburg and Bay Point. The organization is run entirely by volunteers and relies on donations to pay operational expenses and food. Approximately 5,000 people per year are provided food.	\$ 4,999.00	\$ -
45	Pittsburg Fifty-Plus Club Corporation	Pittsburg Fifty Plus Club Activities	This project improves the quality of life of by providing complimentary services to encourage socialization, enhance mental capacity, promote physical fitness, and develop emotional stability for 350+ Senior Citizens.	\$ 10,000.00	\$ 2,500.00

46	Pittsburg Fifty-Plus Club Corporation	Pittsburg Fifty Plus Club Website and Brochure	Increase community awareness of Pittsburg Fifty Plus Club mission and activities which improve quality of life of Pittsburg senior citizens by creating/maintaining an internet website and distributing Club Brochures to 21,233 Pittsburg residents who are 50 years of age or older.	\$ 10,000.00	\$ 1,500.00
47	Pittsburg Senior And Handicapped Residential Community Inc	Dinner Meal Program	Help subsidize the provision of one nutritious meal five days a week to low-income, elderly and handicapped individuals who reside at Stoneman Village and Stoneman Village II in Pittsburg.	\$ 10,000.00	\$ 10,000.00
48	Pittsburg United Methodist Church	Youth & Young Adult Leadership Cafe`	The Youth & Young Adult Leadership Cafe` will train and equip 10 young servant leaders of color ages 18-30 to engage social activism through traditional and online methods with the capacity to take on leadership and advocacy roles in their communities as well as recruit others to be social-change agents.	\$ 4,800.00	\$ 2,000.00
	Prescott-Joseph Center For Community Enhancement Inc	Breathmobile, Mobile Pediatric Asthma Clinic	PJC's sustainable, mobile asthma management program is designed to shift people away from acute episodic care to regular preventive care. PJC's Breathmobile© program visits designated schools and community centers to reduce asthma morbidity and mortality among economically challenged families; it reduces emergency room visits, hospitalizations, and school absenteeism by 80%.	\$ 10,000.00	\$ -
49	Providers For Quality Child Care	Fall Harvest Health & Safety Fair	The Fall Harvest Health & Safety Fair will feature 10-12 canopy booths with representatives from the community that will provide services to those in need.	\$ 4,990.00	\$ 1,500.00
50	Rainbow Community Center Of Contra Costa County	QscOUTs	The project will provide services for Pittsburg High School and Deer Valley High School students who identify as LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer) or as Allies (students who have friends, parents or family members who identify as LGBTQ). There are three components to the project: 1) Leadership development for the Pittsburg/Deer Valley HS Gay Straight Alliance (GSA) club; 2) Facilitation of QscOUTs - a social emotional learning group and 3) improvement in school safety and climate for all students.	\$ 10,000.00	\$ 2,500.00
51	Renaissance Entrepreneurship Center	Small Business Training: Start and Grow Smart	Renaissance will deliver Start and Grow Smart, a four-week (12 hour) class designed to help 15 low- to moderate-income men and women in Bay Point, Pittsburg and Antioch to develop the skills, business knowledge and networks needed to become effective small business owners.	\$ 10,000.00	\$ 10,000.00
52	Rotary International District 5160	Encourage Love of Learning & Literacy & Assist Students in Advancing their Education	Provide dictionaries to approximately 1,000 third grade students to encourage a love of learning and literacy.	\$ 10,000.00	\$ 10,000.00
53	Sacramento Valley Symphonic Band Association	Pittsburg Community Band presents Keller Canyon Mitigation Funds Holiday Concerts for Seniors	Pittsburg Community Band seeks to brighten the holidays of residents in the two most populated Senior Living Facilities in Pittsburg: the 160 resident Stoneman Village II and the 120 resident Diamond Ridge Health Care Center.	\$ 3,231.00	\$ 3,231.00
54	Shelter Inc Of Contra Costa County	Homeless Prevention	SHELTER, Inc.'s mission is "to prevent and end homelessness by promoting self-sufficiency among low-income residents of Contra Costa County."	\$ 10,000.00	\$ 5,000.00
55	Singing Eagle Foundation	READ TO LIVE	READ TO LIVE is a tutoring program in reading and spelling which aims to improve the fluency skills of learning-disabled incarcerated boys at the Orin Allen Youth Rehabilitation Facility.	\$ 10,000.00	\$ 10,000.00

56	Soroptimist International Of The Americas Inc	Black Diamond Ballet Nutcracker	Black Diamond Ballet (BDB) will be giving three performances of the Nutcracker Ballet. This year, performances will be held on December 7, 8 and 9. This will be the seventh consecutive year that BDB has performed the Nutcracker Ballet in the Pittsburg Creative Arts Building.	\$ 10,000.00	\$ 5,000.00
57	Soroptimist International Of The Americas Inc	Kidz on Target	Provide approximately 100 children that have been referred by the Contra Costa County Social Services Department with a shopping spree to purchase school clothes, and provide the kids with a back pack with school supplies and a book to take home.	\$ 10,000.00	\$ 10,000.00
58	Special Haven	Replace Pads and Crash Mats	Special Haven helps individuals with: Autism, Developmental Disabilities, Brain injury, Dementia, Post-Traumatic Stress Disorder, Palliative Care, Special Education and Challenging Behaviors. The purpose is to provide the removal of stresses from the outside world. Our room provides Controlled Sensory Input. We have children as young as 6 months old, and adults as old as 65 years old. We provide services for nearly 500 clients.	\$ 1,500.00	\$ 1,500.00
59	Stand For Families Free Of Violence	Teen Dating Violence Awareness Day	STAND! Prevention Educator staff will provide a high energy, high visibility Teen Dating Violence Prevention Day at Pittsburg High School and Antioch High School.	\$ 8,000.00	\$ 3,000.00
	Support4recovery Inc	Keller Canyon Housing Project	The Support 4 Housing program provides short term rental assistance in sober living environments for those who are homeless or transitioning from a residential treatment program or currently enrolled in an outpatient program.	\$ 4,500.00	\$ -
	The Interfaith Peace Project	The Interfaith Peace Project East County Outreach 2018-2019	The Interfaith Peace Project (IPP) is concerned about the increasing violence directed toward the religious "other" and toward women and children.	\$ 2,500.00	\$ -
60	The Network Of Care	Feeding families in crisis when their child is suddenly hospitalized	Provide free meals to families of children who are hospitalized at Children's Hospital Oakland, UCSF Children's Hospital, Kaiser Walnut Creek, and California Pacific Medical Center.	\$ 3,392.00	\$ 3,392.00
61	Ambrose Community Garden	Farm to Preschool Program	Farm to Preschool Program will implement a state-approved curriculum on gardening. The classes will take place on Mondays and Thursdays	\$ 4,999.00	\$ 2,500.00
62	Ambrose Recreation And Park District	Fun Starts at 60	Provide social and holiday activities during CC Café's lunch program as a way to encourage attendance and participation. Approximately 200 seniors are expected to participate.	\$ 4,999.00	\$ 4,999.00
63	Ambrose Recreation And Park District	Holiday Celebrations	In partnership with other community-based organizations, conduct at least three celebratory events (Halloween, Christmas, and Easter) during the year that promote family and community. A total of over 500 residents are expected to participate in the three events.	\$ 4,999.00	\$ 4,999.00
64	CCHS Public Health Clinic Services	Break camp and physical activity scholarships for graduates of the Active & Healthy Families program	This project will provide financial assistance to approximately 60 families of graduates of the Active & Healthy Families program (AHF) to allow graduates to continue to engage in physical activity during school breaks by providing scholarships to camps and activities offered in the areas they reside, and the sport materials they may need to participate in activities such as a sport ball or shin guards.	\$ 10,000.00	\$ 10,000.00
65	City Of Pittsburg Recreation Department	Community is Key	Publish and mail the Senior Center Newsletter three times per year to provide seniors who do not have access to a computer with critical information regarding County and City services that enhance their quality of life.	\$ 9,280.00	\$ 5,000.00

66	City Of Pittsburg Recreation Department	Fun Food and Fellowship	Partner with the C.C. Café to provide seniors with an opportunity for socialization, physical activity, tournaments, and good nutrition. Three dances and three fun tournaments will be provided to help improve seniors' quality of life.	\$ 5,760.00	\$ 2,500.00
67	City Of Pittsburg Recreation Department	Senior Center Health Fair/ Winter Ball/ Fashion Show	The Pittsburg Senior Center is hosting a series of events in order to build community and reduce isolation for seniors in Pittsburg and Bay Point, as well as to ensure that the seniors gain access to crucial health services. The events are the Senior Fashion Show, , the Winter Ball, and the Health Fair	\$ 9,575.00	\$ 5,000.00
68	Hillview Junior High School Music Department	Honor Band and Choir Fees Assistance Program	This project will afford second and third year music students the opportunity to try-out for Honor Band and Choir without having to worry about the cost to audition.	\$ 2,700.00	\$ 2,700.00
69	Mt. Diablo Unified School District	The Salad Bar Project	Mt. Diablo Unified proposes to use the "Salad Bar Project" with the Tower gardens to help children at Rio Vista Elementary, Shore Acres Elementary and Riverview Middle schools learn about growing, harvesting and eating of healthy and "real" food.	\$ 10,000.00	\$ 5,000.00
70	Pittsburg High School Robotics Team (Frc 5430)	FIRST Robotics Team 5430 "Pirate Robolution"	Twenty-five to forty Pittsburg High School students will spend a school year designing, building, and programming robots for six robotics competitions. Two competitions will be using 18" x 18" VEX robots to play a game called "Turning Point". Four competitions will be with a 120 pound robot to play a game called "deep space". Students will also continue in their collaboration with the US Army Corps of Engineers to develop a pipe inspection robot.	\$ 5,000.00	\$ 5,000.00
71	Pittsburg Library - Contra Costa County Library	Libros for Literacy	The Pittsburg Library will purchase books in Spanish, mainly picture books and early readers, in order to provide support for primary grade students in dual immersion programs at Willow Cove Elementary and Foothill Elementary.	\$ 10,000.00	\$ 5,000.00
72	Pittsburg Police Department	Pittsburg Neighborhood and Business area Improvement project	Reduction of blight in four specific locations. Through partnering with the community, dispose of debris, discarded appliances, abandoned property and graffiti.	\$ 10,000.00	\$ -
				\$ 675,669.00	\$ 396,620.00

County Departments (Org 1581)

73	Contra Costa County Department of Conservation & Development	District V Code Enforcement	Address complaints of junkyards, illegal dumping, abandoned properties, illegal land-use, substandard/unsafe buildings, illegal/unsafe mobile homes, construction without permits and abandoned vehicles.	\$ 100,000.00	\$ 100,000.00
74	Contra Costa County EHSD Bay Point Works - Sparkpoint Contra Costa	Bay Point Works Community Career Center - SparkPoint Contra Costa	Operate Bay Point Works - a neighborhood-based program that strives to advance the economic well-being of unemployed, underemployed and "working poor" Bay Point residents, while providing them with significant and meaningful opportunities to be an active force in revitalizing their community.	\$ 5,000.00	\$ 5,000.00
75	Contra Costa County Department of Conservation & Development	KCMF Administration	Assist District V staff in managing and administering the FY 2017/18 Keller Canyon Mitigation Fund program.	\$ 60,000.00	\$ 60,000.00
76	Contra Costa County County Counsel	KCMF Staff Services	Funding will support the growing needs of constituents in District V through the revision of staff focused on the KCMF target areas	\$ 100,000.00	\$ 100,000.00
77	Contra Costa County District V Staff	Crossing Guard Program	Provide State approved school crossing guards at 11 Bay Point intersections.	\$ 90,000.00	\$ 90,000.00

	Contra Costa County Office Of The Sheriff	9-1-1 Community Education	Provide 9-1-1 education to school aged children (ages 5-13) during a twelve month period, by visiting schools in the target area. A 9-1-1 professional accompanied by Red E. Fox will teach children to be ready to call 9-1-1 in an emergency.	\$ 8,000.00	\$ -
78	Contra Costa County Office Of The Sheriff	Bay Point Blight Reduction Program	This program will assist in the expedited removal of litter dumps as well as the removal of shopping carts that are full of trash. It will also assist in the removal of gang graffiti and other blight problems as they arise.	\$ 5,000.00	\$ 5,000.00
79	Contra Costa County Office Of The Sheriff	Bay Point Gang Prevention Program	Early prevention programs that target youth at risk of gang involvement helps reduce the number of youth who join gangs. This program will involve movie nights at the local schools, an after school sports program, fishing trips in the Delta as well as trips to A's games and other activities that arise during the year.	\$ 5,000.00	\$ 5,000.00
80	Contra Costa County Office Of The Sheriff	Bay Point Resident Deputy Program	Provide enhanced law enforcement services to Bay Point to enhance the ability to significantly improve residents' quality of life.	\$ 276,217.00	\$ 200,000.00
81	Contra Costa County Office Of The Sheriff	Bay Point School Resource Officer (SRO) Program	Provide one uniformed officer within the Mt. Diablo School District in Bay Point to establish a safe school environment and promote the positive development of Bay Point youth.	\$ 276,217.00	\$ 200,000.00
82	Contra Costa County Office Of The Sheriff	Office of the Sheriff's Annual Bay Point Bike Safety Rodeo	Assist in financing the Office of the Sheriff's the annual Bay Point Christmas Dinner and Toy Drive. The event is free to Bay Point residents and targets local youth.	\$ 5,000.00	\$ 5,000.00
83	Contra Costa County Office Of The Sheriff	Office of the Sheriff's Annual Christmas Dinner and Toy Give Away	Assist in financing the Office of the Sheriff's annual Bay Point Christmas Dinner and Toy Drive. The event is free to Bay Point residents and targets local youth.	\$ 9,500.00	\$ 8,000.00
84	Contra Costa County Public Works Department	East County Beautification Program	Provide community beautification through roadside cleanup of litter, trash, appliances, tires, abandoned vehicles and other waste materials, as well as landscape maintenance in unincorporated areas of Bay Point in District V.	\$ 50,000.00	\$ 50,000.00
85	Contra Costa County Health, Housing And Homeless Services	Calli House Youth Shelter	Provide shelter and reunification services to runaway and homeless youth ages 14-21 in Contra Costa County. The funds will be used to support 20 homeless youth from Primary and Secondary Target areas of District V.	\$ 10,000.00	\$ 10,000.00
86	Contra Costa County Library - Antioch Branch	New tables and chairs for the children's area of the Antioch Library.	Replace tables and chairs in the children's area of the Antioch Library.	\$ 10,000.00	\$ 5,000.00
	Contra Costa County Library-Bay Point Library	Public bathrooms for the Bay Point Library	The Mt. Diablo Unified School District, in partnership with the Contra Costa County Library, will purchase a modular public bathroom to be located at Riverview Middle School for Bay Point Library patrons.	\$ 100,000.00	\$ -
87	Contra Costa County County Counsel	Code Development and Compliance Attorney	Provide legal support to the Board of Supervisors, Department of Conservation and Development, and other staff responsible for the effective and timely development, adoption, implementation, and enforcement of zoning, building, housing, and other ordinances.	\$ 95,000.00	\$ 95,000.00
88	Contra Costa Workforce Development Board Of Contra Costa	Small Business Development Center	Design and implement a process to enhance business recruitment efforts into industrial land along the northern waterfront in Bay Point, Pittsburg, and Antioch. At least four businesses will be recruited during the year. We target low-to-moderate (LMI) residents and those with barriers to employment because small businesses are assets to be leveraged.	\$ 35,000.00	\$ 20,000.00
				\$ 1,239,934.00	\$ 958,000.00

District V Initiatives (Org 1580)

89	Bay Point MAC	Municipal Advisor Committee Operations and Projects	Funding will support the advisory council's activities throughout the year. The MAC provides advice and recommendations to the Contra Costa County Board of Supervisors on planning issues and services provided in Bay Point.	\$ 2,500.00	\$ 2,500.00
90	Peace in the Streets/Youth Summit/NonProfit Development Workshop/Small Business Workshop/Relay for Life	Seminars/Summits	Funding will support several community events including: Peace in the Streets, Youth Summit, Small Business Workshops, Grant writing seminars and participation in Relay For Life. These events provide opportunities to enhance and educate residents in the KCMF target areas.	\$ 50,000.00	\$ 50,000.00
91	District V Interns	Internships	Funding will provide a stipend for summer and winter internships at the District V office.	\$ 20,000.00	\$ 20,000.00
92	District V Technology Upgrades	Computer and Presentation Equipment	Purchase of computer and presentation equipment for the multiple programs and events conducted in East County by District V staff.	\$ 10,000.00	\$ 10,000.00
93	KCMF Review Committee/Keller Reception	Network Event	Funding will support the annual reception for service providers who receive funding from the Keller Canon Mitigation Fund. Participants share with attendees the scope and nature of the services they provide and collaborate on service expansion. The allocation includes the cost of food, rental and other charges related to the reception.	\$ 2,500.00	\$ 2,500.00
94	Development of KCMF On-Line Application/Reporting System	Benevity	Development of an on-line application and reporting system to streamline processes and achieve greater program efficiencies.	\$ 25,000.00	\$ 25,000.00
95	District V	Bay Point Holiday Dinner and Toy Giveaway	Provide family photos at the annual Bay Point Holiday Dinner.	\$ 1,500.00	\$ 1,500.00
				\$ 111,500.00	\$ 111,500.00

Appropriation & Award Totals: \$

1,466,120.00

Keller Canyon Mitigation Funds
FY 2018/19
Available Allocation Calculation

FY 2017/18	
Fund Balance Calculation	
	Estimates as of 7/31/18
FY 2016/17 Ending Fund Balance	499,330
FY 2017/18 Revenue	1,424,676
Total FY 2017/18 Revenue (a)	1,924,006
FY 2016/17 Carry-over Expenditures	-
FY 2017/18 Projected Expenditures	1,188,521
FY 2017/18 Projected Accrued Expenses*	69,090
Total FY 2017/18 Projected Expenditures (b)	1,257,611
FY 2017/18 Projected Ending Fund Balance (a-b)	666,395

FY 2018/19 Projected	
Revenue/Expenses	
FY 2018/19 Projected Revenue	1,327,424
Less 20% (per KCMF Policy II.G)	(265,485)
Subtotal	1,061,939
FY 2017/18 Projected Ending Fund Balance	666,395
BOS July 10, 2018 One-Time Allocation for Radiologic Health Consultant	(150,000)
Total Available to Allocate (c)	1,578,335
FY 2018/19 Proposed Allocation Amount (d)	1,466,120
FY 2018/19 Unallocated Funds (c-d)	112,215

*Projected FY 2017/18 Expenditure Accruals

Choice in Aging	\$	24
Rainbow Community Center of Contra Costa County	\$	5,000
Craft Community Care Center, Inc. dba STS Academy (2)	\$	13,000
Shelter, Inc. of Contra Costa County	\$	8,700
Ambrose Recreation & Park District (2)	\$	1,271
Arts & Cultural Foundation of Antioch	\$	2,500
CCC Clerk-Recorder (Elections Dept.)	\$	7,000
Pittsburg Police Department	\$	5,000
Pittsburg Arts & Community Foundation	\$	4,000
City of Pittsburg Recreation Department	\$	11,833
District V Initiatives	\$	761
Community Violence Solutions	\$	10,000
	\$	<u>69,090</u>



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: August 7, 2018

Subject: RESPONSE TO CIVIL GRAND JURY REPORT NO. 1807, "Minimiing School Casualties During an Active Shooter"

RECOMMENDATION(S):

Acting as the Governing Board of Contra Costa County and the Contra Costa County Fire Protection District:

1. APPROVE response to Civil Grand Jury Report No. 1807, "Minimizing School Casualties During an Active Shooter", and
2. DIRECT the Clerk of the Board to forward the response to the Superior Court immediately following Board action.

FISCAL IMPACT:

No fiscal impact. This is an informational report.

BACKGROUND:

On May 25, 2018 the 2017/18 Civil Grand Jury filed the above-referenced report regarding funding of the East Contra Costa Fire Protection District.

The Report was referred to the County Administrator by the Board of Supervisors on June 12, 2018 for response. The County Administrator has prepared a response for consideration by the Board of Supervisors, which clearly specifies:

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Timothy Ewell, (925)
335-1036

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Whether a finding or recommendation is accepted or will be implemented;

- If a recommendation is accepted, a statement as to who will be responsible for implementation and by what definite target date;
- A delineation of the constraints if a recommendation is accepted but cannot be implemented within a six-month period; and
- The reason for not accepting or adopting a finding or recommendation.

CONSEQUENCE OF NEGATIVE ACTION:

In order to comply with statutory requirements, the Board of Supervisors must provide a response to the Superior Court within ninety days of submission of the report.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

Grand Jury Report No. 1807, "Minimizing School Casualties During an Active Shooter Incident"
Response to Grand Jury Report No. 1807, "Minimizing School Casualties During an Active Shooter Incident"

A REPORT BY
THE 2017-2018 CONTRA COSTA COUNTY GRAND JURY
725 Court Street
Martinez, California 94553

Report 1807

Minimizing School Casualties During an Active Shooter Incident

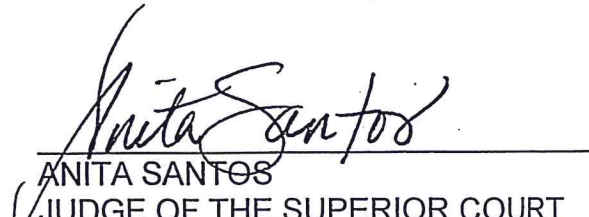
APPROVED BY THE GRAND JURY

Date May 25, 2018


MARIO GUTIERREZ
GRAND JURY FOREPERSON

ACCEPTED FOR FILING

Date 5/24/2018


ANITA SANTOS
JUDGE OF THE SUPERIOR COURT

Contra Costa County Grand Jury Report 1807

Minimizing School Casualties During an Active Shooter Incident

**TO: Contra Costa County Board of Supervisors,
Governing Board of the Acalanes Union High School District,
Contra Costa County Fire Protection District Board of Directors**

SUMMARY

Between the 2012 Sandy Hook Elementary School massacre and May 18, 2018, there have been 240 School Shootings nationwide resulting in 148 individuals killed and 310 wounded. From January 2017 to May 11, 2018, California schools experienced seven active shooting incidents, resulting in three individuals killed and six wounded. The trauma of these events prompted law enforcement agencies and first responders across the country to search for solutions on how to minimize casualties in an active shooting incident.

No active shooting incidents have occurred on school campuses in Contra Costa County (County). The Contra Costa County Civil Grand Jury (Grand Jury) conducted an investigation to determine what preparations law enforcement agencies have made to respond to such an incident in the County, should one occur. The Grand Jury reviewed current practices of County law enforcement and paramedics serving the County. The investigation focused on high schools, where most school shootings have occurred.

County law enforcement training procedures require the first officer or deputy who arrives at a school shooting incident to immediately enter the building to stop the shooter. Previously, procedures required waiting for other officers to arrive. The Office of the Sheriff has begun training Contra Costa County Fire Protection District (Fire District) and American Medical Response (AMR) paramedics to enter school buildings, escorted by law enforcement, to attend to injured victims before the entire structure is cleared of the shooter(s). In past shootings throughout the nation, delays in reaching injured victims have resulted in a loss of lives as wounded victims have died within minutes.

Fire District and AMR paramedics are currently prohibited from entering a school building during an actual active shooter incident due to lack of training and lack of ballistic protection equipment.

The Grand Jury surveyed the Acalanes Union High School District's four high schools (AUHSD), at one of which local police ran an active shooter exercise. The goal of the survey was to determine whether the AUHSD has provided teachers written guidelines on responding to an active shooter breaking into the classroom. Although most teachers and students have received verbal guidance on dealing with an armed classroom intruder, they have not received specific written instructions developed jointly by the AUHSD and the local police.

The Grand Jury recommends that the County Board of Supervisors (BOS) consider seeking funds to finance ballistic protection for Fire District paramedics. The Grand Jury further recommends that the BOS continue funding the County Sheriff's Office active shooter training program for paramedics and law enforcement. In addition, the Grand Jury recommends that the AUHSD Governing Board consider requiring its four high schools to work directly with local police to develop and implement specific written guidelines for teachers and students on how to handle classroom break-ins by an active shooter.

METHODOLOGY

In the course of its investigation, the Grand Jury:

- Interviewed city police chiefs
- Participated in a County-run law enforcement/paramedic high school campus 'active shooter' training scenario
- Surveyed County school districts and law enforcement agencies
- Attended an 'active shooter' seminar given to teachers by a police chief
- Interviewed school district superintendents within the County
- Interviewed senior County Fire District staff members
- Interviewed a high school principal
- Interviewed high school teachers

BACKGROUND

The Grand Jury investigated current County law enforcement and paramedic response procedures regarding active shooting incidents on high school campuses. The investigation focused on high schools, where most shootings occur. News media

reported that of the fourteen active shooter incidents that occurred in American K-12 schools between January 1 and May 18, 2018, eleven involved high schools.

County law enforcement agencies define an 'active shooter' as a person who fires a gun with the intent to kill individuals in a confined, populated public space without any prior demands. According to Gun Violence Archive, a nonprofit independent database that tracks gun violence, 2017 was the deadliest year of mass shootings in American history.

As of May 18, 2018, there have been 240 school shootings nationwide since a gunman killed 20 kindergarteners and six staff members at Sandy Hook Elementary School in 2012. In those episodes, 148 were killed and 310 people were wounded. Seventeen of the 240 shootings were classified as mass shootings, events in which four or more people are shot.

Seven active school shootings occurred in California from January 2017 to May 11, 2018. These incidents resulted in three deaths and six people injured.

Contra Costa County has not experienced an active shooter incident on a school campus. However, the County Sheriff's Office and local police departments are preparing for such an incident, should one occur, by revising and accelerating their active shooter training program. Some live law enforcement training exercises have been conducted jointly with paramedics from County Fire and AMR. Paramedics from AMR provide ambulance and paramedic services under contract with the County.

DISCUSSION

Traditional Emergency Response Procedures in the United States

To date, shooters at high schools have been young males whose goal was killing as many people as possible in a short period of time. The challenge for paramedics during an active shooter incident has been to reach victims quickly. County law officials estimate that securing a school during a shooting incident can take two or more hours. Police consider a school secure only when they are certain that every space on every floor within that school is clear of a shooter.

Prior to 1999, federal and state response procedures required the first police officers on the scene to establish a perimeter and wait for SWAT units to arrive. Similarly, fire department paramedics were required to stage in a safe zone blocks away and wait for law enforcement to secure the school. This delayed the treatment of victims, who may have only minutes to live, and allowed the shooter to continue causing casualties.

The 1999 Columbine High School shooting incident in Littleton, Colorado, was a learning experience for law enforcement, according to David Billings, "EMS Under Fire: Manchester Fire/Rescue," (2014). When the first law enforcement officers and fire

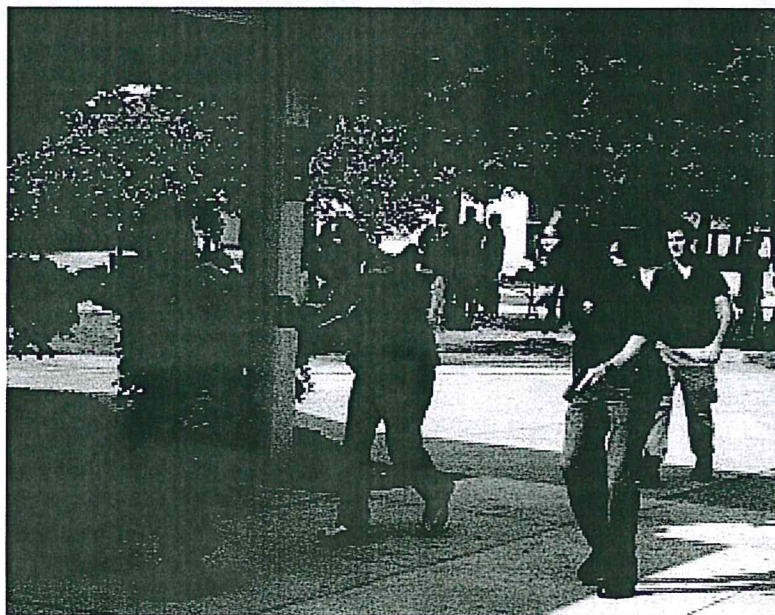
department paramedics arrived at Columbine, they waited 45 minutes for SWAT. During that time, an additional ten people were killed.

Based on the experience gained from previous school shootings, law enforcement agencies across the nation have determined that assembling an officer entry-team takes too long. As a result, numerous law enforcement agencies have adopted a policy of immediately engaging the active shooter when the first officer arrives.

Current County Emergency Response Training Procedures

Fire District and AMR personnel recognize the value of offering medical aid inside the school building, as soon as possible, even before the entire structure has been secured by law enforcement. However, the Fire District cannot set a policy allowing paramedics to enter an uncleared building with a police escort until all paramedics, including those employed by AMR, have been thoroughly trained and are provided with ballistic protection equipment.

In September 2017, Grand Jury members attended a County-run active shooter training exercise for law enforcement and paramedics. The exercise demonstrated the basic procedures for an active shooter scenario on a school campus.



Courtesy of DanvilleSanRamon.com
Active Shooter Simulation at a Danville High School

The exercise began with one or two officers entering the school to search for the active shooter(s). As additional law enforcement units arrived, they formed Protection Task Force (PTF) teams to stop the shooter and prevent further loss of life. PTF teams were instructed to bypass the wounded and seek out the shooter in order to protect other potential victims.

When Fire District and AMR units arrived, they formed a unified command with law enforcement. The joint command facilitated close coordination between paramedic Rescue Task Force (RTF) teams and PTF teams throughout the exercise. The PTF Command Officer made security assessments and decisions regarding the movement of RTF personnel within the threat areas.

RTF actions are based on the operational concept of threat zones. This concept is endorsed by the International Association of Fire Fighters, the United States Fire Administration and other organizations. It includes the following three threat zones:

- Hot Zone: the area where there is an immediate life threat and where RTF teams will not operate
- Warm Zone: the area where the threat to RTF members is greatly reduced but not absent
- Cold Zone: the RTF staging area near the building(s), where no threat exists

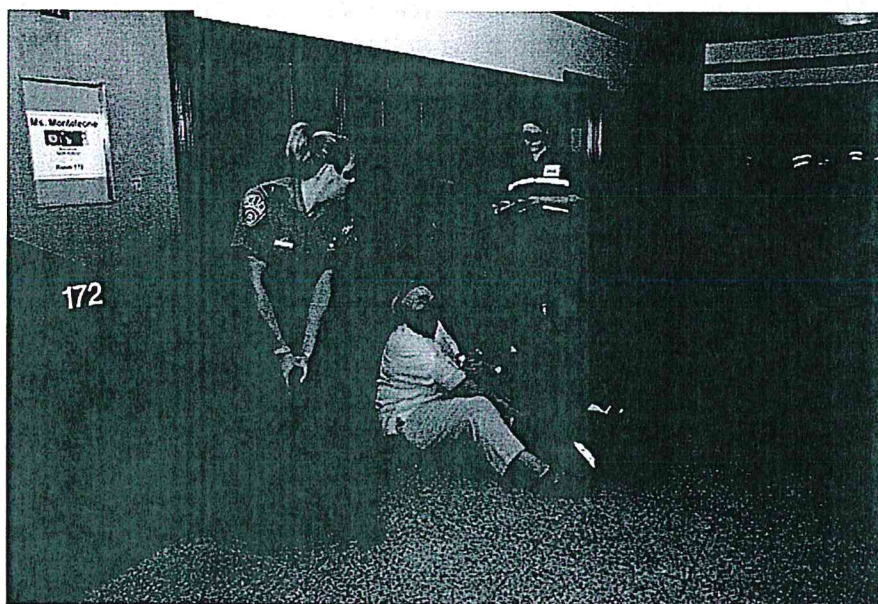


Photo Courtesy of E. Reed Smith

Paramedics and law enforcement practice response in the Warm Zone

The September 2017 active shooter exercise included the training of County paramedics for operations inside Warm Zones. PTF teams aided paramedics by radioing them the type of weapon and ammunition used on the wounded.

Responses to school shootings typically involve over 150 PTF and RTF personnel. The PTF Commander tracks the progress of all teams. An RTF member operates the radio inside the building with codes common to law enforcement and paramedics. A law

enforcement officer stated that communication among large numbers of task force personnel is a major challenge.

In 1999, the United States Fire Administration suggested that firefighters be outfitted with protective armor and escorted by law enforcement into Warm Zones to provide rapid medical interventions. In 2012, the New York City Police Counterterrorism Bureau examined over a decade of active shooter incidents. The study revealed that most deaths occur within six minutes from the time a shooting spree begins. Thus, the goal of County RTF teams is to gain access to Warm Zones as soon as safely possible, escorted by County PTF personnel.

The Fire District has not requested funds for ballistic equipment because their RTF Program has not been adopted by the County BOS. A new vest and Kevlar helmet set costs between \$600 and \$1300, depending on versatility, adjustability, comfort, weight, and level of protection. Provisioning all 126 paramedics currently serving with the Fire District would cost between \$75,600 and \$163,800.

AMR paramedics operate under contract with the County. Because AMR is a private company, it would have to fund its own ballistic protection equipment. AMR has no provision for allowing its paramedics to enter Warm Zones. According to senior AMR staff, paramedics employed by AMR would only be allowed to enter Warm Zones if they were trained, volunteered as private citizens, and had their own ballistic protection.

Guidelines for County School Districts in Case of an Active Shooter Incident

Survey of County School Districts

The Grand Jury surveyed all County school districts to understand the procedural guidelines they follow in the event of an active shooting incident.

- Most districts have annual active shooter/lockdown drills for staff and students at one of their high schools during school hours. Law enforcement and/or the fire department occasionally observes these drills.
- Most districts host annual active shooter training for law enforcement during non-school hours at one of their high schools. The fire department sometimes participates.
- Most districts are working with local police to understand the Run-Hide-Fight strategy to help teachers respond appropriately during an active shooter incident.
- A small number of teachers have received individual instruction from law enforcement on how to respond to an active shooter breaking into their classroom.
- Most districts have a police resource officer on duty at their high school(s). In case of an active shooter incident, these officers could immediately respond.

Run-Hide-Fight Strategy

Numerous schools in the County have adopted the Run-Hide-Fight strategy recommended by local law enforcement as a means of responding to an active shooting on a campus. Actions under this strategy depend on an individual's proximity to the shooter. Based on the strategy, defensive actions are:

- Run: seek an immediate escape route and leave belongings behind.
- Hide: find an area out of the shooter's view and try to block entry to it.
- Fight: as a last resort, attempt to incapacitate the shooter with physical aggression.

The Run-Hide-Fight strategy is endorsed by federal preparedness and response organizations. These include the U.S. Departments of Justice, Homeland Security, and Health and Human Services. ("Mass Shootings and Why Lockdown Fails," SafePlans, 2017)

If a shooter suddenly becomes active on a school campus in the County, the school is immediately put on Lockdown. Teachers ensure their classroom doors are locked. Staff and students not in the classroom are advised to carry out the Run-Hide-Fight strategy.

Law enforcement experts recommend that teachers and students stay inside a secured room. However, if the shooter breaks into the classroom, teachers and students are advised to use the Fight strategy.

Survey of the Acalanes Union High School District

The Grand Jury surveyed the four high schools comprising the Acalanes Union High School District (AUHSD) to determine whether teachers have received written guidelines on responding to a classroom break-in by an active shooter. The survey indicated that:

- One school provides general guidance to staff in the Lockdown section of its Emergency Handbook.
- One school uses guidance based on police briefings at faculty meetings.
- The other two schools are working with local police or the on-site resource police officer to develop more specific written guidelines for teachers.
- Most AUHSD teachers have received guidance on the Fight portion of the Run-Hide-Fight strategy.

At this time, there are no written guidelines for AUHSD students on how to counter an active shooter breaking into their classroom. Students have been given annual verbal guidance and one school is working with local police to formulate written guidelines for students.

FINDINGS

- F1. The County has supported training to coordinate law enforcement and paramedic response to an active shooting incident at a school.
- F2. Fire District paramedics are unable to operate in Warm Zones because not all paramedics are thoroughly trained in joint operations with law enforcement.
- F3. Fire District paramedics are unable to enter Warm Zones because they lack ballistic protection equipment.
- F4. Deaths during active shooter incidents can be minimized if paramedics reach victims quickly.
- F5. The AUHSD currently has no written guidelines for teachers or students on how to counter an active shooter breaking into their classroom.
- F6. Two AUHSD schools are working with local police to develop specific written guidelines on how teachers should respond to a classroom break-in by an active shooter.

RECOMMENDATIONS

- R1. The County Fire Protection District Board of Directors should consider seeking funds, in time for the FY2019-2020 budget cycle, to finance ballistic protection gear for Fire District paramedics.
- R2. The County Board of Supervisors should consider continuing to fund the training (provided by the Office of the Sheriff) of all Fire District paramedics to operate in Warm Zones.
- R3. The Governing Board of the AUHSD should consider requiring all four high schools, by November 1, 2018, to begin working directly with local police to develop specific written guidelines for teachers and students on how to respond to a classroom break-in by an active shooter.
- R4. The Governing Board of the AUHSD should consider implementing, by April 1, 2019, all active shooter guidelines jointly developed with local police.

REQUIRED RESPONSES

Responder	Findings	Recommendations
Contra Costa County Board of Supervisors	F1	R2
Governing Board of the AUHSD	F5, and F6	R3, and R4
Contra Costa County Fire Protection District Board of Directors	F2, F3, and F4	R1

These responses must be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to ctadmin@contracosta.courts.ca.gov and a hard (paper) copy should be sent to:

Civil Grand Jury – Foreperson
725 Court Street
P.O. Box 431
Martinez, CA 94553-0091



CONTRA COSTA COUNTY CIVIL GRAND JURY REPORT NO. 1807

"Minimizing School Casualties During an Active Shooter"

JOINT RESPONSE OF THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS & CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

FINDINGS – *California Penal Code Section 933.5(a) requires a response to the designated findings of the Grand Jury.*

- F1. The County has supported training to coordinate law enforcement and paramedic response to an active shooting incident at a school.**

Response: Agree.

- F2. Fire District paramedics are unable to operate in Warm Zones because not all paramedics are thoroughly trained in joint operations with law enforcement.**

Response: Partially Disagree. In 2016, the District, representing all fire agencies in Contra Costa County, met with representatives of several law enforcement agencies to express concerns about the varied expectations of fire district personnel by law enforcement agencies during "active shooter" incidents. Some law enforcement agencies expect fire district personnel to enter into the Hot or Warm Zones (defined as areas where potential danger exists) in order to provide treatment to victims. During recent events, some fire agencies were considering this type of operation and others were not; however, none were prepared to enter Hot or Warm Zones. The District and neighboring fire agencies agreed that it would be best to establish a consistent level of response to these types of incidents in order to avoid confusion during such events. At the time of the 2016 meeting, representatives from law enforcement agencies agreed to a consistent level of expectation of fire agencies throughout the county: all fire district personnel will wait in Cold Zones (defined as an area where there is little to no danger from the assailant) and treat victims who are brought to them. It was also agreed that once that new expectation reached a level of operational consistency, that the District and neighboring fire agencies would begin to

consider how best to provide treatment to victims located in Warm and Hot Zones.

The District and neighboring fire agencies have completed a significant amount of training with law enforcement agencies throughout the County. During these training sessions, best practices have been documented and reinforced to assure that if and when operational procedures are changed to allow firefighters to operate in the Warm or Hot Zones, the operation will be performed in a careful, calculated, and strategic manner in order to provide as much safety as possible to all public safety personnel and victims. Additional training is still needed to ensure that all potential issues are identified and mitigated prior to implementing these new operations.

F3. Fire District paramedics are unable to enter Warm Zones because they lack ballistic protection equipment.

Response: Partially Disagree. While it is true that one of the limiting factors that keeps fire district personnel from operating within the Warm or Hot Zones at an active shooter incident is the lack of ballistic personal protective equipment (BPPE), there are more considerations that must be recognized.

1. Entering into an area where an armed and dangerous person is present is a major change to a firefighter's scope of work. Although firefighters are accustomed to operating in dangerous environments, working in and around areas with armed criminals and terrorists has traditionally been a law enforcement-only operation. Sending unarmed personnel into a Warm or Hot Zone where there may be an armed assailant would not be appropriate without proper procedures in place. As such, fire and law enforcement agencies must meet, confer, and train before a new operational strategy can be deployed.

2. This type of operation is evolving, and tactics are changing very quickly. Fire and police must ensure that the benefits outweigh the risks before moving forward.

3. BPPE has traditionally been designed for use in typical law enforcement operations, but not for fire district personnel when treating and moving victims. Because the purchase of this type of equipment is a significant expense, careful research must be completed to assure that the purchased equipment will be both useful and effective when added to the equipment that a firefighter is currently outfitted with.

F4. Deaths during active shooter incidents can be minimized if paramedics reach victims quickly.

1. Response: Agree. Statistics indicate that treating gunshot victims as quickly as possible provides the best possible chances for survival. This data is driving the

development of new procedures for firefighters at “active shooter” incidents and other Intentional Multi-Casualty Incidents (IMCI’s). Through training sessions and after action studies of real active shooter incidents, the District intends to determine exactly how to work alongside law enforcement agencies in a safe and efficient manner. District subject matter experts are working with experts from around the country to determine the best way for firefighters to provide medical treatment as quickly as possible while providing for their own safety.

RECOMMENDATIONS - *California Penal Code Section 933.05(b) requires a response to the designated recommendations of the Grand Jury.*

- R1. The County Fire Protection District Board of Directors should consider seeking funds, in time for the FY 2019/20 budget cycle, to finance ballistic protection gear for Fire District paramedics.**

Response: **The recommendation requires further analysis.** As previously stated, the District and other fire agencies continue to work with law enforcement to identify the safest way to provide emergency medical services to victims in Warm and Hot Zones with maintaining the safety of unarmed fire district personnel. The county fire agencies, including the District, and law enforcement will continue to work together to determine how best to deploy emergency medical services to victims in Warm and Hot Zones. This includes comprehensive discussions about training, equipment and response strategies. Purchasing BPPE prior to developing a comprehensive approach to fire agency medical response to “active shooter” incidents may be premature.

- R2. The Board of Supervisors should consider continuing to fund the training (provided by the Office of the Sheriff) of all Fire District paramedics to operate in Warm Zones.**

Response: **This recommendation requires further analysis.** The County budget process begins in January and concludes in May of each year. Although the Board is supportive of the continuation of providing funds for the training of District paramedics in Warm Zones, we cannot formally commit to funding expenditure appropriations until a vote is taken on the budget each year.



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: August 7, 2018

Subject: Authorization to Allocate and Expend North Richmond Integrated Resource Recovery Facility (IRRF) Mitigation Fees Received from the IRRF Operator

RECOMMENDATION(S):

AUTHORIZE the ongoing expenditure of Integrated Resource Recovery Facility (IRRF) Mitigation Fees collected by the operator of the IRRF paid directly to the County in accordance with the County’s Policy Governing Special Revenues and the proposed allocation parameters described below:

1. Payment of salary and benefit costs for up to one Resident Sheriff Deputy assigned to work in North Richmond as follows: (a) \$124,849.30 for the period between October 1, 2017 and June 30, 2018; and (b) an amount not to exceed \$200,000 per year for ongoing services;
2. Maintenance costs for the Fred Jackson Way median improvements, between Grove Avenue and Chesley Avenue in North Richmond in an amount not to exceed \$6,000 per year; and
3. Costs for staff time dedicated to administering the use of IRRF Mitigation Fee funding as follows: (a) an amount not to exceed \$12,400 for past staff work; and (b) an amount not to exceed \$2,000 per year for ongoing services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Supervisor John Gioia,
510-231-8686

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

FISCAL IMPACT:

Although this is not expected to have a direct impact on the County General Fund, authorizing use of IRRF Mitigation Fee funding to pay for the recommended expenditures helps offset some costs that would otherwise most likely be paid from the County General Fund.

BACKGROUND:

The Board of Supervisors approved a Policy Governing Special Revenues on December 3, 2013. In accordance with Section 3.b of said Policy, this Board Order affirms how IRRF Mitigation Fees which originate in District I and are paid directly to the County by the IRRF operator are proposed to be allocated and used.

HISTORY

On July 13, 1993, the County Board of Supervisors (Board) approved land use permit (LUP) 2053-92 authorizing the construction and operation of the IRRF. The IRRF is permitted as a transfer station and recycling center, which primarily functions as a public recyclable drop-off and processing facility that handles a wide range of materials (including those collected curbside in West County as well as a full range of household hazardous wastes). The LUP includes a condition establishing a Host Community Mitigation Fee ("Fee") to help offset the potential impacts the transfer station activity would have on the surrounding North Richmond community. This Fee is collected on a per ton basis for all incoming non-hazardous solid waste and processible materials. The Fee amount is subject to annual adjustment based on the change in the Consumer Price Index (CPI); it was initially \$2.00 per ton when the IRRF began operations in 1996 and most recently increased to \$3.74 per ton effective January 1, 2018.

The West Contra Costa Integrated Waste Management Authority (Authority) is a joint powers authority which did not include the County at the time it was initially formed. In order to help facilitate approval of bond financing to fund the development of the IRRF, the Board approved a contract between the County and the Authority on May 25, 1993 (County-Authority Contract).. Upon execution of the 1993 contract, the County became an ex-officio member of the Authority. The contact contained various other provisions deemed necessary by the bank in order to obtain approval for the IRRF bond financing. One such bond financing requirement mandated that IRRF Mitigation Fees be paid to and administered by the Authority pursuant to the terms of the 1993 contract.

As provided for by the County-Authority contract and LUP 2053-92, the Board delegated authority for administering a number of LUP conditions to the Authority, including the Mitigation Fee condition. In accordance with the bond financing requirements, Fees collected by the IRRF operator were paid to the Authority from the time the facility opened in 1996 until the bonds were paid off on December 31, 2013.

PAST USES OF MITIGATION FEES RECEIVED FROM THE AUTHORITY

All Mitigation Fees paid on waste stream tonnage received at the IRRF on or before December 31, 2013 were paid directly to the Authority by the operator. The Authority approved the County's request for funding and allocated all Mitigation Fee revenue received directly from the operator to the County for various proposed uses intended to benefit North Richmond. Over time, the County's use of Mitigation Fee funding narrowed down to two items. The first was the offsetting costs to maintain the median improvements along Fred Jackson Way in North Richmond which started in about 2002. The second has been funding a Resident Sheriff's Deputy in North Richmond. The Mitigation Fee revenue collected through calendar year 2013 has been utilized to fund these costs until the balance had been drawn down in fiscal year (FY 2017-18).

RECOMMENDED ALLOCATION OF MITIGATION FEES RECEIVED FROM THE OPERATOR

In accordance with the County's policy governing Special Revenue Funds which require concurrence by the District Supervisor, this funding allocation proposal is being sponsored by District I Supervisor John Gioia in order to facilitate continued funding of the below described activities to serve North Richmond on an on-going basis. The recommendation pertains to the use of Fee funding paid by the operator directly to the County, which are Fees collected for the period beginning on January 1, 2014. If the recommended expenditures are authorized by the Board, DCD staff will continue allocating funds to help pay for both of the existing on-going activities listed as # 1 and 2 below as well as provide for reimbursement of costs for staff time spent administering this funding.

The amount of tonnage subject to this Mitigation Fee varies from year to year so the amount of per ton Fee revenue actually generated annually fluctuates. Since the Mitigation Fees have been paid directly to the County starting in January 2014, the annual Fee revenue has ranged from a low of \$148,682.08 to a high of \$212,254.96 per calendar year. Payments made directly to the County by the operator total \$787,730.30 between January 2014 and March 2018, all of which remains on deposit. DCD deposits Mitigation Fee revenue into a segregated account and will only use these monies in accordance with the authorization to be provided by the Board of Supervisors.

1. Resident Deputy Salary & Benefits: The vast majority of the Mitigation Fee funding is proposed to be used to help pay for salary and benefit costs for up to one full-time Resident Sherriff's Deputy position assigned to North Richmond. During the period between January 2014 and December 2017, the average amount needed to pay a proportion of the assigned Resident Deputy position was \$34,790.24 per quarter, with a quarterly high of \$51,908.07. Average salary and benefit costs will increase in the future, however amount of funding recommended to be allocated for this purpose would be based on funding availability rather than being proportional to future changes in actual salary and benefit costs. Funding already on deposit is recommended to be used to reimburse the full amount invoiced for this Deputy's salary and benefit costs between October 1, 2017 and June 30, 2018 totaling \$124,849.30. For the period beginning July 1, 2018, the funding allocation is recommended to be based upon the amount invoiced for actual salary and benefit costs, not to exceed \$200,000 per year.

2. Maintenance of Median improvements along Fred Jackson Way Between Grove Avenue and Chesley Avenue, North Richmond: Only a small amount of funding is needed and therefore proposed to be used to pay the Public Works Department to maintain the median public improvements along this block of Fred Jackson Way. During the period between January 2014 and December 2017, the average cost to maintain the median ranged between roughly \$140 and \$200 a month, with a monthly high of \$347.20. Average monthly median maintenance costs are likely to increase in the future, however reimbursement for said costs is recommended to be limited to no more than \$500 per month (not to exceed \$6,000 per year).

3. Staffing to Administer Funding: This recommended expenditure is solely intended to allow for reimbursement of cost for staff time spent administering the Mitigation Fee funding, including processing incoming payments (revenue), processing expenditures to reimburse the other County Departments (expenditures), maintaining related records and any other actions necessary to demonstrate funding is properly accounted for. If the Board authorizes reimbursement for DCD staff work directly associated with administering funds as recommended, funding would be used to cover some past and future staff costs. An amount not to exceed \$12,400 would be used to cover past staff costs associated with the one-time reconciliation process needed to facilitate establishment of a dedicated fund (account), the subsequent internal audit process and coordination of this recommended expenditure authorization. Reimbursement for

future DCD staff costs will be limited to no more than \$2,000 annually, with the exception of any year in which an internal audit is conducted. Board approval is needed for expenditures exceeding \$2,000 per year.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not authorize expenditure of IRRF Mitigation Fee funding, the Mitigation Fee revenue balance would continue to increase until such time as the Board of Supervisors approved other allowable expenditures in accordance with County Policy Governing Special Revenues. The current on-going activities (expenditures) recommended for funding could only continue if an equivalent amount of funding from some other source is identified and secured.



**Contra
Costa
County**

To: Board of Supervisors
From: Robin Lipetzky, Public Defender
Date: August 7, 2018

Subject: Reimbursement of criminal defense witness travel and food expenses

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller to pay up to \$1,000 in reimbursements to criminal defense witnesses for travel and food expenses incurred on April 22, 2018 through June 30, 2018.

FISCAL IMPACT:

This cost is to be funded through the Public Defender's budget. 100% General Fund.

BACKGROUND:

It is often necessary in providing support to clients of the Public Defender to bring witnesses in from out-of-county or out-of-state and pay the travel, food and lodging costs of these witnesses. Many of these individuals do not have the money to pay for their travel expenses and seek reimbursement; therefore, the Office of the Public Defender must be ready in every case to reimburse witnesses. Meal rate and travel/mileage reimbursement would be aligned with Expense Reimbursement Management Bulletin 204.13 and the current IRS mileage reimbursement rates will be applied.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this request will result in the Public Defender's Office being unable to reimburse witnesses for their travel expenses when providing vital support for criminal trials. This may reduce the willingness and availability of key defense witnesses, which could adversely affect the case outcome.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** 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: August 7, 2018

Contact: Joanne Sanchez-Rosa,
925-865-8065

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

By: , Deputy

cc: