

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
September 11, 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 LEGAL COUNSEL--EXISTING LITIGATION (Gov. Code, § 54956.9(d)(1))

1. *Masood Noman and Gulshan Noman v. County of Contra Costa et al.*, Alameda County Superior Court Case No. RG17876124

C. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

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

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

Inspirational Thought- *"September 11, 2001, revealed heroism in ordinary people who might have gone through their lives never called upon to demonstrate the extent of their courage."* ~ Geraldine Brooks

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.177 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 of Colors by ConFire Local 1230 and a moment of silence for 9-11. (Supervisor Mitchoff)
- PR.2** PRESENTATION recognizing September 2018 as National Recovery Month in Contra Costa County. (Supervisor Glover)
- PR.3** PRESENTATION recognizing September 2018 Suicide Prevention Month in Contra Costa County. (Jennifer Bruggeman, Behavioral Health Services)

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

- D.3** CONSIDER appointing the Board of Supervisors to serve as the Governing Board for the West Contra Costa Healthcare District, effective January 1, 2019, as authorized by Health and Safety Code section 32100.8(b) and take related actions. (Anna Roth, Health Services Director)

D. 4 CONSIDER reports of Board members.

Closed Session

***ADJOURN in memory
of the many lives lost in the tragedy of 9-11 seventeen years ago today.***

CONSENT ITEMS

Road and Transportation

- C. 1** APPROVE the conveyance of surplus real property identified as Assessor's Parcel Number 162-251-014 located adjacent to 4370 Haag Road in Martinez to Christopher J. and Lisa C. Zaccaro, pursuant to Government Code Section 25526.5. and make related findings under the California Environmental Quality Act, as recommended by the Public Works Director, Martinez area. (100% Applicant Fees)
- C. 2** APPROVE the contingency fund increase of \$70,000 for a new contingency fund total of \$359,897 and a new payment limit of \$2,308,869, effective September 11, 2018; ADOPT Resolution No. 2018/468 accepting as complete the contracted work performed by Granite Rock Company for the Byron Highway and Camino Diablo Intersection Improvements Project, as recommended by the Public Works Director, Byron area. (23% Highway Safety Improvement Program Grant Funds, 17% Measure J Return to Source Funds, 12% East County Regional Area of Benefit Funds, 48% Local Road Funds)
- C. 3** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with R M A Group 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, Local Road Funds, Flood Control, and Airport Enterprise Funds)
- C. 4** ADOPT Traffic Resolution No. 2018/4476 to prohibit parking, stopping, or standing at all times on a portion of San Pablo Avenue (Road No. 0971C), as recommended by the Public Works Director, Crockett area. (No fiscal impact)
- C. 5** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with CH2M Hill, Inc., effective September 11, 2018, to increase the payment limit by \$97,935 to a new payment limit of \$962,712 and extend the term date to June 30, 2022, for professional engineering services for the Marsh Creek Road Bridges (#28C-0143 and 28C-0145) Replacement Project, Clayton area. (89% Federal Highway Bridge Program Funds, 11% Local Road Funds)
- C. 6** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Drake, Haglan & Associates, Inc., in an amount not to exceed \$1,403,456 for professional engineering services for the Byron Highway Bridge Replacement Project, for the period September 11, 2018, through June 30, 2025, Byron area. (89% Federal Highway Bridge Program Funds, 2% Department of Water Resources Funds, and 9% Local Road Funds)
- C. 7** RESCIND Traffic Resolution No. 2007/4250, adopted December 4, 2007, which prohibited parking or stopping at all times on a portion of Third Street (Road No. 1795G), except for those vehicles of individuals with disabilities, as recommended by the Public Works Director, Rodeo area. (No fiscal impact)

- C. 8** RESCIND Traffic Resolution No. 2008/4263, adopted June 17, 2008, which prohibited parking or stopping at all times, on a portion of Third Street (Road No. 1795G) except for those vehicles of individuals with disabilities, as recommended by the Public Works Director, Rodeo area. (No fiscal impact)

Engineering Services

- C. 9** ADOPT Resolution No. 2018/471 ratifying the prior decision of the Public Works Director, or designee, to fully close a portion of 2nd Street between Parker Avenue and John Street, on August 18, 2018, from 9:00 AM through 5:00 PM, for the purpose of Back to School Community Block Party, Rodeo area. (No fiscal impact)

Special Districts & County Airports

- C. 10** ADOPT Resolution No. 2018/469 accepting as complete the contracted work performed by Ghilotti Construction Company for the San Pablo and Wildcat Creeks Levee Remediation Project, as recommended by the Chief Engineer, North Richmond area. (63% Department of Water Resources Grant Funds and 37% Local Flood Control District Funds)
- C. 11** ADOPT Resolution No. 2018/473 accepting as complete the construction contract work performed by Thompson Builders Corporation for the Lefty Gomez Improvements – Concession and Picnic Areas, 470 Parker Avenue, Rodeo, as recommended by the Public Works Director. (No fiscal impact)
- C. 12** APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control and Water Conservation District, or designee, to apply for a grant from the State of California Wildlife Conservation Board Climate Adaptation and Resilience Grant Program, in an amount not to exceed \$1,250,000, for partial implementation of the North and South Reaches of the Lower Walnut Creek Restoration Project, Martinez area. (No County match)
- C. 13** APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Tamsie Irvan and William Crouse for a T-hangar at Buchanan Field Airport effective August 22, 2018 in the monthly amount of \$394.10. (100% Airport Enterprise Fund)
- C. 14** APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an amendment to the consulting services agreement with C & S Engineers, Inc. to add an additional subconsultant to perform disadvantaged business enterprise program updates required by the Federal Aviation Administration. (No fiscal impact)

Claims, Collections & Litigation

- C. 15** DENY claims filed by Cassandre Campbell, CSE Ins. For Darlene Drapkin, Nancy DiGaudio, Frankie Gray, Thomas Kensok, Geico subrogee of James and Mary Lafayette, LaShawna Rooney, Edgar Eli, Mendez Salgado, Manmeet Singh, State Farm Ins., a subrogee of James Ferris, Diane J. Thomas and Paul D. Thomas. DENY Amended claim filed by David Rorai. DENY late claim filed by Barry Edwards.

Honors & Proclamations

- C. 16** ADOPT Resolution No. 2018/463 to proclaim the Month of September, 2018 as National Recovery Month in Contra Costa County, as recommended by Supervisor Glover.
- C. 17** ADOPT Resolution No. 2018/477 supporting the Contra Costa County Office of Education and Sandy Hook Promise Partnership as recommended by Supervisor Mitchoff and Supervisor Andersen
- C. 18** ADOPT Resolution No. 2018/483 declaring September 2018 Suicide Prevention Awareness Month in Contra Costa County, as recommended by the Health Services Director.

Ordinances

- C. 19** ADOPT Ordinance No. 2018-26 amending the County Ordinance Code to exclude from the Merit System the classification of Chief Information Technology Security Officer-Exempt.
- C. 20** ADOPT Ordinance No. 2018-25, amending requirements regulating the collection and disposal of sewage and septic systems; ADOPT Resolution No. 2018/484, adopting the Health Officer Regulations for Sewage Collection and Disposal; and related actions under the California Environmental Quality Act, as recommended by the Health Services Director.

Hearing Dates

- C. 21 FIX a public hearing for October 16, 2018, to consider adopting a resolution to establish new rates and charges for Buchanan Field Airport and Byron Airport to be effective January 1, 2019. (100% Airport Enterprise Fund)

Appointments & Resignations

- C. 22 APPOINT Adam Novickas to the Alternate 1 seat on the Kensington Municipal Advisory Council, as recommended by Supervisor Gioia.
- C. 23 APPOINT Phillip Kammerer to the Appointee 4 seat on the Bethel Island Municipal Advisory Council, as recommended by Supervisor Burgis.
- C. 24 APPOINT John E. Kincaid to the District II Family Member seat on the Contra Costa County Mental Health Commission, as recommended by Supervisor Andersen.
- C. 25 APPOINT William Chong to the District II seat on the Contra Costa County Library Commission, as recommended by Supervisor Andersen.
- C. 26 APPOINT Carolyn Knoll to the District II Alternate seat of the Contra Costa County Library Commission, as recommended by Supervisor Andersen.
- C. 27 ACCEPT the resignation of Ellie Lank, DECLARE a vacancy in the District II seat on the Contra Costa Commission for Women, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Andersen.
- C. 28 APPROVE the medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommend by the Medical Staff Executive Committee and the Health Services Director.
- C. 29 APPOINT Christine Rea as an Alternate for the County School Districts and Community College District seat for the unexpired term ending April 30, 2020; and APPOINT Robert Leete as an Alternate for the Contra Costa Special Districts Association (CCSDA) seat for the unexpired term ending April 30, 2022, as recommended by the Treasury Oversight Committee.

Intergovernmental Relations

- C. 30 ADOPT the following advocacy positions on the qualified statewide ballot measures for the November 6, 2018 election, as recommended by the Legislation Committee of the Board of Supervisors: "Support" on Proposition 1, Authorizes Bonds to Fund Specified Housing Assistance Programs; "Oppose" on Proposition 2, Authorizes Bonds to Fund Existing Housing Program for Individuals with

Mental Illness; "Support" on Proposition 3, Authorizes Bonds to Fund Projects for Water Supply and Quality, Watershed, Fish, Wildlife, Water Conveyance, and Groundwater Sustainability and Storage; "Support" on Proposition 4, Authorizes Bonds Funding Construction at Hospitals Providing Children's Health Care; "Oppose" on Proposition 5, Changes Requirements for Certain Property Owners to Transfer their Property Tax Base to Replacement Property; and "Oppose" on Proposition 6, Eliminates Certain Road Repair and Transportation Funding, Requires Certain Fuel Taxes and Vehicle Fees to be Approved by The Electorate.

Personnel Actions

- C. 31** ADOPT Position Adjustment Resolution No. 22335 to add one Fire Inspector I (represented) position and cancel one Fire Inspector II (represented) position in the Contra Costa County Fire Protection District. (Cost Savings)
- C. 32** ADOPT Position Adjustment Resolution No. 22334 to decrease the hours of one Deputy Public Defender III (represented) position in the Public Defender's Office. (Cost Savings)
- C. 33** ADOPT Position Adjustment Resolution No. 22336 to reassign one Health Services Administrator - Level C (represented) position from Department Budget Unit 0540 (Hospital Enterprise) to Department Budget Unit 0450 (Public Health) in the Health Services Department. (100% Whole Person Care funds)
- C. 34** ADOPT Resolution No. 2018/474 approving the side letter between Contra Costa County and Local 21, to add subsection to Section 12.3.A – Retirement Coverage of the Memorandum of Understanding to provide consistency for employees who were eligible for a retiree health premium subsidy immediately prior to entering into a classification represented by Local 21 under certain circumstances, as recommended by the County Administrator.
- C. 35** ADOPT Resolution No. 2018/479 approving the Side Letter between Contra Costa County and the Physicians' and Dentists' Organization of Contra Costa modifying the Preamble and Section 35.4 Duration of Agreement of the Memorandum of Understanding to extend the contract from August 31, 2018 through October 31, 2018, as recommended by the County Administrator.
- C. 36** ADOPT Position Adjustment Resolution No. 22281 to add one Administrative Services Assistant III position (represented) in the Health Services Department. (100% Hospital Enterprise Fund I)

Grants & Contracts

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

- C. 37** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute documents to terminate a Community Development Block Grant loan between Contra Costa County and Hookston Senior Homes Associates in consideration of full loan repayment, and release of related legal documents including the Regulatory Agreement and Declaration of Restrictive Covenants. (100% Federal)
- C. 38** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing modified indemnification language with University of California, San Francisco, to pay the County in an amount not to exceed \$32,000 to create the Connection to Health for Smokers Program to help smokers quit and improve their general health for the period September 1, 2018 through August 31, 2020. (No County match)
- C. 39** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept grant funding in an amount not to exceed \$3,500 from the California Health Advocates to fund Medicare fraud prevention and corrective services in the Senior Medicare Patrol Program for the period September 1, 2018 through December 31, 2018. (100% Federal) (No match)
- C. 40** ADOPT Resolution No. 2018/467 authorizing the Sheriff-Coroner, or designee, to apply for and accept, subject to compliance with certifications, the U.S. Department of Justice, FY 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) in an amount not to exceed \$157,823 for support of countywide law enforcement programming for the period October 1, 2018 through September 30, 2021. (100% Federal)
- C. 41** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept grant funding in an amount not to exceed \$20,000 from the Wells Fargo Foundation for Small Business Development Center services to low-to-moderate income individuals for the period January 1, 2019 through December 31, 2019. (No match)
- C. 42** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with the California Commission on Peace Officer Standards and Training (POST), including full indemnification of the State of California, to pay the County an initial allocation not to exceed \$7,726 to provide the Driving Simulator Instructor Training course for the period July 1, 2018 through June 30, 2019. (100% State)

- C. 43** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with the California Department of Education, to pay the County an amount not to exceed \$3,554,271 for general childcare and preschool development program services for the period July 1, 2018 through June 30, 2019. (No County match)
- C. 44** ADOPT Resolution No. 2018/470 approving and authorizing the District Attorney, or designee, to submit an application and execute a grant award agreement, including any extensions or amendments thereof, pursuant to State guidelines, with the California Governor's Office of Emergency Services (CalOES), Victim Services & Public Safety Branch, in an amount not to exceed \$ 175,000, for funding of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program for the period October 1, 2018 through September 30, 2019. (100% State)
- C. 45** APPROVE and AUTHORIZE the Employment and Human Services Director or designee, on behalf of the Workforce Development Board, Small Business Development Center, to apply for and accept funding from Governor's Office of Business and Development in an amount not to exceed \$62,500 for the Capital Infusion Program for the period October 1, 2018 through September 30, 2019. (100% State, 1:1 County match required)
- C. 46** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept California Department of Education Child and Adult Care Food Program Day Center sponsorship grant funds in an amount not to exceed \$1,300,000 to provide daily nutritious and healthy snacks in early care and education centers, for the period October 1, 2018 through September 30, 2019. (No County match)
- C. 47** APPROVE and AUTHORIZE the Employment and Human Services Department Director, or designee, to execute a revenue agreement amendment with California Department of Education, to increase the amount payable to the County by \$183,735 to a new limit not to exceed \$5,194,821 for childcare and development programs (CalWORKS Stage 2) with no change to period July 1, 2016 through June 30, 2017. (No County match)
- C. 48** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Workforce Development Board, Small Business Development Center, to apply for and accept grant funding in an amount not to exceed \$210,000 from Humboldt State University Sponsored Programs Foundation to provide consulting, training, and business development information to business owners and potential owners and/or potential owners throughout the County for the period January 1, 2018 through December 31, 2018. (1:1 County match required: 97% Small Business Administration funds cash match, 3% In-kind match).

- C. 49** APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to apply for and accept funding in an amount not to exceed \$4,535,488 from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start, for Early Head Start program services for the period of January 1 - December 31, 2019. (80% Federal, 20% In-kind County match)
- C. 50** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept funding from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start, in an amount not to exceed \$20,779,542 for Head Start program services for the period January 1 through December 31, 2019. (80% Federal, 20% In-kind County match)
- C. 51** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Alliance to End Abuse, to accept a grant extension effective June 18, 2018, from the U.S. Department of Justice, Office for Victims of Crime, with no change in the grant amount, for comprehensive services for victims of all forms of human trafficking, extending the grant period by six months for a new period of October 1, 2015 through March 31, 2019. (100% Federal)
- C. 52** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to accept funding in an amount not to exceed \$197,000 and execute an agreement containing modified indemnification language with Contra Costa County Office of Education to provide funding for professional growth training in the Quality Matters program for the period July 1, 2018 through June 30, 2019. (No County match)
- C. 53** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract containing modified indemnification language with California Department of Community Services and Development, to pay the County an amount not to exceed \$1,959,754 to administer Low Income Home Energy Assistance Programs for the period October 1, 2016 through December 31, 2017. (No County match)
- C. 54** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kaiser Foundation Hospitals to pay the County an amount not to exceed \$40,000 to support the East County Moves Program, which increases healthy foods and physical activity for low-income residents in Pittsburg and Bay Point for the period July 1, 2018 through June 30, 2019. (19% County match)

- C. 55** ADOPT Resolution No. 2018/481 authorizing the County to participate in the California Department of Health Care Services' one-time Homeless Mentally Ill Outreach and Treatment funding opportunity that would pay the County an amount not to exceed \$745,000 to provide local activities involving individuals with serious mental illness and who are homeless or at risk of becoming homeless. (No County match)
- C. 56** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the Antioch Unified School District, to pay the County an amount not to exceed \$600,000 to provide mental health services to students referred to the District's HOPE program for the period August 1, 2018 through June 30, 2019. (No County match)
- C. 57** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with The Tides Center to pay County an amount not to exceed \$112,000 to provide mental health and crisis intervention services for students and families in the School Engagement Program for the period July 1, 2018 through June 30, 2019. (No County match)
- C. 58** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the City of Pleasant Hill, effective July 1, 2018, to extend the term through June 30, 2019 and increase the amount payable to the County by \$81,197 to a new amount payable of \$154,370 to provide the Coordinated Outreach, Referral and Engagement Program. (36% County match)
- C. 59** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the Pittsburg Unified School District, to pay the County an amount not to exceed \$150,000 to provide mental health intervention services for seriously emotionally disturbed special education students in East County 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. 60** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing modified indemnification language with Stanford Health Care in an amount not to exceed \$45,000 to provide outside clinical laboratory services for Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through June 30, 2021. (100% Hospital Enterprise Fund I)
- C. 61** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with HELIX Environmental Planning, Inc., in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide. (45% Flood Control Funds, 45% Local Road and Transportation Funds, 6% various Capital Facilities Funds, and

4% Airport Enterprise Funds)

- C. 62** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with FCS International, Inc., dba FirstCarbon Solutions, in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide. (45% Flood Control Funds, 45% Local Road and Transportation Funds, 6% various Capital Facilities Funds, and 4% Airport Enterprise Funds)
- C. 63** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Anchor QEA, LLC in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide. (45% Flood Control Funds, 45% Local Road and Transportation Funds, 6% various Capital Facilities Funds, and 4% Airport Enterprise Funds)
- C. 64** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with ICF Jones & Stokes, Inc., in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide. (45% Flood Control Funds, 45% Local Road and Transportation Funds, 6% various Capital Facilities Funds, and 4% Airport Enterprise Funds)
- C. 65** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with LSA Associates, Inc., in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide. (45% Flood Control Funds, 45% Local Road and Transportation Funds, 6% various Capital Facilities Funds, 4% Airport Enterprise Funds)
- C. 66** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Nichols Consulting Engineers, CHTD, dba NCE in an amount not exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide. (45% Flood Control Funds, 45% Local Road and Transportation Funds, 6% various Capital Facilities Funds, 4% Airport Enterprise Funds)
- C. 67** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with One Solution Technology in an amount not to exceed \$1,584,000 to provide Child Location of Utilization Database System (CLOUDS) software for managing the County's child and family eligibility determination, enrollment, assessment data, and attendance management solutions for the period July 1, 2018 through June 30, 2021. (75% Federal, 25% State)

- C. 68** APPROVE and AUTHORIZE the Employment and Human Services director, or designee, to execute a contract with Presidio Networked Solutions, LLC in an amount not to exceed \$742,933 to provide network services and equipment for the period July 1, 2018 through July 1, 2020. (50% Federal, 50% State, No County match)
- C. 69** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Timothy Bulyszyn (dba Full Steam Ahead) in an amount not to exceed \$150,000 to clean exterior walkways and walls at County facilities for the period July 1, 2018 through June 30, 2021, Countywide. (100% General Fund)
- C. 70** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Contra Costa ARC (dba ARC Inroads), in an amount not to exceed \$120,000 to provide paper recycling services for the period August 1, 2018 through July 31, 2021, Countywide. (100% General Fund)
- C. 71** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Sheriff's Deputy Vivian Eriksen to pay the County \$1 for retired Sheriff's Detection Service Dog "Hailey" on September 11, 2018, as recommended by the Sheriff-Coroner. (100% Revenue)
- C. 72** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order with East Bay Tire in an amount not to exceed \$240,000, for tire supply services during the period from September 1, 2018, through August 31, 2019, Countywide. (100% Fleet Internal Service Fund)
- C. 73** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with ADI Global Distribution to increase the payment limit by \$800,000, to a new payment limit of \$2,000,000, and to extend the termination date from August 31, 2018, to August 31, 2020, for continued electronic system parts and equipment. (100% General Fund)
- C. 74** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Overmiller Inc., (dba Roto-Rooter Plumbers), in an amount not to exceed \$2,500,000 to provide emergency plumbing services, for the period September 1, 2018 through August 31, 2021, Countywide. (100% General Fund)
- C. 75** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with Advanced Traffic Products, Inc., to extend the termination date from August 30, 2018, to August 31, 2020, with no change to the payment limit, for Dialight traffic signal LED modules, Countywide. (100% General Fund)

- C. 76** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with Refrigeration Supplies Distributor to increase the payment limit by \$75,000, to a new payment limit of \$350,000, and to extend the termination date from August 31, 2018, to August 31, 2020, for refrigeration parts and supplies, Countywide. (100% General Fund)
- C. 77** APPROVE and AUTHORIZE the Fleet Manager to execute, on behalf of the Probation Department, a purchase order with Downtown Ford Sales of Sacramento in an amount not to exceed \$28,000 to procure one 2019 Ford Transit Connect Cargo Van. (100% County General Fund)
- C. 78** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with Cal Steam, Inc., to increase the payment limit by \$155,000, to a new payment limit of \$250,000, and to extend the termination date from September 30, 2019, to September 30, 2020, for plumbing parts and equipment, Countywide. (100% General Fund)
- C. 79** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Daniel Forkin, M.D., in an amount not to exceed \$174,720 to provide outpatient psychiatric care services to adults in Central County for the period October 1, 2018 through September 30, 2019. (100% Mental Health Realignment)
- C. 80** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with We Care Services for Children in an amount not to exceed \$1,888,014 to provide mental health services for high-risk, developmentally delayed or severely emotionally disturbed children in Central 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 \$944,007. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 81** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Barsam Gharagozlou, M.D., Inc., in an amount not to exceed \$800,000 to provide primary care physician services for Contra Costa Health Plan members and County recipients for the period September 1, 2018 through August 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 82** Acting as the Governing Board of the Contra Costa County Fire Protection District, APPROVE and AUTHORIZE the County Purchasing Agent, or designee, to execute, on behalf of the Fire Chief, a purchase order with Physio Control, Inc., in an amount not to exceed \$190,000, for the maintenance of emergency medical equipment for the period July 1, 2018, through June 30, 2021. (100% CCCFPD Operating Fund)

- C. 83** 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 \$331,000 to provide mental health services to severely emotionally disturbed minority 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 \$165,500. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 84** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Contra Costa Interfaith Transitional Housing, Inc., in an amount not to exceed \$279,594 to provide community-based mental health services for seriously emotionally disturbed children and youth 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 \$139,797. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 85** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with La Cheim School, Inc., in an amount not to exceed \$2,489,986 to provide school-based services and a residential treatment program for seriously emotionally disturbed youth 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 \$1,244,993. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 86** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Victor Treatment Centers, Inc., in an amount not to exceed \$159,892 to provide residential treatment services to seriously emotionally disturbed youth 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 \$79,946. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 87** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Bay Area Community Resources in an amount not to exceed \$1,740,034 to provide school and community-based mental health services to seriously emotionally disturbed children and youth in West Contra Costa 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 \$870,017. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 88** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Charis Youth Center in an amount not to exceed \$327,818 to provide residential treatment services including therapeutic behavioral services for seriously emotionally disturbed adolescents 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 \$163,909. (50% Federal Medi-Cal, 50% Mental Health Realignment)

- C. 89** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Aspiranet in an amount not to exceed \$265,226 to provide therapeutic behavioral services for children and young adults with high-risk behavior and placed in homes in Stanislaus and Contra Costa Counties 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 \$132,613. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 90** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Desarrollo Familiar, Inc., in an amount not to exceed \$387,592 to provide community-based mental health services for children and their families in West 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 \$193,796. (50% Federal Medi-Cal, 50% State Early Periodic Screening, Diagnosis and Treatment)
- C. 91** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with The West Contra Costa Youth Services Bureau in an amount not to exceed \$3,326,328 to provide mental health services to severely emotionally disturbed children 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 \$1,663,164. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C. 92** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing modified indemnification language with Crestwood Behavioral Health, Inc., in an amount not to exceed \$1,407,375 to provide residential treatment services to severely and persistently mentally ill adults 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 \$703,687. (44% Federal Medi-Cal, 26% Mental Health Services Act, 30% Mental Health Realignment)
- C. 93** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Taraneh Mostaghazi, M.D., Inc., (dba Concord Pediatric Care), in an amount not to exceed \$1,500,000 to provide pediatric primary care physician services to Contra Costa Health Plan members for the period September 1, 2018 through August 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 94** APPROVE and AUTHORIZE the Purchasing Agent or designee, to execute on behalf of the Public Works Director, a purchase order with Gems Environmental Management Services, Inc., in an amount not to exceed \$200,000 for Waterbird Cardlock fuel site dispensers, pumps and upgrades, Countywide. (100% Fleet Internal Service Fund).

- C. 95** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Initha Elangovan, M.D., in an amount not to exceed \$420,000 to provide pulmonology services to Contra Costa Regional Medical Center and Health Center patients for the period September 1, 2018 through August 31, 2019. (100% Hospital Enterprise Fund I)
- C. 96** APPROVE and AUTHORIZE the Chief Probation Officer, or designee, to execute a contract with Bay Area Community Resources, Inc. in an amount not to exceed \$167,000 to provide Juvenile Reentry services in East and Central Contra Costa County to youths who have been, or will soon be, released from the Youthful Offender Treatment Program, the Girls in Motion program or the Orin Allen Youth Rehabilitative Facility for the period of September 1, 2018 through June 30, 2019. (100% State)
- C. 97** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Asian Community Mental Health Board in an amount not to exceed \$142,054 to provide mental illness prevention and early mental health intervention services for the period July 1, 2018 through June 20, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$71,027. (100% Mental Health Services Act)
- C. 98** APPROVE bid documents, including the contract General Conditions, Technical Specifications, and Construction Task Catalog for Job Order Contracts 008, 009, 010, and 011 for future repair and remodeling projects at various County facilities; and AUTHORIZE the Public Works Director, or designee, to solicit bids to be received on or about October 11, 2018, and to issue bid addenda, as needed, for clarification of the contract bid documents, Countywide. (100% Various Funds)
- C. 99** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the Mt. Diablo Unified School District in an amount not to exceed \$3,717,072 to provide school-based mental health services to seriously emotionally disturbed students in the Mt. Diablo Unified School District 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 \$1,724,139. (46% Federal Medi-Cal, 46% Mental Health Realignment, 8% Mt. Diablo Unified School District Grant)
- C.100** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Arati Pratap, M.D., in an amount not to exceed \$392,000 to provide gastroenterology services at the Contra Costa Regional Medical Center and Health Centers for the period September 15, 2018 through September 14, 2019. (100% Hospital Enterprise Fund I)

- C.101** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Tiernan Leino Dental Laboratory in an amount not to exceed \$240,000 for dental supplies and prosthetics for the Contra Costa Regional Medical Center and Health Centers, and the Martinez and West County Detention Facilities for the period of September 1, 2018 through August 31, 2019. (100% Hospital Enterprise Fund I)
- C.102** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Esther Kwon, M.D., in an amount not to exceed \$178,000 to provide podiatry services at Contra Costa Regional Medical Center and Health Centers for the period October 1, 2018 through September 30, 2019. (100% Hospital Enterprise Fund I)
- C.103** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Geosyntec Consultants, Inc., effective September 11, 2018, to increase the payment limit by \$250,000 to a new payment limit of \$350,000 to provide professional stormwater quality services for a variety of National Pollutant Discharge Elimination System Permit requirements, for the period April 1, 2018 through March 31, 2020, Countywide. (100% Stormwater Utility Assessment Revenue Funds)
- C.104** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Xingbo P. Sun, M.D. (dba The Sun Healthcare and Surgery Group, Inc.), in an amount not to exceed \$233,000 to provide podiatry services to Contra Costa Regional Medical Center and Health Center patients for the period October 1, 2018 through September 30, 2019. (100% Hospital Enterprise Fund I)
- C.105** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Early Childhood Mental Health Program in an amount not to exceed \$3,000,002 to provide specialized mental health services, including in-home behavioral services and intensive care coordination, to children and their families in West 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 \$1,500,001. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C.106** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Catholic Charities CYO of the Archdiocese of San Francisco in an amount not to exceed \$206,000 to provide mental health and therapeutic behavioral services for seriously emotionally disturbed children at the St. Vincent's School for Boys 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 \$103,000. (50% Federal Medi-Cal, 50% Mental Health Realignment)

- C.107** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Adolescent Treatment Centers, Inc. (dba Thunder Road), in an amount not to exceed \$200,000 to provide mental health services for adolescents with substance abuse issues and mental health challenges at its Thunder Road facility in Oakland for the period July 1, 2018 through June 30, 2019. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C.108** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Alternative Family Services, Inc., in an amount not to exceed \$1,235,530 to provide multidimensional treatment foster care services including mental health, crisis intervention and medication support services, to seriously emotionally disturbed children and young adults, and their families, 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 \$617,765. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C.109** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Telecare Corporation in an amount not to exceed \$2,139,856 to provide and manage crisis support services at the Hope House for mentally ill adults 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 \$1,069,928. (70% Mental Health Services Act, 30% Federal Medi-Cal)
- C.110** APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with the City of Pittsburg in an amount not to exceed \$114,000 to provide Central and East County Ceasefire Program coordination services for the period July 1, 2018 through June 30, 2019. (100% AB 109 Public Safety Realignment)
- C.111** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Contra Costa ARC in an amount not to exceed \$2,170,306 to provide wrap-around community-based mental health services to seriously emotionally disturbed and environmentally deprived children and their families 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 \$1,085,153. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C.112** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Youth Homes Incorporated in an amount not to exceed \$3,964,922 to provide residential treatment and therapeutic behavioral services for County-referred seriously emotionally disturbed children 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 \$1,982,461. (50% Federal Medi-Cal, 50% Mental Health Realignment)

- C.113** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Child Therapy Institute of Marin in an amount not to exceed \$599,932 to provide mental health services for seriously emotionally disturbed children in East and West 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 \$299,966. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C.114** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with YWCA of Contra Costa/Sacramento in an amount not to exceed \$534,852 to provide mental health services for seriously emotionally disturbed children and adolescents 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 \$267,426. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C.115** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with KinderCare Learning Centers LLC in an amount not to exceed \$475,522 to provide Early Head Start Childcare Partnership and State General Childcare program services for the period July 1, 2018 through June 30, 2019. (46.2% State, 53.8% Federal)
- C.116** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Amador Institute, Inc., in an amount not to exceed \$283,250 to provide mental health, case management and crisis intervention services to seriously emotionally disturbed adults, adolescents and latency-age children in East and Central 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 \$141,625. (50% Federal Medi-Cal, 50% Mental Health Realignment)
- C.117** APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to execute an inter-agency agreement with Mount Diablo Unified School District in an amount not to exceed \$206,328 to provide Early Head Start Program Enhancement services for the period October 1, 2018 through September 30, 2019. (100% Federal)
- C.118** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Christine Lee, M.D., Inc., A Professional Corporation (dba The Skin and Laser Treatment Institute), in an amount not to exceed \$1,800,000 to provide dermatology and micrographic surgery services to Contra Costa Health Plan members for the period September 1, 2018 through August 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)

- C.119** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with RHD Healthcare Consulting, Inc., in an amount not to exceed \$266,699 to provide consultation and technical assistance on billing, privacy and related regulatory issues for the Health Services Department for the period October 1, 2018 through September 30, 2019. (100% Hospital Enterprise Fund I)
- C.120** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a purchase order with Adamson Police Products, in an amount not to exceed \$149,950 for the purchase of 31 Steiner infrared lasers, 2 pole camera kits, two under-door camera kits and regular police supplies ordered annually. (67% State, 33% General Fund)
- C.121** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Abbott Laboratories in an amount not to exceed \$1,200,000 to purchase hepatitis testing kits and reagents for Contra Costa Regional Medical Center for the period October 1, 2018 through September 30, 2020. (100% Hospital Enterprise Fund I)
- C.122** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with STAND! For Families Free of Violence, a Non-Profit Corporation, in an amount not to exceed \$310,000 to provide the continued implementation of the Phase III Lethality Assessment Program for Domestic Violence Homicide Prevention for the period of October 1, 2018 through September 30, 2019. (100% Federal)
- C.123** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Veneisha Johnson, Self-Employed Individual, to increase the payment limit by \$24,500 from \$95,000 to a new contract payment limit not to exceed \$119,500 for continued Commercially Sexually Exploited Children/Youth (CSEC/Y) program management and coordination services for the period of November 1, 2017 through October 31, 2018. (100% State)
- C.124** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order with Motorola in an amount not to exceed \$271,431 to purchase the upgrades necessary for the Sheriff's Office radios to function on the Time Division Multiple Access technology. (100% General Fund)
- C.125** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Diablo Valley Pediatric Medical Group, Inc., in an amount not to exceed \$2,500,000 to provide pediatric primary care physician services for Contra Costa Health Plan members and County recipients for the period September 1, 2018 through August 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)

- C.126** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with East Bay Shoulder Clinic and Sports Rehabilitation, Inc., in an amount not to exceed \$175,000 to provide orthopedic surgery services to Contra Costa Health Plan members for the period September 1, 2018 through August 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C.127** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with John H. Karan, M.D. (dba Delta Medical Neurology), in an amount not to exceed \$175,000 to provide neurology surgery services to Contra Costa Health Plan members for the period September 1, 2018 through August 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C.128** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Mission Hills Eye Center, effective September 1, 2018, to increase the payment limit by \$400,000 to a new payment limit of \$1,000,000, for additional ophthalmology and optometry services for the period January 1, 2018 through December 31, 2019. (100% Contra Costa Health Plan Enterprise Fund II)
- C.129** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract containing modified indemnification language with the Local Government Commission in an amount not to exceed \$5,000 to provide climate change capacity building services to assist the County with climate action plan implementation, for the period September 11, 2018 through August 30, 2019. (100% BayREN funds)
- C.130** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment with Professional Police Supply, Inc., dba Adamson Police Products, to extend the termination date from September 30, 2018, to September 30, 2019, with no change to the payment limit, for ammunition and police products. (100% General Fund Budgeted)
- C.131** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with NAMI Contra Costa in an amount not to exceed \$600,000 to provide consultation and support services to the Family Volunteer Network Program, which assists families, significant others, and loved ones of consumers experiencing mental health issues, 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 \$300,000. (100% Mental Health Services Act)
- C.132** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Rubicon Programs Incorporated in an amount not to exceed \$149,350 to provide mental health services for CalWORKs clients 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 \$74,675. (100% CalWORKs)

- C.133** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Armen Serebrakian, M.D. (dba Bay Area Hearing Services), in an amount not to exceed \$150,000 to provide audiology services to Contra Costa Health Plan members for the period September 1, 2018 through August 31, 2020. (100% Contra Cost Health Plan Enterprise Fund II)
- C.134** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Managed Health Network in an amount not to exceed \$54,480 for counseling services to Sheriff-Coroner employees for the period October 1, 2018 to September 30, 2019. (100% General fund)
- C.135** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Anka Behavioral Health, Inc., in an amount not to exceed \$4,184,765 to provide community services, support and residential mental health services to County clients 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 \$2,092,383. (62% Mental Health Realignment, 38% Federal Medi-Cal)
- C.136** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with The Center for Common Concerns, Inc. (dba HomeBase), in an amount not to exceed \$417,322 to provide consultation and technical assistance to the Health Housing and Homeless Program on the Continuum of Care planning and resource development for the period July 1, 2018 through June 30, 2019. (61% Housing Urban Development, 32% Federal Medi-Cal Administrative Activities, 7% State Housing and Community Development Grant)
- C.137** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Medical Insights Diagnostic Centers, Inc., in an amount not to exceed \$1,000,000 to provide diagnostic imaging services for Contra Costa Health Plan members for the period September 1, 2018 through August 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C.138** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Vizient, Inc., to perform financial and clinical data sharing for the Contra Costa Regional Medical Center and Health Centers for the period September 24, 2018 through September 23, 2019. (Non-financial agreement)
- C.139** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with STAND! For Families Free of Violence, to decrease the payment limit by \$84,430 to a new payment limit of \$35,400 and to extend the term from June 30, 2018 to a new term ending August 31, 2018, to provide case management, advocacy, and peer counseling services to victims of financial elder abuse as part of the Contra Costa County Elder Abuse Prevention Project (EAPP), for the period July 1, 2016 through August 31, 2018. (100% Federal)

- C.140** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order amendment with Avella of Deer Valley, Inc., to extend the term through February 28, 2019 and increase the payment limit by \$1,000,000 to a new payment limit of \$2,000,000 for the compounding of chemotherapy regimens for Contra Costa Regional Medical Center. (100% Hospital Enterprise Fund I)
- C.141** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Brown Miller Communications, Inc., in an amount not to exceed \$140,000 to provide strategic planning services to assist with implementing new opportunities presented through Health Care Reform for the period September 1, 2018 through August 31, 2019. (100% Hospital Enterprise Fund I)
- C.142** APPROVE and AUTHORIZE the Purchasing Agent to procure, on behalf of the Health Services Director, \$2 County Connection single ride tickets, \$3.75 Tri Delta Transit day passes, \$47 AC Transit customer service passes, and \$25 Chevron gas cards for a total amount not to exceed \$3,140 to be provided to consumers participating in vocational rehabilitation services. (100% Mental Health Services Act)
- C.143** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing modified indemnification language with Meals on Wheels Diablo Region in an amount not to exceed \$439,118 to provide home-delivered meals for the Senior Nutrition Program for the period July 1, 2018 through June 30, 2019, with a three-month automatic extension through September 30, 2019 in an amount not to exceed \$109,780. (100% Federal Title III-C 2 of the Older Americans Act of 1965)
- C.144** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing modified indemnification language with Meals on Wheels Diablo Region in an amount not to exceed \$227,921 to provide congregate meals for the Senior Nutrition Program for the period July 1, 2018 through June 30, 2019, with a three-month automatic extension through September 30, 2019 in an amount not to exceed \$56,980. (100% Federal Title III-C1 of the Older Americans Act of 1965)
- C.145** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Groupware Technology, Inc., in an amount not to exceed \$255,025 for the purchase of Rubrik hardware and support services for the period October 22, 2018 through January 21, 2020. (100% Hospital Enterprise Fund I)

- C.146** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Desarrollo Familiar, Inc. (dba Familias Unidas), effective July 1, 2018, to increase the payment limit by \$7,696 to a new payment limit of \$778,528 to provide additional mental health supportive services, with no change in the term of July 1, 2016 through June 30, 2019. (78% Mental Health Services Act, 22% Federal Medi-Cal)
- C.147** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the Native American Health Center, Inc., in an amount not to exceed \$241,831 to provide prevention and early mental health intervention services to families of Native American heritage 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 \$120,915. (100% Mental Health Services Act)
- C.148** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay an amount not to exceed \$16,266 to the R.E.A.C.H. Project for providing drug abuse prevention and treatment services to youth and adults in East County during the period May 1 through June 30, 2018. (100% Federal)
- C.149** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Medical Solutions, LLC (dba Nebraska Medical Solutions, LLC), in an amount not to exceed \$3,300,000 to provide temporary nursing and medical staff at Contra Costa Regional Medical Center and Health Centers and the Detention Facilities for the period July 1, 2018 through December 31, 2018. (100% Hospital Enterprise Fund I)
- C.150** 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 Health Centers and the Detention Facilities for the period April 1, 2018 through December 31, 2018. (100% Hospital Enterprise Fund I)
- C.151** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with AYA Healthcare, Inc., in an amount not to exceed \$1,000,000 to provide temporary nursing staff for the Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through December 31, 2018. (100% Hospital Enterprise Fund I)
- C.152** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Maxim Healthcare Services, Inc., in an amount not to exceed \$500,000 to provide temporary medical staff services at Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through December 31, 2018. (100% Hospital Enterprise Fund I)

- C.153** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing modified indemnification language with Cross Country Staffing, Inc., in an amount not to exceed \$5,000,000 to provide temporary medical and specialty staffing services for the Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through December 31, 2018. (100% Hospital Enterprise Fund I)
- C.154** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Per Diem Staffing Systems, Inc., in an amount not to exceed \$800,000 to provide temporary respiratory therapists, nursing services and other medical services at the Contra Costa Regional Medical Center and Health Centers for the period July 1, 2018 through December 31, 2018. (100% Hospital Enterprise Fund I)

Other Actions

- C. 155** APPROVE the Fiscal Year 2018/19 budget for the Congestion Management Agency (CMA) for the County, a function performed by the Contra Costa Transportation Authority, and APPROVE County contributions totaling \$275,701 toward the annual budgeted costs of the CMA and of the Regional Transportation Planning Committees that assist with implementing Measure J (2004), as required by agreements creating these entities and as recommended by the Conservation and Development Director. (50% Gas Tax, 50% Measure J Return-to-Source Revenue)
- C.156** ADOPT Resolution No. 2018/451 approving the issuance of Multifamily Housing Revenue Bonds by the Golden State Finance Authority in an amount not to exceed \$13,500,000 to finance the acquisition and rehabilitation of Montevista Apartments located at 13728 San Pablo Avenue, in the City of San Pablo, and AUTHORIZE other related actions, as recommended by the Conservation and Development Director. (100% Special Revenue Funds)
- C.157** ACCEPT the July 2018 update of the operations of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human Services Department Director. (No fiscal impact)
- C.158** ADOPT amended and restated local rules of procedure for the Contra Costa County Assessment Appeals Board, as recommended by the Clerk of the Board.
- C.159** APPROVE and AUTHORIZE the Public Defender, or designee, to represent the County as co-sponsor and fiscal agent for a DNA forensic evidence professional training event for state and federal defense attorneys on November 8-9, 2018, at the Federal Conference Center in Oakland, California. (No fiscal impact)
- C.160** APPROVE amended Conflict of Interest Code for Delta Diablo including the list of designated positions, as recommended by the County Counsel.

- C.161** APPROVE the West County Detention Facility Accessibility Project, 5555 Giant Highway, Richmond, CA and take related actions under the California Environmental Quality Act, as recommended by the Public Works Director. (100% General Fund)
- C.162** APPROVE the Emergency Supply Storage for Clerk-Recorder Project and take related actions under the California Environmental Quality Act, as recommended by the Public Works Director, Martinez area. (100% General Fund)
- C.163** CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999, and most recently approved by the Board on August 7, 2018, regarding the issue of homelessness in Contra Costa County, as recommended by the Health Services Director. (No fiscal impact)
- C.164** DECLARE as surplus and AUTHORIZE the Purchasing Agent, or designee, to dispose of fully depreciated vehicles and equipment no longer needed for public use, as recommended by the Public Works Director, Countywide. (No fiscal impact)
- C.165** ADOPT Resolution No. 2018/476 to update the operating hours for the Brentwood Library, as recommended by the County Librarian. (100% City of Brentwood funding)
- C.166** APPROVE revisions to the bylaws of Contra Costa County Economic Opportunity Council, as recommended by Employment and Human Services Director.
- C.167** APPROVE amended Conflict of Interest Code for the Office of the District Attorney, including the list of designated positions, as recommended by the County Counsel.
- C.168** APPROVE amended Conflict of Interest Code for the Moraga-Orinda Fire Protection District, including the list of designated positions, as recommended by the County Counsel.
- C.169** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with American Red Cross, Contra Costa County, Northern California Coastal Region to define the relationship in preparing for and responding to disaster relief situations, commencing September 1, 2018 and remaining in effect unless terminated by either party upon 30 days advance written notice. (Non-financial agreement)
- C.170** APPROVE amendments to the List of Designated Positions of the Office of the Sheriff's Conflict of Interest Code, as recommended by the County Counsel.

- C.171** ACCEPT the annual report on Revolving Cash and Difference Funds, Overage Fund, and Shortages for fiscal year 2017-2018, as recommended by the County Auditor-Controller.
- C.172** APPROVE Conflict of Interest Code for the Clayton Valley Charter High School (Charter School), as recommended by the County Counsel.
- C.173** APPROVE the list of providers recommended by Contra Costa Health Plan's Peer Review and Credentialing Committee 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.174** ACCEPT the Treasurer's Quarterly Investment Report as of June 30, 2018, as recommended by the County Treasurer-Tax Collector.
- C.175** REQUEST that staff from the Sheriff's Office, District Attorney's Office, Health Services Department, Public Works Department and Department of Conservation and Development report to the Board of Supervisors about what the County is currently doing and what more the County can do to combat illegal dumping throughout the County unincorporated area, as recommended by Supervisor Burgis.
- C.176** APPROVE clarification of Board action of June 26, 2018, (C.161) with The Wright Institute to change the payment limit to read \$772,500 instead of \$1,545,000 and the term to July 1, 2018 through December 31, 2018 instead of July 1, 2018 through June 30, 2019, for the provision of behavioral health services to patients at Contra Costa Regional Medical Center. (100% Hospital Enterprise Fund I)
- C.177** APPROVE and AUTHORIZE the substantial amendment to the County's FY 2016/17 Community Development Block Grant Program Action Plan by including staff work to support "Project Delivery" as a project with an allocation of \$30,000, as recommended by the Conservation and Development Director. (100% Federal funds)

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	September 24, 2018	10:30 a.m.	See above
Finance Committee	September 24, 2018	9:00 a.m.	See above
Hiring Outreach Oversight Committee	October 1, 2018	1:00 p.m.	See above
Internal Operations Committee	October 8, 2018	1:00 p.m.	See above
Legislation Committee	October 8, 2018	10:30 a.m.	See above
Public Protection Committee	October 1, 2018	10:30 a.m.	See above
Transportation, Water & Infrastructure Committee	October 8, 2018	9:00 a.m.	See above

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB Assembly Bill

ABAG Association of Bay Area Governments

ACA Assembly Constitutional Amendment

ADA Americans with Disabilities Act of 1990

AFSCME American Federation of State County and Municipal Employees

AICP American Institute of Certified Planners

AIDS Acquired Immunodeficiency Deficiency Syndrome

ALUC Airport Land Use Commission

AOD Alcohol and Other Drugs
ARRA American Recovery & Reinvestment Act of 2009
BAAQMD Bay Area Air Quality Management District
BART Bay Area Rapid Transit District
BayRICS Bay Area Regional Interoperable Communications System
BCDC Bay Conservation & Development Commission
BGO Better Government Ordinance
BOS Board of Supervisors
CALTRANS California Department of Transportation
CalWIN California Works Information Network
CalWORKS California Work Opportunity and Responsibility to Kids
CAER Community Awareness Emergency Response
CAO County Administrative Officer or Office
CCE Community Choice Energy
CCCFPD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CDBG Community Development Block Grant
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCFPD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
DSRIP Delivery System Reform Incentive Program
EBMUD East Bay Municipal Utility District
ECCFPD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
EPSDT Early State Periodic Screening, Diagnosis and Treatment Program (Mental Health)
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
F&HS Family and Human Services Committee
First 5 First Five Children and Families Commission (Proposition 10)
FTE Full Time Equivalent
FY Fiscal Year
GHAD Geologic Hazard Abatement District
GIS Geographic Information System

HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HIPAA Health Insurance Portability and Accountability Act
HIV Human Immunodeficiency Virus
HOME Federal block grant to State and local governments designed exclusively to create affordable housing for low-income households
HOPWA Housing Opportunities for Persons with AIDS Program
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IHSS In-Home Supportive Services
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
LVN Licensed Vocational Nurse
MAC Municipal Advisory Council
MBE Minority Business Enterprise
M.D. Medical Doctor
M.F.T. Marriage and Family Therapist
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission
NACo National Association of Counties
NEPA National Environmental Policy Act
OB-GYN Obstetrics and Gynecology
O.D. Doctor of Optometry
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PACE Property Assessed Clean Energy
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
Psy.D. Doctor of Psychology
RDA Redevelopment Agency
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
RN Registered Nurse
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union

SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
VA Department of Veterans Affairs
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCTAC West Contra Costa Transportation Advisory Committee



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 11, 2018

Subject: GOVERNANCE OF THE WEST CONTRA COSTA HEALTHCARE DISTRICT

RECOMMENDATION(S):

1. SELECT one of the following two options for replacing the existing West Contra Costa Healthcare District Board of Directors with a new appointed governing board, as authorized by Health and Safety Code section 32100.8:

a. APPOINT the Board of Supervisors as the West Contra Costa Healthcare District Board of Directors, effective January 1, 2019, as recommended by the Health Services Director.

OR

b. If the Board of Supervisors prefers not to be the governing body of the District, REFER to the Internal Operations Committee the task of identifying and recommending appointees to the District's governing body, for staggered four-year terms, commencing January 1, 2019, subject to removal for cause or at the pleasure of the Board of Supervisors, for final action by the Board of Supervisors on December 11, 2018.

2. DIRECT the Health Services Department to evaluate the need for healthcare services within the boundaries of the West Contra Costa Healthcare District

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Anna Roth,
5-5100

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

and report the results of the needs assessment to the Board of Supervisors no later than August 1, 2019.

FISCAL IMPACT:

No fiscal impact. The West Contra Costa Healthcare District, as a distinct public entity, has separate finances from the County, as discussed below.

BACKGROUND:

West Contra Costa Healthcare District History

The West Contra Costa Healthcare District (the “District”) struggled financially for decades, experiencing increasing costs, declining reimbursements, and growing service demand from uninsured and underinsured populations. After emerging from bankruptcy in 2006, the District fell deeper into debt. In 2015, it closed its hospital, Doctors Medical Center, which was a full-service acute care facility with 124 general acute care beds.

On October 20, 2016, the District again filed for bankruptcy under chapter 9 of the Bankruptcy Code. Through the bankruptcy, the District sought the bankruptcy court’s approval of a plan that allowed the District to modify its debts and on-going costs, emerge from bankruptcy, and begin the process of repaying creditors. The bankruptcy court approved the District’s Plan of Adjustment on January 2, 2018, allowing the District to repay certain creditors over a series of years.

Current Finances of West Contra Costa Healthcare District

Assets: The District’s primary ongoing revenue sources are ad valorem and special tax proceeds. According to LAFCO’s December 2017, Healthcare Services Municipal Services Review, the District generated approximately \$4 million of ad valorem property tax revenues in FY 16-17. Under the terms of a tax transfer agreement between the District and the County, the District receives a fixed \$1 million annually from the ad valorem taxes. The remainder accrues to the County until the District’s debt to the County (approx. \$21 million) is repaid. At current property tax collection rates, the debt should be repaid by 2024. Growth in property taxes could reduce this time frame depending on the rate and timing of property tax increases. In addition to the ad valorem taxes, Measure D (2004), imposed a \$52 annual tax on single family residential units within the District and higher rates for multi-family, commercial and industrial parcels. This tax generates approximately \$5.65 million annually. These revenues are currently dedicated to the repayment of Certificates of Participation (COPs). The sale of the Doctors Hospital building, the District’s primary fixed asset, will repay outstanding obligations in accord with the bankruptcy Plan of Adjustment. Following bankruptcy and repayment of the County and other obligations the District’s projected cash flow (after expenses) of approximately \$3 to \$3.5 million annually will be available for healthcare services after about 2024

Liabilities: The District's debt includes Certificates of Participation (COPs) issued in 2004 and 2011 that were used for hospital improvements and to fund operating costs. As of January 2017, the District owed approximately \$57 million to COPs holders. Until 2042, proceeds from the Measure D parcel tax will be used to pay COPs. Other significant costs include worker's compensation payments, pension plan payments, and administrative costs.

The net cash flow for the District is expected to increase over time as creditors are repaid and administrative costs, such as legal fees and bookkeeping services, decrease. While it is difficult to project the annual cash flow with certainty, the District's bankruptcy counsel submitted a projected cash flow showing a short-term negative cash flow, which turns to a positive cash flow within three to four years. (See attached.)

Governance of West Contra Costa Healthcare District

The District is currently governed by an elected board of directors, pursuant to Health and Safety Code sections 32100 et seq. The cost that the District incurs in paying for these elections can be substantial. For instance, in 2014, the cost of the election for the District's board of directors was \$108,000.

The District's approved bankruptcy plan includes minimizing the District's operating costs, in part, by transitioning the District's governing board from an elected board of directors to a board of directors that is appointed by the Board of Supervisors. On August 1, 2017, the Board of Supervisors directed the County Administrator to seek legislation that would support the District in that effort.

Senate Bill 522 (Glazer)

Senate Bill 522 was introduced by Senator Steve Glazer and proposed the dissolution of the existing elected board of directors of the West Contra Costa Healthcare District, effective January 1, 2019, and required that the Board of Supervisors of the County, at its election, either serve as the District's governing board or appoint a governing board for the District, as specified. Governor Brown signed the bill into law on July 18, 2018. (See attached.)

Governance Options

As stated above, the Board of Supervisors is responsible for determining the governance structure of the District. The District is currently governed by an elected Board of Directors. Effective January 1, 2019, the current District Board of Directors will be replaced by a governing board appointed by the Board of Supervisors. Under Health and Safety Code section 32100.8, the Board of Supervisors may decide to appoint itself as the District Board of Directors. Alternatively, the Board of Supervisors may decide to appoint a District Board of Directors consisting of five members.

In the interest of effectiveness and efficiency, the Health Services Director recommends that the Board of Supervisors serve in an ex officio capacity as the governing body for the District. This Board is familiar with the community and its needs, and also is in the best position to manage the coordination of health care services between the County and the District. This structure would also reduce the District's administrative costs because the Health Services Department could oversee fiscal and program management.

Appointed boards often are subject to attrition and the appointment process can be lengthy as interested and qualified candidates are sought and vetted. Having the Board of Supervisors serve as the District's governing body would eliminate the recruitment process and associated delays when a board member resigns or otherwise leaves the District's governing body.

If the Board decides today that the District Board of Directors will be a five-member appointed board and will not be the Board of Supervisors acting in an ex officio capacity, then the Board of Supervisors must determine whether District Board members are subject to removal for cause, or whether they may be removed at the pleasure of the Board.

In addition, if the Board decides today that the District Board of Directors will be an appointed board, this matter should be referred to the Internal Operations Committee to recommend appointments to the District Board of Directors. The following requirements will apply:

1. Each appointed member must reside in the West Contra Costa Healthcare District.
2. The term of each member is four years.
3. One or more members may be Contra Costa County supervisors.
4. One or members may be city council members of any city located within the District's boundaries. The cities of Richmond, El Cerrito, Hercules, Pinole and San Pablo are located within the District's boundaries.

Because the terms of the new directors must commence on January 1, 2019, it is recommended that final action be taken by the Board of Supervisors on December 11, 2018.

Needs Assessment

The closure of the District's hospital eliminated an important community resource. Relatively lower income levels in West County reduce healthcare options and increase certain health risks. The groups most likely affected by the closure are the elderly, children, diabetics and individuals with respiratory diseases and special needs.

Although the District no longer owns a hospital, healthcare districts, such as the District, may provide a variety of services, including 1) health facilities, diagnostic and testing centers, and free clinics; 2) outpatient programs, services and facilities; 3) retirement program services and facilities; 4) chemical dependency services and facilities; 5) other healthcare programs, services and facilities; 6) health education programs; 7) wellness and prevention programs; 8) support to other healthcare service providers, groups and organizations; 9) ambulance or ambulance services; and 10) participation in or management of health insurance programs. Under the court-approved bankruptcy plan, on average approximately \$1 million per year will be available to be allocated to the needs of the District. However, as noted above, this figure is expected to fluctuate with revenues gradually

expected to increase over time.

Since the amount of available funds is relatively small compared to the cost of addressing the healthcare needs within the District, a healthcare needs assessment of the District should be conducted to assist the new governing board of the District to prioritize the allocation of its resources. Today's action asks the Health Services Department to commission the needs assessment and report its findings no later than August 1, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to take immediate steps toward appointing a Board of Directors for the District may put the District at risk of violating the plan approved by the bankruptcy court because, under SB 522, the District's current Board of Director's will be dissolved, effective January 1, 2019. If a new District board has not been appointed by that date, the District will be left without a governing board to take time-sensitive actions, such as directing payments to creditors.

ATTACHMENTS

Senate Bill 522

West Contra Costa Healthcare District: Projected Annual Cash Flow

Senate Bill No. 522

CHAPTER 133

An act to add Section 32100.8 to the Health and Safety Code, relating to health care.

[Approved by Governor July 18, 2018. Filed with Secretary of State July 18, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

SB 522, Glazer. West Contra Costa Healthcare District.

Existing law provides for the formation of local health care districts and specifies district powers. Under existing law, the elective officers of a local health care district consist of a board of directors consisting of 5 members, each of whom is required to be a registered voter residing in the district and whose term shall be 4 years, except as specified.

This bill would dissolve the existing elected board of directors of the West Contra Costa Healthcare District, effective January 1, 2019, and would require the Board of Supervisors of the County of Contra Costa, at its election, to either serve as the district board or appoint a district board, as specified. By increasing duties of county officials, this bill would impose a state-mandated local program.

This bill would make legislative findings and declarations as to the necessity of a special statute for the West Contra Costa Healthcare District.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares all of the following:

- (a) The West Contra Costa Healthcare District has struggled financially since the mid-1990s.
- (b) The district declared bankruptcy in 2006, but was never able to fully recover. In 2015, the district hospital had to permanently close its doors.
- (c) The district filed a second Chapter 9 bankruptcy petition in 2016. A court-ordered plan of adjustment, allocating significant district revenues to the repayment of debt through 2027, is expected in 2018. However, the

residents of west Contra Costa County have a continuing need for the medical services the district once provided.

(d) It is the intent of the Legislature in enacting this act to replace the district’s elected governing body with a district board appointed by the Board of Supervisors of the County of Contra Costa. This change in governance is intended to reduce administrative costs, increase operational efficiencies, and maximize the use of health care funding through collaboration with the county, which is the only other public agency provider of medical services in the region.

SEC. 2. Section 32100.8 is added to the Health and Safety Code, to read:

32100.8. (a) The following definitions shall apply for purposes of this section:

(1) “Board of supervisors” means the Board of Supervisors of the County of Contra Costa.

(2) “County” means the County of Contra Costa.

(3) “District” means the West Contra Costa Healthcare District.

(4) “District board” means the board of directors of the West Contra Costa Healthcare District.

(b) Notwithstanding any other law, the district board shall be dissolved, effective January 1, 2019, and any remaining members removed from office. Thereafter, the board of supervisors shall either elect to serve as the district board, or may appoint a district board as provided in subdivision (c).

(c) (1) If the board of supervisors elects not to serve as the district board pursuant to subdivision (b), it shall appoint a district board consisting of five members, all of whom shall reside in the district. The members appointed by the board may include, but need not be limited to, at least one of each of the following:

(A) A county supervisor.

(B) A city council member of any city located within district boundaries.

(2) The term of a district board member appointed under this subdivision shall be for four years, or until his or her successor qualifies and takes office.

(3) The board of supervisors shall determine whether members of the district board shall serve at the pleasure of the board of supervisors, or for staggered four-year terms, subject to removal for cause. Vacancies shall be filled by appointment of the board of supervisors.

SEC. 3. The Legislature finds and declares that a special statute is necessary and that a general statute cannot be made applicable within the meaning of Section 16 of Article IV of the California Constitution because of the special circumstances related to the operation and fiscal status of the West Contra Costa Healthcare District in the County of Contra Costa.

SEC. 4. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

EXHIBIT A-1

West Contra Costa Healthcare District: Projected Annual Cash Flow											
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Beginning Balance (Operating Acct at Citiba)	9,940,177	12,338,036	9,290,975	7,589,624	7,457,682	7,801,296	7,751,215	10,638,243	13,427,045	16,677,398	9,940,177
Ad Valorem tax receipts	3,693,375	3,711,842	3,730,401	3,749,053	3,767,798	3,786,637	3,805,571	3,824,598	3,843,721	3,862,940	37,775,937
Parcel tax, 2004	5,650,000	5,650,000	5,650,000	5,650,000	5,650,000	5,650,000	5,650,000	5,650,000	5,650,000	5,650,000	56,500,000
Other	8,012,267										8,012,267
Total Cash Receipts	17,355,642	9,361,842	9,380,401	9,399,053	9,417,798	9,436,637	9,455,571	9,474,598	9,493,721	9,512,940	102,288,204
Cash Payments:											
Payroll/Administration	273,967	280,816	287,837	295,033	302,409	309,969	317,718	325,661	333,802	342,148	3,069,360
Bookkeeping Services	40,000	20,000	20,500	21,013	21,538	22,076	22,628	23,194	23,774	24,368	239,090
Cost Report Audits and Settlement	30,000	30,750	31,519	32,307	33,114	33,942	34,791	35,661	36,552	37,466	336,101
Annual Financial Audit	15,000	15,375	15,759	16,153	16,557	16,971	17,395	17,830	18,276	18,733	157,690
Audit/Actuarial for Successor Pension Plan	60,000	61,500	63,038	64,613	66,229	67,884	69,582	71,321	73,104	74,932	672,203
IT Costs	12,000	12,300	12,608	12,923	13,246	13,577	13,916	14,264	14,621	14,986	134,441
Other	10,000	10,250	10,506	10,769	11,038	11,314	11,597	11,887	12,184	12,489	112,034
Total personnel/consulting costs	440,967	430,991	441,766	452,810	464,131	441,792	452,836	464,157	475,761	487,655	4,552,868
Office Expenses	30,000	30,750	31,519	32,307	33,114	33,942	34,791	35,661	36,552	37,466	336,101
Total facilities costs	30,000	30,750	31,519	32,307	33,114	33,942	34,791	35,661	36,552	37,466	336,101
Records Storage	216,164	191,904	164,316	131,606	96,116	62,722	34,391	23,653	18,980	15,045	954,897
Legal Fees	300,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,200,000
Fees and Other	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Election costs every two years		450,000		450,000		450,000		450,000		450,000	2,250,000
Total other costs	526,164	751,904	274,316	691,606	206,116	622,722	144,391	583,653	128,980	575,045	4,504,897
Unsecured Creditors	2,000,000	2,000,000	2,000,000								6,000,000
Repayment to County (Unsecured, past election)		218,133									218,133
EDD	661,371	661,371									1,322,742
CNA Medical Pension Plan	250,000	250,000	250,000	250,000	250,000	250,000	250,000	375,000	375,000		2,500,000
Successor Pension Plan Payments	4,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	13,000,000
2004 COPs Payment (US Bank)	1,895,006	1,895,988	1,894,013	1,894,081	1,895,925	1,894,275	1,894,131	1,895,225	1,895,475	1,896,325	18,950,444
2011 COPs Payment (US Bank)	2,460,900	2,457,925	2,459,738	2,461,138	2,457,100	2,457,350	2,457,350	2,457,100	2,456,600	2,455,850	24,581,050
Repayment to County (Ad Valorem tax exchange)	2,693,375	2,711,842	2,730,401	2,749,053	2,767,798	2,786,637	335,042				16,774,149
Creditor Payments	13,960,652	11,195,258	10,334,151	8,354,272	8,370,823	8,388,262	5,936,524	5,602,325	5,602,075	5,602,175	83,346,517
Total Cash Payments	14,957,783	12,408,903	11,081,752	9,530,995	9,074,184	9,486,718	6,568,542	6,685,796	6,243,369	6,702,341	92,740,384
Net Cash Flow, Annual	2,397,859	(3,047,061)	(1,701,351)	(131,942)	343,614	(50,081)	2,887,029	2,788,802	3,250,353	2,810,599	9,547,820
Total Cash Available	\$ 12,338,036	\$ 9,290,975	\$ 7,589,624	\$ 7,457,682	\$ 7,801,296	\$ 7,751,215	\$ 10,638,243	\$ 13,427,045	\$ 16,677,398	\$ 19,487,997	\$ 19,487,997

Notes:

Amount held by U.S. Bank as of 1/1/2018 reflecting all parcel taxes collected prior to 2018 less all payments on the 2004 Cops and 2011 Cops through 2017.
 DMC may be eligible to receive a total of \$605,401 for 2013 and 2014 from the State for "Newly Eligible O/P" for Medi-Cal. The reports have been submitted to the State. The State has acknowledged that these payments are due.
 The District will be entitled to destroy its records on 1/18/18. Currently, no decision has been made by the Board on whether District will destroy the records; in the event it does, these costs will be avoided.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE the conveyance of surplus real property located adjacent to 4370 Haag Road, Martinez area.

RECOMMENDATION(S):

APPROVE the conveyance of surplus real property identified as Assessor’s Parcel Number 162-251-014 located adjacent to 4370 Haag Road in Martinez to Christopher J. and Lisa C. Zaccaro, pursuant to Government Code Section 25526.5. Project No. 0676-6Q1822 (CP18-19)

DETERMINE that the project is not subject to the requirements of the California Environmental Quality Act (CEQA) pursuant to Article 5, Section 15061 (b)(3) of the State CEQA Guidelines.

DIRECT the Director of the Department of Conservation and Development (DCD) to file a Notice of Exemption with the County Clerk and DIRECT the Public Works Director to arrange for payment of a \$50.00 handling fee to the County Clerk for filing, and a \$25.00 fee to DCD for processing of the Notice of Exemption.

DETERMINE said property to be surplus and no longer necessary for county or other public purposes, and its estimated value does not exceed twenty-five thousand dollars (\$25,000).

AUTHORIZE the Chair, Board of Supervisors, to execute a Grant Deed on behalf of the County.

DIRECT the Real Estate Division of the Public Works Department to cause said Grant Deed

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Julie Carlson,
925-957-2452

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

and a certified copy of the board order to be delivered to the grantee for recording in the office of the County Clerk-Recorder.

FISCAL IMPACT:

100% Applicant Fees.

BACKGROUND:

On June 24, 1954, Contra Costa County (County) accepted a deed adjacent to a portion of Haag Road and identified as Assessor's Parcel Number 162-251-014 in Martinez, for a public street or highway purposes.

County staff has determined that the western portion of this property has been conveyed for the purposes identified above and the remaining portion is excess right-of-way no longer needed for public or county purposes. The adjacent property owner has requested the County convey this excess area in order to maintain and landscape it.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Grant Deed

CEQA

Recorded at the request of:
Contra Costa County

Return to:
Christopher J. and Lisa C. Zaccaro
4370 Haag Road
Martinez, CA 94553

Assessor's Parcel No. 162-251-014

GRANT DEED

For valuable consideration, receipt of which is hereby acknowledged,

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

Grants to Christopher J. and Lisa C. Zaccaro, husband & wife the following described real property in the City of Martinez, County of Contra Costa, State of California,

FOR DESCRIPTION SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

CONTRA COSTA COUNTY;

Dated _____

By _____
Karen Mitchoff
Chair, Board of Supervisors

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

STATE OF CALIFORNIA)

COUNTY OF CONTRA COSTA)

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

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

WITNESS my hand and official seal.

Signature: _____
Deputy Clerk

Excess Property
 Adjacent to Haag Road.
 APN 162-251-014

Exhibit "A"

Real property in the City of Martinez, County of Contra Costa, State of California, lying within Rancho El Pinole, and being a portion of the parcel of land granted to Contra Costa County in the Grant Deed recorded June 24, 1954 in Book 2337 of Official Records at page 434 described as follows:

Parcel One - Fee

Portion of Parts "E" and "F" Division 1, Rancho El Pinole. Beginning at the southern line of the 100 feet in width right of way of the Atchison, Topeka and Santa Fe Railroad at a western line of the strip of land described in the Final Order of Condemnation dated March 6, 1953, in the Superior Court of the State of California, in and for the County of Contra Costa, Case No. 56075, entitled The County of Contra Costa, plaintiff vs. John M. Hanna, et al, defendants, a certified copy of which was recorded March 6, 1953 in book 2081 of Official Records, page 562; thence from said point of beginning South 20°22' East, along said western line, 24 feet to the northern line of the parcel of land described in the deed from Frank W. Haag, et al, to Crockett Land and Cattle Company, dated May 14, 1930, recorded May 19, 1930, in book 222 of Official Records, page 446; thence South 70°30' West, along said northern line 85.89 feet to the eastern line of the tract of land conveyed as Parcel Two in the grant deed from Contra Costa County to the State of California, recorded March 23, 1966 in book 5083 of Official Records, page 518, being a point on a non-tangent curve, concave to the southeast, a radial to said point bears North 85°07'01" West; thence along said eastern line, having a radius of 210.00 feet, through a central angle of 7°25'35", an arc distance of 27.22 feet to the southern line of said 100 feet in width right of way of the Atchison, Topeka and Santa Fe Railroad; thence North 70°30' East, along said southern line, 72.72 feet to the point of beginning.

Containing an area of 1,911 square feet of land, more or less.

Exhibit "B", a plat, is attached hereto 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: *James A. Stein*

Licensed Land Surveyor
 Contra Costa County Public Works Department

Date: 12/11/17

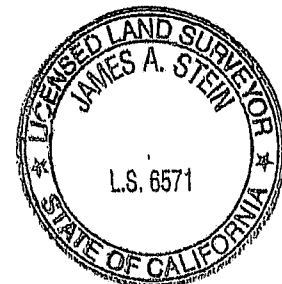
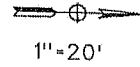


EXHIBIT "B"

PLAT TO ACCOMPANY EXHIBIT "A"



State of Ca.
5449 OR 470

Pcd 1
State of Ca.
5083 OR 518
Pcd 2

Zaccaro
2015-0169814
APN 162-251-013

N85°07'01"W(R)

L=27.22
R=210.00
Δ=7°25'35"

C.C.Co. 434
2337 OR 434
85.89

72.72
N70°30'00"E

BN&SF Railroad
(formerly AT & SF)

24.00

POB

S20°22'00"E

5.00
30.00

35.00
N.E. Cor
9.84 Acres
141 OR 196

2021 OR 467

Haag Road
2081 OR 562

2021 OR 482
5.00

Quitclaim of APN 162-251-014

Instrument : Quitclaim	Scale 1"=20'	Date December 2017
Series No.	Recorded	File No. MA-247-2017
	Checked By JS	Cad File Haag Excess Property APN 162-251-014.dgn

**DETERMINATION THAT AN ACTIVITY
IS EXEMPT FROM THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

ACTIVITY NO.: 0676-6Q18222, CP#18-19

ACTIVITY NAME: Vacation of Excess Property Adjacent to 4370 Haag Road - Martinez

PREPARED BY: Matt Kawashima

DATE: June 4, 2018

This activity is not subject to the California Environmental Quality Act (CEQA) pursuant to Article 5, Section 15061 (b) (3) of the CEQA Guidelines.

It can be seen with certainty that there is no possibility that the activity may have a significant adverse effect on the environment.

DESCRIPTION OF THE ACTIVITY:

The project consists of vacating and quitclaiming excess property adjacent to 4370 Haag Road (APN 162-251-014) that is no longer needed for public streets or highway purposes. On June 24, 1954, Contra Costa County (County) accepted a deed adjacent to a portion of Haag Road that was identified for public street or highway purposes. County staff has determined that the western portion of this property has been conveyed out for Highway 4 interchange ramps or Alhambra Avenue and the remaining area is no longer needed for a public street or highway purpose. The adjacent property owner has requested the County convey this area in order to maintain and landscape it.

LOCATION: The project is located adjacent to 4370 Haag Road in the City of Martinez. (Figures 1 – 5)

REVIEWED BY: _____




DATE: _____

6-4-18

Avé Brown
Principal Environmental Analyst
Environmental Services
Contra Costa County Public Works Department

APPROVED BY: _____



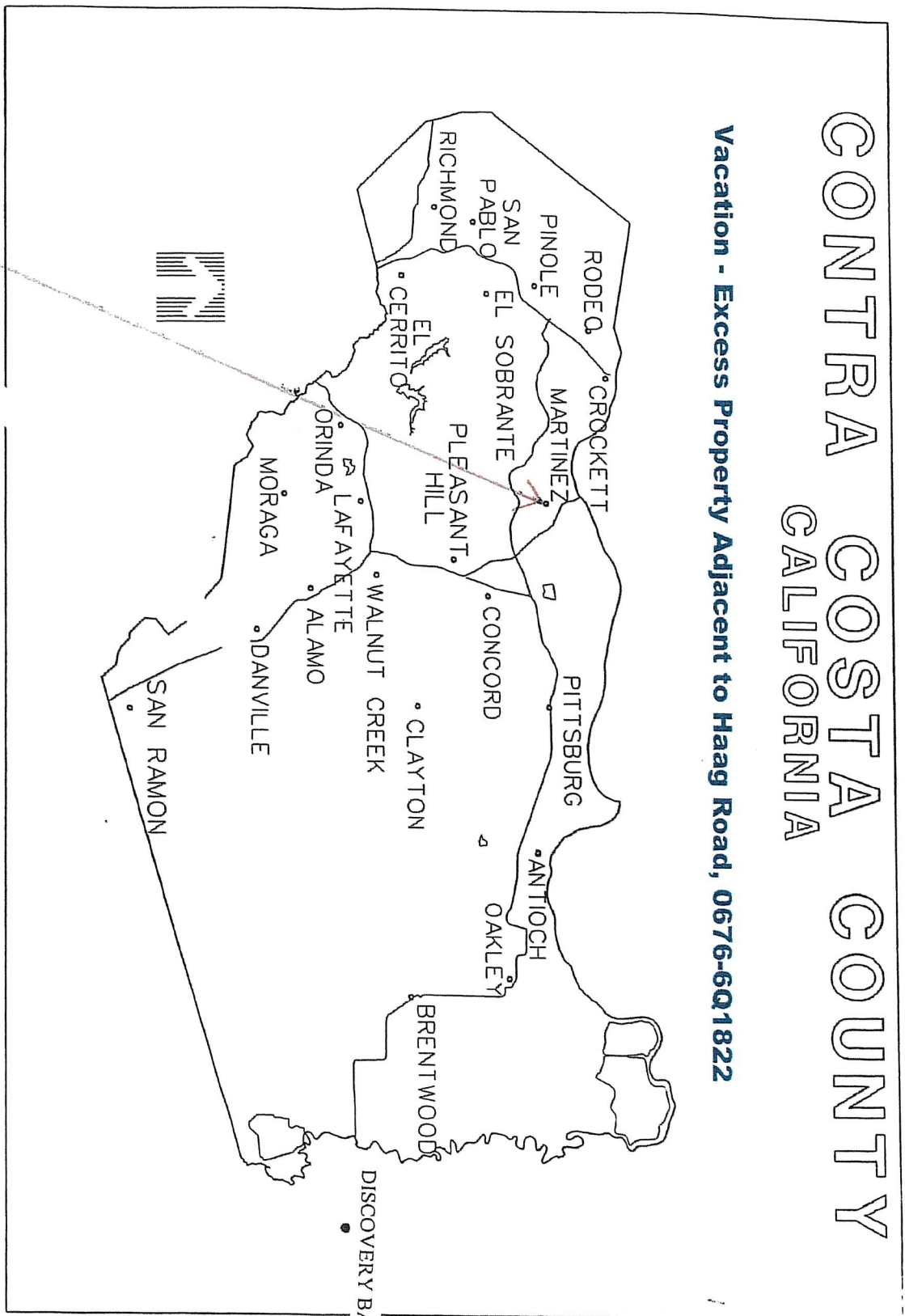
DATE: _____

6-7-18

Department of Conservation and
Development Representative

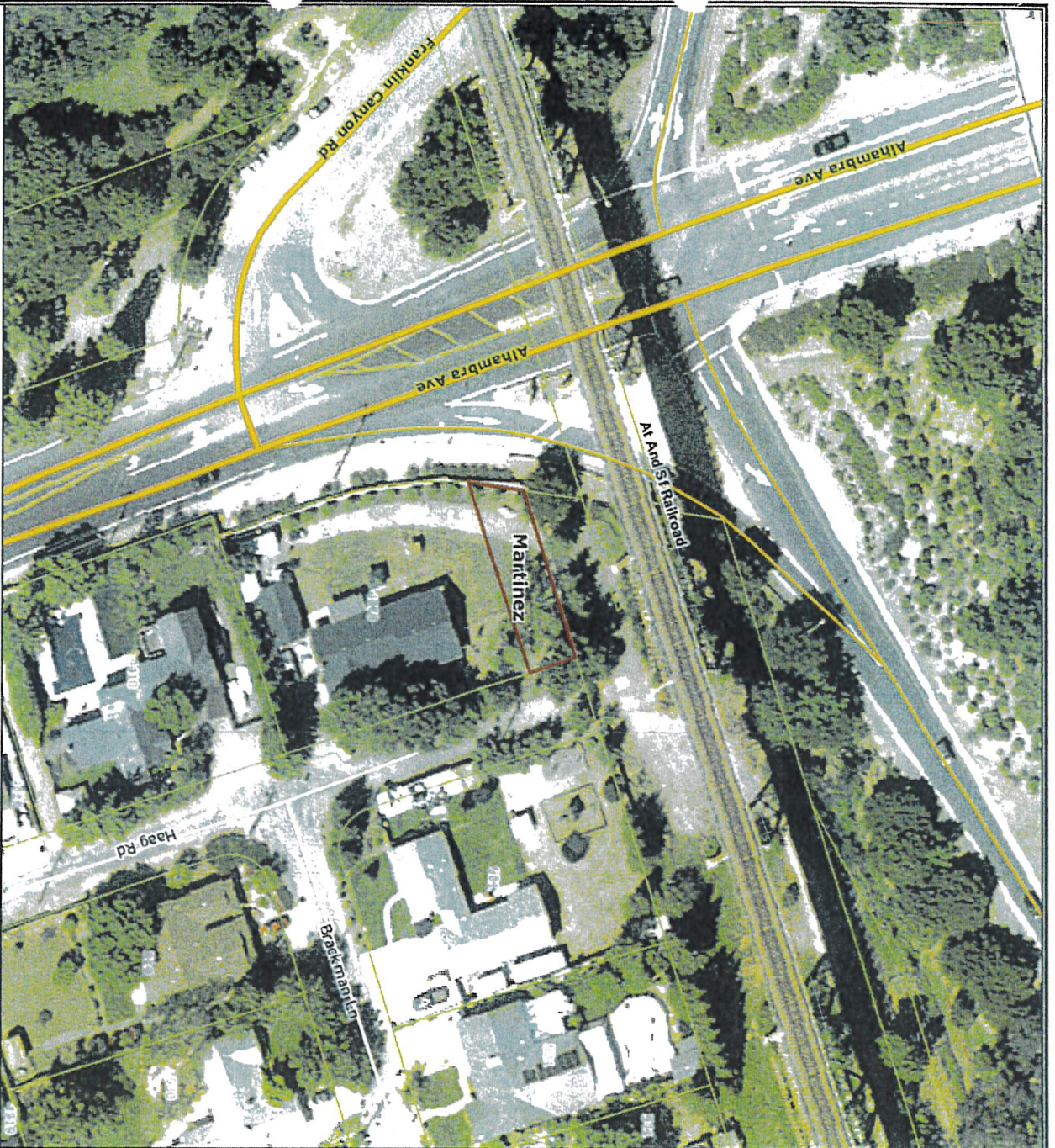
CONTRA COSTA COUNTY CALIFORNIA

Vacation - Excess Property Adjacent to Haag Road, 0676-601822



LOCATION MAP

FIGURE 1



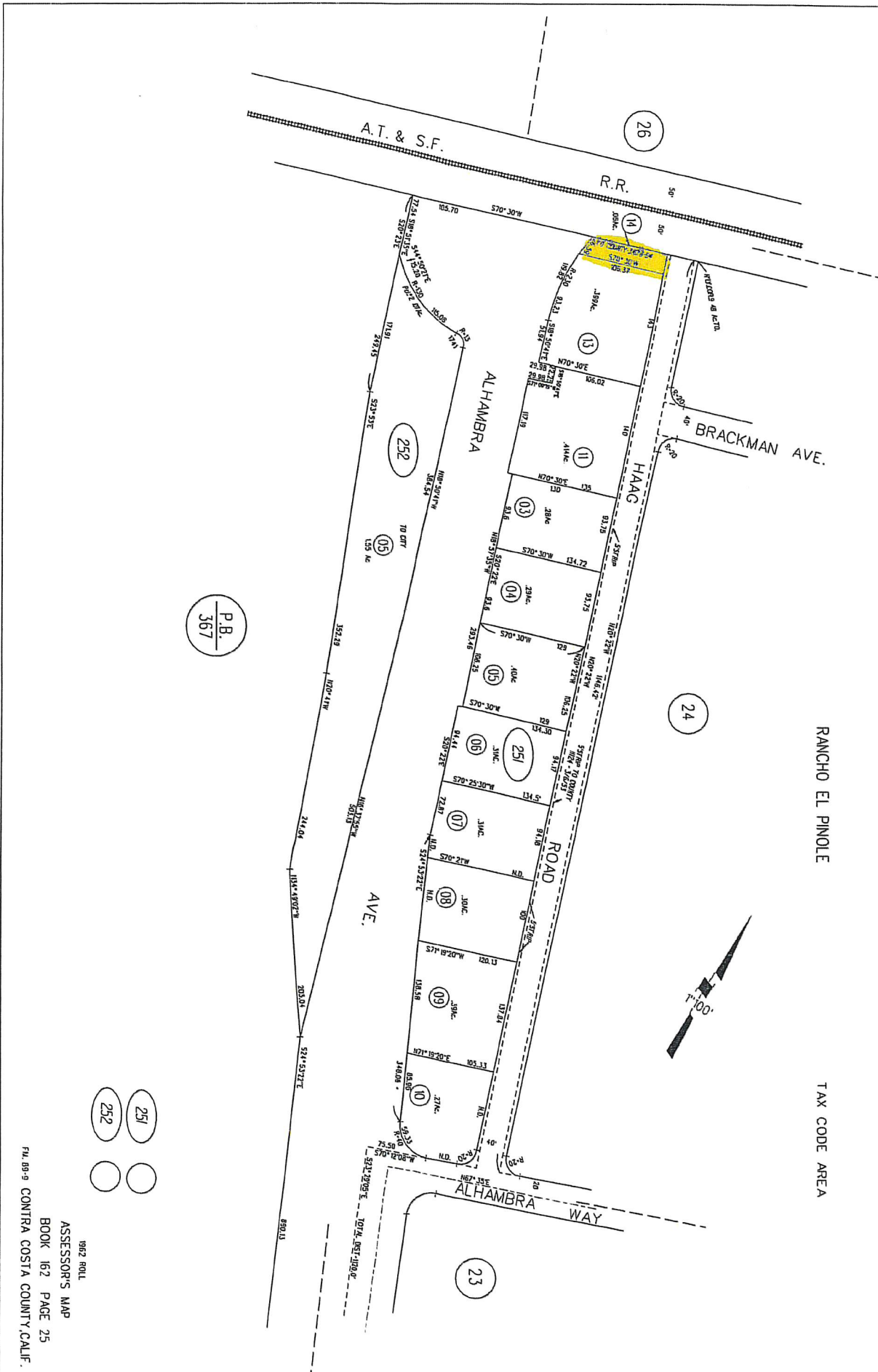
Coco Intranet Map

- Parcel
- Orthophoto (1ft, April 2011)
- City Boundary

Scale 1:936
 Contra Costa County GIS
 Printed: May 9, 2017 11:29:28 AM



FIGURE 2



RANCHO EL PINOLE

TAX CODE AREA

1982 ROLL
 ASSESSOR'S MAP
 BOOK 162 PAGE 25
 74.09-9 CONTRA COSTA COUNTY, CALIF.

FIGURE 3

CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

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

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

County Clerk
County of: Contra Costa

Project Title: Vacation of Excess Property Adjacent to 4370 Haag Road - Martinez
Proj. No. 0676-6Q18222 CP#18-19

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

Project Location – **Specific:** Adjacent to 4370 Haag Road

Project Location: City of Martinez

Project Location – County: Central Contra Costa

Description of Nature, Purpose and Beneficiaries of Project:

The project consists of vacating and quitclaiming excess property adjacent to 4370 Haag Road (APN 162-251-014) that is no longer needed for public streets or highway purposes. On June 24, 1954, Contra Costa County (County) accepted a deed adjacent to a portion of Haag Road that was identified for public street or highway purposes. County staff has determined that the western portion of this property has been conveyed out for Highway 4 interchange ramps or Alhambra Avenue and the remaining area is no longer needed for a public street or highway purpose. The adjacent property owner has requested the County convey this area in order to maintain and landscape it.

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

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

Exempt Status:

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

Reasons why project is exempt: The project consists of vacating and quitclaiming excess property, pursuant to Section 15061(b)(3) of the CEQA guidelines.

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

If filed by applicant:

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

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

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

Signature

Title

Applicant:

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

Department of Fish and Game Fees Due

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

Total Due: \$75.⁰⁰

Total Paid \$ _____

Receipt #: _____



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE the contingency fund increase and Notice of Completion of Contract for the Byron Highway and Camino Diablo Intersection Improvements Project

RECOMMENDATION(S):

APPROVE the contingency fund increase of \$70,000, for a new contingency fund total of \$359,897.14 and a new payment limit of \$2,308,868.54; and

ADOPT Resolution No. 2018/468 accepting as complete the contracted work performed by Granite Rock Company, for the Byron Highway and Camino Diablo Intersection Improvements Project, as recommended by the Public Works Director, Byron area. County Project No. 0662-6R4094, Federal Project No. HRRRL 5928(117) (District III)

FISCAL IMPACT:

The project was funded by 23% Highway Safety Improvement Program Grant Funds, 17% Measure J Return to Source Funds, 12% East County Regional Area of Benefit Funds, and 48% Local Road Funds.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Kevin Emigh,
925-313-2233

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

By: , Deputy

cc:

BACKGROUND:

The contingency fund increase is necessary to compensate the contractor for required extra work.

The Public Works Director reports said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of April 5, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Resolution No. 2018/468

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 09/11/2018 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:

Resolution No. 2018/468

IN THE MATTER OF Accepting and Giving Notice of Completion of Contract for the Byron Highway and Camino Diablo Intersection Improvements Project, Byron area. County Project No. 0662-6R4094, Federal Project No. HRRRL 5928(117) (District III)

WHEREAS the Board of Supervisors RESOLVES that on May 23, 2017, the County contracted with Granite Rock Company for the work generally consisting of roadway widening, intersection improvements, including sidewalk, curb ramps, and drainage improvements, traffic signal installation, and traffic signal and roadway improvements within Union Pacific Railroad right-of-way, at the intersection of Byron Highway and Camino Diablo in the Byron 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 April 5, 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: September 11, 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: September 11, 2018

Subject: APPROVE a Consulting Services Agreement with R M A Group, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with R M A Group 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 100% Developer Fees, Local Road Funds, Flood Control, and Airport Enterprise Funds.

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

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

Action of Board On: **09/11/2018** 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: September 11, 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)

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 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 R M A Group 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: September 11, 2018

Subject: ADOPT Traffic Resolution to prohibit parking, stopping, or standing at all times on the north side San Pablo Avenue (Road No. 0971C), Crockett area.

RECOMMENDATION(S):

ADOPT Traffic Resolution No. 2018/4476 to prohibit parking, stopping, or standing at all times on a portion of the north side of San Pablo Avenue (Road No. 0971C), as recommended by the Public Works Director, Crockett area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Upon request, Contra Costa County Public Works Traffic Engineering staff conducted an investigation related to concerns with parked vehicles in close proximity to the intersection of San Pablo Avenue (Road Number 0971C) and the I-80 off-ramp and Merchant Street (Road No.

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

Action of Board On: **09/11/2018** 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: September 11, 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)

2295D). After observation and measurement, it was determined that prohibiting parking for a short length along San Pablo Avenue adjacent to the freeway off-ramp would improve sight lines and traffic safety.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain unrestricted.

ATTACHMENTS

TR 4476

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on September 11, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

TRAFFIC RESOLUTION NO. 2018/4476
Supervisorial District V

SUBJECT: Prohibit parking, stopping, or standing at all times on a portion of the north side of San Pablo Avenue (Road No. 0971C), 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 Section 22507 of the California Vehicle Code, parking, stopping or standing is hereby declared to be prohibited at all times on the north side of San Pablo Avenue (Road No. 0971C), beginning at a point 58 feet west of the center line of Merchant Street (Road No. 2295D) and extending westerly a distance of 70 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

MS:sr

By _____, Deputy

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

cc: California Highway Patrol
Sheriff Department

TRAFFIC RESOLUTION NO. 2018/4476



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE a Contract Amendment with CH2M Hill, Inc., Clayton area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Amendment No. 1 to the Consulting Services Agreement (CSA) with CH2M Hill, Inc., effective September 11, 2018, to increase the payment limit by \$97,935 to a new payment limit of \$962,712, for professional engineering services for the Marsh Creek Road Bridges (#28C-0143 and 28C-0145) Replacement project and extend the term date “acceptance of the completed bridges by the Contra Costa County Board of Supervisors” to June 30, 2022, Clayton area. (County Project No. 0662-6R4083, Federal Project No. BRLS 5928 (125)) (District III)

FISCAL IMPACT:

This project, including work performed under this amendment, is funded by 88.53% Federal Highway Bridge Program Funds and 11.47% Local Road Funds.

BACKGROUND:

The Public Works Director, or designee, executed a Consulting Services Agreement, dated October 6, 2015, with CH2M Hill, Inc., for professional engineering services for the

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

Action of Board On: **09/11/2018** 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: September 11, 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)

Marsh Creek Road Bridges (#28C-0143 and 28C-0145) Replacement project.

This Project consists of preparing plans, specifications, and estimates, including geotechnical and hydraulic studies, construction support, project management and coordination, and environmental and right of way support for the replacement of the Marsh Creek Road Bridges (#28C-0143 and 28C-0145) over Marsh Creek in eastern Contra Costa County.

The original scope of the contract assumed that the duration of the preliminary engineering phase would be 24 months, but rather it has exceeded 24 months and the current schedule reveals it will extend to approximately 36 months. As a result of the extended preliminary engineering phase, additional project management, coordination, and design efforts are necessary. This, in conjunction with changes to the labor rates and scope incurred by a geotechnical engineer subconsultant, contributed to exceeding the contract scope and budget for the project.

Additionally, the original CSA did not state a specific termination date for the CSA, which is no longer in conformance with the current Caltrans Local Assistance Procedures Manual contract requirements.

Amendment No. 1 will amend the payment limits in order to compensate for this additional effort and set a specific termination date.

CONSEQUENCE OF NEGATIVE ACTION:

The consultant would not be compensated for services needed to complete the project.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a Consulting Services Agreement with Drake, Haglan & Associates, Inc., for the Byron Highway Bridge Replacement project, Byron area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement ("CSA") with Drake, Haglan & Associates, Inc. ("DHA") in an amount not to exceed \$1,403,456.00 for professional engineering services for the Byron Highway Bridge Replacement Project, for the period September 11, 2018, through June 30, 2025, Byron area. (Federal Project No. BRLS-5928(104), County Project No. 4660-6X1048); (District III)

FISCAL IMPACT:

This project, including this CSA, is funded by 88.53% Federal Highway Bridge Program Funds, 2% Department of Water Resources Funds, and 9.47% Local Road Funds.

BACKGROUND:

This project will replace the Byron Highway Bridge (#28C-0121), which spans the California Aqueduct and is located approximately 11 miles northwest of Tracy and 4 miles southeast

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

Action of Board On: **09/11/2018** 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: September 11, 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)

of Byron.

Professional engineering services, including geotechnical and hydraulic studies, construction support, project management and coordination, and environmental and right of way support, are required for the proper and satisfactory execution of the Byron Highway Bridge Replacement project. DHA was selected to provide these services after completing a Request for Technical Proposal solicitation and interview process. The County received technical proposals from and interviewed three firms to provide consulting services for this project. DHA was selected by a selection committee as the firm that was best able to address the County's needs for the project.

Public Works has successfully negotiated with DHA to provide the professional engineering services.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board of Supervisors' approval, this CSA will not be in effect. A delay in the design and construction of the Byron Highway Bridge Replacement project will occur, ultimately delaying the completion of the project. Project delay may also result in substantial additional project costs, and jeopardize the funding.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: RESCIND Traffic Resolution No. 2007/4250 for Third Street (Road No. 1795G), Rodeo area.

RECOMMENDATION(S):

RESCIND Traffic Resolution No. 2007/4250, adopted December 4, 2007, which prohibited parking or stopping at all times on a portion of Third Street (Road No. 1795G), except for those vehicles of individuals with disabilities, as recommended by the Public Works Director, Rodeo area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

While reviewing previously designated parking spaces for disabled persons on public roadways, it was determined that a disabled persons parking space was no longer needed. Public Works Traffic Engineering staff conducted a site visit and confirmed the disabled resident who originally requested the space no longer lives at the property. Therefore, in conformance with established policy, Traffic Engineering recommends removing the restriction on parking at this location.

CONSEQUENCE OF NEGATIVE ACTION:

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Monish Sen,
925.313-2187

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

By: , Deputy

cc:

Parking will remain restricted at this location.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: RESCIND Traffic Resolution No. 2008/4263 for Third Street (Road No. 1795G), Rodeo area.

RECOMMENDATION(S):

RESCIND Traffic Resolution No. 2008/4263, adopted June 17, 2008, which prohibited parking or stopping at all times on a portion of Third Street (Road No. 1795G), except for those vehicles of individuals with disabilities, as recommended by the Public Works Director, Rodeo area.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

While reviewing previously designated parking spaces for disabled persons on public roadways, it was determined that a disabled persons parking space was no longer needed. Public Works Traffic Engineering staff conducted a site visit and confirmed the disabled resident who originally requested the space no longer lives at the property. Therefore, in conformance with established policy, Traffic Engineering recommends removing the restriction on parking at this location.

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: **09/11/2018** 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: September 11, 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: September 11, 2018

Subject: RATIFY the prior decision to fully close a portion of 2nd St., on August 18, 2018 from 9:00 AM through 5:00 PM, Rodeo area

RECOMMENDATION(S):

ADOPT Resolution No. 2018/471 ratifying the prior decision of the Public Works Director, or designee, to fully close a portion of 2nd Street between Parker Avenue and John Street, on August 18, 2018, from 9:00 AM through 5:00 PM, for the purpose of Back to School Community Block Party, Rodeo area. (District V)

FISCAL IMPACT:

No fiscal impact

BACKGROUND:

Applicant shall follow guidelines set forth by the Public Works Department.

CONSEQUENCE OF NEGATIVE ACTION:

Applicant will not have Board approval for completed road closure.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Bob Hendry (925)
674-7744

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

By: , Deputy

cc: Jocelyn LaRocque- Engineering Services, Bob Hendry -Engineering Services, CHP, Sheriff - Patrol Division Commander

ATTACHMENTS

Resolution No.

2018/471

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/471

IN THE MATTER OF ratifying the prior decision of the Public Works Director, or designee, to fully close a portion of 2nd Street between Parker Avenue and John Street, on August 18, 2018, from 9:00 AM through 5:00 PM, for the purpose of Back to School Community Block Party, Rodeo area. (District V)

RC18-15

NOW, THEREFORE, BE IT RESOLVED that permission is granted to New Horizons Career Development to fully close 2nd Street between Parker Avenue and John Street, except for emergency traffic, on August 18, 2018, for the period of 9:00 AM through 5:00 PM, subject to the following conditions:

1. Traffic will be detoured via neighboring streets per traffic control plan reviewed by Public Works..
2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.
3. New Horizons Career Development shall comply with the requirements of the Ordinance Code of Contra Costa County.
4. Provide the County with a Certificate of Insurance in the amount of \$1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.
5. Obtain approval for the closure from the Sheriff's Department, the California Highway Patrol and the Fire District.

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

ATTESTED: September 11, 2018

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

Contact: Bob Hendry (925) 674-7744

By: , Deputy

cc: Jocelyn LaRocque- Engineering Services, Bob Hendry -Engineering Services, CHP, Sheriff - Patrol Division Commander



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: Notice of Completion of Construction Contract for the San Pablo and Wildcat Creeks Levee Remediation Project, North Richmond area.

RECOMMENDATION(S):

ADOPT Resolution No. 2018/469 accepting as complete the contracted work performed by Ghilotti Construction Company, for the San Pablo and Wildcat Creeks Levee Remediation Project, as recommended by the Chief Engineer, North Richmond area. (County Project No. 0662-6R4080) (District I)

FISCAL IMPACT:

The project was funded by 63% Department of Water Resources Grant Funds and 37% Local Flood Control District Funds.

BACKGROUND:

The Chief Engineer 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 May 16, 2018.

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

Action of Board On: **09/11/2018** 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: September 11, 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. 2018/469

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 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2018/469

IN THE MATTER OF Accepting and Giving Notice of Completion of Contract for the San Pablo and Wildcat Creeks Levee Remediation Project, North Richmond area. County Project No. 0662-6R4080 (District I)

WHEREAS the Board of Supervisors RESOLVES that on May 5, 2017, the County contracted with Ghilotti Construction Company for the work generally consisting of modifying existing concrete flood walls, installing steel sheetpile walls with concrete connectors and reinforced concrete flood walls to meet FEMA free board requirements and eliminate existing levee free board deficiencies on San Pablo and Wildcat Creeks in the North Richmond area, with Liberty Mutual Insurance Company as surety, for work performed on the grounds of the County; and

The Chief Engineer 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 May 16, 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: September 11, 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: September 11, 2018

Subject: Accept Notice of Completion of contracted work for Lefty Gomez Park Improvement, 470 Parker Avenue, Rodeo area

RECOMMENDATION(S):

ADOPT Resolution No. 2018/473 accepting as complete the construction contract work performed by Thompson Builders Corporation (Thompson) for the Lefty Gomez Improvements – Concession and Picnic Areas, 470 Parker Avenue, Rodeo, as recommended by the Public Works Director. (District V)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Using voter-approved Measure WW allocated grant funds to local parks for improvements, Special Districts, in conjunction with Supervisor Glover’s Staff, Rodeo Municipal Advisory Committee, CSA R-10 Advisory Committee, and the John Swett Unified School District developed improvements for Lefty Gomez Park, which included construction of a concession booth that includes

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Carl Roner (925)
313-2213

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

By: , Deputy

cc: Slava Gospodchikov - Engineering Services , Carl Roner- Special Districts, Rochelle Johnson - Special Districts, Dominic Aliano - Board of Supervisors, David Carey, Thompson Builders Corporation, Berkley Insurance Company

BACKGROUND: (CONT'D)

a restroom, announcer's stand, kitchen, and extra storage.

On September 22, 2015, the Board of Supervisors authorized the Public Works Director to execute a construction contract with Thompson for the Lefty Gomez Improvements. The contract work has been completed in accordance with the approved plans and specifications, and Change Order Nos. 1 through 9, at a cost of \$652,473.47. The park was opened to the public on April 28, 2018. The project acceptance includes a withholding in the amount of the retention (\$32,623.67) to ensure completion of the project closeout items.

CONSEQUENCE OF NEGATIVE ACTION:

Accepting a contract as complete is a standard procedure, is required by law following substantial completion and public use of the project, and allows for proper closeout of the project. If the contract is not accepted as complete, the period for filing stop payment notices and bond claims on the contract may be extended.

ATTACHMENTS

Resolution No. 2018/473

Notice of Completion

Recorded at the request of: Clerk of the Board

Return To: Public Works Dept- Simone Saleh

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2018/473

IN THE MATTER OF: Accepting and Giving Notice of Completion of Contract with Thompson Builders Corporation, Lefty Gomez Park Improvements – Concession and Picnic Areas, at 470 Parker Avenue, Rodeo area, for the Public Works Department.

WHEREAS on September 22, 2015, the County (owner) contracted with Thompson Builders Corporation (General Contractor) for the Lefty Gomez Park Improvements – Concession and Picnic Areas, with Berkley Insurance Company as surety, for work to be performed on County Property located at 470 Parker Avenue, Rodeo.

WHEREAS the Public Works Director reports that said work has been inspected and complies with the approved plans and specifications, and recommends its acceptance as completed as of June 21, 2018.

NOW, THEREFORE, BE IT RESOLVED that:

1. The contract work for Lefty Gomez Park Improvements - Concession and Picnic Areas, 470 Parker Avenue, Rodeo area, is accepted as recommended above; and
2. Within fifteen (15) days after adoption of this Resolution, the Clerk of the Board shall file with the County Recorder a certified copy of the Resolution and the attached Notice of Completion.

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

ATTESTED: September 11, 2018

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

Contact: Carl Roner (925) 313-2213

By: , Deputy

cc: Slava Gospodchikov - Engineering Services , Carl Roner- Special Districts, Rochelle Johnson - Special Districts, Dominic Aliano - Board of Supervisors, David Carey, Thompson Builders Corporation, Berkley Insurance Company

Recorded at the request of:

Contra Costa County Public Works Dept.
Engineering Services Division

When recorded, return to:

Contra Costa County Public Works Dept.
Capital Projects Management Div.
255 Glacier Drive
Martinez, CA 94553

NOTICE OF COMPLETION

(Civil Code Section 9204)

NOTICE IS GIVEN of completion of the following public work of improvement:

- (1) Project name: Lefty Gomez Park Improvements – Concession and Picnic Areas, 470 Parker Avenue, Rodeo, California 94572
- (2) Date of completion: June 21, 2018
- (3) Name and address of Owner: Contra Costa County, c/o Contra Costa County Public Works Department, Engineering Services Division, 255 Glacier Drive, Martinez, CA 94553
- (4) Interest of Owner: Tenant
- (5) Name and address of Direct Contractor: Thompson Builders Corporation, 250 Bel Marin Keys Boulevard, Building A, Novato, CA 94949
- (6) Name and address of Construction Lender: None
- (7) Description of site: Lefty Gomez Park, Rodeo, California 94572

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the agent of the Owner named above, that I have read this Notice, that I know and understand the contents, and that the facts stated in the Notice are true and correct.

Dated: August 20, 2018



Slava Gospodchikov
Contra Costa County Public Works Dept.
Engineering Services Division



Contra
Costa
County

To: Contra Costa County Flood Control District Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: Lower Walnut Creek — State of California Wildlife Conservation Board Climate Adaptation and Resilience Program Grant. Project No. 7520-6B8285

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control and Water Conservation District (FC District), or designee, to apply for grant assistance in the form of the State of California Wildlife Conservation Board (WCB) Climate Adaptation and Resilience Grant Program, in an amount not to exceed \$1,250,000, for partial implementation of the North and South Reaches of the Lower Walnut Creek Restoration Project, Martinez area.

FISCAL IMPACT:

Grant amount requested will be up to \$1,250,000 from the State. Remaining project costs will be funded by Flood Control District Zone 3B funds (Fund 252000) or other state and federal grant funds. No County match required.

BACKGROUND:

Following the 2014 congressional “selective deauthorization” of the most downstream 4 miles of Walnut and Pacheco Creeks, the FC District has completed a community-based planning process that identified a preferred alternative for restoration work of Lower Walnut Creek. The project subsequently attracted grant funding from the California Department of Fish and Wildlife and the U.S. Environmental Protection Agency that covered CEQA, design, and regulatory

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Paul Detjens, (925)
313-2394

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

By: , Deputy

cc: Mike Carlson, Deputy Chief Engineer, Tim Jensen, Flood Control, Paul Detjens, Flood Control, Catherine Windham, Flood Control

BACKGROUND: (CONT'D)

permitting phases of work. Now the FC District is seeking grant funding for implementation of the restoration project.

The State of California Wildlife Conservation Board Climate Adaptation and Resilience Grant Program is believed to be a good match for the Lower Walnut Creek Restoration project, and the FC District will be requesting \$1,250,000 of implementation funding. Initial conversations with WCB staff have confirmed the project's eligibility for this competitive statewide grant and the FC District was encouraged to apply.

CONSEQUENCE OF NEGATIVE ACTION:

Without the Board of Supervisors' approval, the FC District will not be able to apply for the WCB Grant described above.



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: September 11, 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 Tamsie Irvan and William Crouse for a T-hangar at Buchanan Field Airport effective August 22, 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: **09/11/2018** 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: September 11, 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 Agreement - Tamsie Irvan and William Crouse

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES: August 22, 2018** ("Effective Date"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("Airport"), **Tamsie Irvan and William Crouse** ("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 # **D-13** 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 **August 22, 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: Keith Freitas, Airports Director
Date: September 11, 2018

Subject: APPROVE AND AUTHORIZE AMENDMENT 1 TO CONSULTING SERVICES AGREEMENT WITH C & S ENGINEERS, INC.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute Amendment 1 to the Consulting Services Agreement with C & S Engineers, Inc. to add Padilla & Associates, Inc. as an additional Subconsultant.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

C & S Engineers, Inc. (Contractor) would like to have Padilla & Associates, Inc. added to their Consulting Services Agreement as one of their sub-contractors to perform a requested Disadvantaged Business Enterprise (DBE) Program update for the County Airports.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, Contractor

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION: (CONT'D)

will not be able to use Padilla & Associates, Inc. to perform the Disadvantaged Business Enterprise (DBE) Program update, the County Airports would not be in compliance with Federal Aviation Administration requirements and could potentially lose grant funding.

ATTACHMENTS

C & S Engineers - Amendment 1 Consulting Services Agreement

AMENDMENT NO. 1 TO CONSULTING SERVICES AGREEMENT

(To be used only for Architectural, Engineering or Land Surveying Services)

1. Identification of Agreement to be Amended.
 - (a) Effective Date of Agreement: November 1/2015
 - (b) Agency: Contra Costa County Public Works
 - (c) Subject: Amendment to add Padilla & Associates as a subconsultant

2. Parties. Agency, and the following named Consultant, mutually agree and promise as follows:
 - (a) Consultant's Name & Address: C & S Engineers, Inc.
8950 Cal Center Drive, Ste. 102
Sacramento, CA 95826
Atten: Jessica L. Byan, P.E., C.M.

 - (b) Type of Business Entity: Corporation

(e.g., individual, corporation, sole proprietorship, partnership, limited liability company)

If corporation, identify state of incorporation: CA

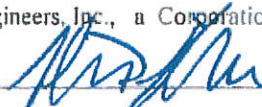
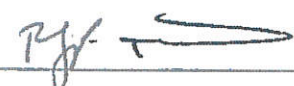
3. Project Name, Number, & Location. On Call Airport Engineering, Design/Architectural and Planning

4. Amendment Date. The effective date of this Amendment to Consulting Services Agreement is August 20, 2018.

5. Amendment Specifications. The Agreement identified above is hereby amended as set forth in the Amendment Specifications attached hereto and incorporated by reference.

6. Signatures. The signatures set forth below attest the parties' agreement hereto:

CONSULTANT

<p>SIGNATURE A</p> <p>Consultant's Name:</p> <p>C&S Engineers, Inc., a Corporation</p> <p>By <u></u></p> <p>(Signature of individual or officer)</p> <p><u>John D. Trimble, President</u></p> <p>(Print name and title, if applicable)</p>	<p>SIGNATURE B</p> <p>By <u></u></p> <p>(Signature of individual or officer)</p> <p><u>Randy P. Tuthill, Asst. Treasurer</u></p> <p>(Print name and title, if applicable)</p>
--	--

Note to Consultant: If Consultant is a corporation, the Amendment to Consulting Services Agreement must be signed by two officers. The first signature (Signature A) must be that of the chairman of the board, president, or vice-president; the second signature (Signature B) must be that of the secretary, assistant secretary, chief financial officer, or assistant treasurer. (Civil Code Section 1190 and Corporations Code Section 313.) The acknowledgment below must be signed by a Notary Public.


ACKNOWLEDGMENT

State of ~~California~~ New York)
)
County of Onondaga)

On August 28, 2018, before me, Michelle A. Steria, Notary Public, personally appeared John D. Trimble, President & Randy P. Tuthill, Asst. Treasurer (insert name(s) and title(s) of the officer(s) signing on behalf of Consultant), who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS MY HAND AND OFFICIAL SEAL


Signature

(Notary's Seal)

MICHELLE A. STERIA
Notary Public, State of New York
Qualified in Onondaga County
Commission Expires Nov. 22, 2021

AGENCY

(a) If Amendment is approved by Agency's governing body (required if total Payment Limit of original Agreement and Amendment exceeds \$100,000, or if original Agreement was approved by Agency's governing body):

AGENCY, By _____ Board Chair/Designee	ATTEST: Clerk of the Board of Supervisors By _____ Deputy
---	---

(b) If Amendment is approved by County Purchasing Agent:

AGENCY, By _____ County Purchasing Agent or Designee
--

APPROVALS

RECOMMENDED BY DEPARTMENT

By _____
Designee

FORM APPROVED BY COUNTY COUNSEL

By Kathleen M. Andrews
Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By _____
Designee

AMENDMENT SPECIFICATIONS

In consideration for work to be performed by Padilla & Associates, Inc. as a subconsultant, the scope of services is being amended to add Padilla & Associates, Inc. as a subconsultant and to add their rate schedule to the On-Call Airport EDAP contract.

Attachment 1 to Appendix B

A. Key Personnel and Rates

Padilla & Associates, Inc.

Title/Classification		Hourly Rate
Project Manager	\$	156.25
DBE Analyst II	\$	92.29

2. Reimbursables

Mileage:	at Current IRS Rate
Parking/Tolls:	AT Cost
Travel/Hotel/Food:	AT Cost
Photocopies/Printing:	AT Cost
Postage/Express Mail:	AT Cost

Hourly rate is subject to a 2% Annual Cost of Living increase per Calendar Year.

AGENCY

(a) If Amendment is approved by Agency's governing body (required if total Payment Limit of original Agreement and Amendment exceeds \$100,000, or if original Agreement was approved by Agency's governing body):

AGENCY, By _____ Board Chair/Designee	ATTEST: Clerk of the Board of Supervisors By _____ Deputy
---	---

(b) If Amendment is approved by County Purchasing Agent:

AGENCY, By _____ County Purchasing Agent or Designee
--

APPROVALS

RECOMMENDED BY DEPARTMENT

By _____
Designee

FORM APPROVED BY COUNTY COUNSEL

By Kathleen M. Andres
Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By _____
Designee



C&S Companies
499 Col. Eileen Collins Blvd.
Syracuse, NY 13212
p: (315) 455-2000
f: (315) 455-9667
www.cscos.com

August 28, 2018

SENT VIA OVERNIGHT DELIVERY

Ms. Natalie Olesen, Administrative Analyst
Contra Costa County Airports
550 Sally Ride Drive
Concord, CA 94520

Re: Amendment 1 to Consulting Services Agreement (1 original)

Dear Ms. Olesen:

On behalf of Mrs. Jessica Bryan of our Sacramento office, I am enclosing one signed and notarized original of the Amendment 1 to the Consulting Services Agreement between the County and C&S Engineers, Inc.

If you need any additional information, please contact Mrs. Bryan at (916) 202-6613.

Sincerely yours,
C&S ENGINEERS, INC.

A handwritten signature in cursive script that reads 'Michelle A. Steria'.

By: Michelle A. Steria
Legal Assistant

cc: Jessica L. Bryan, PE, CM



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 11, 2018

Subject: Claims

RECOMMENDATION(S):

DENY claims filed by Cassandre Campbell, CSE Ins. For Darlene Drapkin, Nancy DiGaudio, Frankie Gray, Thomas Kensok, Geico subrogee of James and Mary Lafayette, LaShawna Rooney, Edgar Eli, Mendez Salgado, Manmeet Singh, State Farm Ins., a subrogee of James Ferris, Diane J. Thomas and Paul D. Thomas. DENY Amended claim filed by David Rorai. DENY late claim filed by Barry Edwards.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Cassandre Campbell: Property claim for damage to vehicle in undisclosed amount. Claimant alleges damage to her car as a result of a motor vehicle accident with a County employee.

CSE Ins. For Darlene Drapkin: Property claim for damage to vehicle in the amount of \$4,060.36. Claimant insurer alleges damage to insured's car as a result of a motor vehicle accident with a County employee.

Nancy DiGaudio: Personal injury claim for a trip and fall in the amount of \$100,000. Claimant alleges she suffered a fractured jaw when she tripped and fell on

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

a walkway in Cornell Park in Discovery Bay.

Frankie Gray: Property claim for damage to vehicle in an amount to be determined. Claim alleges damage to claimant's car as a result of motor vehicle accident with County employee.

Thomas Kensok: Claim for County to pay vested vacation wages. Claimant alleges he earned vacation pay that was not paid to him upon separation from the County.

Geico, a subrogee of James & Mary Lafayette: Property claim for damage to vehicle in the amount of \$22,506. Claimant insurer alleges damage to insured's car as a result of a motor vehicle accident with a County employee.

LaShawna Rooney: Property claim for lost glasses in the amount of \$500. Claimant alleges she lost property while at CCRMC

Edgar Eli Mendez Salgado: Personal injury and property claim for damage to vehicle and resulting injuries in undisclosed amount. Claimant alleges he was injured in a motor vehicle accident that was caused by a County employee.

Manmeet Singh: Property claim for damage to vehicle in the amount of \$5,718.78. Claimant alleges his car was damaged due to faulty parking lot gate at Juvenile Hall

State Farm Ins. A subrogee of James Ferris: Property claim for damage to vehicle in the amount of \$8,198.29. Claimant insurer alleges damage to insured's car as a result of a motor vehicle accident with a County employee.

Diane J. Thomas & Paul D. Thomas: Property claim for damage to vehicle in undisclosed amount. Claimant insurer alleges damage to insured's car as a result of a motor vehicle accident with a County employee.

David Rorai: Request that the Board of Supervisors accept a late claim. Claimant alleges his dentures were lost while he was at CCRMC.

Barry Edwards: Request that the Board of Supervisors accept a late claim. Claimant alleges he was wrongfully terminated by the Contra Costa Community College.



Contra
Costa
County

To: Board of Supervisors
From: Federal D. Glover, District V Supervisor
Date: September 11, 2018

Subject: Proclaiming the Month of September as NATIONAL RECOVERY MONTH in Contra Costa County

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lynn Enea, (925)
608-4200

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.

2018/463

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2018/463

Proclaiming the Month of September, 2018 as NATIONAL RECOVERY MONTH in Contra Costa County

WHEREAS, behavioral health is an essential part of health and one's overall wellness; and

WHEREAS, prevention of mental and alcohol and other drug use disorders works, treatment is effective, and people recover in our area and around the nation; and

WHEREAS, preventing and overcoming alcohol and other drug disorders is essential to achieving healthy lifestyles, both physically and emotionally; and

WHEREAS, we must encourage relatives and friends of people with mental and alcohol and other drug disorders to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and **recovery support services** like housing, employment, education, vocational rehab; and

WHEREAS, to help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and **Contra Costa County Board of Supervisors** invite all residents of **Contra Costa County** to participate in **National Recovery Month** and

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors, do hereby proclaim the Month of September 2018 as **NATIONAL RECOVERY MONTH** in Contra Costa County and call upon the people of Contra Costa County to observe this month with appropriate programs, activities, and ceremonies to support this year's **Recovery** theme, *Join the Voices for Recovery: Invest in Health, Home, Purpose, and Community*.

KAREN MITCHOFF

Chair, District IV Supervisor

JOHN GIOIA

District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

FEDERAL D. GLOVER

District V Supervisor

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

ATTESTED: September 11, 2018

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Karen Mitchoff, District IV Supervisor
Date: September 11, 2018

Subject: Adopt resolution supporting the Contra Costa County Office of Education and Sandy Hook Promise Partnership

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lisa Chow, (925)
521-7100

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

By: , Deputy

cc:

ATTACHMENTS

Resolution No.

2018/477

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2018/477

supporting the Contra Costa County Office of Education/*Sandy Hook Promise* Partnership

WHEREAS, social isolation is the overwhelming feeling of being left out, lonely, or treated like you are invisible, and social isolation is a growing epidemic in the United States and within our schools; and

WHEREAS, young people who are isolated can become victims of bullying, violence and/or depression and as a result, many pull away from society, struggle with learning and social development and/or choose to hurt themselves or others; and

WHEREAS, suicide is the second leading cause of death for American teenagers and many adolescents suffer in silence, while those who do reach out for help tend to confide in their friends and peers, who are often unequipped to intervene; and

WHEREAS, over the last 25 years, research has revealed that in 7 out of 10 acts of gun violence, a friend(s) was told that an act of violence would be committed or may take place. In one study, it was reported that in 4 out of 5 school shootings, the attackers had told people of their plans ahead of time; and

WHEREAS, *Start with Hello* (A *Sandy Hook Promise* "Know the Signs" program) teaches students, grades 2-12, the skills they need to reach out to and include those who may be dealing with chronic social isolation and create a culture of inclusion and connectedness within their school or youth organization; and

WHEREAS, *Say Something* (A *Sandy Hook Promise* "Know the Signs" program) is an education and awareness program that provides tools and practices to recognize the signs and signals of a potential threat to students – especially in social media – and teaches and instills participants how to take action; and

WHEREAS, *Signs of Suicide* (A *Sandy Hook Promise* "Know the Signs" program) teaches middle and high school students to recognize the warning signs of depression and suicide, thereby building their capacity for empathy, social responsibility, and social activism, leading to safer schools and communities; and

WHEREAS, *Threat Assessment and Intervention* (A *Sandy Hook Promise* "Know the Signs" program) helps create safer, healthier homes, schools and communities by accessing help for individuals who may pose an imminent/longer term threat to themselves or others; and

WHEREAS, by building a culture of inclusion and connectedness, schools and communities can better support their young people and reduce their risk of bullying, violence and depression; and

WHEREAS, *Sandy Hook Promise* (SHP) is a national, nonprofit organization based in Newtown, Connecticut and is led by several family members whose loved ones were

killed in the tragic mass shooting at Sandy Hook Elementary School on December 14, 2012 that claimed the lives of 20 first-graders and 6 educators; SHP is focused on preventing gun violence (and other forms of violence and victimization) BEFORE it happens by educating and mobilizing youth and adults on mental health and wellness programs that identify, intervene and help at-risk individuals; and

WHEREAS, the Contra Costa County Office of Education (CCCOE) has committed to support schools and school districts in Contra Costa County through its *Safe Schools for All* Initiative and three-year partnership with Sandy Hook Promise (SHP) that features their no-cost “Know the Signs” programs.

NOW, THEREFORE, BE IT RESOLVED that the CONTRA COSTA COUNTY BOARD OF SUPERVISORS:

- Remain committed to preventing violence on school campuses as part of its efforts to promote healthy schools and communities in Contra Costa County.
- Endorses and supports the Contra Costa County Office of Education’s *Safe Schools for All* initiative and active partnership with Sandy Hook Promise.
- Will promote and support the success of the Sandy Hook Promise no-cost “Know the Signs” programs in high schools and middle schools throughout Contra Costa County.

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: September 11, 2018

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Declaration of September as Suicide Prevention Month

RECOMMENDATION(S):

ADOPT Resolution No. 2018/483 declaring September 2018 Suicide Prevention Month in Contra Costa County, as recommended by the Health Services Director.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

In this country, 44,965 individuals died by suicide in 2016 (the most recent year for which we have official statistics). Someone dies by suicide every 11.7 minutes in the United States. Suicide is the tenth leading cause of all deaths in the United States and the second leading cause of death among individuals between the ages of 15 and 24. In Contra Costa County, 129 individuals took their lives in 2016. It is a generally accepted belief that for each completed suicide, there are about 100 attempts. That would mean that approximately 13,000 individuals attempted suicide in Contra Costa County in 2016. Firearm is the leading method of suicide both nationally and in Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

Maintain suicide rate at current level. Maintain level of shame, stigma and isolation around suicide for survivors and family members. National suicide rates continue to rise.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, MD,
925-957-5201

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Jennifer Bruggeman

CHILDREN'S IMPACT STATEMENT:

Suicide has an everlasting impact on survivors, particularly children. Reducing the number of attempted and completed suicides avoids the trauma of losing a loved one to suicide.

ATTACHMENTS

Resolution No. 2018/483

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2018/483

RECOGNIZING SEPTEMBER 2018 AS SUICIDE PREVENTION AWARENESS MONTH IN CONTRA COSTA COUNTY

WHEREAS, the Contra Costa County Board of Supervisors recognizes September 2018 as Suicide Prevention Awareness Month, shedding light on those suffering with a mental illness or other behavioral health issues; and

WHEREAS, suicide is a human tragedy that transcends socioeconomic status, age, gender and ethnicity; and

WHEREAS, suicide is the tenth leading cause of all deaths in the United States and the second leading cause of death among individuals between the ages of 15 and 24 and takes the lives of over 40,000 Americans every year; and

WHEREAS, suicide has an everlasting impact on the survivors who are left to process the loss of their loved ones and who are at an increased risk of suicide themselves; and

WHEREAS, suicide prevention efforts should be developed and encouraged to the maximum extent possible; and

WHEREAS, suicide is preventable through increased knowledge about warning signs, timely intervention, and by limited access to lethal means for those at risk; and

WHEREAS, Contra Costa County calls to action the Health Services Department, Public Officials, Private Health Providers and Hospitals, Community-Based Organizations, Faith-Based Organizations, and individuals within our communities to educate and take action to address this devastating public health issue; and

WHEREAS, in September 2013, the Contra Costa County Board of Supervisors adopted a Suicide Prevention Strategic Plan providing a roadmap for communities to reduce suicide through education, increasing awareness of knowing the warning signs, and implementing training to equip people with tools needed to help others who consider suicide.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors hereby recognizes September 2018 as Suicide Prevention Awareness Month and encourages citizens to join in this important observance.

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: September 11, 2018

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: September 11, 2018

Subject: ADOPT Ordinance No. 2018-026 amending the County Ordinance

RECOMMENDATION(S):

ADOPT Ordinance No. 2018-26 amending the County Ordinance Code to exclude from the Merit System the Chief Information Technology Security Officer-Exempt (LWS1).

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

The Department of Information Technology has requested the establishment of the Chief Information Technology Security Officer-Exempt classification. The focus of the classification will be on design, development, implementation, operation and maintenance of Countywide information security programs that are designed to protect the confidentiality, integrity and availability of all information, voice mobile, data network, application and computer infrastructure and their associated information assets. The Chief Information Technology Security Officer will create a comprehensive security strategy and programs, formulate security policies and procedures to assure full compliance with applicable federal, state and local laws, ordinances and guidelines. Creation of this classification will allow the County Department of Information Technology to standardize and centrally

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Joanne Buenger (925)
313-1202

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

By: , Deputy

cc: Joanne Buenger, Eric Suitos

BACKGROUND: (CONT'D)

deliver IT security and disaster recovery services.

The action to exempt this classification from the merit system will bring it in line with the Assistant Chief Information Officer-Exempt and the Deputy Director of Information Technology-Exempt classifications.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the classification will not be appropriately exempted from the merit system.

ATTACHMENTS

Ordinance Code 33-5.359

ORDINANCE NO. 2018-26

(Exclude from the Merit System the new classification of Chief Information Technology Security Officer-Exempt)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I: Section 33-5.359 of the County Ordinance Code is amended to exclude from the merit system the new classification of Chief Information Technology Security Officer-Exempt:

33-5.359 - Information technology.

- (a) The chief information officer/director of information technology is excluded and is appointed by the county administrator.
- (b) The deputy director of information technology is excluded and is appointed by the chief information officer/director of information technology.
- (c) The assistant chief information officer-exempt is excluded and is appointed by the chief information officer/director of information technology.
- (d) The chief information technology security officer-exempt is excluded and is appointed by the chief information officer/director of information technology.

(Ord. Nos. 2018-26 § I, 9-11-18; 2017-23 § I, 9-19-17; 2016-09 § II 4-12-16; Ords. 2002-15 § 1, 2002-06 § 1, 95-57 § 1, 85-4 § 2, 82-21 § 1)

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

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: DAVID J. TWA, Clerk of the
Board of Supervisors and County Administrator

By: _____
Deputy

_____ Board Chair

[SEAL]



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Adoption of Ordinance No. 2018-25, regulating the collection and disposal of sewage and related Health Officer Regulations

RECOMMENDATION(S):

1. FIND that the adoption of Ordinance No. 2018-25, amending requirements regulating the collection and disposal of sewage and septic systems, and the adoption of the related Health Officer Regulations for Sewage Collection and Disposal, are exempt from environmental review under Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines.
2. ADOPT Ordinance No. 2018-25.
3. ADOPT Resolution No. 2018/484, adopting the Health Officer Regulations for Sewage Collection and Disposal.
4. DIRECT the Conservation and Development Director or his designee to file a Notice of Exemption with the County Clerk and arrange for payment of the \$50 fee to the County Clerk.

FISCAL IMPACT:

The recommended actions would have no impact on the General Fund.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Marilyn Underwood,
925-692-2521

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, John Wiggins

BACKGROUND:

Introduction

Residents of many unincorporated areas of Contra Costa County are not served by sanitary sewers and rely on onsite wastewater treatment systems (OWTS), commonly known as septic systems, for the disposal of sewage. A typical septic system consists of a septic tank, which removes solids, and a disposal field, where treated sewage effluent percolates into the soil. The exact number of septic systems in the county is not known but is estimated to be in the thousands. Areas where septic systems are the predominant means of sewage disposal include Alhambra Valley, Briones, Knightsen, unincorporated Brentwood, Tassajara Valley and unincorporated south county, Ayers Ranch in unincorporated Concord, and the Marsh Creek corridor east of Clayton.

Chapter 420-6 of the County Ordinance Code, which pertains to sewage collection and disposal, and the California Plumbing Code (adopted by the County and incorporated into the County's building regulations in Title 7 of the County Ordinance Code), require all structures in which plumbing fixtures are installed to be connected to either a sanitary sewer system or a septic system. Chapter 420-6 further requires that applications for building permits or certificates of occupancy for structures requiring disposal of sewage be submitted to the health officer for review and approval of the proposed sewage disposal system.

The installation or replacement of a septic system requires a permit issued by the health officer. Environmental Health Division staff, as the health officer's designee, reviews permit applications and system designs and issues permits on the basis of compliance with applicable requirements in Chapter 420-6 and regulations issued by the health officer. After a permit is issued, staff conducts construction inspections to verify that installations conform to permit requirements. Staff is also tasked with reviewing all building plans for new or remodeled structures on properties where septic systems are located to determine if proposed projects may adversely affect those systems, or areas reserved for the replacement of failing systems, and when conflicts are found, rejecting the plans and advising applicants of measures necessary to obtain approval.

In 2017, the Environmental Health Division issued 64 permits to construct, repair, or replace septic systems and received 100 applications for building plan reviews. Since 2002, the Environmental Health Division has issued nearly 900 construction permits to replace existing or construct new systems.

Chapter 420-6 and its associated health officer regulations were last amended in 2000. Since then, septic system technology and industry has evolved and new state regulatory requirements have been imposed. Ordinance No. 2018-25 ("Ordinance"), introduced by action of the Board on August 14, 2018, and the Health Officer Regulations for Sewage Collection and Disposal ("Regulations") presented for adoption on this date, address these changes and other issues.

New State Policy for Onsite Wastewater Treatment Systems

On September 27, 2000, then-Gov. Gray Davis signed Assembly Bill 885 into law. Assembly Bill 885 required the State Water Resources Control Board to adopt regulations or standards for the permitting and operation of onsite wastewater treatment systems. On June 19, 2012, the State Water Resources Control Board adopted the Water Quality Control Policy for Siting, Design, Operation, and Maintenance of Onsite Wastewater Treatment Systems ("State Policy"). The State Policy took effect on May 13, 2013.

The State Policy established statewide minimum standards for septic systems. Local agencies were given the option of either enforcing the standards in the State Policy or implementing a Local Agency

Management Program (“LAMP”) approved by the Regional Water Quality Control Board. Under a LAMP, local agencies may establish standards that differ from those in the State Policy provided they achieve the same purpose, which is to protect water quality and public health. This enables a local agency to address local conditions and provides the flexibility to allow different types of septic systems, thereby providing more options to property owners.

In May 2016, the County health officer submitted a LAMP, based on current Chapter 420-6 of the Ordinance Code and the current health officer regulations, to the San Francisco Regional Water Quality Control Board (“Regional Board”). At that time, Regional Board staff was informed that Chapter 420-6 and the health officer regulations were undergoing revision to address several issues, including adding setback requirements from public water systems surface water intakes and public water wells to be consistent with the State Policy. The Regional Board has not yet acted on the submitted LAMP. Upon adoption by this Board, Chapter 420-6 as amended, and the Regulations, will be submitted to the Regional Board to replace the old standards in the LAMP.

Stakeholder Review

Last year, staff notified stakeholders of pending amendments to Chapter 420-6 and new regulations and solicited comments on earlier versions of the Ordinance Regulations. Stakeholders notified included the East Bay Municipal Utility District, Contra Costa Water District, East Bay Regional Park District, the John Muir Foundation, the 19 incorporated cities in the county, Infiltrator Water Technologies (a manufacturer of OWTS components) and more than 20 septic system consultants and contractors. Several stakeholders responded with comments, all of which were considered and many of which were incorporated into the Ordinance and Regulations. The general public has also had access to earlier versions of the Ordinance and Regulations that have been available for inspection on the Environmental Health Division’s website since July 2017.

SIGNIFICANT CHANGES TO CHAPTER 420-6

Determination of Sewer Availability

Under existing law, a structure that contains or will contain plumbing fixtures generally must be connected to a sanitary sewer if the sewer is considered to be “available” for connection. Sewer availability is determined based on several factors, including the size of the parcel where the structure is located and the distance between the sewer and the parcel. Depending on other factors, a sanitary sewer might be considered available if the parcel is less than 40,000 square feet in area and less than 300 horizontal feet from the sewer. But a sewer would not be considered available to a structure on a parcel that is more than 40,000 square feet in area if the structure to be served is more than 300 horizontal feet from the sewer. (Co. Ord. Code, § 420-6.115, subd. (b)(1)-(2).)

These availability standards do not take into consideration situations where a sanitary sewer is technically available by definition, but is not actually available. For example, if a sanitary sewer is within 300 feet of the property to be served, the sanitary sewer might be considered as being “available.” However, in a situation where there is another parcel between the sanitary sewer and the property to be served, and the owner of the intervening parcel will not grant an easement or other legal rights necessary for installation and maintenance of a sewer lateral, the sanitary sewer would not be available as a practical matter. The current sewer availability standards in Chapter 420-6 are also in conflict with Title 7 of the Ordinance Code, which incorporates the California Plumbing Code. Under the Plumbing Code, a sewer is considered to be unavailable if it is more than 200 feet from a proposed structure or exterior drainage facility on a lot that abuts the public sewer.

The Ordinance amends the sewer availability standards so that a sanitary sewer would be deemed available to a structure if the entity operating the sewer determines that it can be connected, the sewer is located in a thoroughfare or right of way abutting the lot where the structure is located, and the sewer is within 200 feet of the structure to be served.

Lot Area

Section 420-6.505 of the County Ordinance Code requires a minimum lot size of 15,000 square feet if a structure will require a septic system for the disposal of sewage and 40,000 square feet if both a septic system and a private water supply, such as a well, are needed. But the health officer may grant a variance from the lot size requirement if the lot conforms to all other requirements of Chapter 420-6 and health officer regulations, and the variance would not create or contribute to a nuisance. The Ordinance would eliminate the minimum lot size requirement along with the provision for variances. The Ordinance would instead require the siting and installation of all septic systems in compliance with all applicable site criteria. Staff considers this a more equitable and enforceable standard.

Holding Tanks

Under Chapter 420-6, holding tanks may be used for the collection of sewage only under a variance, in very limited circumstances (i.e., the parcel is located within 50 to 1,000 feet from a drinking water reservoir or tributary stream), and only if the holding tank system is owned or operated by a public agency having statutory authority to provide such service. The Ordinance would broaden the circumstances under which the use of a holding tank might be allowed on a temporary basis to include (1) serving temporary structures during construction projects and (2) collecting sewage when an existing septic system is improperly functioning and there is no area on the property to install a replacement system. The holding tank system would not need to be owned or operated by a public agency.

Septic Systems Near Reservoirs

Section 420-6.507, subdivision (a) of the Ordinance Code generally prohibits any septic systems on lots within the drainage area of a drinking water reservoir, and requires connection to a community sewer system instead if a sanitary sewer is not available. However, there are two provisions that allow the health officer to grant variances from this requirement. If the lot is between 50 and 1,000 feet from the reservoir or tributary stream, the health officer may allow use of a holding tank owned by an authorized public agency (Ord. Code, § 420-507(b)(1). The second provision states: “Beyond one thousand feet from a reservoir or tributary stream an individual system or other similar acceptable system may be permitted . . .” (Ord. Code, § 420-6.507, subd. (b)2.)

The latter provision has been a source of confusion and differing interpretations over the years. The Ordinance would eliminate both of the above provisions. In their place would be a setback standard in the amended health officer regulations, requiring septic systems to be located at least 1,000 feet away from a reservoir or tributary stream.

Alternative Septic Systems

An alternative septic system is a septic system that provides supplemental treatment of the sewage effluent, removing additional solids, bacteria, and nitrogen from the effluent before it is discharged to a disposal field. Chapter 420-6 allows the use of alternative systems and requires a separate operating permit; however, the permit requirement has proven to be challenging to enforce with respect to existing

systems.

The Ordinance cites specific circumstances when an alternative septic system will be required, and does not require an annual operating permit. In lieu of an operating permit, the owner of an alternative septic system will be required to monitor the operation of the system and submit periodic reports to the health officer. If the owner of the alternative septic system fails to submit the required reports, the system may not be lawfully used and the owner may be subject to administrative fines.

Other

While the Ordinance deals primarily with sewers and septic systems, it also addresses various forms of sewage collection. In addition to temporary holding tanks, the Ordinance sets standards for septic tank and chemical toilet cleaners and the equipment they use, as well as standards for vault privies, which are typically used by park districts in remote areas in lieu of using portable toilets. The Ordinance also contains new requirements with regard to the abandonment of sewage disposal and sewage collection systems in specified circumstances.

SIGNIFICANT CHANGES TO THE HEALTH OFFICER REGULATIONS

The proposed Regulations repeal the previous health officer regulations in their entirety. The bulk of the proposed Regulations deals with technical standards applicable to different types of septic systems. The proposed Regulations also set forth standards and specifications for the siting and construction of septic systems, the monitoring of alternative septic systems, the review of building permit applications and subdivision maps, the design, installation and use of sewage collection systems, the abandonment of sewage disposal systems and sewage collection systems, and septic tank-chemical toilet cleaners.

Moratorium Areas

From 1964 to 1977, the health officer submitted memoranda to the Board and others, decreeing that the Health Services Department would no longer accept applications for approval of septic systems in six areas of the county. These areas, which are referenced and depicted in the current County General Plan, included the service area of the former San Pablo Sanitary District (North Richmond, East Richmond Heights and El Sobrante), the Rodeo Creek watershed drainage area, the unincorporated area of Canyon, the area served by Sanitation District 15 on Bethel Island, the Muir Oaks-Vine Hill Way area of Martinez, and the El Toyonal area of Orinda.

The so-called septic system moratorium areas were established for various reasons, including poor soil conditions, other restrictive conditions such as steep slopes and hills, and the proximity of areas to reservoirs. It is not entirely clear what standards were being applied in the evaluation of areas for installation of septic systems when the moratorium areas were established. Owners of residences in moratorium areas are prohibited from building residential additions that increase occupancy, installing gray water systems, or installing swimming pools without an approved means to dispose of the water. Consistent with these moratoria, the current health officer regulations prohibit the acceptance of applications for new septic systems.

In the course of considering amendments to the health officer regulations adopted in 2000, staff evaluated the need to retain the septic system moratorium areas and determined that they were no longer necessary, and that new site and soil criteria and testing standards would be sufficient to protect water quality and public health. These site and soil criteria and testing standards are set forth in the proposed Regulations. References to the moratorium areas were removed. In an August 24, 2018, memorandum to the Board, the health officer rescinded the six moratorium areas effective as of the effective date of the

Ordinance and Regulations.

This change does not mean that the installation of septic systems in these areas will necessarily be permitted, given the prevalence of restrictive site conditions in these areas that prompted the establishment of the moratorium areas in the first place. But the change will allow for the submission of applications for permits to build septic systems in these areas. The applications would be reviewed on a case by case basis to see if the required site and soils criteria and other standards in the Ordinance Code and health officer regulations can be met.

Additions and Remodels

Additions and remodels on properties with septic systems are currently categorized into four types, each of which may require an upgrade to one of two classifications of systems depending on the type of remodel (bedroom addition, non-bedroom addition, remodels with no addition, detached non-living or non-habitable addition). The Proposed Regulations would eliminate the categorization of additions and remodels and the requirement to upgrade an existing system, provided that it is an approved system that is functioning properly and can accommodate the projected sewage flow from the existing structure as well as the addition or remodel.

CEQA

Conservation and Development Department staff evaluated the Ordinance and Regulations and determined that their adoption is exempt from CEQA review under Section 15061(b)(3) of the CEQA Guidelines because there is no possibility that the activity in question may have a significant effect on the environment. To the contrary, purpose of the Ordinance is to provide maximum protection to water quality and public health by establishing requirements for connection to sanitary sewers and minimum standards for the design, construction, operation and abandonment of sewage collection and disposal systems. Similarly, the Regulations are intended to protect public health and safety and the environment by preventing the creation of health hazards, nuisance conditions and degradation of surface and groundwater quality.

CONSEQUENCE OF NEGATIVE ACTION:

The Ordinance and Regulations would not be adopted.

ATTACHMENTS

Resolution No. 2018/484

Ordinance No. 2018-25

Redline of 420-6

Health Officer Regulations

Health Officer Memo

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/484

In the Matter of Adopting the Health Officer Regulations for Sewage Collection and Disposal:

WHEREAS, on this date the Board adopted Ordinance No. 2018-25 to amend Chapter 420-6 of the Ordinance Code, which establishes requirements for sewage collection and disposal; and

WHEREAS, the health officer has proposed Regulations for Sewage Collection and Disposal (“Regulations”) to make more detailed and specific the provisions of Chapter 420-6 of the Ordinance Code; and

WHEREAS, the Regulations are necessary to set forth standards and specifications for the siting, design and construction of onsite wastewater treatment systems, the review of building permit applications and subdivision maps, the design, installation and use of sewage collection systems, the abandonment of sewage disposal systems and sewage collection systems, and septic tank toilet cleaners; and

WHEREAS, the Regulations are intended to protect public health and safety and the environment by preventing the creation of health hazards, nuisance conditions and degradation of surface and ground water quality.

NOW, THEREFORE, BE IT RESOLVED that the Regulations are hereby adopted and shall take effect upon the effective date of Ordinance No. 2018-25.

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

ATTESTED: September 11, 2018

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

Contact: Marilyn Underwood, 925-692-2521

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, John Wiggins

ORDINANCE NO. 2018-25

(Sewage Collection and Disposal)

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. SUMMARY. This ordinance amends Chapter 420-6 of the County Ordinance Code by establishing new requirements and prohibitions pertaining to sanitary sewer connections, onsite wastewater treatment systems and other methods of sewage disposal.

SECTION II. AUTHORITY. This ordinance is adopted pursuant to Article 11, section 7 of the California Constitution.

SECTION III. Chapter 420-6 of the County Ordinance Code is amended to read:

Chapter 420-6

SEWAGE COLLECTION AND DISPOSAL

Article 420-6.2. General Provisions

420-6.202 Purpose.

The purpose of this chapter is to provide maximum protection to water quality and public health by establishing requirements for connection to sanitary sewers and minimum standards for the design, construction, operation and abandonment of sewage collection and disposal systems. (Ord. 2018-25 § 3).

420-6.204 Definitions.

Unless otherwise specially provided, or required by the context, the following terms have these meanings in this chapter.

(a) “Abandon” means to remove liquid waste from and either excavate or otherwise render inoperable a cesspool, privy, sewage holding tank, or tank utilized in an onsite wastewater treatment system.

(b) “Alternative onsite wastewater treatment system” means an onsite wastewater treatment system in which septic tank effluent undergoes supplemental treatment prior to discharge to a disposal field.

(c) “Approved sewage disposal system” means a system of sewage disposal constructed in conformance with any and all applicable design, construction, permitting and other legal requirements in force at the time of construction.

(d) “Construct” means to assemble, build, fabricate or install.

(e) “Designated disposal field area” means an area of land that is approved by the health officer based on a site evaluation for future use as a disposal field or in an onsite wastewater treatment system, but is not a reserve area.

(f) “Domestic water supply reservoir” means an existing or proposed open uncovered reservoir used or intended to impound water for human consumption or domestic purposes.

“Domestic water supply reservoir” includes a planned reservoir where the water impounder states in writing to the board its intent to install or construct the reservoir, and satisfies the board that it has appropriate rights in the land and the ability to finish and maintain the reservoir.

(g) “Drainage area” of a domestic water supply reservoir means all the land that can drain into the reservoir, whether or not the topographical configuration is artificially or naturally caused.

(h) “Health officer” means the county health officer and his or her duly authorized deputies and subordinates.

(i) “Improperly functioning,” as applied to a sewage collection or disposal system, means allowing sewage to escape to the surface of the ground, allowing sewage to return to the structure served by the system, allowing leaks, or preventing fixtures from draining.

(j) “Onsite wastewater treatment system” means a sewage treatment and disposal system that includes a septic tank and disposal field, serves one or more structures on only one lot, and is projected to receive a sewage flow of 10,000 gallons or less per day.

(k) “Pit privy” means a structure with no water supply that consists of shelter built over a pit with an unlined bottom and is used for the disposal of human waste.

(l) “Plumbing fixture” means a receptacle, device, appliance or other fixture that discharges wastewater to a drainage system.

(m) “Primary components” of an onsite wastewater treatment system means the septic tank, area(s) of land used for one or more disposal fields, pump tank and supplemental treatment unit, if any.

(n) “Reserve area” means an area of land that is approved by the health officer for future use as a replacement disposal field in an onsite wastewater treatment system.

(o) “Sanitary sewer” means a wastewater collection system, owned and operated by a public agency with legal authority to collect wastewater from structures within the territorial jurisdiction of the public agency, that collects wastewater and conveys it through a system of sewer pipes to a treatment works prior to disposal.

(p) “Septic tank-chemical toilet cleaner” means (1) a person engaged in the business of cleaning, or who cleans, septic tanks, sewage holding tanks, onsite wastewater treatment systems, privies, cesspools or seepage pits, or (2) a person engaged in the business of providing or cleaning, or who provides or cleans, chemical toilets.

(q) “Sewage” means liquid waste that contains or may be contaminated with human or animal excrement or offal.

(r) “Sewage disposal system” means any system of sewage disposal, including but not limited to an onsite wastewater treatment system, that is designed to serve one or more structures.

(s) “Sewage regulations” means sewage collection and disposal regulations adopted by the board under Section 420-6.606.

(t) “Vault privy” means a structure with no water supply that consists of a shelter built over a subsurface vault and is used for the collection of human waste.

(u) “Wastewater” means liquid waste, including but not limited to sewage. (Ords. 2018-25 § 3, 81-30 § 1, 74-67 § 3, 68-16 § 2, Ord. 1440 § 1).

Article 420-6.4. Sewer Connection

420-6.402 Sewer availability.

A sanitary sewer is considered available for connection to a structure requiring sewage disposal if:

- (a) The entity operating the sanitary sewer indicates in writing that the proposed structure can be connected to the sanitary sewer;
- (b) The sanitary sewer is in a thoroughfare or right of way abutting the lot or premises where the structure is located or proposed to be located; and
- (c) The sanitary sewer or any building or exterior drainage facility connected thereto is located within 200 feet of the structure. (Ords. 2018-25 § 3, 81-30 § 1, 74-67 § 3, 1440 § 1).

420-6.404 Sewer connection required; exceptions.

Every structure in which plumbing fixtures have been or are proposed to be installed, and all plumbing fixtures and sanitary drainage systems or parts thereof, must be connected to either a sanitary sewer or an alternative means of sewage collection or disposal in accordance with Subsections (a) or (b) of this section.

(a) Approved sewage disposal system.

(1) A structure may be connected to an approved sewage disposal system if the health officer determines that a sanitary sewer is not available for connection under Section 420-6.402.

(2) A structure connected to an approved sewage disposal system prior to the effective date of this section may remain connected to that system.

(3) An addition to or remodeled portion of a structure may be connected to an approved sewage disposal system in accordance with applicable standards set forth in the sewage regulations if the structure is served by and was connected to the system before a sanitary sewer became available for connection to the structure, except as otherwise provided in Section 420-6.602 or Chapter 78-2.

(b) Sewage holding tank system.

(1) General. A structure that contains plumbing fixtures may be connected to a sewage holding tank system for sewage collection if:

(A) The health officer determines that a sanitary sewer is not available for connection under Section 420-6.402;

(B) The sewage holding tank system will replace an approved sewage disposal system that is or has been serving the structure;

(C) The owner of the structure obtains a sewage holding tank permit under Section 420-6.1002; and

(D) One of the following applies:

(i) The sewage holding tank system will serve the structure only until replacement of the approved sewage disposal system with a new onsite wastewater treatment system; or

(ii) The approved sewage disposal system to be replaced is improperly functioning and the health officer has determined that there is no suitable area on the lot where the structure is located for an onsite wastewater treatment system.

(2) Public agencies. A structure that contains plumbing fixtures and is owned by a public agency may be connected to a sewage holding tank system for sewage collection if:

(A) The health officer determines that a sanitary sewer is not available for connection under Section 420-6.402;

(B) The structure cannot be connected to a new onsite wastewater treatment system in accordance with applicable laws and regulations;

(C) The sewage holding tank system is owned and operated by the public agency; and

(D) The public agency obtains a sewage holding tank permit under Section 420-6.1002.

(3) Temporary structures. A temporary structure that contains plumbing fixtures may be connected to a sewage holding tank system if the system was incorporated into the original design of the temporary structure. As used in this subsection, “temporary structure” means a structure that is placed at the site of a permitted construction project for use only during the project and then removed at the conclusion of the project. (Ords. 2018-25 § 3, 81-30 § 1).

Article 420-6.6. Enforcement

420-6.602 Prohibitions.

A person may not do any of the following:

(a) Build a structure that will contain plumbing fixtures without first lawfully connecting the lot where the structure will be located to a sanitary sewer or having an approved sewage disposal system that is designed to and may lawfully serve the structure.

(b) Remodel any portion of, or construct an addition to, a structure containing plumbing fixtures without first lawfully connecting the structure to a sanitary sewer or an approved sewage disposal system that is designed to serve the structure.

(c) Construct, modify in any way, relocate any part of, or take any action to connect a structure to, a sewage disposal system that is not an onsite wastewater treatment system.

(d) Discharge or deposit sewage to the surface of the ground.

(e) Have, use or operate an improperly functioning sewage collection or disposal system.

(f) Use a sewage disposal system that is not an approved sewage disposal system.

(g) Construct or have a privy except as expressly authorized by law. (Ords. 2018-25 § 3, 81-30 § 1, 1440 § 2, 640 §§ III-1, III-3, V-2).

420-6.604 Building permits; certificates of occupancy.

(a) Restriction on issuance of building permits.

(1) If a structure is, or is proposed to be, located outside the territorial boundaries of any public entity with legal authority to provide wastewater collection services, or in an area where connection to a sanitary sewer is otherwise not available to the structure, and plumbing fixtures have been or are proposed to be installed in the structure, a building permit will not be issued to build, remodel any portion of, or construct an addition to the structure unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(2) If a structure is, or is proposed to be, located in an area where connection to a sanitary sewer is available to the structure, plumbing fixtures have been or are proposed to be installed in the structure, and connection to a sanitary sewer is not proposed, a building permit will not be issued to build, remodel any portion of, or construct an addition to, the structure unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(3) A building permit will not be issued to build a structure located on a lot where an approved sewage disposal system, reserve area or designated disposal field area is located unless the health officer has approved, in writing, the proposed location of the structure.

(b) Restriction on issuance of certificates of occupancy.

(1) If a structure is located outside the territorial boundaries of any public entity with legal authority to provide wastewater collection services, or in an area where connection to a sanitary sewer is otherwise not available to the structure, and plumbing fixtures have been installed in the structure, a certificate of occupancy will not be issued to use or occupy the structure, or portion of the structure, unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(2) If a structure is located in an area where connection to a sanitary sewer is available to the structure, plumbing fixtures have been installed in the structure, and connection to a sanitary sewer is not proposed, a certificate of occupancy will not be issued to use or occupy the structure, or portion of the structure, unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(c) Application to health officer.

(1) A building permit applicant who proposes to build, remodel, or construct an addition to a structure described in Subsection (a)(1) of this section must submit a written application to the health officer for review and approval of a proposed method of sewage collection or disposal for the structure.

(2) A building permit applicant who proposes to build, remodel, or construct an addition to a structure described in Subsection (a)(2) of this section must submit a written application to the health officer for review and approval of the proposed method of sewage collection or disposal for the structure if the applicant does not propose to connect the structure to a sanitary sewer.

(3) A building permit applicant who proposes to build a structure in a location described in Subsection (a)(3) of this section must submit an application to the health officer for review and approval of the proposed location of the structure.

(4) An applicant for a certificate of occupancy of a structure described in Subsection (b)(1) of this section must submit a written application to the health officer for review of the proposed method of sewage collection or disposal for the structure.

(5) An applicant for a certificate of occupancy of a structure described in Subsection (b)(2) of this section must submit a written application to the health officer for review of the proposed sewage collection or disposal method for the structure if the applicant does not propose to connect the structure to a sanitary sewer.

(d) Determination.

(1) If the health officer finds, based on his or her review of an application submitted under Subsection (c)(1) or (c)(2) of this section, that a proposed method of sewage collection or disposal conforms to the applicable requirements in this chapter and the sewage regulations, the health officer will approve the proposed method of sewage collection or disposal. The health officer will not approve the proposed method of sewage collection or disposal, and the building inspection director will not issue the building permit, if the health officer finds that the proposed method of sewage collection or disposal does not conform to a provision of this chapter or the sewage regulations.

(2) If the health officer finds, based on his or her review of an application submitted under Subsection (c)(3) of this section, that construction of a proposed structure will not interfere with the use of a necessary approved sewage disposal system, reserve area or designated disposal field area, the health officer will approve the proposed location of the structure. The health officer will not approve the proposed location of the structure, and the building inspection director will not issue the building permit, if the health officer determines that construction of the structure would interfere with the use of a necessary approved sewage disposal system, reserve area or designated disposal field area.

(3) If the health officer finds, based on his or her review of an application submitted under Subsection (c)(4) or (c)(5) of this section, that a proposed method of sewage collection or disposal conforms to the applicable requirements in this chapter and the sewage regulations, the health officer will approve the proposed method of sewage collection or disposal. The health officer will not approve the proposed method of sewage collection or disposal, and the building inspection director will not issue the certificate of occupancy, if the health officer finds that the proposed method of sewage collection or disposal does not conform to a provision of this chapter or the sewage regulations. (Ords. 2018-25 § 3, 81-30 § 1, 1752 § 4, 1440 §§ 4, 9, 640 §§ II-7, III-6).

420-6.606 Regulations.

The health officer may propose regulations to make more detailed or specific the provisions of this chapter. The regulations are not effective unless adopted by the board by resolution. The health officer is responsible for the enforcement of this chapter and all adopted regulations. (Ords. 2018-25 § 3, 81-30 § 1, 640 § 1).

420-6.608 Investigations.

To the extent allowed by law, whenever necessary to enforce any provision of this chapter, the health officer may inspect any property to determine compliance with applicable provisions and requirements of this chapter or enter for the purpose of abatement as provided in Chapter 14-6 of this code. Entry may be made at any reasonable time upon advance notice to the owner or occupant of the property. If entry is refused, the health officer is authorized to proceed pursuant to Code of Civil Procedure section 1822.50 and following, and pursue any and all other remedies provided by law, to secure entry. (Ords. 2018-25 § 3, 81-30 § 1, 74-67 § 2, 1440 § 7).

420-6.610 Nuisance abatement.

(a) Abatement. Any installation made or condition existing in violation of this chapter is declared to be a public nuisance, and in addition to any other remedy available under the law, may be abated pursuant to Article 14-6.4.

(b) Emergency Abatement. If the health officer finds that a violation has created an emergency condition endangering the public health, the health officer may summarily abate the condition in accordance with Article 14-6.4. (Ords. 2018-25 § 3, 88-88 § 10, 81-30 § 1).

Article 420-6.8. Sewage Disposal Systems

420-6.802 Site.

An onsite wastewater treatment system may be constructed only on a site that conforms to applicable setbacks and groundwater depth, ground slope, soil depth and percolation rate standards specified in the sewage regulations. (Ord. 2018-25 § 3).

420-6.804 Design.

(a) Sewage flow. An onsite wastewater treatment system must be sized to accommodate the maximum volume of sewage that the system is projected to receive in a 24-hour period.

(b) Components. The septic tank, transport lines, pump tank, disposal field and any supplemental treatment unit in an onsite wastewater treatment system constructed under Subsection 420-6.404(a)(1), and the reserve area for the system, must conform to all applicable design standards set forth in the sewage regulations. (Ord. 2018-25 § 3.)

420-6.806 Construction permits.

(a) The construction, alteration, relocation or replacement of an onsite wastewater treatment system, or any primary components thereof, may be lawfully performed only under a valid construction permit issued by the health officer. "Alteration," as used in this section, means a change that causes an onsite wastewater treatment system, or primary component thereof, to function in a manner that is inconsistent with the design approved by the health officer, including but not limited to a change in design daily sewage flow and the installation of supplemental treatment units.

(b) The construction, alteration, relocation or replacement of an onsite wastewater treatment system, or any primary components thereof, may be lawfully performed only if the health officer has determined that a sanitary sewer is not available for connection to the structure to be served by the system.

(c) All work on an onsite wastewater treatment system under a construction permit issued under Section 420-6.808 must be inspected and approved by the health officer prior to use of the onsite wastewater treatment system. (Ord. 2018-25 § 3).

420-6.808 Permit procedure.

(a) Application; issuance. An application for a construction permit required under Section 420-6.806 or 420-6.1004 must be submitted to the health officer. The health officer will accept an application for a construction permit only if the application is complete and accompanied by payment of a permit fee established by the board by resolution. The health officer will approve a permit application and issue a permit based solely on compliance with this chapter and the sewage regulations.

(b) Expiration. Every construction permit issued by the health officer under this chapter becomes void if the work authorized by the construction permit is not commenced within 180 days from the permit's date, or if the work is suspended or abandoned for 180 days without excuse satisfying the health officer as being beyond control of and remedy by the permittee. Work under a construction permit will be deemed to have commenced if at least one health officer inspection of construction has been completed within 180 days of the permit issuance.

date. Once a construction permit becomes void, a new construction permit must be obtained before any work is commenced or recommenced, and a new permit fee must be paid.

(c) Renewal. Any permittee holding an unexpired construction permit may apply to the health officer for a permit extension upon a showing of good and satisfactory reason acceptable to the health officer. If the permittee is unable to commence work within the time required by this section, the health officer may extend the time of the permit for a period not exceeding 180 days upon written request by the permittee. No permit may be renewed more than once.

(d) Permit not approval of violations. The issuance of a construction permit under this chapter will not be construed as a permit for an approval of any violation of this chapter or code or determination that the permittee is the owner of the subject property or otherwise authorized to do the work for which the permit has been issued. No construction permit presuming to give authority to violate or cancel the provisions of this chapter will be valid except insofar as the work that it authorizes is lawful. The issuance of a construction permit based on plans and specifications does not prevent the health officer from later requiring the correction of errors in the plans and specifications or from preventing work under the permit in violation of this chapter. (Ords. 2018-25 § 3, 81-30 § 1, 1752 § 3, 1468 § 1, 1440 § 7).

420-6.810 Alternative onsite wastewater treatment systems.

(a) Mandatory use. Septic tank effluent must undergo supplemental treatment in an onsite wastewater treatment system if:

- (1) The system utilizes a drip dispersal system;
- (2) The system is located in an area where the depth from the natural grade to the anticipated highest seasonal level of groundwater is less than 3 feet;
- (3) The system will receive high strength wastewater; or
- (4) The system will replace another onsite wastewater treatment system and cannot meet the required horizontal setback from a public water well or a public water system's surface water intake point, unless the health officer makes both of the following two findings:

(A) There is no indication that the system to be replaced is adversely affecting the public water source; and

(B) There is limited potential that the replacement system could impact the public water source.

(b) Monitoring.

(1) The owner of an alternative onsite wastewater treatment system shall monitor the operation of the system for as long as the system remains in use, in accordance with the sewage regulations.

(2) A person may not use or operate an alternative onsite wastewater treatment system if the owner of that system fails to monitor that system in accordance with the sewage regulations.

(c) Mitigation measures.

(1) The owner of a replacement alternative onsite wastewater treatment system that does not conform to applicable horizontal setbacks from a public water well or a public water system's surface water intake point must comply with applicable mitigation measures set forth in the sewage regulations unless the health officer makes the findings set forth in Subsections (a)(4)(A) and (a)(4)(B) of this section.

(2) A person may not use or operate a replacement onsite wastewater treatment system described in Subsection (c)(1) of this section if the owner fails to comply with any applicable mitigation measure. (Ords. 2018-25 § 3, 2000-03 § 1, 81-30 § 1).

Article 420-6.10. Sewage Collection Systems

420-6.1002 Sewage holding tank systems.

(a) Site; design. The site and design of a sewage holding tank system under Subsection 420-6.404(b)(1) or Subsection 420-6.404(b)(2) must conform to applicable horizontal setbacks and other standards set forth in the sewage regulations.

(b) Permits. The installation of a sewage holding tank system may be lawfully performed only under a valid sewage holding tank permit issued by the health officer. The permit procedures set forth in Section 420-6.808 apply to sewage holding tank permits.

(c) Health officer approval. All work under a sewage holding tank permit must be approved by the health officer prior to use of the sewage holding tank system.

(d) Termination of use.

(1) Use of a sewage holding tank system connected to a structure under Subsection 420-6.404(b)(1)(D)(i) must terminate upon completion of construction of a new onsite wastewater treatment system that will serve the structure or within 90 calendar days after commencement of use of the sewage holding tank system, whichever occurs first.

(2) Use of a sewage holding tank system connected to a structure under Subsection 420-6.404(b)(1)(D)(ii) or Subsection 6.404(b)(2) must terminate within 90 calendar days after the health officer determines that connection to a sanitary sewer is available to the structure. (Ord. 2018-25 § 3.)

420-6.1004 Vault privies.

(a) A privy vault must be prefabricated and certified by the manufacturer as watertight.

(b) A vault privy may be constructed only on a site that conforms to the horizontal setbacks applicable to septic tanks.

(c) A vault privy may be lawfully constructed only under a valid construction permit issued by the health officer in accordance with the procedures set forth in Section 420-6.808.

(d) All work under a construction permit issued under this section must be inspected and approved by the health officer prior to use of the vault privy. (Ord. 2018-25 § 3.)

Article 420-6.12. Abandonment

420-6.1202 Sewage disposal systems.

(a) Onsite wastewater treatment systems and cesspools must be promptly abandoned under a permit issued by the health officer if:

(1) The system or cesspool is replaced with a connection to a sanitary sewer, a new onsite wastewater treatment system or a sewage collection system.

(2) The system or cesspool was constructed in violation of any applicable laws or regulations; or

(3) Use of the system or cesspool has ceased.

(b) Pit privies must be promptly abandoned under a permit issued by the health officer if:

- (1) The pit is filled with human waste to a point that is 24 inches or less below the surface of the ground adjacent to the pit; or
- (2) The pit privy was constructed in violation of any applicable laws or regulations. (Ord. 2018-25 § 3.)

420-6.1204 Sewage collection systems.

(a) A sewage holding tank system must be promptly abandoned under a permit issued by the health officer if:

- (1) The system is replaced with a connection to a sanitary sewer, an onsite wastewater treatment system or another sewage holding tank system;
- (2) The system was constructed in violation of any applicable laws or regulations; or
- (3) Use of the system has ceased.

(b) Vault privies. A vault privy must be promptly abandoned under a permit issued by the health officer if the vault privy was constructed in violation of any applicable laws or regulations. (Ord. 2018-25 § 3).

Article 420-6.14. Septic Tank-Chemical Toilet Cleaners

420-6.1402 Registration.

All septic tank-chemical toilet cleaners as defined in Subsection 420-6.204(p) are subject to the application and examination requirements set forth in Health and Safety Code sections 117415 and 117420. (Ord. 2018-25 § 3).

420-6.1404 Operations.

(a) Pumping and cleaning. A septic tank-chemical toilet cleaner must use all reasonable means to prevent the spillage of sewage. Any spilled sewage must immediately be removed and properly disposed of, and the area disinfected.

(b) Disposal. Sewage collected by a septic tank-chemical toilet cleaner must be disposed of only at a public facility that provides wastewater collection and treatment services.

(c) Reporting. No later than the tenth day of each month, a septic tank-chemical toilet cleaner shall submit a written report to the health officer in a form approved by the health officer that describes all pumping and cleaning operations conducted in the unincorporated area of the county in the previous month. (Ord. 2018-25 § 3).

420-6.1406 Vehicles; other equipment.

(a) Each vehicle utilized by a septic tank-chemical toilet cleaner in the course of collecting or transporting sewage must display a permit decal required under Section 413-3.806 and identification markings specified in the sewage regulations.

(b) All sewage collection tanks, pumps, pipes and hoses on vehicles used to collect or transport sewage must conform to all applicable design and construction standards set forth in the sewage regulations.

(c) All equipment utilized by a septic tank-chemical toilet cleaner in the course of collecting or transporting sewage must be made of durable and easily cleanable materials. (Ord. 2018-25 § 3).

420-6.1408 Chemical toilets.

Chemical toilets must be designed, constructed, marked and operated in accordance with applicable standards set forth in the sewage regulations. (Ord. 2018-25 § 3).

Article 420-6.16. Subdivision Maps

420-6.1602 Tentative maps.

(a) General. The tentative map forwarded to the health officer for review under Section 94-2.604 must show proposed provisions for sewage disposal, source of approved water supply, number of lots, the size of each lot, and contour lines at intervals of five feet or less.

(b) Health officer approval. The health officer will review the proposed tentative map for compliance with this chapter and the sewage regulations and in a timely manner report his or her conclusions thereon, together with any conditions recommended to insure such compliance, to the planning department. (Ords. 2018-25 § 3, 81-30 § 1, 1752 § 1, 1440 § 4, 640 § II-1).

420-6.1604 Final maps; parcel maps.

A final map or parcel map of a subdivision shall not be recorded unless the conditions recommended by the health officer and established by the advisory agency on approval of the tentative map of the subdivision have been satisfied. (Ords. 2018-25 § 3, 81-30 § 1, 1752 § 1, 1440 § 4, 640 § II-1).

Article 420-6.18. Appeals

420-6.1802 Appeals to health officer.

An applicant objecting to or disagreeing with a permit denial under this chapter or the sewage regulations may appeal the denial to the health officer. Any request for an appeal hearing must be in writing and must be received by the health officer within ten days after notice of the decision was mailed. Any request for an appeal hearing must state the legal and factual basis for the appeal and be accompanied by payment of a fee established by the board by resolution. A hearing on the appeal will be held within fifteen days after the request for appeal is received by the health officer. The health officer will issue a written decision supported by written findings. The decision will be based on the applicant's compliance or noncompliance with this chapter or the sewage regulations. The health officer may not delegate the duty to hear appeals under this chapter to any subordinate. (Ords. 2018-25 § 3, 93-84 § 3, 81-30 § 1).

420-6.1804 Other appeals.

Whenever the provisions of this chapter have been incorporated by a city ordinance or code and are applicable as city regulations within the incorporated area of that city, any appeal of a decision of the health officer must be directed to and decided by the city council of the involved city or to such other hearing body that may be designated by the city council to hear such appeals. (Ords. 2018-25 § 3, 93-84 § 3, 81-30 § 1).

Article 420-6.20. Fees

420-6.2002 Permit fees.

The health officer will collect a fee from the applicant for issuance of any permit under this chapter. Permit fees will be established by the board by resolution. (Ords. 2018-25 § 3, 81-30 § 1).

420-6.2004 Other fees.

(a) The health officer will collect a fee from the applicant for all services provided by the health officer in response to a request by the applicant, including plan reviews, investigations, inspections and the observation of site evaluations and tests.

(b) The health officer will collect a fee from the owner of an alternative onsite wastewater treatment system for audits of monitoring reports submitted under Section 420-6.810.

(c) All fees authorized by this section will be established by the board by resolution. (Ords. 2018-25 § 3, 81-30, § 1).

SECTION IV. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published in the East Bay Times, a newspaper published in this County. This ordinance shall be published in a manner satisfying the requirements of Government Code section 25124, with the names of the supervisors voting for and against it.

PASSED on _____, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

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

By: _____
Deputy

Board Chair

LW/

[seal]

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Chapter 420-6

SEWAGE COLLECTION AND DISPOSAL ~~SUBDIVISIONS AND INDIVIDUAL SYSTEMS~~

Article 420-6.12. General Provisions ~~Definitions~~

420-6.202 Purpose.

The purpose of this chapter is to provide maximum protection to water quality and public health by establishing requirements for connection to sanitary sewers and minimum standards for the design, construction, operation and abandonment of sewage collection and disposal systems. (Ord. 2018-25 § 3).

~~420-6.101~~204 Definitions ~~General~~.

Unless otherwise specially provided, or required by the context, the following terms have these meanings in this chapter. (~~Ord. 81-30 § 1; § 420-6.002; Ord. 74-67 § 3; prior code § 4640; Ord. 1440 § 1~~).

(a) “Abandon” means to remove liquid waste from and either excavate or otherwise render inoperable a cesspool, privy, sewage holding tank, or tank utilized in an onsite wastewater treatment system.

(b) “Alternative onsite wastewater treatment system” means an onsite wastewater treatment system in which septic tank effluent undergoes supplemental treatment prior to discharge to a disposal field.

(c) “Approved sewage disposal system” means a system of sewage disposal constructed in conformance with any and all applicable design, construction, permitting and other legal requirements in force at the time of construction.

(d) “Construct” means to assemble, build, fabricate or install.

(e) “Designated disposal field area” means an area of land that is approved by the health officer based on a site evaluation for future use as a disposal field or in an onsite wastewater treatment system, but is not a reserve area.

~~420-6.103~~ — Domestic water supply reservoir.

(f) “Domestic water supply reservoir” means an existing or proposed open uncovered reservoir used or intended to impound water for human consumption or domestic purposes.

~~“Domestic water supply reservoir” includes including a planned reservoir where the water impounder states in writing to the board his-its intent to install or construct itthe reservoir, and satisfies the board that he-it has appropriate rights in the land and the ability to finish and maintain itthe reservoir. (Ord. 81-30 § 1; § 420-6.002(6); Ords. 74-67 § 3, 68-16 § 2; prior code § 4640(f)).~~

~~420-6.105~~ — Drainage area.

(g) “Drainage area” of a domestic water supply reservoir means all the land that can ~~or may~~ drain into the reservoir, whether or not the topographical configuration is artificially or naturally caused. (~~Ord. 81-30 § 1; § 420-6.002(7); Ords. 74-67 § 3, 68-16 § 2; prior code § 4640(g)~~).

~~420-6.107~~ — Health officer.

(h) “Health officer” means the county health officer and his or her duly authorized deputies and subordinates. ~~includes any subordinate(s) that the health officer designates from time to time to~~

perform any or all of the health officer's functions hereunder. (Ord. 81-30 § 1: § 420-6.002(8); Ord. 74-67 § 3: prior code § 4640).

420-6.109 — Improper functioning.

(i) “Improperly functioning,” as applied to a sewage collection or disposal individual system, means a system allowing sewage to escape to the surface of the ground, allowing sewage to return to the structure served by the system, allowing leaks, or preventing fixtures from draining, which allows sewage to escape to the surface of the ground or prevents plumbing fixtures from draining. (Ord. 81-30 § 1: § 420-6.002(4); Ord. 74-67 § 3: prior code § 4640(d); Ord. 1440 § 1).

420-6.111 — Individual system.

“Individual system” means a system which consists of (1) the drainage pipes of a structure and the septic tank and subsurface absorption system to which they are connected; or (2) any alternative system designed for the disposal of sewage and acceptable to the health officer. (Ord. 81-30 § 1: § 420-6.002(3); Ord. 74-67 § 3: prior code § 4640(d); Ord. 1440 § 1).

(j) “Onsite wastewater treatment system” means a sewage treatment and disposal system that includes a septic tank and disposal field, serves one or more structures on only one lot, and is projected to receive a sewage flow of 10,000 gallons or less per day.

(k) “Pit privy” means a structure with no water supply that consists of shelter built over a pit with an unlined bottom and is used for the disposal of human waste.

(l) “Plumbing fixture” means a receptacle, device, appliance or other fixture that discharges wastewater to a drainage system.

(m) “Primary components” of an onsite wastewater treatment system means the septic tank, area(s) of land used for one or more disposal fields, pump tank, and supplemental treatment unit, if any.

(n) “Reserve area” means an area of land that is approved by the health officer for future use as a replacement disposal field in an onsite wastewater treatment system.

(o) “Sanitary sewer” means a wastewater collection system, owned and operated by a public agency with legal authority to collect wastewater from structures within the territorial jurisdiction of the public agency, that collects wastewater and conveys it through a system of sewer pipes to a treatment works prior to disposal.

(p) “Septic tank-chemical toilet cleaner” means (1) a person engaged in the business of cleaning, or who cleans, septic tanks, sewage holding tanks, onsite wastewater treatment systems, privies, cesspools or seepage pits, or (2) a person engaged in the business of providing or cleaning, or who provides or cleans, chemical toilets.

420-6.113 — Sewage.

(q) “Sewage” means liquid waste or solid waste substance, which is associated with human habitation or which that contains or may be contaminated with human or animal excrement or offal. (Ord. 81-30 § 1: § 420-6.002(1); Ord. 74-67 § 3: prior code § 4640(e); Ord. 1440 § 1).

(r) “Sewage disposal system” means any system of sewage disposal, including but not limited to an onsite wastewater treatment system, that is designed to serve one or more structures.

(s) “Sewage regulations” means sewage collection and disposal regulations adopted by the board under Section 420-6.606.

420-6.115 Sewer availability.

—“Sewer availability” means a sanitary sewer is available for connection to a structure requiring sewage disposal because:

—(a) The entity operating the sanitary sewer indicates in writing that the proposed structure can be connected to the sanitary sewer; and

—(b) The cost of providing sanitary sewer service, exclusive of all annexation fees, connection fees, and the sewer pipe installation costs between the structure and the publicly owned sewer in the street or right-of-way, is less than five thousand dollars, or ten percent of the full market value of all existing and proposed improvements, whichever is greater; and

—(1) The area of property to be served is less than forty thousand square feet and the sanitary sewer is less than three hundred feet, measured horizontally, from the nearest property boundary, or

—(2) The area of the property is more than forty thousand square feet and the structure requiring the disposal of sewage is located less than three hundred feet measured horizontally to the nearest property boundary adjacent to the sanitary sewer. (Ord. 81-30 § 1: § 420-6.002(5): Ord. 74-67 § 3: prior code § 4640(e): Ord. 1440 § 1).

420-6.117—Subdivision.

—“Subdivision” means a division or any use of real property that does or may reasonably be expected to generate sewage or require sewage disposal; and, “subdivider” means the owner of or applicant for a subdivision.

(Ord. 81-30 § 1: § 420-6.002(2): Ord. 74-67 § 2: prior code § 4640(b): Ord. 1440 § 1).

420-6.119—Site evaluation.

—“Site evaluation” means the investigation of a subdivision or a lot to determine the feasibility of installing an individual system. It shall include a determination of compliance with all applicable sanitation requirements and a sanitary survey of the area. Should the sanitary survey disclose failing individual systems in the immediate vicinity of the site evaluated, this shall be cause for denial of the feasibility of installing an individual system. (Ord. 81-30 § 1).

420-6.121—Community sewer collection system.

—“Community sewer collection system” means the structures, devices, equipment, and appurtenances intended for the collection, transportation, and pumping of sewage from two or more structures to a treatment or disposal facility.

(Ord. 81-30 § 1).

420-6.123 Sanitary sewer.

—“Sanitary sewer” means a system for collecting residential or municipal wastewater and directing the collected wastewater to a treatment works prior to disposal. (Ord. 81-30 § 1).

(t) “Vault privy” means a structure with no water supply that consists of a shelter built over a subsurface vault and is used for the collection of human waste.

(u) “Wastewater” means liquid waste, including but not limited to sewage. (Ords. 2018-25 § 3, 81-30 § 1, 74-67 § 3, 68-16 § 2, Ord. 1440 § 1).

Article 420-6.4. Sewer Connection

420-6.402 Sewer availability.

A sanitary sewer is considered available for connection to a structure requiring sewage disposal if:

(a) The entity operating the sanitary sewer indicates in writing that the proposed structure can be connected to the sanitary sewer;

(b) The sanitary sewer is in a thoroughfare or right of way abutting the lot or premises where the structure is located or proposed to be located; and

(c) The sanitary sewer or any building or exterior drainage facility connected thereto is located within 200 feet of the structure. (Ords. 2018-25 § 3, 81-30 § 1, 74-67 § 3, 1440 § 1).

420-6.404 Sewer connection required; exceptions.

Every structure in which plumbing fixtures have been or are proposed to be installed, and all plumbing fixtures and sanitary drainage systems or parts thereof, must be connected to either a sanitary sewer or an alternative means of sewage collection or disposal in accordance with Subsections (a) or (b) of this section.

(a) Approved sewage disposal system.

(1) A structure may be connected to an approved sewage disposal system if the health officer determines that a sanitary sewer is not available for connection under Section 420-6.402.

(2) A structure connected to an approved sewage disposal system prior to the effective date of this section may remain connected to that system.

(3) An addition to or remodeled portion of a structure may be connected to an approved sewage disposal system in accordance with applicable standards set forth in the sewage regulations if the structure is served by and was connected to the system before a sanitary sewer became available for connection to the structure, except as otherwise provided in Section 420-6.602 or Chapter 78-2.

(b) Sewage holding tank system.

(1) General. A structure that contains plumbing fixtures may be connected to a sewage holding tank system for sewage collection if:

(A) The health officer determines that a sanitary sewer is not available for connection under Section 420-6.402;

(B) The sewage holding tank system will replace an approved sewage disposal system that is or has been serving the structure;

(C) The owner of the structure obtains a sewage holding tank permit under Section 420-6.1002; and

(D) One of the following applies:

(i) The sewage holding tank system will serve the structure only until replacement of the approved sewage disposal system with a new onsite wastewater treatment system; or

(ii) The approved sewage disposal system to be replaced is improperly functioning and the health officer has determined that there is no suitable area on the lot where the structure is located for an onsite wastewater treatment system.

(2) Public agencies. A structure that contains plumbing fixtures and is owned by a public agency may be connected to a sewage holding tank system for sewage collection if:

(A) The health officer determines that a sanitary sewer is not available for connection under Section 420-6.402;

(B) The structure cannot be connected to a new onsite wastewater treatment system in accordance with applicable laws and regulations;

(C) The sewage holding tank system is owned and operated by the public agency; and

(D) The public agency obtains a sewage holding tank permit under Section 420-6.1002.

(3) Temporary structures. A temporary structure that contains plumbing fixtures may be connected to a sewage holding tank system if the system was incorporated into the original design of the temporary structure. As used in this subsection, "temporary structure" means a structure that is placed at the site of a permitted construction project for use only during the project and then removed at the conclusion of the project. (Ords. 2018-25 § 3, 81-30 § 1).

Article 420-6.63. Enforcement

~~420-6.301~~ Sewer connection required, exception.

~~Every structure in which plumbing fixtures have been or are proposed to be installed shall be connected to a sanitary sewer and all such plumbing fixtures and sanitary drainage systems or parts thereof shall be connected to the sanitary sewer except:~~

~~(a) Exception. If the health officer determines that connection to a sanitary sewer is unavailable under the provisions of Section 420-6.115, an application may be filed for a permit to install an individual system.~~

~~(b) Exception. Upon written application to the health officer and in only those cases where an existing individual system is found to be functioning improperly, the requirement for connection to the sanitary sewer may be waived by the health officer if the health officer finds:~~

~~(1) That such waiver shall be limited to minor repair of the "improperly functioning" existing individual system, provided no nuisance will be created, continued or maintained by such waiver, and~~

~~(2) That all requirements of this chapter and regulations can be met. (Ord. 81-30 § 1).~~

~~420-6.303~~ 602 Prohibitions.

A person may not do any of the following:

(a) Build a structure that will contain plumbing fixtures without first lawfully connecting the lot where the structure will be located to a sanitary sewer or having an approved sewage disposal system that is designed to and may lawfully serve the structure. No person shall build or alter any structure or build on or improve any land, requiring sewage disposal, without having a currently valid permit for an approved individual system or connecting to an approved sanitary sewer.

(b) Remodel any portion of, or construct an addition to, a structure containing plumbing fixtures without first lawfully connecting the structure to a sanitary sewer or an approved sewage disposal system that is designed to serve the structure.

(c) Construct, modify in any way, relocate any part of, or take any action to connect a structure to, a sewage disposal system that is not an onsite wastewater treatment system.

~~(d) No person shall discharge or deposit sewage to the surface of the ground.~~

(e) No person shall have, or permit use or operate an improperly functioning individual sewage collection or disposal system.

~~(d) No person shall install, construct, repair, reconstruct relocate, destroy, alter, or abandon any individual system, cesspool, pit privy, sewage holding tank, or seepage pit without the health officer's advance written approval.~~

~~(e) No person shall have or maintain an improperly functioning building sewer or lateral which conducts sewage from the building to a community sewer collection system.~~

~~—(f) No person shall engage in the business of cleaning septic tanks and subsurface leaching devices, sewage holding tanks, cesspools, or seepage pits or of providing or cleaning chemical toilets without having a valid permit, license and/or registration issued by the health officer.~~

~~—(g) No person shall change any approved plan or work without the health officer's advance written approval.~~

(f) Use a sewage disposal system that is not an approved sewage disposal system.

(g) Construct or have a privy except as expressly authorized by law. (Ords. 2018-25 § 3, 81-30 § 1, ~~§§ 420-6.004, .014, .016; prior code §§ 4641, 4646; Ords. 1440 § 2, 640 §§ III-1, III-3, V-2).~~

420-6.305604 Building permits; certificates of occupancy ~~restrictions.~~

(a) Restriction on issuance of building permits.

(1) If a structure is, or is proposed to be, located outside the territorial boundaries of any public entity with legal authority to provide wastewater collection services, or in an area where connection to a sanitary sewer is otherwise not available to the structure, and plumbing fixtures have been or are proposed to be installed in the structure, a building permit will not be issued to build, remodel any portion of, or construct an addition to the structure unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(2) If a structure is, or is proposed to be, located in an area where connection to a sanitary sewer is available to the structure, plumbing fixtures have been or are proposed to be installed in the structure, and connection to a sanitary sewer is not proposed, a building permit will not be issued to build, remodel any portion of, or construct an addition to, the structure unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(3) A building permit will not be issued to build a structure located on a lot where an approved sewage disposal system, reserve area or designated disposal field area is located unless the health officer has approved, in writing, the proposed location of the structure.

(b) Restriction on issuance of certificates of occupancy.

(1) If a structure is located outside the territorial boundaries of any public entity with legal authority to provide wastewater collection services, or in an area where connection to a sanitary sewer is otherwise not available to the structure, and plumbing fixtures have been installed in the structure, a certificate of occupancy will not be issued to use or occupy the structure, or portion of the structure, unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(2) If a structure is located in an area where connection to a sanitary sewer is available to the structure, plumbing fixtures have been installed in the structure, and connection to a sanitary sewer is not proposed, a certificate of occupancy will not be issued to use or occupy the structure, or portion of the structure, unless the health officer has approved, in writing, a method of sewage collection or disposal for the structure.

(c) Application to health officer.

(1) A building permit applicant who proposes to build, remodel, or construct an addition to a structure described in Subsection (a)(1) of this section must submit a written application to the health officer for review and approval of a proposed method of sewage collection or disposal for the structure.

(2) A building permit applicant who proposes to build, remodel, or construct an addition to a structure described in Subsection (a)(2) of this section must submit a written application to the health officer for review and approval of the proposed method of sewage collection or disposal for the structure if the applicant does not propose to connect the structure to a sanitary sewer.

(3) A building permit applicant who proposes to build a structure in a location described in Subsection (a)(3) of this section must submit an application to the health officer for review and approval of the proposed location of the structure.

(4) An applicant for a certificate of occupancy of a structure described in Subsection (b)(1) of this section must submit a written application to the health officer for review of the proposed method of sewage collection or disposal for the structure.

(5) An applicant for a certificate of occupancy of a structure described in Subsection (b)(2) of this section must submit a written application to the health officer for review of the proposed method of sewage collection or disposal for the structure if the applicant does not propose to connect the structure to a sanitary sewer.

(d) Determination.

(1) If the health officer finds, based on his or her review of an application submitted under Subsection (c)(1) or (c)(2) of this section, that a proposed method of sewage collection or disposal conforms to the applicable requirements in this chapter and the sewage regulations, the health officer will approve the proposed method of sewage collection or disposal. The health officer will not approve the proposed method of sewage collection or disposal, and the building inspection director will not issue the building permit, if the health officer finds that the proposed method of sewage collection or disposal does not conform to a provision of this chapter or the sewage regulations.

(2) If the health officer finds, based on his or her review of an application submitted under Subsection (c)(3) of this section, that construction of a proposed structure will not interfere with the use of a necessary approved sewage disposal system, reserve area or designated disposal field area, the health officer will approve the proposed location of the structure. The health officer will not approve the proposed location of the structure, and the building inspection director will not issue the building permit, if the health officer determines that construction of the structure would interfere with the use of a necessary approved sewage disposal system, reserve area or designated disposal field area.

(3) If the health officer finds, based on his or her review of an application submitted under Subsection (c)(4) or (c)(5) of this section, that a proposed method of sewage collection or disposal conforms to the applicable requirements in this chapter and the sewage regulations, the health officer will approve the proposed method of sewage collection or disposal. The health officer will not approve the proposed method of sewage collection or disposal, and the building inspection director will not issue the certificate of occupancy, if the health officer finds that the proposed method of sewage collection or disposal does not conform to a provision of this chapter or the sewage regulations. — Applications for building permits or certificates of occupancy for structures and/or to build on any premises requiring disposal of sewage shall, prior to their issuance, be submitted to the health officer for his review and written approval of the proposed sewage disposal system. When the building inspection director is advised that it has not been demonstrated that an adequate sewage disposal system complying with this chapter exists or is assured that such lack is a danger to or likely to cause public health problems, he may withhold the issuance of the requested permit or certificate. (Ords. 2018-25 § 3, 81-30 § 1, §§ 420-6.010, .018, .020; Ord. 1752 § 4, prior code §§ 4644, 4648, 4649; Ords. 1440 §§ 4, 9, 640 §§ III-7, III-6).

420-6.307606 Publication of rRegulations.

The health officer may ~~propose make and publish~~ regulations to make more detailed or specific the provisions of this chapter. The regulations are not effective unless adopted by the board by resolution. These regulations shall become effective two weeks after filing with the clerk of the

~~board of supervisors and posting in the county health department.~~ The health officer ~~shall~~ is be responsible for the enforcement of this chapter and all adopted regulations. (Ords. 2018-25 § 3, 81-30 § 1, ~~prior code § 4650; Ord. 640 § 1~~).

~~420-6.309608-~~ **Investigations.**

To the extent allowed by law, whenever necessary to enforce any provision of this chapter, the health officer may inspect any property to determine compliance with applicable provisions and requirements of this chapter or enter for the purpose of abatement as provided in Chapter 14-6 of this code. Entry may be made at any reasonable time upon advance notice to the owner or occupant of the property. If entry is refused, the health officer is authorized to proceed pursuant to Code of Civil Procedure section 1822.50 and following, and pursue any and all other remedies provided by law, to secure entry. ~~To enforce this chapter, the health officer may enter and inspect any premises, operations or work regulated hereby, at reasonable times and with such notice to the owner, occupant, operator, applicant, licensee, or permittee, as is reasonable and practicable under the circumstances. In conducting such inspections the health officer is authorized to proceed pursuant to the Code of Civil Procedure Sections 1822.50 and following.~~ (Ords. 2018-25 § 3, 81-30 § 1, ~~§§ 420-6.016(e), 420-2.008; Ord. 74-67 § 2, prior code § 4647(e); Ord. 1440 § 7~~).

~~420-6.311610~~ **-Nuisance abatement.**

(a) Abatement. Any installation made or condition existing in violation of this chapter is declared to be a public nuisance, and in addition to any other remedy available under the law, may be abated pursuant to Article 14-6.4.

(b) Emergency Abatement. If the health officer finds that a violation has created an emergency condition endangering the public health, ~~he the health officer~~ may summarily abate the condition in accordance with Article 14-6.4 ~~without giving notice~~. (Ords. 2018-25 § 3, 88-88 § 10, 8-1-30 § 1).

Article 420-6.85. Sewage Disposal Systems~~Individual Permits: Subdivision Approvals~~

420-6.802 Site.

An onsite wastewater treatment system may be constructed only on a site that conforms to applicable setbacks and groundwater depth, ground slope, soil depth and percolation rate standards specified in the sewage regulations. (Ord. 2018-25 § 3).

420-6.804 Design.

(a) Sewage flow. An onsite wastewater treatment system must be sized to accommodate the maximum volume of sewage that the system is projected to receive in a 24-hour period.

(b) Components. The septic tank, transport lines, pump tank, disposal field and any supplemental treatment unit in an onsite wastewater treatment system constructed under Subsection 420-6.404(a)(1), and the reserve area for the system, must conform to all applicable design standards set forth in the sewage regulations. (Ord. 2018-25 § 3.)

420-6.806 Construction permits.

(a) The construction, alteration, relocation or replacement of an onsite wastewater treatment system, or any primary components thereof, may be lawfully performed only under a valid construction permit issued by the health officer. "Alteration," as used in this section, means a change that causes an onsite wastewater treatment system, or primary component thereof, to function in a manner that is inconsistent with the design approved by the health officer, including

but not limited to a change in design daily sewage flow and the installation of supplemental treatment units.

(b) The construction, alteration, relocation or replacement of an onsite wastewater treatment system, or any primary components thereof, may be lawfully performed only if the health officer has determined that a sanitary sewer is not available for connection to the structure to be served by the system.

(c) All work on an onsite wastewater treatment system under a construction permit issued under Section 420-6.808 must be inspected and approved by the health officer prior to use of the onsite wastewater treatment system. (Ord. 2018-25 § 3).

420-6.501 — General.

~~— Every person shall obtain a permit as provided for by this chapter to repair, relocate, install or construct an individual system unless connection to a sanitary sewer is required. When health officer approval is required, a currently valid permit issued pursuant to this article constitutes such approval. (Ord. 81-30 § 1).~~

420-6.503808 Permit procedure.

(a) Application; issuance. An application for a construction permit required under Section 420-6.806 or 420-6.1004 must shall be submittedmade to the health officer, and it shall expire after one hundred twenty days. The health officer will accept an application for a construction permit only if the application is complete and accompanied by payment of a permit fee established by the board by resolution. The health officer will approve a permit application and issue a permit based solely on compliance with this chapter and the sewage regulations.

(b) Expiration. Every construction permit issued by the health officer under this chapter becomes void if the work authorized by the construction permit is not commenced within 180 days from the permit's date, or if the work is suspended or abandoned for 180 days without excuse satisfying the health officer as being beyond control of and remedy by the permittee. Work under a construction permit will be deemed to have commenced if at least one health officer inspection of construction has been completed within 180 days of the permit issuance date. Once a construction permit becomes void, a new construction permit must be obtained before any work is commenced or recommenced, and a new permit fee must be paid.

~~— (b) The health officer shall approve, conditionally approve, or deny the application, and issue or withhold the permit accordingly, on the basis of compliance with this chapter and the health officer's regulations. Permits expire one hundred eighty days after issuance if the approved work is not started and diligently pursued.~~

(c) Renewal. Any permittee holding an unexpired construction permit may apply to the health officer for a permit extension upon a showing of good and satisfactory reason acceptable to the health officer. If the permittee is unable to commence work within the time required by this section, the health officer may extend the time of the permit for a period not exceeding 180 days upon written request by the permittee. No permit may be renewed more than once.

(d) Permit not approval of violations. The issuance of a construction permit under this chapter will not be construed as a permit for an approval of any violation of this chapter or code or determination that the permittee is the owner of the subject property or otherwise authorized to do the work for which the permit has been issued. No construction permit presuming to give authority to violate or cancel the provisions of this chapter will be valid except insofar as the work that it authorizes is lawful. The issuance of a construction permit based on plans and specifications does not prevent the health officer from later requiring the correction of errors in the plans and

specifications or from preventing work under the permit in violation of this chapter. (Ords. 2018-25 § 3, 81-30 § 1, ~~§ 420-6.016; Ords. 1752 § 3, 1468 § 1, prior code § 4647; Ord. 1440 § 7).~~

~~420-6.505 – Lot area, variances.~~

~~— (a) Lot Area. The total lot area, exclusive of underground and surface easements, shall be fifteen thousand square feet or more for a single family dwelling or other structure requiring an individual system. When both an individual system and private water supply are required, the total lot area, exclusive of underground and surface easements, shall be forty thousand square feet or more. These lot area requirements are prospective only and do not apply to the maintenance or repair of an existing system.~~

~~— (b) Variances. The health officer may grant variances to the provisions of this section when the health officer finds the following conditions to be met:~~

~~— (1) The lot in all other respects will comply with the requirements of this division and the regulations issued by the health officer;~~

~~— (2) The variance would not create nor contribute to the creation of a public health nuisance. (Ord. 81-30 § 1).~~

~~420-6.507 – Individual system near a reservoir, variances.~~

~~— (a) Location. If the parcel or lot is located within a drainage area of a domestic water supply reservoir, any structure requiring disposal of sewage shall be connected to a community sewer collection system.~~

~~— (b) Variances. If a community sewer collection system is not available the health officer may grant a variance subject to the following:~~

~~— (1) If the parcel or lot is between fifty and one thousand feet from the reservoir or tributary stream a watertight sewage holding tank system, or equal will be required. Such system must be owned or operated by a presently existing public agency having statutory authority to provide such service.~~

~~— (2) Beyond one thousand feet from a reservoir or tributary stream an individual system or other similar acceptable system may be permitted subject to all the conditions specified in Section 420-6.505.~~

~~— (c) Variance Temporary. It is the intent of this chapter to provide maximum protection to the water quality of the waters stored in these reservoirs and any variance granted must be considered as an interim method of sewage disposal which shall not create situations that may become a menace to the public health. (Ords. 81-30 § 1, 68-16 § 3, 1752: prior code § 4643; Ord. 1440).~~

420-6.509810 Alternative individual onsite wastewater treatment systems.

(a) Mandatory use. Septic tank effluent must undergo supplemental treatment in an onsite wastewater treatment system if:

(1) The system utilizes a drip dispersal system;

(2) The system is located in an area where the depth from the natural grade to the anticipated highest seasonal level of groundwater is less than 3 feet;

(3) The system will receive high strength wastewater; or

(4) The system will replace another onsite wastewater treatment system and cannot meet the required horizontal setback from a public water well or a public water system's surface water intake point, unless the health officer makes both of the following two findings:

(A) There is no indication that the system to be replaced is adversely affecting the public water source; and

(B) There is limited potential that the replacement system could impact the public water source.

(b) Monitoring.

(1) The owner of an alternative onsite wastewater treatment system shall monitor the operation of the system for as long as the system remains in use, in accordance with the sewage regulations.

(2) A person may not use or operate an alternative onsite wastewater treatment system if the owner of that system fails to monitor that system in accordance with the sewage regulations.

~~—(a) Allowed. The health officer may approve, conditionally approve or deny an application to use an alternative system. No alternative system will be approved for installation in a septic tank moratorium area, a water quality control board prohibition zone, or in any incorporated city, or sanitary or sanitation district without approval by that city or district.~~

(c) Mitigation measures.

(1) The owner of a replacement alternative onsite wastewater treatment system that does not conform to applicable horizontal setbacks from a public water well or a public water system's surface water intake point must comply with applicable mitigation measures set forth in the sewage regulations unless the health officer makes the findings set forth in Subsections (a)(4)(A) and (a)(4)(B) of this section.

(2) A person may not use or operate a replacement onsite wastewater treatment system described in Subsection (c)(1) of this section if the owner fails to comply with any applicable mitigation measure.

~~—(b) Requirements. An alternative system must meet all applicable provisions of this chapter and:~~

~~—(1) All local, state and federal laws and regulations;~~

~~—(2) Certification and testing requirements of an appropriate governmental agency; and~~

~~—(3) Approval requirements of N.S.F. (National Sanitation Foundation), I.A.P.M.O. (International Association of Plumbing and Mechanical Officials), or other recognized industry standard.~~

~~—(c) Operating Permit Required. The property owner shall obtain and at all times maintain an operating permit for an alternative system. The operating permit may be issued for such period, and include such conditions (such as monitoring requirements) as the health officer determines for the protection of the public health, welfare and the environment. Pursuant to Section 420-6.307, the health officer may, from time to time, establish regulations for operating permits and the operation of alternative systems. (Ords. 2018-25 § 3, 2000-03 § 1, ~~81-30 § 1~~).~~

Article 420-6.10. Sewage Collection Systems

420-6.1002 Sewage holding tank systems.

(a) Site; design. The site and design of a sewage holding tank system under Subsection 420-6.404(b)(1) or Subsection 420-6.404(b)(2) must conform to applicable horizontal setbacks and other standards set forth in the sewage regulations.

(b) Permits. The installation of a sewage holding tank system may be lawfully performed only under a valid sewage holding tank permit issued by the health officer. The permit procedures set forth in Section 420-6.808 apply to sewage holding tank permits.

(c) Health officer approval. All work under a sewage holding tank permit must be approved by the health officer prior to use of the sewage holding tank system.

(d) Termination of use.

(1) Use of a sewage holding tank system connected to a structure under Subsection 420-6.404(b)(1)(D)(i) must terminate upon completion of construction of a new onsite wastewater treatment system that will serve the structure or within 90 calendar days after commencement of use of the sewage holding tank system, whichever occurs first.

(2) Use of a sewage holding tank system connected to a structure under Subsection 420-6.404(b)(1)(D)(ii) or Subsection 6.404(b)(2) must terminate within 90 calendar days after the health officer determines that connection to a sanitary sewer is available to the structure. (Ord. 2018-25 § 3.)

420-6.1004 Vault privies.

(a) A privy vault must be prefabricated and certified by the manufacturer as watertight.

(b) A vault privy may be constructed only on a site that conforms to the horizontal setbacks applicable to septic tanks.

(c) A vault privy may be lawfully constructed only under a valid construction permit issued by the health officer in accordance with the procedures set forth in Section 420-6.808.

(d) All work under a construction permit issued under this section must be inspected and approved by the health officer prior to use of the vault privy. (Ord. 2018-25 § 3.)

Article 420-6.12. Abandonment

420-6.1202 Sewage disposal systems.

(a) Onsite wastewater treatment systems and cesspools must be promptly abandoned under a permit issued by the health officer if:

(1) The system or cesspool is replaced with a connection to a sanitary sewer, a new onsite wastewater treatment system or a sewage collection system.

(2) The system or cesspool was constructed in violation of any applicable laws or regulations; or

(3) Use of the system or cesspool has ceased.

(b) Pit privies must be promptly abandoned under a permit issued by the health officer if:

(1) The pit is filled with human waste to a point that is 24 inches or less below the surface of the ground adjacent to the pit; or

(2) The pit privy was constructed in violation of any applicable laws or regulations. (Ord. 2018-25 § 3.)

420-6.1204 Sewage collection systems.

(a) A sewage holding tank system must be promptly abandoned under a permit issued by the health officer if:

(1) The system is replaced with a connection to a sanitary sewer, an onsite wastewater treatment system or another sewage holding tank system;

(2) The system was constructed in violation of any applicable laws or regulations; or

(3) Use of the system has ceased.

(b) Vault privies. A vault privy must be promptly abandoned under a permit issued by the health officer if the vault privy was constructed in violation of any applicable laws or regulations. (Ord. 2018-25 § 3.)

Article 420-6.14. Septic Tank-Chemical Toilet Cleaners

420-6.1402 Registration.

All septic tank-chemical toilet cleaners as defined in Subsection 420-6.204(p) are subject to the application and examination requirements set forth in Health and Safety Code sections 117415 and 117420. (Ord. 2018-25 § 3).

420-6.1404 Operations.

(a) Pumping and cleaning. A septic tank-chemical toilet cleaner must use all reasonable means to prevent the spillage of sewage. Any spilled sewage must immediately be removed and properly disposed of, and the area disinfected.

(b) Disposal. Sewage collected by a septic tank-chemical toilet cleaner must be disposed of only at a public facility that provides wastewater collection and treatment services.

(c) Reporting. No later than the tenth day of each month, a septic tank-chemical toilet cleaner shall submit a written report to the health officer in a form approved by the health officer that describes all pumping and cleaning operations conducted in the unincorporated area of the county in the previous month. (Ord. 2018-25 § 3).

420-6.1406 Vehicles; other equipment.

(a) Each vehicle utilized by a septic tank-chemical toilet cleaner in the course of collecting or transporting sewage must display a permit decal required under Section 413-3.806 and identification markings specified in the sewage regulations.

(b) All sewage collection tanks, pumps, pipes and hoses on vehicles used to collect or transport sewage must conform to all applicable design and construction standards set forth in the sewage regulations.

(c) All equipment utilized by a septic tank-chemical toilet cleaner in the course of collecting or transporting sewage must be made of durable and easily cleanable materials. (Ord. 2018-25 § 3).

420-6.1408 Chemical toilets.

Chemical toilets must be designed, constructed, marked and operated in accordance with applicable standards set forth in the sewage regulations. (Ord. 2018-25 § 3).

Article 420-6.16. Subdivision Maps

420-6.511602 ~~Tentative~~ Subdivision maps.

(a) ~~Tentative Maps-General. The tentative map forwarded to the health officer for review Pursuant to under Section 94-2.604 Title 9, a copy of any submitted tentative subdivision map shall be forwarded to, and filed with the health officer for investigation of the sewage disposal system. The tentative map shall~~ must show proposed provisions for sewage disposal, source of approved water supply, number of lots, the size of each lot, and contour lines at intervals of five feet or less.

(b) Health ~~o~~fficer ~~A~~pproval. The health officer ~~shall~~ will review the ~~proposed~~ ~~filed~~ tentative map for compliance with this chapter ~~(and any adopted the sewage regulations)~~ and in a timely manner report his ~~or her~~ conclusions thereon, together with any conditions recommended to insure such compliance, to the planning department ~~and advisory agency~~.

~~(c) Final Map. Final maps shall not be recorded unless the conditions recommended by the health officer and established by the advisory agency on approval of the tentative map have been~~

satisfied. (Ords. 2018-25 § 3, 81-30 § 1, ~~§§ 420-6.006, 420-6.010, 420-6.012~~; Ord. 1752 § 1, ~~prior code §§ 4642, 4644, 4645~~; Ords. 1440 § 4, 640 § II-1 ff).

420-6.1604 Final maps; parcel maps.

A final map or parcel map of a subdivision shall not be recorded unless the conditions recommended by the health officer and established by the advisory agency on approval of the tentative map of the subdivision have been satisfied. (Ords. 2018-25 § 3, 81-30 § 1, 1752 § 1, 1440 § 4, 640 § II-1).

Article 420-6.18. Appeals

420-6.5131802 Appeals to health officer.

~~(a) Except for determinations made pursuant to Section 420-6.311, a~~An applicant person objecting to or disagreeing with a permit denial under any decision made pursuant to this chapter, and/ or the pertinent sewage regulations thereto, may appeal the denial decision to the health officer, ~~or the health officer's designated subordinate(s).~~ Any request for an appeal hearing ~~must~~shall be in writing and must be received by the health officer within ten days after notice of the decision was mailed. Any request for an appeal hearing must state the legal and factual basis for the appeal and be accompanied by payment of a fee established by the board by resolution, the appropriate fee. A hearing on the appeal ~~will~~shall be held within fifteen days after the request for appeal is received by the health officer. The health officer will issue a written decision supported by written findings. The decision will be based on the applicant's compliance or noncompliance with this chapter or the sewage regulations. The health officer may not delegate the duty to hear appeals under this chapter to any subordinate.

~~—(b) Whenever the provisions of this chapter have been incorporated by a city ordinance or code and are applicable as city regulations within the incorporated area of that city, any appeal of a decision of the health officer shall be directed to and decided by the city council of the involved city. (Ords. 2018-25 § 3, 93-84 § 3, 81-30 § 1).~~

420-6.1804 Other appeals.

Whenever the provisions of this chapter have been incorporated by a city ordinance or code and are applicable as city regulations within the incorporated area of that city, any appeal of a decision of the health officer must be directed to and decided by the city council of the involved city or to such other hearing body that may be designated by the city council to hear such appeals. (Ords. 2018-25 § 3, 93-84 § 3, 81-30 § 1).

Article 420-6.720. Fees

420-6.2002 Permit fees.

The health officer will collect a fee from the applicant for issuance of any permit under this chapter. Permit fees will be established by the board by resolution. (Ords. 2018-25 § 3, 81-30 § 1).

420-6.2004 Other fees.

(a) The health officer will collect a fee from the applicant for all services provided by the health officer in response to a request by the applicant, including plan reviews, investigations, inspections and the observation of site evaluations and tests.

(b) The health officer will collect a fee from the owner of an alternative onsite wastewater treatment system for audits of monitoring reports submitted under Section 420-6.810.

(c) All fees authorized by this section will be established by the board by resolution. (Ords. 2018-25 § 3, 81-30, § 1).

420-6.701 General.

~~— The following nonrefundable fees shall be paid to the health officer at the time of filing for or requesting an investigation, test, inspection or permit required by this chapter. No fees are required when the health officer receives from the applicant a written statement by a district or city governing body indicating that sewers and a sewage treatment plant are available and adequate to handle the additional volume of sewage from the proposed improvement. (Ord. 81-30 § 1).~~

420-6.703 Subdivisions.

~~— The fees for a subdivision proposing to use individual sewage disposal systems are:~~

- ~~(1) Subdivision — Site evaluation~~
- ~~2— 4 lots, per lot.....\$ 50.00;~~
- ~~5 or more lots, maximum250.00;~~
- ~~(2) Percolation tests, per lot or building site tested, as required\$100.00;~~
- ~~(3) Appeal (except hearings called pursuant to Section 420-6.311)\$100.00.~~

~~(Ord. 81-30 § 1).~~

420-6.705 Individual systems.

~~— The fees related to individual sewage disposal systems are:~~

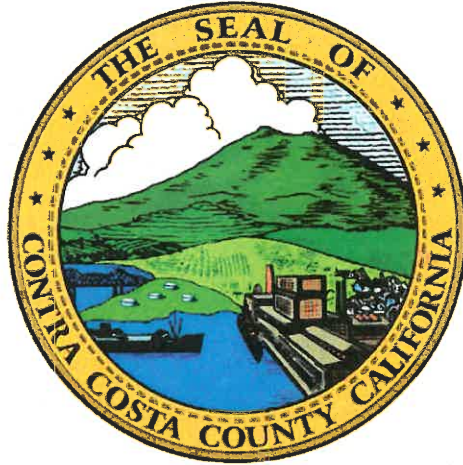
- ~~(1) Site evaluation\$ 40.00;~~
- ~~(2) Percolation test100.00;~~
- ~~Each additional test100.00;~~
- ~~(3) Permit (except minor rebuilding).....60.00;~~
- ~~(4) Review of existing individual system40.00;~~
- ~~(5) Investigate abandonment or sealing of septic tank25.00;~~
- ~~(6) Reinspection25.00;~~
- ~~(7) Appeal (except hearings called pursuant to Section 420-6.311)100.00;~~
- ~~(8) Advice, consultation, minor repair permit No fee.~~

~~(Ord. 81-30 § 1).~~

420-6.707 Penalties.

~~— Any person violating this chapter or regulations issued hereunder, by failing to submit plans, obtain necessary inspections and approvals, or pay fees, or by commencing or continuing construction or remodeling in violation hereof, shall pay triple the appropriate fee as a penalty and remain subject to other applicable penalties and enforcement procedures authorized by the state law and/or this code. (Ords. 81-30 § 1, 78-45, 78-43 § 2; § 420-6.022(d); Ords. 73-100, 1468; prior code § 4651; Ords. 1440 § 1I, 640 § 1V).~~

Contra Costa County



HEALTH OFFICER REGULATIONS FOR SEWAGE COLLECTION AND DISPOSAL

(Contra Costa County Ord. Code § 420-6.606)

Proposed by the Contra Costa County Health Officer

A handwritten signature in black ink, appearing to read "Chris Farnitano", is written over a horizontal line.

Chris Farnitano, M.D.

8/23/18

Date

Adopted by the Contra Costa County Board of Supervisors on
_____, 2018

Effective Date: _____

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SECTION 100: GENERAL

101. Purpose. The purpose of these Health Officer Regulations for Sewage Collection and Disposal (“Regulations”) is to set forth standards and specifications for the siting, design and construction of onsite wastewater treatment systems, the monitoring of alternative onsite wastewater treatment systems, the review of building permit applications and subdivision maps, the design, installation and use of sewage collection systems, the abandonment of sewage disposal systems and sewage collection systems, and septic tank-chemical toilet cleaners. These Regulations are intended to protect public health and safety and the environment by preventing the creation of health hazards, nuisance conditions and degradation of surface and groundwater quality.

102. Prior Regulations and Policies. As of the effective date, these Regulations supersede the Contra Costa County Individual System Regulations adopted by the health officer and filed with the Clerk of the Board of Supervisors on October 3, 2000. Any and all health officer regulations, policies, moratoriums, guidelines or other authorities that pertain to the subject matter of these Regulations, and were issued by or on behalf of the health officer prior to the effective date of these Regulations, are repealed and of no further force or effect.

103. Effective Date. These Regulations are effective as of the effective date of Contra Costa County Ordinance No. 2018-25.

104. Definitions. The definitions below and in Chapter 420-6 of the Contra Costa County Ordinance Code will be used to interpret these Regulations:

Anticipated highest seasonal level of groundwater: The highest elevation to which the groundwater may be expected to rise, as determined by soil mottling or other soil conditions or in accordance with Subsection 306.A. of these Regulations.

Authorized supplemental treatment unit: A supplemental treatment unit identified in Subsection 501.A. of these Regulations.

Bedroom: Any room in a dwelling that is at least 70 square feet in area, has an exterior window, is designed to furnish the minimum isolation necessary for use as a sleeping area, and is not a kitchen, living room, bathroom, hallway or closet.

Design daily sewage flow: The maximum volume of sewage that a sewage disposal system is designed to receive in a 24-hour period.

Effective depth: The depth below the invert of a distribution pipe or the height of the louvered sidewalls of chambers in a trench.

Expansive soil: Soil that has a clay content by weight of 15 percent or more that causes the soil to shrink or swell with changes in moisture content, and exhibits cracks when dry.

High-strength wastewater: Wastewater having a 30-day average concentration of biochemical oxygen demand greater than 300 milligrams per liter (mg/L) or of total suspended solids greater than 330 mg/L or a fat, oil and grease concentration greater than 100 mg/L prior to the septic tank or other onsite wastewater treatment system component.

Impermeable soil: Soil that is not permeable soil.

Imported fill: Non-native soil that is placed on top of the site of a disposal field for the purpose of raising the level of the ground.

Inspection well: A well installed in a disposal field that collects effluent for the purpose of observation and sampling.

Linear loading rate: The loading rate per linear foot of a distribution pipe or line, expressed as gallons per day per linear foot.

Loamy soil: Soil that has a clay content of more than 15 percent and less than or equal to 30 percent by weight and is not expansive soil.

Low shrink/swell soil: Soil that has a clay content of 15 percent or less by weight.

Monitoring well: An inspection well or performance well.

Native soil: Soil that is naturally occurring in an area.

Natural grade: The naturally occurring surface of the ground.

Ordinance: Chapter 420-6 of the Contra Costa County Ordinance Code, as amended by County Ordinance No. 2018-25, and as may be further amended from time to time.

Peak daily sewage flow: The maximum volume of sewage that a sewage disposal system is projected to receive in a 24-hour period.

Performance well: A well installed outside the perimeter of a disposal field that collects water or effluent for the purpose of observation and sampling.

Permeable soil: Soil with a percolation rate within the specified percolation rate range for the proposed disposal field.

Properly functioning: As applied to a sewage collection or disposal system, “properly functioning” means functioning as designed and not allowing sewage to escape to the surface of the ground.

Public water well: A groundwater well serving a public water system.

Public water system: A water system regulated by the California Department of Public Health or a local primacy agency pursuant to Section 116275, subdivision (h), of the California Health and Safety Code, as may be amended from time to time.

Qualified inspector: A California-licensed civil engineer, California-registered environmental health specialist, California-licensed plumbing contractor, or person who has been issued a certificate by the National Association of Wastewater Technicians upon completion of an onsite wastewater treatment system inspector course or an onsite wastewater treatment systems operations and maintenance course.

Qualified professional: A civil engineer, environmental health specialist, geologist, professional soil scientist, or engineering geologist, who is licensed, registered or certified by the State of California.

Replacement onsite wastewater treatment system: An onsite wastewater treatment system that has its treatment capacity expanded, or its disposal field replaced or added onto, after the effective date of these Regulations.

Soil: A natural material resulting from the weathering of rock that is one of the classes of soil identified in the U.S. Department of Agriculture soil texture classification triangle.

Seasonal normal precipitation: The average precipitation over a 30-year period for a geographic area as determined by available historical data.

Wastewater loading rate: A volume of wastewater per unit of area per unit of time, expressed as gallons per day per square foot; also known as the hydraulic loading rate.

Wet weather period: A period of time between January 1 and April 30 that follows either (1) 10 inches of rain in a 30-day period or (2) at least half of the area's seasonal normal precipitation.

SECTION 200: SITE CRITERIA

201. General. The disposal field of an onsite wastewater treatment system may be constructed only in native soil naturally deposited at the site where the disposal field will be constructed. Modifying, cutting, benching or altering a site in a manner that would change the slope of the site will render it unsuitable for construction of a disposal field.

202. Setbacks. Tanks, disposal fields and transport lines proposed for use in an onsite wastewater treatment system must be located no closer to specified features than the horizontal setback distances set forth in **Appendix 1**, attached hereto and incorporated herein, unless an applicable exception applies.

203. Depth to Groundwater. Except as otherwise provided in Subsection 405.B. of these Regulations, the minimum depth to the anticipated highest seasonal level of groundwater below the bottom of a disposal field trench is based on the percolation rate of the soil in which the trench is located, in accordance with Table 1 below.

Table 1	
Depth to Groundwater	
Percolation Rate (MPI)	Minimum Depth High Groundwater (Feet)
$1 < x \leq 5$	20
$5 < x \leq 30$	8
$30 < x \leq 120$	5

MPI = minutes per inch

x = percolation rate of the site of the proposed disposal field

204. Natural Ground Slope. The maximum natural slope of the site of a disposal field is 30 percent.

205. Soil Depth.

A. Except as otherwise provided in Subsection 405.B. of these Regulations, the minimum depth of permeable soil below the bottom of a disposal field trench is 3 feet.

B. Soil depth is measured vertically to the point where bedrock (fractured or solid), impermeable soil, saturated soil, excessive rock content (more than 50 percent) or other limiting condition is encountered.

206. Percolation Rate.

A. The percolation rate of soil in a disposal field or reserve area is no faster than 1 minute per inch (“MPI”) and no slower than 120 MPI.

B. Percolation rates are determined in accordance with testing procedures outlined in Section 305 of these Regulations.

SECTION 300: SITE EVALUATIONS

301. General. A site upon which construction of onsite wastewater treatment system is proposed must first be evaluated in accordance with this Section 300. Except as provided in Section 302 of these Regulations, site evaluations must be performed by or under the supervision of a qualified professional.

302. Soil Stability Evaluation. If the slope of a proposed disposal field site exceeds 20 percent, a registered civil engineer or certified engineering geologist must evaluate the soil stability at the site and prepare and submit a written geological report to the health officer prior to the commencement of any percolation testing to be observed by the health officer. The report must demonstrate that the discharge of effluent into the proposed disposal field will not, or is not likely to, affect soil stability or create a public nuisance.

303. Soil Profile Evaluation.

A. Soil Profile Hole Standards.

1. Number/location. At least one soil profile hole must be excavated in each proposed disposal field and reserve area.
2. Dimensions.
 - a. Depth. A soil profile hole must be excavated to a depth that is sufficient to demonstrate the presence of the minimum groundwater and soil depths required for the proposed disposal field, as set forth in Sections 203, 205 and Subsection 405.B. of these Regulations.
 - b. Width. A soil profile hole must be sufficiently wide to allow direct inspection of the entire soil profile.

B. Procedures.

1. Request for inspection. All soil profile holes must be inspected in the presence of the health officer. A written request for inspection of the soil profile must be submitted to the health officer at least 48 hours before the inspection.
2. Evaluation by qualified professional. The qualified professional must evaluate the soil by direct inspection of the soil in the soil profile hole and look for all of the following, or evidence thereof:
 - a. The thickness, depth and texture of soil layers encountered, and the classification of the soil under the U.S. Department of Agriculture soil texture classification system;
 - b. The depth to bedrock, impermeable soil layer, excessive rock content or other limiting layer;

- c. The depths to soil mottling and gleying;
- d. The anticipated highest seasonal level of groundwater; and
- e. Other conditions affecting the potential use of the soil on the site for sewage disposal, including, but not limited to, roots, fissures, dampness, consistence, texture, structure, pores and rock content.

C. Reports. A written report that sets forth the findings of the qualified professional regarding the conditions described in Subsection 303.B.2. of these Regulations must be submitted to the health officer prior to the commencement of any percolation testing to be observed by the health officer.

D. Disputes. If the health officer disputes a determination by a qualified professional as to the anticipated highest seasonal level of groundwater based on soil mottling or other soil conditions, the qualified professional must evaluate the groundwater level at a site in accordance with Subsection 306.A. of these Regulations.

304. Soil Morphology Testing.

A. Requirements. In the event that the health officer disputes the conclusion of a qualified professional as to the classification of soil evaluated, the soil must be evaluated based on all of the following: (1) Hydrometer analysis of soil texture; (2) plasticity index; and (3) bulk density.

B. Reports. Laboratory reports of soil morphology tests must be submitted to the health officer prior to the commencement of any percolation testing to be observed by the health officer.

305. Soil Percolation Testing.

A. Test Hole Standards.

1. Number. Three test holes are required around each soil profile hole.
2. Location. A test hole must be located in the area of the proposed disposal field or reserve area, within 25 feet of a soil profile hole and no more than 25 feet from each other test hole.
3. Dimensions.
 - a. General. A test hole must be 6 inches to 12 inches in diameter and, except as provided below in Subsections 305.3.b.-e. of these Regulations, have a depth equal to the depth of the proposed disposal field trench(es).

b. Mounds. If a mound is proposed, test holes must have a depth of 12 inches to 24 inches.

c. At-grade beds. If an at-grade bed is proposed, test holes must be at least 12 inches in depth, and the deepest hole must have a minimum 6-inch vertical separation from a limiting layer.

d. Dripfields. If a dripfield is proposed, test holes must have a depth of 12 inches to 24 inches.

e. Pressure-dosed shallow trenches. If a pressure-dosed shallow trench is proposed, test holes must be a minimum of:

(1) 24 inches deep on slopes less than 20 percent;

(2) 30 inches deep on slopes of 20 percent to 25 percent; and

(3) 36 inches deep on slopes greater than 25 percent.

B. Construction of Test Holes. Test holes must be constructed as follows:

1. Dig the test holes and scarify the bottoms and sidewalls of the test holes with a sharp pointed instrument to remove any smeared soil surfaces.

2. Remove loose material from the bottom of the hole and add two inches of clean pea gravel to protect the bottom infiltrative surface from scouring and sedimentation.

3. Place a perforated pipe in the center of the hole and pack gravel in the annular space located between the pipe and the test hole sidewalls from the bottom of the pipe to the natural grade.

4. Mound a portion of the soil excavated from the test hole around the test hole on the ground surface to prevent surface water runoff from entering the hole.

C. Presoaking. Presoaking is required before all percolation tests. Each hole must be filled with water to a point that is at least 12 inches over the top of the gravel at the bottom of the hole, below the perforated pipe. Except as otherwise provided in Subsection 306.B. of these Regulations, the water must be maintained at this level for at least four hours.

D. Testing Procedures.

1. Request for inspection. Percolation testing must be performed in the presence of the health officer. A written request for inspection of the testing must be submitted to the health officer at least 48 hours before commencement of presoaking activities.

2. Commencement of testing.

a. If the soil profile evaluation conducted under Section 303 of these Regulations or a soil morphology test conducted under Section 304 of these Regulations demonstrates the presence of low shrink/swell soil in the area of the proposed disposal field or reserve area, testing may commence immediately after the presoaking.

b. If the soil profile evaluation conducted under Section 303 of these Regulations or a soil morphology test conducted under Section 304 of these Regulations demonstrates the presence of loamy soil in the area of the proposed disposal field or reserve area, testing must commence the day after and within 24 hours of the presoaking.

c. All other testing must commence in accordance with Section 306.B. of these Regulations.

3. Protocol. Testing must be conducted in all test holes in accordance with the following protocol:

a. Determine a time interval and testing period. A time interval of 5 to 10 minutes for a minimum of two hours is acceptable for sandy soils. A time interval of 30 minutes for a minimum of four hours is required for other soils. The time interval for the test must remain constant throughout the test so that it can be determined when the water level drop rate has stabilized.

b. Fill each hole with clean water to a point that is 6 to 12 inches above the gravel below the bottom of the pipe.

c. With a float gauge or secure fixed reference, measure the initial water level in each hole and record the level on the start line for that hole on the test data sheet. Use a timepiece to determine when the designated time interval has elapsed and then measure the water level. Record the level and number of minutes that have elapsed since the last measurement on the test data sheet.

d. Immediately refill the hole and repeat the process described in Subsection 305.D.3.c. of these Regulations until the end of the testing period or until subsequent measurements indicate a stabilized rate has been obtained (i.e., two consecutive rates are within 10 percent of each other).

e. If the percolation rate for a test hole is different by more than 20 MPI from the percolation rate for any other test hole in the area being tested, the health officer may require an additional test hole to be dug and percolation testing to be conducted in that hole.

E. Calculations.

1. Test hole rate. A percolation rate must be calculated for each test hole. The percolation rate for each hole must be calculated by dividing the last time interval measurement

by the last water drop measurement. If the percolation rate for a hole is in the range of 1 MPI to 120 MPI, the percolation test in that hole is considered a passing test.

2. Disposal field percolation rate. A percolation rate must be calculated for the area of a proposed disposal field or reserve area as follows:

a. If the percolation rates resulting from each passing test in at least three holes of the same depth in the area are within 20 MPI of each other, the sum of those rates is divided by the number of passing tests in those holes. The resulting average percolation rate is the percolation rate of soil in the area tested.

b. If the percolation rate resulting from one of the passing tests is different by more than 20 MPI from any of the percolation rates resulting from the other passing tests, and an average percolation rate cannot be calculated in accordance with Subsection 305.E.2.a. of these Regulations, the slowest percolation rate resulting from the passing tests in the area is considered the percolation rate of soil in the area tested.

c. Except for percolation rates less than 1 MPI or greater than 120 MPI, percolation rates calculated under Subsection 305.E.2. of these Regulations must be rounded to the nearest whole number for the purpose of calculating wastewater loading rates.

F. Reports.

1. Format. Percolation test results must be reported on percolation test data sheets. Percolation rates are expressed in minutes per inch. Percolation test data sheets must be signed by the individual who conducted the test.

2. Submission. Reports of percolation test results must be submitted to the health officer in accordance with applicable requirements in Section 600 and Section 700 of these Regulations.

3. Expiration. Provided that the soil in the location of the percolation tests is not disturbed after the testing, percolation test results are valid for five years.

306. Wet Weather Period Evaluations.

A. Groundwater Level Evaluation.

1. Direct observation procedures.

a. Inspection by health officer; request for inspection. Except as provided in Subsection 306.A.2. of these Regulations, the anticipated highest seasonal level of groundwater at the site of a proposed disposal field must be evaluated by direct observation in a wet weather period in the presence of the health officer. A written request for inspection of groundwater level observations must be submitted to the health officer at least 48 hours before commencement of the testing.

b. Protocol. The groundwater level must be observed on three separate days. There must be an interval of at least seven days between observations. The highest of the three levels is considered the anticipated highest seasonal level of groundwater in the area.

2. Historical data. During the period commencing May 1 and ending December 31, the anticipated highest seasonal level of groundwater at the site of a proposed disposal field may be determined based on direct observations of groundwater levels by qualified professionals at other sites in the presence of the health officer in a wet weather period within the previous three calendar years. The highest of at least three groundwater level observations at other sites is deemed to be the anticipated highest seasonal level of groundwater at the site of the proposed disposal field if:

- a. There has been no wet weather period during the calendar year;
- b. The groundwater level direct observation locations on the other sites are within 1,000 feet of the site of the proposed disposal field;
- c. The applicant submits written documentation of the groundwater level direct observations at the other sites; and
- d. The health officer determines the written documentation to be reliable.

B. Percolation Testing.

1. General. Except as provided in Subsection 306.B.2. of these Regulations, if the soil profile evaluation conducted under Section 303 of these Regulations or a soil morphology test conducted under Section 304 of these Regulations demonstrates the presence of expansive soil, percolation testing must be conducted in a wet weather period.

2. Exception. If percolation testing cannot be conducted in a wet weather period due to weather conditions, percolation testing may be conducted on any date if the test holes have been presoaked for at least 24 hours, and the testing takes place between 24 hours and 48 hours after the presoaking.

SECTION 400: DESIGN OF ONSITE WASTEWATER TREATMENT SYSTEMS

401. Design Daily Sewage Flows.

A. Residential Dwellings. The design daily sewage flow of an onsite wastewater treatment system that will serve a residential dwelling is calculated by multiplying 150 gallons by the number of bedrooms in the dwelling.

B. Non-Residential Structures. The design daily sewage flow of an onsite wastewater treatment system that will serve a non-residential structure must be determined in accordance with **Appendix 2**, attached hereto and incorporated herein.

402. Septic Tanks.

A. Size. The minimum septic tank capacity below the invert of the outlet pipe is as follows:

1. Single family residential dwellings. If a single family residential dwelling has one or two bedrooms, the minimum capacity of a septic tank in an onsite wastewater treatment system that will serve the dwelling is 1,000 gallons. For single family residential dwellings with three or more bedrooms, the minimum septic tank capacity is 1,000 gallons for the first two bedrooms and 250 gallons for each additional bedroom.

2. Other structures. In an onsite wastewater treatment system that will serve a structure other than a single-family residential dwelling, the minimum septic tank capacity is calculated by multiplying the peak daily sewage flow of the structure by .75 and adding 1,125 gallons.

B. Compartments. Except as set forth below, the septic tank must have two compartments. The first compartment must have twice the capacity of the second compartment. The compartments must be separated from each other by a baffle.

C. Effluent Filter. The septic tank's outlet pipe must be fitted with a corrosion-resistant effluent filter. The filter must be removable for cleaning and be designed to remove solids greater than 3/16ths of an inch in diameter and conform to NSF International/American National Standards Institute (NSF/ANSI) Standard 46 to the extent applicable to effluent filters.

D. Material. The septic tank must be watertight and IAPMO (International Association of Plumbing and Mechanical Officials) certified. In areas to be surfaced by concrete, asphalt or similar paving, or subject to vehicular traffic, the tank must be traffic-rated.

E. Access Risers. A waterproof access riser with a gastight lid and seal must extend from the manhole of each tank compartment to the finished grade. Except as follows, the riser must be constructed of polyethylene, have a minimum diameter of 24 inches and be of a size sufficient for the tank manhole. In areas to be surfaced by concrete, asphalt or similar paving, or subject to vehicular traffic, access risers must be traffic rated.

F. Soil Cover. A minimum of 12 inches of soil cover must be placed on top of a septic tank. The top layer of the soil cover must be level with the natural grade.

403. Transport Lines. Transport lines utilized in an onsite wastewater treatment system, and the fittings connected thereto, must be Schedule 40 polyvinyl chloride (PVC) pipe and Schedule 40 PVC connection fittings, respectively. Transport lines must be sized to meet pumping and effluent flow requirements while minimizing friction losses. Friction loss is determined in accordance with the October 1980 U.S. Environmental Protection Agency Onsite Wastewater Treatment and Disposal Systems Design Manual, Table 7-14.

404. Standard Disposal Fields.

A. General. A standard disposal field is a disposal field with one or more standard trenches and a gravity distribution system. The design of a standard disposal field must conform to all applicable specifications in this Subsection 404. Design features of a standard trench are shown in Figure 1 below.

B. Wastewater Loading Rate. Disposal fields and reserve areas must be sized based on the applicable wastewater loading rate. Except as otherwise provided in these Regulations, the wastewater loading rate is determined based on the percolation rate calculated for the area of the disposal field or reserve area, in accordance with **Appendix 3**, attached hereto and incorporated herein.

C. Area. The minimum absorption area of a standard disposal field is determined by dividing the design daily sewage flow rate by the applicable wastewater loading rate set forth in Appendix 3.

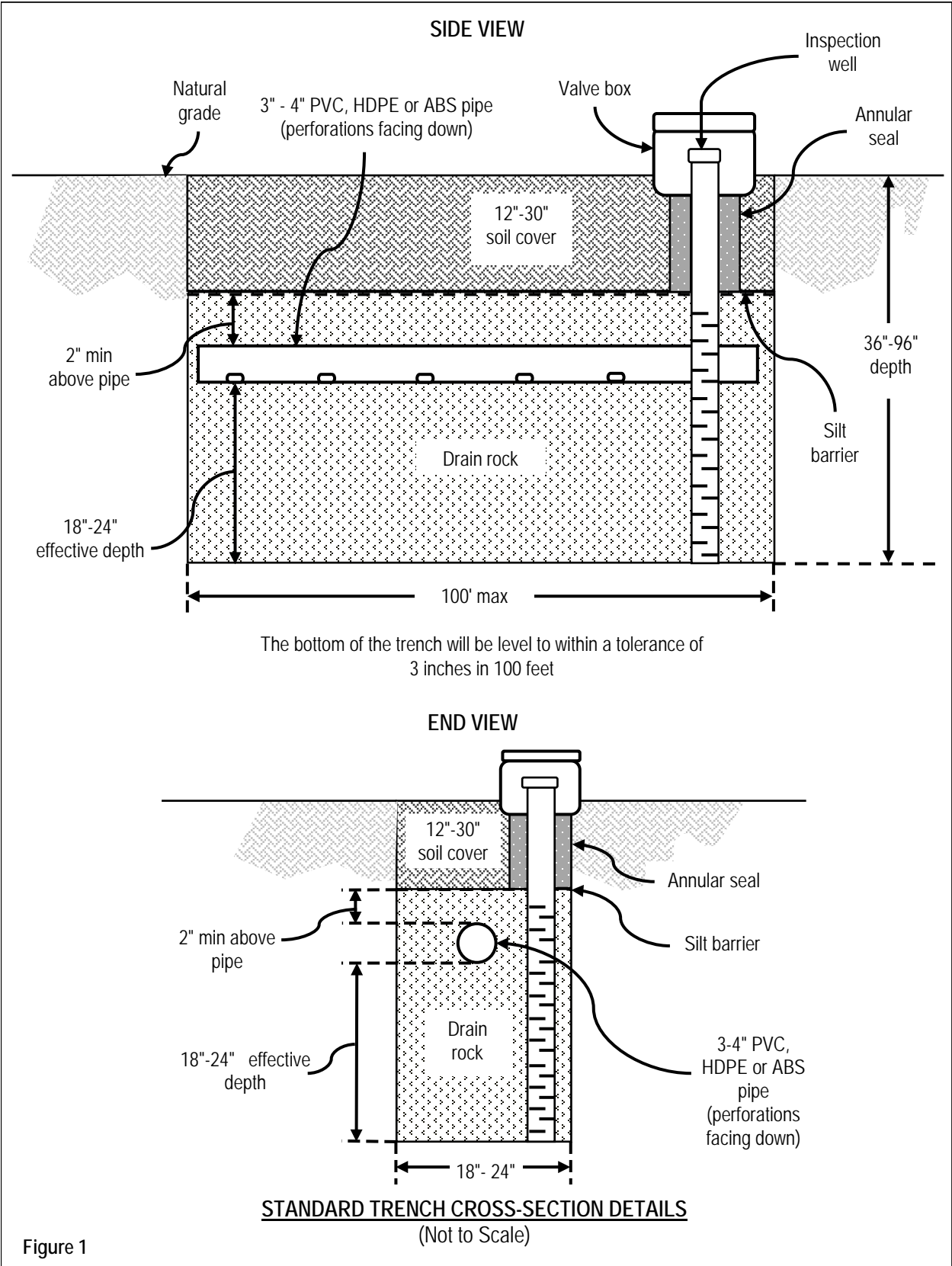


Figure 1

D. Standard Trench Dimensions.

1. Depth. The minimum and maximum depths of a standard trench are 36 inches and 96 inches, respectively. The minimum effective depth of a standard trench is 18 inches or, if chambers are used, the height of the louvered sidewalls of the chambers.
2. Width. The minimum and maximum widths of a standard trench are 18 inches and 24 inches, respectively. If chambers are used, the maximum width is 36 inches.
3. Length. The maximum length of a single standard trench is 100 feet. The required length of trench is determined by dividing the minimum absorption area of the disposal field by twice the effective depth of the trench.
4. Spacing. In standard disposal fields that have more than one trench, the minimum spacing between the centers of two trenches is twice the effective trench depth plus an additional 12 inches for each 5 percent of disposal field area slope that exceeds 20 percent. The minimum space between the centers of two trenches is 72 inches measured center to center or, if the trenches are wider than 24 inches, measured edge to edge.
5. Bottom. The trench bottom must be level to within a tolerance of 3 inches in 100 feet and installed on contour.

E. Drain Media.

1. General. Drain media must be installed in a standard trench in accordance with the following requirements. Drain media must be drain rock, bundled expanded polystyrene (“EPS”) or chambers. Drain rock may be installed in any standard trench. Bundled EPS and chambers may be installed only on sites that are level or have slopes of 20 percent or less.
2. Materials.
 - a. Drain rock. Drain rock must be 3/4-inch to 2-inch diameter stone aggregate, double-washed with less than one percent by volume of fines (materials passing through the number 100 mesh).
 - b. Bundled EPS. Bundled EPS must be IAPMO-certified.
 - c. Chambers. Chambers must be IAPMO-certified.
3. Depth.
 - a. Drain rock. Drain rock must extend from the bottom of a trench to at least 2 inches above the top of the distribution pipe. There must be a minimum of 18 inches and a maximum of 24 inches of drain rock below the invert of the distribution pipe.

b. **Bundled EPS.** The EPS must extend from the bottom of a trench to at least 2 inches above the top of the distribution pipe. There must be a minimum of 18 inches and a maximum of 24 inches of EPS below the invert of the distribution pipe.

c. **Chambers.** A single layer of chambers must be placed on the bottom of the trench.

F. Gravity Distribution System.

1. **Distribution box.** Except as otherwise provided in Section 502 if applicable, in standard disposal fields that have more than one trench, a concrete or high-density polyethylene (HDPE) distribution box must be installed between the septic tank and the disposal trenches for the receipt of effluent from the septic tank and discharge to the trenches. Distribution boxes must be separated from each disposal trench by a minimum of 5 feet.

2. **Distribution pipe.**

a. **Material.** Distribution pipe for drain rock and chambers must be 3-inch or 4-inch (inside diameter) rigid PVC, HDPE or acrylonitrile butadiene styrene (ABS) perforated pipe with a minimum crushing strength of 1,500 pounds per square inch. Corrugated pipe is not permitted except as installed by the manufacturer in bundled EPS.

b. **Length.** The maximum length of a single distribution pipe is 100 feet. A single distribution pipe must extend the full length of a trench.

c. **Placement.** Distribution pipe must be on contour and level to within a tolerance of 3 inches in 100 feet. Orifices must face the bottom of the trench. If chambers are used, distribution pipe must be suspended inside the top of the chambers.

G. Silt Barrier.

1. **General.** A silt barrier must be placed on top of drain rock and bundled EPS. A silt barrier must be placed on top of chambers if the health officer determines that soil would otherwise infiltrate into the chambers.

2. **Material.** The silt barrier must be filter fabric, made of polyester, nylon or polypropylene, or any combination thereof, suitable for underdrain applications. Filter fabric must be permeable and non-woven and not act as a wicking agent.

H. Soil Cover.

1. **General.** Cover material must be placed on top of the silt barrier or, if chambers are used, on top of the chambers. The top of the cover material must be level with the natural grade.

2. **Material.** Cover material must be native soil or any medium, loamy-textured soil.

3. Depth. Minimum cover depths are determined based on the slope of the disposal field, in accordance with Table 2 below.

Table 2	
Standard Disposal Field Cover Requirements	
Disposal Field Slope %	Minimum Cover Depth (Inches)
$0 \leq x \leq 10$	12
$10 < x \leq 15$	18
$15 < x \leq 20$	24
$20 < x \leq 30$	30

x=slope of disposal field

I. Monitoring Wells.

1. General. An inspection well must be installed inside each trench, at the end farthest from the distribution box that serves the trench, for the purpose of monitoring groundwater levels and water quality sampling within the disposal field.

2. Materials. Inspection wells must be constructed of 2-inch to 4-inch diameter perforated pipe, equipped with a top cap or pipe plug. Perforations consisting of hacksaw slots at nominal 1-inch spacing must begin at the top of the drain media and extend to the bottom of the pipe. The top of an inspection well must be covered with a minimum 8-inch valve box. An inspection well must be sealed where it contacts the soil cover material with a bentonite or concrete annular seal to prevent surface infiltration.

3. Depth. An inspection well must extend from the bottom of a trench up to or above the surface of the natural grade.

405. Non-Standard Disposal Fields.

A. General. An onsite wastewater treatment system may utilize an authorized non-standard disposal field. Non-standard disposal fields utilize imported fill or contain dispersal systems other than standard trenches. Authorized non-standard disposal fields include all of the following:

1. Disposal field with mound. A mound contains a body of sand, gravel distribution bed, distribution pipes, a silt barrier and cover and is constructed on top of the natural grade. A mound is typically used on sites characterized by limited site and soil conditions, such as high groundwater, slow percolation at standard disposal field depths, and shallow soil over fractured rock, coarse alluvium, impermeable soil or bedrock. See Figure 2 below for design features of a typical mound.

2. Disposal field with at-grade bed. An at-grade bed contains a gravel distribution bed, distribution pipes, a silt barrier and cover and is constructed on top of the natural grade. An at-grade system is typically used on sites characterized by limited site and soil conditions, such as high groundwater, slow percolation at standard disposal field depths, and shallow soil over fractured rock, coarse alluvium, impermeable soil or bedrock. See Figure 3 below for design features of a typical at-grade bed.

3. Dripfield. A dripfield contains a subsurface drip dispersal system, which includes flexible distribution tubing with emitters in shallow disposal trenches. A dripfield is typically used on sites with high groundwater, steep slopes, or shallow soil over fractured rock, coarse alluvium, impermeable soil or bedrock. A dripfield must be preceded by an authorized supplemental treatment unit.

4. Disposal field with pressure-dosed trench. A pressure-dosed trench is similar to a standard trench except that it is configured for pressure distribution, and has different cover requirements. Pressure-dosed disposal trenches are typically used on sloped areas. See Figure 4 below for design features of a typical pressure-dosed trench.

5. Disposal field with pressure-dosed sand trench. A pressure-dosed sand trench is configured for pressure-distribution, but unlike a pressure-dosed disposal trench, has a layer of sand at the base of the trench and other distinguishing design criteria. Pressure-dosed sand trenches are typically used in areas of rapid soil percolation, such as sandy or rocky soils. See Figure 5 below for design features of a typical pressure-dosed sand trench.

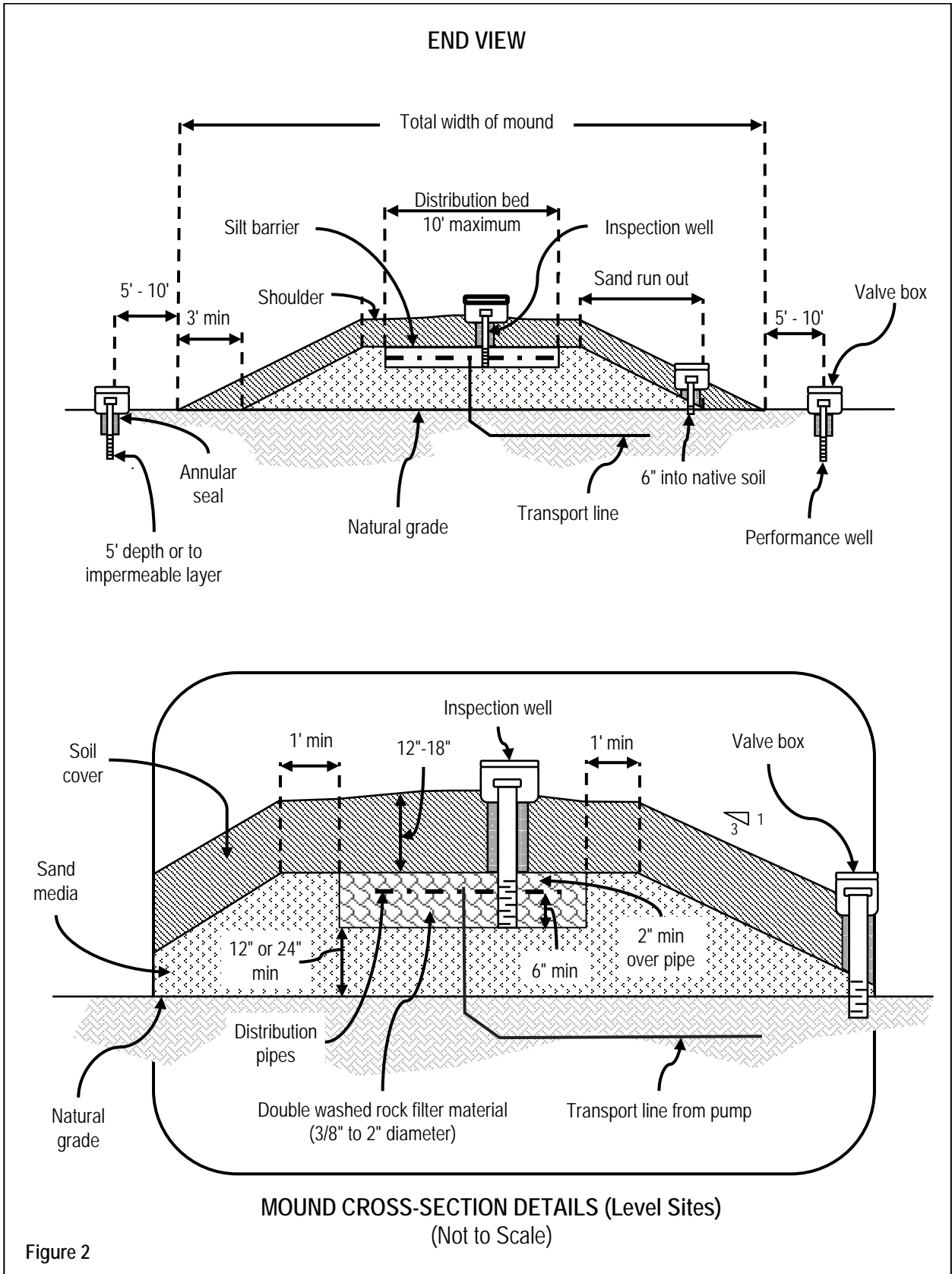
6. Disposal field with pressure-dosed shallow trench. A pressure-dosed shallow trench is similar to a standard trench except that the trench is shallower and configured for pressure distribution. Pressure-dosed shallow trenches are typically used in areas that have shallow topsoil over slowly permeable or fractured subsurface soils.

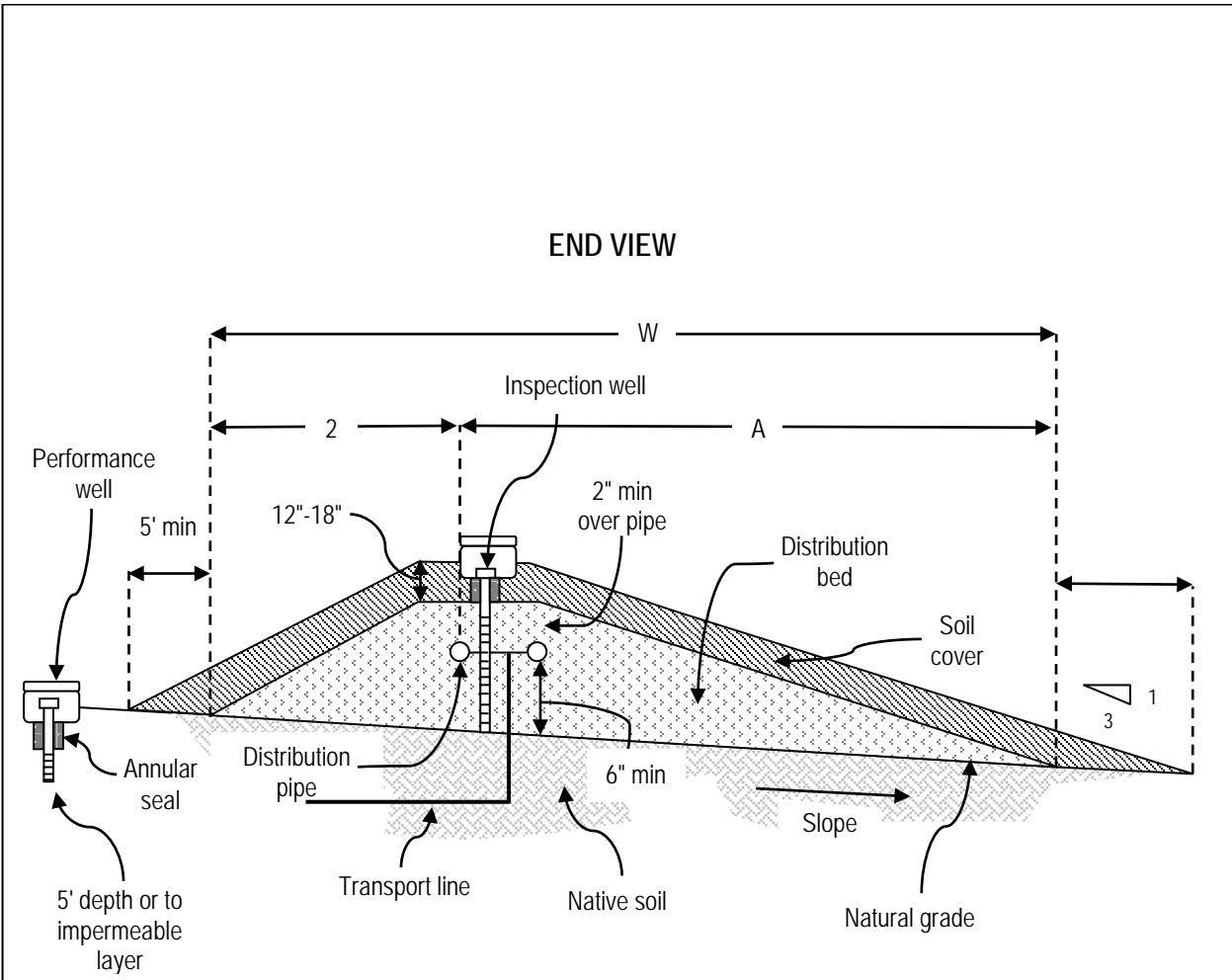
7. Disposal field with imported fill. A disposal field with imported fill is a disposal field that utilizes imported fill, which is placed on top of the natural grade prior to trench excavation in order to achieve a minimum required soil depth. Imported fill is typically used on sites with high groundwater. See Figure 6 below for design features of a standard trench constructed with imported fill.

B. Site Criteria.

1. Disposal field with mound.

a. General. A disposal field containing a mound may be constructed only in an area that conforms to the applicable site criteria in Section 200 of these Regulations and the site criteria in this Subsection 405.B.1., except that in the event specifications conflict, the specification this Subsection 405.B.1. will control.



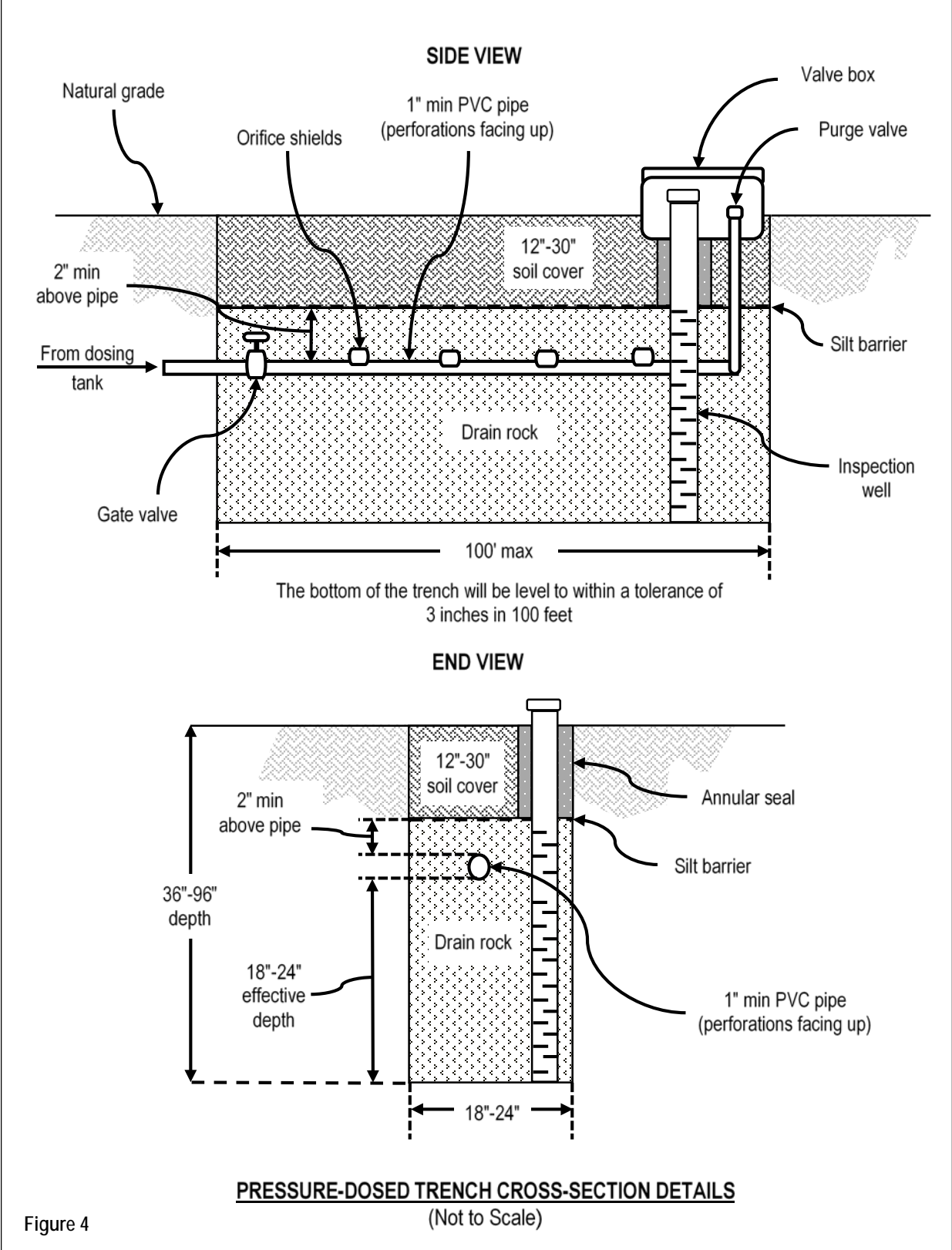


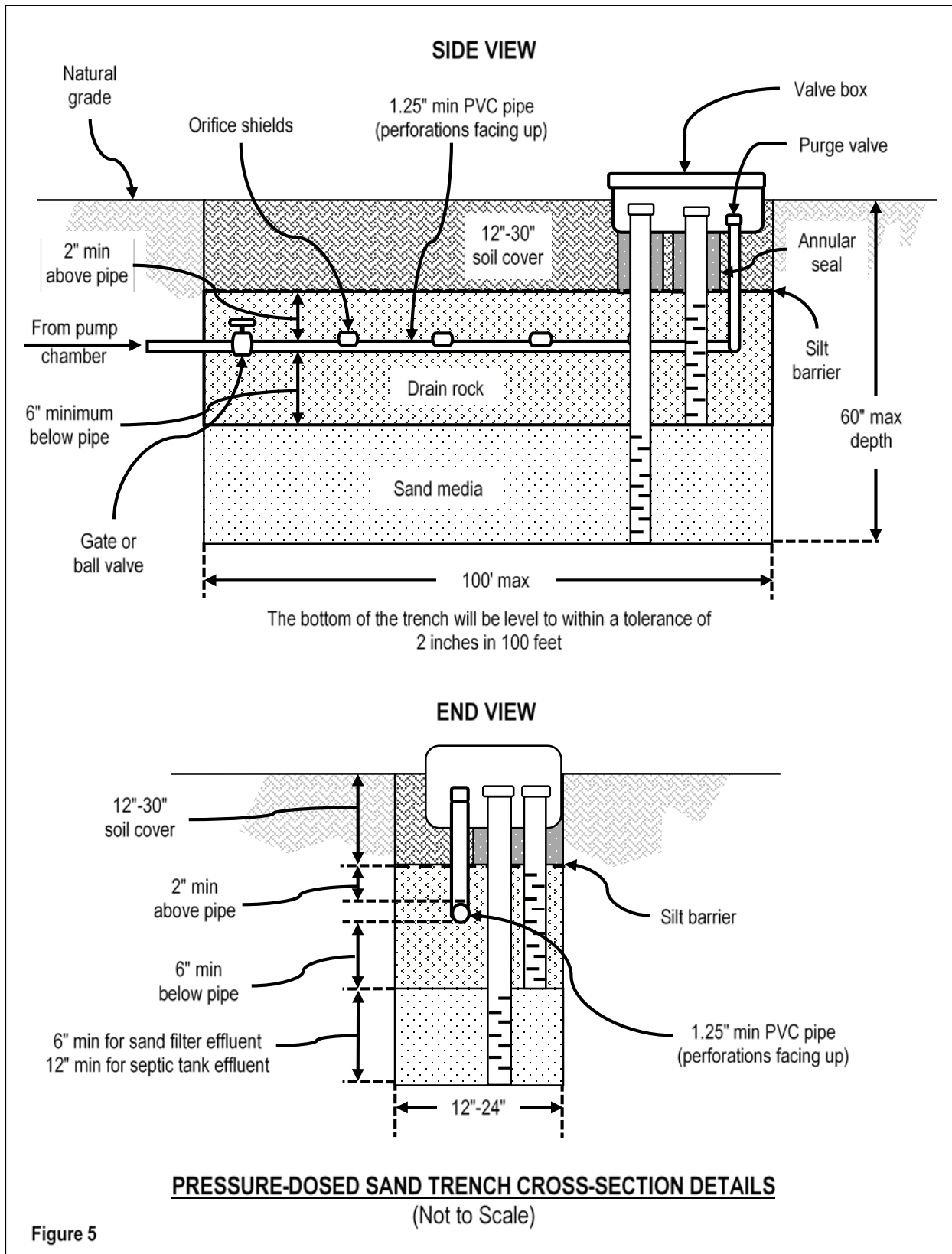
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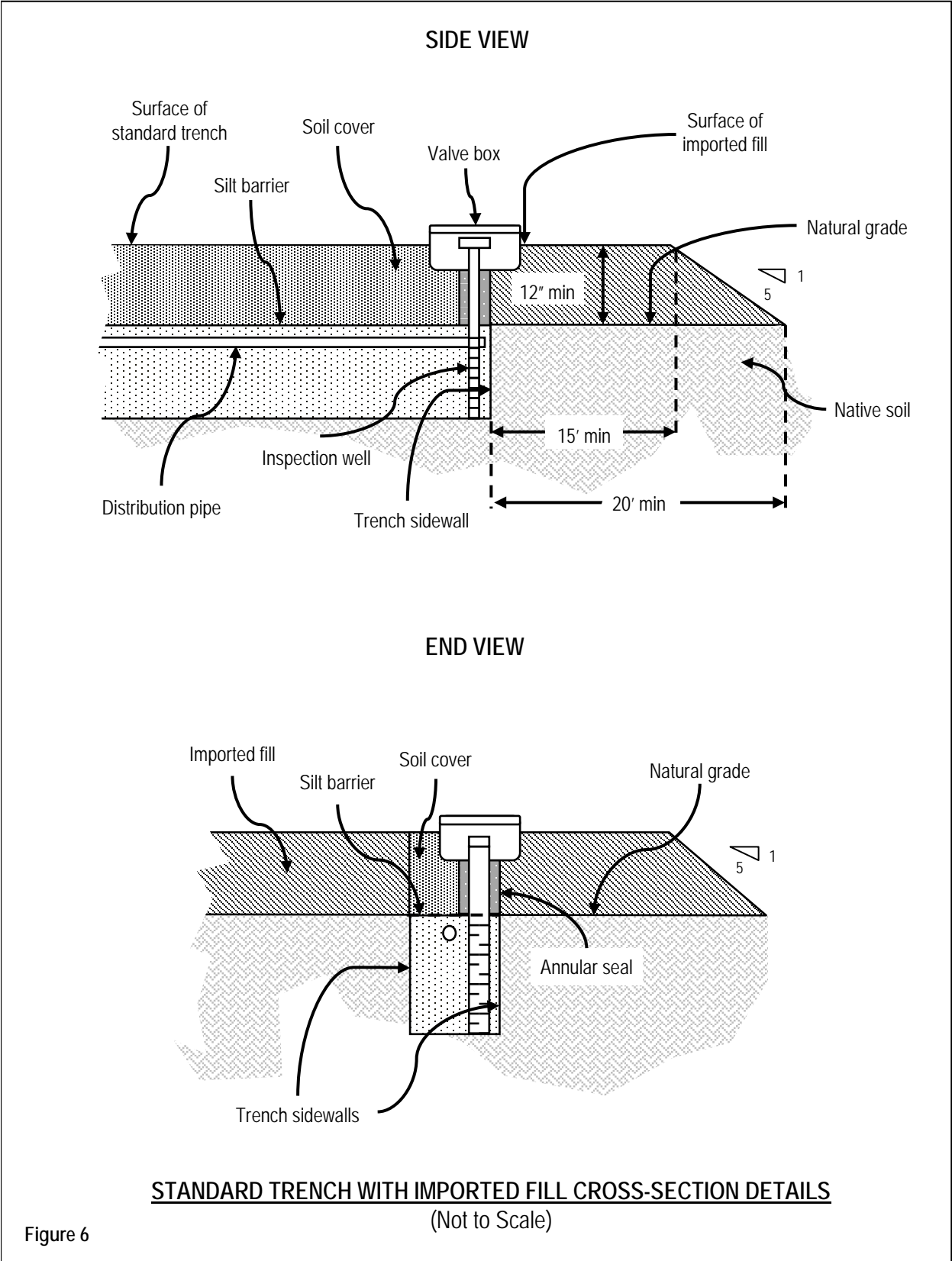
A = Effective width of distribution bed
 W = Total width of distribution bed

AT-GRADE BED CROSS-SECTION DETAILS
 (Not to Scale)

Figure 3







b. Depth to groundwater. The minimum depth from the natural grade to the anticipated highest seasonal level of groundwater is 3 feet unless the mound will be used in an alternative onsite wastewater treatment system, in which case the minimum depth to the anticipated highest seasonal level of groundwater is 2 feet.

c. Soil depth. The minimum depth of permeable soil over bedrock or an impermeable soil layer is 3 feet unless the mound will be used in an alternative onsite wastewater treatment system, in which case the minimum depth of permeable soil over bedrock or an impermeable soil layer is 2 feet. On sloping sites, permeable soil that is at least 2 feet in depth will extend a horizontal distance of no less than 25 feet down gradient from the edge of the perimeter of the distribution bed.

d. Natural ground slope. The maximum natural ground slope of the site of a disposal field containing a mound is 20 percent if the soil has a percolation rate of 1 to 60 MPI and 6 percent if the soil has a percolation rate slower than 60 MPI.

2. Disposal field with at-grade bed.

a. General. A disposal field containing an at-grade bed may be constructed only in an area that conforms to the applicable site criteria in Section 200 of these Regulations and the site criteria in this Subsection 405.B.2., except that in the event specifications conflict, the specification in this Subsection 405.B.2. will control.

b. Depth to groundwater. The minimum depth from the natural grade to the anticipated highest seasonal level of groundwater is 3 feet unless the at-grade bed will be used in an alternative onsite wastewater treatment system, in which case the minimum depth to the anticipated highest seasonal level of groundwater is 2 feet.

c. Soil depth. The minimum depth of permeable soil over bedrock or an impermeable soil layer is 3 feet unless the at-grade bed will be used in an alternative onsite wastewater treatment system, in which case the minimum depth of permeable soil over bedrock or an impermeable soil layer is 2 feet. On sloping sites, permeable soil that is at least 2 feet in depth must extend a horizontal distance of no less than 25 feet down gradient from the edge of the perimeter of the distribution bed.

d. Natural ground slope. The maximum natural ground slope of the site of a disposal field containing an at-grade bed is 20 percent.

3. Dripfield.

a. General. A dripfield may be constructed only in an area that conforms to the applicable site criteria in Section 200 of these Regulations and the site criteria in this Subsection 405.B.3., except that in the event specifications conflict, the specification in this Subsection 405.B.3. will control.

b. Depth to groundwater. The minimum depth from the natural grade to the anticipated highest seasonal level of groundwater is 2 feet.

c. Soil depth. The minimum depth of permeable soil over bedrock, an impermeable soil layer, or fractured, permeable bedrock is 2 feet.

4. Disposal field with pressure-dosed trench. A disposal field containing a pressure-dosed trench may be constructed only in an area that conforms to the applicable site criteria in Section 200 of these Regulations.

5. Disposal field with pressure-dosed sand trench.

a. General. A disposal field containing a pressure-dosed sand trench may be constructed only in an area that conforms to the applicable site criteria in Section 200 of these Regulations and the site criteria in this Subsection 405.B.5., except that in the event specifications conflict, the specification in this Subsection 405.B.5. will control.

b. Depth to groundwater. The minimum depth to the anticipated highest seasonal groundwater level below the bottom of a pressure-dosed sand trench used in an alternative onsite wastewater treatment system is 2 feet.

c. Soil depth. The minimum depth of permeable soil below the bottom of a pressure-dosed sand trench is 2 feet.

6. Disposal field with pressure-dosed shallow trench.

a. General. A disposal field containing a pressure-dosed shallow trench may be constructed only in an area that conforms to the applicable site criteria in Section 200 of these Regulations and the site criteria in this Subsection 405.B.6., except that in the event specifications conflict, the specification in this Subsection 405.B.6. will control.

b. Soil depth. The minimum depth of permeable soil under the bottom of a pressure-dosed shallow trench used in an alternative wastewater treatment system is 2 feet.

c. Percolation rate. The percolation rate of the soil below a pressure-dosed shallow trench, and of the soil within 25 feet down gradient from the edge of the last proposed trench in the disposal field, must be no slower than 120 MPI.

7. Disposal field with imported fill.

a. General. A disposal field containing imported fill may be constructed only in an area that is described in Subsections 405.A.3., 405.B.4, 405.B.5 or 405.B.6., whichever is applicable, and that conforms to the site criteria in this Subsection 405.B.7., except that in the event specifications conflict, the specification in this Subsection 405.B.7. will control.

b. Natural ground slope. In a disposal field containing a standard trench and imported fill, the maximum natural ground slope is 12.5 percent. In all other disposal fields containing imported fill, the maximum natural ground slope is 20 percent.

c. Percolation rate. In a disposal field with a standard trench and imported fill, the percolation rate must be no slower than 60 MPI. In all other disposal field containing imported fill, the percolation rate must be no slower than 120 MPI.

C. Design criteria.

1. Distribution system.

a. General. Except for a disposal field that contains a standard trench and imported fill, all non-standard disposal fields must have pressure distribution.

b. Operational standards. A pressure distribution system that serves a disposal field must be designed to achieve all of the following minimum operational standards:

(1) Uniform dosing of effluent per lineal foot of trench or, in a mound or at-grade bed, over the surface application area of the distribution bed;

(2) A flow rate that is adequate to maintain a 3-foot squirt height;

(3) Screening of effluent to preclude accumulation of solids in distribution pipes or tubing and clogging of discharge orifices;

(4) Dosing volume of a minimum of three doses per day at design flow conditions or, in drip dispersal systems, a volume that is adequate to fully pressurize the dripline or each zone thereof; and

(5) In drip dispersal systems, the automatic flushing of the pump tank filter and driplines at regular intervals. The pump tank filter must be flushed for at least 15 seconds at the end of every 10th pump cycle. Driplines must be flushed at least every 200th pump cycle.

c. Materials/components. A pressure distribution system must include the following components to create and utilize pressure to distribute effluent to the disposal field:

(1) Dosing device. Either a pump or dosing siphon that meets the following specifications may be used:

(a) Pump. The pump must be of the size and type to produce the required network discharge, achieve a 3-foot squirt height and achieve the minimum dose required by the network, designed to achieve the applicable total dynamic head and include all of the following:

i. A “hand-off-auto” (HOA) switch.

- ii. An attached float tree and floats to control the starting and stopping of pump operations.
- iii. A pump intake that is set a minimum of 4 inches above the dosing tank bottom.

(b) Dosing siphon. The dosing siphon must be of the size and type to produce the required network discharge, achieve a 3-foot squirt height and achieve the minimum dose required by the network. Battery-operated digital counters must be installed with all dosing siphons.

(2) Pump tank. Except for pump tanks contained in proprietary supplemental treatment units, a pump tank must be watertight, separate from the septic tank, and comply with the following specifications:

(a) Size. The minimum capacity of the tank must be 750 gallons and accommodate at least the design daily sewage flow.

(b) Certification. The tank must be IAPMO-certified.

(c) Access. The tank must have a minimum 24-inch diameter manhole.

(d) Sensor. The tank must be equipped with a high water sensing device.

(e) Pipes/conduits. All pipes and electrical conduits passing through the tank must be precast into the tank or sealed with gas-tight compression connectors.

(f) Filter. If the pressure distribution system serves a dripfield, the tank must contain a filtering device capable of filtering particles larger than 100 microns.

(g) Other. A union, swing check valve and double wedge gate valve must be mounted in this order (away from the pump) either inside the tank or adjacent to the tank in an access box.

(3) Pressure piping. Piping used in pressure distribution systems must be Schedule 40 PVC pipe with a minimum inside diameter of 1 inch.

(a) Force main. The force main from a pump tank must be equipped with an inspection port.

(b) Perforated pipe. A perforated pipe orifice must have a minimum diameter of 1/8th of an inch. Orifices must be clear of any burrs, drilling fines or other obstructions. In trenches utilizing drain rock, orifices may be placed pointing up or down, and individual orifice shields must be used if orifices point up. If bundled EPS or chambers are used, orifices must be placed pointing up, and no orifice shields are required.

(4) Electrical features. The following electrical features must be included in the design of a pressure distribution system that will serve a disposal field:

(a) An outdoor rated control box containing fused disconnect and motor protection switches, mounted on the structure served or mounted on a pipe stand or wooden post.

(b) PVC electrical conduit. Separate conduits must be provided for control wire and power supply. All conduits passing through a riser must be sealed with gas-tight compression connectors.

(c) Separate circuits with individual breakers at the main panel to serve the control panel alarm and pump.

(d) High water audible and visual alarms, mounted on the structure served or on a pipe stand or wooden post within five feet of the structure served.

(5) Other.

(a) A minimum 8-inch valve box, made of plastic or other durable material, must be installed to allow access for inspection, testing and adjustment of devices installed in the box.

(b) Gate valves must be installed within the access valve box to allow setting of orifice squirt heights.

(c) Purge valve assemblies must be installed at the end of each distribution pipe and placed within the access valve box.

2. Disposal field with mound.

a. General. The design of a disposal field containing a mound must conform to all applicable specifications set forth in this Subsection 405.C.2.

b. Distribution bed.

(1) Minimum area. The minimum distribution bed area is determined by dividing the design daily sewage flow rate of the structure(s) to be served by the onsite wastewater treatment system by 1.2 gallons per day per square foot (gpd/ft²) in a mound that will serve a residential dwelling and 1.0 gpd/ft² in a mound that will serve a non-residential structure.

(2) Dimensions.

(a) Length. The distribution bed must be designed to be long and narrow. The length of a distribution bed is determined based on the required distribution bed area, site conditions and width restrictions set forth in these Regulations.

(b) Width.

- i. Minimum. There must be a minimum of 36 inches of distribution bed width for every distribution pipe.
- ii. Maximum. The maximum width of the distribution bed is based on the slope of the site of the proposed disposal field and must conform to Table 3 below.

Table 3	
Maximum Width of Mound Distribution Bed	
Slope %	Bed Width (Feet)
$0 \leq x \leq 12$	10
$12 < x \leq 13$	9
$13 < x \leq 14$	8
$14 < x \leq 16$	7
$16 < x \leq 18$	6
$18 < x \leq 20$	5

x=slope of the site of the proposed disposal field

(c) Depth. The distribution bed material must extend from a minimum of 6 inches below the invert of the distribution pipe to a minimum of 2 inches above the top of the distribution pipe.

(3) Linear loading rate. The linear loading rate of the distribution bed is determined by dividing the design daily sewage flow by the length of the distribution bed. The linear loading rate of the distribution bed must not exceed the applicable maximum linear loading rate set forth in Table 4 below.

(4) Level. The bottom and toe of the distribution bed must be level (not drop below more than 0.25 feet per 100 feet). The downslope side of the distribution bed must be parallel to the slope contour.

(5) Material. Distribution bed material must be double-washed rock, 3/8-inch to 2 inches in diameter, with less than one percent by volume of fines (materials passing through the number 100 mesh).

(6) Number. A mound may contain more than one distribution bed under the following conditions:

- (a) The beds are separated by a minimum of 6 feet;
- (b) The beds are installed on a contour;

(c) The space between the distribution beds is filled with sand;

(d) The beds are designed to provide for automatic alternate dosing and resting of the beds.

c. Sand bed.

(1) General. A sand bed forms the base of a mound, and extends from the natural grade vertically to the bottom of the distribution bed(s) and laterally from the sides of the distribution bed(s).

(2) Effective application area.

(a) Defined. The effective application area of a mound is that portion of sand-native soil interface at the base of the mound that can accept and absorb effluent. In a disposal field located on a site that is level or has a slope equal to or less than 2 percent, the entire sand-native soil interface is the effective application area of a mound. On all other sites, the effective application area includes the portions of the sand-native soil interface that are immediately below and downslope of the distribution bed.

(b) Minimum effective application area. The effective application area of a mound is equal to or greater than the area determined by dividing the design daily sewage flow rate of the structure(s) to be served by the onsite wastewater treatment system by the applicable wastewater loading rate set forth in Table 5 below.

Table 4

Maximum Mound Linear Loading Rates (GPD/LF)

Soil Depth = < 2.5 ft									
Percolation Rate (MPI)	Ground Slope %								
	2<y≤5	5<y≤6	6<y≤8	8<y≤10	10<y≤12	12<y≤14	14<y≤16	16<y≤18	18<y≤20
1≤x≤5	9	9	11	12	12	12	12	12	12
5<x≤10	8	8	10	11	12	12	12	12	12
10<x≤20	7	7	9	10	11	12	12	12	12
20<x≤30	6	6	8	9	10	11	12	12	12
30<x≤40	5	5	7	8	9	10	11	12	12
40<x≤50	4	4	6	7	8	9	10	11	12
50<x≤60	3	3	5	6	7	8	9	10	11
60<x≤90	3	3	NP	NP	NP	NP	NP	NP	NP
90<x≤120	3	3	NP	NP	NP	NP	NP	NP	NP
Soil Depth = 2.5 ft to 3.0 ft									
Percolation Rate (MPI)	Ground Slope %								
	2<y≤5	5<y≤6	6<y≤8	8<y≤10	10<y≤12	12<y≤14	14<y≤16	16<y≤18	18<y≤20
1≤x≤5	10	11	12	12	12	12	12	12	12
5<x≤10	9	10	11	12	12	12	12	12	12
10<x≤20	8	9	10	11	12	12	12	12	12
20<x≤30	7	8	9	10	11	12	12	12	12
30<x≤40	6	7	8	9	10	11	12	12	12
40<x≤50	5	6	7	8	9	10	11	12	12
50<x≤60	4	5	6	7	8	9	10	11	12
Soil Depth = > 3.0 ft									
Percolation Rate (MPI)	Ground Slope %								
	2<y≤5	5<y≤6	6<y≤8	8<y≤10	10<y≤12	12<y≤14	14<y≤16	16<y≤18	18<y≤20
1≤x≤5	11	12	12	12	12	12	12	12	12
5<x≤10	10	11	12	12	12	12	12	12	12
10<x≤20	9	10	11	12	12	12	12	12	12
20<x≤30	8	9	10	11	12	12	12	12	12
30<x≤40	7	8	9	10	11	11	12	12	12
40<x≤50	6	7	8	9	10	10	11	12	12
50<x≤60	5	6	7	8	9	9	10	11	12

GPD/LF = gallons per day per linear foot

MPI = minutes per inch

NP = not permitted

x = percolation rate of the site of the proposed disposal field

y = slope of the site of the proposed disposal field

Table 5	
Wastewater Loading Rates for Mound Sand-Native Soil Interface	
Percolation Rate (MPI)	Wastewater Loading Rate (GPD/FT ²)
1 ≤ x ≤ 30	1.2
30 < x ≤ 90	1.5 x Appendix 2 WLR*
90 < x ≤ 120	0.2

MPI = minutes per inch

x = percolation rate of the site of the proposed disposal field

GPD/FT² = gallons per day per square foot

*Appendix 2 WLR = applicable wastewater loading rate from Appendix 2

(3) Dimensions.

(a) Depth. There must be a minimum of 12 inches of sand below the distribution bed unless the percolation rate of the site of the proposed disposal field is faster than 10 MPI, in which case the minimum depth of sand below the distribution bed must be 24 inches.

(b) Lateral dimensions.

- i. Level sites. On sites that are level or have slopes equal to or less than 2 percent, the sand bed must extend laterally as follows:
 - (i) Sand shoulder. The sand must extend horizontally from all sides of the distribution bed, level with the top of the distribution bed, by a minimum of 1 foot.
 - (ii) Sand run out. The sand must extend laterally from the sand shoulder at a maximum slope of 3 horizontal to 1 vertical in all directions.
- ii. Sloping sites. On sites with slopes greater than 2 percent, the sand bed must extend laterally as follows:
 - (i) Sand shoulder. The sand must extend horizontally from all sides of the distribution bed, level with the top of the distribution bed, by a minimum of 1 foot in the upslope direction, 2 feet in the downslope direction, and 2 feet in each longitudinal (side) direction.

(ii) Sand run out. The sand must extend laterally from the sand shoulder at a maximum slope of 3 horizontal to 1 vertical in all directions.

(4) Material. The sand used to construct the sand bed must meet all applicable sand specifications set forth in **Appendix 4**, attached hereto and incorporated herein.

(5) Separation. The effective application area of a mound may not overlap the effective application area of another mound.

d. Distribution system.

(1) Length. The length of distribution pipe to be installed in a distribution bed in a mound is determined in accordance with industry standards based on the design daily sewage flow of the structure(s) to be served and linear loading rate of the distribution bed.

(2) Separation. Distribution pipes must be equidistant from each other. There must be a minimum separation between an end of a distribution pipe and an end of the distribution bed of 1 foot or one-half the distance between two perforations in the distribution pipe, whichever is greater. On sites that are level or have slopes equal to or less than 2 percent, there must be a minimum 24-inch separation between a distribution pipe and the long sides of the distribution bed. On sites with slopes greater than 2 percent, there must be a minimum 12-inch separation between a distribution pipe and the upslope side of the distribution bed, and a minimum 24-inch separation between a distribution pipe and the downslope side of the distribution bed.

(3) Distribution pipe must be on contour and level to within a tolerance of 3 inches in 100 feet.

e. Silt barrier. The distribution bed must be covered in its entirety with a silt barrier that conforms to the specifications in Subsection 404.G.2. of these Regulations.

f. Soil cover.

(1) General. A continuous cover material must be placed over the entire distribution bed, sand shoulder and sand run out.

(2) Material. Cover material must conform to the specifications in Subsection 404.H.2. of these Regulations.

(3) Dimensions.

(a) Depth. A minimum of 12 inches and a maximum of 18 inches of cover material must be placed over the silt barrier and crowned to promote rainfall runoff. A minimum of 12 inches of cover material must be placed over the sand shoulder and sand run out.

The cover material must have a consistent depth over the sand shoulder and sand run out and the surface must be smooth with no depressions.

(b) Lateral extension. The cover material must extend a minimum of 3 feet beyond the perimeter edge of the sand fill in all directions.

g. Monitoring wells.

(1) Inspection wells. Two inspection wells must be installed within a mound, as follows:

(a) One well must be located near the center of the mound, extending from the mound surface to the bottom of the distribution bed. Perforations must begin at the top of the distribution bed and extend to the bottom of the well.

(b) One well must be located within the sand bed, extending from the mound surface to 6 inches into the native soil. Perforations must begin at the top of the sand bed and extend to the bottom of the well.

(2) Performance wells. Four performance wells must be installed outside the perimeter of the mound. One well must be located at the midpoint of each side of the mound, 5 to 10 feet from the toe, and extending from the natural grade to a depth of 5 feet or to an impermeable layer, whichever is less. Perforations must begin at a depth of 12 inches below the natural grade and extend to the bottom of the well.

(3) Materials. Monitoring wells must conform to the specifications in Subsection 404.I.2. of these Regulations, except that perforations must begin and end as specified above in Subsections 405.C.2.g.(1) and (2) of these Regulations.

3. Disposal field with at-grade bed.

a. General. The design of an at-grade bed must conform to all applicable specifications in this Subsection 405.C.3.

b. Distribution bed.

(1) Effective application area.

(a) Defined. The effective application area of an at-grade bed is that portion of the distribution bed-native soil interface at the base of the at-grade bed that can accept and absorb effluent. In a disposal field located on a site that is level, the effective application area is the entire distribution bed-native soil interface. On all other sites, the effective application area of an at-grade bed is that portion of the base of the distribution bed that interfaces with the native soil below and down-slope of the distribution pipe adjacent to the upslope edge of the bed.

(b) Minimum effective application area. The effective application area of an at-grade bed is equal to or greater than the area determined by dividing the design daily sewage flow rate of the structure(s) to be served by the onsite wastewater treatment system by the wastewater loading rate of the distribution bed.

(2) Wastewater loading rate. The wastewater loading rate of the distribution bed in an at-grade bed is determined in accordance with Appendix 3. The maximum wastewater loading rate of a distribution bed in an at-grade bed that will serve a residential dwelling will be 1.2 gpd/ft². In an onsite wastewater treatment system that will serve a non-residential structure, the maximum wastewater loading rate is 1.0 gpd/ft².

(3) Dimensions.

(a) Length. A distribution bed must be long and narrow. The length of the basal area of a distribution bed is determined based on the required distribution bed area, site conditions and width restrictions set forth in these Regulations.

(b) Width. Maximum. The maximum width of the distribution bed basal area is 10 feet.

(c) Depth. The distribution bed material must extend from a minimum of 6 inches below the invert of the distribution pipe to a minimum of 2 inches above the top of the distribution pipe.

(4) Linear loading rate. The linear loading rate of a distribution bed is determined by dividing the design daily sewage flow by the length of the distribution bed. The linear loading rate of the distribution bed in an at-grade bed on any site must not exceed 10 gpd/lf. The linear loading rate of the distribution bed in at-grade beds on sloping sites must not exceed the applicable linear loading rates in Table 6 below.

(5) Level. The distribution bed must follow the natural contour of the ground and must be level (not drop more than 0.25 feet per 100 feet).

(6) Material. Distribution bed material must be double-washed rock, 3/8-inch to 2 inches in diameter, with less than one percent by volume of fines (materials passing through the number 100 mesh).

(7) Number. An at-grade bed may contain multiple distribution beds if the basal areas of the beds are separated by a minimum of 5 feet.

Table 6		
Maximum At-Grade Bed Linear Loading Rates (GPD/LF)		
Soil Depth = < 3 ft		
Percolation Rate (MPI)	Ground Slope %	
	0<y≤10	10<y≤20
1≤x≤30	5	6
30<x≤60	4	5
60<x≤120	3	4
Soil Depth = 3.0 ft to 4.0 ft		
Percolation Rate (MPI)	Ground Slope %	
	0<y≤10	10<y≤20
1≤x≤30	7	8
30<x≤60	6	7
60<x≤120	5	9
Soil Depth = > 4.0 ft to 5.0 ft		
Percolation Rate (MPI)	Ground Slope %	
	0<y≤10	10<y≤20
1≤x≤30	9	10
30<x≤60	8	9
60<x≤120	7	8
Soil Depth = > 5.0 ft		
Percolation Rate (MPI)	Ground Slope %	
	0<y≤10	10<y≤20
1≤x≤30	10	10
30<x≤60	10	10
60<x≤120	9	10

GPD/LF = gallons per day per linear foot

MPI = minutes per inch

x = percolation rate of the site of the proposed disposal field

y = slope of the site of the proposed disposal field

c. Distribution system.

(1) Length. The length of distribution pipe to be installed in a distribution bed in an at-grade bed is determined in accordance with industry standards based on the design daily sewage flow of the structure(s) to be served and linear loading rate of the distribution bed.

(2) Separation. Distribution pipes must be equidistant from each other. There must be a minimum 24-inch separation between distribution pipes and all sides of the distribution bed.

(3) Distribution pipe must be on contour and level to within a tolerance of 3 inches in 100 feet.

d. Silt barrier. The distribution bed must be covered in its entirety with a silt barrier that conforms to the specifications in Subsection 404.G.2. of these Regulations.

e. Soil cover.

(1) Material. The cover material must conform to the specifications in Subsection 404.H.2. of these Regulations.

(2) Depth. A minimum of 12 inches and maximum of 18 inches of cover material must be placed on the top of the distribution bed. The soil cover over the distribution bed must be crowned to promote rainfall runoff.

(3) Lateral Extension. The cover material must extend a minimum of 5 feet beyond all perimeter edges of the distribution bed at a maximum slope of 3 horizontal to 1 vertical in all directions. On sites with slopes greater than 2 percent, the cover material must extend beyond the downslope edge of the distribution bed in accordance with Table 7 below.

Table 7	
At-Grade Bed Lateral Extension of Cover Material	
Disposal Field Slope %	Minimum Extension of Cover Material (Feet)
$2 < x \leq 4$	6
$4 < x \leq 6$	8
$6 < x \leq 8$	10
$8 < x \leq 10$	12
$10 < x \leq 12$	14
$12 < x \leq 16$	16
$16 < x \leq 20$	20

x = slope of the site of the proposed disposal field

f. Monitoring wells.

(1) Inspection wells. One inspection well must be installed within an at-grade bed near the center of the distribution bed, extending from the surface of the at-grade bed to the bottom of the distribution bed.

(2) Performance wells. Four performance wells must be installed outside the perimeter of the at-grade bed. One well must be located at the midpoint of each side of the at-grade bed, 5 to 10 feet from the toe, and extending from the natural grade to a depth of 5 feet or to an impermeable layer, whichever is less.

(3) Materials. Monitoring wells must conform to the specifications in Subsection 404.I.2. of these Regulations, except that perforations must begin at the top of the distribution bed and extend to the bottom of the pipe.

4. Dripfield.

a. General. The design of a dripfield must conform to all applicable specifications in this Subsection 405.C.4.

b. Area. The minimum absorption area of a dripfield is determined by dividing the design daily sewage flow rate of the structure(s) to be served by the onsite wastewater treatment system by the applicable wastewater loading rate set forth in Appendix 3.

c. Trench dimensions.

(1) Depth. A dripfield trench must be a minimum of 6 inches and a maximum of 12 inches in depth.

(2) Bottom. The bottom of a dripfield trench must be level to within a tolerance of 3 inches in 100 feet and installed on contour.”

d. Dripline.

(1) Material. Wastewater quality dripline must have a minimum 45 mil tubing wall thickness and bacterial growth inhibitors.

(2) Location. Dripline must be installed at the bottom of the dripfield trench and extend the entire length of the trench, from the supply manifold to the return manifold.

(3) Length. Dripline length is measured from the supply to return manifolds. The length of dripline to be installed must conform to specifications by the dripline manufacturer and be based on design daily sewage flow, design pressure, the number of emitters and emitter flow.

(4) Emitters. Emitters must be separated by a minimum of 12 inches and maximum of 24 inches. The application area per emitter, in square feet, is calculated by multiplying the number of feet between emitters by two. Example: If there are 2 feet between emitters, the application area is $2 \times 2 = 4$ square feet.

(5) Spacing. Dripline separation must be no less than the separation between emitters. The first and last emitters must be no closer than 12 inches from a manifold.

(6) Zones. Two or more dripline zones may be created by installing lengths of dripline separated by valves in lieu of one continuous dripline.

e. Soil cover.

(1) General. Cover material must be placed on top of the dripline. The top layer of the cover material must be level with the natural grade.

(2) Material. Cover material must conform to the specifications in Subsection 404.H.2. of these Regulations.

f. Monitoring wells.

(1) Inspection well. One inspection well must be installed near the middle of the dripfield, equidistant between two driplines. The well must extend from the natural grade to a minimum depth of 24 inches and maximum depth of 36 inches.

(2) Performance wells. Four performance wells must be installed around a dripfield. The wells must extend from the natural grade to a minimum depth of 24 inches and maximum depth of 36 inches. The wells must be located 5 to 10 feet from each side of the dripfield.

(3) Materials. Monitoring wells must conform to the specifications in Subsection 404.I.2. of these Regulations, except that perforations must begin at a depth of 12 inches below grade and extend to the bottom of the pipe.

g. Dual dripfields. If primary and secondary dripfields are installed, doses must be automatically distributed to each dripline in each dripfield, or to each zone within each dripfield.

5. Disposal field with pressure-dosed trench.

a. General. The design of a disposal field containing a pressure-dosed trench must conform to the specifications in this Subsection 405.C.5. and the specifications required under Subsections 404.B., 404.C., 404.D., 404.E., 404.G., 404.H. and 404.I., except that in the event specifications conflict, the specification in this Subsection 405.C.5. will control.

b. Distribution system. Distribution pipe must be on contour and level to within a tolerance of 3 inches in 100 feet. If chambers are used, distribution pipe must be suspended inside the top of the chambers.

c. Soil cover. Minimum cover depths are determined based on the slope of the disposal field and percolation rate, in accordance with Table 8 below.

Table 8		
Pressure-Dosed Trench Cover Requirements (Inches)		
Ground Slope %	Percolation Rate (MPI) $1 \leq y \leq 30$	Percolation Rate (MPI) $30 < y \leq 120$
$0 \leq x \leq 10$	12	12
$10 < x \leq 15$	12	12
$15 < x \leq 20$	12	12
$20 < x \leq 30$	15	18

x= slope of the site of the proposed disposal field

y- percolation rate of the site of the proposed disposal field

MPI – minutes per inch

6. Disposal field with pressure-dosed sand trench.

a. General. The design of a disposal field containing a pressure-dosed sand trench must conform to the specifications in this Subsection 405.C.6. and the specifications applicable to disposal fields containing pressure-dosed trenches under Subsection 405.C.5. of these Regulations, except that in the event specifications conflict, the specification in this Subsection 405.C.6. will control.

b. Area. The minimum absorption area of a disposal field containing a pressure-dosed sand trench is determined by dividing the design daily sewage flow rate of the structure(s) to be served by the onsite wastewater treatment system by the wastewater loading rate at the sand-soil interface.

c. Wastewater loading rate. The wastewater loading rate at the sand-native soil interface is determined in accordance with Appendix 3. The maximum wastewater loading rate at the sand-native soil interface in a pressure-dosed sand trench that will serve a residential dwelling is 1.2 gpd/ft². In an onsite wastewater treatment system that will serve a non-residential structure, the maximum wastewater loading rate at the sand-soil interface is 1.0 gpd/ft².

d. Trench dimensions.

(1) Depth. The maximum depth of a pressure-dosed sand trench is 60 inches.

(2) Width. The minimum width of a pressure-dosed sand trench is 12 inches.

(3) Bottom. The bottom of the trench must be level to within a tolerance of 2 inches in 100 feet.

e. Sand fill.

(1) Material. The sand media must have a medium to coarse texture and meet the gradation specifications set forth in Appendix 4.

(2) Depth. The minimum depth of sand below the drain media is 12 inches unless the pressure-dosed sand trench is used in an alternative onsite wastewater treatment system, in which case the minimum sand depth is 6 inches.

f. Drain media. In pressure-dosed sand trenches that utilize drain rock, the drain rock must extend from at least 6 inches below the invert of the distribution pipe to at least 2 inches above the top of the distribution pipe. If chambers are used, a single layer of chambers must be placed on top of the sand fill.

g. Silt barrier. Drain rock must be covered in its entirety with a silt barrier conforming to the specifications in Section 404.G.2. of these Regulations.

h. Soil cover. Minimum cover depths are determined based on the slope and percolation rate of the disposal field, in accordance with Table 9 below.

Table 9		
Pressure-Dosed Sand Trench Cover Requirements (Inches)		
Ground Slope %	Percolation Rate (MPI) $1 \leq y \leq 30$	Percolation Rate (MPI) $30 < y \leq 120$
$0 \leq x \leq 20$	12	12
$20 < x \leq 30$	15	18

x = slope of the site of the proposed disposal field
y = percolation rate of the site of the proposed disposal field
MPI = minutes per inch

i. Monitoring wells.

(1) Inspection wells. Two inspection wells must be installed in each trench, as follows:

(a) One well must extend from the natural grade to the drain media-sand interface. This well must be perforated only where it contacts drain media.

(b) One well must extend from the natural grade to the sand-native soil interface. This well must be perforated only where it contacts sand.

(2) Performance wells. A minimum of two performance wells must be installed, as follows:

(a) One well must be installed 5 feet upgradient of the edge of a disposal trench, 5 to 10 feet from the trench and extending to the depth of the trench. Perforations must begin at the top of the soil cover and end at the bottom of the well.

(b) One well must be installed 10 feet downgradient of the edge of a disposal trench, 5 to 10 feet from the trench and extending to the depth of the trench. Perforations must begin at the top of the soil cover and end at the bottom of the well.

7. Disposal fields with pressure-dosed shallow trenches.

a. General. The design of a disposal field containing a pressure-dosed shallow trench must conform to the specifications in this Subsection 405.C.7. and the specifications applicable to disposal fields containing pressure-dosed trenches under Subsection 405.C.5. of these Regulations, except that in the event specifications conflict, the specifications in this Subsection 405.C.7. will control.

b. Area. The minimum absorption area of a disposal field containing a pressure-dosed shallow trench is calculated by dividing the design daily sewage flow of the structure(s) to be served by the onsite wastewater treatment system by the applicable wastewater loading rate set forth in Appendix 3.

c. Trench dimensions.

(1) Depth. The maximum depth of a pressure-dosed shallow trench is 60 inches.

(2) Spacing. The minimum space between the centers of two pressure-dosed shallow trenches is as follows:

(a) 6 feet on slopes \leq 12.5 percent.

(b) 7 feet on slopes $>$ 12.5 percent and \leq 16 percent.

(c) 8 feet on slopes $>$ 16 percent and \leq 20 percent.

(d) 9 feet on slopes $>$ 20 percent and \leq 25 percent.

(e) 10 feet on slopes $>$ 25 percent.

d. Distribution system. The maximum dose to a pressure-dosed shallow trench is 125 gallons for onsite wastewater treatment systems that will serve a residential dwelling and 150 gallons for all other systems.

8. Disposal field with imported fill.

a. General.

(1) Imported fill may be used to raise the level of the surface of a proposed disposal field that will utilize one of the following types of disposal trenches and no other means of final distribution:

- (a) Standard trench.
- (b) Pressure-dosed trench.
- (c) Pressure-dosed sand trench.
- (d) Pressure-dosed shallow trench.

(2) The design of a disposal field that utilizes imported fill must conform to the design specifications in this Subsection 405.C.8. and the design specifications in either Subsection 404 of these Regulations (standard disposal fields), Subsection 405.C.5. of these Regulations (disposal fields with pressure-dosed trenches), Subsection 405.C.6. of these Regulations (disposal fields with pressure-dosed sand trenches), or Subsection 405.C.7. of these Regulations (disposal fields with pressure-dosed shallow trenches), whichever are applicable. In the event specifications conflict, the specifications in this Subsection 405.C.8. will control.

b. Material. Imported fill must be soil that is similar in texture to the native soil or any medium loamy textured soil.

c. Dimensions.

(1) Depth. A minimum of 12 inches of imported fill must be placed over the entire disposal field prior to trench excavation.

(2) Lateral extension. In disposal fields with pressurized trenches and imported fill, the fill must extend a minimum of 10 feet from each trench edge, and then taper to the natural grade at not less than a 5:1 ratio. In disposal fields with standard trenches and imported fill, the fill must extend a minimum of 15 feet from each trench edge and then taper to the natural grade at not less than a 5:1 ratio. In all disposal fields with imported fill on sites with slopes greater than 2 percent, the fill must extend an additional 5 feet downslope from the downslope edge of each trench.

d. Trenches. The section of trench extending from the top of the drain media to the bottom of the trench must be constructed entirely in native soil.

e. Soil cover. The top layer of the cover material must be level with the top of the imported fill.

406. Reserve Areas; Secondary Disposal Fields.

A. General.

1. Residential systems. A reserve area must be designated for future replacement of a disposal field in an onsite wastewater treatment system that will serve a residential dwelling if the system does not have dual disposal fields.

2. Non-residential systems. An onsite wastewater treatment system that will serve a non-residential structure must have dual disposal fields. A reserve area must be designated for future replacement of both disposal fields.

B. Reserve Area. A reserve area may be designated on a site if it conforms to the site criteria in Section 200 and Subsection 405.B. of these Regulations that are applicable to the proposed disposal field. A reserve area must be equivalent in size to that of the proposed disposal field in a residential system and large enough to allow construction of replacement dual disposal fields in a non-residential system.

C. Dual Disposal Fields. If a system has dual disposal fields, one disposal field must be the primary disposal field and the second must be the secondary disposal field. Primary and secondary disposal fields must each conform to all of the design requirements applicable to a single disposal field. Except for dual dripfields, dual disposal fields must have a ball-type Schedule 80 diversion valve to alternate use of the primary and secondary disposal fields on a rotational basis, and each of the disposal fields may be operated continuously for a period not less than six months and no more than one year.

D. Separation. A reserve area and a disposal field may not overlap. A primary disposal field and a secondary disposal field may not overlap.

SECTION 500. ALTERNATIVE ONSITE WASTEWATER TREATMENT SYSTEMS

501. General.

A. Authorized Supplemental Treatment Units. An alternative onsite wastewater treatment system may include any authorized supplemental treatment unit. Authorized supplemental treatment units are intermittent sand filters, recirculating sand filters and proprietary units.

B. Site Criteria. An alternative onsite wastewater treatment system must conform to all applicable site criteria set forth in Section 200 or Subsection 405.B. of these Regulations.

C. Findings.

1. The health officer may make the finding set forth in Section 420-6.810, subsection (a)(4)(A), of the Ordinance based on a report from the owner of the water source that a sample taken from the public water source has:

- a. An absence of fecal coliform and *Escherichia coli*; and
- b. A nitrate concentration that does not exceed 10 milligrams per liter measured as nitrogen (mg/L).

2. The health officer may make the finding set forth in Section 420-6.810, subsection (a)(4)(B), of the Ordinance based on any of the following:

- a. Topographical features exist that would minimize migration of effluent to the public water source;
- b. The soil in the area of the proposed disposal field is deeper than the required minimum depth of soil;
- c. The percolation rate of the soil in the area of the proposed disposal field is greater than 5 MPI; or
- d. The depth to groundwater conforms to the requirements in Table 1.

502. Design Specifications.

A. Intermittent Sand Filters.

1. General.

a. An intermittent sand filter provides supplemental treatment of septic tank effluent by directing it through the sand filter once before delivery to a disposal field.

b. The design of an intermittent sand filter must conform to all applicable specifications in this Section 502.

2. Maximum wastewater strength. Wastewater applied to an intermittent sand filter must not exceed any of the following:

- a. Five-day biochemical oxygen demand of 300 parts per million (ppm).
- b. Total suspended solids of 150 ppm.
- c. Grease/oil level of 25 ppm.

3. Area. The minimum distribution area of an intermittent sand filter is calculated by dividing the design daily sewage flow of the structure(s) to be served by the onsite wastewater treatment system by a wastewater loading rate that does not exceed 1.2 gpd/ft² in a system that will serve a residential dwelling and 1.0 gpd/ft² in a system that will serve a non-residential structure.

4. Components and materials. An intermittent sand filter must include all of the following components and materials:

a. Sand fill. Two inches of sand fill must be installed at the bottom of the intermittent sand filter. The sand fill must conform to the applicable specifications in Appendix 4.

b. Filter bottom. In an intermittent sand filter without an internal pump, the slope of the bottom of the filter must be no greater than 1 percent. In an intermittent sand filter with an internal pump, there must be a minimum 8-inch deep depression in the middle of the bottom of the filter to accommodate a pump basin. The bottom of the intermittent sand filter must slope toward this depression at a minimum grade of 1 percent.

c. Containment liner. A containment liner must be installed adjacent to the interior of all sides of the intermittent sand filter and on top of the sand fill. The liner must be 30 mil PVC or reinforced, poured-in place concrete. Concrete liners must have a thickness of a minimum of 6 inches adjacent to the walls and a minimum of 3½ inches on the bottom.

d. Underdrain. An underdrain must be installed at the bottom of the intermittent sand filter to convey treated wastewater to an internal pump system, external dosing tank or disposal field. The underdrain must consist of the following components:

(1) Gravel bed. A minimum of 9 inches of double-washed pea gravel must be installed at the bottom of the intermittent sand filter, on top of the containment liner.

(2) Pipe. Perforated PVC pipe that is at least 4-inches in diameter and has a PVC cap on each end must be installed within the gravel bed at a minimum grade of 1 percent toward the outlet of the pipe. There must be a minimum of 2 inches of gravel below the pipe.

The pipe must have a minimum storage volume equal to 50 percent of the disposal field dose volume. Pipe perforations must be no larger than 1/8th of an inch in width or diameter.

(3) Riser. For cleanout and inspection purposes, a vertical riser constructed of non-perforated pipe of equal diameter to the underdrain pipe must extend from the upslope end of the underdrain pipe to the finished grade of the filter.

(4) Outlet boot. Except for filters with internal pump systems, a watertight outlet boot must be connected to the outlet of the underdrain.

e. Filter sand. A minimum of 24 inches of medium to coarse sand conforming to the applicable specifications in Appendix 4 must be installed on top of the underdrain.

f. Distribution bed. A distribution bed must be installed on top of the filter sand and extend to all sides of the intermittent sand filter. The distribution bed must consist of double-washed pea gravel, free of fines. The pea gravel must extend from a minimum of 6 inches below the invert of the distribution pipe to 2 inches above the top of the distribution pipe.

g. Distribution system.

(1) To intermittent sand filter. A pressure distribution system must dose septic tank effluent to the intermittent sand filter. The pressure distribution system must meet the operation standards and include the components set forth in Subsection 405.C.1. of these Regulations, except that the system will dose effluent to the distribution area of the intermittent sand filter instead of to a disposal field. There must be a minimum of one distribution pipe for every 24 inches of intermittent sand filter width.

(2) To disposal field. If the alternative onsite wastewater treatment system includes a standard disposal field with more than one trench, a distribution box must be installed between the intermittent sand filter and the disposal trenches. If the alternative onsite wastewater treatment system includes a non-standard disposal field, the intermittent sand filter may contain an internal pump system to dose treated effluent to the disposal field. An internal pump system must conform to the applicable specifications in Subsection 405.C.1.c. of these Regulations, and this Subsection 502.A.5.g.(2). In the event of a conflict, the latter will control.

(a) An internal pump chamber must be seated at or below the level of the bottom of the underdrain pipe.

(b) The operating depth of an internal pump must be no less than the depth of the underdrain.

h. Silt barrier. A silt barrier conforming to the specifications in Subsection 404.G.2. of these Regulations must be installed over the top of the distribution bed.

i. Soil cover.

(1) General. Cover material must be placed on top of the silt barrier. The cover material must be crowned or sloped to promote rainfall runoff. The edges of the top layer of the cover material must be level with the natural grade.

(2) Material. Cover material must conform to the specifications in Subsection 404.H.2. of these Regulations.

(3) Depth. A minimum of 12 inches and maximum of 18 inches of cover material must be installed on top of the silt barrier.

j. Monitoring wells.

(1) Number; depth. Two inspection wells must be installed in an intermittent sand filter, as follows:

(a) One well must extend from the finished grade of the intermittent sand filter to the bottom of the distribution bed. This well must be perforated only within the distribution bed.

(b) One well must extend from finished grade of the intermittent sand filter through the filter sand to the top of the underdrain. This well must be perforated only within the bottom half of the filter sand.

(2) Material. Inspection wells must conform to the specifications in Subsection 404.I.2. of these Regulations, except that perforations must begin and end as set forth above.

B. Recirculating Sand Filters.

1. General.

a. A recirculating sand filter provides supplemental treatment of septic tank effluent by directing it through a sand filter and then recycling it through a recirculating tank for further processing and delivery to a disposal field.

b. The design of a recirculating sand filter must conform to all specifications applicable to intermittent sand filters set forth in Subsection 502.A. of these Regulations except for the specifications in Subsection 502.A.5.g. and the specifications in this Subsection 502.B. In the event of conflicting specifications, the specification in this Subsection 502.B. will control.

2. Area. The minimum distribution area of a recirculating sand filter is calculated by dividing the design daily sewage flow of the structure(s) to be served by the onsite wastewater treatment system by a wastewater loading rate that must not exceed 1.2 gpd/ft² in a system that

will serve a residential dwelling and 1.0 gpd/ft² in a system that will serve a non-residential structure.

3. Components and materials.

a. Distribution system. A recirculating sand filter must contain a recirculation tank that doses septic tank effluent to the recirculating sand filter, recirculates treated effluent through the tank and then directs treated effluent back to the recirculating sand filter and to the disposal field. The recirculation tank must include a tank, pump and water flow splitter that meet the following specifications, except that in the event of a conflict, the specifications in this Subsection 502.B.3 will control.

(1) The recirculating tank must conform to the pump tank specifications in Subsection 405.C.1.c.(2) of these Regulations.

(2) The pump must conform to the specifications in Subsection 405.C.1.c.(1)(a) of these Regulations. The pump must dose effluent back to the sand filter and disposal field at a ratio of approximately 5:1 at design flow conditions.

(3) The water flow splitter must be a buoyant ball valve.

b. Underdrain. The underdrain pipe must extend from the sand filter to an inlet on the recirculation tank.

c. Silt barrier. No silt barrier is required in a recirculating sand filter.

d. Cover.

(1) General. Cover material must be placed on top of the distribution bed. The top layer must be level with the natural grade.

(2) Material. Cover material must range in size from pea gravel to 2½-inch rounded rock.

C. Proprietary supplemental treatment units.

1. General. An alternative wastewater treatment system may include any of the following proprietary supplemental treatment units:

a. Aerobic treatment unit.

b. Textile recirculating filter.

2. Effluent quality parameters. A proprietary supplemental treatment unit that is utilized in an alternative onsite wastewater treatment system must be certified by NSF

International as meeting all effluent quality parameters applicable to Class 1 systems under Standard NSF 40.

3. Sizing. An alternative onsite wastewater treatment system that includes a proprietary supplemental treatment unit must be sized to accommodate the design daily sewage flow and conform to the manufacturer's specifications.

4. Emergency storage. An alternative onsite wastewater treatment system that includes a proprietary supplemental treatment unit must have emergency storage capacity that is (a) no less than the design daily sewage flow for one day and (b) located either inside the supplemental treatment unit or in a separate pump tank that conforms to the specifications in Subsection 405.C.1.c.(2) of these Regulations.

503. Monitoring. The monitoring of alternative onsite wastewater treatment systems that is required by Section 420-6.810, subsection (b), of the Ordinance must include periodic inspections and submission of reports in accordance with all of the following:

A. Inspections. A qualified inspector must periodically inspect an alternative onsite wastewater treatment system on behalf of the owner of the system. At a minimum, the qualified inspector must do all of the following: (1) Inspect the disposal field, supplemental treatment unit, pump tank, septic tank and alarms and assess whether they are functioning as designed; (2) check the supplemental treatment unit for water tightness; (3) check the disposal field for any surfacing effluent; and (4) check all performance wells for the presence of water, and if present, collect samples and field-test them for the presence of any effluent. An inspection must be conducted within 60 days prior to the deadline for submission of a report on the inspection as set forth below.

B. Reports.

1. General. A written report on an inspection conducted under Subsection 503.A. of these Regulations must be prepared by the qualified inspector who conducted the inspection and submitted to the health officer. The report must, at a minimum, identify the date of the inspection and street address of the system inspected, describe all activities conducted and observations made by the qualified inspector during the inspection, set forth the qualified inspector's determination as to whether the supplemental treatment unit, disposal field, pump tank, septic tank and alarms are functioning as designed, and provide recommendations for returning a system component that is not functioning as designed to a properly functioning condition.

2. Submission requirements.

a. Initial report. An initial monitoring report must be submitted no later than one year after (a) issuance of a certificate of occupancy of the structure served by the system, (b) the health officer's final approval of construction or alteration of the system, or (c) the effective date of these Regulations, whichever occurs later.

b. Subsequent reports.

(1) If the alternative onsite wastewater treatment system was constructed on or after the effective date of these Regulations, a second monitoring report must be submitted to the health officer within one year after the deadline for submission of the initial report.

(2) A monitoring report must be submitted to the health officer within five years after the deadline for submission of the second monitoring report or, as to alternative onsite wastewater treatment systems constructed prior to the effective date of these Regulations, within five years after the deadline for submission of the initial report. Thereafter, as to all alternative wastewater treatment systems, a monitoring report must be submitted to the health officer within five years after the deadline for submission of the immediately preceding monitoring report.

504. Mitigation. The mitigation measures required by Section 420-6.810, subsection (c), of the Ordinance are:

A. Sampling. Except as provided below, effluent samples must be collected from the system's monitoring wells. At least one sample must be collected from an inspection well. If any performance well contains effluent, at least one effluent sample must be collected from a performance well. In the event all inspection wells are dry at the time of sampling, at least one sample must be collected from a point in the transport line that connects the supplemental treatment unit to the disposal field.

B. Laboratory Testing. Effluent samples must be submitted to a certified laboratory to evaluate conformance with all of the following parameters:

1. Biochemical oxygen demand: No greater than 30 mg/L
2. Total suspended solids: No greater than 30 mg/L
3. Fecal coliform: No greater than 200 colonies per 100 milliliters
4. Nitrate reduction: At least 50 percent

C. Reports.

1. General. A written report on the quality of the effluent discharged from the supplemental treatment unit, as determined by laboratory testing, must be prepared and submitted to the health officer no later than 60 days after collection of the most recent effluent sample(s) tested and referenced in the report, in accordance with the submission requirements below. The report must identify the date and location of collection of the sample(s) and include a copy of all laboratory test reports applicable to the sample(s).

2. Submission requirements. Reports required under this Subsection 504.C. are due and must be submitted by the applicable deadlines for reports set forth in Section 503 of these Regulations.

D. Corrective Action. If a laboratory test report submitted to the health officer under Subsection 504.C. of these Regulations shows that any effluent sample failed to meet any of the applicable effluent quality parameters set forth in Subsection 504.B. of these Regulations (a “Failing Report”), the owner of the system must take any and all corrective actions necessary to cause the effluent treated by the system to conform to those parameters. Corrective actions must be completed, and a report discussing those corrective actions and demonstrating that effluent conforms to the applicable effluent quality parameters must be submitted to the health officer, no later than 180 days after the date of the Failing Report.

SECTION 600: CONSTRUCTION PERMITS

601. General. Application for a permit to construct, alter, relocate or replace an onsite wastewater treatment system, or primary component thereof, must be made by using a form approved by the health officer.

602. Application Requirements. Applications will be accepted only if they are complete. A complete application must include an application form that has been completed in full and, except as set forth in Section 603 of these Regulations, all of the items described below:

A. Plot Plan. Four copies of a plot plan must be submitted with the application. The plot plan must be drawn to scale of not less than 1 inch equals 20 feet and be a minimum of 8½ inches x 11 inches in size. A plot plan must contain all of the following information regarding the lot where the onsite wastewater treatment system to be constructed or altered will be located:

1. A location map, indicating the location of the lot with respect to abutting lots and the nearest public road;
2. Lot boundaries and dimensions;
3. The name of the lot owner and address and Assessor's Parcel Number of the lot;
4. A north arrow and plan scale;
5. The location of all water and monitoring wells on the subject lot and all abutting lots, watercourses and water bodies (including, but not limited to, springs, marsh areas, drainage ditches, channels), cuts, embankments, natural bluffs or unstable land forms within 100 feet of any portion of the onsite wastewater treatment system to be constructed or altered, and any reserve area;
6. The location of any and all existing and proposed buildings, swimming pools, retaining walls, driveways, paved areas, water lines, underground utilities, storage tanks (underground and above ground), trees equal to or greater than 6 inches in diameter (measured at 4.5 feet from the ground surface) and easements located on the lot that are within 25 feet of the onsite wastewater treatment system to be constructed or altered;
7. Contour lines, if slopes are greater than 5 percent. If slopes are equal to or less than 5 percent, the direction and percentage of slopes must be shown;
8. The location of any existing onsite wastewater treatment systems and other sewage disposal systems on the lot;
9. The layout (including dimensions) of the onsite wastewater treatment system to be constructed or altered;
10. The location of each soil percolation test hole and soil profile hole; and

11. The name, signature, stamp or seal of the qualified professional who prepared the plan, and the date the plan was signed and stamped or sealed.

B. Floor Plan. Four copies of a floor plan of a structure to be served by the onsite wastewater treatment system to be constructed or altered must be submitted with the application. The floor plan must be drawn to scale of not less than 1 inch equals 20 feet and a minimum of 8½ inches x 11 inches in size. A floor plan must contain all of the following information:

1. The layout of all rooms on each floor of the structure;
2. The clear labeling of each room as to type; and
3. The name and signature of the person who prepared the plan.

C. Construction Plan. Four copies of a plan for construction of the onsite wastewater treatment system to be constructed or altered must be submitted with the application. The construction plan must be drawn to scale of not less than 1 inch equals 20 feet and a minimum of 8½ inches x 11 inches in size. A construction plan must be prepared by a California-licensed civil engineer or California-registered environmental health specialist, conform to all applicable design requirements set forth in these Regulations and contain all of the following information:

1. The layout of the system, including the location of all primary components;
2. The location of all transport lines;
3. Typical cross-sections of the proposed disposal field;
4. Construction details of all septic tanks, pumps, supplemental treatment units, distribution boxes, transport lines and distribution pipes; and
5. The name, signature, stamp or seal of the person responsible for the plan, and the date the plans were signed and stamped or sealed.

D. Soil Percolation Test Results. The results of soil percolation tests conducted on the lot in accordance with Section 305 of these Regulations must be submitted with the application in the form described in Subsection 305.F.1. of these Regulations.

E. Calculations; Specifications.

1. Calculations. Calculations that are used to determine the required size of the septic tank and absorption area of the disposal field and that conform to the requirements in Section 400 of these Regulations must be submitted with the application.

2. Specifications. A copy of the manufacturer's specifications of all septic tanks, pumps, supplemental treatment units, distribution boxes, transport lines and distribution pipes must be submitted with the application.

603. Permits for Tank Replacements. An application for a permit to replace a septic tank, pump tank or supplemental treatment unit must include a copy of the manufacturer's specifications for the replacement tank or supplemental treatment unit.

604. No Guarantees. Acceptance of a permit application does not guarantee that a permit will be issued. Issuance of a permit does not guarantee that a system will operate satisfactorily.

**SECTION 700: BUILDING PERMITS; CERTIFICATES OF OCCUPANCY;
SUBDIVISION MAPS**

701. Building Permits.

A. Review of Proposed Sewage Disposal Method. An application that is submitted to the health officer for review of a proposed method of sewage disposal under Section 420-6.604, subsection (a)(1) or (a)(2), of the Ordinance must be submitted with a plot plan that shows the locations of any and all existing and proposed buildings and other structures on the lot and contains all of the information described in Subsections 602.A.1.-4. of these Regulations, floor plans, the construction plan of the sewage disposal system and, if the sewage disposal system has not yet been constructed, the soil percolation test report described in Section 305 of these Regulations.

B. Review of Proposed Structure Location.

1. Application. An application that is submitted to the health officer for review of the location of a proposed structure under Section 420-6.604, subsection (a)(3), of the Ordinance must be submitted with a plot plan that shows the locations of any and all existing and proposed buildings and other structures, sewage disposal systems and reserve areas on the lot and contains all of the information described in Subsections 602.A.1.-4. of these Regulations.

2. Findings supporting approval of location. The health officer may determine under Section 420-6.604, subsection (d)(2), of the Ordinance that construction of a structure will not interfere with the use of a necessary approved sewage disposal system, reserve area or designated disposal field area if the health officer makes one of the following three findings:

a. That no part of the structure would be located:

(1) Within the footprint of, or any applicable setback from, an approved sewage disposal system; or

(2) Within a reserve area or setback therefrom equivalent to the setback from a disposal field; or

(3) Within a designated disposal field area or setback therefrom equivalent to the setback from a disposal field.

b. That part of the structure would be located within a reserve area or setback therefrom equivalent to the setback from a disposal field, but that:

(1) No part of the structure would be located within the footprint of, or any applicable setback from, an approved sewage disposal system, and

(2) If part of the structure would also be located within a designated disposal field area, or setback therefrom equivalent to the setback from a disposal field, the health officer makes one of the findings set forth in Subsection 701.B.2.c.(3)-(4) of these Regulations; and

(3) The health officer finds:

(a) That a sanitary sewer is available for connection to a structure that is connected to the onsite wastewater treatment system for which the reserve area was approved; or

(b) That the onsite wastewater treatment system for which the reserve area was approved has been abandoned; or

(c) That the onsite wastewater treatment system for which the reserve area was approved is not connected to any structure and a sanitary sewer is available for connection to at least one structure that could be constructed on the lot; or

(d) That a replacement reserve area has been approved by the health officer.

c. That part of the structure would be located within a designated disposal field area or setback therefrom equivalent to the setback from a disposal field, and that:

(1) No part of the structure would be located within the footprint of, or any applicable setback from, an approved sewage disposal system; and

(2) If part of the structure would also be located within a reserve area or setback therefrom equivalent to the setback from a disposal field, the health officer makes at least one of the findings set forth in Subsection 701.B.2.b.(3)(a)-(d) of these Regulations; and either

(3) The lot owners have executed and submitted to the health officer a notarized document stating that the designated disposal field area is not needed and acknowledging that construction in the proposed location could inhibit future development of a structure containing plumbing fixtures on the lot if an onsite wastewater treatment system cannot be constructed to serve that structure or connection to a sanitary sewer is not available to that structure, or

(4) The health officer finds:

(a) That a sanitary sewer is available for connection to at least one structure that could be constructed on the lot; or

(b) That a replacement designated disposal area has been approved by the health officer.

3. Findings requiring disapproval of location. The health officer may determine under Section 420-6.604, subsection (d)(2), of the Ordinance that construction of a structure will interfere with the use of a necessary approved sewage disposal system, reserve area or designated disposal field area if the health officer makes one of the following three findings:

a. That part of the structure would be located within the footprint of, or any applicable setback from, an approved sewage disposal system.

b. That part of the structure would be located within a reserve area or setback therefrom applicable to the setback from a disposal area, and that:

(1) A structure is connected to the onsite wastewater treatment system for which the reserve area was approved, and a sanitary sewer is not available for connection to that structure; and

(2) A replacement reserve area has not been approved by the health officer.

c. That part of the structure would be within a designated disposal field area or setback therefrom equivalent to the setback from a disposal field, and that:

(1) A sanitary sewer is not available for connection to any structure that could be constructed on the lot; and

(2) A replacement designated disposal field area has not been approved by the health officer; and

(3) The notarized statement described in Subsection 701.B.2.c.(3) of these Regulations has not been submitted.

702. Certificates of Occupancy. An application that is submitted to the health officer for review of a proposed method of sewage disposal under Section 420-6.604, subsection (b), of the Ordinance must be submitted with a plot plan, floor plans, the construction plan of the sewage disposal system and, if the sewage disposal system has not yet been constructed, the soil percolation test report described in Section 305 of these Regulations.

703. Subdivision Maps. A proposed tentative map that is submitted to the health officer for review of a proposed method of sewage disposal must be submitted with a plot plan and the soil percolation test report described in Section 305 of these Regulations.

SECTION 800: CONSTRUCTION, INSTALLATION AND INSPECTION

801. General. An onsite wastewater treatment system must be constructed in strict accordance with the Ordinance, these Regulations and construction plans approved by the health officer. A copy of the construction plans must be available at the job site until construction of the system is completed and approved by the health officer.

802. Commencement of Work. Work may commence upon issuance of a permit to construct, alter, relocate or replace an onsite wastewater treatment system, or primary component thereof, provided that the applicant has obtained any and all other permits and authorizations that might be required by the State, County or other public agency.

803. Tanks.

A. Installation. A tank utilized in an onsite wastewater treatment system must be installed level on a firm bedding of compacted soil, sand or gravel in accordance with the manufacturer's specifications. All pipes that pass through a tank must be sealed with a watertight sealant.

B. Testing. A tank utilized in an onsite wastewater treatment system must be demonstrated to be watertight by field testing conducted in the presence of the health officer as follows during the installation of the system: Fill tanks with water two inches into riser connections at least 24 hours prior to commencement of the test and mark water level. The test consists of a one-hour observation period. The absence of any water drop during this period is considered a passing test. If the water level drops, the tank must be resealed and retested.

C. Cover. A tank utilized in an onsite wastewater treatment system may not be covered until after the health officer has conducted an inspection of the tank and its connections.

804. Transport Lines. Transport lines must be buried a minimum of 12 inches below the natural grade.

805. Disposal Fields.

A. Trenches.

1. Trenches must be constructed when the soil is dry to minimize soil compaction and smearing of trench sidewalls.

2. Smearing of the bottom and sidewalls of a trench during construction must be corrected by scarifying those surfaces after trench excavation is complete.

3. Physical barriers must be used to minimize the entry of surface runoff into open trenches during construction.

4. Cover material must be placed so as to maximize protection from surface runoff and not crush piping or drain media. Cover material must be placed as soon as possible after the final construction inspection.

B. Drain Media.

1. Drain media must be protected from contamination with soil during installation.
2. Drain media in trenches must be installed entirely within native soil and below the existing grade.

C. Imported Fill.

1. Site preparation. Prior to placement of imported fill, all vegetation must be removed from the native soil in the area of the proposed disposal field and the ground surface disced or plowed to permit good mixing of native soil and fill material.
2. Compaction. Imported fill must be placed in layers of not more than 8 inches and compacted in a manner to minimize settlement and allow transmission of air.

D. Mounds. The construction of mounds must conform to the guidelines contained in the Wisconsin Mound Soil Absorption System: Siting, Design and Construction Manual by James C. Converse et al., January 2000 and as amended, except that in the event specifications conflict, the applicable specifications in these Regulations will control.

E. At Grade Beds. The construction of at-grade beds must conform to the guidelines contained in the Wisconsin At-Grade Soil Absorption System: Siting, Design and Construction Manual by James C. Converse et al., January 1990 (part of the Small Scale Waste Management Project, University of Wisconsin-Madison) and as amended, except that in the event specifications conflict, the applicable specifications in these Regulations will control.

F. Alternative Onsite Wastewater Treatment Systems. Proprietary supplemental treatment units must be assembled and installed in strict accordance with the manufacturer's instructions.

806. Inspections. All installations must be inspected and approved by the health officer before they are considered complete and may be used. Inspection requests must be submitted to the health officer a minimum of two business days prior to an inspection.

SECTION 900: ALTERATIONS AND CHANGES OF USE OF EXISTING STRUCTURES

901. Alterations.

A. General. Sewage disposal requirements for an addition to, or remodel of, an existing structure that is served by an onsite wastewater treatment system are determined based on the existence of plumbing fixtures, the type and capacity of any existing system and sewer availability, as set forth below.

B. Type of System. An onsite wastewater treatment system that serves a structure may be used as a method of sewage disposal to serve an addition to or remodeled portion of that structure if the owner of the system proves, through the submission of written evidence, all of the following: (1) The system is an approved sewage disposal system; (2) the system is properly functioning; and (3) the design daily sewage flow of the system is sufficient to accommodate the peak daily sewage flow to be generated by the existing structure and the addition or remodel. Evidence that will be considered by the health officer includes, but is not necessarily limited to, historical permit records and a written evaluation report by a qualified professional that identifies the components of the system and addresses the system's integrity, performance, design daily sewage flow, peak daily sewage flow and, with regard to non-residential structures, wastewater strength.

C. Sewer Availability. If an addition to or remodeled portion of a structure requires a method of sewage disposal, and an existing onsite wastewater treatment system that serves the structure does not meet all of the criteria set forth in Subsection 901.B. of these Regulations, the addition to or remodeled portion of the structure must be connected to either (1) a sanitary sewer, if available or (2) if a sanitary sewer is not available, an onsite wastewater treatment system that complies with all applicable requirements in the Ordinance and these Regulations.

902. Non-Residential Changes in Use.

A. If a proposed change in use of a non-residential structure that is served by an onsite wastewater treatment system is not projected to cause any increase in sewage flow or wastewater strength, the structure may continue to be served by that system if the health officer determines that it is an approved sewage disposal system.

B. If a proposed change in use of a non-residential structure that is served by an onsite wastewater treatment system is projected to cause an increase in sewage flow or wastewater strength, the structure must be connected to either (1) a sanitary sewer, if available or (2) an onsite wastewater treatment system that complies with all applicable requirements in the Ordinance and these Regulations.

SECTION 1000: SEWAGE HOLDING TANK SYSTEMS

1001. General. A sewage holding tank system is a sewage collection system that includes a watertight tank designed to collect and temporarily store wastewater that is periodically removed by a permitted septic tank-chemical toilet cleaner.

1002. Permits. An application for a permit to install a sewage holding tank system must conform to the requirements in Sections 601 and 603 and Subsections 602.A. and 602.B. of these Regulations.

1003. Design.

A. Tanks. The design of a sewage holding tank must conform to the requirements in Subsections 402.A., 402.D., 402.E. and 402.F. of these Regulations.

B. Alarms.

1. A sewage holding tank must be equipped with a high water sensing device and high water audible and visual alarms, mounted on the structure served or on a pipe stand or wooden post within 5 feet of the structure served.

2. The high water sensing device must be designed to activate the alarms when the remaining volume available in the holding tank to store sewage is no less than the design daily sewage flow of the structure being served.

1004. Installation; Inspections. A sewage holding tank system must be installed and inspected in accordance with the requirements in Section 803 of these Regulations.

SECTION 1100. ABANDONMENT

1101. Sewage Disposal Systems.

A. Onsite Wastewater Treatment Systems. The procedures for abandonment of an onsite wastewater treatment system are:

1. Convert the septic tank to a sewage holding tank; or
2. Complete all of the following tasks:
 - a. All contents must be removed from the septic tank and all other tanks utilized in the system and hauled away by a registered septic tank-chemical toilet cleaner;
 - b. All tank lids must be removed and either recycled or disposed of at a permitted solid waste facility;
 - c. All tanks must be excavated, removed and disposed of at a permitted solid waste facility or abandoned in place. If a tank will be abandoned in place, a sufficient number of holes must be made in the bottom of the tank to prevent accumulation of surface water in or above the tank; and
 - d. All tanks that are abandoned in place and excavations made in the course of an abandonment under this Subsection 1101.A. must be filled with pea gravel, drain rock or compacted native soil.

B. Cesspools; Pit Privies. The procedures for abandonment of a cesspool or pit privy are:

1. All contents must be removed from the cesspool or pit and hauled away by a registered septic tank-chemical toilet cleaner; and
2. The cesspool or pit must be filled with pea gravel, drain rock or compacted native soil.

1102. Sewage Collection Systems.

A. Sewage Holding Tank Systems. The procedures for abandonment of a sewage holding tank system are:

1. Convert the sewage holding tank to a septic tank; or
2. Complete all of the following tasks:
 - a. All contents must be removed from the holding tank and hauled away by a licensed septic tank chemical toilet cleaner;

b. The lid of the holding tank must be removed and either recycled or disposed of at a permitted solid waste facility;

c. The holding tank must be excavated, removed and disposed of at a permitted solid waste facility or abandoned in place. If the tank will be abandoned in place, a sufficient number of holes must be made in the bottom of the tank to prevent accumulation of surface water in or above the tank; and

d. A holding tank that is abandoned in place or excavation made in the course of an abandonment under this Subsection 1102.A. must be filled with pea gravel, drain rock or compacted native soil.

B. Vault Privies. The procedures for abandonment of a vault privy are:

1. All contents must be removed from the vault and hauled away by a registered septic tank chemical toilet cleaner;

2. The vault must be excavated, removed and disposed of at a permitted solid waste facility; or, if the vault will be abandoned in place, a sufficient number of holes must be made in the bottom of the vault to prevent accumulation of surface water in or above the vault; and

3. The vault or excavation must be filled with pea gravel, drain rock or compacted native soil.

SECTION 1200. SEPTIC TANK-CHEMICAL TOILET CLEANERS

1201. Registration. An applicant for septic tank-chemical toilet cleaner registration must earn a passing score of at least 70 percent on the examination administered by the health officer under Health and Safety Code section 117420 as a condition of issuance of registration.

1202. Equipment.

A. Vehicles.

1. Vehicle identification markings required under Section 420-6.1206 of the Ordinance must:

- a. Be applied to both sidewalls of the vehicle;
- b. Be in sharp contrast to the background;
- c. Be of such size as to be readily visible during daylight hours from a distance of 50 feet; and
- d. Include the following information:

(1) The name and address of the permitted septic tank-chemical toilet tank cleaner; and

(2) The capacity of the sewage collection tank, in gallons.

2. The permit decal required under Section 420-6.1206 of the Ordinance must be prominently displayed on the rear of the vehicle.

B. Tanks. Sewage collection tanks on vehicles used to collect or transport sewage must be constructed of metal, watertight, and designed to prevent spillage of the contents. A means to accurately measure the volume of the contents in the tank must be provided. A leak-proof gate valve must be provided on the tank for the collection or discharge of the tank contents. The gate valve must have a leak-proof screw plug or screw cap that must be installed when the valve is not being used.

C. Pumps. Pumps on vehicles used to collect or transport sewage must be designed to prevent leakage.

D. Pipes and hoses. Pipes and hoses on vehicles used to collect or transport sewage must be designed to prevent leakage and be of a sufficient length to extend fully into, and maximize the removal of the contents of, the septic tank, sewage holding tank, onsite wastewater treatment system, cesspool, privy pit or vault, seepage pit or chemical toilet being cleaned.

1203. Chemical Toilets.

A. Design; Construction.

1. Chemical toilets must be designed and constructed to keep out flies and vermin.
2. The interior surfaces of a chemical toilet must be durable, non-absorbent, smooth and easily cleanable.
3. A chemical toilet must be equipped with a tank upon which is mounted a toilet seat that is durable, non-absorbent, smooth and easily cleanable.
4. A chemical toilet tank must have a capacity of at least 40 gallons. The tank must be constructed of durable easily cleanable material, leak proof and designed to prevent spillage.
5. Chemical toilets must be ventilated and equipped with a self-closing door that is lockable from the inside.

B. Markings. The name of the permitted septic tank-chemical toilet cleaner and the unit number must be applied to each chemical toilet so that it is clearly visible and in lettering at least 3-inches in height.

C. Operation.

1. Chemical toilets must be kept clean and sanitary.
2. Effective odor control and solid-liquefying chemicals must be used in the chemical toilet holding tank at all times the chemical toilet is available for use.

H:\Ordinances\Septic Ordinance\HOSewageRegulations.8.14.18.docx

APPENDICES

Appendix 1

Minimum Horizontal Setback Requirements

Except as otherwise provided herein, the following minimum horizontal setbacks apply to the installation of sewage holding tanks and new or replacement onsite wastewater treatment systems, or the primary components thereof. If a minimum horizontal setback requirement cannot be met on a lot upon which an approved sewage disposal system was lawfully installed prior to the effective date of the Health Officer Regulations for Sewage Collection and Disposal incorporating this Appendix 1, the setback requirements must be met to the greatest extent practicable. Notwithstanding the foregoing, a replacement system or sewage holding tank setback must not be less than the corresponding setback requirement in effect at the time of installation of the system to be replaced or, in the absence of a corresponding historical setback requirements, the corresponding setback of the system to be replaced.

Site Feature	Setback to Tanks	Setback to Edge of Disposal Field	Setback to Transport Lines
High water marks of bays, streams, rivers, canals	100 feet	100 feet ^{1 2}	50 feet
High water marks of ditches, culverts, ephemeral streams	50 feet	50 feet	50 feet
High water marks of lakes, reservoirs	100 feet	200 feet ¹	50 feet
Depressions and low areas	5 feet	10 feet	5 feet
Downslope or adjacent cutbanks, fill banks, escarpments, embankments, natural bluffs	10 feet	25 feet or 4x height of feature, whichever is greater, but not more than 100 feet ³	10 feet
Fill areas, unstable soil, unstable landforms, drainage swales	10 feet	25 feet	10 feet
Trees	10 feet	10 feet	10 feet
Areas subject to vehicular traffic	N/A	5 feet	N/A
Structures, foundations	10 feet	10 feet	5 feet
Underground irrigation or drainage systems (watertight piping)	10 feet	10 feet	10 feet
Underground irrigation or drainage systems (non-watertight piping)	100 feet	100 feet	50 feet
Easements	5 feet	5 feet	5 feet

Site Feature	Setback to Tanks	Setback to Edge of Disposal Field	Setback to Transport Lines
Property lines of lots with public water supply and no on-site well	10 feet	10 feet	10 feet
Property lines of lots with on-site well or spring water supply	25 feet	50 feet	10 feet
Slopes (down gradient or level with disposal field) $0 \leq x < 25\%$ $25\% \leq x < 30\%$ $30\% \leq x < 35\%$ $x > 35\%$ x=slope	12 feet 25 feet 37 feet 50 feet	12 feet 25 feet 37 feet 50 feet	N/A N/A N/A N/A
Toe or cut of up gradient slope > 20%	5 feet	5 feet	N/A
Water mains	25 feet	25 feet	10 feet
Edges of disposal field	5 feet	N/A	N/A
Underground utilities	5 feet	5 feet	5 feet
Public water lines	10 feet	10 feet	10 feet
Private water lines	5 feet	5 feet	10 feet
Public water wells	150 feet	150 feet	50 feet
Private water wells, springs	100 feet	100 feet	50 feet
Domestic water supply reservoirs or tributary streams thereof	100 feet	1,000 feet	50 feet

¹ If the disposal field is within 1,200 feet from a public water system's surface water intake point, within the catchment of the drainage, and located such that effluent from the disposal field may impact water quality at the intake point, such as upstream of the intake point for flowing water bodies, the disposal field shall be no less than 400 feet from the high water mark of the reservoir, lake or flowing water body.

² If the disposal field is more than 1,200 feet but less than 2,500 feet from a public water system's surface water intake point, within the catchment of the drainage, and located such that effluent from the disposal field may impact water quality at the intake point, such as upstream of the intake point for flowing water bodies, the disposal field shall be no less than 200 feet from the high water mark of the reservoir, lake or flowing water body.

³ Setback will be measured from the top edge of the feature. Where an impermeable layer intersects a cut, and natural seepage is evident, the minimum setback must be 100 feet from the cut unless it is demonstrated to the satisfaction of the health officer that other site factors (e.g., soil depth) will prevent lateral seepage of effluent.

Appendix 2

Estimated Sewage Flows For Non-Residential Uses

Table 1

Type of Establishment ¹	Unit	Sewage Flow (gallons/unit/day)
Airports	Passenger	5
Assembly halls/churches without kitchens	Seat	5
Assembly halls/churches with kitchens	Seat	10
Boarding schools	Student	100
Country clubs	Resident member	100
Country clubs	Non-resident members and guests present	25
Day camps (no meals served)	Person	15
Offices	Employee	20
Drive-in theaters	Car space	5
Factories	Employee	35
Hospitals	Bed space	250
Hotels/motels/bed and breakfasts with private baths	Bed space	60
Hotels/motels/bed and breakfasts without private baths	Bed space	50
Hotels/motels with private baths and kitchens	Bed space	75
Institutions other than hospitals	Bed space	125
Movie theaters	Auditorium seat	5
Offices	Employee	20
Picnic parks with bathing facilities and flush toilets	Person	10
Picnic parks with flush toilets only	Person	5
Resort camps with plumbing fixtures	Person	50
Resort cottages/cabins	Person	50
Restaurants – Add the applicable flows per category:		
Multi-use utensils	Seat	35
Single-use utensils	Seat	25
Bar and cocktail lounge	Seat	20
Retail stores (excluding food facilities)	Employee	20

Type of Establishment ¹	Unit	Sewage Flow (gallons/unit/day)
Schools without cafeterias, gymnasiums or showers	Student	15
Schools with cafeterias, but no gymnasiums or showers	Student	20
Schools with cafeterias, gyms and showers	Student	25
Self-service laundries	Wash	50
Service stations	Vehicle served	10
Swimming pools/bathhouses	Person	10
Tourist camps/mobile home parks with individual bath units	Person	100
Tourist camps and trailer parks with central bathhouses	Person	75
Work or construction camps (temporary)	Person	50
Alcoholic beverage tasting facility (no meals served)	Person	2.5

¹ If an establishment is not listed in Table 1 above, sewage flow may be estimated based on the total fixture unit value for the establishment and Table 2 below. Fixture unit values for specified drainage fixtures are based on Table 702.1 of the 2013 California Plumbing Code, as may be amended from time to time

Table 2

Total Fixture Units	Sewage Flow (gallons/day)
1 to 15	375
16 to 20	500
21 to 25	600
26 to 35	750
36 to 45	1,000
46 to 55	1,112
56 to 60	1,250
61 to 70	1,375
71 to 80	1,500
81 to 90	1,625
91 to 100 ²	1,750

² For each additional fixture unit over 100, add 12.5 gallons per fixture unit.

Appendix 3

Wastewater Loading Rates

Percolation Rates (Minutes per inch) and
Associated Wastewater Loading Rates (Gallons per square foot per day)

1-3 MPI = 1.200 gal/sq ft/day	47 MPI = 0.437 gal/sq ft/day
4 MPI = 1.143 gal/sq ft/day	48 MPI = 0.430 gal/sq ft/day
5 MPI = 1.086 gal/sq ft/day	49 MPI = 0.423 gal/sq ft/day
6 MPI = 1.029 gal/sq ft/day	50 MPI = 0.417 gal/sq ft/day
7 MPI = 0.971 gal/sq ft/day	51 MPI = 0.410 gal/sq ft/day
8 MPI = 0.914 gal/sq ft/day	52 MPI = 0.403 gal/sq ft/day
9 MPI = 0.857 gal/sq ft/day	53 MPI = 0.397 gal/sq ft/day
10 MPI = 0.800 gal/sq ft/day	54 MPI = 0.390 gal/sq ft/day
11 MPI = 0.786 gal/sq ft/day	55 MPI = 0.383 gal/sq ft/day
12 MPI = 0.771 gal/sq ft/day	56 MPI = 0.377 gal/sq ft/day
13 MPI = 0.757 gal/sq ft/day	57 MPI = 0.370 gal/sq ft/day
14 MPI = 0.743 gal/sq ft/day	58 MPI = 0.363 gal/sq ft/day
15 MPI = 0.729 gal/sq ft/day	59 MPI = 0.357 gal/sq ft/day
16 MPI = 0.714 gal/sq ft/day	60 MPI = 0.350 gal/sq ft/day
17 MPI = 0.700 gal/sq ft/day	61 MPI = 0.345 gal/sq ft/day
18 MPI = 0.686 gal/sq ft/day	62 MPI = 0.340 gal/sq ft/day
19 MPI = 0.671 gal/sq ft/day	63 MPI = 0.335 gal/sq ft/day
20 MPI = 0.657 gal/sq ft/day	64 MPI = 0.330 gal/sq ft/day
21 MPI = 0.643 gal/sq ft/day	65 MPI = 0.325 gal/sq ft/day
22 MPI = 0.629 gal/sq ft/day	66 MPI = 0.320 gal/sq ft/day
23 MPI = 0.614 gal/sq ft/day	67 MPI = 0.315 gal/sq ft/day
24 MPI = 0.600 gal/sq ft/day	68 MPI = 0.310 gal/sq ft/day
25 MPI = 0.593 gal/sq ft/day	69 MPI = 0.305 gal/sq ft/day
26 MPI = 0.587 gal/sq ft/day	70 MPI = 0.300 gal/sq ft/day
27 MPI = 0.580 gal/sq ft/day	71 MPI = 0.295 gal/sq ft/day
28 MPI = 0.573 gal/sq ft/day	72 MPI = 0.290 gal/sq ft/day
29 MPI = 0.567 gal/sq ft/day	73 MPI = 0.285 gal/sq ft/day
30 MPI = 0.560 gal/sq ft/day	74 MPI = 0.280 gal/sq ft/day
31 MPI = 0.553 gal/sq ft/day	75 MPI = 0.275 gal/sq ft/day
32 MPI = 0.545 gal/sq ft/day	76 MPI = 0.270 gal/sq ft/day
33 MPI = 0.538 gal/sq ft/day	77 MPI = 0.265 gal/sq ft/day
34 MPI = 0.531 gal/sq ft/day	78 MPI = 0.260 gal/sq ft/day
35 MPI = 0.523 gal/sq ft/day	79 MPI = 0.255 gal/sq ft/day
36 MPI = 0.516 gal/sq ft/day	80 MPI = 0.250 gal/sq ft/day
37 MPI = 0.509 gal/sq ft/day	81 MPI = 0.245 gal/sq ft/day
38 MPI = 0.501 gal/sq ft/day	82 MPI = 0.240 gal/sq ft/day
39 MPI = 0.494 gal/sq ft/day	83 MPI = 0.235 gal/sq ft/day
40 MPI = 0.487 gal/sq ft/day	84 MPI = 0.230 gal/sq ft/day
41 MPI = 0.479 gal/sq ft/day	85 MPI = 0.225 gal/sq ft/day
42 MPI = 0.472 gal/sq ft/day	86 MPI = 0.220 gal/sq ft/day
43 MPI = 0.465 gal/sq ft/day	87 MPI = 0.215 gal/sq ft/day
44 MPI = 0.457 gal/sq ft/day	88 MPI = 0.210 gal/sq ft/day
45 MPI = 0.450 gal/sq ft/day	89 MPI = 0.205 gal/sq ft/day
46 MPI = 0.443 gal/sq ft/day	90-120 MPI = 0.200 gal/sq ft/day

Appendix 4 Sand Specifications

The following specifications apply to sand fill used in an intermittent sand filter, recirculating sand filter, pressure-dosed sand trench or mound. Sand fill may be used only after a sieve analysis report documenting the sand's conformance with applicable specifications has been submitted to and approved by the health officer.

Sieve Size	Sieve Diameter (mm)	Percent Passing	
		RSF ¹	Mounds, ISF ² , PDST ³
3/8 in	9.50	100	100
# 4	4.75	70-100	95-100
# 10	2.00	5-80	65-100
# 16	1.18	0-4	45-85
# 30	0.59	0-4	25-55
# 50	0.297	0-1	5-20
# 60	0.249	0-1	0-10
# 100	0.149	0-1	0-4
# 200	0.074	0-1	0-2

¹ Recirculating sand filter


² Intermittent sand filter

³ Pressure-dosed sand trench



Date: August 24, 2018

To: Board of Supervisors

From: Chris Farnitano, M.D., Health Officer 

Subject: Rescission of Septic System Moratoria

This memorandum concerns six septic system moratoria in the following areas of unincorporated Contra Costa County:

- The service area of the former San Pablo Sanitary District (North Richmond, East Richmond Heights and El Sobrante);
- The Rodeo Creek watershed drainage area;
- The unincorporated area of Canyon;
- The area served by Sanitation District 15 on Bethel Island;
- The Muir Oaks-Vine Hill Way area of Martinez; and
- The El Toyonal area of Orinda.

The above moratorium areas were established by a series of memoranda by the County health officer from 1964 to 1977. Each memorandum established a moratorium on new septic system development by declaring that certain applications (i.e., to conduct site testing or install new systems) would no longer be accepted. The moratorium area in the Rodeo Creek watershed drainage area was subsequently modified by the health officer in a 1992 memorandum. A Health Services land use policy, LU-2011-1, was adopted in 2011 to expand the moratorium area established within the former San Pablo Sanitary District to the service area of the West County Wastewater Service Area. All of the above memoranda and the policy are attached hereto and incorporated herein by this reference, and will be referred to collectively as the "Moratoria."

The Moratoria were established for various reasons, including poor soil conditions, other restrictive conditions such as steep slopes and hills, and the proximity of areas to reservoirs. The Bethel Island moratorium area was established in response to a December 14, 1973, resolution of the California Water Quality Control Board, Central Valley Region (Resolution 74-125), adopting discharge prohibitions in that area.



The proposed Health Officer Regulations for Sewage Collection and Disposal (“Regulations”) to be presented to the Board for adoption on September 11, 2018, include site and soil criteria and testing standards to be utilized in determining the suitability of a site for the construction of a septic system, on a case by case basis. These criteria and standards were developed for the purpose of protecting water quality and public health. Based on my review of the Regulations, I have determined that the Moratoria are no longer necessary.

Accordingly, I hereby rescind the Moratoria in their entirety, effective upon the effective date of Ordinance 2018-25 and the Regulations.

cc: John Kopchik, Conservation and Development Director

Attachments:

- September 21, 1964 – *Ban on Applications for Private Sewage Disposal Systems Within The Ultimate Service Area of the San Pablo Sanitary District*
- October 10, 1968 – *Moratorium on Septic Tank Installations (Muir Oaks – Vine Hill Way Area)*
- July 1, 1969 – *Moratorium on Septic Tank Installations (Proposed Canyon Community Services District Area)*
- July 31, 1970 – *Moratorium on Septic Tank Installations (Lake Orinda Highlands, Orinda Villa Park, El Toyonal Area Orinda)*
- January 3, 1974 – *S.T. Prohibition Sanitation District 15 Bethel Island Area*
- February 15, 1977 – *Moratorium – Prohibition of Application for Private Sewage Disposal Systems within the Rodeo Creek Watershed Drainage Area*
- December 11, 1992 – *Rodeo Watershed Moratorium*
- October 31, 2011 – *Policy LU-2011-1*

HEALTH DEPARTMENT
Contra Costa County
P.O. Box 871, Martinez

TO: Sanitation Division, Richmond Office

Date: September 21, 1964

FROM: Dr. Kent, Chief Assistant
Health Officer

Subject: Ban on Applications for Priv
Sewage Disposal Systems Within The
Ultimate Service Area of the San Pablo
Sanitary District

No further applications for individual sewage disposal systems will be accepted in this area until further notice.

Poor soil conditions, numerous failures, poor percolation and costly repairs of existing sewage systems; inability of numerous unimproved properties to meet the minimum regulations for individual sewage system installations (slopes, etc.), in addition to inadequate water systems and supply in some areas has forced this decision.

The attached map delineates the area of the ban.

GWK:EJW:blh

cc: Thomas McMorrow, Director of Sanitation
Frank Angelo, Supervising Sanitarian
Paul Soltow, Engineer Mgr., San Pablo Sanitary District

HEALTH DEPARTMENT
Contra Costa County

TO: Board of Supervisors
Contra Costa County

DATE: October 10, 1968

FROM: Glen W. Kent, M.D.
Acting Health Officer

SUBJECT: MORATORIUM on Septic Tank
Installations
(Muir Oaks - Vine Hill Way Area)

Glen W. Kent MD

Effective this date no further applications for Individual Sewage Investigations in the Muir Oaks - Vine Hill Way area will be accepted by the Health Department until further notice.

The boundaries of this area are delineated on a map on file in the Martinez office of the Health Department. The area in general is bounded on the north by the California Riding Trail, on the east by the California Riding Trail, on the south by a line 1500 feet south of Vine Hill Way and on the west by Pleasant Hill Road and Pleasant Hill Road East.

As the Acting Health Officer of Contra Costa County I can no longer willingly participate in the continuation of septic tank installations where experiences have demonstrated that such installations lead only to the creation of public nuisances and private and public property damage.

Many years of septic tank installation investigations in this area have revealed a consistent prevalence of heavy tight clay soils, ledge rock, adverse contours and slopes which preclude such installations. A number of those installations which were attempted have failed resulting in the flow of sewage to the surface of the ground. Repairs and extensions of these systems has not resulted in permanent corrections.

GWK:TMcM:kb

RECEIVED
OCT 17 1968
COUNTY HEALTH DEPT.
SANITATION DIVISION

HEALTH DEPARTMENT
Contra Costa County

TO: Board of Supervisors
Contra Costa County

DATE: July 1, 1969

FROM: Glen W. Kent, M.D.
Acting Health Officer

SUBJECT: Moratorium on Septic Tank
Installations (Proposed
Canyon Community Services
District Area)

Glen W. Kent M.D.

Effective this date no further applications for individual sewage investigations within the boundaries of the proposed Canyon Community Services District area will be accepted by the Health Department until further notice.

The boundaries of this area are delineated on a map on file in the Martinez office of the Health Department. The area in general is bounded on the North by the boundaries of the Moraga Redwood Heights subdivision, on the West by the Sacramento Northern Right of Way, on the East by the western boundary of property owned by McKosker.

As the Acting Health Officer of Contra Costa County I can no longer willingly participate in the continuation of septic tank installations where a threat to a drinking water supply storage reservoir is apparent. A number of individual septic tank installations in the past have failed and attempts to repair such systems have provided only interim solutions. Further repairs and extensions of these systems cannot result in a permanent solution.

GWK:TMG:ss

RECEIVED
JUL 29 1976
COUNTY HEALTH DEPT.
DIV. ENV. HEALTH
RICHMOND AREA OFFICE

Board of Supervisors
Contra Costa County

July 31, 1970

Glen W. Kent, M. D.
Health Officer

MORATORIUM on Septic Tank
Installations (Lake Orinda
Highlands, Orinda Villa
Park, El Toyonal Area Orinda)

Effective this date no further applications for Individual Sewage Investigations in the Lake Orinda Highlands and Orinda Villa Park Area will be accepted by the Health Department until further notice.

The boundaries of this area are delineated on a map on file in the Martinez office of the Health Department. The area in general is bounded by East Bay Municipal Utility District watershed on the North, on the East by El Toyonal and Canon Drive, on the South by East Bay Municipal Utility District property, on the West by lands belonging to the East Bay Regional Park.

As the Health Officer of Contra Costa County I can no longer willingly participate in the continuation of septic tank installations where experiences have demonstrated that such installations lead only to the creation of public nuisances and private and public property damage.

Many years of septic tank installation investigations in this area have revealed a consistent prevalence of water saturated, heavy tight clay soils, adverse contours and slopes which preclude such installations. A number of those installations which were attempted have failed resulting in the flow of sewage to the surface of the ground. Repairs and extensions of these systems has not resulted in permanent corrections.

GWK:TMG:bl

cc: County Building Department
County Counsel
Public Works Department
County Administrator
County Assessor's Office
Central Contra Costa Sanitary District
Pleasant Hill Office
Richmond Office

HEALTH DEPARTMENT
Contra Costa County

TO: Chief Clerk
Board of Supervisors

DATE: January 3, 1974

FROM: Glen W. Kent, M.D.
Health Officer

SUBJECT: S.T. Prohibition
Sanitation District 15
Bethel Island Area

The State of California, California Regional Water Quality Control Board, Central Valley Region, by Resolution 74-125 dated 12-14-73 adopted discharge prohibitions applicable to Contra Costa County Sanitation District 15. These prohibitions prohibit the discharge of wastes from leaching or percolation systems installed after January 1, 1974. Therefore, effective 1-1-74, the Contra Costa County Health Department will not accept applications for, or issue permits for, individual sewage disposal systems designed to utilize subsurface means of sewage disposal. Additionally all individual sewage disposal system permits issued prior to January 1, 1974 are revoked except for those systems where construction of the sewage system or above ground house or other structure was commenced prior to January 1, 1974. Any person requesting an exemption to this order is directed to contact:

Mr. Paul Jepperson
State of California
Calif. Regional Water Quality Control Board
Central Valley Region
3201 S Street
Sacramento, California 95816

GWK:JB:lc

Attachment - San. District 15 Map

cc: Mr. E.A. Linscheid, Supervisor, District #5
Mr. A.A. Dehaesus, Director of Planning
Mr. R.J. Kraintz, Building Inspector
Mr. L.J. McCleary, Oakley Building Inspection
Mr. E.F. Wanaka, Assessor
Mr. V.W. Sauer, Director Public Works
Martinez Environmental Health
Mr. Robert W. Jornlin, Human Resources

HEALTH DEPARTMENT
Contra Costa County

TO: Honorable Warren N. Boggess, Chairman DATE: February 15, 1977
and Members of the Board of Supervisors

FROM: Orlyn H. Wood, M.D.
Health Officer

Orlyn Wood, M.D.

SUBJECT: MORATORIUM - Prohibition
of Application for Private Sewage
Disposal Systems within the Rodeo
Creek Watershed Drainage Area

* * * * *

As the Health Officer of Contra Costa County, I can no longer willingly participate in the continuation of septic tank installations where experiences have demonstrated that such installations lead only to the creation of public nuisances and private and public property damage.

Impervious soil conditions, individual system failure resulting in costly repairs to existing sewage systems, and inability of numerous unimproved properties to meet the regulations for individual sewage system installations (slopes, depth, etc.), have brought about this decision.

Therefore, effective this date, no further applications for individual sewage disposal systems will be accepted by the Health Department for those properties located within the boundaries of the moratorium, as delineated on the attached map, and which is on file in the Martinez office of the Health Department.

OHW:WH:mw

Attachment

- cc: County Planning Department
- County Building Department
- County Counsel
- Public Works Department
- County Administrator
- County Assessor's Office
- Rodeo Sanitary District
- Pleasant Hill - Env. Health
- Martinez - Env. Health
- Richmond - Env. Health

Walker

copy



Contra Costa County Health Services Department

William B. Walker, M.D.
Medical Director and
County Health Officer

DATE: December 11, 1992

TO: Environmental Health Staff

FROM: William B. Walker, M.D. *Walker M.D.*
Health Officer

SUBJECT: Rodeo Watershed Moratorium


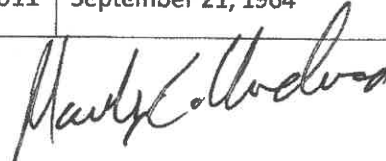
The above referenced moratorium area has been reviewed. Based on recommendations from Environmental Health, the moratorium is hereby modified pursuant to the following conditions:

1. Moratorium remains unchanged for the area 1,000 feet on either side of the Highway 4 corridor.
2. Each proposal will be evaluated on a parcel by parcel basis and must completely adhere to current County sewage code and regulations.
3. Thorough soil evaluation shall be conducted on each parcel including soil profile analyses, seasonal high water table determination and percolation testing.

Within the unchanged area (1,000 feet on either side of Highway 4 corridor) applications for new septic systems and increases in projected waste water flow will not be accepted.

WW/GN:slt

s2: morat.ww

 CONTRA COSTA HEALTH SERVICES	Title: Moratorium on Individual Septic Systems Within the former Service Area of the San Pablo Sanitary District, now a part of the West County Wastewater District Service Area		
	Document #: LU-2011-1	Date Effective: October 31, 2011	Supersedes: Memo dated September 21, 1964
Document Type: Policy- Land Use	Approved by: Marilyn C. Underwood, PhD, REHS Director, Environmental Health 		

PURPOSE/OBJECTIVE: This policy is intended to update the 1964 memo only in defining the area that the ban applies. The ban on applications for parcels in the area that formerly defined the San Pablo Sanitary District and are now encompassed in the West County Wastewater District Service Area still exist under this policy. This policy is updated so that any changes in the areas that define the sanitary district will automatically become the relevant map for this ban.

SCOPE: Many parts of the county contain poor soil conditions for individual sewage disposal systems. In the mid-1960s, the Contra Costa Health Department, the "Department," instituted a ban on receiving applications for private sewage disposal systems within the ultimate service area of the San Pablo Sanitary District. The poor soil conditions were causing numerous sewage disposal system failures and costly repairs of existing sewage systems in that area of the county. Since the boundaries of the sanitary district area represent the ultimate area that is expected to be served by that utility, banning septic systems would honor the sanitary districts service area and decrease the number of septic system failures.

A map that was cited in the 1964 memo has been the basis of land use decisions since then. However there have been changes in the boundaries that define the sanitary sewer service district area since then. The West County Wastewater Service Area now includes the land formerly part of the San Pablo Sanitary District and the latest map of the West County Wastewater Service Area has different boundaries than those that existed in 1964 for those areas that were part of the ban. The Department recognizes that there may be additional changes to the service area boundaries in the future.

POLICY: No applications for individual sewage disposal systems will be accepted in the current West County Wastewater District that generally coincides with the area that was formerly the San Pablo Sanitary District.

AUTHORITY: California Water Code, Division 7 – Water Quality, Chapter 4, Article 5 – Individual Disposal Systems and save Contra Costa County Health Officer Regulations 420-6.206b.

PROCEDURE: Policy will be posted on the Contra Costa County Environmental Health Division website, made available at the EH offices and to those who inquire, and shared with the West Contra Costa County Sanitary System.

Any individual inquiring about the construction of an individual sewage disposal system in this area of the county will be advised that they need to inquire first with the West County Wastewater District to

Moratorium on Individual Septic Systems Within the former Service Area of the San Pablo Sanitary District, now a part of the West County Wastewater Service Area (Policy # LU-2011-1) Page 2 of 3

see if the property is contained within the sanitary sewer district service area. If so, CCEHD will not accept an application for the individual sewage disposal system.

If the parcel is outside the West County Wastewater Service District boundary, then the applicant shall submit a letter to CCEHD from the Sanitary Sewer District stating that sewer service is not available to the parcel (see Health Officer Regulations 420-6.204), and follow other CCEHD septic system application guidelines (see Health Officer Regulations Chapter 420.6).

Map will be updated on the policy when changes in the West County Wastewater Service Area changes.

DEFINITIONS

Department means the Environmental Health Division of the Health Services of the Health Services Department, as the Health Officer's designees, which can be revoked anytime by the Health Officer. Health Officer Regulations Chapter 420-6.

Individual sewage disposal system- means a system which consists of (1) the drainage pipes of a structure and the septic tank and subsurface absorption system to which they are connected; or (2) any alternative system designed for the disposal of sewage and acceptable to the Health Officer.

Sanitary sewer district- An entity recognized by state law to provide sewer service and geographically defined by a Sphere of Influence boundary that shows the ultimate area that is expected to be served.

REFERENCES:

Contra Costa County General Plan 2005-2020, January 2005, Section 7. Public Facilities/Services Elements, Contra Costa County General Plan

Contra Costa County Ordinance, Chapter 420-6- Subdivisions and Individual Systems, Contra Costa County Subdivisions & Individual Systems Ordinance

Contra Costa County Health Officer Regulations Chapter 420-6. Subdivisions & Individual Systems, October 3, 2000, Contra Costa County health officer regulations chapter 420-6

Contra Costa Health Department Memo from Dr. Kent, Chief Assistant Health Officer, to Sanitation Division, Richmond office. Ban on Applications for Sewage Disposal Systems Within the Ultimate Service Area of the San Pablo Sanitary District. September 21, 1964

West County Wastewater Service District Area map, latest map can be obtained from West County Wastewater Service District



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: September 11, 2018

Subject: FIX a public hearing for October 16, 2018, to consider adopting new rates and charges for Buchanan Field and Byron Airports

RECOMMENDATION(S):

FIX a public hearing for October 16, 2018, to consider adopting a resolution that will supersede Resolution 94/286, to adopt new rates and charges for Buchanan Field Airport and Byron Airport. New rates and charges will go into effect on January 1, 2019.

DIRECT the Clerk of the Board to publish, and the Public Works Director, or designee, to post and mail the Notice of Public Hearing in accordance with section 6062a of the Government Code.

FISCAL IMPACT:

No impact to the General Fund. The Airports Division operates as an Enterprise Fund and finances all of its operating

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

FISCAL IMPACT: (CONT'D)

costs from rents and other fees; no County General Fund dollars are used. The revised fee schedule is intended to cover costs for new and existing services provided by the Airports Division. The fees include a reduction in rental costs for the County-managed hangars and tie-downs to make them more regionally competitive. The rental fee reduction will result in a \$65,514 annual decrease to the Airport Enterprise Fund. The decrease has been included in the 2018-19 Fiscal Year budget.

BACKGROUND:

The rates and charges for the County Airports were adopted on May 24, 1994 (“Rates”). The Rates only applied to Buchanan Field Airport and just included rental fees for tie-down locations plus itinerant landing fees for non-based aircraft and for two services that are no longer provided.

The airports system has changed dramatically since the Rates were adopted. Specifically, the County acquired (i) a secondary airport (Byron Airport), and (ii) over a hundred aircraft hangars that reverted to the County at the end of their respective lease terms. In addition, Airports staff provides a number of services that were not contemplated or included in the Rates. As a result, the Airports Division cannot be compensated for the added services now being provided. Updating the rates and charges is appropriate in order to achieve the County’s dual goals of recovering its costs to operate/maintain the two airports and sustaining economic self-sufficiency, as required by the Federal Aviation Administration.

This Board Order fixes the hearing date as October 16, 2018, at 9:00 a.m., and directs staff to publish notice of the hearing as required by the applicable Government Code.

CONSEQUENCE OF NEGATIVE ACTION:

If a public hearing is not set, and notice is not given, as recommended, the County could not adopt a rates and charges resolution necessary to recover costs to operate and maintain the two airports. Rates and charges would continue to be imposed under Resolution 94-286.



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: September 11, 2018

Subject: Appoint Adam Novickas to Alternate Seat 1 of the Kensington Municipal Advisory Council (KMAC)

RECOMMENDATION(S):

APPOINT Adam Novickas to Alternate 1 seat on the Kensington Municipal Advisory Council (KMAC) to a term coterminous with the term of Supervisor Gioia ending on Dec 31, 2022.

FISCAL IMPACT:

None.

BACKGROUND:

The Kensington Municipal Advisory Council advises the Board of Supervisors, County Planning Commission, and the Zoning Administrator on land use issues and other concerns affecting the unincorporated community of Kensington. Adam Novickas is a resident of Kensington who is eligible and qualified to serve on the Kensington Municipal Advisory Council.

Supervisor Gioia recruits for open seats on the KMAC in a variety of ways including through the traditional media, his website and letters, and social media. He interviews all eligible candidates.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Kate Rauch,
510-231-8691

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

By: , Deputy

cc:

ATTACHMENTS

KMAC Application Adam
Novickas



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:

Kensington Municipal Advisory Council

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Novickas Adam Robert
 (Last Name) (First Name) (Middle Name)

2. Address: 239 Willamette Avenue Kensington, CA 94708
 (No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: 510-717-3727(preferred) 415-293-1109(w)
 (Home No.) (Work No.) (Cell No.)

4. Email Address: adam.novickas@gmail.com

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

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>University of Illinois</u>	<u>Finance</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>BA</u>	<u>1995</u>
B) <u>University of Chicago Graduate School of Business</u>	<u>Finance&Marketing</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>MBA</u>	<u>2001</u>
C) <input type="text"/>	<input type="text"/>	Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
D) Other schools / training completed: <input type="text"/>	Course Studied <input type="text"/>	Hours Completed <input type="text"/>	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"/> To <input type="text"/> <input type="text"/>/2003 <input type="text"/> Present Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/> 14 <input type="text"/> 8 Hrs. per week <input type="text"/> 50 . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text"/> Vice President of Marketing Employer's Name and Address <input type="text"/> Ubisoft <input type="text"/> 625 Third Street <input type="text"/> San Francisco, CA 94107</p>	<p>Duties Performed <input type="text"/> Run the marketing department to launch video games. Manage teams of 50+ people</p>
<p>B) Dates (Month, Day, Year) From <input type="text"/> To <input type="text"/> <input type="text"/> 6/2013 <input type="text"/> Present Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/> <input type="text"/> Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text"/> Chairman of the Board Employer's Name and Address <input type="text"/> San Pablo Economic Development Corporation</p>	<p>Duties Performed <input type="text"/> Chair monthly meetings to help direct the strategy and activities of the Economic Development Board in the city of San Pablo.</p>
<p>C) Dates (Month, Day, Year) From <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/> <input type="text"/> Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text"/> Employer's Name and Address <input type="text"/></p>	<p>Duties Performed <input type="text"/></p>
<p>D) Dates (Month, Day, Year) From <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/> <input type="text"/> Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text"/> Employer's Name and Address <input type="text"/></p>	<p>Duties Performed <input type="text"/></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: Jun 26 2017

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: Diane Burgis, District III Supervisor
Date: September 11, 2018

Subject: APPOINTMENT TO THE BETHEL ISLAND MUNICIPAL ADVISORY COUNCIL

RECOMMENDATION(S):

APPOINT the following individual to the Appointee 4 seat on the Bethel Island Municipal Advisory Council to a term expiring December 31, 2020, as recommended by Supervisor Diane Burgis.

Phillip Kammerer
Bethel Island, CA 94511

FISCAL IMPACT:

None.

BACKGROUND:

The Appointee 4 seat was vacated by the Board of Supervisors on July 10, 2018. Applications were accepted and the recommendation to appoint the above individual was then determined.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lea Castleberry, (925)
252-4500

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: September 11, 2018

Subject: APPOINTMENT TO THE CONTRA COSTA COUNTY MENTAL HEALTH COMMISSION

RECOMMENDATION(S):

APPOINT the following person to the District II Family Member seat of the Contra Costa County Mental Health Commission for a three-year term, with an expiration date of June 30, 2021, as recommended by Supervisor Candace Andersen:

John E. Kincaid, Ph.D.
Danville, CA 94526

FISCAL IMPACT:

None.

BACKGROUND:

The Contra Costa County Mental Health Commission was established by order of the Contra Costa County Board of Supervisors on June 22, 1993, pursuant to the Welfare & Institutions Code 5604, also known as the Bronzan-McCorquodale Act, Stats. 1992, c. 1374 (A.B. 14). The primary purpose of the Commission is to serve in an advisory capacity to the Board of Supervisors and to the Mental Health Division and its staff. Commissioners are appointed by members of the County Board of Supervisors from each of the five districts for a term of three years. Each district has a consumer of mental health services, family member and an at-large representative on the Commission, for a total of 15 members plus a representative and alternate from the Board of Supervisors.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jill Ray,
925-957-8860

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

By: , Deputy

cc: District 2 Supervisor, Maddy Book, MHC, Appointee

BACKGROUND: (CONT'D)

>

Upon expiration of the current term of the District 2 Family Member Seat, Per Board Policy Supervisor Andersen distributed a press release announcing the volunteer opportunity, which was published widely over a two month period. Five applications were received and reviewed. After meeting with the applicants, Supervisor Andersen felt that Dr. Kincaid would be the best fit to ensure ongoing collaboration on the Mental Health Commission.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will be vacant.



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: September 11, 2018

Subject: APPOINTMENT TO THE CONTRA COSTA COUNTY LIBRARY COMMISSION

RECOMMENDATION(S):

APPOINT the following person to the District II seat of the Contra Costa County Library Commission for a term with an expiration date of June 30, 2021, as recommended by Supervisor Candace Andersen:

William Chong
Danville, CA 94526

FISCAL IMPACT:

None.

BACKGROUND:

The Contra Costa County Library Commission was established by the Contra Costa County Board of Supervisors in March 1991. The Commission was created to serve in an advisory capacity to the Board of Supervisors and the County Librarian. The Library Commission is comprised of 29 members:

- 18 members representing the cities/towns in Contra Costa County - these Commissioners are appointed by the city/town councils
- 5 members represent Contra Costa County - each member of the Board of Supervisors appoints one Commissioner and one Alternate Commissioner

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jill Ray,
925-957-8860

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

By: , Deputy

cc: District 2 Supervisor, Maddy Book, Library Commission, Appointee

BACKGROUND: (CONT'D)

- 5 members represent the Central Labor Council, the Contra Costa Council, the Contra Costa Youth Commission, the Superintendent of Schools, and the Friends Council.

Per Board policy, Supervisor Andersen distributed a press release announcing the volunteer opportunity, which was published widely over a two month period. Four applications were received and reviewed. After meeting with the applicants, Supervisor Andersen felt that Mr. Wong was the best fit.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant.



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: September 11, 2018

Subject: APPOINTMENT TO THE CONTRA COSTA COUNTY LIBRARY COMMISSION

RECOMMENDATION(S):

APPOINT the following person to the District II Alternate seat of the Contra Costa County Library Commission for a term that expires on June 30, 2021, as recommended by Supervisor Candace Andersen:

Carolyn Knoll
Orinda, CA 94563

FISCAL IMPACT:

None.

BACKGROUND:

The Contra Costa County Library Commission was established by the Contra Costa County Board of Supervisors in March 1991. The Commission was created to serve in an advisory capacity to the Board of Supervisors and the County Librarian. The Library Commission is comprised of 29 members:

- 18 members representing the cities/towns in Contra Costa County - these Commissioners are appointed by the city/town councils
- 5 members represent Contra Costa County - each member of the Board of Supervisors appoints one Commissioner and one Alternate Commissioner

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jill Ray,
925-957-8860

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

By: , Deputy

cc: District 2 Supervisor, Maddy Book, Library Commission, Appointee

BACKGROUND: (CONT'D)

- 5 members represent the Central Labor Council, the Contra Costa Council, the Contra Costa Youth Commission, the Superintendent of Schools, and the Friends Council.

Per Board Policy, Supervisor Andersen distributed a press release announcing the volunteer opportunity, which was published widely over a two month period. Four applications were received and reviewed. After meeting with the applicants, Supervisor Andersen felt that Ms. Knoll was the best fit.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant.



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: September 11, 2018

Subject: RESIGNATION FROM THE CONTRA COSTA COMMISSION FOR WOMEN

RECOMMENDATION(S):

ACCEPT the resignation of the following individual from the District II seat of the Contra Costa Commission for Women effective immediately, as recommended by Supervisor Candace Andersen:
Ellie Lank
Walnut Creek, CA 94596

DECLARE a vacancy in the District II seat on the Contra Costa Commission for Women, and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:

None.

BACKGROUND:

The Commission for Women was established to identify major economic, educational, and social concerns of women in Contra Costa County, and to reach and inform all women on a variety of issues. The Commission consists of 16 appointees: one member from each Supervisorial District, 10 At Large members, and 1 Alternate At Large member. The IO Committee reviews nominations to the 10 At Large seats and their Alternate. Terms for all Commission seats are three years.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jill Ray,
925-957-8860

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

By: , Deputy

cc: District 2 Supervisor, Maddy Book, Commission for Women, Appointee

BACKGROUND: (CONT'D)

Ms. Lank just started back to school full time and is unable to attend evening meetings.

CONSEQUENCE OF NEGATIVE ACTION:

We will be unable to replace the appointee.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Medical Staff Appointments and Reappointments – August 2018

RECOMMENDATION(S):

APPROVE the medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their August 20, 2018 meeting, and by the Health Services Director.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

The Joint Commission 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.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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, James Ham

ATTACHMENTS

Attachment

A. New Medical Staff Members

Ding, Ningyuan, MD	Hospital Medicine
Lee Luke, MD	Psychiatry/Psychology
Mahajan, Gayatri, MD	Pediatrics
Mishra, Vikash, MD	Emergency Medicine
Nguyen, Alexander, MD	Psychiatry/Psychology
Niemeyer, Patricia, MD	Diagnostic Imaging
Thomas, Christie, MD	DFAM
Tran, Angela, MD	OB/Gyn

B. Application for Staff Affiliation

Vertudez, Janice, FNP	DFAM
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C. Travis Residents-Family Medicine

Colucci, John, DO

D. Request for Additional Privileges

Applicant	Department	Requesting
Pulvers, Evan, MD	DFAM	DFAM/OB/Hospital Medicine
Stanger, Jennifer, MD	Hospital Medicine	Emergency Medicine
Torres, Marcella, MD	DFAM	DFAM

E. Advance to Non-Provisional

Boisvert, Nichole, MD	DFAM
Mitchell, Richard, MD	Diagnostic Imaging (vRad)
Newman, Allison, MD	Obstetrics & Gynecology
Schultz, Donald, MD	Diagnostic Imaging (vRad)
Sergeyev, Pavel, MD	Diagnostic Imaging (vRad)
Sibley, Anjali, MD	Internal Medicine (Hemoc)
Tong, Jennifer, MD	Internal Medicine (HS Admin)

H. Biennial Reappointments

Barrow, Roger, MD	DFAM	A
Beck, Fred, MD	Emergency Medicine	A
Bennett, Stacie, MD	Pediatrics	C
Brooks, Nathan, MD	DFAM	P
Carcamo-Molina, Dayana, MD	Internal Medicine-Gastroenterology	A
Chiu, May, MD	Internal Medicine-Nephrology	C
Curzi, Mario, MD	Internal Medicine- Nephrology	C
Custer, L Evan, MD	Diagnostic Imaging	C
Dudell, Golde, MD	Pediatrics	C
Flatow, Joshua, MD	Psychiatry/Psychology	P
Hargrave, Thomas, MD	Internal Medicine-Gastroenterology	C
Haridas, Arun, MD	Psychiatry/Psychology	A
Hollander, Kaitlin, MD	Hospital Medicine	P
Jamwal, Abhilasha, MD	Pediatrics	A

Joe, Priscilla, MD	Pediatrics	C
Khan, Uzma, MD	Psychiatry/Psychology	A
McCullough, Kalyani, MD	Internal Medicine-Outpatient	A
Mega, Joseph, MD	Emergency Medicine	A
Merrill, Jeffrey, MD	Pediatrics	C
Nguyen, Minh, MD	Psychiatry/Psychology	C
Pak, James, MD	Anesthesia	P
Raphael, David, MD	Surgery-General	A
Richie, Megan, MD	Internal Medicine- Neurology	C
Sandler, Andrea, MD	DFAM	A
Sharma, Rohit, MD	Internal Medicine-Nephrology	C
Wang, Anita, MD	Emergency Medicine	C
Weiss, Jonathan, MD	OB/GYN	C
Warne, Thomas, MD	DFAM	A

***No Hospital affiliations, requires MEC waiver**

I. Biennial Renewal of Privileges

Herron, Sheryl, NP	DFAM	AFF
Kray, Margaret, FNP	DFAM	AFF
Rogers, Kerry, NP	DFAM	AFF
Seawell, Elaine, NP	DFAM	AFF

J. Voluntary Resignations

Cardenas, Alex, MD	Psychiatry/Psychology
Gujjula, Prashanti, MD	DFAM
McDonald, Diana, FNP	DFAM
Sun, Jason, MD	Internal Medicine
Idrees, Zaheib, DO	Psychiatry/Psychology



**Contra
Costa
County**

To: Board of Supervisors
 From: Russell Watts, Treasurer-Tax Collector
 Date: September 11, 2018

Subject: APPOINTMENT OF ALTERNATES TO THE TREASURY OVERSIGHT COMMITTEE

RECOMMENDATION(S):

APPOINT the Christine Rea as an Alternate for the County School Districts and Community College District seat on the Treasury Oversight Committee for the unexpired term beginning September 11, 2018 through April 30, 2020.

AND

APPOINT Robert Leete as an Alternate for the Contra Costa Special Districts Association (CCSDA) seat on the Treasury Oversight Committee for the unexpired term beginning September 11, 2018 through April 30, 2022.

<u>Seat</u>	<u>Appointee</u>
Alternate for County School Districts and Community College District	Christine Rea Manager, District Business Services Contra Costa County Office of Education 77 Santa Barbara Road Pleasant Hill, CA 94523
Alternate for Contra Costa Special Districts	Robert (Bob) Leete Director (Elected) Town of Discovery Bay Community Services District 1800 Willow Lake Road Discovery Bay, CA 94505
Alternate for Contra Costa Board of Supervisors Representative	

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Ronda Boler, (925)
 957-2806

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

By: , Deputy

cc:

RECOMMENDATION(S): (CONTD)

Vacant

Unexpired four- year term expires April 20, 2020

FISCAL IMPACT: None. BACKGROUND: The purpose of the Treasury Oversight Committee (TOC) is to review the County's investment policy; regularly monitor the County Investment Pool's performance; and report on the pool's performance to the Board of Supervisors as outlined in the Government Code as listed in Chapter 5, Article 6, Sections 27133 and 27134. The TOC is composed of seven statutory members and three alternates as follows:

Category 1: Appointed officials (two statutory members and one alternate). Category 1 appointed members are the County Superintendent of Schools or his or her designee and a representative and an alternate of the Board or their designee.

Category 2: Elected members (two statutory members and two alternates). Category 2 includes one representative and one alternate elected by a majority of the school and community college districts; and one representative and one alternate elected by a majority of the special districts.

Category 3: Public members (three statutory members). Category 3 includes representatives from the public nominated by the County Treasurer and confirmed by the Board.

An Alternate member shall attend in place of a statutory member as to whom the Alternate is delegated only when notified of the statutory member's anticipated absence at a meeting. An Alternate member is encouraged to attend any Committee meeting but is not entitled to vote unless the statutory member to whom the Alternate is delegated is absent from that meeting. An Alternate member serving at a meeting as to which a matter requiring the Committee action is continued shall be entitled to vote on the matter in lieu of the statutory member until that matter is resolved by the Committee.

The most updated Bylaws were adopted by the Treasury Oversight Committee on May 15, 2018. Terms for membership are for four years.

Ms. Christine Rea, who would serve as an Alternate on the TOC for County School Districts and Community College District, has served as the Manager, District Business Services since 2008. She oversees the review of 16 School District financial reports, follow trends for each District regarding attendance, deficit spending, cash flow, review salary settlements, balance financial system to the County Auditor's GL, and assists the District with financial reporting questions. Ms. Rea also provides in depth financial system support and training.

Mr. Robert (Bob) Leete, the Director (Elected) of the Town of Discovery Bay Community Services District since 2014, received an unanimous vote on July 16, 2018 by the Contra Costa Special Districts Association to serve as an Alternate on the TOC.

CONSEQUENCE OF NEGATIVE ACTION: Lack of representations from school and community college districts, and special districts. Lack of quorum for the quarterly TOC Meetings. ATTACHMENTS TOC Bylaws_2018-2019 TOC Application - Christine Rea TOC Alternate Appointment Letter_Christine Rea-2018 TOC Application - Robert Leete TOC Alternate Appointment Letter_Robert Leete-2018



CONTRA COSTA COUNTY

TREASURY OVERSIGHT COMMITTEE

BYLAWS

Amended May 15, 2018

In compliance with a Board Order of the Contra Costa County Board of Supervisors, the Contra Costa County Treasury Oversight Committee was established in November 6 of 1995. The intent of the Committee is to allow local agencies, including school and special districts, as well as the public, to participate in reviewing the policies that guide the investment of public funds. These funds are invested by the County Treasurer under the authority granted annually by ordinance at the direction of the Board of Supervisors. The mandate for the existence of the Committee was suspended in 2004 by the State of California; however, the Committee serves an important function and the Treasurer's Office has elected to continue the program.

OFFICE OF COUNTY TREASURER-TAX COLLECTOR
625 COURTS STREET, ROOM 100
MARTINEZ, CALIFORNIA 94553
(925) 957-2888

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CONTRA COSTA COUNTY

TREASURY OVERSIGHT COMMITTEE

BYLAWS

AMENDED ON AUGUST 15, 2017

I. NAME

The name of this committee is the Contra Costa County Treasury Oversight Committee (“Committee”). The Committee is governed by the Ralph M. Brown Act and the Contra Costa County Better Government ordinance.

II. AUTHORITY

This Committee was established by the Contra Costa County Board of Supervisors (“Board”) on November 6, 1995, pursuant to Chapter 5, Article 6 of the California Government Code.

III. PURPOSE

The purpose of the Committee is to carry out the requirements of the Government Code as listed in Chapter 5, Article 6, Sections 27133 and 27134, which include:

- A. Reviewing and monitoring the County Treasurer’s annual investment policy.
- B. Ensuring an annual audit is conducted to determine the County Treasurer’s compliance with Government Code §§27130-27137.

IV. MEMBERSHIP

A. Membership Categories

The Committee will be composed of seven statutory members and three alternates. The Committee members are in three different categories as follows:

Category 1: Appointed officials (two statutory members and one alternate). Category 1 appointed members are the County Superintendent of Schools or his or her designee and a representative and an alternate of the Board or their designee.

Category 2: Elected members (two statutory members and two alternates). Category 2 includes one representative and one alternate elected by a majority of the school and community college districts; and one representative and one alternate elected by a majority of the special districts.

Category 3: Public members (three statutory members). Category 3 includes representatives from the public nominated by the County Treasurer and confirmed by the Board.

All Committee members including alternates will serve at the pleasure of the Board, and may be removed at any time, with or without cause, at the sole discretion of the Board.

B. Subcommittees

The Committee may establish volunteer advisory subcommittees in order to secure specific areas of expertise necessary to meet the objectives of the Committee. The Committee will establish criteria for choosing such subcommittee members.

C. Terms of Office

Category 1 members will maintain their Committee status as long as they continue to hold their elected offices or designations. Category 1 members will serve a four-year term and may be reappointed to serve additional four-year terms.

Category 2 members will be elected to four-year terms and may be reappointed to serve additional four-year terms.

Category 3 members will be appointed a four-year term and may be reappointed to serve additional four-year terms.

The initial terms for Category 2 Seat No. 2, special district's representative, and Category 3, Seats No. 1 and No. 2, public representatives, will begin on August 21, 2012, and end on April 30, 2014. The subsequent terms for these seats will be for four years.

V. CONFLICT OF INTEREST

Upon becoming a Committee member, and annually thereafter, each Committee member shall submit a Statement of Economic Interest (FPPC Form 700) with the Clerk of the Board in a timely manner.

The following constitute a conflict of interest:

- A. A member of the Committee may not be employed by an entity that has made a contribution to (a) the campaign of candidates for the office of any local treasurer, or (b) candidates for the legislative body of any local agency that has deposited funds in the county treasury in the previous three years or during the period that the employee is a member of the Committee (Government Code §27132.1).
- B. A member of the Committee may not directly or indirectly raise money for a candidate for local treasurer or a member of the governing board of any local agency that has deposited funds in the county treasury while a member of the Committee (Government Code §27132.2).
- C. A member of the Committee may not work for bond underwriters, bond counsel, security brokerages or dealers, or financial services firms with whom the county treasurer does business, either during his or her tenure on the committee or for one year after leaving the Committee. (Government Code §27132.3).

Any member who is disqualified from serving on the Committee as specified A through C shall tender his resignation to the Board immediately.

VI. POWERS AND DUTIES OF COMMITTEE, MEMBERS AND OFFICERS

- A. The Committee has the responsibility of reviewing and monitoring the County Treasurer's annual investment policy. It also ensures an annual audit is conducted to determine the County Treasurer's compliance with Government Code §§27130-27137.

- B. The Committee serves as a sounding board for evaluating the merits of new strategies or investment products, provides its own unique perspective to assist the County Treasurer in his/her overall management of the Treasury Pool assets. However, the Committee shall not direct individual investment decisions, select individual investment advisors, brokers, or dealers, or impinge on the day-to-day operations of the County Treasury.
- C. All members will have an equal voice in the decision-making process. Each member is entitled to one vote. Unless a quorum is required, a vote of the majority of those present and qualified to vote will be sufficient for the adoption of any option, resolution or order and to take any other action deemed appropriate to carry forward the objectives of the Committee.
- D. Nomination and election to the office of Chair and Vice Chair will be held at the regularly scheduled May meeting of the Committee, when the current term of each office is expected to expire. Nominations may be made by any acting Committee member. The elections will be held immediately after all nominations have been declared closed.
- E. The Chair and Vice Chair will take office immediately after the Board of Supervisors confirms their election. The term of office for Chair and a Vice Chair is one year.
- F. The Chair will preside at all meetings and proceed with the business of the Committee in the manner prescribed in these bylaws. The Chair will also decide questions of parliamentary procedure, call special meetings and perform other functions and duties as required by law.
- G. The Vice Chair will perform the functions and duties of the Chair in the Chair's absence.
- H. In the event that neither Chair nor Vice Chair is able to preside, the members of the Committee present will by an order entered into the minutes select one of the members to act as Chair Pro Tem. The Chair Pro Tem will have all the powers and duties of the Chair during the Chair's absence or inability to act.
- I. Should the Chair or Vice Chair cease to be a member of the Committee, the remaining members of the Committee will elect a Chair or Vice Chair at the next meeting of the Committee. The officer will serve for the unexpired portion of the term of Chair or Vice Chair.

VII. ATTENDANCE AND ALTERNATES

Members of the Committee shall attempt to attend all meetings. If any member of the Committee is unable to attend, he must make reasonable effort to notify the Chair or Committee's Secretary (as appointed by the County Treasurer) prior to the meeting.

An Alternate member shall attend in place of a statutory member as to whom the Alternate is delegated only when notified of the statutory member's anticipated absence at a meeting. An Alternate member is encouraged to attend any Committee meeting but is not entitled to vote unless the statutory member to whom the Alternate is delegated is absent from that meeting. An Alternate member serving at a meeting as to which a matter requiring the Committee action is continued shall be entitled to vote on the matter in lieu of the statutory member until that matter is resolved by the Committee.

VIII. RESIGNATION

A member may resign from the Committee at any time by submitting written notice to the Chair. The resignation will be effective upon receipt of the written request. The Chair shall direct the Secretary to notify the Board or appropriate agency as soon as possible regarding the vacancy.

IX. FILLING VACANCIES

Vacancies will be filled as soon as practicable in accordance with law and Contra Costa County policies and procedures. Alternate members shall be deemed appropriate candidates to act as replacements, subject to the discretion of the Board, unless the Alternate member declines such candidacy.

X. MEETINGS

A. Scheduled Times and Exceptions

- 1) Regular meetings of the Committee will be held on the third Tuesday of the second month following each quarter end, or as soon thereafter as practicable. A minimum of two quarterly meetings must be held in a calendar year. If a quorum is not available for a regular meeting, the County Treasurer, with the concurrence of the Committee Chair and Board's Representative, may approve the cancellation of that quarter's scheduled regular meeting. Each November, the Secretary shall deliver a calendar listing of all quarterly meetings for the following calendar year to every member of the Committee as well as to the Clerk of the Board.
- 2) Special meetings of the Committee may be called by the Chair or upon the written request of two or more Committee members. All members of the Committee and the media will be provided with written notice 24 hours in advance of the meeting and the agenda shall be posted in appropriate locations. The agenda will state the time, place, and business to be transacted at the meeting, and no other business will be considered at the special meeting.

B. Notification, Agenda, Urgency Items, Order of Business

- 1) Agenda. The agenda for regularly scheduled meetings will be delivered to the Committee members in advance of meetings. At a minimum, the agenda must contain the date, time, and location of the meeting and the items of business to be considered. The agenda will be posted 96 hours in advance of each meeting at the County Administration Building's entrance, the lobby of the County Finance Building, and on the Treasurer-Tax Collector's website at www.cctax.us.
 - a. Members may direct subjects for inclusion in the agenda to the Chair at least two weeks prior to the meeting. Subjects proposed by members automatically will be placed on the agenda.
 - b. Subjects proposed for discussion by persons who or organizations that are not Committee members will be placed on the agenda if approved by the Chair. Any written requests for placement on the agenda that are denied by the Chair will be identified in the agenda under "Correspondence" and read or made available at the meeting upon the direction of the Chair, or upon a majority vote of the Committee members.
- 2) Urgency Items. The Committee may discuss a non-agenda item at a regular meeting only if, pursuant to Government Code §54954.2(b)(2), upon a determination by a two-thirds vote of the members, or, if less than two-thirds of the members are present, a unanimous vote of those

members present, there is a need to take immediate action and the need to take action came to the attention of the Committee subsequent to the agenda being posted.

3) Order of Business. The typical order of business at all regular meetings of the Committee will be as follows:

- Public comment
- Approval of previous meeting's minutes
- Discussion of items for action/approval
- Review of information items
- Miscellaneous
- Adjournment

C. Public Participation

All Committee meetings are open to the public and are subject to the Ralph M. Brown Act (Title 5, Division 2, Part 1, Chapter 9, commencing with Section 54950). Members of the public may address the Committee; however, each person is limited to three minutes unless an extension is granted by the Chair. All remarks will be addressed to the committee as a body and not to any specific members. No person, other than a member of the Committee and the person addressing the committee shall be permitted to enter into any discussion without the permission of the Chair.

D. Quorum

A quorum is a simple majority of the total statutory membership or their respective alternates. A quorum of the Committee must be present to approve any Action Items on the agenda. Any action of the Committee must be adopted by the affirmative votes of at least a majority of the quorum present, except that members present may adjourn to another date.

E. Compensation

Members volunteer to serve on the Committee. Members will not receive any compensation for their service.

F. Treasurer's Staff Support

- 1) The Committee's Secretary (county staff appointed by the Treasurer) will keep minutes of each meeting and offer them for Committee approval at the subsequent meeting.
- 2) County staff will reserve meeting locations and see that adequate facilities are provided and are in compliance with the Brown Act, inclusive of all amendments.
- 3) To the extent possible, County staff will provide technical and administrative support to the Committee. Such support may include serving as secretary of the Committee, keeping accurate and sufficient records of all proceedings; receiving and transmitting all correspondences; maintaining files for all reports, and such other duties as are usually incidental to the staff.

G. Quarterly Investment Reports

Quarterly Investment Reports will be distributed to Committee members seven (7) calendar days in advance of the next scheduled meeting. The Reports may be sent in a manner acceptable to the

members, either via inter-office mail, U.S. Mail, or e-mail. The reports will also be posted on the Treasurer's website at www.cctax.us.

XI. AMENDMENT OF BYLAWS

- A. These bylaws may be amended based on the recommendation of the Committee and subject to the approval of the Board of Supervisors. Written notice of proposed amendment will be submitted to all members of the Committee at least seven (7) days prior to the meeting at which the proposed amendment will be considered. Written notice of a proposed amendment is not required if the proposed amendment is submitted to the Committee at a regular meeting prior to the meeting at which the amendment is considered.
- B. Amendments require a simple majority vote of those present and voting for recommendation to the Board of Supervisor for final approval.
- C. At least one time each calendar year, the Committee shall review, discuss and approve any changes or amendments to the Bylaws. Should any changes or amendments be recommended by the Committee, such changes or amendments shall be presented to the Board for approval.

ADOPTION AND CERTIFICATION

The above bylaws were approved by the Board on August 21, 2012, duly adopted by the Committee on August 21, 2012, and amended on the following dates:

November 19, 2013

May 16, 2017

August 15, 2017

May 15, 2018

APPENDIX: GOVERNMENT CODE SECTION 27130-27137

27130. The Legislature finds and declares that local agencies, including school districts, should participate in reviewing the policies that guide the investment of those funds. The Legislature further finds and declares that by pooling deposits from local agencies and other participants, county treasuries operate in the public interest when they consolidate banking and investment activities, reduce duplication, achieve economies of scale, and carry out coherent and consolidated investment strategies. The Legislature further finds and declares that the creation of county treasury oversight committees will promote the public interest by involving depositors in the management of their funds and by enhancing the security and investment return on their funds by providing a more stable and predictable balance for investment by establishing criteria for the withdrawal of funds.

27131.(a) The board of supervisors in each county or city and county may, if the county or city and county is investing surplus funds, establish a county treasury oversight committee. The board of supervisors, in consultation with the county treasurer, shall determine the exact size of the committee, which shall consist of from 3 to 11 members, and the categories from which the members shall be represented, as specified in subdivisions (a) to (g), inclusive, of Section 27132. Members shall be nominated by the treasurer and confirmed by the board of supervisors.

(b) In recognition of the state and local interests served by the action made optional in subdivision (a), the Legislature encourages local agencies to continue taking the action formerly mandated by this section. However, nothing in this subdivision may be construed to impose any liability on a local agency that does not continue to take the formerly mandated action.

27132. The county treasury oversight committee, pursuant to Section 27131, shall consist of members appointed from the following:

- a) The county treasurer.
- b) The county auditor, auditor-controller, or finance director, as the case may be.
- c) A representative appointed by the county board of supervisors.
- d) The county superintendent of schools or his or her designee.
- e) A representative selected by a majority of the presiding officers of the governing bodies of the school districts and community college districts in the county.
- f) A representative selected by a majority of the presiding officers of the legislative bodies of the special districts in the county that are required or authorized to deposit funds in the county treasury.
- g) Up to five other members of the public.
 1. A majority of the other public members shall have expertise in, or an academic background in, public finance.
 2. The other public members shall be economically diverse and bipartisan in political registration.

27132.1 A member may not be employed by an entity that has (a) contributed to the campaign of a candidate for the office of local treasurer, or (b) contributed to the campaign of a candidate to be a member of a legislative body of any local agency that has deposited funds in the county treasury, in the previous three years or during the period that the employee is a member of the committee.

27132.2. A member may not directly or indirectly raise money for a candidate for local treasurer or a member of the governing board of any local agency that has deposited funds in the county treasury while a member of the committee.

27132.3. A member may not secure employment with, or be employed by, bond underwriters, bond counsel, security brokerages or dealers, or financial services firms, with whom the treasurer is doing business during the period that the person is a member of the committee or for one year after leaving the committee.

27132.4. Committee meetings shall be open to the public and subject to the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5).

27133. In any county that establishes a county treasury oversight committee pursuant to this article, the county treasurer shall annually prepare an investment policy that will be reviewed and monitored by the county treasury oversight committee. The investment policy shall include all of the following:

- a) A list of securities or other instruments in which the county treasury may invest, according to law, including the maximum allowable percentage by type of security.
- b) The maximum term of any security purchased by the county treasury.
- c) The criteria for selecting security brokers and dealers from, to, or through whom the county treasury may purchase or sell securities or other instruments. The criteria shall prohibit the selection of any broker, brokerage, dealer, or securities firm that has, within any consecutive 48-month period following January 1, 1996, made a political contribution in an amount exceeding the limitations contained in Rule G-37 of the Municipal Securities Rulemaking Board, to the local treasurer, any member of the governing board of the local agency, or any candidate for those offices.
- d) Limits on the receipt of honoraria, gifts, and gratuities from advisors, brokers, dealers, bankers, or other persons with whom the county treasury conducts business by any member of the county treasury oversight committee. These limits may be in addition to the limits set by a committee member's own agency, by state law, or by the Fair Political Practices Commission.
- e) A requirement that the county treasurer provide the county treasury oversight committee with an investment report as required by the board of supervisors.
- f) The manner of calculating and apportioning the costs, authorized by Section 27013, of investing, depositing, banking, auditing, reporting, or otherwise handling or managing funds.
- g) The terms and conditions under which local agencies and other entities that are not required to deposit their funds in the county treasury may deposit funds for investment purposes.
- h) Criteria for considering requests to withdraw funds from the county treasury, pursuant to Section 27136. The criteria shall include an assessment of the effect of a proposed withdrawal on the stability and predictability of the investments in the county treasury.

27134. The county treasury oversight committee shall cause an annual audit to be conducted to determine the county treasury's compliance with this article. The audit may include issues relating to the structure of the investment portfolio and risk.

27135. The costs of complying with this article shall be county charges and may be included with those charges enumerated under Section 27013.

27136. (a) Notwithstanding any other provision of law, any local agency, public agency, public entity, or public official that has funds on deposit in the county treasury pool and that seeks to withdraw funds for the purpose of investing or depositing those funds outside the county treasury pool, shall first submit the request for withdrawal to the county treasurer before withdrawing funds from the county treasury pool.

- (b) The county treasurer shall evaluate each proposed withdrawal for its consistency with the criteria adopted pursuant to subdivision (h) of Section 27133. Prior to approving a withdrawal, the county treasurer shall find that the proposed withdrawal will not adversely affect the interests of the other depositors in the county treasury pool.

27137. Nothing in this article shall be construed to allow the county treasury oversight committee to direct individual investment decisions, select individual investment advisors, brokers, or dealers, or impinge on the day-to-day operations of the county treasury.



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

RECEIVED
JUL 30 2018
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

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:

Treasury Oversight Committee
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Alternate-Superintendent of Schools
PRINT EXACT SEAT NAME (if applicable)

1. Name: Rea Christine Marie
 (Last Name) (First Name) (Middle Name)

2. Address: [REDACTED] [REDACTED] [REDACTED] [REDACTED] 94553
 (No.) (Street) (Apt.) (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 High School Diploma

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Diablo Valley College	Accounting	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Unknown			
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) <u>From</u> <u>To</u> October 2008 Present</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title Manager, District Business Service</p> <hr/> <p>Employer's Name and Address Contra Costa County Office of Ed. 77 Santa Barbara Road Pleasant Hill, CA 94523</p>	<p>Duties Performed</p> <p>Oversee the review of 16 School District Financial Reports, Follow trends for each District regarding attendance, deficit spending, cashflow, review salary settlements, balance financial system to the County Auditor's GL. Assist District with financial reporting questions. In depth financial system support/training</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2006 2008</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title Accounting Supervisor</p> <hr/> <p>Employer's Name and Address Martinez Unified School District 921 Susana Street Martinez, CA 94553</p>	<p>Duties Performed</p> <p>Oversee the staff for Accounts Payable, Accounts Receivable and Child Nutrition. Review payments for accuracy, review deposits for accuracy. Assist Chief Financial Officer with budget adjustments and posting of journals to the books. Assist with interim and budget creation.</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2006 2006</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title District Office-Floater</p> <hr/> <p>Employer's Name and Address Martinez Unified School District 921 Susana Street Martinez, CA 94553</p>	<p>Duties Performed</p> <p>During this time I was considered to have a floating position. So on any given day I could be working in Human Resources, Curriculum and Instruction, Special Education, Accounts Payable, Accounts Receivable, and Payroll. It was really where the need was at a given time. I was also responsible for MAA/Medi-Cal billing.</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <hr/> <p>Employer's Name and Address</p>	<p>Duties Performed</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: _____

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: Christo M. Rea Date: 7/26/18

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.

**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 Office of Education

77 Santa Barbara Road, Pleasant Hill, CA 94523 • (925) 942-3388
Karen Sakata, Superintendent of Schools

July 16, 2018

Russell Watts
Treasurer-Tax Collector
Contra Costa County
625 Court Street, Room 102
Martinez, CA 94553-1231

Dear Mr. Watts,

I am pleased to nominate Ms. Christine Rea, Director I, External District Business Services, to serve as the Alternate for Schools and Colleges 2018 on the Treasury Oversight Committee (TOC).

Bill Clark, Associate Superintendent, Business Services will follow-up with Christine regarding the application process.

Thank you for taking my nomination before the County Board of Supervisors for approval of this appointment.

Sincerely

A handwritten signature in blue ink that reads "Karen Sakata" with a stylized flourish at the end.

Karen Sakata
Superintendent of Schools
Contra Costa County

/rfl

cc: Bill Clark, Associate Superintendent, Business Services, Contra Costa Office of Education
Christine Rea, Director I, External District Business Services, Contra Costa County Office of Education

RECEIVED
JUL 18 2018
 CLERK BOARD OF SUPERVISORS
 CONTRA COSTA CO.

Print Form



**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:

CCC TREASURY OVERSIGHT COMMITTEE

SPECIAL DISTRICTS, ALTERNATE

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: LEETE ROBERT
 (Last Name) (First Name) (Middle Name)

2. Address: [REDACTED]
 (No.) (Street) (Apt) (State) (Zip Code)

3. Phones: [REDACTED] 925-922-2864
 (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 B.A.

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) CSU, EAST BAY	POLITICAL SCIENCE	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	
B) GOLDEN GATE UNIVERSITY	PUBLIC ADMIN.	Yes No <input type="checkbox"/> <input checked="" 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) <u>From</u> <u>To</u> 12/14 PRESENT</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <p>DIRECTOR (ELECTED)</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <p>TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT 1800 WILLOW LAKE ROAD DISCOVERY BAY, CAA 94505</p>	<p style="text-align: center;">Duties Performed</p> <p>ELECTED OFFICIAL</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2006-2013</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <p>ADMIN. SERVICES DIRECTOR</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <p>SAN RAMON VALLEY FIRE PROTECTION DISTRICT 1500 BOLLINGER CANYON ROAD SAN RAMON, CA</p>	<p style="text-align: center;">Duties Performed</p> <p>FINANCE AND HUMAN RESOURCES</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2000-2006</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <p>VICE PRESIDENT, HR</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <p>1ST UNITED SERVICES CREDIT UNION 5901 GIBRALTAR DRIVE PLEASANTON, CA 95488</p>	<p style="text-align: center;">Duties Performed</p> <p>HUMAN RESOURCES</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1990-2000</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <p>ADMIN. SERVICES MANAGER</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <p>DUBLIN SAN RAMON SERVICES DISTRICT 7051 DUBLIN BLVD. DUBLIN, CA</p>	<p style="text-align: center;">Duties Performed</p> <p>FINANCE, HR</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other CONTRA COSTA SDA

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

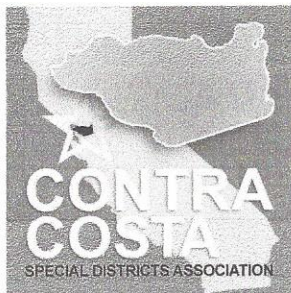
If Yes, please identify the nature of the relationship: _____

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: Robert Lopez Date: 7/16/18

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.



CCSDA

Contra Costa Special Districts Association

CCSDA Officers

Stanley Caldwell, President
(925) 228-8922

Ed Duarte, Vice President
(925)-828-0155

Susan Morgan, Director at Large
(925) 625-0155

California Special Districts Association
Contra Costa Chapter

C/o Central Contra Costa Sanitary District
5019 Imhoff Place
Martinez, CA 94553
(925) 229 - 7300
(925) 676-7211 (Fax)

Special District Members
Serving Contra Costa County

- + Alamo-Lafayette Cemetery District
- + Ambrose Recreation & Park District
- + Byron Bethany Irrigation District
- + Byron Brentwood Knightsen Union Cemetery District
- + Bethel Island Muni Improvement District
- + Byron Sanitary District
- + Central Contra Costa Sanitary District
- + Contra Costa Resource Conservation District
- + Contra Costa Water District
- + Contra Costa Mosquito & Vector Control District
- + Crockett Community Services District
- + Delta Diablo Sanitation District
- + Diablo Water District
- + Town of Discovery Bay Community Services District
- + Dublin-San Ramon Services District
- + East Bay Municipal Utilities District
- + East Bay Regional Parks District
- + East Contra Costa Irrigation District
- + East Contra Costa Fire Protection District
- + Ironhouse Sanitary District
- + Kensington Police Protection and Community Services District
- + Kensington Fire Protection District
- + Knightsen Town Community Services District
- + Los Medanos Community Healthcare District
- + Mt. View Sanitary District
- + Pleasant Hill Recreation & Park District
- + Reclamation District No. 800
- + Reclamation District No. 830
- + Rodeo Hercules Fire Protection District
- + Rodeo Sanitary District
- + San Ramon Valley Fire Protection District
- + Stege Sanitary District
- + West County Wastewater District

Associate Members

CENTRAL CONTRA COSTA COUNTY
SOLID WASTE AUTHORITY4

SCI CONSULTING GROUP

CONTRA COSTA COUNTY LAFCO

BERT MICHALCZYK CONSULTING
ENGINEERS

July 17, 2018

Russell Watts
Treasurer - Tax Collector
625 Court Street, Room 100
Martinez, Ca 94553

Russell Watts,

This is to inform you that Robert (BOB) Leetes of the Town of Discovery Bay's Community Services District received a unanimous vote of the Contra Costa Special Districts Association members present at the July 16th meeting be the alternate special districts representative to the Treasury Oversight Committee. It is our understanding that he will serve a four year term (ending July 2022) as alternate to the committee as a special district representative.

If you have any question call me at (925) 228-8922/

Sincerely,

Stanley R. Caldwell



Contra
Costa
County

To: Board of Supervisors
From: LEGISLATION COMMITTEE
Date: September 11, 2018

Subject: Recommended Advocacy Positions on November Ballot Measures

RECOMMENDATION(S):

ADOPT the following advocacy positions on the qualified statewide ballot measures for the November 6, 2018 election, as recommended by the Legislation Committee of the Board of Supervisors: "Support" on Proposition 1, Authorizes Bonds to Fund Specified Housing Assistance Programs; "Oppose" on Proposition 2, Authorizes Bonds to Fund Existing Housing Program for Individuals with Mental Illness; "Support" on Proposition 3, Authorizes Bonds to Fund Projects for Water Supply and Quality, Watershed, Fish, Wildlife, Water Conveyance, and Groundwater Sustainability and Storage; "Support" on Proposition 4, Authorizes Bonds Funding Construction at Hospitals Providing Children's Health Care; "Oppose" on Proposition 5, Changes Requirements for Certain Property Owners to Transfer their Property Tax Base to Replacement Property; and "Oppose" on Proposition 6, Eliminates Certain Road Repair and Transportation Funding, Requires Certain Fuel Taxes and Vehicle Fees to be Approved by The Electorate.

ADOPT the attached resolution in opposition to Proposition 5.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: L. DeLaney,
925-335-1097

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

By: , Deputy

cc:

FISCAL IMPACT:

The fiscal impact from each ballot measure on Contra Costa County has not been calculated. However, the following information has been provided as to the statewide impacts.

Proposition 1, which would give the state permission to borrow \$4 billion to fund affordable housing construction (\$3 billion) and to subsidize home loans for veterans (\$1 billion), is estimated to increase state costs approximately \$171 million per year for 30 years.

Proposition 2, which would give the state permission to borrow \$2 billion to fund supportive housing for those suffering with mental illness and to repay the cost of that bond with money set aside for mental health services, is estimated, based on typical long-term bond costs, to likely increase state costs by an extra \$100 million per year for the next 40 years on average.

Proposition 3, which give the state permission to borrow \$8.9 billion, is estimated to increase state costs by approximately \$435 million per year for 40 years.

Proposition 4, which would give the state permission to borrow \$1.5 billion to renovations, expansions, and upgrades at hospitals that treat children, is estimated to cost the state an extra \$80 million annually for 35 years.

The nonpartisan Legislative Analyst has estimated that the fiscal impact of Proposition 5 on local government would be “\$100 million in annual property tax revenue in the first few years, growing over time to about \$1 billion per year (in today’s dollars).”

Proposition 6 would eliminate more than \$52 billion over the next 10 years in existing transportation funding, including the \$15 billion in direct apportionments, and \$11 billion in available competitive grant funding, to cities and counties statewide.

BACKGROUND:

While counties can take official positions on ballot initiatives, county supervisors and county employees cannot use public resources to engage in advocacy related to ballot campaigns. Counties can however, educate their constituents about the impacts propositions would have on the county and their community, despite whether they have taken a position on a ballot initiative.

At its August 13, 2018 meeting, the Legislation Committee received a report on the qualified statewide ballot measures for the November 6, 2018 election that impact Contra Costa County and considered input from staff, the Board's advocate on state issues, and the public. After consideration of the qualified measures, the Committee voted unanimously to recommend the following positions to the Board of Supervisors on the following ballot measures:

1. Proposition 1: SUPPORT

[Authorizes Bonds to Fund Specified Housing Assistance Programs. Legislative Statute.\(PDF\)](#)

2. Proposition 2: OPPOSE

[Authorizes Bonds to Fund Existing Housing Program for Individuals with Mental Illness. Legislative Statute. \(PDF\)](#)

(Note that the California State Association of Counties (CSAC) and the Urban Counties Coalition (UCC) both adopted "Support" positions on Prop. 2.)

The No Place Like Home Act of 2018 will appear on the November 6, 2018 statewide ballot asking the

voters to affirm the implementation of the No Place Like Home Program (NPLH). The measure would authorize up to \$1.8 billion in bond funding and the redirection of up to \$140 million in Mental Health Services Act (MHSA) funding annually, to provide grants to counties for permanent supportive housing projects for those who are homeless or at risk of homelessness and living with a serious mental illness.

The Legislature passed AB 1618 (Chapter 43, Statutes of 2016) and AB 1628 (Chapter 322, Statutes of 2016) in 2016 as part of the 2016-17 Budget Act. These bills laid out the framework for the NPLH Program, but the core funding component of the program – authorizing the state to divert up to \$140 million annually from county MHSA allocations to finance the sale of up to \$1.8 billion in bond funding for grants to counties – was subsequently litigated as being counter to the MHSA (Proposition 63 in 2004). In response, and due to the growing homelessness crisis, the Governor and Legislature passed AB 1827 (Chapter 41, Statutes of 2018) in June of this year authorizing the placement of the NPLH Act of 2018 on the November statewide ballot.

Proposition 2 affirms the framework for the NPLH program, and also includes some technical cleanup of the diversion and bond issuance process. It also includes a new provision allowing the Legislature to divert up to \$140 million in MHSA revenue BEFORE the state begins to issue the NPLH bonds, and any diversions made before the bonds would reduce the amount of bonds by a like amount.

The Board of Supervisors took an "Oppose" position on the No Place Like Home proposal in the Budget Trail Bill on June 14, 2016. The Legislation Committee at their August 13, 2018 meeting considered this "Oppose" position in their recommendation on Proposition 2.

3. Proposition 3: SUPPORT

[Authorizes Bonds to Fund Projects for Water Supply and Quality, Watershed, Fish, Wildlife, Water Conveyance, and Groundwater Sustainability and Storage. Initiative Statute.\(PDF\)](#)

CSAC Board of Directors voted to Support Prop. 5

4. Proposition 4: SUPPORT

[Authorizes Bonds Funding Construction at Hospitals Providing Children’s Health Care. Initiative Statute.\(PDF\)](#)

5. Proposition 5: OPPOSE

[Changes Requirements for Certain Property Owners to Transfer their Property Tax Base to Replacement Property. Initiative Constitutional Amendment and Statute. \(PDF\)](#)

CSAC Board of Directors voted to Oppose Prop. 5 and authorized a contribution of \$500,000 to the "No" campaign.

6. Proposition 6: OPPOSE

[Eliminates Certain Road Repair and Transportation Funding. Requires Certain Fuel Taxes and Vehicle Fees be Approved by The Electorate. Initiative Constitutional Amendment. \(PDF\)](#)

CSAC Board of Directors voted to Oppose Prop. 6 and authorized a contribution to the "No" campaign.

CONSEQUENCE OF NEGATIVE ACTION:

There will be no position adopted by the Board of Supervisors on these statewide ballot measures on the November 6, 2018 election.

ATTACHMENTS

Attachment A: Resolution to Oppose Proposition 5

Resolution to Oppose Proposition 5

WHEREAS, California's 58 counties play a vital role in promoting the quality of life, health and well-being of all Californians; and

WHEREAS, counties provide fire, law enforcement, and emergency medical services, administer crucial health and social services programs from foster care and child welfare to behavioral health and homelessness services, and build and maintain critical infrastructure for water and transportation; and

WHEREAS, Proposition 5 on the November 2018 ballot puts these vital county services and the communities they serve at risk; and

WHEREAS, the nonpartisan Legislative Analyst has estimated that the fiscal impact of Proposition 5 on local government would be "\$100 million in annual property tax revenue in the first few years, growing over time to about \$1 billion per year (in today's dollars)"; and

WHEREAS, Proposition 5 would also drain up to \$1 billion annually from local revenues for schools in California; and

WHEREAS, amidst an unprecedented housing crisis in California, Proposition 5 does nothing to provide solutions to help low-income seniors, people with severe disabilities, young families or others who are struggling to keep up with rising rents; and

WHEREAS, California's constitution already protects seniors and people with severe disabilities, as well as victims of disasters, from paying higher property taxes when they move to a home of equal or lower assessed value compared to their current home; and

WHEREAS, Proposition 5 would drain critical general fund revenues from Contra Costa County, putting at risk crucial services that help create and preserve healthy, safe and economically vibrant communities; and

THEREFORE BE IT RESOLVED, that the County of Contra Costa hereby opposes Proposition 5 on the November 2018 ballot.

PASSED, APPROVED, AND ADOPTED this September 11, 2018.



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
 From: Jeff Carman, Chief, Contra Costa County Fire Protection District
 Date: September 11, 2018

Subject: Add one (1) Fire Inspector I position and cancel one (1) Fire Inspector II position in the Contra Costa County Fire Protection District

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22335 to add one (1) Fire Inspector I (RJWJ) (represented) position at salary plan and grade 4N5 1528 (\$5,975-\$8,007) and cancel one (1) Fire Inspector II (RJVB) (represented) position 5281 at salary plan and grade 4N5 1793 (\$7,771-\$10,414) in the Contra Costa County Fire Protection District.

FISCAL IMPACT:

Approval of this action will result in cost savings of approximately \$117,000 in the first year, including an estimated \$68,300 in employer retirement costs.

BACKGROUND:

The classification of Fire Inspector I is a general (i.e., non-safety) classification established pursuant to Position Adjustment Resolution No. 21427. Incumbents perform non-safety related code enforcement, plans review, inspections of non-hazardous occupancies, public education, and other related duties.

The classification was established to allow the Contra Costa County Fire Protection District to

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

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

Contact: Holly Trieu
 925-941-3300 Ext 1303

By: , Deputy

cc: Holly Trieu

BACKGROUND: (CONT'D)

create a cost effective staffing structure by replacing certain vacant Fire Inspector II positions with Fire Inspector I positions when appropriate.

Use of the Fire Inspector I classification helps to ensure the District is in compliance with State and local mandates at a lower salary and benefits cost than exclusive use of the Fire Inspector II safety classification.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the District will have a higher-level safety position performing lower level non-safety work functions such as code enforcement, plan review, inspections of non-hazardous occupancies, and public education.

ATTACHMENTS

AIR 34557 P300 22335 Add Cancel BOS 9.11.2018

POSITION ADJUSTMENT REQUEST

NO. 22335
DATE 7/17/2018

Department CCC Fire Protection District Department No./
Budget Unit No. 7300 Org No. 7300 Agency No. 70
Action Requested: Add one (1) Fire Inspector I (RJWJ) (represented) position and cancel one (1) vacant Fire Inspector II (RJVB) (represented) position 5281 in the Contra Costa County Fire Protection District.

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 \$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 NA - Projected Cost Savings

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jackie Lorrekovich, Chief, Admin Svcs

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

7/31/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 8/9/2018

Add one (1) Fire Inspector I (RJWJ) (represented) position at salary plan and grade 4N5 1528 (\$5,975-\$8,007) and cancel one (1) Fire Inspector II (RJVB) (represented) position 5281 at salary plan and grade 4N5 1793 (\$7,771-\$10,414)

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

8/9/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/5/2018

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: _____

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 9/5/2018

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: Robin Lipetzky, Public Defender
Date: September 11, 2018

Subject: Decrease hours of one DPD III position from full time 40/40 to part-time 32/40

RECOMMENDATION(S):

ADOPT Position Adjustment No. 22334 to decrease the hours of one (1) Deputy Public Defender III (25TB) (represented) position no. 3847 at salary plan and grade JD5 2146 (\$10,326 - \$13,186) from full-time (40/40) to part-time (32/40) effective September 4, 2017 in the Public Defender's Office. (Cost Savings)

FISCAL IMPACT:

This action will result in a total annual savings of approximately \$36,600.

BACKGROUND:

The Office of the Public Defender is requesting this position adjustment to accommodate an employee request to reduce hours to 80%.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved the department will continue to pay full-time (40/40) retirement costs to an employee working (32/40) capacity.

CHILDREN'S IMPACT STATEMENT:

No Impact.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Joanne Sanchez-Rosa,
925-335-8065

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

By: , Deputy

cc: Joanne Sanchez-Rosa

ATTACHMENTS

AIR 34758 P300 22334 BOS 9.11.18 Decrease the hours of 1 DPD
III

POSITION ADJUSTMENT REQUEST

NO. 22334
DATE 8/3/2018

Department Public Defender
Department No./ Budget Unit No. 0243 Org No. 2909 Agency No. 043
Action Requested: ADOPT Position Adjustment Resolution No. 22334 to decrease the hours of one (1) Deputy Public Defender III(25TB) (represented) position no. 3847 from full-time (40/40) to part-time (32/40), in the Public Defender's Office.

Proposed Effective Date: 9/4/2017

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [] No [x]

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost (\$36,000.00) Net County Cost (\$0.00)
Total this FY (\$36,000.00) N.C.C. this FY (\$0.00)

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Savings

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Joanne Sanchez-Rosa for Robin Lipetzky
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Hang Nguyen for Paul Reyes 8/6/2018
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 8/7/2018
Decrease the hours of one (1) Deputy Public Defender III (25TB) (represented) position no. 3847 at salary plan and grade JD5 2146 (\$10,326 - \$13,186) from full-time (40/40) to part-time (32/40) effective September 4, 2017 in the Public Defender's Office. (Cost Savings)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [] Day following Board Action.
[x] 9/4/2017(Date) Amanda Monson 8/7/2018
(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 9/5/2018
[x] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources Paul Reyes
[] Other: (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 9/5/2018

No. xxxxx

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: September 11, 2018

Subject: Reassign the Health Services Administrator - C Level position #15293 to the Public Health Division in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22336 to reassign the vacant Health Services Administrator - Level C position #15293, classification code (VANH), from Department Budget Unit 0540 (Hospital Enterprise) to Department Budget Unit 0450 (Public Health) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval of this action, an approximate annual salary and benefit cost of \$157,331 will increase in Department Budget Unit 0450 (Public Health) and will be 100% offset by Whole Person Care funds. In addition, this action will reduce an approximate annual salary and benefit cost of \$157,331 in Department Budget Unit 0540 (Hospital Enterprise).

BACKGROUND:

The Health Services Department is reassigning the vacant Health Services Administrator - Level C position #15293 from Hospital Enterprise (0540) to Public Health Division's Whole Person Care Program (0450). This position reassignment will be temporary pending the retirement of the current Health Services Administrator in Public Health. Due to the complexity and specialized nature of the duties and responsibilities of this key administrative position, it is necessary to hire a new administrator at this

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jo-Anne Linares, (925) 957-5240

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

time and provide in-depth training prior to the retirement of the current incumbent. Primary responsibilities include managing contracts and capital projects on all Public Health Clinical Services facility improvement projects including work order, and IT and telecom requests; and acting as the Public Health representative/liason with Health Services' Personnel, Contracts & Grants and Finance division staff.

Once the new hire is assigned to the established Health Services Administrator position in Public Health, his/her temporary reassignment position will be reassigned back to to Hospital Enterprise (0540).

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Public Health Division will not be able to complete its knowledge transfer and succession planning for key personnel staff who plan to retire in the near future.

ATTACHMENTS

P300 #22336 - Reassign HS Administrator-Level C in HSD

POSITION ADJUSTMENT REQUEST

NO. 34799
DATE 8/8/2018

Department Health Services

Department No./
Budget Unit No. 0450 Org No. 5754 Agency No. A18

Action Requested: Reassign the vacant Health Services Administrator - Level C (VANH) position #15293 from Department Budget Unit #0540 (Hospital Enterprise) to Department Budget Unit #0450, Org #5754 (Public Health) in the Health Services Department. (Represented)

Proposed Effective Date: 9/12/2018

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 \$157,331.00 Net County Cost _____
Total this FY \$117,998.00 N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Whole Person Care funds

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jo-Anne Linares

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Susan Smith

8/9/2018

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 8/21/18_____

- 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 8/21/2018

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.

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 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
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 - 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.

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 - 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: September 11, 2018

Subject: Local 21 Side Letter - Adding New Subsection to Section 12.3.A of MOU to Provide Benefit Consistency upon Promotion

RECOMMENDATION(S):

ADOPT Resolution No. 2018/474 approving the side letter between Contra Costa County and Local 21, to add subsection to Section 12.3.A – Retirement Coverage of the Memorandum of Understanding to provide consistency for employees who were eligible for a retiree health premium subsidy immediately prior to entering into a classification represented by Local 21 under certain circumstances.

FISCAL IMPACT:

The cost varies by plan chosen upon retirement, if any. The pool of individuals who may be eligible is very small (see background).

BACKGROUND:

The side letter arises out of a specific situation where an employee could lose the ability to establish eligibility for a County retiree health and/or dental premium subsidies if they accepted a Local 21 position after having been represented by a different County Union. This could occur when an employee is covered under a MOU that allows for County retiree health and/or dental premium subsidies for eligible employees hired before December 31, 2009 (e.g., AFSCME 512,

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lisa Driscoll (925)
335-11023

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

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director

BACKGROUND: (CONT'D)

AFSCME 2700, Local One, Teamsters) and the employee subsequently obtains a position represented by Local 21. Because the cutoff date for employees to be eligible for the County retiree health premium subsidies under Local 21 is on or after January 1, 2009, almost one year prior to the cut off for other MOUs, that employee would no longer be able to establish eligibility for the premium subsidy.

CONSEQUENCE OF NEGATIVE ACTION:

A few individuals may not wish to promote to Local 21 due the potential for loss of benefit.

ATTACHMENTS

Resolution No. 2018/474

Local 21 Side Letter dated August 15, 2018

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/474

In The Matter Of: The Side Letter Agreement between Contra Costa County and IFPTE, Local 21, to add subsection to Section 12.3.A – Retirement Coverage of the Memorandum of Understanding to provide consistency for employees who were eligible for a retiree health premium subsidy immediately prior to entering into a classification represented by Local 21 under certain circumstances.

The Contra Costa County Board of Supervisors acting in its capacity as Governing Board of the County of Contra Costa and the Board of Directors of the Contra Costa County Fire Protection District **RESOLVES THAT:**

Effective following adoption by the Board of Supervisors, the attached Side Letter of Agreement dated August 15, 2018 be **ADOPTED.**

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

Contact: Lisa Driscoll (925) 335-11023

ATTESTED: September 11, 2018

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

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director

**SIDE LETTER AGREEMENT
BETWEEN
CONTRA COSTA COUNTY
AND
PROFESSIONAL AND TECHNICAL ENGINEERS IFPTE, LOCAL 21**

This Side Letter amends the Memorandum of Understanding ("MOU") between the Professional and Technical Engineers, IFPTE, Local 21 ("Local 21") and Contra Costa County ("County"), to add a new subsection to Section 12.3.A of the MOU to provide consistency for employees who had a retiree health subsidy immediately prior to entering into a classification represented by Local 21 under certain circumstances.

12.3 Retirement Coverage:

A. Upon Retirement:

1. Upon retirement, eligible employees and their eligible family members may remain in their County health/dental plan, but without County-paid life insurance coverage, if immediately before their proposed retirement the employees and dependents are either active subscribers to one of the County contracted health/dental plans or if while on authorized leave of absence without pay, they have retained continuous coverage during the leave period. The County will pay the health/dental plan monthly premium subsidies set forth in Section 12.2 (A) for eligible retirees and their eligible family members.
2. Any person who becomes age 65 on or after January 1, 2009 and who is eligible for Medicare must immediately enroll in Medicare Parts A and B.
3. For employees hired on or after January 1, 2009 and their eligible family members, no monthly premium subsidy will be paid by the County for any health or dental plan after they separate from County employment. However, any such eligible employee who retires under the Contra Costa County Employees' Retirement Association ("CCCERA") may retain continuous coverage of a county health and/or dental plan provided that (i) he or she begins to receive a monthly retirement allowance from CCCERA within 120 days of separation from County employment and (ii) he or she pays the full premium cost under the health and/or dental plan without any County premium subsidy.
4. If an employee was eligible for a retiree health benefit subsidy from the County immediately prior to entering into a classification represented by the Union (no break in service), the employee will be deemed covered by section 12.3.A.1 above.

Date: August 15, 2018

Contra Costa County:

IFPTE, Local 21:

<i>Signature</i>	<i>Printed Name</i>	<i>Signature</i>	<i>Printed Name</i>
	Shanna Edwards		JUSTIN DECKER
	Jeff Bailey		Sean Stalbaum
_____	_____	_____	_____
_____	_____	_____	_____



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 11, 2018

Subject: Resolution No. 2018/479 - Physicians' and Dentists' Organization of Contra Costa Side Letter Extending Duration of Agreement

RECOMMENDATION(S):

ADOPT Resolution No. 2018/479 approving the Side Letter between Contra Costa County and the Physicians' and Dentists' Organization of Contra Costa modifying the Preamble and Section 35.4 Duration of Agreement of the Memorandum of Understanding to extend the contract from August 31, 2018 through October 31, 2018.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

This Side Letter extends the current memorandum of understanding from August 31, 2018 through October 31, 2018, to allow both parties to work together to negotiate an agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Members will continue working under an expired contract.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

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

By: , Deputy

cc: Anna Roth, Director of Health Services, Dianne Dinsmore, Human Resources Director, Robert Campbell, County Auditor-Controller

ATTACHMENTS

Resolution No. 2018/479

PDOCC Side Letter dated
8/27/18

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/479

In the Matter of: The Side Letter Agreement between the County of Contra Costa and the Physicians' and Dentists' Organization of Contra Costa, extending the Duration of Agreement

The Contra Costa County Board of Supervisors acting solely in its capacity as the governing board of the County of Contra Costa **RESOLVES THAT:**

Effective September 1, 2018, the attached Side Letter of Agreement dated August 27, 2018, between the County of Contra Costa and the Physicians' and Dentists' Organization of Contra Costa, be **ADOPTED**.

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

**Contact: Lisa Driscoll, County Finance Director (925)
335-1023**

ATTESTED: September 11, 2018

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

By: , Deputy

cc: Anna Roth, Director of Health Services, Dianne Dinsmore, Human Resources Director, Robert Campbell, County Auditor-Controller

SIDE LETTER AGREEMENT
Duration of Agreement

This Side Letter is by and between the County of Contra Costa ("County") and the Physicians' and Dentists' of Contra Costa ("PDOCC") and is effective September 1, 2018, subject to approval by the Board of Supervisors.

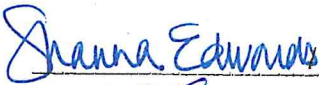

This Side Letter modifies the Preamble and Section 35.4 Duration of Agreement of the Memorandum of Understanding (MOU) (October 1, 2008 – August 31, 2018) between the County and PDOCC by extending the current MOU from August 31, 2018 to October 31, 2018. The parties acknowledge that proper written notice was provided to commence negotiations for a successor MOU as required by Section 35.4.


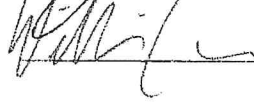
The effect of this Side Letter is that all other terms and conditions of the MOU are extended accordingly for the new term of the MOU between the County and PDOCC (October 1, 2008 – October 31, 2018).

Date: 8/27/2018

Contra Costa County:
(Signature / Printed Name)

PDOCC:
(Signature / Printed Name)

	Shanna Edwards
	Jeff Bailey
_____	_____
_____	_____
_____	_____
_____	_____

	David
	William
_____	_____
_____	_____
_____	_____
_____	_____



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Add one Administrative Services Assistant III position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22281 to add one (1) permanent full-time Administrative Services Assistant III (APTA) (represented) position at salary plan and grade ZB5-1631 (\$6,174-\$7,504) in the Health Services Department.

FISCAL IMPACT:

Upon approval, this action has an approximate annual cost of \$143,461 with pension costs of \$31,039 included. The increased cost will be funded by the Hospital Enterprise Fund I.

BACKGROUND:

The Health Services' Finance Unit is requesting to add one permanent full-time Administrative Services Assistant III position to provide administrative support to the County Compliance and HIPAA Privacy Officer, and to the Fiscal Manager. Duties and responsibilities will include gathering and analyzing privacy data, recommending solutions to administrative problems, interpreting federal and state privacy and compliance regulations, and developing/writing internal and external documents used for communicating with patients, regulatory agencies, the Auditor-Controller, and the County Administrator.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jo-Anne Linares (925)
957-5246

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

By: , Deputy

cc: Jo-Anne Linares

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Health Services Finance will not have adequate administrative support for the County Compliance and HIPAA Privacy Officer, and Fiscal Manager, which may impact the County's ability to respond to state and federal inquiries by the required timelines.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

P300 #22281 - Add Administrative Services Assistant III in HSD 9-2018.doc

POSITION ADJUSTMENT REQUEST

NO. 22281
DATE 4/5/2018

Department HEALTH SERVICES Department No./
Budget Unit No. 0540 Org No. 6549 Agency No. A18

Action Requested: Add one permanent full-time Administrative Services Assistant III (APTA) position at salary plan and grade ZB5-1631 (\$5,994 - \$7,286) in the Health Services Department. (Represented)

Proposed Effective Date: 5/2/2018

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 \$143,461.86 Net County Cost \$0.00
Total this FY \$11,955.16 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

6/12/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 8/29/2018

Add one (1) permanent full-time Administrative Services Assistant III (APTA) position at salary plan and grade ZB5-1631 (\$6,174-\$7,504) in the Health Services Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

____ (Date)

Marta Goc

8/29/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/4/2018

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:

Adjustment is APPROVED DISAPPROVED

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 9/4/2018

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: John Kopchik, Director, Conservation & Development Department
Date: September 11, 2018

Subject: Loan Termination and Release of Legal Documents with Hookston Senior Homes Associates

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute documents to terminate a Community Development Block Grant loan between Contra Costa County and Hookston Senior Homes Associates in consideration of full loan repayment, and release of related legal documents including the Regulatory Agreement and Declaration of Restrictive Covenants.

FISCAL IMPACT:

Revenue in the amount of \$500,000 plus accrued interest will return to the Community Development Block Grant (CDBG) program, as required by the U.S. Department of Housing and Urban Development, and will be reallocated to new CDBG eligible projects and/or programs. There is no General Fund impact.

BACKGROUND:

On November 3, 1998 (C.114), the Board of Supervisors approved the allocation of \$500,000 of FY 1998/99 Community Development Block Grant (CDBG) funds to Affordable Housing Associates for the acquisition and rehabilitation of Hookston Manor Project, a 100-unit affordable senior apartments complex located at 80 West Hookston Road in Pleasant Hill. The County entered into a loan with Hookston Senior Homes Association, the development partnership, in exchange for the project reserving all 100 units for low-income senior households for a period of 55 years (to December 2055).

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Kristen Lackey, (925)
674-7793

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

After twenty years, the project is in need of rehabilitation and the owner has secured financing to accomplish the necessary upgrades while restructuring current debt. As part of the restructuring plan, the CDBG loan will be paid in full plus accrued interest. The new financing includes covenants to continue affordability restrictions beyond December 2055.

The former Redevelopment Agency of the City of Pleasant Hill loaned Hookston Senior Homes Association \$500,000. The City is not being repaid their loan as part of the restructuring plan. Pleasant Hill staff confirmed that they have no objection to the County Loan payoff and their City Council is expected to approve the new transaction at its September 18, 2018 meeting.

Sections 6.1 and 6.3 of the Regulatory Agreement and Declaration of Restrictive Covenants (Regulatory Agreement) allow the County to release the borrower from its obligations under the Regulatory Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the County does not approve the termination of the loan and release of related documents, Hookston Senior Home Associates will be unable to refinance and complete the planned rehabilitation.

ATTACHMENTS

PH-SAHA Hookston Loan Refi Consent Ltr 8-27-18

Hookston_Termination - Canx of Prom Note

Hookston_Termination - Substitution and Reconveyance

Hookston_Termination and Release of Reg Agmt



City of Pleasant Hill

City Manager

August 27, 2018

County of Contra Costa
c/o Kristen Lackey
Program Manager
Contra Costa County Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Re: Intercreditor Agreement (Hookston Manor), dated December 8, 1998, among the Pleasant Hill Redevelopment Agency, a public body, corporate and politic (the "Agency"), the County of Contra Costa, a political subdivision of the State of California (the "County"), and Hookston Senior Homes Associates, a California Limited Partnership (the "Borrower"); \$500,000 (original principal amount) "County Loan" thereunder

To whom it may concern:

The City of Pleasant Hill, a municipal corporation, as housing successor agency to the Agency ("City"), and holder of the "Agency Loan" under the Intercreditor Agreement, is negotiating terms of a transaction whereby, among other things, the Borrower will transfer the underlying project property to another entity, that new entity will take out another loan to further rehabilitate the property; the Agency Loan (now held by the City) will be renegotiated; and the County Loan will be paid off in full. This is to confirm that, subject only to any required Pleasant Hill City Council approvals for the City's participation in the transaction, the City has no objection to the County Loan being paid off. While of course we cannot guarantee Council approval, at this time we have no reason to believe it will not be given.

Sincerely,

Andrew Murray
Assistant City Manager

Cc: June Catalano, City Manager
Janet Coleson, City Attorney
Jerry Ramiza, BWS
Suzy Kim, RSG
Somaya Abdelgany, SAHA

CANCELLATION OF PROMISSORY NOTE

This Cancellation of Promissory Note is dated _____, 2018, and is between the County of Contra Costa, a political subdivision of the State of California (the "County") and Hookston Senior Homes Associates, a California limited partnership ("Borrower").

Recitals

- A. Borrower executed a promissory note dated November 25, 1998, in the original principal amount of \$500,000 in favor of the County (the "Promissory Note").
- B. In connection with the execution of the Promissory Note, Borrower entered into a Deed of Trust and Security Agreement dated November 25, 1998 (the "Deed of Trust").
- C. Borrower is repaying the loan evidenced by the Promissory Note in full with interest on _____, 2018, by paying the County \$ _____ (the "Repayment Amount").
- D. Upon receipt of the Repayment Amount by the County from the Borrower, there will be no obligations outstanding between the County and Borrower with respect to the Promissory Note and the Deed of Trust.

The parties therefore agree as follows:

Agreement

The Promissory Note and the Deed of Trust are hereby terminated and are of no further force or effect. Upon receipt of the Repayment Amount, the County agrees to promptly return the Promissory Note to Borrower.

The parties are executing this Cancellation of Promissory Note as of the date first set forth above.

[Insert Signature Blocks]

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

County of Contra Costa
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
Attention: Assistant Deputy Director

No fee document pursuant to
Government Code Section 27383

Space Above This Line for Recorder's Use Only

SUBSTITUTION OF TRUSTEE AND FULL RECONVEYANCE

149-110-074

Hookston Senior Homes

The undersigned, present Beneficiary, as owner and holder of the Promissory Note secured by that certain Deed of Trust and Security Agreement dated November 25, 1998, executed by Hookston Senior Homes Associates, a California limited partnership, as Trustor, to Fidelity National Title Company, as original Trustee for the County of Contra Costa, a political subdivision of the State of California, as Beneficiary, which Deed of Trust and Security Agreement was recorded on December 10, 1998, as Instrument No. 98-0310287-00 in the Official Records of the County of Contra Costa, State of California, hereby appoints and substitutes the undersigned as Trustee in lieu of the Trustee therein.

As such duly appointed and substituted Trustee, in consideration of full payment and satisfaction of the debt secured thereunder, does hereby reconvey to the person or persons legally entitled thereto, without warranty, all the estate, title and interest acquired by Trustee under said Deed of Trust and Security Agreement. Wherever the text of this document so requires, the singular includes the plural.

Dated: September __, 2018

County of Contra Costa, a political subdivision of the
State of California

By: _____

John Kopchik
Director, Department of Conservation and
Development

Substitution of Trustee and
Full Reconveyance - continued

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

STATE OF _____)SS

COUNTY OF _____)

On _____ before me, _____, Notary Public, personally appeared

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

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

WITNESS my hand and official seal.

Signature _____

This area for official notarial seal.

**RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:**

County of Contra Costa
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
Attention: Assistant Deputy Director

No fee document pursuant to
Government Code Section 27383 and 27388.1

THIS SPACE FOR RECORDERS USE ONLY

**TERMINATION AND RELEASE OF
REGULATORY AGREEMENT**
(Hookston Senior Homes Associates)

This Termination and Release of Regulatory Agreement ("Release"), is dated as of _____, 2018, and is made by the County of Contra Costa, a political subdivision of the State of California (the "County"). This Release is effective as of recordation.

Recitals

A. The County previously made a loan to Hookston Senior Homes Associates, a California limited partnership ("Borrower") of Five Hundred Thousand Dollars (\$500,000) (the "Loan"). The Loan was secured in by a lien on that certain real property located at 80 W Hookston Road, Pleasant Hill, County of Contra Costa, State of California (the "Property") described in Exhibit A attached hereto, which exhibit is hereby incorporated herein by this reference.

B. The Loan and the County's security interest in the Property is evidenced by the following documents a Regulatory Agreement and Declaration of Restrictive Covenants by and between the County and Borrower dated November 25, 1998, recorded in the official records against the Property on December 10, 1998 as instrument number 98-0310288-00 (the "Regulatory Agreement").

C. Borrower is repaying the Loan in full and the County has agreed to enter into this Release, as hereinafter set forth.

NOW, THEREFORE, the County hereby acknowledges and agrees that the Regulatory Agreement is terminated and the County hereby releases the Property from the restrictions of the Regulatory Agreement and directs that the Regulatory Agreement be removed as an encumbrance on the Property.

IN WITNESS WHEREOF, the County hereby executes this Release as of the date first written above.

COUNTY:

County of Contra Costa, a political subdivision of the State of California

By: _____
John Kopchik
Director, Department of Conservation and
Development

EXHIBIT A

(Legal Description of the Property)

The Property referred to is situated in the State of California, County of Contra Costa and described as follows:

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

STATE OF CALIFORNIA)
)
COUNTY OF CONTRA COSTA)

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

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

WITNESS my hand and official seal.

Name: _____
Notary Public



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Grant Agreement #29-685 from University of California, San Francisco

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Agreement #29-685 from University of California, San Francisco (UCSF), to pay the County an amount not to exceed \$32,000 including modifications to the County Standard Indemnification clause, to create the Connection to Health for Smokers (CTHS) Program to help smokers quit and improve their general health, for the period from September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

Approval of this agreement will allow the County to receive an amount not to exceed \$32,000 from UCSF to support the creation of CTHS Program through August 31, 2020. (No County match required.)

BACKGROUND:

UCSF's Connection to Health (CTH) is a comprehensive electronically supported program to facilitate patient assessment, priority setting, action planning and follow-up to improve health. The CTHS Program is an integrated module within CTH that incorporates dedicated and enhanced behavioral change tools and strategies to support smoking reduction and cessation.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Samir Shah, M.D. (925)
370 5525

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

By: , Deputy

cc: A Floyd, M Wilhelm

BACKGROUND: (CONT'D)

Approval of Grant Agreement #29-685 will allow the County to receive support for the CTHS Program through August 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the County will not be able to receive funding for the CTHS Program.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: California Health Advocates, Senior Medicare Patrol Grant Funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept grant funding from California Health Advocates in an amount not to exceed \$3,500 for the Senior Medicare Patrol Program for the period September 1, 2018 through December 31, 2018.

FISCAL IMPACT:

County to receive an amount not to exceed \$3,500 from California Health Advocates. (100% Federal) (No match)

BACKGROUND:

Funding will support the Employment and Human Services Department, Aging and Adult Bureau, Health Insurance Counseling and Advocacy Program (HICAP) provide a Senior Medicare Patrol (SMP) Liaison who will focus on outreach and education to prevent, detect, and report Medicare fraud, errors and abuses.

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, the Senior Medicare Patrol Liaison's fraud prevention and corrective services would not be provided through HICAP resulting in non-compliance with HICAP requirements.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Elaine Burres,
608-4960

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

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 11, 2018

Subject: Apply for and Accept a 2018 Justice Assistance Grant

RECOMMENDATION(S):

ADOPT Resolution No. 2018/467 authorizing the Sheriff-Coroner, or designee, to apply for and accept, subject to compliance with certifications, the U.S. Department of Justice, FY 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) in an amount not to exceed \$157,823 for support of countywide law enforcement programming for the period October 1, 2018 through September 30, 2021.

FISCAL IMPACT:

\$157,823, 100% Federal; No County match required. County portion is \$29,531 to the Sheriff-Coroner. County will also receive 5% of city allocations for serving as the fiscal agent for the County. City of Antioch's allocation is \$59,311 and the City of Richmond's allocation is \$68,981.(CFDA 16.738)

BACKGROUND:

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is the primary provider of federal criminal justice funding to state and local jurisdictions. The JAG FY2018 Grant is a formula grant with emphasis on assisting local efforts to prevent or reduce crime and violence. The eligible jurisdictions within Contra Costa County have a scheduled allocation totaling \$157,823 with \$29,531 allocated to the County. The \$29,531 county allocation will be to the Office of the Sheriff. Established to streamline justice funding and grant administration, the JAG Program allows states, tribes, and local governments to support a broad

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Mary Jane Robb, (925)
335-1557

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

range of activities to prevent and control crime based on their own local needs and conditions. The Bureau of Justice Statistics (BJS) calculates a minimum base allocation for each state. Once the state funding is calculated, 60 percent of the allocation is awarded to the state and 40 percent to eligible units of local government. Local governments are awarded amounts based on their share of the total violent crime reported within the state. Based on a formula allocation, Contra Costa County has been designated as a disparate jurisdiction because a city within the county is scheduled to receive 150% more than the county, while the county bears more than 50% of the costs associated with the prosecution and incarceration of that city's Part 1 violent crime. Jurisdictions certified as disparate must identify a fiscal agent that will submit a joint application for the total eligible allocation. The Office of the Sheriff has been designated as the fiscal agent for this grant and will manage and oversee the distribution of the funds for all participating agencies within the county. As Fiscal Agent, the Office of the Sheriff will receive 5% (\$6,414.60) of the pass through of the grant allocation (5% from each jurisdictions' allocation) to cover management and administration of the grant, to include personnel and operational costs directly related to grant management.

The JAG FY2018 funds again include a requirement to certify compliance with 8 U.S.C. §1373 regarding communication with immigration officials on information regarding an individual's citizenship or immigration status. This requirement, which was also included for the FY2017 funds, was found to be unconstitutional in other jurisdictions and is pending judicial review in California. New additional conditions also have been included for the FY2018 funds that require certification of compliance. The additional conditions include broad acknowledgments such as acknowledgement of the authority of immigration officers to conduct interrogations and acknowledgement that local agencies cannot impede immigration officers in the exercise of their immigration activities, among others. These FY2018 grant certifications of compliance are being challenged by the State of California, City and County of San Francisco, and City of Los Angeles in lawsuits filed August 22 and 23, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will be unable to apply for and accept the grant from the U.S. Department of Justice.

ATTACHMENTS

Resolution No. 2018/467

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2018/467

IN THE MATTER OF: Applying for and Accepting the U.S. Department of Justice 2018 Edward Byrne Memorial Justice Assistance Grant(JAG).

WHEREAS, the County of Contra Costa is seeking funds available through the U.S. Department of Justice;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County:

Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining Federal financial assistance provided by the U.S. Department of Justice related to the 2018 Edward Byrne Memorial Justice Assistance Grant.

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

ATTESTED: September 11, 2018

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

Contact: Mary Jane Robb, (925) 335-1557

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Wells Fargo Foundation Grant Funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Workforce Development Board, to apply for and accept funding in an amount not to exceed \$20,000 from Wells Fargo Foundation for Small Business Development Center services to low-to-moderate income individuals for the period January 1, 2019 through December 31, 2019.

FISCAL IMPACT:

The County will receive an amount not to exceed \$20,000 from the Wells Fargo Foundation, with no County match.

BACKGROUND:

The Workforce Development Board promotes a workforce development system that meets the needs of businesses, job seekers, and workers, to support a strong and vibrant economy in Contra Costa County.

The grant funding will be used to provide the Workforce Development Board with Small Business Development Center services. Services will identify and execute outreach to low-to-moderate income individuals, and supply these residents with group and individual advising, education, and training. The goals are to improve workforce development, job creation, sustainability and self-sufficiency of residents.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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 funding, the Small Business Development Center could not implement expanded service delivery for the development of self sufficiency.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 11, 2018

Subject: Contract with POST for the Sheriff's Office to provide Driving Simulator Instructor Course

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with the California Commission on Peace Officer Standards and Training (POST), including indemnification of the State of California, to pay the County an initial allocation of \$7,726 to provide the Driving Simulator Instructor Training course for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

No net County Cost. 100% Revenue; \$7,726, State of California Commission on Peace Officer Standards and Training (POST). Budgeted.

BACKGROUND:

The Office of the Sheriff - Law Enforcement Training Center provides a State Commission on Peace Officer Standards and Training (POST) approved 24-hour driving simulator instructor course to law enforcement personnel in order to ensure up-to-date training for other instructors. This contract will enable the Sheriff's Office to recover the costs of this instruction for the students.

CONSEQUENCE OF NEGATIVE ACTION:

If the contract with the State of California is not be approved, the Sheriff's Office will not be able to provide or be reimbursed for the services outlined in this contract.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: 2018-19 California Department of Education General Childcare & Development revenue contract

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an agreement with the California Department of Education, to pay the County an amount not to exceed \$3,554,271 for general childcare and development program services for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

County is to receive up to \$3,554,271, with 37.61% (\$1,336,723) coming from Federal funding, and 62.39% (\$2,217,548) from State funding (CFDA Nos. 93.596, 93.575). No County match is required.

BACKGROUND:

The County receives funds from the California Department of Education to provide general childcare services to program eligible County residents. The program is operated by the Employment and Human Services Department, Community Services Bureau. Approval of this board order will allow the continued provision of these childcare services.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County will not receive funding to operate the childcare and development program.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-4266

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

By: , Deputy

cc: Ressie Dayco

CHILDREN'S IMPACT STATEMENT:

The Department of Education General Childcare & Development funding supports three of the community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 3) "Families that are Economically Self-sufficient"; and, 4) "Families that are Safe, Stable, and Nurturing" 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: Diana Becton, District Attorney
Date: September 11, 2018

Subject: Unserved/Underserved Victim Advocacy and Outreach (UV) Program 2018/19

RECOMMENDATION(S):

ADOPT Resolution No. 2018/470 approving and authorizing the District Attorney, or designee, to submit an application and execute a grant award agreement, including any extensions or amendments thereof, pursuant to State guidelines, with the California Governor's Office of Emergency Services (Cal OES), Victim Services & Public Safety Branch, in an amount not to exceed \$ 175,000, for funding of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

The District Attorney will receive up to \$175,000 to fund victim advocacy staff to provide better services to underserved populations in targeted areas. The funding requires a 25% match, which will be met with services provided by the Richmond, Pittsburg, Oakley Police Departments and West County Family Justice Center.

BACKGROUND:

The Unserved/Underserved Victim Advocacy and Outreach (UV) Program is supported by Victims of Crime Act (VOCA) Victim Assistance and is authorized by the Victims of Crime Act of 1984 (42 U.S.C. 10603(a) and (b)).

The primary goal of the program is to enhance the safety of unserved/underserved victims populations

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

in California by establishing victim advocacy programs solely dedicated to the unserved/underserved population, coordinate direct services in an enhanced response to victimization of specific crime populations among locally involved agencies and implement an outreach awareness program to the specific population determined as unserved/underserved. This grant will fund services to the designated unserved/underserved victim population.

CONSEQUENCE OF NEGATIVE ACTION:

The District Attorney will be unable to apply for and accept the grant.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

Resolution No. 2018/470

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/470

Resolution of the Board of Supervisors of the County of Contra Costa authorizing the District Attorney to sign, on behalf of the Board of Supervisors, an agreement between the California Governor's Office of Emergency Services (Cal OES), Victim Services & Public Safety Branch, and the County of Contra Costa.

WHEREAS, the Board of Supervisors, Contra Costa County, desires to undertake a certain project designated as the Unserved/Underserved Victim Advocacy and Outreach (UV) Program to be funded from funds made available under the authority of the California Governor's Office of Emergency Services (Cal OES), Victim Services & Public Safety Branch.

NOW, THEREFORE BE IT RESOLVED, that the District Attorney of the County of Contra Costa is authorized to execute, on behalf of the Board of Supervisors, the Grant Award Agreement, including any extensions or amendments thereof.

BE IT FURTHER RESOLVED, that the grant funds received hereunder shall not be used to supplant expenditures previously authorized or controlled by this body.

I hereby certify that this 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: Elizabeth Molera, (925) 957-2205

ATTESTED: September 11, 2018

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

By: , Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Governor's Office of Business and Economic Development (GO-Biz) Grant Funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director or designee, on behalf of the Workforce Development Board, Small Business Development Center, to apply for and accept grant funding from the Governor's Office of Business and Development (GO-Biz), in an amount not to exceed \$62,500 for the Capital Infusion Program for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

County to receive an amount not to exceed \$62,500 from GO-Biz. Funding is 100% from the State, with a required 1:1 County match of \$62,500, which is budgeted for.

BACKGROUND:

The Workforce Development Board, Small Business Development Center, delivers and participates in Access to Capital trainings, and invests in partnerships with the community-based organizations and financial institutions to develop strong referral systems. The mission of the Small Business Development Center and GO-Biz is to bolster and strengthen the State economy and workforce.

The purpose of this grant is to assist small businesses and entrepreneurs navigate the financial landscape and successfully access funding needed to operate and/or expand their businesses.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Elaine Burres
608-4960

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Challenges in accessing capital funding remain a barrier to growth for the State's small business base. Grant funds will be used to provide business consulting and funding infusion.

CONSEQUENCE OF NEGATIVE ACTION:

Current and aspiring business owners in Contra Costa County would not receive Small Business Development Center services and training to assist them in accessing capital funding.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: 2018-19 California Child and Adult Food Program Revenue Application

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Department Director, or designee, to apply for and accept funds in an amount not to exceed \$1,300,000 from the Child and Adult Care Food Program Day Center sponsorship grant in the California Department of Education to provide daily nutritious and healthy snacks, for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

This revenue agreement does not require a County match. The funding is 65% State (California Department of Education) and 35% Federal (Department of Health and Human Services) [CFDA No. 93.600].

This board order is to submit a renewal application with the State to continue to receive reimbursements of food costs associated with the daily operations of the early care and education children's centers for the 2018-19 year. Expected receipts of funds are included in the department's FY 2018-19 budget.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-6389

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

By: , Deputy

cc: Nasim Eghlima, Sam Mendoza, Velma Braggs

BACKGROUND:

The Community Services Bureau of the Employment & Human Services Department participates in the State of California's Child and Adult Care Food Program (CACFP) to provide daily nutritious meals and snacks for the department's 15 early care and education centers. The submission of the renewal application is essential to continued food service operations. The renewal re-certifies the County for the food program and makes the County eligible to receive reimbursement for food costs in the preparation of meals and snacks for 1,000 children.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Department will be unable to seek reimbursement for food program costs.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the Employment & Human Services Department's Food Services program supports two of Contra Costa County's community outcomes: "Children Ready for and Succeeding in School" and "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: September 11, 2018

Subject: 2016-17 Calif. Dept. of Educ. CalWORKS Stage 2 Childcare Revenue Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Department Director, or designee, to execute a revenue agreement amendment with California Department of Education, to increase the payment limit by \$183,735 to a new limit not to exceed \$5,194,821 for childcare and development programs (CalWORKS Stage 2) with no change to period July 1, 2016 through June 30, 2017.

FISCAL IMPACT:

This revenue agreement is funded 100% by State funding from the California Department of Education. The State contract number is C2AP 6009, Amendment #1. The County contract number is 29-213-30a.

BACKGROUND:

The Department received notification on June 3, 2016 from California Department of Education (CDE) for the 2016-17 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 receipt of funds on June 21, 2016 (Item C.58).

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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

BACKGROUND: (CONT'D)

On August 9, 2018 the department was notified by the State that additional revenue for fiscal year 2016-17 was due to the department. After the California Department of Education's Audits and Investigations Division reviewed the department's FY 2016-17 audit report, they determined that the report materially meets CDE's reporting requirements and determined the amount of net reimbursable program costs. According to their audit, the department was under-reimbursed for the services the department rendered during that year. This amendment is to accept this reimbursement of funds from CDE.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not recuperate funds expended in operation of the 2016-17 CalWORKS Stage 2 childcare program. The County was under-reimbursed during the program year. This board action will allow the County to further recover expenditures.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Humboldt State University Sponsored Programs Foundation Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Workforce Development Board, Small Business Development Center, to apply for and accept grant funding in an amount not to exceed \$210,000 from Humboldt State University Sponsored Programs Foundation to provide consulting, training, and business development information to business owners or potential owners throughout the County for the period January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

County is to receive an amount not to exceed \$210,000 from Humboldt State University Sponsored Programs Foundation. There is a required 1:1 County match, of which 97% is a cash match using Small Business Administration funds, and 3% is an in-kind match.

BACKGROUND:

Grant funding will be used by the Workforce Development Board of Contra Costa, Small Business Development Center, to provide outreach, group and individualized training, education, and information services to small business owners and potential small business owners in Contra Costa County.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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 funding, services of the Small Business Development Center could not be delivered or expanded to business owners or potential owners throughout the County.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: 2019 Early Head Start Continuation Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to apply for and accept funding from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start, in an amount not to exceed \$4,535,488 for Early Head Start program services for the period of January 1 - December 31, 2019.

FISCAL IMPACT:

Funding for the period January 1 – June 30, 2019 is included in the Department’s FY 2018-19 budget. Funding for the period July 1 – December 31, 2019 will be included in the Department’s proposed FY 2019-20 budget. The County, as Grantee, is required to generate a non-federal match of 20% of the total project budget. For 2019, the match requirement is \$907,098 which will be achieved through collaboration with State Child Development programs and the volunteer hours accrued by Head Start parents and community partners. The grant number is 09CH9115.

Federal Amount	\$3,628,390
Non-Federal Amount (In-kind Match)	\$907,098
Total	\$4,535,488

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-6389

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

By: , Deputy

cc: Nasim Eghlima, Christina Reich, Haydee Ilan

BACKGROUND:

Early Head Start is a federal program that serves low-income pregnant women and families with infants and toddlers from birth to age 3. It is designed to support and nurture healthy attachments between the child and the child's family. Early Head Start programs provide quality child care, child development, and other services such as medical, mental health and dental.

Head Start/Early Head Start also provides comprehensive services which include health, nutrition, social and other services determined as necessary via family needs assessments. Services are designed to be responsive to each child and family's ethnic, cultural, and linguistic heritage. Services are provided through a variety of service models including: centers or schools that children attend part or full day, family childcare homes and/or the children's own homes wherein a Head Start staff visit once per week to provide in-home services. Children who receive home-based services gather periodically with other enrolled families for group learning experiences facilitated by Head Start staff.

Contra Costa County submits an application annually to U.S. Health and Human Services Department, Administration for Children and Families, Office of Head Start, as the Head Start grantee. The annual application includes newly identified goals and objectives for the program. This is year 2 of a 5 year grant cycle. This application was reviewed and approved by the Head Start Policy Council on August 15, 2018. Approval of this board order request will allow the continued provision of Early Head Start services to program eligible children and families.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not receive funding to operate Early Head Start childcare centers.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the Employment & Human Services Department's Early Head Start program 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 pregnant women and families throughout Contra Costa County.

ATTACHMENTS

Grant letter

EHS budget narrative



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | Region IX | 90 Seventh Street, Room 450, San Francisco, CA 94103 |
www.eclkc.ohs.acf.hhs.gov

Karen Mitchoff
Board Chair
Contra Costa County Community Services
1470 Civic Court, Suite 200
Concord, CA 94520

JUL 24 2018

Re: Grant No. 09CH9115

Dear Ms. Mitchoff:

A grant application must be completed for the upcoming budget period. Please consult the grant application instructions to determine the type of application required. The application for the Head Start grant is due 10/01/2018.

The following table reflects the projected funding and enrollment levels for the 01/01/2019 – 12/31/2019 budget period.

Funding Type	Funding Level	Funded Federal Enrollment
Head Start Program Operations	\$16,426,290	1,351
Head Start Training and Technical Assistance	\$197,344	
Early Head Start Program Operations	\$3,545,446	311
Early Head Start Training and Technical Assistance	\$82,944	
TOTAL	\$20,252,024	1,662

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)*. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

The *Application Instructions* are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Instructions" section of the HSES.

Please contact Maureen Burns-Vermette, Head Start Program Specialist, at (415) 437-8452 or maureen.burns@acf.hhs.gov or Frank Olguin, Grants Management Specialist, at (415) 437-8415 or frank.olguin@acf.hhs.gov with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start grant in the current budget period.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,



Jan Len
Regional Program Manager
Office of Head Start

cc:
Kathy Gallagher, Executive Director
Camilla Rand, Head Start Director

**Contra Costa County Employment & Human Services Department
Community Services Bureau
2019 Early Head Start Program Continuation Grant Funding Application**

**EXECUTIVE SUMMARY
INCOMING FUNDS NARRATIVE STATEMENT**

- 1. PROJECT/PROGRAM TITLE.** Early Head Start Program Continuation Grant Funding Application for Budget Period 1/1/19 through 12/31/19.
- 2. FUNDING AGENCY.** Department of Health and Human Services, Administration for Children and Families (ACF), Office of Head Start (OHS).
- 3. SUBMITTAL STATUS.** This is a submission of application for continuation grant funding for FY 2019.
- 4. PROPOSED TERM.** Funding must be requested annually. The standard one year budget period is from 1/1/19 through 12/31/19. The budget summary is below.
- 5. CURRENT FUNDING.** Funding for Head Start and Early Head Start is provided by federal dollars. Contra Costa County, as Grantee, is required to generate a 20% non-federal match of the total project budget, which may be in cash or in-kind contributions, fairly valued.
- 6. FUTURE FUNDING.** An application for continuation grant funding must be submitted each year.

7. BUDGET SUMMARY

	FY 2019 EHS Program Operation
Budget Categories:	
Personnel	\$ 360,437
Fringe Benefits	\$ 270,328
T & TA	\$ 82,944
Travel	\$ -
Supplies	\$ 18,300
Contractual	\$2,778,500
Other	\$ 31,736
Sub-Total of Direct Charges	\$3,542,245
Indirect Costs	\$ 86,145
Total Federal Amount Being Requested	\$3,628,390
Non-Federal Share	\$ 907,098
<i>Total Federal and Non-Federal</i>	<i>\$4,535,488</i>

8. STAFFING REQUIREMENTS. As Grantee, Contra Costa County operates the Early Head Start Program, which is administered and staffed by the Employment & Human Services Department, Community Services Bureau.

9. PROGRAM NEED. The Community Services Bureau serves the needs of low-income children (3-5 years of age under Head Start, and prenatal - 3 yrs under Early Head Start) and their families, by providing quality childcare, child development, and other services such as medical, mental health and dental needs.

10. RELATIONSHIP TO OTHER PROGRAMS. The Community Services Bureau's Early Head Start program combines Federal Head Start and State Child Development funding into one cohesive program. The Bureau also has strong collaborations with other departments within the County and partners with community based organizations, local private businesses, schools, non-profits, and volunteer organizations.

11. PROJECT GOALS. (Same goals and objectives for both Head Start and Early Head Start)

Goal 1: Through the use of multiple technologies, CSB will develop systems to enhance staff and client communication while coordinating program-wide approaches to effective data management and ensuring high quality service delivery.

Goal 2: Due to an 84% increase in Early Head Start slots (from 311 to 573) in two years, CSB will enhance its Early Head Start programming through a multi-faceted approach.

Goal 3: CSB will implement a "Grow Our Own" approach to hiring, developing, and retaining a robust staff across all service areas that are responsive to the clients and intrinsically motivated to be the best they can be through a variety of supports and services.

Goal 4: CSB will implement data-driven Parent, Family and Community Engagement (PFCE) services that embrace the PFCE framework and result in measurable impacts that achieve the mission of the organization.

12. STATED OBJECTIVES.

- By June 30, 2019, CSB will place interactive self-service kiosk stations at large centers and the administration building with user-friendly interface and software that interacts with CSB's data management system.
- By June 30, 2019, CSB will implement the use of an interactive web-portal and mobile application to improve communication between client and staff.
- By June 30, 2019, CSB will implement an Interactive Voice Response (IVR) and Short Message System (SMS) that allows a computer to interact with clients through the use of voice and/or text to input via keypad or their land line or mobile device.
- By June 2019, trainings based on Program for Infant and Toddler Care (PITC) and State of California Infant and Toddler Learning Foundations will continue to be implemented to support growing professional knowledge of caregiving practices.
- By June 2019, CSB will increase family collaboration and understanding of school readiness through various family engagement activities based on the first

assessment date in the child outcomes report.

- By June 2019, CSB will administer vision screenings to Early Head Start Children ages 6 months to 3 years using the Plusoptix Mobile Vision Screener to ensure the earliest possible identification of vision concerns.
- By June 2019, CSB will enhance nutrition and oral health education with parents and staff to reduce the risk of early onset dental decay in children under 3 years old.
- By December 31, 2019, CSB will collaborate with Diablo Valley College ECE Learning Communities to engage participants in the field of early childhood education.
- By December 31, 2019, CSB staff will have an opportunity to participate in the Peer Recognition Program and other trainings that facilitate increased staff competencies and morale.
- By December 31, 2019, CSB will collaborate with the YMCA of the Bay Area and Contra Costa College in the California Apprenticeship Initiative to engage participants in the early care and education field.
- By June 2019, CSB will strengthen father-child relationships through activities that promote healthy lifestyles.
- By June 2019, CLOUDS's Strength Building-Family Partnership Agreement (SB-FPA) will provide measurable family outcome reports.
- By June 2019, The Make Parenting A Pleasure (MPAP) Curriculum will expand the scope of trainings.

13. ACTIVITY SUMMARY. Program continues to provide high-quality services.

14. EVALUATION METHOD(S). Measurable, results-based child and family outcomes have been implemented, such as the required State of California's Desired Results Developmental Profile, for programs providing services through collaboration with the State of California Department of Education.

15. CHANGES COMPARED TO PRIOR YEAR (if any). Goals and Objectives cover FY 2018 – FY 2022. Policy Council has been involved in the development, review and evaluation process of the goals and objectives.

16. POTENTIAL CONTROVERSIAL ISSUES. None. Public perception of the Head Start and Early Head Start programs remain positive. The Policy Council approved submission of this grant at their August 15, 2018 meeting.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: 2019 Head Start Continuation Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to apply for and accept funding from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start, in an amount not to exceed \$20,779,542 for Head Start program services for the period of January 1 - December 31, 2019.

FISCAL IMPACT:

Funding for the period January 1 – June 30, 2019 is included in the Department’s FY 2018-19 budget. Funding for the period July 1 – December 31, 2019 will be included in the Department’s proposed FY 2019-20 budget. The County, as Grantee, is required to generate a 20% non-federal match of the total project budget. For 2019, the match amount equates to \$4,155,908, which will be achieved through collaboration with State Child Development programs and the volunteer hours accrued by Head Start parents and community partners. The application includes \$2,146,616 requested funding for the County's Head Start Delegate Agency, First Baptist Church of Pittsburg, California. The grant number is 09CH9115.

Federal Amount \$16,623,634
Non-Federal Amount (In-kind match) \$4,155,908
Total \$20,779,542

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-6389

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

By: , Deputy

cc: Nasim Eghlima, Haydee Ilan, Christina Reich

BACKGROUND:

Head Start is a federal program that promotes the school readiness of children ages birth through five years old from low-income families by enhancing their cognitive, social and emotional development. Head Start programs provide a learning environment that supports children's growth in the following domains: language and literacy; cognition and general knowledge; physical development and health; social and emotional development; and approaches to learning.

Head Start also provides comprehensive services which include health, nutrition, social and other services determined as necessary via family needs assessments. Services are designed to be responsive to each child and family's ethnic, cultural, and linguistic heritage. Services are provided through a variety of service models including: centers or schools that children attend part or full day, family childcare homes and/or the children's own homes wherein a Head Start staff visit once per week to provide in-home services. Children who receive home-based services gather periodically with other enrolled families for group learning experiences facilitated by Head Start staff.

Contra Costa County submits an application annually to U.S. Health and Human Services Department, Administration for Children and Families, Office of Head Start, as the Head Start grantee. The annual application includes newly identified goals and objectives for the program. This is year 2 of a 5 year funding cycle. This application was reviewed for approval by the Head Start Policy Council on August 15, 2018. Approval of this Board order will allow the continued provision of Head Start services to program eligible children and families.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not receive funding to operate Head Start childcare centers.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the Employment & Human Services Department's Head Start program 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 children from low income families throughout Contra Costa County.

ATTACHMENTS

Grant letter

HS budget narrative



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | Region IX | 90 Seventh Street, Room 450, San Francisco, CA 94103 |
www.eclkc.ohs.acf.hhs.gov

Karen Mitchoff
Board Chair
Contra Costa County Community Services
1470 Civic Court, Suite 200
Concord, CA 94520

JUL 24 2018

Re: Grant No. 09CH9115

Dear Ms. Mitchoff:

A grant application must be completed for the upcoming budget period. Please consult the grant application instructions to determine the type of application required. The application for the Head Start grant is due 10/01/2018.

The following table reflects the projected funding and enrollment levels for the 01/01/2019 – 12/31/2019 budget period.

Funding Type	Funding Level	Funded Federal Enrollment
Head Start Program Operations	\$16,426,290	1,351
Head Start Training and Technical Assistance	\$197,344	
Early Head Start Program Operations	\$3,545,446	311
Early Head Start Training and Technical Assistance	\$82,944	
TOTAL	\$20,252,024	1,662

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)*. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

The *Application Instructions* are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Instructions" section of the HSES.

Please contact Maureen Burns-Vermette, Head Start Program Specialist, at (415) 437-8452 or maureen.burns@acf.hhs.gov or Frank Olguin, Grants Management Specialist, at (415) 437-8415 or frank.olguin@acf.hhs.gov with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start grant in the current budget period.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,



Jan Len
Regional Program Manager
Office of Head Start

cc:
Kathy Gallagher, Executive Director
Camilla Rand, Head Start Director

**Contra Costa County Employment & Human Services Department
Community Services Bureau
2019 Head Start Program Continuation Grant Funding Application**

**EXECUTIVE SUMMARY
INCOMING FUNDS NARRATIVE STATEMENT**

1. PROJECT/PROGRAM TITLE. Head Start Program Continuation Grant Funding Application for Budget Period 1/1/19 through 12/31/19.

2. FUNDING AGENCY. Department of Health and Human Services, Administration for Children and Families (ACF), Office of Head Start (OHS).

3. SUBMITTAL STATUS. This is a submission of application for continuation grant funding for FY 2019.

4. PROPOSED TERM. Funding must be requested annually. The standard one year budget period is from 1/1/19 through 12/31/19. The budget summary is below.

5. CURRENT FUNDING. Funding for Head Start is provided by federal dollars. Contra Costa County, as Grantee, is required to generate a 20% non-federal match of the total project budget, which may be in cash or in-kind contributions, fairly valued.

6. FUTURE FUNDING. An application for continuation grant funding must be submitted each year.

7. BUDGET SUMMARY

Budget Categories:	FY 2019 HS Program Operation
Personnel	\$ 4,056,811
Fringe Benefits	\$ 2,592,798
T & TA	\$ 197,344
Travel	\$ -0-
Supplies	\$ 172,500
Contractual	\$ 6,863,628
Construction	\$ 250,000
Other	\$ 1,520,975
Sub-Total of Direct Charges	\$15,654,056
Indirect Costs	\$ 969,578
Total Federal Amount Being Requested	\$16,623,634
Non-Federal Share	\$ 4,155,908
Total Federal and Non-Federal	\$20,779,542
<i>PA22/PA20 Requested Amount for First Baptist (Delegate Agency) included in Total Amount above</i>	\$2,146,616

8. STAFFING REQUIREMENTS. As Grantee, Contra Costa County operates the Head Start Program, which is administered and staffed by the Employment & Human Services Department, Community Services Bureau.

9. PROGRAM NEED. The Community Services Bureau serves the needs of low-income children (3-5 years of age under Head Start, and prenatal - 3 yrs under Early Head Start) and their families, by providing quality childcare, child development, and other services such as medical, mental health and dental needs.

10. RELATIONSHIP TO OTHER PROGRAMS. The Community Services Bureau's Head Start program combines Federal Head Start and State Child Development funding into one cohesive program. The Bureau also has strong collaborations with other departments within the County and partners with community based organizations, local private businesses, schools, non-profits, and volunteer organizations.

11. PROJECT GOALS. (Same goals and objectives for both Head Start and Early Head Start)

Goal 1: Through the use of multiple technologies, CSB will develop systems to enhance staff and client communication while coordinating program-wide approaches to effective data management and ensuring high quality service delivery.

Goal 2: Due to an 84% increase in Early Head Start slots (from 311 to 573) in two years, CSB will enhance its Early Head Start programming through a multi-faceted approach.

Goal 3: CSB will implement a "Grow Our Own" approach to hiring, developing, and retaining a robust staff across all service areas that are responsive to the clients and intrinsically motivated to be the best they can be through a variety of supports and services.

Goal 4: CSB will implement data-driven Parent, Family and Community Engagement (PFCE) services that embrace the PFCE framework and result in measurable impacts that achieve the mission of the organization.

12. STATED OBJECTIVES.

- By June 30, 2019, CSB will place interactive self-service kiosk stations at large centers and the administration building with user-friendly interface and software that interacts with CSB's data management system.
- By June 30, 2019, CSB will implement the use of an interactive web-portal and mobile application to improve communication between client and staff.
- By June 30, 2019, CSB will implement an Interactive Voice Response (IVR) and Short Message System (SMS) that allows a computer to interact with clients through the use of voice and/or text to input via keypad or their land line or mobile device.
- By June 2019, trainings based on Program for Infant and Toddler Care (PITC) and State of California Infant and Toddler Learning Foundations will continue to be implemented to support growing professional knowledge of caregiving practices.
- By June 2019, CSB will increase family collaboration and understanding of school readiness through various family engagement activities based on the first assessment date in the child outcomes report.
- By June 2019, CSB will administer vision screenings to Early Head Start Children

ages 6 months to 3 years using the Plusoptix Mobile Vision Screener to ensure the earliest possible identification of vision concerns.

- By June 2019, CSB will enhance nutrition and oral health education with parents and staff to reduce the risk of early onset dental decay in children under 3 years old.
- By December 31, 2019, CSB will collaborate with Diablo Valley College ECE Learning Communities to engage participants in the field of early childhood education.
- By December 31, 2019, CSB staff will have an opportunity to participate in the Peer Recognition Program and other trainings that facilitate increased staff competencies and morale.
- By December 31, 2019, CSB will collaborate with the YMCA of the Bay Area and Contra Costa College in the California Apprenticeship Initiative to engage participants in the early care and education field.
- By June 2019, CSB will strengthen father-child relationships through activities that promote healthy lifestyles.
- By June 2019, CLOUDS's Strength Building-Family Partnership Agreement (SB-FPA) will provide measurable family outcome reports.
- By June 2019, The Make Parenting A Pleasure (MPAP) Curriculum will expand the scope of trainings.

13. ACTIVITY SUMMARY. Program continues to provide high-quality services.

14. EVALUATION METHOD(S). Measurable, results-based child and family outcomes have been implemented, such as the required State of California's Desired Results Developmental Profile, for programs providing services through collaboration with the State of California Department of Education.

15. CHANGES COMPARED TO PRIOR YEAR (if any). Goals and Objectives cover FY 2018 – FY 2022. Policy Council has been involved in the development, review and evaluation process of the goals and objectives.

16. POTENTIAL CONTROVERSIAL ISSUES. None. Public perception of the Head Start and Early Head Start programs remain positive. The Policy Council approved submission of this grant at their August 15, 2018 meeting.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Extension of Comprehensive Services for Victims of All Forms of Human Trafficking Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Alliance to End Abuse, to accept a grant extension effective June 18, 2018, from the U.S. Department of Justice, Office for Victims of Crime, with no change in the grant amount, for comprehensive services for victims of all forms of human trafficking, extending the grant period by six months for a new period of October 1, 2015 through March 31, 2019.

FISCAL IMPACT:

This grant will make no change in budgeted revenue amount, which is not to exceed \$970,227. The grant requires County General Fund match of \$18,056.

BACKGROUND:

The County Board of Supervisors approved application to and acceptance of this U.S. Department of Justice, Office for Victims of Crime grant for comprehensive services for victims of all forms of human trafficking on July 7, 2015. Grant funding is used to assist communities in developing effective and sustainable multidisciplinary human trafficking task forces. The task forces are designed to implement collaborative, victim-centered, and coordinated approaches to identifying victims of all forms of human

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Gina Chenoweth
8-4691

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

trafficking, addressing the individualized needs of victims through quality services and investigating and prosecuting human trafficking cases at the local, state, tribal and federal levels.

The County submitted a first-time request for a no-cost three-month extension due to the following reasons; 1) the County was not able to start the funded project services until March 2016, and 2) contractors were not expending funds as quickly as estimated. The Department of Justice, Office for Victims of Crime, established a new Grant period of October 1, 2015 through March 31, 2019. The County is working with contractors to ensure services delivered will expend all grant funds.

CONSEQUENCE OF NEGATIVE ACTION:

Without extended funding, County would not be able to continue providing services to victims of human trafficking.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: 2018-19 Quality Matters grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Department Director, or designee, to accept funding in the amount of \$197,000 and execute an agreement, including an indemnification clause, from Contra Costa County Office of Education for Quality Matters programs for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This agreement is 100% funding from Contra Costa County Office of Education. There is no County match. The county agreement number is 39-200-3.

BACKGROUND:

The Department's Community Services Bureau (CSB) submitted a grant application to Contra Costa County Office of Education to receive funding to implement a Quality Matters program through stipends for the following childcare centers: Balboa, Bayo Vista, Crescent Park, George Miller-Concord, George Miller III - Richmond, Las Deltas, Lavonia Allen, Los Arboles, Los Nogales, and Riverview. Stipends will also be granted to childcare partners: Little Angels Country School, and First Baptist Head Start - Fairgrounds. Stipends will be used to fund professional growth training for staff implementing the program.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-6389

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

By: , Deputy

cc: Nasim Eghlima, Amy Wells, Ressie Dayco

BACKGROUND: (CONT'D)

The stipends are awarded to childcare centers to improve the quality services through enhanced professional development for staff and updated, improved site materials. The stipends will be given out on a per classroom basis. The site supervisors, under the direction of Community Services Bureau Assistant Directors, will determine what specific site materials, such as play equipment or educational toys, will be purchased.

Professional development stipends will be distributed to selected classrooms, not to individuals, to fund site-based training for classroom staff.

Selection of site award is determined by which sites have National Association of Education of Young Children (NAEYC) and/or Preschool Makes a Difference (PMD) designations. The CSB Director will make final decisions regarding stipend allocations. Allocation will be based on site designation, size of center population, and professional learning needs as determined through assessment.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Department will not receive funding to implement Quality Rating System components.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the Employment & Human Services Department's Early Head Start program 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
Date: September 11, 2018

Subject: 2018-2020 Low Income Home Energy Assistance Program funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to execute a contract, including modified indemnification language, with the California Department of Community Services and Development to pay the County an amount not to exceed \$1,906,289 for Low Income Home Energy Assistance Programs for the period October 1, 2018 through June 30, 2020.

FISCAL IMPACT:

This grant is 100% funded with federal dollars passed through California Department of Community Services and Development. The CFDA number is 93.568; no county match required. The state agreement number is 19B-5005; county agreement number is 39-806-39.

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 to county residents who are income-eligible to receive said services. The funding sources include Low Income Home

APPROVE
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 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB,
925-681-6304

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

By: , Deputy

cc: Sung Kim, Sam Mendoza, Nelly Ige

BACKGROUND: (CONT'D)

Energy Assistance Program (LIHEAP), the Energy Crisis Intervention Program (ECIP), and the Department of Energy (DOE), the Low Income Weatherization Program (ILIWP) and the Toilet Retrofit Program (TRP).

The Employment & Human Services Department (EHSD) partners with the county Department of Conservation and Development to provide energy saving home improvements to low-income families throughout unincorporated Contra Costa County, as well as the County's nineteen cities.

The energy savings measures may provide homes with hot water heaters, furnaces, refrigerators, microwaves, doors, windows, fluorescent light bulbs, weather stripping, ceiling fans, and attic insulation. Homes receive a blower door test (a diagnostic tool to locate and correct air infiltration), and homes with gas appliances receive a combustion appliance safety test that checks for carbon monoxide gas leakage. Homes with gas appliances are provided with a carbon monoxide alarm.

This funding also includes the Home Energy Assistance Program (HEAP) where residents of the County can qualify for a credit on their energy bills.

Both programs use income based eligibility. The income levels are based on the Federal Fiscal Year 2017 Poverty Guidelines. Once eligibility is determined, clients with no hot water, no heat, or are in danger of having their power shut off are served as emergencies. Service is then based on clients with the lowest income, highest energy burden and families with at least one resident who is considered vulnerable population.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County may not receive funding to operate LIHEAP.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department, Community Services Bureau energy program supports one Contra Costa County community outcome - 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 winter and to increase household energy efficiency.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Grant Award #28-378 from Kaiser Foundation Hospitals

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Grant Agreement #28-378 (Kaiser #20660527) with Kaiser Foundation Hospitals, to pay the County in an amount not to exceed \$40,000 for the East County Moves Program, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Approval of this grant agreement will result in an amount not to exceed \$40,000 in funding from Kaiser Foundation Hospitals. A County match of \$7,458 is required.

BACKGROUND:

The goal of the East County Moves Program is to increase the knowledge of, access to, and occurrence of healthy food sources and outdoor sites for physical activity among low-income residents in Pittsburg and Bay Point; and increase capacity of Healthy & Livable Pittsburg agencies to evaluate health programming and seek funding to increase further offerings.

Approval of Grant Award #28-378 will support the East County Moves Program through June 30, 2019.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Daniel Peddycord,
925-313-6712

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this grant award is not approved, the County will not receive funding from Kaiser Foundation Hospitals to support the East County Moves Program.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Approval of Resolution authorizing Homeless Mentally Ill Outreach and Treatment

RECOMMENDATION(S):

ADOPT Resolution No. 2018/481 authorizing the County to participate in the California Department of Health Care Services' one-time Homeless Mentally Ill Outreach and Treatment funding opportunity that would pay the County an amount not to exceed \$745,000.

FISCAL IMPACT:

A one-time allocation from the California Department of Health Care Services (DHCS) in an amount payable to the County not to exceed \$745,000.

BACKGROUND:

California recognizes the growing need to allocate significant investments in mental health services and homelessness. Senate Bill 840 (Chapter 29, Statutes of 2018) allows for a funding opportunity to the DHCS to provide counties with one-time funding for local activities involving individuals with serious mental illness and who are homeless or at risk of becoming homeless. All counties are eligible to receive this funding, including counties with Whole Person Care pilots. This includes counties with populations with recent involvement in the criminal justice system or release from incarceration. For the purpose of this funding opportunity, "county" includes a city directly receiving funds pursuant to Section 5701.5 of the Welfare and Institutions Code. Counties are encouraged to match these funds with local mental

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lavonna Martin,
925-608-6700

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Lavonna Martin

BACKGROUND: (CONT'D)

health funding as well as federal matching funds, as appropriate.

In order to receive these one-time funds, the County must provide DHCS a letter of interest and required attestations (see attached Board of Supervisors Resolution).

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County will not receive funding in an amount not to exceed \$745,000 from the State of California to provide outreach and treatment services to individuals with serious mental illness and who are homeless or at risk of becoming homeless.

ATTACHMENTS

Resolution No. 2018/481

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/481

In the Matter Of: Authorizing the County to participate in the one-time Homeless Mentally Ill Outreach and Treatment funding opportunity available as a result of SB 840 (Chapter 29, Statutes of 2018).

WHEREAS, California's Governor Edmund G. Brown, Jr. and the California Legislature have recognized the critical need for funding at the local level to combat homelessness; and

WHEREAS, the Governor, Legislature, and this County recognize the need for outreach and treatment to those who are living with a severe mental illness who are also homeless or at risk of homelessness, including persons participating in Whole Person Care pilots or who have had recent involvement with the criminal justice system or release from incarceration, as well as other special populations within the county; and

WHEREAS, the Governor and Legislature have allocated \$50 million dollars in one-time funding for Fiscal Year 2018-19 to counties and four eligible cities for the Homeless Mentally Ill Outreach and Treatment allocation; and

WHEREAS, the Governor and Legislature have directed counties to leverage other available funding for this purpose and prohibited any supplantation of existing funding or services in order to maximize the impact of Homeless Mentally Ill Outreach and Treatment allocation dollars locally; and

WHEREAS, the Governor and Legislature require counties that receive Homeless Mentally Ill Outreach and Treatment allocation funding to expend the funding no later than June 30, 2020, and further require counties to report to the Department of Health Care Services the disposition of funds, the services provided, and the number of individuals who received services no later than 90 days after the full expenditure of funding; and

WHEREAS, the County of Contra Costa designates the Health Services Director as the single point of contact to the Department of Health Care Services for the Homeless Mentally Ill Outreach and Treatment allocation; and

WHEREAS, the County of Contra Costa affirms the county's commitment to combating homelessness and improving outreach and treatment for those living with severe mental illness in our communities pursuant to the provisions of SB 840 and the receipt of Homeless Mentally Ill Outreach and Treatment funding.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors hereby authorizes the County's participation in the Homeless Mentally Ill Outreach and Treatment allocation in Fiscal Year 2018-19.

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

ATTESTED: September 11, 2018

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

Contact: Lavonna Martin, 925-608-6700

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Lavonna Martin



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Interagency Agreement #28-331-2 with Antioch Unified School District

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Interagency Agreement #28-331-2 with Antioch Unified School District (AUSD), a government agency, to pay the County an amount not to exceed \$600,000 for mental health services to students referred to AUSD's HOPE program for the period August 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Approval of this interagency agreement will result in a total payment to the County in an amount not to exceed \$600,000. No County match is required.

BACKGROUND:

On October 8, 2010, the State of California suspended funding for AB 3632 students, which relieved the counties in California from providing mental health services for special education students. This agreement will allow AUSD to provide funding for the County to provide mental health services to special education students who are residing in local and out-of-state residential facilities and students who receive outpatient services in the schools and county-operated clinics, through community-based organizations that have contracts with County for professional mental health services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Under Interagency Agreement #28-331-2, AUSD will pay the County for the provision of mental health services to students referred to the AUSD's HOPE program, through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, AUSD will not pay the County for providing mental health and crisis intervention services to students.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Interagency Agreement #29-602-2 with The Tides Center

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Interagency Agreement #29-602-2 with The Tides Center, a non-profit corporation, to pay County an amount not to exceed \$112,000, to provide mental health services and crisis intervention for the School Engagement Program, for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Approval of this interagency agreement will result in payment to the County not to exceed \$112,000 from The Tides Center. No County match required.

BACKGROUND:

On July 18, 2017, the Board of Supervisors approved Interagency Agreement #29-602-1 with The Tides Center for the period from July 1, 2017 through June 30, 2018, to collaborate to provide mental health services and crisis intervention to students enrolled in Contra Costa County schools and their families through the School Engagement Program. The County's Health Services Department subcontracted with Lincoln Child Center to provide mental health services and crisis intervention to students who have been referred to the School Engagement Program through the State of California Court Parent Truancy Program, the County's District Attorneys' Office and the Contra Costa County Office of Education.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: MATTHEW WHITE, M.D.
925-957-5201

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

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

Approval of Interagency Agreement #29-602-2 will allow The Tides Center to continue to pay the County for the provision of mental health services and crisis intervention for students and their families enrolled in Contra Costa County schools, through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the County will not be able to provide mental health services and crisis intervention under the School Engagement Program to students and families in the County.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Amendment Agreement #29-605-1 with the City of Pleasant Hill

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Amendment Agreement #29-605-1 with the City of Pleasant Hill, effective July 1, 2018, to increase the amount payable to the County by \$81,197 from \$73,173 to a new total of \$154,370 and extend the termination date through June 30, 2019 for the operation of the Coordinated Outreach, Referral and Engagement (CORE) Program.

FISCAL IMPACT:

Approval of this amendment agreement will allow the County to receive an additional amount not to exceed \$81,197 from the City of Pleasant Hill to provide homeless outreach services. A County match of \$28,904 is required.

BACKGROUND:

The CORE Program will provide homeless outreach services aimed at identifying unsheltered homeless individuals, transitioned aged youth and families living outside and in locations not meant for human habitations.

On March 21, 2017, the Board of Supervisors approved Grant Agreement #29-605 with the City of Pleasant Hill to receive funds for the operations of CORE Program from March 1, 2017 through June 30, 2018.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Approval of Amendment Agreement #29-605-1 will allow County to receive additional funds from the City of Pleasant Hill through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment 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: September 11, 2018

Subject: Interagency Agreement #29-520-10 with the Pittsburg Unified School District

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Interagency Agreement #29-520-10 with the Pittsburg Unified School District, a government agency, to pay County in an amount not to exceed \$150,000, to provide mental health intervention services for agency-designated, severely emotionally disturbed Special Education students in East County, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Approval of this interagency agreement will result in a total payment to the County in an amount not to exceed \$150,000. No County match required.

BACKGROUND:

Contra Costa Behavioral Health Services Division/Mental Health in collaboration with Lincoln Child Center and Pittsburg Unified School District implemented the Petite Academy Program to provide mental health services for the seriously emotionally disturbed youth and families who live in East County.

Approval of Interagency Agreement #29-520-10 will allow the agency to pay the County for providing mental health intervention services, to agency-designated, severely emotionally disturbed Special Education students, through June 30, 2019.

APPROVE

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RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: E Suisala , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, County will not receive funding to support mental health intervention services for certain Special Education students.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #26-749-4 with Stanford Health Care

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #26-749-4 with Stanford Health Care, a non-profit corporation, in an amount not to exceed \$45,000, including mutual indemnification, to provide outside clinical laboratory services for Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period July 1, 2018 through June 30, 2021.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. As appropriate, patients and third party payers will be billed for services.

BACKGROUND:

Certain laboratory tests require equipment not available at Contra Costa Regional Medical Center's laboratory and are rarely requested tests. Due to the large number and diversity of laboratory tests used by the medical community to make diagnoses, most hospitals have to utilize outside laboratories, as it is cost prohibitive to provide all tests on site. Contra Costa County has used the services of outside laboratories for over twenty-five years.

On June 21, 2016, the Board of Supervisors approved Contract 26-749-1 (as amended by Amendment/Extension Agreement #26-749-2) with Stanford Health Care, for the provision of outside

APPROVE
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 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

clinical laboratory services, for the period from July 1, 2016 through June 30, 2018.

Approval of Contract #26-749-4 will allow the contractor to continue to provide outside clinical laboratory services, through June 30, 2021. This contract includes mutual indemnification.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients needing specialized laboratory testing at CCRMC and Health Centers will not have access to the contractor's services, which may result in a reduction in the levels of service to the community.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with HELIX Environmental Planning, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with HELIX Environmental Planning, Inc., in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide.

FISCAL IMPACT:

Work performed under this on-call contract is funded by (45%) Flood Control Funds, (45%) Local Road and Transportation Funds, (6%) various Capital Facilities Funds and (4%) Airport Enterprise Funds.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Trina Torres, (925)
313-2176

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

BACKGROUND:

Contra Costa County Public Works Department (Dept.) builds and maintains road infrastructure in unincorporated Contra Costa County (County), flood control infrastructure within formed drainage areas throughout the County, and operates two airports (in Concord and Byron). Typical projects include new construction, maintenance and improvements of existing public infrastructure facilities, including but not limited to roadways, airports, bridges, flood control basins and drainages.

As a public agency, projects must comply with a number of federal, state, and local environmental regulations, including but not limited to Federal Highway Administration/California Department of Transportation Requirements, National Environmental Policy Act, National Historical Preservation Act, California Environmental Quality Act, federal Clean Water, federal and state Endangered Species Acts, Porter-Cologne Water Quality Act, East Contra Costa County Habitat Conservation/Natural Community Conservation Plan, as well as with other responsible agency protocols, guidelines, and regulations.

The Dept. has the need for “On-Call Environmental Services” to assist with environmental compliance in support of various Projects. “On-Call Environmental Services” includes but is not limited to, assessment of potential project impacts, documentation of the findings and recommended measures to avoid, minimize, and mitigate potential impacts, and construction monitoring to ensure compliance with applicable environmental regulations and agency permit conditions.

After a solicitation process and Caltrans confirmation, this firm was selected as one of nine firms to provide “On-Call Environmental Services” for approximately three (3) years to assist Dept. environmental staff with obtaining environmental compliance.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contract is not approved, necessary “On-Call Environmental Services” clearances may not be completed in a timely manner and necessary environmental clearances may not be obtained, which may jeopardize funding and delay design and construction of various flood control, road, and airport projects.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to EXECUTE a contract with FCS International, Inc. dba FirstCarbon Solutions.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with FCS International, Inc., dba FirstCarbon Solutions, in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide.

FISCAL IMPACT:

Work performed under this on-call contract is funded by (45%) Flood Control Funds, (45%) Local Road and Transportation Funds, (6%) various Capital Facilities Funds and (4%) Airport Enterprise Funds.

BACKGROUND:

Contra Costa County

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Trina Torres, (925)
313-2176

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

BACKGROUND: (CONT'D)

Public Works Department (Dept.) builds and maintains road infrastructure in unincorporated Contra Costa County (County), flood control infrastructure within formed drainage areas throughout the County, and operates two airports (in Concord and Byron). Typical projects include new construction, maintenance and improvements of existing public infrastructure facilities, including but not limited to roadways, airports, bridges, flood control basins and drainages.

As a public agency, projects must comply with a number of federal, state, and local environmental regulations, including but not limited to Federal Highway Administration / California Department of Transportation Requirements, National Environmental Policy Act, National Historical Preservation Act, California Environmental Quality Act, federal Clean Water, federal and state Endangered Species Acts, Porter-Cologne Water Quality Act, East Contra Costa County Habitat Conservation/Natural Community Conservation Plan, as well as with other responsible agency protocols, guidelines, and regulations.

The Dept. has the need for “On-Call Environmental Services” to assist with environmental compliance in support of various Projects. “On-Call Environmental Services” includes but is not limited to, assessment of potential project impacts, documentation of the findings and recommended measures to avoid, minimize, and mitigate potential impacts, and construction monitoring to ensure compliance with applicable environmental regulations and agency permit conditions.

After a solicitation process and Caltrans confirmation, this firm was selected as one of nine firms to provide “On-Call Environmental Services” for approximately three (3) years to assist Dept. environmental staff with obtaining environmental compliance.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contract is not approved, necessary “On-Call Environmental Services” clearances may not be completed in a timely manner and necessary environmental clearances may not be obtained, which may jeopardize funding and delay design and construction of various flood control, road, and airport projects.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Anchor QEA, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Anchor QEA, LLC in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide.

FISCAL IMPACT:

Work performed under this on-call contract is funded by (45%) Flood Control Funds, (45%) Local Road and Transportation Funds, (6%) various Capital Facilities funds and (4%) Airport Enterprise Funds.

BACKGROUND:

Contra Costa County Public Works Department (Dept.) builds and maintains road infrastructure in unincorporated Contra Costa County (County), flood control infrastructure within formed drainage areas throughout the County,

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Trina Torres, (925)
313-2176

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

BACKGROUND: (CONT'D)

and operates two airports (in Concord and Byron). Typical projects include new construction, maintenance and improvements of existing public infrastructure facilities, including but not limited to roadways, airports, bridges, flood control basins and drainages.

As a public agency, projects must comply with a number of federal, state, and local environmental regulations, including but not limited to Federal Highway Administration / California Department of Transportation Requirements, National Environmental Policy Act, National Historical Preservation Act, California Environmental Quality Act, federal Clean Water, federal and state Endangered Species Acts, Porter-Cologne Water Quality Act, East Contra Costa County Habitat Conservation/Natural Community Conservation Plan, as well as with other responsible agency protocols, guidelines, and regulations.

The Dept. has the need for “On-Call Environmental Services” to assist with environmental compliance in support of various Projects. “On-Call Environmental Services” includes but is not limited to, assessment of potential project impacts, documentation of the findings and recommended measures to avoid, minimize, and mitigate potential impacts, and construction monitoring to ensure compliance with applicable environmental regulations and agency permit conditions.

After a solicitation process and Caltrans confirmation, this firm was selected as one of nine firms to provide “On-Call Environmental Services” for approximately three (3) years to assist Dept. environmental staff with obtaining environmental compliance.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contract is not approved, necessary “On-Call Environmental Services” clearances may not be completed in a timely manner and necessary environmental clearances may not be obtained, which may jeopardize funding and delay design and construction of various flood control, road, and airport projects.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with ICF Jones & Stokes, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with ICF Jones & Stokes, Inc., in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide.

FISCAL IMPACT:

Work performed under this on-call contract is funded by (45%) Flood Control Funds, (45%) Local Road and Transportation Funds, (6%) various Capital Facilities funds and (4%) Airport Enterprise Funds.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Trina Torres, (925)
313-2176

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

BACKGROUND:

Contra Costa County Public Works Department (Dept.) builds and maintains road infrastructure in unincorporated Contra Costa County (County), flood control infrastructure within formed drainage areas throughout the County, and operates two airports (in Concord and Byron). Typical projects include new construction, maintenance and improvements of existing public infrastructure facilities, including but not limited to roadways, airports, bridges, flood control basins and drainages.

As a public agency, projects must comply with a number of federal, state, and local environmental regulations, including but not limited to Federal Highway Administration / California Department of Transportation Requirements, National Environmental Policy Act, National Historical Preservation Act, California Environmental Quality Act, federal Clean Water, federal and state Endangered Species Acts, Porter-Cologne Water Quality Act, East Contra Costa County Habitat Conservation/Natural Community Conservation Plan, as well as with other responsible agency protocols, guidelines, and regulations.

The Dept. has the need for “On-Call Environmental Services” to assist with environmental compliance in support of various Projects. “On-Call Environmental Services” includes but is not limited to, assessment of potential project impacts, documentation of the findings and recommended measures to avoid, minimize, and mitigate potential impacts, and construction monitoring to ensure compliance with applicable environmental regulations and agency permit conditions.

After a solicitation process and Caltrans confirmation, this firm was selected as one of nine firms to provide “On-Call Environmental Services” for approximately three (3) years to assist Dept. environmental staff with obtaining environmental compliance.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contract is not approved, necessary “On-Call Environmental Services” clearances may not be completed in a timely manner and necessary environmental clearances may not be obtained, which may jeopardize funding and delay design and construction of various flood control, road, and airport projects.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with LSA Associates, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with LSA Associates, Inc., in an amount not to exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide.

FISCAL IMPACT:

Work performed under this on-call contract is funded by (45%) Flood Control Funds, (45%) Local Road and Transportation Funds, (6%) various Capital Facilities funds and (4%) Airport Enterprise Funds.

BACKGROUND:

Contra Costa County Public Works Department (Dept.) builds and maintains

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Trina Torres, (925)
313-2176

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

BACKGROUND: (CONT'D)

road infrastructure in unincorporated Contra Costa County (County), flood control infrastructure within formed drainage areas throughout the County, and operates two airports (in Concord and Byron). Typical projects include new construction, maintenance and improvements of existing public infrastructure facilities, including but not limited to roadways, airports, bridges, flood control basins and drainages.

As a public agency, projects must comply with a number of federal, state, and local environmental regulations, including but not limited to Federal Highway Administration / California Department of Transportation Requirements, National Environmental Policy Act, National Historical Preservation Act, California Environmental Quality Act, federal Clean Water, federal and state Endangered Species Acts, Porter-Cologne Water Quality Act, East Contra Costa County Habitat Conservation/Natural Community Conservation Plan, as well as with other responsible agency protocols, guidelines, and regulations.

The Dept. has the need for “On-Call Environmental Services” to assist with environmental compliance in support of various projects. “On-Call Environmental Services” includes but is not limited to, assessment of potential project impacts, documentation of the findings and recommended measures to avoid, minimize, and mitigate potential impacts, and construction monitoring to ensure compliance with applicable environmental regulations and agency permit conditions.

After a solicitation process and Caltrans confirmation, this firm was selected as one of nine firms to provide “On-Call Environmental Services” for approximately three (3) years to assist Dept. environmental staff with obtaining environmental compliance.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contract is not approved, necessary “On-Call Environmental Services” clearances may not be completed in a timely manner and necessary environmental clearances may not be obtained, which may jeopardize funding and delay design and construction of various flood control, road, and airport projects.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Nichols Consulting Engineers, CHTD. dba NCE.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Nichols Consulting Engineers, CHTD, dba NCE in an amount not exceed \$350,000 to provide on-call environmental services for the period September 15, 2018 through September 14, 2021, Countywide.

FISCAL IMPACT:

Work performed under this on-call contract is funded by (45%) Flood Control Funds, (45%) Local Road and Transportation Funds, (6%) various Capital Facilities funds and (4%) Airport Enterprise Funds.

BACKGROUND:

Contra Costa County Public Works Department (Dept.) builds and maintains road infrastructure in unincorporated Contra Costa County (County), flood control infrastructure within formed drainage areas throughout the County, and operates two airports (in Concord and Byron). Typical projects include new construction, maintenance

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Trina Torres, (925)
313-2176

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

BACKGROUND: (CONT'D)

and improvements of existing public infrastructure facilities, including but not limited to roadways, airports, bridges, flood control basins and drainages.

As a public agency, projects must comply with a number of federal, state, and local environmental regulations, including but not limited to Federal Highway Administration / California Department of Transportation Requirements, National Environmental Policy Act, National Historical Preservation Act, California Environmental Quality Act, federal Clean Water, federal and state Endangered Species Acts, Porter-Cologne Water Quality Act, East Contra Costa County Habitat Conservation/Natural Community Conservation Plan, as well as with other responsible agency protocols, guidelines, and regulations.

The Dept. has the need for “On-Call Environmental Services” to assist with environmental compliance in support of various Projects. “On-Call Environmental Services” includes but is not limited to, assessment of potential project impacts, documentation of the findings and recommended measures to avoid, minimize, and mitigate potential impacts, and construction monitoring to ensure compliance with applicable environmental regulations and agency permit conditions.

After a solicitation process and Caltrans confirmation, this firm was selected as one of nine firms to provide “On-Call Environmental Services” for approximately three (3) years to assist Dept. environmental staff with obtaining environmental compliance.

CONSEQUENCE OF NEGATIVE ACTION:

If the Contract is not approved, necessary “On-Call Environmental Services” clearances may not be completed in a timely manner and necessary environmental clearances may not be obtained, which may jeopardize funding and delay design and construction of various flood control, road, and airport projects.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Contract with One Solution Technology

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with One Solution Technology in an amount not to exceed \$1,584,000 to provide Child Location of Utilization Database System (CLOUDS) software for managing the County's child and family eligibility determination, enrollment, assessment data, and attendance management solutions for the period July 1, 2018 through June 30, 2021.

FISCAL IMPACT:

This contract is funded 75% with federal dollars from the Administration for Children and Families' (ACF), Head Start funds (CFDA #93.600). The other 25% is funded by state dollars from the California Department of Education.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-6306

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

By: , Deputy

cc: Ritchie Martija, Sung Kim, Haydee Ilan

BACKGROUND:

Contractor was selected as a sole source provider based upon on-going relationship with the Employment and Human Services Department.

CLOUDS is a management information system designed to provide increased safety for children and to enhance staff productivity in the childcare centers. Through the use of CLOUDS technology, teachers are able to ensure the optimum safety and visibility of the young children in their care at all times. To ensure confidentiality, the system works on secure technology, which features remote access through a secure web-based program limited to the County's computer system and a three digit encrypted central database that requires an authenticated profile.

The Department worked with One Solution Technology to custom create the system to provide the following:

- Enhanced security and safety for all children in the classrooms
- Facilitation of enrollment process
- Automation of attendance management, meal count and staffing
- Increased efficiency in food service management
- Monitor the location of all children by providing an audible alarm
- Real time monitoring of teacher to child ratios

The system is capable of further enhancement to stay informed of and incorporate changing Federal, State, and Local regulations and added programs.

CONSEQUENCE OF NEGATIVE ACTION:

The County will be unable to maintain this important software.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Contract with Presidio Networked Solutions LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services director, or designee, to execute a contract with Presidio Networked Solutions, LLC in an amount not to exceed \$742,933 to provide network services and equipment for the period July 1, 2018 through July 1, 2020.

FISCAL IMPACT:

This contract is funded 50% with state funding from the California Department of Education and 50% with federal funding from Administration for Children and Families (ACF), Head Start funds (CFDA #93.600). There is no net county cost.

BACKGROUND:

The Community Services Bureau of the Employment & Human Services Department conducted a request for proposal (RFP) through the department's partnership with the Universal Services Administrative Corporation, which operates federal grants for e-rate services. The Bureau qualifies for this program as a Head Start grantee. The RFP was conducted in January 2018 and this proposed Contractor was the successful bidder. The Contractor will evaluate the Bureau's network capabilities and will upgrade the equipment and software to be in compliance with current Federal and State data management requirements.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the department will not be able to adequately meet network service needs.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: September 11, 2018

Contact: CSB (925)
681-6307

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: September 11, 2018

Subject: APPROVE a contract with Timothy Bulyszyn dba Full Steam Ahead, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Timothy Bulyszyn dba Full Steam Ahead in an amount not to exceed \$150,000 to clean the exterior walkways and walls at any and all County facilities, for the period July 1, 2018 through June 30, 2021, Countywide.

FISCAL IMPACT:

This cost is to be funded through Facilities Services maintenance budget. (100% General Fund)

BACKGROUND:

Facilities Services receives several requests per year to clean the exterior walkways and walls. As bid on Bidsync #1504-131 for "Pressure Washing and Steam Cleaning", Full Steam Ahead was one of three vendors awarded this type of work. Facilities Services is requesting a contract to be approved for a period covering the next three years. Government Code Section 25358 authorizes the County to contract for

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 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)

maintenance and upkeep of County Facilities. Full Steam Ahead will be able to negotiate 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 Full Steam Ahead to be approved for a period covering the next three years.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, pressure washing services with Full Steam Ahead will be discontinued.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a contract with Contra Costa ARC dba ARC Inroads

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Contra Costa ARC dba ARC Inroads, in an amount not to exceed \$120,000 to provide paper recycling services, for the period August 1, 2018 through July 31, 2021, Countywide.

FISCAL IMPACT:

This cost is to be funded through Materials Management Division's Recycle Center budget. (100% General Fund)

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Stan Burton
925-313-7077

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

By: , Deputy

cc:

BACKGROUND:

ARC Inroads is a non profit 501(C)3 corporation who hires and places mentally disabled persons in several types of work. This work includes paper recycling, book cutting and various jobs done in the Public Works Recycling Center. California Welfare and Intuition Code Sections 19400-19404 authorizes the County to contract for this type of service. Materials Management is requesting a contract with ARC Inroads for the next three years for this service.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, paper recycling services with ARC Inroads will be discontinued.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 11, 2018

Subject: Transfer of K-9 Service Dog Hailey

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Sheriff's Deputy Vivian Eriksen to pay the County \$1.00 for retired Sheriff's Detection Service Dog "Hailey" on September 11, 2018.

FISCAL IMPACT:

\$1.00, 100% Revenue.

BACKGROUND:

On December 18, 2007, the Board of Supervisors approved Board Resolution No. 2007/172, which authorized the transfer of ownership of retired police canine (K-9) service dogs to their respective handlers for minimal (\$1.00) consideration. Police dogs typically reach the end of their useful service lives around the age of 8 years. Although the approximate costs of purchasing a police dog (\$7,500) and training it (\$10,200) are substantial, the service received from these dogs is well worth the expenditure. However, upon their retirement from service, the dogs cease being a financial asset and instead become a continuous expense. By transferring ownership of the dog to its handler, all ongoing expenses are absorbed by the handler in exchange for his/her dog's companionship in the sunset years of the dog's life. On rare occasions, the K-9 handler is unable to

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Sandra Brown
925-335-1553

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

accept ownership of his/her retired service dog. In these situations the Sheriff's Office seeks authorization to transfer ownership of retired K-9s to private citizens whom the Office of the Sheriff has determined to be suitable to accept the dog. In exchange for a minimal (\$1.00) consideration for the transfer of ownership, the new owner will assume all costs - food, shelter, veterinary, licensing, and liability for the dog.

CONSEQUENCE OF NEGATIVE ACTION:

The contract will not be executed resulting in the County retaining ownership of "Hailey".



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a Purchase Order with East Bay Tire

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order with East Bay Tire in an amount not to exceed \$240,000, for tire supply services during the period from September 1, 2018, through August 31, 2019, Countywide.

FISCAL IMPACT:

This cost is to be funded through the Public Works Department Fleet Services Internal Service Fund. (100% Fleet ISF)

BACKGROUND:

Fleet Services is responsible for vehicle maintenance. Tires are a necessary commodity for this maintenance. Fleet Services has established Goodyear tires as the County Fleet standard. Fleet Services uses East Bay Tire as an alternate Goodyear Tire dealer, purchasing Goodyear tires at a State of California bid price. East Bay Tire's location in Pittsburg establishes them as a local business enterprise. Fleet Services is requesting this purchase order be approved, for a period covering the next 12 months.

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- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Stan Burton
925-313-7077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, tire supply services with East Bay Tire will not proceed.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a purchase order amendment with ADI Global Distribution

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with ADI Global Distribution to increase the payment limit by \$800,000, to a new payment limit of \$2,000,000, and to extend the termination date from August 31, 2018, to August 31, 2020, for continued electronic system parts and equipment.

FISCAL IMPACT:

This cost is to be funded through the Public Works Department Facilities Services budget. (100% General Fund)

BACKGROUND:

In August 2015, the Public Works Department Materials Management conducted

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 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)

a Bidsync bid soliciting a vendor for low-voltage building parts and systems. These parts are typically used in burglar and fire alarms, video surveillance, and access control. Posted as Bidsync # 1508-155, ADI Global Distribution was awarded this commodity for three (3) years with two (2) possible one-year extensions. This request represents the two additional one year extensions.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, low-voltage building parts and systems as provided by ADI Global Distribution will not proceed.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a contract with Roto-Rooter Plumbers

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Overmiller Inc., dba Roto-Rooter Plumbers, in an amount not to exceed \$2,500,000 to provide emergency plumbing services, for the period September 1, 2018 through August 31, 2021, Countywide.

FISCAL IMPACT:

This cost is to be funded through Facilities Services maintenance budget. (100% General Fund)

BACKGROUND:

Facilities Services Maintenance is responsible for plumbing maintenance and repair for all County buildings and facilities. Based on Facilities Services Maintenance staffing or the unavailability of County employees, emergency plumbing work is sublet to outside vendors. Original bid on Bidsync # 1501-114, Roto-Rooter Plumbers was the awarded vendor for this work. Government Code Section 25358 authorizes the County to contract for maintenance and upkeep of County facilities. Roto-Rooter Plumbers will be able to negotiate

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

Action of Board On: **09/11/2018** 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: September 11, 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)

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 Roto-Rooter Plumbers to be approved for a period covering the next three years.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, emergency plumbing services with Roto-Rooter Plumbers will be discontinued.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a purchase order amendment with Advanced Traffic Products, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with Advanced Traffic Products, Inc., to extend the termination date from August 30, 2018, to August 31, 2020, with no change to the payment limit, for Dialight traffic signal LED modules, Countywide.

FISCAL IMPACT:

No fiscal impact to this action. The cost of the original purchase order is funded through the Public Works Department Traffic Signal Maintenance budget. (100% General Fund)

BACKGROUND:

In August 2015, the Public Works Department Materials Management conducted a Bidsync bid soliciting a vendor for traffic signal light emitting diode (LED) modules. Dialight brand is the County standard and has been installed in all County traffic intersections. Posted as Bidsync #1508-154, Advanced Traffic Products, Inc. was awarded this commodity for three (3) years with two (2) possible one-year extensions. This request represents the two additional one year extensions.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Stan Burton
925-313-7077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, Dialight brand traffic signal modules as provided by Advanced Traffic Products, Inc. will not proceed.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a Purchase Order amendment with Refrigeration Supplies Distributor

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with Refrigeration Supplies Distributor to increase the payment limit by \$75,000, to a new payment limit of \$350,000, and to extend the termination date from August 31, 2018, to August 31, 2020, for refrigeration parts and supplies, Countywide.

FISCAL IMPACT:

This cost is to be funded through the Public Works Department Facilities Services maintenance budget. (100% General Fund)

BACKGROUND:

In August 2015, the Public Works Department conducted Bidsync # 1507-149 soliciting a vendor for refrigeration parts and supplies. These parts are typically items used in repair and maintenance of refrigeration systems. The County has several facilities that are equipped with commercial refrigeration units, from small refrigerators to large walk in units. Refrigeration

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

Action of Board On: **09/11/2018** 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: September 11, 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)

Supplies Distributor has been awarded this commodity for three (3) years with two (2) possible one-year extensions. This request represents the two additional one year extensions. Government Code Section 23004 authorizes the County to make contracts and purchase and hold personal property necessary to the exercise of its powers.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, refrigeration parts and supplies with Refrigeration Supplies Distributor will not proceed.



Contra
Costa
County

To: Board of Supervisors
From: Todd Billeci, County Probation Officer
Date: September 11, 2018

Subject: Authorize Fleet Manager to Purchase Transit Connect Cargo Van

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fleet Manager to execute, on behalf of the Probation Department, a purchase order with Downtown Ford Sales of Sacramento in an amount not to exceed \$28,000 to procure one 2019 Ford Transit Connect Cargo Van.

FISCAL IMPACT:

\$28,000: 100% General Fund.

BACKGROUND:

Since 2001, the Probation Information Technology (IT) division has utilized a Ford Windstar van to transport computer equipment to our institutions and field offices. This is a passenger vehicle and is not specifically designed to transport equipment. While it does have a removable third row, removing it is difficult. After reviewing the needs of the IT division it was determined that a Ford Transit Connect Cargo Van was the more appropriate vehicle. Probation will not be increasing their fleet. The intention is to replace the 2001 Windstar with a 2019 Ford Transit Connect Cargo Van. The 2001 Windstar van is 17 years old and is in need of repairs. Acquiring a cargo van will enable IT staff to more effectively transport equipment.

CONSEQUENCE OF NEGATIVE ACTION:

The Probation Department will not have the proper vehicle necessary for IT staff.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Danielle Fokkema,
925-313-4195

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: September 11, 2018

Subject: APPROVE a purchase order amendment with Cal Steam, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a purchase order amendment with Cal Steam, Inc., to increase the payment limit by \$155,000, to a new payment limit of \$250,000, and to extend the termination date from September 30, 2019, to September 30, 2020, for plumbing parts and equipment, Countywide.

FISCAL IMPACT:

This cost is to be funded through the Public Works Department Facilities Maintenance Services budget. (100% General Fund)

BACKGROUND:

The Public Works Department Facilities Services Maintenance conducted a Bidsync bid soliciting a vendor for plumbing parts and equipment. These parts are typically items used in plumbing repairs and improvements. Posted as Bidsync Bid # 1705-226, Cal Steam, General Plumbing and Heieck Supply were awarded this commodity. The original request was for two years with three possible one year extensions. This request represents the first of these possible extensions.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Stan Burton
925-313-7077

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, purchasing plumbing parts and equipment through Cal Steam, Inc. will discontinue.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #74-407-9 with Daniel Forkin, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #74-407-9 with Daniel Forkin, M.D., an individual, in an amount not to exceed \$174,720, to provide outpatient psychiatric care services to adults in Central County for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

This contract is funded 100% by Mental Health Realignment. (No rate increase)

BACKGROUND:

On August 1, 2017, the Board of Supervisors approved Contract #74-407-7 (as amended by Amendment Agreement #74-407-8) with Daniel Forkin, M.D., for the provision of outpatient psychiatric care services including diagnosing, counseling, evaluation, and providing medical and therapeutic treatment to adults in Central County for the period from October 1, 2017 through September 30, 2018.

Approval of Contract #74-407-9 will allow the contractor to continue to provide outpatient psychiatric care services to adults in Central County, through September 30, 2019.

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

Action of Board On: **09/11/2018** 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: September 11, 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's clients will not have access to the contractor's psychiatric care services.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #24-705-63 with We Care Services for Children

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-705-63 with We Care Services for Children, a non-profit corporation, in an amount not to exceed \$1,888,014, to provide mental health services for high-risk, delayed or Seriously Emotionally Disturbed (SED) in Central Contra Costa County, for the period from July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$944,007.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by County Realignment funds. (3% Cost of Living Adjustment)

BACKGROUND:

On July 11, 2017 the Board of Supervisors approved Novation Contract #24-705-62 with We Care Services for Children for the provision of wraparound mental health services for high-risk, delayed or SED children in Central Contra Costa County for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

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

Action of Board On: **09/11/2018** 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: September 11, 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)

Approval of Novation Contract #24-705-63, replaces the automatic extension under the prior contract allowing the contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, high-risk, delayed or SED children in Central Contra Costa County will have reduced access to 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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #77-171 with Barsam Gharagozlou, MD Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #77-171 with Barsam Gharagozlou, MD Inc., a professional corporation, in an amount not to exceed \$800,000, to provide primary care physician services to Contra Costa Health Plan (CCHP) members and County recipients for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II.

BACKGROUND:

Under Contract #77-171, the contractor will provide primary care services to CCHP members and County recipients, for the period from September 1, 2018 through August 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 11, 2018

Subject: Physio Control Medical Equipment Maintenance

RECOMMENDATION(S):

Acting as the Governing Board of the Contra Costa County Fire Protection District, APPROVE and AUTHORIZE the County Purchasing Agent, or designee, to execute a purchase order with Physio Control, Inc., in an amount not to exceed \$190,000, for the maintenance of emergency medical equipment for the period July 1, 2018, through June 30, 2021.

FISCAL IMPACT:

Budgeted. Extension of the guaranteed maintenance agreement is approximately \$62,784 annually, for a total of \$188,352 over a three year period.

BACKGROUND:

The Contra Costa County Fire Protection District (District) purchased equipment used in prehospital emergency medical care from Physio-Control, Inc. The equipment includes various Lifepak models of automated external defibrillators (AED) and a Lucas chest compression system for cardiopulmonary resuscitation (CPR). The equipment is no longer under warranty. This purchase order essentially purchases an extension of guaranteed maintenance and repair of this life-saving equipment for the next three years.

CONSEQUENCE OF NEGATIVE ACTION:

The District will not perform preventative maintenance on the equipment, and repairs on failed equipment would likely take longer and be more expensive if a maintenance agreement is not in place.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Richard Stephenson, EMS
Chief 925-941-3300

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: September 11, 2018

Subject: Novation Contract #74-452-6 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, Novation Contract #74-452-6 with La Clinica De La Raza, Inc., a non-profit corporation, in an amount not to exceed \$331,000, to provide mental health services for Seriously Emotionally Disturbed (SED) minority children for the period from July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$165,500.

FISCAL IMPACT:

This contract is funded by 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 community-based mental health services focusing on minority, SED children which will result in greater home, community and school success.

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

Action of Board On: **09/11/2018** 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: September 11, 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 20, 2017, the Board of Supervisors approved Novation Contract #74-452-5 with La Clinica De La Raza, Inc., for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of community-based mental health services including case management and crisis intervention services for SED minority children in East Contra Costa County.

Approval of Contract #74-452-6 replaces the automatic extension in 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, there will be fewer mental health services available for minority SED children in East Contra Costa County as the County solicits and engages an alternative contractor.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-399-10 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, Novation Contract #74-399-10 with Contra Costa Interfaith Transitional Housing, Inc., a non-profit corporation, in an amount not to exceed \$279,594, to provide community based mental health services for Seriously Emotionally Disturbed (SED) children and youth ages 0-21, 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 \$139,797.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

On July 11, 2017, the Board of Supervisors approved Novation Contract #74-399-8, as amended by Contract #74-399-9, with Contra Costa Interfaith Transitional Housing, Inc., for the provision of community-based mental health services for SED children and youth ages 0-21, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018,

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 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)

Approval of Novation Contract #74-399-10, replaces the automatic extension under the prior contract allowing the contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, emotionally disturbed youth will have reduced access to the mental health services provided by the contractor, including individual, group and family therapy; case management; and crisis intervention 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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #24-133-69 with La Cheim School, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-133-69 with La Cheim School, Inc., a non-profit corporation, in an amount not to exceed \$2,489,986 to provide school-based services and a residential treatment program, which includes mental health services, case management, crisis intervention, medication support and Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED) youth ages 8-21, for the period July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019 in an amount not to exceed \$1,244,993.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing school-based services and a residential treatment program which includes mental health services, case management, crisis intervention, medication support and TBS for SED youth ages 8-21 who are eligible for services according to the Federal Individuals with Disabilities Education Act (IDEA) or who are wards or dependents of Contra

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 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)

Costa County Juvenile Court. Contractor also provides TBS to County-referred children.

On August 15, 2017 the Board of Supervisors approved Novation Contract #24-133-68 with La Cheim School, Inc., for school based services and a residential treatment program for SED youth ages 8-21 the period July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of case management, school-based mental health services and TBS.

Approval of Novation Contract #24-133-69, replaces the automatic extension under the prior contract allowing the contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there will be fewer treatment options for wards of the Contra Costa County Juvenile Court and County's SED clients in West Contra Costa County as the County solicits and engages an alternate contractor. This may result in delays in the provisions of these treatment services as required by the Federal IDEA Act.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #24-682-34 with Victor Treatment Centers, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-682-34 with Victor Treatment Centers, Inc., a non-profit corporation, in an amount not to exceed \$159,892, to provide residential treatment program which includes mental health services, case management, medication support and Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED), for the period from July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$79,946.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (3% Cost of Living Adjustment)

BACKGROUND:

This contract meets the social needs of County's population by providing medication support, and other mental health services in a residential setting, to SED children at Contractor's Santa Rosa, Stockton and Redding facilities.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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 July 11, 2017, the Board of Supervisors approved Contract #24-682-33 with Victor Treatment Centers, Inc. for the provision of residential treatment services to SED children for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #24-682-34 replaces the automatic extension and will allow the contractor to continue providing to provide residential treatment program which includes mental health services, case management, medication support and TBS for SED, through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED youth from Contra Costa County will not have adequate access to residential treatment facilities.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-321-13 with Bay Area Community Resources

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-321-13 with Bay Area Community Resources, a non-profit corporation, in an amount not to exceed \$1,740,034, to provide school and community-based mental health services to Seriously Emotionally Disturbed (SED) children and youth 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 \$870,017.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (3% Cost of Living Adjustment)

BACKGROUND:

This contract meets the social needs of County’s population by providing school-based mental health services to County-designated SED elementary, middle school and high school students and their families on-site at schools in the John Swett Unified and West Contra Costa Unified School Districts, and community-based mental health services in West Contra Costa County.

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

Action of Board On: **09/11/2018** 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: September 11, 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 20, 2017, the Board of Supervisors approved Novation Contract #74-321-12 with Bay Area Community Resources, Inc., for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of school-based and community-based mental health services for SED children and youth.

Approval of Novation Contract #74-321-13 replaces the automatic extension under the prior contract, allowing the contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there will be fewer school-based mental health services available to SED students and their families which may result in the need for higher levels of care.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-128-20 with Charis Youth Center

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-128-20 with Charis Youth Center, a non-profit corporation, in an amount not to exceed \$327,818, to provide residential treatment including mental health services, case management, crisis intervention, medication support and Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED) adolescents, 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 \$163,909.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment. (3% Cost of Living Adjustment)

BACKGROUND:

Contractor has a 24-bed residential treatment facility and will provide mental health services including crisis intervention, case management and medication support to SED adolescents ages 13-20 who are difficult to place and have experienced numerous placement failures in less restrictive environments.

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

Action of Board On: **09/11/2018** 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: September 11, 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)

Contractor also provides TBS as a supplement to regular mental health services as additional support to prevent placement in a higher level of residential care or a locked facility for the treatment of mental health needs.

On July 11, 2017, the Board of Supervisors approved Contract #74-128-19 with Charis Youth Center, for the provision of a residential treatment program and TBS for SED adolescents, for the period from July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #74-128-20 will replace the automatic extension and allow the contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED adolescents will not have access to the contractor's residential treatment program and TBS services, possibly necessitating placement in higher levels of care, as the County solicits and engages an alternative contractor.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-402-8 with Aspiranet

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-402-8 with Aspiranet, a non-profit corporation, in an amount not to exceed \$265,226 to provide Therapeutic Behavioral Services (TBS) for children and youth up to 21 years of age with high-risk behavior, 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 \$132,613.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment. (Rate increase)

BACKGROUND:

On June 13, 2017, the Board of Supervisors approved Novation Contract #74-402-7 with Aspiranet to provide TBS for children and young adults up to 21 years of age with high-risk behavior who have been placed in group homes in Stanislaus County and to clients residing in facilities in Contra Costa County, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

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

Action of Board On: **09/11/2018** 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: September 11, 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)

Approval of Novation Contract #74-402-8 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, clients requiring TBS services will not have access to the contractor's services, which may result in a reduction in the levels of service to the community.

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: September 11, 2018

Subject: Novation Contract #74-218-16 with Desarrollo Familiar, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-218-16 with Desarrollo Familiar, Inc., a non-profit corporation, in an amount not to exceed \$387,592, to provide community-based mental health services for primarily children and their families in West Contra Costa County, for the period from July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$193,796.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by State Early Periodic Screening, Diagnosis and Treatment (EPSDT) funds. (3% Cost of Living Adjustment)

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

Action of Board On: **09/11/2018** 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: September 11, 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:

This contract meets the social needs of County’s population by providing community-based mental health services, including assessments; individual, group, and family counseling; case management; and outreach to an underserved Latino population in West Contra Costa County, which will result in greater home, community, and school success.

On June 16, 2017, the Board of Supervisors approved Novation Contract #74–218–15 with Desarrollo Familiar, Inc. for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of community-based mental health services for children and their families in West Contra Costa County.

Approval of Novation Contract #74–218–16 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, children in West Contra Costa County will have reduced access to community-based mental health services and may require higher levels of service.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #24-409-38 with West Contra Costa Youth Services Bureau

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-409-38 with West Contra Costa Youth Services Bureau, a non-profit corporation, in an amount not to exceed \$3,326,328, to provide mental health services to Severely Emotionally Disturbed (SED) children and their families in West 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 \$1,663,164.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (3% Cost of Living Adjustment)

BACKGROUND:

This contract meets the social needs of County’s population by providing community-based mental health services to families of children with SED in West Contra Costa County. The contractor facilitates multi-agency collaborative service delivery and minimizes the need for crisis services and involvement with the Juvenile Justice System.

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

Action of Board On: **09/11/2018** 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: September 11, 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)

On June 6, 2017, the Board of Supervisors approved Novation Contract #24-409-36, as amended by Amendment Agreement #24-409-37, with the West Contra Costa Youth Services Bureau, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of wraparound mental health services for SED children in West Contra Costa County.

Approval of Novation Contract #24-409-38 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, there will be fewer community-based mental health services available in West Contra Costa County to children and their families.

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, nurturing; and Communities that are safe and provide a high quality of life for children and families. Expected outcomes include all goals identified by Children's Statewide System of Care guidelines including an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS) and decreased use of acute care system.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #74-286-17 with Crestwood Behavioral Health, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #74-286-17 with Crestwood Behavioral Health, Inc., a corporation, in an amount not to exceed \$1,407,375, including changes to the County Standard Indemnification clause, to provide residential treatment services to Severely and Persistently Mentally Ill (SPMI) adults, for the period from July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$703,687.

FISCAL IMPACT:

This contract is funded 44% by Federal Medi-Cal, 26% by Mental Health Services Act (MHSA), and 30% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing transitional residential treatment, rehabilitative services, medication support, and mental health services to SPMI adult clients at its Crestwood Healing Center.

On July 11, 2017, the Board of Supervisors approved Contract #74-286-16 with Crestwood Behavioral Health, Inc., for the period from July 1, 2017 through June 30, 2018, for the provision of day treatment and mental health services to SPMI adults.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Approval of Contract #74-286-17 will allow the contractor to continue providing services through June 30, 2019. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's SPMI clients will have reduced access to the mental health treatment services that they require.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #27-812-4 with Taraneh Mostaghasi, M.D., Inc., (dba Concord Pediatric Care)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-812-4 with Taraneh Mostaghasi, M.D., Inc., (dba Concord Pediatric Care) a corporation, in an amount not to exceed \$1,500,000 to provide pediatric primary care physician services to Contra Costa Health Plan (CCHP) members for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

On September 13, 2016, the Board of Supervisors approved Contract #27-812-3 with Taraneh Mostaghasi, M.D., Inc., to provide pediatric primary care physician services to CCHP members, for the period from September 1, 2016 through August 31, 2018.

Approval of Contract #27-812-4 will allow the contractor to continue providing pediatric primary care physician services through August 31, 2020.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a Purchase Order with Gems Environmental Management Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Public Works Director, a purchase order, with Gems Environmental Management Services, Inc., in an amount not to exceed \$200,000 for Waterbird Cardlock fuel site dispensers, pumps and upgrades. Countywide.

FISCAL IMPACT:

This cost is to be funded through Public Works Fleet ISF budget. (100% Fleet Internal Service Fund)

BACKGROUND:

The Cardlock Fueling site at 2471 Waterbird was built in 1993. Being an outdoor facility, the wind, weather and other acts of nature have helped age the equipment. Most of the 14 fuel dispensers are in a state of needing constant repair. Fleet Services has budgeted to replace this equipment this fiscal year. As bid on Bidsync #1709-248, Gems Environmental Management Services, Inc., was the lowest responsive and responsible

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 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)

vendor, and has been awarded this project. The project includes purchase of 14 new Wayne fuel dispensers, two new in tank high power petro submersible pumps, and enough electronics to upgrade into Fleet's existing Veeder Root and Fleet Focus Cardlock fuel systems. The quoted price includes installation and repairs to the secondary containment piping system. If approved, this project will commence in early October and take approximately three weeks.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, then purchasing fuel dispensers and pumps through Gems Environmental Management Services, Inc. will discontinue.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #76-555-2 with Initha Elangovan, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #76-555-2 with Initha Elangovan, M.D., an individual, in an amount not to exceed \$420,000 for the provision of pulmonology services to Contra Costa Regional Medical Center (CCRMC) and Health Centers patients for the period September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

On August 8, 2017, the Board of Supervisors approved Contract #76-555-1 with Initha Elangovan, M.D., to provide pulmonology services at CCRMC and Health Centers for the period September 1, 2017 through August 31, 2018.

Approval of Contract #76-555-2 will allow the contractor to continue to provide pulmonology services at CCRMC and Health Centers through August 31, 2019.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: SAMIR SHAH, M.D.
(925) 370-5525

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 pulmonology services at CCRMC and Health Centers will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: Todd Billeci, County Probation Officer
Date: September 11, 2018

Subject: Contract with Bay Area Community Resources, Inc. (BACR)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Probation Officer, or designee, to execute a contract with Bay Area Community Resources, Inc. (BACR) in an amount not to exceed \$167,000 to provide Juvenile Reentry services in East and Central Contra Costa County to youths who have been, or will soon be, released from the Youthful Offender Treatment Program (YOTP), the Girls in Motion program (GIM) or the Orin Allen Youth Rehabilitative Facility (OAYRF) for the period of September 1, 2018 through June 30, 2019.

FISCAL IMPACT:

100% Juvenile Justice Crime Prevention Act (JJCPA) funds.

BACKGROUND:

As part of a Challenge grant received in 1996, and consistent with California Welfare and Institutions Code (WIC) § 749.22, the County created the Juvenile Justice Coordinating Council (JJCC). The purpose of the JJCC was to create the County’s comprehensive multiagency plan called “The Juvenile Justice Action Plan”. In 2016, the statutory requirement for counties to create this annual action plan was combined with the reporting requirements of the Youthful Offender Block Grant (YOBG) creating what is now called the “Consolidated Annual Plan”. In 2000, the California state legislature passed the Schiff-Cardenas Crime Prevention Act, which authorized funding for county juvenile justice programs and designated the Board of State Community Corrections (BSCC) to distribute the funds. In 2001,

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- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Danielle Fokkema,
925-313-4195

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

the Juvenile Justice Crime Prevention Act (JJCPA) was created by passage of California's Crime Prevention Act of 2000 to provide a stable funding source for local juvenile justice programs aimed at curbing crime and delinquency among at-risk youth. Contra Costa County has historically used, and continues to use, this funding for programs that have been previously shown to have promising/positive outcomes including support for Deputy Probation Officers (DPOs) in high schools throughout the County, DPOs that work from local police departments, aftercare DPOs at the Orin Allen Youth Rehabilitation Facility (OAYRF), and the provision of Functional Family Therapy (FFT). In its most recent Consolidated Annual Plan that was submitted to the BSCC on May 1, 2018, the County proposed using JJCPA funding to enhance juvenile reentry services in all regions of the county. In addition to JJCPA funding, the Consolidated Annual Plan describes the use of YOBG funding. The YOBG was enacted in 2007 as part of the state's decision to transfer to local Probation Departments the responsibility to care for youth who were no longer eligible to be committed to the state's Department of Juvenile Justice (DJJ). "Allocations from the YOBG shall be used to enhance the capacity of county probation, mental health, drug and alcohol, and other county departments to provide appropriate rehabilitative and supervision services to youthful offenders." Contra Costa County has used this funding to offset the cost of the custodial treatment program for young men named the Youthful Offender Treatment Program (YOTP), and the custodial treatment Girls in Motion Program (GIM) for young women; both located inside the County's Juvenile Hall. Contra Costa County applied for and received the Edward Byrne Memorial Justice Assistance Grant in November 2014. The grant initiative, known locally as the Youth Justice Initiative (YJI), included the creation of a Reentry Success Team that was designed to provide comprehensive post-disposition reentry and aftercare services to improve outcomes and reduce recidivism for juvenile probationers throughout the county. The conclusion of the YJI grant term is fast approaching, the Probation Department is seeking to continue some of the reentry services that originated with YJI by utilizing JJCPA funding to create juvenile reentry specialist positions within community based organizations that will enhance current reentry services for juveniles who are integrating back to their communities after completing a commitment to YOTP, GIM, or the OAYRF treatment programs. On June 4, 2018, the Probation Department issued a Request for Proposals (RFP) for the provision of reentry services for juveniles between the ages of 15 and 21. Bay Area Community Resources, Inc. (BACR) was awarded the contract to serve youths in East and Central Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

The Probation Department will be unable to offer reentry services to youths in custody.

CHILDREN'S IMPACT STATEMENT:

Reentry Services for Probation youth support three of the community outcomes established in the Children's Report Card: 1) "Children and Youth Healthy and Preparing for Productive Adulthood"; 2) "Families that are Safe, Stable and Nurturing"; and 3) "Communities that are Safe and Provide a High Quality of Life for Children and Families."



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-398-8 with Asian Community Mental Health Board

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-398-8 with Asian Community Mental Health Board, a non-profit corporation, in an amount not to exceed \$142,054, to provide Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) services 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 \$71,027.

FISCAL IMPACT:

This contract is funded 100% by Mental Health Services Act. (3% Cost of Living Adjustment)

BACKGROUND:

This contract meets the social needs of County's population by providing comprehensive and culturally-sensitive and appropriate education and access to Mental Health Services for immigrant communities, including the Southeast Asian and Chinese population of Contra Costa County. On July 11, 2017, the Board of Supervisors approved Novation Contract #74-398-7 with Asian Community Mental Health Board, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of MHSA PEI services. Approval of Novation Contract #74-398-8 replaces the automatic extension under the prior contract and allows the contractor to continue providing services through June 30, 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, immigrant communities, including Southeast Asian and Chinese populations, will have reduced access to culturally and linguistically appropriate mental health services provided through the contractor's MHSA PEI program.

CHILDREN'S IMPACT STATEMENT:

This MHSA PEI 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 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: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE and AUTHORIZE Advertisement for Construction Bids for Annual Job Order Contracts, Countywide.

RECOMMENDATION(S):

- (1) APPROVE the design and bid documents, including the plans and specifications for typical work, contract, General Conditions, Technical Specifications, and the Construction Task Catalog for Job Order Contracts (JOC) 008, 009, 010 & 011.
- (2) AUTHORIZE the Public Works Director, or designee, to solicit bids to be received on or about October 11, 2018 and issue bid addenda, as needed, for clarifications of the bid documents, provided the involved changes do not significantly increase the construction cost estimate.
- (3) DIRECT the Clerk of the Board to publish, at least 14 calendar days before the bid opening date, the Notice to Contractors in accordance with Public Contract Code Section 22037, inviting bids for this project.
- (4) DIRECT the Public Works Director, or designee, to send notices by email or fax and by U.S. Mail to the construction trade journals specified in Public Contract Code Section 22036 at least 15 calendar days before the bid opening.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Ramesh Kanzaria
925-957-2480

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

By: , Deputy

cc:

FISCAL IMPACT:

JOC work orders will only be issued when there is an approved project and funding. The contract value can range from a minimum of \$25,000 to a maximum of \$4.9 million. The maximum contract value of \$4.9 million per annual JOC contract is a maximum limit based on Public Contract Code Section 20128.5 (not actual appropriated dollars), and it is possible that the limit may not be reached. Having this limit allows for efficiency and flexibility in accomplishing work up to the maximum statutory limit.

BACKGROUND:

To be efficient in delivering projects, the County has employed a variety of project delivery methods. One such method is Public Contract Code Section 20128.5, which authorizes counties to award one or more individual annual contracts for repair, remodeling, or other repetitive work to be done according to unit prices. Once an annual contract is awarded, individual projects are then done through written job orders performed by the job order contractor at the unit prices bid for the annual contract. Such Job Order Contracting (JOC) is a project delivery tool that has been proven to reduce costs, save time, and increase productivity.

The Contra Costa County Board of Supervisors previously approved the use of annual JOC contracts in 2002. From 2002 to 2010, the County successfully utilized JOC as a responsive contracting technique for the accomplishment of maintenance, repair, and remodeling projects totaling more than \$15 million.

On July 28, 2015, the County executed a Consulting Services Agreement with The Gordian Group, Inc. dba The Mellon Group ("Gordian") to provide JOC Program development and implementation services for various County projects. The Board of Supervisors amended the Consulting Services Agreement with Gordian on April 25, 2017 to extend the termination date to July 28, 2020, to continue to provide Job Order Contracting Program development and implementation services for various County projects.

As part of the Agreement, Gordian develops and maintains a JOC catalog, also known as a unit price book that contained individual construction tasks for all aspects of the repair, remodeling, and other repetitive work including general conditions, driveways, parking lots, and other construction-related components, covered by the annual JOC contracts awarded by the County.

On September 15, 2015, the Board of Supervisors authorized the Public Works Director to solicit bids for job order contracts. On November 10, 2015, the Board of Supervisors awarded three contracts each in the amount of \$2,000,000 to Sea Pac Engineering (JOC 001), John F. Otto, Inc. (JOC 002), and Mark Scott Construction (JOC 003). The California Public Contract Code (PCC) Section 20128.5 provides that counties may award annual contracts up to a maximum allowable contract value increased annually by the California Consumer Price Index). Due to the success of the program, the great need, and the satisfactory performance by John F. Otto Inc. and Mark Scott Construction, on September 20, 2016, the Board approved Change Order No. 1 with John F. Otto, Inc. (JOC 002) and Mark Scott Construction (JOC 003) to increase the contract amount each by \$2,500,000 to a new contract amount of \$4,500,000.

On February 14, 2017, the Board of Supervisors authorized the Public Works Director, or designee, to solicit bids for job order contracts for repair, remodeling, and other repetitive work, and bring to the Board recommendations to award four contracts. On February 17, 2017, bids were invited by the Public Works Director. On March 23, 2017, the Public Works Director received 6 bids for the job order contracts.

On April 18, 2017, job order construction contracts were awarded to the four lowest, responsive bidders: Federal Solutions Group (JOC 004), Aztec Consultants (JOC 005), Mark Scott Construction (JOC 006), and Anderson Group (JOC 007) for job orders under the JOC's in amount not less than \$25,000 nor more than \$2,500,000.

On December 5, 2017, the Board approved Change Order No. 1 with Federal Solutions Group, Aztec Consultants, Mark Scott Construction, and Anderson Group in the amount of \$2,000,000, to increase the payment limit from \$2,500,000 to a new maximum contract value of \$4,500,000, as allowed by Public Contract Code. Change Order No. 1 has only been executed with Aztec Consultants and Mark Scott Construction at this time. Two of the current JOC contracts with Aztec and Mark Scott have expired. The current JOC contract with Federal Solutions will expire in early January 2019 and Anderson Group International's contract will expire in March 2019.

California Environmental Quality Act (CEQA) requirements will be determined and addressed on a project-by-project basis as projects occur. If annual JOC contracts are ultimately awarded under this solicitation, each will be for a term of 12 months. The County reserves the right to award one or more of Job Order Contracts 008, 009, 010 and 011. The County is not required to award all four contracts and is not required to award any contract if the bid pricing is unfavorable.

CONSEQUENCE OF NEGATIVE ACTION:

The JOC program has been a valuable construction project delivery tool for projects. If JOC bid solicitation is not approved and authorized, the County will not have the resources to complete deferred maintenance projects as described in the Facilities Lifecycle Investment Program (FLIP) report and other County construction projects involving repair, remodeling, and other repetitive work.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Interagency Agreement #74-371-10 with Mt. Diablo Unified School District

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Interagency Agreement #74-371-10 with the Mt. Diablo Unified School District, a government agency, in an amount not to exceed \$3,717,072, to provide school-based mental health services to Seriously Emotionally Disturbed (SED) students in the Mt. Diablo Unified School District 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 \$1,724,139.

FISCAL IMPACT:

This contract is funded 46% by Federal Medi-Cal, 46% by Mental Health Realignment, and 8% by Mt. Diablo Unified School District Grant. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing school and community-based mental health services, including assessments; individual, group and family therapy; medication support; case management; outreach; and crisis intervention services for children at Sunrise Elementary School and Olympic/Alliance

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

High School, and their families. On October 17, 2017, the Board of Supervisors approved Interagency Agreement #74-371-9 with Mt. Diablo Unified School District, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of school-based mental health services to SED students. Approval of Novation Interagency Agreement #74-371-10 will replace the automatic extension and will allow the agency to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children will have reduced access to treatment services and may require placement at higher level of care, including hospitalization or residential care in Mt. Diablo Unified School District.

CHILDREN'S IMPACT STATEMENT:

This school-based 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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #76-547-2 with Arati Pratap, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #76-547-2 with Arati Pratap, M.D., an individual, in an amount not to exceed \$392,000 to provide gastroenterology services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period September 15, 2018 through September 14, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On August 1, 2017, the Board of Supervisors approved Contract #76-547-1 with Arati Pratap, M.D., to provide gastroenterology services at CCRMC and Contra Costa Health Centers, for the period from September 15, 2017 through September 14, 2018.

Approval of Contract #76-547-2 will allow the contractor to continue to provide gastroenterology services at CCRMC and Health Centers through September 14, 2019.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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 gastroenterology services will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Purchase Order with Tiernan Leino Dental Laboratory

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Tiernan Leino Dental Laboratory in an amount not to exceed \$240,000 for dental supplies and prosthetics for the Contra Costa Regional Medical Center (CCRMC) and Health Centers, and the Martinez and West County Detention Facilities for the period of September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

The CCRMC and Health Centers, and the Martinez and West County Detention facilities purchase large quantities of dental supplies and prosthetics from this vendor. All of these locations treat numerous patients, both adult and children. The detention facilities treat the prisoners incarcerated there. This vendor's products are required to provide dental care for the County's patients.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the CCRMC and Health Centers, and the County's Detention Facilities may not be able to provide full dental service to its patients.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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: September 11, 2018

Subject: Contract #76-560-3 with Esther Kwon, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #76-560-3 with Esther Kwon, M.D., an individual, in an amount not to exceed \$178,000 to provide podiatry services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

Contract funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On August 8, 2017, the Board of Supervisors approved Contract #76-530-1 (as amended by Contract Amendment Agreement #76-560-2) with Esther Kwon, M.D., to provide podiatry services at CCRMC and Health Centers for the period October 1, 2017 through September 30, 2018.

Approval of Contract #76-560-3 will allow the contractor to continue to provide podiatry services at CCRMC and Health Centers through September 30, 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Samir Shah, M.D. (925)
370-5525

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 podiatry services at CCRMC and Health Centers will not have access to the contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE a Contract Amendment with Geosyntec Consultants, Inc., Countywide. Project No. 7517-6W7234

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Geosyntec Consultants, Inc., effective September 11, 2018, to increase the payment limit by \$250,000 to a new payment limit of \$350,000 to provide professional stormwater quality services for a variety of National Pollutant Discharge Elimination System (NPDES) Permit requirements, for the period April 1, 2018 through March 31, 2020, Countywide.

FISCAL IMPACT:

Contract will be paid for with Stormwater Utility Assessment Revenue Funds from the unincorporated areas (Fund No. 251700) designated to the County Watershed Program.

BACKGROUND:

This contract is for Geosyntec Consultants, Inc., to provide on-call services in the form of technical assistance and support to meet Contra Costa County’s obligations under the California Regional Water Quality Control Board Municipal Regional Stormwater NPDES Permit

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Cece Sellgren, (925)
313-2296

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

By: , Deputy

cc: Tim Jensen, Flood Control, Cece Sellgren, Flood Control, A.J. Iroko, Flood Control, Catherine Windham, Flood Control

BACKGROUND: (CONT'D)

No. CAS612008. Public Works staff, on behalf of the County, will contact the contractor as necessary to identify the task and determine the cost and schedule.

CONSEQUENCE OF NEGATIVE ACTION:

Without the approval of this contract by the Board of Supervisors, the County will be unable to meet its obligations under the California Regional Water Quality Control Board Municipal Regional Stormwater NPDES Permit No. CAS612008 and be subject to fines and other penalties from the State of California.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #76-561-4 with Xingbo P. Sun, M.D. (dba The Sun Healthcare and Surgery Group, Inc.)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #76-561-4 with Xingbo P. Sun, M.D. (dba The Sun Healthcare and Surgery Group, Inc.), a corporation, in an amount not to exceed \$233,000 for the provision of podiatry services to Contra Costa Regional Medical Center (CCRMC) and Health Centers patients for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

On August 8, 2017, the Board of Supervisors approved Contract #76-561-2 with Xingbo P. Sun, M.D., to provide podiatry services at CCRMC and Health Centers for the period October 1, 2017 through September 30, 2018.

Approval of Contract #76-561-4 will allow the contractor to continue to provide podiatry services at CCRMC and Health Centers through September 30, 2019.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: SAMIR SHAH, M.D.
(925) 370-5525

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 podiatry 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: September 11, 2018

Subject: Novation Contract #24-308-46 with Early Childhood Mental Health Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-308-46 with Early Childhood Mental Health Program, a non-profit corporation, in an amount not to exceed \$3,000,002 to provide specialized mental health services, including in-home behavioral health services to children and their families in West County, for the period July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019 in an amount not to exceed \$1,500,001.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population in that it provides school and community-based mental health services to children, from birth to age six (6), including in-home behavioral health services and intensive care coordination.

On September 12, 2017, the Board of Supervisors approved Novation Contract #24-308-45 with Early Childhood Mental Health Program for the provision of specialized mental health services to children and their families for the period from July 1, 2017 through June 30, 2018, which included a six-month

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

automatic extension through December 31, 2018.

Approval of Novation Contract #24-308-46 replaces the automatic extension under the prior contract and allows the contractor to continue providing mental health services, including in-home behavioral health services and intensive care coordination, through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there will be fewer mental health services provided to families in West Contra Costa County.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-249-16 with Catholic Charities CYO of the Archdiocese of San Francisco

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-249-16 with Catholic Charities CYO of the Archdiocese of San Francisco, a non-profit corporation, in an amount not to exceed \$206,000 to provide Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED) children at its St. Vincent's School for Boys for the period July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$103,000.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population in that it provides day treatment and TBS services to SED children to reduce the need for hospitalization and/or other higher levels of care.

On August 8, 2017, the Board of Supervisors approved Novation Contract #74-249-15 with Catholic

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Charities CYO of the Archdiocese of San Francisco, for the provision of day treatment, mental health services, medication support and TBS for SED children at its St. Vincent's School for Boys for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #74-249-16 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, there will be fewer residential facilities to provide residential and outpatient program for seriously emotionally disturbed youth as the County solicits and engages an alternate contractor.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #74-106-19 with Adolescent Treatment Centers, Inc. (dba Thunder Road)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #74-106-19 with Adolescent Treatment Centers, Inc. (dba Thunder Road), a non-profit corporation, in an amount not to exceed \$200,000 to provide mental health services for Seriously Emotionally Disturbed (SED) adolescents with substance abuse issues and mental health challenges at its Thunder Road facility for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing mental health services to adolescents with emotional and behavioral problems to improve school performance, reduce unsafe behavioral practices, and reduce the need for out-of-home placements.

Under Contract #74-106-19 Adolescent Treatment Centers, Inc. (dba Thunder Road) will provide day rehabilitation and mental health services for SED Dually-Diagnosed adolescents at its Thunder Road facility in Oakland for the period from July 1, 2018 through June 30, 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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, SED dually-diagnosed adolescents will have reduced access to mental health services that are provided at the contractor's Thunder Road facility and may require higher and more costly levels of treatment.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-317-15 with Alternative Family Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-317-15 with Alternative Family Services, Inc., a non-profit corporation, in an amount not to exceed \$1,235,530 to provide Multidimensional Treatment Foster Care (MTFC) services to Seriously Emotionally Disturbed (SED) youth and their families 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 \$617,765.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population in that it provides MTFC services to SED youth who are in foster care or in Intensive Treatment Foster Care homes, and their families, including mental health services, medication support, and crisis intervention.

On June 20, 2017, the Board of Supervisors approved Novation Contract #74-317-14 with

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Alternative Family Services, Inc. for the provision of a MTFC program for SED adolescents for the period from July 1, 2017 through June 30, 2018, with a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #74-317-15 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, multidimensional treatment foster care services for SED youth and their families will not be provided.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #24-712-5 with Telecare Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-712-5 with Telecare Corporation, a corporation, in an amount not to exceed \$2,139,856 to provide and manage crisis support services at the Hope House, a sixteen (16) bed short-term residential facility, for mentally ill adults 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 \$1,069,928.

FISCAL IMPACT:

This contract is funded 30% by Federal Medi-Cal and 70% by Mental Health Services Act. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing a short-term crisis residential facility for adults, age eighteen (18) and older, who require support to avoid hospitalization or are being discharged from the hospital or long-term locked facilities and require step-down care to transition to community living.

On October 25, 2016, the Board of Supervisors approved Contract #24-712-4 with Telecare Corporation, for the period from July 1, 2016 through June 30, 2018, with a six-month automatic extension through December 31, 2018 to provide and manage services at Hope House, a short-term crisis residential facility.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Approval of Contract #24-712-5 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, County clients in need of crisis residential or step-down care will not have access to the contractor's services, which may possibly result in higher levels of placement, including hospitalization.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 11, 2018

Subject: Interagency agreement with Pittsburg Police Department for Ceasefire Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with City of Pittsburg, Police Department in an amount not to exceed \$114,000 to provide Central & East County Ceasefire Program coordination services for the period July 1, 2018 through June 30, 2019, subject to approval as to form by County Counsel.

FISCAL IMPACT:

\$114,000, County: Public Safety Realignment funds.

BACKGROUND:

On December 1, 2017 the Community Correction Partnership (CCP) Executive Committee approved the FY 2018-19 AB 109 Public safety Realignment Budget for recommendation to the Board of Supervisors. The Recommended Budget included \$114,000 for "Ceasefire Program coordination services." Today's action by the Board of Supervisors authorizes \$114,000 for the continued program coordination services for the Central & East County Ceasefire Program by staff in the City of Pittsburg Police Department.

In October 2016, the County Administrator's Office issued Request for Qualifications #1610-200

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lara DeLaney (925)
335-1097

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

to secure the provision of "Ceasefire Program Coordination services" for the period of December 1, 2016 through June 30, 2017, for the purpose of implementing the Central & East County Ceasefire Program. The funding for this project was established in the Board of Supervisors' adopted FY 2016-17 AB 109 Public Safety Realignment Budget, as an allocation of \$110,000 that had been requested and received by the District Attorney's Office. Upon the establishment of the Office of Reentry & Justice, the allocation was transferred to the CAO/ORJ budget for contract administration and management.

Subsequent to the RFQ process, the County developed an interagency agreement with the Pittsburg Police Department in the amount of \$50,000 for Captain Mike Perry to provide the Central & East County Ceasefire Program launch services for the period of January 1, 2017 through June 30, 2017. A contract for the provision of Ceasefire Program implementation services for the FY 2017-18 with Pittsburg was developed and approved. Program management is provided by the Office of the Reentry & Justice. Pittsburg Police Department has transferred the responsibility for program coordination and implementation services to Sergeant Cassandra Simental.

Over the past 15 years, numerous cities across the country have reduced relatively high rates of gang and youth gun violence through a strategy that brings together – and assigns specific roles to – stakeholders including criminal justice agencies, organizations that provide employment training and placement, social service agencies, community and faith leaders, and gang outreach programs. This strategy, based upon extensive research and experience, has evolved from a primary focus on deterring serious gang and youth gun violence, to a comprehensive approach that combines deterrence with workforce training, employment, and other social services; it is also known as "Group Violence Intervention.

The Ceasefire program, which is a form of Group Violence Intervention (GVI), has been implemented in several cities throughout the country and the state, including Modesto, Stockton, Oakland, Salinas, Oxnard, Union City and Richmond. GVI has demonstrated that violence can be dramatically reduced when a partnership of community members, law enforcement, and social service providers directly engages with the small and active number of people involved in street groups and clearly communicates a credible moral message against violence, prior notice about the consequences of further violence, and a genuine offer of help for those who want it. A central method of communication is the call-in, a face-to-face meeting between group members and the strategy's partners. The aim of the GVI strategy is to reduce peer dynamics in the group that promote violence by creating collective accountability, to foster internal social pressure that deters violence, to establish clear community standards against violence, to offer group members an "honorable exit" from committing acts of violence, and to provide a supported path for those who want to change.

CONSEQUENCE OF NEGATIVE ACTION:

The City of Pittsburg, Police Department will be unable to provide Ceasefire program services.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #24-707-58 with Contra Costa ARC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-707-58 with Contra Costa ARC, a non-profit corporation, in an amount not to exceed \$2,170,306 to provide wraparound services including community-based mental health treatment, case management and crisis intervention for children who are Seriously Emotionally Disturbed (SED) in East Contra Costa County, for the period July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$1,085,153.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing mental health services for preschoolers with measurable delays in interpersonal, social/emotional, language and cognitive development, and for children who are at risk for such delays, including abused, developmentally delayed, SED and environmentally deprived children who do not meet the criteria for any categorical funding source for services.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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 July 18, 2017, the Board of Supervisors approved Novation Contract #24-707-57 with Contra Costa ARC, for the provision of wrap-around and mental health treatment services for SED children and their families in East Contra Costa County for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #24-707-58 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, severely emotionally disturbed children in East Contra Costa County will have reduced access to mental health services as the County solicits and engages an alternative contractor.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-322-15 with Youth Homes Incorporated

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-322-15 with Youth Homes Incorporated, a non-profit corporation, in an amount not to exceed \$3,964,922 to provide residential treatment and Therapeutic Behavioral Services (TBS) to children who are Seriously Emotionally Disturbed (SED) for the period July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$1,982,461.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

On July 11, 2017, the Board of Supervisors approved Novation Contract #74-322-14 with Youth Homes Incorporated for the provision of residential treatment and TBS to SED children for the period from July 1, 2017 through June 30, 2018, which included a six month automatic extension through December 31, 2018.

Approval of Novation Contract #74-322-15, replaces the automatic extension under the prior contract allowing the contractor to continue providing services through June 30, 2019.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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, there would be fewer step-down group home options available in the County and SED children who are requiring this level of care may experience out of state placement.

CHILDREN'S IMPACT STATEMENT:

This contract 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) and placement at discharge to a lower level of care.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-517-3 with Child Therapy Institute of Marin

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-517-3 with Child Therapy Institute of Marin, a non-profit corporation, in an amount not to exceed \$599,932 to provide mental health services for Seriously Emotionally Disturbed (SED) children in East and West 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 \$299,966.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing mental health services to adolescents with emotional and behavioral problems to improve school performance, reduce unsafe behavioral practices, and reduce the need for out-of-home placements.

On June 13, 2017, the Board of Supervisors approved Novation Contract #74-517-2 with

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Child Therapy Institute of Marin, for the provision of mental health services for SED children in East and West Contra Costa County for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #74-517-3 replaces the automatic extension under the prior contract and allows the contractor to continue to provide mental health services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children and adolescents will not have access to mental health services provided by contractor.

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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-543-1 with YWCA of Contra Costa/Sacramento

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-543-1 with YWCA of Contra Costa/Sacramento, a non-profit corporation, in an amount not to exceed \$534,852 to provide mental health services for Seriously Emotionally Disturbed (SED) children and adolescents for the period from July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$267,426.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing mental health services to adolescents with emotional and behavioral problems to improve school performance, reduce unsafe behavioral practices, and reduce the need for out-of-home placements.

On April 25, 2017, the Board of Supervisors approved Contract #74-543 with YWCA of

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Contra Costa/Sacramento to provide mental health services for SED children and adolescents for the period April 1, 2017 through June 30, 2018, including a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #74-543-1 replaces the automatic extension under the prior contract and allows the contractor to continue to provide mental health services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children and adolescents will not have access to mental health services provided by the contractor.

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: September 11, 2018

Subject: 2018-19 KinderCare Learning Centers LLC Childcare Services Contract

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with KinderCare Learning Centers LLC in an amount not to exceed \$475,522 to provide Early Head Start Childcare Partnership and State General Childcare program services for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This contract is 53.8% funded by federal grant funds from the Administration for Children and Families (Head Start Program). The remaining 46.2% of the contract is State funded through the California Department of Education. There is no County match requirement.
[CFDA 93.600]

BACKGROUND:

Contra Costa County receives funds from the U.S. Department of Health and Human Services, Administration for Children and Families (ACF) to provide Head Start and Early Head Start program services to program eligible County residents. The Employment and Human Services Department,

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-6333

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

By: , Deputy

cc: Monica DeVera, Haydee Ilan, Ressie Dayco

BACKGROUND: (CONT'D)

in turn, contracts with a number of community-based organizations to provide a wider distribution of services. This contract provides funding for 32 childcare program slot for children ages 0 to 3 years. It also provides \$59,100 in program improvement funding and funding for 16 childcare program slots in the State General Childcare program.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not be able to fund additional childcare slots and start up funds for it's community based agency partner, KinderCare Learning Centers LLC.

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: Children Ready for and Succeeding in School, Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing. These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-309-2 with Amador Institute, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-309-2 with Amador Institute, Inc., a non-profit corporation, in an amount not to exceed \$283,250 to provide mental health services for Seriously Emotionally Disturbed (SED) adults, adolescents and latency-aged children in East and Central Contra Costa County, for the period July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$141,625.

FISCAL IMPACT:

This contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment funds.

BACKGROUND:

This contract meets the social needs of County's population by providing mental health services for Seriously Emotionally Disturbed (SED) adults, adolescents and latency-aged children. On March 23, 2017, the Board of Supervisors approved Novation Contract #74-309-1 with Amador Institute, Inc. to provide mental health, case management and crisis intervention services to SED adults, adolescents and latency-age children in East and Central Contra Costa County, through June 30, 2018, including a six-month automatic extension through December 31, 2018.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Approval of Novation Contract #74-309-2 replaces the automatic extension under the prior contract and allows the contractor to continue providing mental health services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED adults, 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: September 11, 2018

Subject: 2018-19 Mount Diablo Unified School District Childcare Services InterAgency Agreement

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to execute an inter-agency agreement with Mount Diablo Unified School District in an amount not to exceed \$206,328 to provide Early Head Start Program Enhancement services for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

This agreement is funded by federal funds through the U.S. Department of Health and Human Services, Administration for Children and Families, CFDA No. 93.600. There is no County match requirement.

BACKGROUND:

Contra Costa County receives funds from the U.S. Department of Health and Human Services, Administration for Children and Families (ACF) to provide Head Start and Early Head Start program services to program eligible County residents. The Department of Employment and Human Services (Department), in turn, contracts with a number of community-based organizations to provide a wider distribution of services. This inter-agency agreement supports the continued provision of Early Head Start services through the provision of 28 childcare slots at Crossroads High School.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB (925)
681-6389

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

By: , Deputy

cc: Nasim Eghlima, Haydee Ilan

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County's ability to more widely distribute childcare services through partnerships with community based agencies will be hindered.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #77-036-1 with Christine Lee, M.D., A Professional Corporation, Inc. (dba The Skin and Laser Treatment Institute)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #77-036-1 with Christine Lee, M.D., Inc., A Professional Corporation (dba The Skin and Laser Treatment Institute), in an amount not to exceed \$1,800,000, to provide dermatology and microscopically controlled micrographic (MOHS) surgery services to Contra Costa Health Plan (CCHP) members, for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

On September 20, 2016, the Board of Supervisors approved Contract #77-036 with Christine Lee, M.D., Inc., A Professional Corporation, (dba The Skin and Laser Treatment Institute) to provide dermatology and MOH micrographic surgery services to CCHP members for the period September 1, 2016 through August 31, 2018.

Approval of Contract #77-036-1 will allow the contractor to continue to provide dermatology and MOHS surgery services to CCHP members through August 31, 2020.

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

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health plan membership contracts with the County will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #23-398-13 with RHD Healthcare Consulting, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director or designee, to execute on behalf of the County, Contract #23-398-13 with RHD Healthcare Consulting, Inc., a corporation, in an amount not to exceed \$266,699 to provide consultation and technical assistance on billing, privacy and related regulatory issues for the Health Services Department for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

Funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

On September 12, 2017, the Board of Supervisors approved Contract #23-398-12 with RHD Healthcare Consulting, Inc., to provide professional consultation and technical assistance to the Health Services Director with regard to compliance of Medicare and Medi-Cal rules and regulations covering reimbursement for patient services, including guidelines related to fraud and abuse, and to ensure compliance with HIPAA privacy regulations, for the period from October 1, 2017 through September 30, 2018.

Approval of Contract #23-398-13 will allow the contractor to continue to provide services through September 30, 2019.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Anna Roth,
925-370-5101

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not be able to continue complying with Medicare and Medi-Cal rules and regulations covering reimbursement for patient services.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 11, 2018

Subject: Purchase Order - Adamson Police Products

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a purchase order with Adamson Police Products, in an amount not to exceed \$149,950 for the purchase of 31 Steiner infrared lasers, 2 pole camera kits, two under-door camera kits and regular police supplies ordered annually.

FISCAL IMPACT:

\$79,608 FY 2017 Urban Area Security Initiative (UASI) Grant, \$20,342.00 FY 2017 State Homeland Security Grant Program (SHSGP), \$50,000 General Fund (Budgeted).

BACKGROUND:

The Contra Costa County Office of the Sheriff's Special Weapons and Tactics (SWAT) team has identified the need for the acquisition of enhanced vision and video optic capabilities for the tactical operators. As recent terrorist events have unfolded in the United States, the State of California, and internationally, the role and scope of the SWAT team has evolved to include not just law enforcement activities, such as servicing high-risk warrants, barricaded / hostage events, but also responding and reacting to terrorist attacks, explosive devices, and inspection of suspicious packages.

A recent gap analysis conducted by SWAT Command of the team's capabilities concluded the SWAT team is ill-equipped to effectively respond, react, and neutralize

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

any threat during nighttime hours or operations under low light conditions in interior and exterior environments. These incidents may involve extensive searches for the suspects and civilians in open fields, urban environments, interior buildings and structures. These events can last several hours during the daytime and nighttime. The SWAT team is currently purchasing individual night vision monoculars for the tactical team members. Infrared lasers for each tactical operator are necessary to accompany the night vision. Additionally, acquisition of pole and under-door cameras for the SWAT team will greatly enhance the team's capabilities and response in the region during similar events.

Therefore, the Contra Costa County Office of the Sheriff's SWAT team is requesting UASI FY17 and SHSGP FY17 grant funds for the purchase and acquisition of individual Steiner infrared lasers for the tactical operators, pole cameras and under-door cameras for covert operations. Additionally, the general funds will be used for routine purchases of police supplies ordered by the Office of the Sheriff on an annual basis.

CONSEQUENCE OF NEGATIVE ACTION:

The SWAT team's recent purchase of night vision will be useless without the accompanying lasers. The team will remain ill-equipped to effectively respond and react to threats during nighttime hours or low-light conditions.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Purchase Order with Abbott Laboratories

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Abbott Laboratories in an amount not to exceed \$1,200,000 to purchase hepatitis testing kits and reagents for Contra Costa Regional Medical Center for the period October 1, 2018 through September 30, 2020.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

Abbott Laboratories has been used by the Health Services Department for over twenty (20) years. Abbott Laboratories provides the reagents required for use with the testing instrument in our Public Health Laboratory. The reagents are necessary for specimens to be tested for Hepatitis A, B and C antibodies. These tests are used to detect both acute and chronic Hepatitis infections in patients seen at the Contra Costa Regional Medical Center and/or Health Centers.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Daniel Peddycord,
925-313-6712

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Melody Hung-Fan

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the health care system would not be able to detect Hepatitis antigen and antibodies in those patients who have been exposed, resulting in higher health care cost when they develop the disease in later years. The testing would then need to be conducted by outside commercial labs at a greater cost to the County.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Contract with STAND! For Families Free of Violence for Phase III Lethality Assessment Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with STAND! For Families Free of Violence, a Non-Profit Corporation, in an amount not to exceed \$310,000 to provide the continued implementation of the Phase III Lethality Assessment Program for Domestic Violence Homicide Prevention for the period of October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

The funds allocated for this contract are 100% federal funds, from a Department of Justice grant, CFDA #16.590.

BACKGROUND:

The Contra Costa Alliance to End Abuse (Alliance), formerly Zero Tolerance for Domestic Violence Initiative, applied for and received funds from the U.S. Department of Justice, Office on Violence Against Women (OVW), Domestic Violence Homicide Prevention Demonstration (Project) in 2013. The Project has been implemented in phases - an assessment phase (Phase I) and an implementation phase (Phase II). OVW completed Phase I in September 2014 and selected the Alliance as one of four sites to participate in Phase II of the Project and implement the Lethality Assessment

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: V. Kaplan, (925)
608-4963

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Program (LAP), a recognized promising practice. In 2016, OVW renewed funding in order for the Alliance to continue implementation of the LAP model (Phase III). The Alliance is engaging STAND! For Families Free From Violence to assist in carrying out activities consistent with the funding application.

CONSEQUENCE OF NEGATIVE ACTION:

Valuable services will not be provided.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Amend Contract with Veneisha Johnson

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Veneisha Johnson, Self-Employed Individual, to increase the payment limit by \$24,500 from \$95,000 to a new contract payment limit not to exceed \$119,500 for continued Commercially Sexually Exploited Children/Youth (CSEC/Y) program management and coordination services for the period of November 1, 2017 through October 31, 2018.

FISCAL IMPACT:

The funds allocated for this contract are 100% State General Fund.

BACKGROUND:

The purpose of this contract is to provide Commercially Sexually Exploited Children/Youth (CSEC/Y) program management and coordination as a consultant of Children and Family Services (CFS).

CFS continues to develop and build a system of care to address the needs of CSEC/Y within Child Welfare, Probation and the greater Contra Costa community. The goal of the CSEC/Y efforts are to ensure that case coordination, collaboration, and prevention activities around CSEC/Y are effectively addressed and the requirements set forth by the California Department of Social Services are met. The CFS CSEC/Y Program works closely with the Contra Costa Human Trafficking Coalition to ensure streamlined, trauma informed

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: V. Kaplan (925)
608-4963

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

> coordination and collaboration. The Coalition is a partnership of agencies working to raise awareness, build capacity, and increase access to services for victims of human trafficking. The partnerships represent a combination of public and private entities, which include traditional law enforcement agencies as well as community-based organizations. As a collaboration of agencies, the Coalition's goals include:

- Conducting public awareness activities;
- Providing training, technical assistance, and a forum to share best practices;
- Establishing policies and protocols; and
- Creating a coordinated system of care.

Contractor will provide CSEC/Y program coordination/collaboration; program implementation and management; and will work with at-risk or in-risk Children/Youth, families, other CSEC/Y contractors/staff and CFS staff; to oversee and enact a coordinated, trauma-informed and streamlined CSEC/Y Program for CFS.

This contract is a result of the open bid process, Request for Interest (RFI) #633.

CONSEQUENCE OF NEGATIVE ACTION:

Coordination and provision of services will not be provided by subject matter expert.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 11, 2018

Subject: Purchase Order - Motorola Solutions

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order with Motorola in an amount not to exceed \$271,431 to purchase the upgrades necessary for the Sheriff's Office radios to function on the Time Division Multiple Access (TDMA) technology.

FISCAL IMPACT:

\$271,431. 100% County General Fund; Budgeted

BACKGROUND:

The Office of the Sheriff's EBRCS radio system is reaching capacity. We are now having what we refer to as "busies" on the system. This is where a Public Safety Person must be put into a queue to transmit on the system. The current system uses Frequency Division Multiple Access (FDMA) technology, also known as P25 Phase I. EBRCS is currently undergoing an upgrade to use Time Division Multiple Access (TDMA) technology, also known as P25 Phase II. The upgrade to Phase II allows two Public Safety Personnel to operate on the same 12.5 MHz channel that Phase I uses for one transmission, thus doubling available bandwidth.

The upgrade to Phase II will be completed in July of 2020 at which point radios only capable of Phase I will no longer work with the EBRCS system.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

Motorola is offering discounted pricing of \$248 per radio for this upgrade. The discounted pricing is good through September 2018 after which the price will go back up to \$518 per device. Regardless of the discount there is also an estimated \$50 labor fee for performing the update by the County Department of Information Technology. There are 791 devices needing to be upgraded.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #27-319-4 with Diablo Valley Pediatric Medical Group, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-319-4 with Diablo Valley Pediatric Medical Group, Inc., a corporation, in an amount not to exceed \$2,500,000 to provide pediatric primary care physician services to Contra Costa Health Plan (CCHP) members and County recipients for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

On September 13, 2016, the Board of Supervisors approved Contract #27-319-3 Diablo Valley Pediatric Medical Group, Inc. to provide pediatric primary care physician services to CCHP members and County recipients, for the period from September 1, 2016 through August 31, 2018.

Approval of Contract #27-319-4 will allow the contractor to continue providing pediatric primary care physician services for CCHP members through August 31, 2020.

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

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #27-815-4 with East Bay Shoulder Clinic and Sports Rehabilitation, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-815-4 with East Bay Shoulder Clinic and Sports Rehabilitation, Inc., a corporation, in an amount not to exceed \$175,000 to provide orthopedic surgery services to Contra Costa Health Plan (CCHP) members for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

In October 2016, the County Administrator approved and the Purchasing Services Manager executed Contract #27-815-3 with East Bay Shoulder Clinic and Sports Rehabilitation, Inc. to provide orthopedic surgery services to CCHP members, for the period from September 1, 2016 through August 31, 2018.

Approval of Contract #27-815-4 will allow the contractor to continue to provide orthopedic surgery services through August 31, 2020.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for CCHP 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: September 11, 2018

Subject: Contract #27-985-1 with John H. Karan, M.D. (dba Delta Medical Neurology)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-985-1 with John H. Karan, M.D. (dba Delta Medical Neurology), an individual, in an amount not to exceed \$175,000 to provide neurology services to Contra Costa Health Plan (CCHP) members for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

In October 2016, the County Administrator approved and the Purchasing Services Manager executed Contract #27-985 with John Karan, M.D. (dba Delta Medical Neurology), to provide neurology services to CCHP members, for the period from September 1, 2015 through August 31, 2018.

Approval of Contract #27-985-1 will allow the contractor to continue providing neurology services through August 31, 2020.

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

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for CCHP 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: September 11, 2018

Subject: Amendment #77-008-2 with Mission Hills Eye Center

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract Amendment Agreement #77-008-2 with Mission Hills Eye Center, a corporation, effective September 1, 2018, to amend Contract #77-008-1, to increase the payment limit by \$400,000, from \$600,000 to a new payment limit of \$1,000,000 with no change in the original term of January 1, 2018 through December 31, 2019.

FISCAL IMPACT:

This amendment is funded by 100% by Contra Costa Health Plan (CCHP) Enterprise Fund II. (No rate increase)

BACKGROUND:

On January 9, 2018, the Board of Supervisors approved Contract #77-008-1 with Mission Hills Eye Center to provide ophthalmology and optometry services to CCHP members for the period January 1, 2018 through December 31, 2019.

Approval of Contract Amendment Agreement #77-008-2 will allow the contractor to provide additional ophthalmology and optometry services for CCHP members through December 31, 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, CCHP Members will not receive the benefits of ophthalmology and optometry services from this contractor.



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 11, 2018

Subject: Contract between Local Government Commission and County to Support County Climate Action Plan Goals

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute, on behalf of the County, a contract with the Local Government Commission, a non-profit organization, with modified indemnification language, to provide a CivicSpark Member under the federally-funded AmeriCorps program to assist with climate action plan implementation activities in an amount not to exceed \$5,000 for the period September 11, 2018 through August 30, 2019.

FISCAL IMPACT:

There will be no impact to the General Fund. A majority of the cost (\$20,500 of \$25,500) for the Civic Spark Member is paid by Pacific Gas and Electric (PG&E) through a contract with StopWaste (Energy Council) who Co-Administers East Bay Energy Watch (EBEW), a Local Government Partnership (LGP) collaboration between PG&E, local governments, non-profit and for-profit service providers in the East Bay providing energy efficiency solutions for businesses and municipalities throughout Alameda and Contra Costa Counties. The cost of this contract is \$5,000 for the CivicSpark Member, covered by Bay Area Regional Energy Network (BayREN) funding allocated to the County.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Demian Hardman, (925) 674-7826

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

By: , Deputy

cc:

BACKGROUND:

The CivicSpark program is a federally-funded AmeriCorps program operated by The Local Government Commission (LGC). LGC recruits, employs, and supervises emerging professionals as “CivicSpark Members”. The Program provides climate change capacity building services to local governments in California through project implementation activities provided by LGC teams.

EBEW allocated funding to cover a majority of the cost of up to ten (10) CivicSpark Members for their 2018-19 service year. Jurisdictions throughout Alameda and Contra Costa Counties had to submit a project proposal if they wanted to obtain a CivicSpark Member. Contra Costa County, Department of Conservation and Development (DCD), in coordination with the County Health Services Department submitted a proposal and was awarded a CivicSpark Member.

The CivicSpark Member will assist County staff with coordinating all of the various energy efficiency programs throughout the County to educate clients/patients regarding opportunities to improve their homes energy efficiency and other health related co-benefits. This effort expands upon a small pilot program that was implemented last year by County Health Services staff in coordination with the County’s Weatherization Program. The CivicSpark Member will also assist with general marketing and outreach for our BayREN and EBEW activities to support the implementation of the County’s Climate Action Plan. The contract requires that the selected CivicSpark Member spend at least 20% of their time supporting EBEW activities.

CONSEQUENCE OF NEGATIVE ACTION:

The County would not receive a CivicSpark Member to assist the County in meeting its Climate Action Plan goals and would not benefit from the 80% subsidy being offered by EBEW for the CivicSpark Member.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 11, 2018

Subject: Change Order - Adamson Police Products

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment to PO# 005712 with Professional Police Supply, Inc., dba Adamson Police Products, to extend the termination date from September 30, 2018, to September 30, 2019, with no change to the payment limit, for ammunition and police products.

FISCAL IMPACT:

Budgeted, general fund.

BACKGROUND:

Adamson Police Products has a long history of providing quality products as well as exceptional customer service to the Office of the Sheriff. This purchase order ensures that the purchase of ammunition for the different divisions, as well as other products for the Training Division, is integrated and coordinated by the Training Division to guarantee uniform pricing and inventory control.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-554-1 with NAMI Contra Costa

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-554-1 with NAMI Contra Costa, a non-profit corporation, in an amount not to exceed \$600,000 to provide consultation and support to the Family Volunteer Network Program, which supports families, significant others, and loved ones of consumers experiencing mental health issues, 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 \$300,000.

FISCAL IMPACT:

This contract is funded 100% by Mental Health Services Act (MHSA).

BACKGROUND:

Contractor will continue providing consultation and support to the Family Volunteer Network Program to support families in Contra Costa County who have loved ones with severe and persistent mental illness. This program addresses the unique needs of the participants in developing coping strategies and handling challenges posed by mental illness within their families.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

On December 19, 2017, the Board of Supervisors approved Contract #74-554 with NAMI Contra Costa for the period from January 1, 2018 through June 30, 2018, which included a six-month automatic extension through December 31, 2018 for the provision of support to the County's Family Volunteer Network Program.

Approval of Novation Contract #74-554-1 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, families will not receive the support they need from this contractor to support loved ones with mental illness.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #24-958-26 with Rubicon Programs Incorporated

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-958-26 with Rubicon Programs Incorporated, a non-profit corporation, in an amount not to exceed \$149,350, to provide mental health services for CalWORKs clients 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 \$74,675.

FISCAL IMPACT:

This contract is funded 100% by CalWORKs funds. (Rate increase)

BACKGROUND:

On July 18, 2017, the Board of Supervisors approved Novation Contract #24-958-25, with Rubicon Programs Incorporated, to provide mental health services to recipients of the CalWORKs Program and their children, including individual, group and family collateral counseling and case management services to reduce barriers to employment, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

Approval of Novation Contract #24-958-26 will replace the automatic extension under prior contract and allow the contractor to continue to provide mental health services to CalWORKs recipients through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CalWORKs recipients will not have sufficient access to the mental health services they need.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #27-757-5 with Armen Serebrakian, M.D. (dba Bay Area Hearing Services)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-757-5 with Armen Serebrakian, M.D. (dba Bay Area Hearing Services), an individual, in an amount not to exceed \$150,000, to provide audiology services for Contra Costa Health Plan (CCHP) members for the period September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (Rate increase)

BACKGROUND:

On November 8, 2016, the Board of Supervisors approved Contract #27-757-4 with Armen Serebrakian, M.D. (dba Bay Area Hearing Services), to provide audiology services for CCHP Members, for the period from September 1, 2016 through August 31, 2018.

Approval of Contract #27-757-5 will allow the contractor to continue providing audiology services through August 31, 2020.

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

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: September 11, 2018

Subject: Managed Health Network

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Managed Health Network, in an amount not to exceed \$54,480 to provide counseling services to Sheriff-Coroner employees for the period October 1, 2018 through September 30, 2019.

FISCAL IMPACT:

\$54,480, 100% County General Fund; Budgeted.

BACKGROUND:

Stress counseling can potentially reduce workers compensation and disability retirement claims. For the Sheriff and others in the law enforcement field, this program has become an essential part of the overall employee assistance package. Many employees have received significant help in their personal and professional lives by utilizing the available services.

CONSEQUENCE OF NEGATIVE ACTION:

There is the potential for the increase in stress related workers compensation claims and disability claims if counseling services are not provided as part of a comprehensive employee assistance program.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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: September 11, 2018

Subject: Novation Contract #24-751-87 with Anka Behavioral Health, Incorporated

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #24-751-87 with Anka Behavioral Health, Incorporated, a non-profit corporation, in an amount not to exceed \$4,184,765, to provide community services, support programs and residential mental health services to County clients for the period July 1, 2018 through June 30, 2019, and includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$2,092,383.

FISCAL IMPACT:

This contract is funded 62% by Mental Health Realignment and 38% by Federal Medi-Cal. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing a continuum of services to residents transitioning from crisis residential care to transitional residential care and keeps these clients out of higher levels of care, including state hospitals.

On December 19, 2017, the Board of Supervisors approved Novation Contract #24-751-86 with Anka Behavioral Health, Incorporated to provide community services; support programs and residential mental health services including vocational, community living, socialization, and Medi-Cal rehabilitative programs

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

to County clients, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #24-751-87 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, clients will not receive mental health services provided by this contractor.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #25-012-38 with The Center for Common Concerns, Inc. (dba HomeBase)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #25-012-38 with The Center for Common Concerns, Inc. (dba HomeBase), a non-profit corporation, in an amount not to exceed \$417,322 to provide consultation and technical assistance to the Health Housing and Homeless Program on the Continuum of Care planning and resource development, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This contract is funded 61% by Housing Urban Development (HUD), 32% by Federal Medi-Cal Administrative Activities (MAA) and 7% by State Housing and Community Development Grant. (No rate increase)

BACKGROUND:

On June 13, 2017, the Board of Supervisors approved Contract #25-012-36, (as amended by Amendment Agreement #25-012-37) with The Center for Common Concerns, Inc. (dba HomeBase), for the period from July 1, 2017 through June 30, 2018 for the provision of consultation and technical assistance to the Health Housing and Homeless Program on the Continuum of Care planning and resource development, including grant-writing services for County's McKinney-Vento application. Approval of Contract #25-012-38 will allow the contractor to continue providing services through June 30, 2019.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Lavonna Martin,
925-608-6701

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 no longer have the expertise needed to meet all federal guidelines to secure maximum McKinney-Vento funding required to implement the 10-year plan to eliminate homelessness in Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #27-813-4 with Medical Insights Diagnostic Centers, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #27-813-4 with Medical Insights Diagnostic Centers, Inc., a corporation, in an amount not to exceed \$1,000,000, to provide diagnostic imaging services to Contra Costa Health Plan (CCHP) members for the period from September 1, 2018 through August 31, 2020.

FISCAL IMPACT:

This contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

On September 13, 2016, the Board of Supervisors approved Contract #27-813-3 with Medical Insights Diagnostic Centers, Inc. to provide diagnostic imaging services to CCHP members for the period from September 1, 2016 through August 31, 2018.

Approval of Contract #27-813-4 will allow the contractor to continue to provide diagnostic imaging services through August 31, 2020.

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

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Agreement #26-919-2 with Vizient, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Agreement #26-919-2 with Vizient, Inc., a non-profit corporation, to perform financial and clinical data sharing at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period September 24, 2018 through September 23, 2019.

FISCAL IMPACT:

This is a non-financial agreement.

BACKGROUND:

Contra Costa County Health Services Department and Vizient, Inc., have agreed to share data to improve CCRMC and Health Centers' clinical, operational and patient safety performance. The purpose of this agreement is to allow Vizient, Inc., to deliver County data to University Healthcare Consortium (UHC) (a subcontractor to Vizient, Inc.) and allow Vizient, Inc., to deliver Contra Costa Health Services Healthcare Engagement Network (HEN) data to Centers for Medicare and Medicare Services (CMS) as required by law.

Approval of Agreement #26-919-2, will allow the parties to continue to perform financial and clinical data sharing through September 23, 2019.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: E Suisala , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the County will not have access to shared data to improve CCRMC and Health Centers' clinical, operational and patient safety performance.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Amend Contract with STAND! For Families Free of Violence for Elder Abuse Prevention Project (EAPP)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with STAND! For Families Free of Violence, to decrease the payment limit by \$84,430.00 to a new payment limit of \$35,400 and to extend the term from June 30, 2018 to a new term ending August 31, 2018, to provide case management, advocacy, and peer counseling services as part of the Contra Costa County Elder Abuse Prevention Project to victims of financial elder abuse, for the period July 1, 2016 through August 31, 2018.

FISCAL IMPACT:

This contract amendment will decrease budgeted expenditures by \$84,430 to a new total of \$35,400. The contract is 100% federally funded through the California Governor's Office of Emergency Services County Victim Services (XC) Grant, CFDA 16.575.

BACKGROUND:

The California Office of Emergency Services (Cal OES) awarded one-time, two-year County Victim Services (XC) Grants to fill victim services gaps and needs. The XC Grant funds were awarded to successful respondents from California counties and the City of Los Angeles, including Contra Costa County.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Gina Chenoweth
8-4961

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The Cal OES Grant was awarded to the County, confirming funding is available from July 1, 2016 through June 30, 2018. The response from County residents to services provided through this Cal OES Grant has been greater than anticipated and demand for services is continually increasing.

County was notified that the Cal OES Grant was extended to August 31, 2018. This contract amendment will support the continuation of services from STAND! For Families Free of Violence (Contractor), which provides case management, advocacy, and peer counseling services to victims of financial elder abuse, as part of the Contra Costa County (County) Elder Abuse Prevention Program (EAPP). Contractor was not able to deliver the quantity of services originally projected for this grant period. Consequently, funding has been decreased accordingly. In partnership with County's Adult Protective Service (APS), this Contractor participates in a multi-disciplinary team to increase communication with all partners of EAPP for the wide variety of services funded under this grant.

CONSEQUENCE OF NEGATIVE ACTION:

Approving this contract amendment and extension will provide for realistic levels of ongoing case management, advocacy, and peer counseling services to victims of financial elder abuse, as a part of the County Elder Abuse Prevention Program.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Amendment of Purchase Order with Avella of Deer Valley, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, an amendment to purchase order #F02871 with Avella of Deer Valley Inc., to increase the payment limit by \$1,000,000 for a new payment limit of \$2,000,000 for the compounding of chemotherapy regimens for Contra Costa Regional Medical Center (CCRMC) and to extend the termination date through February 28, 2019.

FISCAL IMPACT:

100% Hospital Enterprise Fund I.

BACKGROUND:

Avella of Deer Valley, Inc., is the only compounding pharmacy that can provide CCRMC and its clinic patients with certain compounded medications at this time. Due to State and Federal requirements already in place, Martinez Infusion Pharmacy is currently under construction to assure compliance with these regulatory requirements. To continue providing services to its cancer patients during this construction work, CCRMC and its clinics need to extend the services provided by Avella of Deer Valley, Inc., until the anticipated construction completion date of February 28, 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, CCRMC will not be able to take care of its most vulnerable patient population.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #26-755-8 with Brown Miller Communications, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #26-755-8 with Brown Miller Communications, Inc., a corporation, in an amount not to exceed \$140,000, to assist with strategic planning to implement new opportunities presented through Health Care Reform for the period from September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On August 8, 2017 the Board of Supervisors approved Contract #26-755-7 with Brown Miller Communications, Inc., to provide consultation and technical assistance with strategic planning to implement the Affordable Care Act, for the period from September 1, 2017 through August 31, 2018.

Approval of Contract #26-755-8 will allow the contractor to continue to assist with strategic planning through new opportunities presented by Health Care Reform through August 31, 2019.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5741

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

By: , Deputy

cc: E Suisala , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not have access to the contractor's strategic planning services.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Bus Tickets and Gas Cards for Mental Health Vocational Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent on behalf of the Health Services Director, to purchase 1,640 (\$2.00 each) County Connection Single Ride Tickets totaling \$3,280; 346 (\$3.75 each) Tri Delta Transit Day Passes totaling \$1,297.50; 19 (\$47.00 each) AC Transit Customer Service Passes totaling \$893; and 120 (\$25.00 each plus processing fee) Chevron Gas Cards totaling \$3,139.45 for consumers participating in vocational rehabilitation services.

FISCAL IMPACT:

This purchase is funded 100% by Mental Health Services Act funds.

BACKGROUND:

Contra Costa Vocational Services (CCVS) is a program within Contra Costa County Adult Mental Health programs, where primary funding derives from a cooperative contract with the California Department of Rehabilitation, the Greater East Bay District. CCVS will be able to better serve the target population by providing them with gas cards or bus passes corresponding to the area they are served within (West County, Central County, or East County). Having reliable means of transportation will enable CCVS's most underserved consumers with multiple employment barriers to participate in the consumer referrals made by the vocational rehabilitation counselors to assist with obtaining meaningful work and/or competitive employment.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, MD,
925-957-5201

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm, Windy Taylor

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, consumers participating in vocational rehabilitation services will not receive support in obtaining transportation to meaningful work and /or competitive employment opportunities.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #22-137-52 with Meals on Wheels Diablo Region

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #22-137-52 with Meals on Wheels Diablo Region, a non-profit corporation, in an amount not to exceed \$439,118, to provide home-delivered meals for the Senior Nutrition Program, for the period from July 1, 2018 through June 30, 2019, which includes a three-month automatic extension through September 30, 2019, in an amount not to exceed \$109,780.

FISCAL IMPACT:

This contract is 100% federally funded under Title III-C 2 of the Older Americans Act of 1965. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population by providing home-delivered meals on 250 serving days, to an average of 800 senior citizens, to ensure they receive at least one third of their daily nutritional requirements.

On June 13, 2017, the Board of Supervisors approved Novation Contract #22-137-51 with Meals on Wheels and Senior Outreach Services of Contra Costa to provide home-delivered meals for the Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018, which included a three-month

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Daniel Peddycord,
925-313-6712

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

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

automatic extension through September 30, 2018.

Approval of Novation Contract #22-137-52 replaces the automatic extension under the prior contract and allows the contractor to continue coordinating client intake and meal delivery services to homebound elders through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's homebound senior citizens will not receive Senior Nutrition Program meals, which provide at least one third of their daily nutrition.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #22-033-61 with Meals on Wheels Diablo Region

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #22-033-61 with Meals on Wheels Diablo Region, a non-profit corporation, in an amount not to exceed \$227,921, to provide congregate meals for the Senior Nutrition Program, for the period from July 1, 2018 through June 30, 2019, which includes a three-month automatic extension through September 30, 2019, in an amount not to exceed \$56,980.

FISCAL IMPACT:

This contract is 100% federally funded under Title III-C1 of the Older Americans Act of 1965 through an interdepartmental agreement with the Contra Costa Employment and Human Services Department. (Rate increase)

BACKGROUND:

This contract meets the social needs of County's population in providing congregate meals on 250 serving days, to an average of 225 senior citizens per day, to ensure they receive at least 1/3 of their daily nutritional requirements.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Dan Peddycord
925-313-6712

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

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

On June 13, 2017, the Board of Supervisors approved Novation Contract #22-033-60 with Meals on Wheels and Senior Outreach Services of Contra Costa, to provide congregate meal services for the Senior Nutrition Program, for the period from July 1, 2017 through June 30, 2018, which included a three-month automatic extension through September 30, 2018.

Approval of Novation Contract #22-033-61 replaces the automatic extension under the prior contract and allows the contractor to continue providing services at six of the 17 Senior Nutrition Program sites through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, congregate meal service for the Senior Nutrition Program will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Purchase Order with Groupware Technology, Inc., for Rubrik Hardware and Support

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Groupware Technology, Inc., in an amount not to exceed \$255,025 for the purchase of Rubrik hardware and support services for the period from October 22, 2018 through January 21, 2020.

FISCAL IMPACT:

100% Funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

Health Services Department's Information Technology Unit currently owns Rubrik backup hardware. Rubrik manages most of Health Services Department backups for recovery of critical systems and their data. The new appliances will be used for the expansion of existing backup capabilities including the number of servers and the amount of data being backed up. Health Services Department is also purchasing support and maintenance services for this hardware for a 6-month term. The County has executed two agreements with Rubrik, Inc.: the Rubrik End User License and Limited Warranty Agreement, governing the license for the software that operates the hardware, and the Rubrik Products.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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, Renee Nunez

CONSEQUENCE OF NEGATIVE ACTION:

Without the expansion of this product, the Department won't be able to back up its virtual servers, which could impact patient care and cause the Health Services Department to fall out of compliance with Federal and State regulations.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Amendment #74-301-10 with Desarrollo Familiar, Inc. (dba Familias Unidas)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract Amendment Agreement #74-301-10 with Desarrollo Familiar, Inc. (dba Familias Unidas), a non-profit corporation, effective July 1, 2018, to amend Contract #74-301-9, to increase the payment limit by \$7,696, from \$770,832 to a new payment limit of \$778,528, with no change in the original term of July 1, 2016 through June 30, 2019.

FISCAL IMPACT:

This amendment is funded by 22% Federal Medi-Cal and 78% Mental Health Services Act (MHSA). (3% Cost of Living Adjustment)

BACKGROUND:

On September 20, 2016, the Board of Supervisors approved Contract #74-301-9 with Desarrollo Familiar, Inc. (dba Familias Unidas) to provide MHSA Community Services and Supports Program, for the period from July 1, 2016 through June 30, 2019.

Approval of Contract Amendment Agreement #74-301-10 will allow the contractor to provide additional MHSA services through June 30, 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: E Suisala , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, there will be fewer services provided to eligible adult clients in Contra Costa County through the MHSA Community Services and Support Program.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Novation Contract #74-369-9 with Native American Health Center, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Novation Contract #74-369-9 with Native American Health Center, Inc., a non-profit corporation, in an amount not to exceed \$241,831, to provide Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) services for the period from July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$120,915.

FISCAL IMPACT:

This contract is funded 100% by Mental Health Services Act. (3% Cost of Living Adjustment)

BACKGROUND:

This contract meets the social needs of County's population by conducting community-building activities, including scheduled weekly group sessions and quarterly community events for youth, adults, and elders in Richmond.

On July 11, 2017, the Board of Supervisors approved Novation Contract #74-369-8 with Native American Health Center, Inc., to provide MHSA PEI services for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, M.D.,
925-957-5201

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

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

Approval of Novation Contract #74-369-9 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, Contra Costa County residents will not continue receiving MHSA assistance provided by the program including prevention and early intervention 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: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Payments for Services Provided by R.E.A.C.H. Project

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay \$16,266 to R.E.A.C.H. Project for drug abuse prevention and treatment services to youth and adults in East County, for the period May 1, 2018 through June 30, 2018.

FISCAL IMPACT:

100% funding is included in the Federal Substance Abuse Prevention and Treatment Block Grant (SAPT-BG) budget.

BACKGROUND:

R.E.A.C.H. Project provides specialized substance abuse treatment and prevention programs to help clients achieve and maintain sobriety and to experience the associated benefits of self-sufficiency, family reunification, cessation of criminal activity and productive engagement in the community. On July 18, 2017, the Board of Supervisors approved Contract #24-243-59 (as amended by Amendment Agreements #24-243-60 and #24-243-61) for drug abuse prevention and treatment services to youth and adults in East County for the period from July 1, 2017 through June 30, 2018. Due to the late availability of the SAPT-BG funds and subsequent approval of the contract, the request for an amendment to increase the payment limit by \$16,266, was delayed and the contract expired before the amendment was processed.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Matthew White, M.D.
925-957-5201

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

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

R.E.A.C.H. Project continued to provide drug abuse prevention and treatment services to youth and adults in East County. Behavioral Health Services Division Administration has therefore determined that R.E.A.C.H. Project is entitled to payment for the reasonable value of their services under the equitable relief theory of quantum meruit. That theory provides that where a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services.

CONSEQUENCE OF NEGATIVE ACTION:

R.E.A.C.H. Project will not be paid for drug abuse prevention and treatment services rendered in good faith to youth and adults in East County.

CHILDREN'S IMPACT STATEMENT:

This prevention and treatment 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 addicted youth being provided an opportunity to prevent or recover from the effects of alcohol or other drug use, become self-sufficient, and return to their families as productive individuals.

ATTACHMENTS



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #26-745-9 with Medical Solutions, LLC (dba Nebraska Medical Solutions, LLC)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Contract #26-745-9 with Medical Solutions, LLC, dba Nebraska Medical Solutions, LLC, a limited liability company, in an amount not to exceed \$3,300,000 to provide temporary nursing and medical staff for Contra Costa Regional Medical Center (CCRMC) and Health Centers and the County's Detention Facilities for the period July 1, 2018 through December 31, 2018.

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 #26-745-8 with Medical Solutions, LLC, dba Nebraska Medical Solutions Staffing, LLC, to provide temporary registered nurses, nurse practitioners, and physician assistants to provide coverage during peak workloads, temporary absences and emergency situations at CCRMC and Health Centers, and the County's Detention Facilities, for the period July 1, 2017 through June 30, 2018.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5100

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

By: , Deputy

cc: K Cyr, M Wilhelm

BACKGROUND: (CONT'D)

Approval of Contract #26-745-9, will allow Medical Solutions, LLC, dba Nebraska Medical Solutions, LLC, to continue to provide temporary registered nurses, and medical staff at CCRMC and Health Centers and the County's Detention Facilities, through December 31, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients at CCRMC and Health Centers and the County's Detention Facilities would not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #26-473-25 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 #26-473-25 with SHC Services, Inc., dba Supplemental Health Care, a corporation, in an amount not to exceed \$1,500,000 to provide temporary medical staff for Contra Costa Regional Medical Center (CCRMC) and Health Centers and the County's Detention Facilities for the period from April 1, 2018 through December 31, 2018.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

On April 25, 2017, the Board of Supervisors approved Contract #26-473-24 with SHC Services, Inc., dba Supplemental Health Care, to provide temporary nurses, medical assistants and other ancillary staff services for CCRMC and Health Centers and the County's Detention Facilities, for the period from April 1, 2017, through March 31, 2018.

Approval of Contract #26-473-25 will allow the contractor to continue to provide temporary medical staff to assist the divisions during peak workloads, temporary absences and emergency situations, through December 31, 2018.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5100

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 and the County's Detention Centers will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #26-458-24 with AYA Healthcare, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-458-24 with AYA Healthcare, Inc., a corporation, in an amount not to exceed \$1,000,000 to provide temporary nursing services for the Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period July 1, 2018 through December 31, 2018.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On June 20, 2017, the Board of Supervisors approved Contract #26-458-23 with AYA Healthcare, Inc., to provide temporary nursing services at CCRMC and Health Centers, for the period July 1, 2017, through June 30, 2018.

Approval of Contract #26-458-24 will allow the contractor to continue providing temporary nursing services, to cover during temporary absences and a shortage of nurses in critical areas at CCRMC and Health Centers through December 31, 2018.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5101

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 nursing 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: September 11, 2018

Subject: Contract #26-391-28 with Maxim Healthcare Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Service Director, or designee, to execute on behalf of the County Contract #26-391-28 with Maxim Health Care Services, Inc., a corporation, in an amount not to exceed \$500,000 to provide temporary medical staff services at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period July 1, 2018 through December 31, 2018.

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 #26-391-27 with Maxim Healthcare Services, Inc., to provide temporary medical staff to provide patient care at CCRMC and Health Centers during peak loads, temporary absences, vacations or emergency situations for the period July 1, 2017 through June 30, 2018.

Approval of Contract #26-391-28 will allow the contractor to provide temporary medical staff to provide patient care services at CCRMC and Health Centers through December 31, 2018.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5101

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 services during peak loads, temporary absences, vacations or emergency situations will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #26-347-32 with Cross Country Staffing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-347-32 with Cross Country Staffing, Inc., a corporation, in an amount not to exceed \$5,000,000 to provide temporary medical and specialty staffing services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period from July 1, 2018 through December 31, 2018.

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 #26-347-31 with Cross Country Staffing, Inc., to provide temporary medical staffing services, including registered nursing, and Sexual Assault Nurse Examiner (SANE) nursing services at CCRMC and Health Centers for the period from July 1, 2017 through June 30, 2018.

Approval of Contract #26-347-32 will allow the contractor to continue providing temporary medical and specialty staffing services through December 31, 2018. 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: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5101

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 will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Contract #26-306-29 with Per Diem Staffing Systems, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-306-29 with Per Diem Staffing Systems, Inc., a corporation, in an amount not to exceed \$800,000 to provide temporary respiratory therapists, nursing, and other medical classifications at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period July 1, 2018 through December 31, 2018.

FISCAL IMPACT:

This contract is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:

On July 18, 2017, the Board of Supervisors approved Contract #26-306-27 with Per Diem Staffing Systems, Inc., to provide temporary respiratory therapists, nursing and other categories of medical services to cover employee sick leaves, vacations and workers compensation leaves, at CCRMC and Contra Costa Health Centers for the period July 1, 2017 through June 30, 2018.

Approval of Contract #26-306-29 will allow the contractor to continue providing temporary respiratory, nursing, and other categories of medical services through December 31, 2018.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jaspreet Benepal,
925-370-5101

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 respiratory therapists, nursing and additional medical personnel services at CCRMC and Health Centers will not have access to the contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 11, 2018

Subject: Report on FY 2018/19 Budgets for the Congestion Management Agency and the Regional Transportation Planning Committees (RTPCs)

RECOMMENDATION(S):

APPROVE the Fiscal Year 2018/19 budget for the Congestion Management Agency (CMA) for the County, a function performed by the Contra Costa Transportation Authority (CCTA), and APPROVE County contributions of \$275,701 in total toward the annual budgeted costs of the CMA and of the Regional Transportation Planning Committees that assist with implementing Measure J (2004), as required by agreements creating these entities.

FISCAL IMPACT:

No impact to the General Fund. The County contributions to the Congestion Management Agency and the Regional Transportation Planning Committees are accounted for and funded from the annual operating budgets approved by the Board of Supervisors for the Public Works Department and the Department of Conservation and Development, using gas tax and Measure J Return-to-Source revenue.

BACKGROUND:

The agreement that created the County's Congestion Management Agency (CMA) requires referral of its budget to the member jurisdictions. The Regional Transportation Planning Committees (RTPCs) were established by the County and the cities to facilitate cooperative multi-jurisdictional transportation planning in the four subregions of the County, pursuant to the Measure J Transportation Improvement and Growth

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Robert Sarmiento (925)
674-7822

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

By: , Deputy

cc: John Cunningham

BACKGROUND: (CONT'D)

>

Management Program. Some RTPCs require member jurisdictions to review their proposed annual budgets. The Board of Supervisors takes this action annually.

This Board Order also recommends approval of the budgeted financial contribution from Contra Costa County to the CMA and the RTPCs for FY 2018/19, as required by agreements creating these entities. Exhibit "A" compares the proposed County contribution for FY 2018/19 to previous years' budgets for the different planning entities.

Contra Costa Transportation Authority (Authority)

The Contra Costa Transportation Authority was created in 1988 to manage funds generated by a special half-cent transportation sales tax ("Measure C"), which was approved by voters to fund local transportation projects. The Authority also administers the related voter-approved growth management program requirements. Measure J extended this sales tax and growth management program to 2034. In 1992, the County and the cities entered into a Joint Powers Agreement to designate the Authority as the County's CMA, pursuant to Proposition 111 (1990). Although California law no longer requires each county to have a designated CMA, the local jurisdictions have continued to support the CMA to facilitate the receipt and expenditure of state and federal transportation funds administered by the Metropolitan Transportation Commission (MTC).

Contra Costa County's annual contribution to the CMA is based on two components: 1) the formula [population and road miles] used by the State to distribute Proposition 111 gas tax revenue to cities and counties, and 2) the amount of state and federal revenue received by CCTA to fund CMA functions. CCTA primarily uses federal (Surface Transportation Program, Congestion Mitigation and Air Quality) and state (State Transportation Planning, Programming, and Monitoring Program) revenues to fund CMA activities. If these revenues are not sufficient, member agencies contribute the balance based on the aforementioned formula. As noted in the attached spreadsheet, local contributions are estimates due to the inability to accurately project fluctuating federal and state revenues.

For FY 2018/19, the Authority's overall budget is \$243,858,989. The Authority's Budget for FY 2018/19 for its CMA function is \$3.6 million. The County contribution is \$182,532, a \$10,899 decrease from the previous fiscal year's \$193,431 contribution (approximately a 6% decrease). The CMA budget was circulated to the Public Managers Association, which approved it on April 12, 2018. The highlights of the Planning/CMA budget include:

- \$200,000 to update the Action Plans to address Senate Bill 743 (SB 743) requirements;
- \$225,000 for Growth Management Program (GMP), project modeling and ongoing planning support;
- \$250,000 for CMP support, modeling and monitoring;
- \$200,000 for Model Maintenance & Consistency and Bicycle & Pedestrian Plans;
- \$242,000 for the Community-Based Transportation Plan (CBTP);
- \$16,000 for the completion of the San Pablo Ave. Multimodal; and
- \$155,000 for PDA-related planning studies managed by the Authority on behalf of MTC.

Southwest Area Transportation (SWAT) Committee

SWAT is the RTPC established for the jurisdictions within the San Ramon Valley and the Lamorinda

area. Administrative support, currently provided by contracting with the City of San Ramon, consists of compiling and distributing agendas, staff support at Committee meetings, providing summaries of each meeting, and coordinating the SWAT Technical Advisory Committee. SWAT is funded by equal contributions from the six participating jurisdictions. At the beginning of each billing period, which mirrors the fiscal year, SWAT provides an estimated annual budget and member jurisdiction dues, which for the past few years has been \$32,500, with the County contribution \$5,417.

However, SWAT is unique among the RTPCs in that the jurisdictions are billed the actual annual member dues at the end of the billing period. For FY 2017/18, the actual SWAT budget was \$24,375 and the actual County contribution were \$4,063, both 25% decreases. For FY 2018/19, the estimated SWAT budget and County contribution remain at \$32,500 and \$5,417, respectively.

Transportation Partnership and Cooperation (TRANSPAC) Committee

TRANSPAC is the RTPC established for the jurisdictions in North-Central Contra Costa. A Managing Director, who is contracted by TRANSPAC, provides administrative support. Half of the annual cost to fund TRANSPAC operations is apportioned equally to the six participating jurisdictions, while the other half is apportioned based on the jurisdictions' share of population and road mileage in the TRANSPAC area. For FY 2018/19, the total TRANSPAC budget is \$225,000. The County member contribution is \$34,503.

Transportation Planning Committee for East Contra Costa County (TRANSPLAN)

TRANSPLAN Committee is the RTPC established for jurisdictions in Eastern Contra Costa. The Department of Conservation and Development provides the administrative support to the TRANSPLAN Committee, pursuant to a joint powers agreement that funds staff time and materials. The budget provides for administrative support to the TRANSPLAN Committee and its technical advisory committee, staff support to represent the Committee before other entities, and the ability to carry out the decisions of the Committee. The budget is funded by equal contributions from the five participating jurisdictions. The total FY 2018/19 TRANSPLAN budget is \$31,000. The County member contribution for TRANSPLAN is \$6,200.

Tri-Valley Transportation Council (TVTC)

TVTC, consisting of Contra Costa County and Alameda County jurisdictions in the Tri-Valley area, adopted a Joint Exercise of Powers (JEPA) agreement in 2013, formally establishing it as an independent entity. Responsibility for administrative support rotates every other year among the participating jurisdictions. TVTC's budget for FY 2018/19 is \$56,000. Budget revenues are generated from an average annual 1% "set aside" of the subregional transportation development impact fees and cover the agency's normal operating expenditures. Thus, the County does not contribute to TVTC.

West Contra Costa Transportation Advisory Committee (WCCTAC)

WCCTAC is the RTPC established for jurisdictions and transit agencies in West Contra Costa. WCCTAC has its own dedicated staff, headed by an executive director. WCCTAC's full budget includes the budget for WCCTAC Operations (Advisory Committee), WCCTAC Traffic Demand Management (TDM), and WCCTAC Sub-regional Transportation Mitigation Program (STMP). The full WCCTAC budget has risen in FY 2018/19 primarily due to the undertaking of an Express Bus Implementation Plan and funding of several STMP projects. Member jurisdiction dues support WCCTAC Operations. WCCTAC consists of nine member jurisdictions, each with one seat/vote, except the City of Richmond, which has three, for eleven total seats/votes. The member jurisdiction dues is determined by dividing the WCCTAC Operations budget (after deductions from other funding sources) by the number of seats held; therefore, the County pays one-eleventh (9.1%) of WCCTAC's Operations budget. The FY 2018/19 full budget for WCCTAC is \$6,242,704. The County member contribution is \$47,049.

CONSEQUENCE OF NEGATIVE ACTION:

If the report is not accepted, County staff will follow up with a request for direction on how to fulfill our fiscal and policy obligations relative to funding the Congestion Management Agency and the Regional Transportation Planning Committees.

ATTACHMENTS

Exhibit A - CMA & RTPCs FY 2018/19 Budget Report

Exhibit A

Agency/Committee	Budget					County Contribution				
	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19
Contra Costa Transportation Authority (Total Budget)	\$278,901,231	\$253,753,595	\$209,939,317	\$184,508,140	\$243,858,989					
Contra Costa Transportation Authority (CMA Budget)	\$6,217,043	\$7,357,983	\$5,014,681	\$3,460,131	\$3,596,517	\$79,682	\$101,715	\$188,652	\$193,431	\$182,532 ^A
TRANSPAC (Central County)	\$190,440	\$204,222	\$204,222	\$229,956	\$225,000	\$29,534	\$31,867	\$31,867	\$35,196	\$34,503
TRANSPLAN (East County)	\$20,252	\$35,945	\$34,546	\$23,000	\$31,000	\$0 ^B	\$7,189	\$6,909	\$2,495 ^C	\$6,200
Southwest Area Transportation Committee	\$0 ^D	\$34,250	\$32,500	\$24,375	\$32,500 ^E	\$0 ^D	\$5,708	\$5,417	\$4,063	\$5,417 ^E
Tri-Valley Transportation Council ^F	\$205,800	\$117,603	\$98,233	\$55,500	\$56,000	\$0	\$0	\$0	\$0	\$0
West Contra Costa Transportation Advisory Committee	\$1,212,194	\$2,659,143	\$4,705,907	\$4,002,460	\$6,242,704	\$36,675	\$36,675	\$39,675	\$42,772	\$47,049
Grand Total	\$286,746,960	\$264,162,741	\$220,029,406	\$188,851,556	\$250,446,193	\$145,891	\$183,154	\$272,520	\$277,956	\$275,701

^ACounty contribution is an estimate and subject to change due to fluctuating federal and state revenue that offset local contributions.

^BTRANSPLAN had a sufficient carryover balance from FY 2013/14 to cover the FY 2014/15 budget.

^CCounty contribution to TRANSPLAN was lower in FY 2017/18 due to a budget surplus in FY 2016/17 that was carried over.

^DMember agencies were not billed in FY 2014/15.

^EFY 2018/19 SWAT budget and County contribution are estimates and subject to change. Jurisdictions are charged actual costs, which are available at the fiscal year's end.

^FNo County contributions. TVTC budget is covered by a 1% administration set-aside in the sub regional fee program.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 11, 2018

Subject: Multifamily Housing Revenue Bonds - Montevista Senior Apartments

RECOMMENDATION(S):

ADOPT Resolution No. 2018/451:

1. Approving the issuance of Multifamily Housing Revenue Bonds (the "Bonds") by the Golden State Finance Authority (GSFA) in an amount not to exceed \$13,500,000, for the benefit of Montevista San Pablo AR, L.P., a California limited partnership, or related entity (the "Borrower"), to provide for the financing of the acquisition, rehabilitation, improvement and equipping of an 82-unit multifamily housing development generally known as Montevista Senior Apartments located at 13728 San Pablo Avenue in the City of San Pablo. Such adoption is solely for the purposes of satisfying the requirements of the Tax Equity and Fiscal Responsibility Act of 1982 (TEFRA), the Code and the California Government Code Section 6500 (and following).

2. Authorizing and directing the Chair of the Board of Supervisors, the Vice-Chair of the Board of Supervisors, the County Administrator, the County Assistant Deputy Director of Conservation and Development, County Counsel and the Clerk of the Board to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to effect the purposes of the Resolution and the transactions authorized.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Kara Douglas
925-647-7880

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

By: , Deputy

cc:

FISCAL IMPACT:

No impact to the General Fund. The County will be reimbursed for any costs incurred in the process of conducting the TEFRA Hearing. The GSFA will issue tax-exempt revenue bonds on behalf of the Borrower. Repayment of the Bonds is solely the responsibility of the Borrower.

BACKGROUND:

Montevista San Pablo AR, L.P., with the City of San Pablo's support, requested the County to conduct a Tax Equity and Fiscal Responsibility Act of 1982 (TEFRA) hearing for the Golden State Finance Authority (GSFA) issuance of Multifamily Housing Revenue Bonds in an amount not to exceed \$13,500,000 to be used to finance the acquisition, development and construction of an 82-unit multifamily rental housing development commonly known as Montevista Senior Apartments located at 13728 San Pablo Avenue in the City of San Pablo, California (the "Project"). The Project will be operated by Highridge Costa Housing Partners. A TEFRA Hearing must be held by an elected body of the governmental entity having jurisdiction over the area where the project is located in order for all or a portion of the Bonds to qualify as tax-exempt bonds for the financing of the Project. The County is a member of the GSFA and qualifies as an elected body of the governmental entity having jurisdiction over the area where the project is located.

The main purposes of the proposed Resolution are to acknowledge that a public hearing was held by the County's Assistant Deputy Director on August 15, 2018, where members of the community were given an opportunity to speak in favor of or against the use of tax-exempt bonds for the financing of the project and to approve of GSFA's use of tax-exempt bonds for the financing of the Project. No public comments were received. A notice of the hearing was published in the Contra Costa Times (proof of publication attached) on July 30, 2018.

The County's only role in this transaction was to hold the TEFRA hearing and to grant the limited approval described above. Additional actions related to the bond issuance will be the responsibility of GSFA and the Borrower. In a letter dated July 25, 2018, the City of San Pablo acknowledged the County's role in holding the TEFRA.

CONSEQUENCE OF NEGATIVE ACTION:

Negative action would prevent GSFA from providing tax-exempt financing for the Montevista Senior Apartments project in San Pablo.

ATTACHMENTS

Resolution No. 2018/451

Newspaper notice

Hearing Transcript

San Pablo letter

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/451

RESOLUTION OF THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS APPROVING FOR PURPOSES OF SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986 THE ISSUANCE OF SENIOR HOUSING REVENUE BONDS BY THE GOLDEN STATE FINANCE AUTHORITY TO FINANCE THE ACQUISITION, REHABILITATION AND EQUIPPING OF A SENIOR RENTAL HOUSING PROJECT LOCATED WITHIN CONTRA COSTA COUNTY.

WHEREAS, Contra Costa County (the "County") is an associate member of the Golden State Finance Authority, a joint powers authority organized and existing under the laws of the State of California (the "Authority"); and

WHEREAS, the Authority is authorized, pursuant to the provisions of California Government Code Section 6500 *et seq.* and the terms of the Amended and Restated Joint Exercise of Powers Agreement, originally dated as of July 1, 1993, and as thereafter from time to time amended and restated, among certain local agencies throughout the State of California (the "Agreement"), including the County, to issue its revenue bonds in accordance with Chapter 7 of Part 5 of Division 31 of California Health and Safety Code for the purpose of providing financing for the acquisition, rehabilitation and equipping of multifamily rental housing for persons and families of low or moderate income; and

WHEREAS, Montevista San Pablo AR, L.P., a California limited partnership (the "Borrower"), has requested that the Authority issue one or more series of revenue bonds in an aggregate principal amount not to exceed \$13,500,000 (the "Bonds") and lend the proceeds of the Bonds to the Borrower or related entities for the purpose of financing the costs of acquisition, rehabilitation and equipping of an 82-unit senior rental housing project located at 13728 San Pablo Avenue, San Pablo, California 94806, Contra Costa County, generally known as Montevista Senior Apartments (the "Project"); and

WHEREAS, the Project is located wholly within the County; and

WHEREAS, the interest on the Bonds may qualify for a federal tax exemption under Section 142(a)(7) of the Internal Revenue Code of 1986 (the "Code"), only if the Bonds are approved in accordance with Section 147(f) of the Code; and

WHEREAS, the issuance of the Bonds by the Authority must be approved by the County because the Project is located within the territorial limits of the County; and

WHEREAS, the Board of Supervisors of the County (the "Board of Supervisors") is the elected legislative body of the County and is an "applicable elected representative" with respect to the approval of the issuance of the Bonds under section 147(f) of the Code; and

WHEREAS, the Authority has requested that the Board of Supervisors approve the issuance of Bonds by the Authority in order to satisfy the public approval requirement of section 147(f) of the Code; and

WHEREAS, pursuant to Section 147(f) of the Code, the Authority caused a notice to appear in the West County Times, which is a newspaper of general circulation in the County, on July 30, 2018 to the effect that a public hearing would be held with respect to the Project on August 15, 2018 regarding the issuance of the Bonds; and

WHEREAS, the Board of Supervisors held said public hearing on such date, at which time an opportunity was provided to present arguments both for and against the issuance of the Bonds;

WHEREAS, the Board now desires to approve the issuance of the Bonds by the Authority;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Contra Costa County, as follows:

1. The recitals hereinabove set forth are true and correct, and this Board of Supervisors so finds.
2. Pursuant to and solely for purposes of Section 147(f) of the Code, the Board of Supervisors hereby approves the issuance of the Bonds by the Authority in one or more series to: (i) finance the Project, and (ii) reimburse the Borrower, solely from the proceeds of the Bonds, for certain costs of the Project incurred no more than 60 days prior to the date of the adoption of this Resolution. It is intended that this Resolution constitute approval of the Bonds by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is located in accordance with: (i) said Section 147(f) of the Code; and (ii) Section 6 of the Agreement.
3. The payment of the principal, prepayment premium, if any, and purchase price of and interest on the Bonds shall be solely the responsibility of the Borrower. The Bonds shall not constitute a debt or obligation of the County.
4. The adoption of this Resolution shall not obligate the County or any department thereof to (i) provide any financing to acquire or rehabilitate the Project; (ii) approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the rehabilitation or operating of the Project; (iii) make any contribution or advance any funds whatsoever to the Authority; or (iv) take any further action with respect to the Authority or its membership therein.
5. The officers of the County are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this Resolution and the financing transaction approved hereby.
6. The Clerk of the Board of Supervisors is hereby directed to forward a certified copy of this Resolution to the Bond Counsel for the Bonds, addressed as follows: Kathryn P. Peters, Esq., Kutak Rock LLP, 2300 Main St., Suite 800, Kansas City, MO 64108
7. This Resolution shall take effect immediately upon its passage and adoption.

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

ATTESTED: September 11, 2018

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

Contact: Kara Douglas 925-647-7880

By: , Deputy

cc:

West County Times

1050 Marina Way S
Richmond, CA 94804
(510) 262-2740

3801743

GOLDEN STATE FINANCE AUTHORITY
1215 K ST. SUITE 1650
SACRAMENTO, CA 95814

PROOF OF PUBLICATION

FILE NO. Montevista Sr. Apts. Public Hearing

In the matter of

West County Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the West County Times, a newspaper of general circulation, printed and published in the City of Walnut Creek, County of Contra Costa, 94598

And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of August 29, 1978. Case Number 188884.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

07/30/2018

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.
On this 30th day of July, 2018.



Signature

Legal No.

0006197049

**NOTICE OF PUBLIC HEARING
ON ISSUANCE OF
SENIOR HOUSING REVENUE BONDS
FOR MONTEVISTA SENIOR APARTMENTS**

Notice is hereby given that on August 15, 2018, a public hearing will be held as required by Section 147(f) of the Internal Revenue Code of 1986 by the County of Contra Costa (the "County") with respect to the proposed issuance by the Golden State Finance Authority (the "Authority") of senior housing revenue bonds (the "Bonds") in one or more series in the maximum principal amount of \$13,500,000, for the purpose of providing funds to finance the acquisition, rehabilitation and equipping of an 82-unit senior rental housing project located at 13728 San Pablo Avenue, San Pablo, California 94806, Contra Costa County (the "Project"). The Project is to be owned by Montevista San Pablo AR, L.P., a California limited partnership (the "Borrower") or related entities, and is generally known as Montevista Senior Apartments.

The Bonds and the obligation to pay principal of and interest thereon and any redemption premium with respect thereto will not constitute an indebtedness or an obligation by the Authority, the County, the State of California or any political subdivision thereof, within the meaning of any constitutional or statutory debt limitation, or a charge against the general credit or taxing powers of any of them, but will be payable solely from certain revenues duly pledged therefor and generally representing amounts paid by the Borrower.

The hearing will commence at 9:00 a.m., August 15, 2018, and will be held at the County Administration Building, Room 107, 651 Pine Street, Martinez, California 94553. Interested persons wishing to express their views on either the issuance of the Bonds or the Project will be given an opportunity to do so at the public hearing or may deliver written comments to the County prior to the hearing. Written comments may be submitted to the Clerk of the Board of Supervisors at any time prior to the hearing at 651 Pine Street, Martinez, California 94553.

WCT 6197049 July 30, 2018

TRANSCRIPT FOR THE TEFRA HEARING

August 15, 2018 9:00 a.m.

This noticed public hearing is required by the federal Tax Equity and Fiscal Responsibility Act (TEFRA), Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"). The hearing is on the proposed issuance by the Golden State Finance Authority of its revenue bonds in an amount not to exceed thirteen million five hundred thousand dollars (\$13,500,000). Proceeds from the sale of the proposed bonds will be used to provide financing for costs of the acquisition, rehabilitation, improvement and equipping of an 82-unit multifamily for seniors located at 13728 San Pablo Avenue, in the cities of San Pablo, California.

TEFRA requires that a public hearing be held by a governing body of the jurisdiction in which a project to be financed is located, and that the governing body approve the proposed financing solely for the purposes of satisfying the requirements of TEFRA, the Code, and the California Government Code Section 6500. Both facilities are within the jurisdiction of the County of Contra Costa. The Contra Costa County Board of Supervisors may consider adoption of a resolution approving the issuance of the bonds on September 11, 2018. Any comments provided at this hearing will be made available to the Board of Supervisors prior to their taking action on September 11th or on such later date as the matter may be considered by the Board of Supervisors.

If there are parties present who wish to voice their opinion and provide comments on the proposed financing of the development or the issuance of the bonds, I would ask that they be recognized now by raising their hand. I will then let each person provide any written or oral testimony that they may wish to provide on this matter.

Opened hearing: 9:02

Speakers present: Ø

Closed hearing: 9:23

By: *Kara Douglas*
Kara Douglas,
Assistant Deputy Director,
Department of Conservation and Development
County of Contra Costa

Date: August 15, 2018



July 25, 2018

Honorable Chairwoman Karen Mitchoff and Members of the
County of Contra Costa Board of Supervisors
Contra Costa County
651 Pine Street, Room 107
Martinez, CA 94553

Re: Multi-Family TEFRA Hearing for Montevista Senior Apartments located in
San Pablo, CA

Dear Honorable Chairwoman Mitchoff:

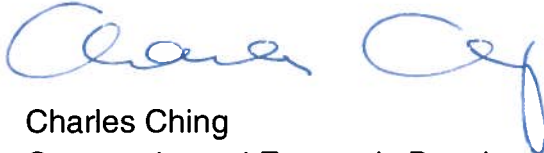
Golden State Finance Authority ("GSFA") is requesting the County of Contra Costa ("County") to hold a Tax and Equity Fiscal Responsibility Act hearing ("TEFRA Hearing") with respect to the issuance of multifamily housing revenue bonds to assist in financing the acquisition/rehabilitation of the Montevista Senior Apartments located at 13728 San Pablo Avenue, San Pablo, CA, Contra Costa County. Montevista Senior Apartments is an existing 82-unit senior community apartment complex constructed in 2002. Montevista Senior Apartments offer 53 one-bedroom and 29 two-bedroom type units with a senior demographic and 100% are set aside and restricted to households with incomes at or below 120% of the Annual Median Income.

GSFA has reviewed the proposed application for the issuance of multifamily housing revenue bonds and has requested, on behalf of the existing property owners, Highridge Costa Housing Partners, LLC ("HCH"), to do an acquisition/rehabilitation of Montevista Senior Apartments. HCH is requesting the approval of GSFA to act as Issuer and submit the project to the California Debt Limit Allocation Committee for approval. One of the requirements for HCH to obtain a reservation of 4% Tax Credits is that the County holds a TEFRA Hearing. It should be noted that the County is holding the TEFRA hearing because it is an associate member of the GSFA. The City of San Pablo ("City") is not a member of the GSFA; therefore, under federal tax law, the County is the governmental body having authority over the Montevista Senior Apartments as it relates to providing the TEFRA approval for bonds issued by the GSFA.

As part of the TEFRA Hearing process, the City acknowledges the holding of the TEFRA Hearing by the Contra Costa County Board of Supervisors at an upcoming meeting.

If you should have any questions, please do not hesitate to call me at 510-215-3031.

Sincerely,



Charles Ching
Community and Economic Development Director

Cc: Supervisor John M. Gioia
Supervisor Candace Anderson
Supervisor Diane Burgis
Supervisor Federal D. Glover
Matt Rodriguez, City Manager
Lynn Tracy Nerland, City Attorney
Nicole Murphy, Outside Counsel



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Operations Update of the Employment and Human Services Department, Community Services Bureau

RECOMMENDATION(S):

ACCEPT the July 2018 update of the operations of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human Services Department Director.

FISCAL IMPACT:

None.

BACKGROUND:

The Employment and Human Services Department submits a monthly report to the Contra Costa County Board of Supervisors (BOS) to ensure ongoing communication and updates to the County Administrator and BOS regarding any and all issues pertaining to the Head Start Program and Community Services Bureau.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Elaine Burres,
608-4960

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

By: , Deputy

cc:

ATTACHMENTS

CSB July 2018 CAO Report

CSB July 2018 HS Fiscal

CSB July 2018 EHS Fiscal

CSB July 2018 Partnership

1

CSB July 2018 Credit Card

CSB July 2018 LIHEAP

CSB July 2018 CACFP

CSB July 2018 Menu



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: July 2018

News /Accomplishments

- On July 18, CSB held an informational session for the second cohort of the Teacher Apprenticeship Program (TAP) at Balboa's Children Center in Richmond. Over 25 participants attended this session and 17 student workers enrolled in the program. Fall classes will begin on Tuesday, August 28, 2018 and will be held at Balboa on Tuesday and Thursday from 4:30-7:40 PM.
- On June 30, CSB in collaboration with Teaching Strategy, provided training to all of the Early Head Start Family Child Care providers contracted with COCO kids on *Creative Curriculum Implementation with Fidelity*. The training was very informative and all 18 providers, and their coach and manager, received their new curriculum materials.
- The Make Parenting A Pleasure (MPAP) workshops, offered by CSB to 36 west county families, has come to an end for the 2017-18 program year. MPAP is a research based parenting curriculum that educates parents on practical stress management and communication skills, effective parenting skills and positive approaches to discipline. The program was very successful, and will likely be offered again in 2018-19.
- Brookside Children's center in Richmond closed its doors to families June 30, 2018. All returning children and teaching staff were sent to nearby centers; everyone was relocated. CSB's central kitchen operation continues to be located at the center while an alternate location large enough for the production is found. The closure was a result of several environmental and health and safety concerns. CSB had been providing services at Brookside since the early 1990s.
- The five preschool classroom teaching teams from Bayo Vista, GMIII and Riverview who were selected to participate in the CSEFEL Teaching Pyramid pilot for 2017-2018 completed the five module training. At the end of the final module, a survey, completed by the teachers, indicated a significant increase in the teacher's confidence and their ability to effectively address challenging behaviors. The survey also indicated that the behavior of the children in their classrooms had improved since the onset of the Teaching Pyramid training. They have a better communication with the children and the classrooms feel calmer.
- Congratulation to Vicki Carr Lee, Site Supervisor from Lavonia Allen, who was featured in the "Celebrating Our Newest Exchange Leaders" article in the July/August 2018 edition of Child Care Exchange magazine.
- All teaching staff and Site Supervisors attended the "Education In-service" training during all of the Early Closure days in July. The trainings focused on educational components, such as our individualization process, screenings, assessments, and lesson planning.


1470 Civic Court,
Suite 200
Concord, CA
94520


P: 925 681 6300
F: 925 313 8301


www.cccounty.us/ehsd



- The Brookside and Los Arboles Children’s Center sites had successful unannounced Community Care Licensing visits resulting in no findings or concerns.
- All of the full-day/full-year classrooms celebrated the end of the program year with a variety of hands-on activities, which involved the staff, children and their families.
- CSB has received Community Services Block Grant discretionary funding in the amount of \$35,000. The Economic Opportunity Council met on July 23 and approved the following expenditures for this funding:
 - \$32,000 to be divided evenly among the 10 CSBG subcontractors to further the scope of work in their current contracts
 - \$3,000 for the design and production of outreach materials for the Community Action Program.

I. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 99% (Adjusted for classes in session)
- Early Head Start enrollment: 100%
- Early Head Start Child Care Partnership enrollment: 100%
- Early Head Start Child Care Partnership # 2 enrollment: 71.5%
- Head Start Average Daily Attendance: 75.87%
- Early Head Start Average Daily Attendance: 82.43%
- Early Head Start Child Care Partnership Attendance: 82.43%
- Stage 2: 406 families and 641 children
- CAPP: 134 families and 231 children
 - In total: 550 families and 872 children
 - Incoming transfers from Stage 1: 23 families and 32 children
- LIHEAP: 231 households have been assisted
- Weatherization: 11 units

b. Staffing:

- During the month of July, CSB completed the hiring process for an Experience Level Clerk, Child Nutrition Food Services Transporter, Teacher, Infant/Toddler Associate Teacher, Master Teacher and Associate Teacher. The Bureau also hired two Comprehensive Services Managers and is in the process of hiring a Departmental HR Analyst I. Additionally, several temporary staff within the various teaching classifications were hired and several others are at different levels in the hiring process.

c. Union Issues:

- CSB is still working with Local 1 on negotiating wages for CSB employees represented by the Union effective July 1, 2018. A Meet and Confer was held on July 16. Local 1 is requesting another meeting in mid-August to further discuss this matter.

II. Emerging Issues and Hot Topics:

- There are no issues to report at this time.

cc: Policy Council Chair

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2018 HEAD START PROGRAM
June 2018 Expenditures

1 DESCRIPTION	2 YTD Actual	3 Total Budget	4 Remaining Budget	5 % YTD
a. PERSONNEL	\$ 2,009,203	\$ 3,954,677	\$ 1,945,474	51%
b. FRINGE BENEFITS	1,255,284	2,519,058	1,263,774	50%
c. TRAVEL	-	-	-	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	98,491	143,000	44,509	69%
f. CONTRACTUAL	1,366,308	7,066,378	5,700,070	19%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	702,573	1,500,246	797,673	47%
I. TOTAL DIRECT CHARGES	\$ 5,431,861	\$ 15,183,359	\$ 9,751,498	36%
j. INDIRECT COSTS	684,760	945,168	260,408	72%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 6,116,621	\$ 16,128,527	\$ 10,011,906	38%
<i>In-Kind (Non-Federal Share)</i>	<i>\$ 2,017,147</i>	<i>\$ 4,032,132</i>	<i>\$ 2,014,985</i>	<i>50%</i>

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2018 HEAD START PROGRAM
June 2018 Expenditures

1	2	3	4	5	6	7
	Jan-18 thru Mar-18	Apr-18 thru Jun-18	Total YTD Actual	Total Budget	Remaining Budget	% YTD
a. Salaries & Wages (Object Class 6a)						
Permanent 1011	923,758	895,076	1,818,834	3,403,950	1,585,116	53%
Temporary 1013	113,591	76,779	190,370	550,727	360,357	35%
a. PERSONNEL (Object class 6a)	1,037,349	971,855	2,009,203	3,954,677	1,945,474	51%
b. FRINGE (Object Class 6b)	641,298	613,986	1,255,284	2,519,058	1,263,774	50%
e. SUPPLIES (Object Class 6e)						
1. Office Supplies	19,372	14,779	34,151	38,000	3,849	90%
2. Child and Family Services Supplies (Includesclassroom Sup)	2,641	9,448	12,089	35,000	22,911	35%
4. Other Supplies						
Computer Supplies, Software Upgrades, Computer Replace	29	38,180	38,209	45,000	6,791	85%
Health/Safety Supplies	3,355	2,204	5,559	9,000	3,441	62%
Mental helath/Diasabilities Supplies	-	-	-	-	-	
Miscellaneous Supplies	736	7,142	7,877	10,000	2,123	79%
Employee Morale	-	-	-	4,000	4,000	0%
Household Supplies	-	607	607	2,000	1,393	30%
TOTAL SUPPLIES (6e)	26,132	72,359	98,491	143,000	44,509	69%
f. CONTRACTUAL (Object Class 6f)						
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)	6,004	15,110	21,113	58,000	36,887	36%
Estimated Medical Revenue from Medi-Cal (Org 1432 - cred	-	(367,402)	(367,402)	(500,000)	(132,598)	73%
Health Consultant	11,200	14,000	25,200	45,700	20,500	55%
5. Training & Technical Assistance - PA11						
Interaction	-	-	-	6,000	6,000	0%
Diane Godard (\$50,000/2)	1,600	6,825	8,425	15,000	6,575	56%
Josephine Lee (\$35,000/2)	450	1,927	2,377	14,300	11,923	17%
Susan Cooke (\$60,000/2)	-	-	-	10,400	10,400	
7. Delegate Agency Costs						
First Baptist Church Head Start PA22	-	765,791	765,791	2,101,965	1,336,174	36%
First Baptist Church Head Start PA20	-	-	-	8,000	8,000	0%
8. Other Contracts						
FB-Fairgrounds Partnership (Wrap)	11,910	18,935	30,845	74,213	43,368	42%
FB-Fairgrounds Partnership	28,800	57,600	86,400	183,600	97,200	47%
FB-E. Leland/Mercy Housing Partnership	-	-	-	-	-	
Martinez ECC (18 HS slots x \$225/mo x 12/mo)	18,000	36,000	54,000	108,000	54,000	50%
YMCA of the East Bay	-	141,050	141,050	571,200	430,150	25%
Child Outcome Planning and Administration (COPA/Nulinx)	964	1,928	2,892	20,000	17,108	14%
Enhancement/wrap-around HS slots with State CD Program	1,918	593,699	595,617	4,350,000	3,754,383	14%
f. CONTRACTUAL (Object Class 6f)	80,845	1,285,463	1,366,308	7,066,378	5,700,070	19%
h. OTHER (Object Class 6h)						
2. Bldg Occupancy Costs/Rents & Leases	51,167	73,301	124,468	216,000	91,532	58%
(Rents & Leases/Other Income)	-	(567)	(567)	-	567	
4. Utilities, Telephone	55,894	77,201	133,094	295,000	161,906	45%
5. Building and Child Liability Insurance	2,707	-	2,707	3,000	294	90%
6. Bldg. Maintenance/Repair and Other Occupancy	7,151	27,711	34,862	100,000	65,138	35%
8. Local Travel (55.5 cents per mile effective 1/1/2012)	6,497	15,269	21,766	50,000	28,234	44%
9. Nutrition Services						
Child Nutrition Costs	39,303	103,983	143,286	310,000	166,714	46%
(CCFP & USDA Reimbursements)	-	(57,041)	(57,041)	(230,000)	(172,959)	25%
13. Parent Services						
Parent Conference Registration - PA11	784	-	784	4,000	3,216	20%
Parent Resources (Parenting Books, Videos, etc.) - PA11	-	-	-	1,000	1,000	0%
PC Orientation, Trainings, Materials & Translation - PA11	3,098	3,862	6,960	12,700	5,740	55%
Policy Council Activities	21	929	949	4,000	3,051	24%
Male Involvement Activities	-	-	-	500	500	0%
Parent Activities (Sites, PC, BOS luncheon) & Appreciation	2,825	-	2,825	7,500	4,675	38%
Child Care/Mileage Reimbursement	732	3,202	3,935	5,100	1,165	77%
14. Accounting & Legal Services						
Auditor Controllers	-	940	940	2,000	1,060	47%
Data Processing/Other Services & Supplies	2,870	5,051	7,921	15,000	7,079	53%
15. Publications/Advertising/Printing						
Outreach/Printing	-	-	-	100	100	0%
Recruitment Advertising (Newspaper, Brochures)	-	1,338	1,338	2,500	1,162	54%
16. Training or Staff Development						
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAE	286	8,482	8,769	22,098	13,329	40%
Staff Trainings/Dev. Conf. Registrations/Memberships - PA	6,403	42,985	49,388	48,000	(1,388)	103%
Family, Community and Parent Involvement	-	-	-	95,000	95,000	0%
17. Other						
Site Security Guards	3,123	12,617	15,740	35,000	19,260	45%
Dental/Medical Services	-	-	-	1,000	1,000	0%
Vehicle Operating/Maintenance & Repair	13,730	41,891	55,622	80,000	24,378	70%
Equipment Maintenance Repair & Rental	37,983	70,475	108,458	217,000	108,542	50%
Dept. of Health and Human Services-data Base (CORD)	1,825	4,397	6,222	12,000	5,778	52%
Field Trips	-	4,855	4,855	5,000	145	
Other Operating Expenses (Facs Admin/Other admin)	13,652	11,642	25,294	186,748	161,454	14%
Other Departmental Expenses	-	-	-	-	-	
h. OTHER (6h)	250,051	452,523	702,573	1,500,246	797,673	47%
i. TOTAL DIRECT CHARGES (6a-6h)	2,035,675	3,396,186	5,431,861	15,183,359	9,751,498	36%
j. INDIRECT COSTS	238,700	446,061	684,760	945,168	260,408	72%
k. TOTALS (ALL BUDGET CATEGORIES)	2,274,375	3,842,246	6,116,621	16,128,527	10,011,906	38%
Non-Federal Share (In-kind)	568,594	1,448,553	2,017,147	4,032,132	2,014,985	50%

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2018 EARLY HEAD START PROGRAM
June 2018 Expenditures

1 DESCRIPTION	2 YTD Actual	3 Total Budget	4 Remaining Budget	5 % YTD
a. PERSONNEL	\$ 148,564	\$ 601,077	\$ 452,513	25%
b. FRINGE BENEFITS	91,654	384,355	292,701	24%
c. TRAVEL	-	-	-	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	6,737	16,800	10,063	40%
f. CONTRACTUAL	1,561,310	2,292,672	731,362	68%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	26,415	99,983	73,568	26%
I. TOTAL DIRECT CHARGES	\$ 1,834,680	\$ 3,394,887	\$ 1,560,207	54%
j. INDIRECT COSTS	51,181	143,657	92,476	36%
k. TOTAL-ALL BUDGET CATEGORIES	<u>\$ 1,885,860</u>	<u>\$ 3,538,544</u>	<u>\$ 1,652,684</u>	<u>53%</u>
<i>In-Kind (Non-Federal Share)</i>	<u>\$ 454,524</u>	<u>\$ 884,636</u>	<u>\$ 430,112</u>	<u>51%</u>

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
2018 EARLY HEAD START PROGRAM
June 2018 Expenditures

1	2	3	4	5	6	7
	Jan-18 thru Mar-18	Apr-18 thru Jun-18	Total YTD Actual	Total Budget	Remaining Budget	% YTD
Expenditures						
a. Salaries & Wages (Object Class 6a)						
Permanent 1011	86,807	46,478	133,285	519,798	386,513	26%
Temporary 1013	7,022	8,256	15,279	81,279	66,000	19%
a. PERSONNEL (Object class 6a)	93,830	54,734	148,564	601,077	452,513	25%
b. FRINGE (Object Class 6b)	57,054	34,599	91,654	384,355	292,701	24%
e. SUPPLIES (Object Class 6e)						
1. Office Supplies	95	4,874	4,968	8,000	3,032	62%
2. Child and Family Serv. Supplies/classroom St	-	50	50	4,000	3,950	1%
4. Other Supplies	-	-	-	-	-	
Computer Supplies, Software Upgrades, Con	-	339	339	2,000	1,661	17%
Health/Safety Supplies	693	-	693	1,500	807	46%
Miscellaneous Supplies	-	647	647	1,000	353	65%
Household Supplies	-	39	39	300	261	
e. SUPPLIES (Object Class 6e)	788	5,949	6,737	16,800	10,063	40%
f. CONTRACTUAL (Object Class 6f)						
1. Adm Svcs (Legal, Accounting, Temporary Cc	-	-	-	1,000	1,000	0%
2. Health/Disabilities Services	-	-	-	-	-	
Health Consultant	3,840	6,000	9,840	19,500	9,660	50%
5. Training & Technical Assistance - PA11	-	-	-	-	-	
Interaction	-	-	-	5,500	5,500	0%
Diane Godard	-	-	-	7,500	7,500	0%
Josephine Lee (\$35,000/2)	-	-	-	5,000	5,000	0%
Susan Cooke (\$60,000/2)	-	-	-	6,500	6,500	0%
8. Other Contracts						
FB-Fairgrounds Partnership	12,000	22,000	34,000	84,000	50,000	40%
FB-E. Leland/Mercy Housing Partnership	15,000	75,000	90,000	180,000	90,000	50%
Apiranet	81,000	161,500	242,500	388,800	146,300	62%
Crossroads	-	80,000	80,000	110,000	30,000	73%
Martinez ECC	16,000	32,000	48,000	96,000	48,000	50%
Child Outcome Planning & Admini. (COPA/Ni	199	401	600	3,000	2,400	20%
Enhancement/wrap-around HS slots with Sta	407,254	649,116	1,056,370	1,385,872	329,502	76%
f. CONTRACTUAL (Object Class 6f)	535,293	1,026,017	1,561,310	2,292,672	731,362	68%
h. OTHER (Object Class 6h)						
2. Bldg Occupancy Costs/Rents & Leases	143	1,149	1,292	1,800	508	72%
(Rents & Leases/Other Income)	-	-	-	-	-	
4. Utilities, Telephone	952	668	1,621	5,600	3,979	29%
5. Building and Child Liability Insurance	-	-	-	-	-	
6. Bldg. Maintenance/Repair and Other Occupa	129	274	402	7,200	6,798	6%
8. Local Travel (55.5 cents per mile)	614	1,502	2,116	6,500	4,384	33%
9. Nutrition Services	-	-	-	-	-	
Child Nutrition Costs	-	569	569	1,100	531	52%
(CCFP & USDA Reimbursements)	-	(167)	(167)	(800)	(633)	
13. Parent Services	-	-	-	-	-	
Parent Conference Registration - PA11	-	-	-	2,000	2,000	0%
Parent Resources (Parenting Books, Videos	305	80	384	2,000	1,616	19%
PC Orientation, Trainings, Materials & Trans	58	953	1,011	4,000	2,989	25%
Policy Council Activities	-	-	-	1,000	1,000	0%
Parent Activities (Sites, PC, BOS luncheon)	-	-	-	500	500	0%
Child Care/Mileage Reimbursement	91	187	277	1,500	1,223	18%
14. Accounting & Legal Services	-	-	-	-	-	
Data Processing/Other Services & Supplies	593	1,047	1,640	3,200	1,560	51%
15. Publications/Advertising/Printing	-	-	-	-	-	
Recruitment Advertising (Newspaper, Brochu	-	-	-	100	100	
16. Training or Staff Development	-	-	-	-	-	
Agency Memberships (WIPFLI, Meeting Fee	60	221	281	20,200	19,919	1%
Staff Trainings/Dev. Conf. Registrations/Mei	563	6,561	7,125	30,244	23,119	24%
17. Other	-	-	-	-	-	
Site Security Guards	-	752	752	1,000	248	75%
Vehicle Operating/Maintenance & Repair	1,710	5,558	7,268	8,000	732	91%
Equipment Maintenance Repair & Rental	2	888	890	1,000	110	89%
Other Operating Expenses (Facs Admin/Othe	453	502	954	3,839	2,885	25%
Other Departmental Expenses	-	-	-	-	-	
h. OTHER (6h)	5,672	20,743	26,415	99,983	73,568	26%
i. TOTAL DIRECT CHARGES (6a-6h)	692,636	1,142,043	1,834,680	3,394,887	1,560,207	54%
j. INDIRECT COSTS	21,462	29,719	51,181	143,657	92,476	36%
k. TOTALS - ALL BUDGET CATEGORIES	714,098	1,171,762	1,885,860	3,538,544	1,652,684	53%
Non-Federal Match (In-Kind)	178,525	276,000	454,524	884,636	430,112	51%

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
EARLY HEAD START- CC PARTNERSHIP #1
June 2018 Expenditures

1 DESCRIPTION	2 YTD Actual	3 Total Budget	4 Remaining Budget	5 % YTD
a. PERSONNEL	\$ 313,783	\$ 299,555	\$ (14,228)	105%
b. FRINGE BENEFITS	190,534	216,733	26,199	88%
c. TRAVEL	-	-	-	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	20,933	57,850	36,917	36%
f. CONTRACTUAL	426,730	470,120	43,390	91%
g. CONSTRUCTION			-	0%
h. OTHER	68,959	70,363	1,404	98%
I. TOTAL DIRECT CHARGES	\$ 1,020,939	\$ 1,114,621	\$ 93,682	92%
j. INDIRECT COSTS	108,958	62,557	(46,401)	174%
k. TOTAL-ALL BUDGET CATEGORIES	<u>\$ 1,129,898</u>	<u>\$ 1,177,178</u>	<u>\$ 47,280</u>	<u>96%</u>
<i>In-Kind (Non-Federal Share)</i>	<u>\$ 272,844</u>	<u>\$ 272,845</u>	<u>\$ 0</u>	<u>100%</u>

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU
EARLY HEAD START- CC PARTNERSHIP #1
June 2018 Expenditures

1	2	3	4	5	6	7	8	9
	Jul-17 thru Sep-17	Oct-17 thru Dec-17	Jan-18 thru Mar-18	Apr-18 thru Jun-18	Total YTD Actual	Total Budget	Remaining Budget	% YTD
Expenditures								
a. Salaries & Wages (Object Class 6a)								
Permanent 1011	86,175	56,267	72,236	94,660	309,338	294,555	(14,783)	105%
Temporary 1013	-	-	2,272	2,173	4,445	5,000	555	
a. PERSONNEL (Object class 6a)	86,175	56,267	74,508	96,833	313,783	299,555	(14,228)	105%
b. FRINGE BENEFITS (Object Class 6b)								
Fringe Benefits	52,846	35,449	43,356	58,883	190,534	216,733	26,199	88%
b. FRINGE (Object Class 6b)	52,846	35,449	43,356	58,883	190,534	216,733	26,199	88%
e. SUPPLIES (Object Class 6e)								
1. Office Supplies	61	1,172	564	659	2,456	2,600	144	94%
2. Child and Family Serv. Supplies/classroom Supplies	40	531	322	13,176	14,069	50,050	35,981	28%
4. Other Supplies	-	-	-	-				
Computer Supplies, Software Upgrades, Comp Replac	1,089	1,279	19	153	2,539	3,200	661	79%
Miscellaneous Supplies	-	25	-	107	132	100	(32)	132%
Household Supplies	936	785	-	15	1,736	1,900	164	91%
e. SUPPLIES (Object Class 6e)	2,125	3,791	905	14,111	20,933	57,850	36,917	36%
f. CONTRACTUAL (Object Class 6f)								
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contrac	-	-	-	-	-	920	920	0%
5. Training & Technical Assistance - PA11	-	-	-	-	-	-	-	
Boot Camp/PITC/IT Trainings	-	-	-	-	-	13,200	13,200	0%
8. Other Contracts	-	110,000	31,256	156,000	297,256	313,000	15,744	95%
Contra Costa Child Care Council	-	7,416	3,156	-	10,571	15,000	4,429	70%
First Baptist (20 slots x \$450)	-	-	-	-	-	7,000	7,000	0%
Child Outcome Planning and Administration (COPA/Nt	53,000	(3,000)	23,500	45,000	118,500	120,000	1,500	99%
Enhancement/wrap-around HS slots with State CD Prc	-	132	90	180	403	1,000	597	
f. CONTRACTUAL (Object Class 6f)	53,000	114,548	58,002	201,180	426,730	470,120	43,390	91%
h. OTHER (Object Class 6h)								
2. Bldg Occupancy Costs/Rents & Leases (Rents & Leases/Other Income)	4,760	3,595	3,073	2,342	13,770	13,800	30	100%
4. Utilities, Telephone	3,210	5,109	5,108	5,084	18,512	15,000	(3,512)	123%
5. Building and Child Liability Insurance	-	-	-	-	-	-	-	
6. Bldg. Maintenance/Repair and Other Occupancy	1,145	35	49	65	1,295	1,400	105	92%
8. Local Travel (54 cents per mile)	702	889	62	2,164	3,817	4,200	383	91%
13. Parent Services	-	-	-	-	-	-	-	0%
14. Accounting & Legal Services	-	-	-	-	-	-	-	
Data Processing/Other Services & Supplies	269	403	269	471	1,412	1,000	(412)	141%
15. Publications/Advertising/Printing	-	-	-	-	-	-	-	
Outreach/Printing	-	-	-	-	-	400	400	
16. Training or Staff Development	-	-	-	-	-	-	-	
Agency Memberships (WIPFLI, Meeting Fees, NHSA	-	-	-	-	-	-	-	
Staff Trainings/Dev. Conf. Registrations/Membership:	14,746	2,895	12	4,519	22,172	25,907	3,735	86%
17. Other	-	-	-	-	-	-	-	
Site Security Guards	-	-	-	338	338	1,000	662	34%
Vehicle Operating/Maintenance & Repair	688	224	63	8	983	1,000	17	98%
Equipment Maintenance Repair & Rental	2,468	428	441	1,003	4,340	4,000	(340)	109%
Health and Safety Improvements	-	-	19	-	19	550	531	3%
Dept. of Health and Human Services-data Base (CORI	-	-	-	-	-	-	-	
Other Operating Expenses (Facs Admin/Other admin)	590	492	493	727	2,302	2,106	(196)	109%
h. OTHER (6h)	28,578	14,071	9,590	16,720	68,959	70,363	1,404	98%
i. TOTAL DIRECT CHARGES (6a-6h)	222,725	224,125	186,361	387,728	1,020,939	1,114,621	93,682	92%
j. INDIRECT COSTS	14,702	23,601	23,558	47,097	108,958	62,557	(46,401)	174%
k. TOTALS - ALL BUDGET CATEGORIES	237,427	247,727	209,919	434,825	1,129,898	1,177,178	47,280	96%
<i>Non-federal Match In-Kind</i>	31,710	105,349	115,455	20,330	272,844	272,845	0	100%

SUMMARY CREDIT CARD EXPENDITURE

Agency: Community Services Bureau

Month: **June 2018**

Credit Card: Visa/U.S. Bank

Authorized Users

C. Rand, Bureau Dir	xxxx8798
K. Mason, Div Mgr	xxxx2364
C. Reich, Div Mgr	xxxx4959
S. Kim, Sr. Bus. Systems Analyst	xxxx1907
C. Johnson, AD	xxxx0220
M. Begros, AD	xxxx1416
A. Wells, AD	xxxx8777
P. Arrington, AD	xxxx3838
I. Renggenathen, AD	xxxx0494
R. Radeva, PSA III	xxxx1899
Corporate Acct. Number	xxxx5045

Fund Org	Acct. code	Stat. Date	Card Account #	Amount	Program	Purpose/Description
1434	2303	06/22/18	xxxx4959	2,143.88	Head Start T & TA	Other Travel Employees
1434	2303	06/22/18	xxxx4959	(360.14)	Head Start T & TA	Other Travel Employees
1401	2303	06/22/18	xxxx1907	(495.80)	Indirect Admin Costs	Other Travel Employees
1464	2303	06/22/18	xxxx1907	(495.80)	EHS-Child Care Partnership #2	Other Travel Employees
1448	2303	06/22/18	xxxx1907	443.96	CSD Liheap PGE Assistance	Other Travel Employees
1401	2303	06/22/18	xxxx1907	135.00	Indirect Admin Costs	Other Travel Employees
1464	2303	06/22/18	xxxx1907	135.00	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	06/22/18	xxxx2364	267.96	EHS-Child Care Partnership #2	Other Travel Employees
1461	2303	06/22/18	xxxx2364	1,391.90	EHS-Child Care Partnership	Other Travel Employees
1417	2303	06/22/18	xxxx8798	137.96	Child Care Svs Program	Other Travel Employees
1417	2303	06/22/18	xxxx1899	217.96	Child Care Svs Program	Other Travel Employees
1401	2303	06/22/18	xxxx1899	1,359.97	Indirect Admin Costs	Other Travel Employees
1401	2303	06/22/18	xxxx1899	(1,359.97)	Indirect Admin Costs	Other Travel Employees
				3,521.88		

1530	2132	06/22/18	xxxx1907	52.20	FACS Mental Health Program	Minor Computer Equip
1401	2251	06/22/18	xxxx1907	438.96	Indirect Admin Costs	Computer Software Cost
				491.16		

1461	2100	06/22/18	xxxx1907	285.54	EHS-Child Care Partnership	Office Exp
1417	2100	06/22/18	xxxx1907	107.72	Child Care Svs Program	Office Exp
1432	2100	06/22/18	xxxx1907	447.82	HS Basic Grant	Office Exp
1401	2100	06/22/18	xxxx1907	1,409.67	Indirect Admin Costs	Office Exp
1401	2100	06/22/18	xxxx0220	154.19	Indirect Admin Costs	Office Exp
				2,404.94		

1432	2477	06/22/18	xxxx8777	282.85	HS Basic Grant	Educational Supplies
1530	2477	06/22/18	xxxx2364	206.76	FACS Mental Health Program	Educational Supplies
1464	2477	06/22/18	xxxx1416	684.57	EHS-Child Care Partnership #2	Educational Supplies
1524	2477	06/22/18	xxxx0220	28.08	George Miller Concord Site Costs	Educational Supplies
				1,202.26		

1525	2200	06/22/18	xxxx8777	550.00	Las Deltas Site Costs	Memberships
1420	2200	06/22/18	xxxx3838	925.00	HS Admin Charges	Memberships
1525	2200	06/22/18	xxxx8777	1,475.00	Las Deltas Site Costs	Memberships

1464	2467	06/22/18	xxxx2364	680.00	EHS-Child Care Partnership #2	Training & Registration
1461	2467	06/22/18	xxxx2364	1,860.00	EHS-Child Care Partnership	Training & Registration
1874	2467	06/22/18	xxxx8798	555.00	Operations - Stage 2	Training & Registration
1417	2467	06/22/18	xxxx8798	205.00	Child Care Svs Program	Training & Registration
1802	2467	06/22/18	xxxx8798	555.00	CSPP Full-Day Operations	Training & Registration
				3,855.00		

1464	2102	06/22/18	xxxx8798	55.86	EHS-Child Care Partnership #2	Books, Periodicals
1464	2102	06/22/18	xxxx8798	55.86	EHS-Child Care Partnership #2	Books, Periodicals

1530	2490	06/22/18	xxxx2364	77.59	FACS Mental Health Program	Misc Services/Supplies
1401	2490	06/22/18	xxxx2364	9.99	Indirect Admin Costs	Misc Services/Supplies
1432	2490	06/22/18	xxxx1416	179.94	HS Basic Grant	Misc Services/Supplies
1524	2490	06/22/18	xxxx0220	171.36	George Miller Concord Site Costs	Misc Services/Supplies
1432	2490	06/22/18	xxxx0220	225.44	HS Basic Grant	Misc Services/Supplies
				664.32		

1482	2150	06/22/18	xxxx0494	86.94	Child Nutrition Food Services	Food
1401	2479	06/22/18	xxxx1899	2,749.79	Indirect Admin Costs	Other Special Dpmtal Exp
				2,836.73		

			Total	16,507.15		
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**CAO Monthly Report
 CSBG and Weatherization Programs
 Year-to-Date Expenditures
 As of June 30, 2018**

1. 2018 LIHEAP WX

Contract # 18B-4005
 Term: Oct. 1, 2017 - July 31, 2019
 Amount: WX \$ 820,563

Total Contract	\$ 820,563
Expenditures	(341,704)
Balance	<u>\$ 478,859</u>
Expended	42%

2. 2018 LIHEAP ECIP/EHA 16

Contract # 18B-4005
 Term: Oct. 1, 2017 - July 31, 2019
 Amount: EHA 16 \$ 790,670

Total Contract	\$ 790,670
Expenditures	(388,581)
Balance	<u>\$ 402,089</u>
Expended	49%

4. 2018 COMMUNITY SERVICES BLOCK GRANT (CSBG)











Contract # 18F-5007
 Term: Jan. 1, 2018 - December 31, 2018
 Amount: \$ 838,958

Total Contract	\$ 838,958
Expenditures	(277,557)
Balance	<u>\$ 561,401</u>
Expended	33%

EMPLOYMENT & HUMAN SERVICES DEPARTMENT
 COMMUNITY SERVICES BUREAU
 CHILD NUTRITION FOOD SERVICES
 CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED
 FY 2017-2018

Month covered	2018 May
Approved sites operated this month	15
Number of days meals served this month	22
Average daily participation	676
Child Care Center Meals Served:	
Breakfast	12,535
Lunch	14,862
Supplements	11,462
Total Number of Meals Served	<u>38,859</u>

July 2018 - COMMUNITY SERVICES BUREAU PRESCHOOL MENU

MEATLESS MONDAY	TUESDAY	WEDNESDAY	VEGGIE THURSDAY	FRIDAY
<p>2</p> <p>BREAKFAST ½ c. Fresh Orange ⅓ c. Bran Cereal</p> <p>LUNCH SUNBUTTER & JELLY SANDWICH 2 tbsps. Sunbutter 1 ea. Mozzarella String Cheese ¼ c. Baby Carrots (No Dressing) ¼ c. Red Delicious Apple 1 sl. Whole Wheat Bread</p> <p>PM SNACK 1 pkg. Goldfish Cheese Crackers ½ c. 1% Low-Fat Milk</p>	<p>3</p> <p>BREAKFAST ½ c. Fresh Gala Apple ⅓ c. Kix Cereal</p> <p>LUNCH 1½ ozs. TURKEY HAM & CHEESE Mayo & Mustard Dressing ¼ c. Broccoli Florets/Ranch Dressing ¼ c. Fresh Strawberries 1 sl. Whole Wheat Bread</p> <p>PM SNACK ¼ c. Plain Low-Fat Yogurt ½ c. Mixed Fruit</p>	<p>4</p>  <p>BREAKFAST ½ c. Pineapple Tidbits ½ ea. Whole Wheat Bagel/Low-Fat Cream Cheese</p> <p>LUNCH 1-serv. CHICKEN CHILAQUILES WITH W.G. CORN TORTILLA CHIPS ¼ c. Jicama Sticks ¼ c. Mango Chunks</p> <p>PM SNACK</p> <p>EARLY CLOSURE</p>	<p>5</p> <p>BREAKFAST 1 ea. Fresh Banana ½ sl. Whole Wheat Cinnamon Bread</p> <p>LUNCH TURKEY WRAP/LOW-FAT CREAM CHEESE 1 ½ ozs. Turkey ¼ c. Spinach Leaves, Shredded Carrots & Bell Peppers ¼ c. Fresh Peach 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK 2 pkgs. Wheat Crackers ½ c. Fresh Kiwi</p>	<p>6</p> <p>BREAKFAST ½ c. Fresh Strawberries ⅓ c. Cheerios</p> <p>LUNCH ½ c. CHICKEN SALAD ¼ c. Zucchini Sticks ¼ c. Fresh Plum 1 ea. Whole Wheat Hotdog Bun</p> <p>PM SNACK ½ c. Fresh Apple 1 tbsp. Sunbutter</p> 
<p>9</p> <p>BREAKFAST ½ c. Fresh Apple ⅓ c. Bran Cereal</p> <p>LUNCH 1 c. WHOLE GRAIN MAC & CHEESE ¼ c. Rainbow Cole Slaw ¼ c. Fresh Plum</p> <p>PM SNACK ½ c. Carrots & Celery Sticks ⅓ c. Cottage Cheese</p> 	<p>10</p> <p>BREAKFAST ½ c. Fresh Orange 1 sl. Raisin Bread/Sunbutter</p> <p>LUNCH ¾ c. *GROUND TURKEY & SPANISH RICE (ground turkey, green peppers, tomatoes, & tomato paste with brown rice) ¼ c. Fresh Nectarine</p> <p>PM SNACK ¼ c. Lets Go Fishing Trail Mix (crispix, pretzels, fish & cheese crackers) ½ c. 1% Low-Fat Milk</p>	<p>11</p> <p>BREAKFAST ½ c. Pineapple Tidbits ½ ea. Whole Wheat Bagel/Low-Fat Cream Cheese</p> <p>LUNCH 1-serv. CHICKEN CHILAQUILES WITH W.G. CORN TORTILLA CHIPS ¼ c. Jicama Sticks ¼ c. Mango Chunks</p> <p>PM SNACK</p> <p>EARLY CLOSURE</p>	<p>12</p> <p>BREAKFAST ½ c. Fresh Kiwi 1 ea. Breakfast Burrito (eggs & salsa)</p> <p>LUNCH ¾ c. RED BEANS ¼ c. Spring Salad Mix With Italian Dressing ¼ c. Fresh Peach ¼ c. Brown Rice</p> <p>PM SNACK ½ c. Broccoli Florets & Bell Pepper Strips/Ranch Dressing 6 ea. Wheat Thin Crackers</p> 	<p>13</p> <p>BREAKFAST ½ c. Fresh Strawberries ¼ c. Low-Fat Plain Yogurt/Granola</p> <p>LUNCH *CRUNCHY HAWAIIAN CHICKEN WRAP ½ c. Diced Chicken, Broccoli, Carrots, Pineapple, & Spinach 1 sl. Fresh Cantaloupe 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK 1 sq. Homemade Banana Bread ½ c. 1% low-fat milk</p>
<p>16</p> <p>BREAKFAST ½ c. Fresh Orange ⅓ c. Rice Chex Cereal</p> <p>LUNCH ¾ c. *VEGETABLE CHILI (kidney beans, tomatoes, bulgur wheat, yogurt, & cheddar cheese) ¼ c. Fresh Apple 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK 6 ea. Wheat Thin Crackers 1 ea. String Cheese</p>	<p>17</p> <p>BREAKFAST ½ c. Fresh Kiwi ½ ea. Whole Wheat English Muffin/Sunbutter</p> <p>LUNCH 1½ ozs. OVEN BAKED CHICKEN ¼ c. Broccoli Florets/Ranch Dressing ¼ c. Fresh Peach ¼ c. Spanish Quinoa</p> <p>PM SNACK ½ c. Cucumber Slices & Carrot Sticks ⅓ c. Cottage Cheese Ranch Dip</p> 	<p>18</p> <p>BREAKFAST 1 ea. Fresh Banana ⅓ c. Kix Cereal</p> <p>LUNCH 1½ oz. TURKEY TACOS WITH CHEESE ¼ c. Shredded Lettuce & Diced Tomatoes ¼ c. Mango Chunks 2 ea. Mini Corn Tortillas</p> <p>PM SNACK ½ c. Fresh Orange 1 ea. Hard Boiled Egg</p>	<p>19</p> <p>BREAKFAST ½ c. Fresh Strawberries ½ sl. Whole Wheat Cinnamon Bread 1 ea. Turkey Sausage</p> <p>LUNCH ¾ c. SEASONED BLACKKEY PEAS ¼ c. Collard Greens 1 sl. Fresh Cantaloupe 1 sq. Homemade Whole Wheat Cornbread</p> <p>PM SNACK ½ c. Cauliflower Florets & Zucchini Sticks/Ranch Dressing 1 ea. Soft Pretzel Stick</p>	<p>20</p> <p>BREAKFAST ½ c. Fresh Plum ⅓ c. Cheerios</p> <p>LUNCH 1½ ozs. TURKEY & SWISS CHEESE Mayo & Mustard Dressing 1 ea. Leafy Green Lettuce & 1 ea. Tomato Slice ¼ c. Fresh Apple 1 sl. Whole Wheat Bread</p> <p>PM SNACK – ANTS ON A LOG ¼ c. Celery Sticks 2 tbsps. Sunbutter (Raisins) ½ c. 1% Low-Fat Milk</p> 
<p>23</p> <p>BREAKFAST ½ c. Fresh Kiwi ⅓ c. Corn Chex Cereal</p> <p>LUNCH *SOUTHWEST VEGGIE WRAP ¾ c. Coleslaw Mix, Cucumbers, Black Beans, Salsa, With Romaine Lettuce & Spinach 1 oz. Shredded Cheese ¼ c. Fresh Strawberries 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK ½ c. Fresh Apple 1 tbsp. Sunbutter</p> 	<p>24</p> <p>BREAKFAST ½ c. Fresh Orange ½ ea. Whole Wheat Bagel/Low-Fat Cream Cheese</p> <p>LUNCH ¾ c. SLOPPY JOE (ground turkey) ¼ c. Spinach Salad/Raspberry Dressing ¼ c. Fresh Apple 1 ea. Whole Wheat Hamburger Bun</p> <p>PM SNACK ½ c. Broccoli & Cauliflower Florets/Vegetable Dip 6 ea. Wheat Thin Crackers</p>	<p>25</p> <p>BREAKFAST ½ c. Pineapple Chunks 1 sq. Homemade Zucchini Bread</p> <p>LUNCH ¾ c. + 1-tbsp. *STIR-FRY CHICKEN (diced chicken, shredded cabbage, carrots, & whole wheat spaghetti) 1 sl. Fresh Watermelon</p> <p>PM SNACK</p> <p>EARLY CLOSURE</p>	<p>26</p> <p>BREAKFAST 1 ea. Fresh Banana ¼ c. Cinnamon Oatmeal With Vanilla & Raisins</p> <p>LUNCH 1 ea. MEXICAN PIZZA (refried beans, tomato paste & salsa) ½ oz. Mozzarella Cheese ¼ c. Fresh Peach 1 ea. Whole Wheat Flour Tortilla</p> <p>PM SNACK ½ c. Cucumber & Tomato Salad With Italian Dressing 2 pkgs. Wheat Crackers</p> 	<p>27</p> <p>BREAKFAST ½ c. Fresh Apricot ½ sl. Whole Wheat Toast ⅓ c. Scrambled Eggs & Turkey Ham</p> <p>LUNCH ½ c. CURRY CHICKEN SALAD ¼ c. Baby Carrots (No Dressing) ¼ c. Fresh Strawberries ½ ea. Whole Wheat Pita Bread</p> <p>PM SNACK ¼ c. Homemade Pico De Gallo 6 ea. Whole Grain Corn Tortilla Chips ½ c. 1% Low-Fat Milk</p>
<p>30</p> <p>BREAKFAST ½ c. Fresh Apple ⅓ c. Kix Cereal</p> <p>LUNCH ¾ c. *SANTA FE RICE & BEANS (pinto beans, tomatoes, salsa, cheese, sour cream, & brown rice) ¼ c. Fresh Kiwi</p> <p>PM SNACK 1 pkg. Cheese Crackers ½ c. 1% Low-Fat Milk</p> 	<p>31</p> <p>BREAKFAST ½ c. Fresh Orange ⅓ c. Bran Cereal</p> <p>LUNCH 1 c. *WHITE CHICKEN CHILI ¼ c. Fresh Strawberries 6 ea. Whole Grain Corn Tortilla Chips</p> <p>PM SNACK 1 pkg. Animal Crackers ½ c. 1% Low-Fat Milk</p>	 <p>ALL BREAKFAST & LUNCH SERVED WITH ¾ c. 1% LOW-FAT MILK</p> <p>* Indicates vegetable included in main dish</p> <p>WATER IS OFFERED THROUGHOUT THE DAY</p>		



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 11, 2018

Subject: Contra Costa County Assessment Appeals Board Amended Local Rules of Procedure

RECOMMENDATION(S):

ADOPT amended and restated local rules of procedure for the Contra Costa County Assessment Appeals Board.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Contra Costa County Assessment Appeal Board is governed by the State Revenue and Taxation Code and the State Property Tax Rules. Article XIII, Section 16 of the California Constitution authorizes a county board of supervisors to adopt local rules of procedure to facilitate the work of local appeals boards and ensure uniformity in the processing and decision of property tax appeals. The attached amended and restated local rules of procedure add two new rules and amend two existing rules, as follows:

1. Under new Rule D (Withdrawal),

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Jami Napier, (925)
335-1908

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

an applicant may file a request to withdraw an application unless the Assessor has given notice of a higher assessed value. The Assessment Appeals Board can deny a withdrawal request and set the application for hearing.

2. New Rule E (Stipulations) establishes the procedure for submitting to the Assessment Appeals Board proposed stipulations between an applicant and the Assessor as to a property's change in value, and the procedure for the Board's review of stipulations.

3. Under revised Rule G (Failure to Appear for Hearing), an application will be denied for lack of appearance if neither the applicant nor the applicant's representative is present at a properly noticed hearing on the application, unless the Assessor has given notice of a higher assessed value.

4. Revised Rule H (Notice of Decision and Findings of Fact) establishes the procedure for requesting findings of fact. The revised rule allows the Assessment Appeals Board to request that one or both parties submit proposed written findings of fact. The revised rule retains existing procedures for cases where the Assessor's opinion of value is \$10 million or more.

In addition, minor clerical and formatting revisions were made to the other existing local rules for clarity.

CONSEQUENCE OF NEGATIVE ACTION:

The local rules of procedure for the Contra Costa County Assessment Appeals Board will remain unchanged.

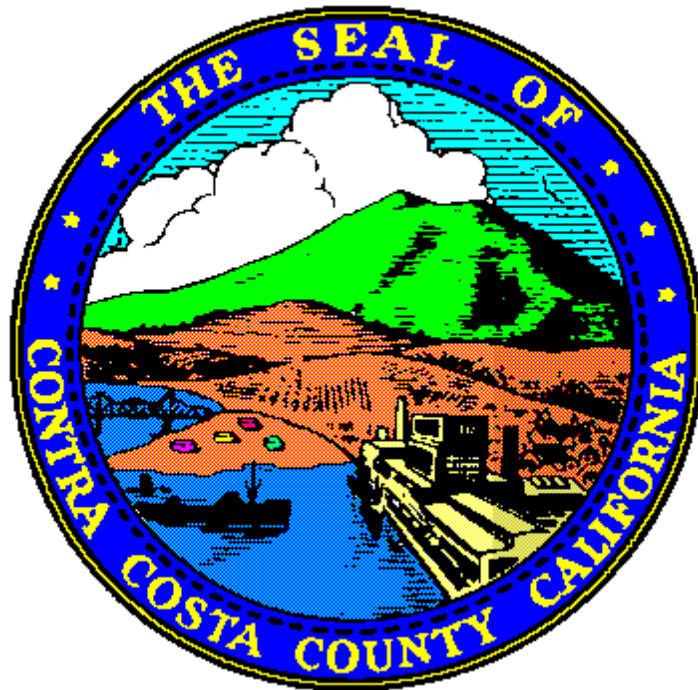
ATTACHMENTS

Assessment Appeals Board Local Rules

CONTRA COSTA COUNTY

ASSESSMENT APPEALS BOARD

LOCAL RULES OF PROCEDURE



AMENDED AND RESTATED RULES
adopted by the County Board of Supervisors on September 11, 2018

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule A. Defective Applications and Amendments

1. If an application is filed within the time required by law, it may be amended to avoid invalidity, subject nevertheless to Rule 305(e) [Title 18, California Code of Regulations, Section 305(e)], and these local rules.
2. The Clerk of the Assessment Appeals Board is authorized, but not required, to notify applicants respecting possible defects in an application, and of the applicant's right to amend such application.
3. When the Clerk has given notice to an applicant of a possible defect in an application, and the defect has not been remedied within 15 days of the date of mailing such notice, the Clerk shall place the application on the Board agenda for a hearing on the validity of the application, and all parties shall be given notice of such hearing.
4. If the Board determines an application is valid, it shall be heard on its merits or the Clerk shall set it for hearing on the merits at a later date. If the Board finds the application invalid, it shall not thereafter be heard, acted upon, or amended.
5. Notwithstanding the above procedures, the question of the validity of an application may be raised and decided at the time of the hearing on applicant's request for reduction of assessment, providing no prior decision has been made by the Board on the specific defect placed in issue at the hearing.
6. When the Board has made no determination respecting the validity of an application, it may be amended under local rule A-1 at any time prior to the hearing, but not thereafter, except that with permission of the Board and for good cause such application may be amended after the hearing has begun but before submission of the matter for decision.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule B. Late Applications

When it appears that application has not been filed within the time set by law, the Clerk shall set the application for hearing before the Board on the question of timeliness only, and give notice of such hearing to the parties.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule C. Discovery and Prehearings

1. This Rule will apply only to valuation disputes where the Assessor's opinion of value is \$10,000,000 or more or the Assessor has sent an RTC Sec. 441(d) request for information to the Applicant.
2. Either the Applicant or Assessor may request that the Board hold a discovery prehearing.
3. A discovery prehearing request by the Assessor should be made prior to 6 months before the end of the 2-year period of RTC Sec. 1604(c) (or the extended time if a waiver has occurred), so as to allow adequate time to resolve discovery issues and timely prepare and complete the hearing.
4. A discovery prehearing request by the Assessor should be made prior to 6 months before the end of the 2-year period of RTC Sec. 1604(c) (or the extended time if a waiver has occurred), unless the Applicant signs a waiver extending the 2-year period.
5. Pursuant to Rule 309(e) and 305.2(b), the Board will provide the Applicant and Assessor 30 days' written notice of the date, time and place of the prehearing, including notice that:
 - a. A Rule 305.2 prehearing will be held to determine the status of the Applicant's compliance with the Assessor's RTC Sec. 441(d) request for information or other discovery.
 - b. At the prehearing, the Applicant will have an opportunity to protest any denial of hearing within the 2-year period of RTC Sec. 1604(c) and to explain its position regarding any alleged failure to fully comply with a proper Assessor's RTC Sec. 441(d) request for information.
 - c. If the Board determines that the Applicant has not complied fully with a proper Assessor's RTC Sec. 441(d) request for information, the Board may render a discovery order that (inter alia):
 - i. Requires the Applicant to divulge the information needed to fully comply with the Assessor's request for information.
 - ii. Specifies that the RTC Sec. 1604(c) 2-year limit will be suspended until:
 - A. the Applicant fully complies with the request for information,
 - B. the Assessor has time to analyze the information provided and request that the valuation hearing be set, and

C. the Board thereafter sets, hears and decides the matter.

6. At the discovery prehearing, the Applicant will have an opportunity to explain its position regarding any alleged failure to fully comply with a proper Assessor's RTC Sec. 441(d) request for information and to protest any denial of hearing within the 2-year period of RTC Sec. 1604(c). The Board may hear any arguments and evidence it deems appropriate regarding the need for discovery and compliance with a discovery request. If the Board determines that the Applicant has not complied fully with a proper Assessor's RTC Sec. 441(d) request for information, the Board may render a discovery order that (inter alia):
 - a. Requires the Applicant to divulge the information needed to fully comply with the Assessor's request for information.
 - b. Specifies that the RTC Sec. 1604(c) 2-year limit will be suspended until:
 - i. the Applicant fully complies with the request for information,
 - ii. the Assessor has time to analyze the information provided and request that the valuation hearing be set, and
 - iii. the Board thereafter sets, hears and decides the matter.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule D. Withdrawal

An applicant may file a request to withdraw an application at any time before or at the time of the hearing, unless the Assessor has given written notice of a higher assessed value pursuant to Revenue and Taxation Code section 1609.4 and Property Tax Rule 313(f). If the Assessor has given this notice, the application may be withdrawn only if the applicant or the applicant's agent, and the assessor, stipulate in writing to the withdrawal. A form is available from the Clerk of the Board.

The Board may deny a withdrawal request and set the application for hearing.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule E. Stipulations

Pursuant to Revenue and Taxation Code section 1607, an applicant and the Assessor may stipulate in writing to a change in value. A written stipulation as to the full value and assessed value of a property must set forth the facts upon which the change in value is premised, and must be signed by the Assessor and the county legal advisor on behalf of the county, and by the applicant or applicant's agent. If the board receives a written stipulation to a change in value, the board may, at a hearing:

1. Accept the stipulation, waive the appearance of the applicant or applicant's agent, and change the assessed value pursuant to Revenue and Taxation Code section 1610.8; or
2. Request that the assessor provide additional information upon which the change in value is premised; or
3. Reject the stipulation and set the application for hearing.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule F. Continuance for Failure to Confirm Appearance

Not later than fifteen (15) days after the date of the Notice of Hearing, applicants are required to advise the Clerk of the Assessment Appeals Board either (a) that they intend to be present at the hearing as scheduled (b) that they withdraw their application for reduction in assessment, or (c) that they request a different hearing date. In the event that an applicant fails to so advise the Clerk of the Assessment Appeals Board, and the Assessor requests that the hearing be continued to permit preparation of the Assessor's case, the Assessment Appeals Board shall grant the Assessor a continuance for not less than fifteen (15) days.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule G. Failure to Appear for Hearing

1. If neither the applicant nor the applicant's agent is present at a properly noticed hearing on the application, and no request for postponement of the hearing has been received, the application shall be denied for lack of appearance, unless the assessor has given written notice of a higher assessed value pursuant to Revenue and Taxation Code section 1609.4 and Property Tax Rule 313(f).
2. The denial of an application for lack of appearance by the applicant or the applicant's agent is not a decision upon the merits of the application and there shall be no change to the enrolled assessed value of the property.
3. Not later than 30 days after the Clerk of the Assessment Appeals Board has mailed a copy of any decision denying an application under Rule 313 for lack of appearance, the applicant or the applicant's agent may file with the Clerk a written request verified under oath or penalty of perjury, that the Board vacate the denial and set the matter for hearing.
4. A request filed under Local Rule G.3 must include a statement of the particular facts and reasons upon which the applicant bases his or her claim that the denial should be vacated.
5. After notice to the applicant and the Assessor and after hearing, the Board will grant or deny the request. At hearing, the applicant is required to prove by clear and convincing evidence that his or her failure to appear, or that of the applicant's agent, was the result of unforeseen and compelling circumstances beyond the applicant's control, which arose in such manner as to make a timely request for continuance impossible.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule H. Notice of Decision and Findings of Fact

1. An applicant or applicant's authorized representative, or the Assessor, may request the board to prepare written findings of fact by submitting a written request with the clerk prior to the commencement of the hearing and paying the required fee to the clerk before the conclusion of the hearing.
2. The requesting party may abandon the request and waive written findings at the conclusion of the hearing. If the request is abandoned, the other party may orally or in writing renew the request at the conclusion of the hearing along with payment of the required fee. The board may deny any request to waive written findings of fact that is made after the conclusion of the hearing.
3. The board need not prepare written findings if, at the conclusion of the hearing, the requesting party, or the party renewing a request after the request was abandoned, fails to pay the required fee.
4. Written findings of fact must fairly disclose the board's findings on all material points raised in the application and at the hearing. The written findings shall also include a statement of the methods of valuation used in determining the full value of the property.

General procedures

Except in cases where the major case procedures apply, the Board will follow the general procedures set forth below:

5. The board may request any party to submit proposed written findings of fact. The board shall provide the other party an opportunity to review and comment on proposed findings submitted to the board. If both parties prepare proposed findings of fact, the board need not provide any opportunity to review and comment on the proposed findings of fact.
6. The board may announce its decision to the parties at the conclusion of the hearing, or it may take the matter under submission and upon reaching a decision, provide written notice of the board's decision to the parties.
7. Where no findings of fact are requested by any party and the matter is taken under submission, the board shall issue a written notice of the decision no later than 120 days after the conclusion of the hearing.
8. Where findings of fact have been requested and the matter is taken under submission:
 - a. The board shall issue a written notice of the decision no later than 120 days after the conclusion of the hearing, and the board shall issue written findings of fact to the parties within 45 days after the date the notice of decision is issued.

- b. Notwithstanding the above, if at the conclusion of the hearing an applicant or applicant's authorized representative requests that the board's decision become final on the date of issuance of the findings of fact for the purposes of further appeal, the findings of fact shall be issued no later than 180 days after the conclusion of the hearing. If the conclusion of the hearing is within 180 days of the expiration of the two-year period specified in section 1604 of the Revenue and Taxation Code, the applicant or applicant's authorized representative shall agree in writing to extend the two-year period for a period equal to 180 days from the date of conclusion of the hearing.

Major case procedures

In cases where findings have been requested and the Assessor's opinion of value is \$10,000,000 or more, the Board will follow the major case procedures set forth below:

9. A hearing may be completed as to evidence, but will not be deemed concluded until completion of any argument and briefing. A written proposed decision will be rendered by the Board within 45 days of the conclusion of the hearing.
10. The decision will be subject to modification and will not become final until the findings are adopted.
11. If the Board deems that the proposed decision clearly favors one party over the other, the Board may designate the prevailing party to prepare proposed findings. If the Board does not deem that the proposed decision clearly favors one party over the other, both parties may be designated to prepare proposed findings. The party (or parties) designated to submit findings may, but is not required to, submit proposed findings. Proposed findings must be submitted within 15 days of the designation of the party (or parties) to prepare findings. If proposed findings are not submitted by the designated party (or parties), the Board will prepare its own findings.
12. If a prevailing party has been designated to prepare proposed findings, the opposing party may respond to the proposed findings if it does so within 15 days.
13. If both parties have been designated to prepare proposed findings, each party may respond to the proposed findings submitted by the other party if it does so within 15 days.
14. If a party (or parties) designated to prepare findings fails to prepare proposed findings, the party (or parties) shall be deemed to have waived all objections to the findings adopted by the Board. If a party (or parties) fails to respond to proposed findings prepared by the opposing party, the party (or parties) shall be deemed to have waived all objections to the findings adopted by the Board.
15. The Board may, but is not required to, hold a hearing on the proposed findings and responses thereto. Any such hearing is to be set within 15 days of the time for receiving the responses to proposed findings.

16. The Board shall render its findings within 15 days of the time for receiving the responses to proposed findings or, if a hearing on findings is held, within 15 days of the end of the hearing.
17. The Board may extend any of the forgoing times for up to 45 days; provided, however, that the findings and final decision must be adopted within 180 days of the close of the hearing. Should the extension of times preclude a final decision within two years of filing of the application, the Applicant will be expected to stipulate to said extension of time as well as waive all rights under Rule 309 and Revenue and Taxation Code Section 1604 and any other law during that time period.
18. The proposed decision may be modified to accord with the findings adopted by the Board. The proposed decision will become final upon adoption of the findings.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule I. Official Local Board Forms

The following forms are adopted as official forms for assessment appeals before the Assessment Appeals Board. The Assessment Appeals Board may modify the forms for use in any given case. The Assessment Appeals Board and its Clerk may adopt other forms.

Application for Reduction in Assessment

Notice of Invalid Application

Notice of Hearing

Decision after Hearing

Stipulation and Decision

Summary Findings of Fact

Denial of Application for Lack of Appearance

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule J. Time for Hearing

Except in cases where there is controlling litigation pending or where the Assessment Appeals Board and the applicant mutually agree in writing or on the record to extend the time to hear the appeal pursuant to Revenue and Taxation Code section 1604(c) and Property Tax Rule 309(c), the clerk shall schedule each application for a hearing to occur no later than twenty-two (22) months after the date on which the application was filed. Any request to continue a hearing to a date more than twenty-two (22) months after the filing date will be granted only for good cause with the approval of the Board.

**CONTRA COSTA COUNTY
ASSESSMENT APPEALS BOARD**

Rule K. Other Prehearing Matters

At the request of either party, or on its own motion, the Board may set a prehearing on 30 days' notice to the Applicant and Assessor to discuss and determine the following procedural matters, as the Board deems appropriate:

1. Discovery (see Local Rule C).
2. Stipulations as to fact and methodology, and the possibility of resolving the entire matter by agreement.
3. Clarification and specification of the issues to be tried.
4. Combining application and bifurcating hearings.
5. Specifying times for discovery and hearing.
6. Resolving issues of timeliness and adequacy of applications (see Local Rules A and B).
7. Recording or transcribing the hearing, and sharing of the costs therefore.
8. Exchange of exhibits prior to hearing.
9. Prehearing briefing.
10. Limiting evidence, in advance of hearing.
11. Exclusion of witnesses.
12. Closure of the hearing to non-parties.
13. Determining the burden of proof and order of proceeding.
14. Any other matter of a procedural nature.



Contra
Costa
County

To: Board of Supervisors
From: Robin Lipetzky, Public Defender
Date: September 11, 2018

Subject: Public Defender Forensic Evidence Training

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Defender, or designee, to represent the County as co-sponsor and fiscal agent for a DNA forensic evidence professional training event for state and federal defense attorneys on November 8-9, 2018, at the Federal Conference Center in Oakland, California.

FISCAL IMPACT:

No fiscal impact. (100% covered by training registration fees)

BACKGROUND:

In cooperation with the Northern California District of the Federal Defenders Office, the Public Defender is co-sponsoring an intensive two-day training program for public agency defense attorneys designed to provide familiarity with DNA forensic analysis and report interpretation. This in-service training event will be available to Deputy Public Defender's attorneys having current cases involving DNA evidence as well as defense attorneys from other public agencies throughout California. Continuing Legal Education (CLE) credit required for State Licensing will be awarded to program participants at the completion of the training. This training event is scheduled for November 8-9, 2018, and attendance will be limited to sixty (60) participants. The training will cover issues relevant to criminal litigation, including: admissibility challenges, cross-examination of government experts and jury instructions, following a review of forensic

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Joanne Sanchez-Rosa,
928-335-8065

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

fundamentals for DNA testing evidence (including: laboratory procedures, testing protocols, statistical significance and probabilistic genotyping). This training was done in 2016, 2017, and Contra Costa Public Defender's Office has been invited again this year to co-host the event.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Contra Costa Public Defender's Office would not be able to co-host this event.

ATTACHMENTS

County and Non County Sponsored Events Form

County and Non-County Sponsored Events Participation

County Sponsored Event Non-County Sponsored Event

Department: Public Defender

EVENT/ACTIVITY: DNA Forensic Training

Sponsor/Organizer: CCC Public Defender & Federal Public Defender

Description: DNA evidence analysis and interpretation

Purpose and Benefit to County: Professional continuing education for public defense counsel.

Date(s): November 8-9, 2018

Duration: 2 days

Location: Federal Conference Center, Oakland, CA

County Resources Requested:

of Employees _____ Estimated Cost: \$ _____

County/Rental Equipment Used N/A

(Including vehicles)

Estimated Cost: \$ _____

Additional Expenditures: _____ Estimated Cost: \$ 4,220

(Attach itemized list) List of expenditures are attached

Total Estimated Cost: \$ 4,220

Funding Source(s)/Reasons: 100% of cost will be covered by participant registration fees.

I certify this to be an event/activity that benefits the County and all estimated costs to be paid by County funds, regardless of funding source, are within my departments budget.

 8/15/2018
(Department Head or Designee) (Date)

APPROVAL FOR NON-COUNTY EVENTS

LESS THAN \$2,500

County Administrator

- Approved
- Not Approved

County Administrator Date

ABOVE \$2,500

Board of Supervisors

- Approved
- Not Approved

Authorized Signature Date

2018 DNA Boot Camp

November 8-9, 2018

Federal Conference Center, Oakland

Estimated Expenses

Speakers

Speaker #1 Travel & Hotel (2nights)	300 air + 400 hotel	\$ 700.00
Speaker #2 Travel & Hotel (2nights)	300 air + 400 hotel	\$ 700.00
Speaker #3 Hotel (1night)	200	\$ 200.00

Conference Supplies

badges,pens, chart paper/reg supplies		\$ 250.00
Speaker Luncheon Day-1		\$ 385.00
Speaker Luncheon Day-2		\$ 385.00
Beverage/Snack Day-1		\$ 800.00
Beverage/Snack Day-2		\$ 800.00

Total Estimated Expense \$ 4,220.00



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: September 11, 2018

Subject: Conflict of Interest Code for Delta Diablo

RECOMMENDATION(S):

APPROVE amended Conflict of Interest Code for Delta Diablo (“District”), including the list of designated positions.

FISCAL IMPACT:

None.

BACKGROUND:

Delta Diablo has amended its Conflict of Interest Code and submitted the revised code, attached as Exhibit A, to the Board for approval pursuant to Government Code section 87306 and 87306.5.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Cynthia Schwerin, Deputy County Counsel, 925-335-1800

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The changes include an updated list of positions designated to file conflict of interest statements. These changes will ensure that the Conflict of Interest Code accurately reflects the current positions and organizational structure in use by Delta Diablo. A strike-out version of the Conflict of Interest Code is attached as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

None.

CHILDREN'S IMPACT STATEMENT:

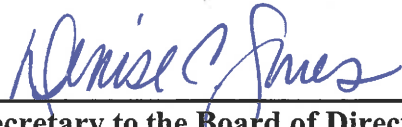
ATTACHMENTS

Exhibit A - Delta Diablo COI Code

Exhibit B - Delta Diablo COI Code STRIKEOUT

DELTA DIABLO
CONFLICT OF INTEREST CODE
(Incorporating Fair Political Practices
Commission Model Code)

Adopted July 11, 2018


Secretary to the Board of Directors

Resolution No. 11/2018

Delta Diablo

CONFLICT OF INTEREST CODE

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Exhibit A – Designated Positions	2
Exhibit B – Disclosure Categories	4

CONFLICT OF INTEREST CODE OF THE DELTA DIABLO

1. Incorporation of State Model Code by Reference

The Political Reform Act (Government Code § 81000, et. seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (California Code of Regulations, title 2, § 18730) that contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of California Code of Regulations, title 2, § 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Exhibits A and B designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Delta Diablo.

2. Where Statements are to be Filed

Persons holding designated positions shall file disclosure statements with the Office Manager/Secretary to the Board. The Office Manager/Secretary to the Board shall retain custody of the statements in accordance with 2 Cal. Code of Regs. Section 18115 and make the statements available for public inspection and reproduction. In the case of the General Manager, Members of the Board of Directors, the Business Services Director and the Finance Manager, the Office Manager/Secretary to the Board shall make and retain a copy of the disclosure statement and forward the originals to the Contra Costa County Clerk of the Board of Supervisors.

Delta Diablo
CONFLICT OF INTEREST CODE

EXHIBIT "A" DESIGNATED POSITIONS

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORY</u>
Members of the Board of Directors*	1
District Counsel	1
General Manager	1
Deputy General Manager	1
Office Manager/Secretary to the Board	1
Public Information Manager	1
Engineering Services:	
Engineering Services Director/District Engineer	1
Senior Engineer	1
Environmental Programs Manager	1
Government Affairs Manager	1
Construction Inspector	1
Business Services:	
Senior Accountant	1
Human Resources and Risk Manager	1
Buyer	1
Information Technology Manager	1
Resource Recovery Services:	
Resource Recovery Services Director	1
Laboratory Manager	1
Environmental Compliance Inspector I & II	1
Operations Manager	1
Operations Supervisor	1
Recycled Water Program Coordinator	1
Maintenance Manager	1
Maintenance Supervisor	1
Warehouse Technician I & II	1
Safety Manager	1
Consultants**	1

Notes:

- * The members of the Board of Directors may include:
- Chair of the Board of Supervisors and the designated alternate
 - Mayor of the City of Antioch and the designated alternate
 - Mayor of the City of Pittsburg and the designated alternate

- ** Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

- *** Other Public Officials who Manage Public Investments - These positions are not designated by the Code, but file a broad statement of economic disclosure pursuant to Government Code Section 87200.

- Business Services Director
- Finance Manager

Delta Diablo
CONFLICT OF INTEREST CODE
EXHIBIT "B" DISCLOSURE CATEGORIES

Designated Employees in Group "1" must report:

Investments in any business entity, interests in real property; income and gifts from any source; and status as a director, officer, partner, trustee, employee, or holder of any position of management in any business entity. Financial interests are reportable only if located within the District; or if the business entity is doing business or planning to do business in the District (and such plans are known by the designated employee); or has done business within the District at any time during the two year period prior to the filing of the statement.

Designated Employees in Group "2" must report:

Investments in any business entity, income and gifts from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which, within the last two years has contracted, or that it is foreseeable that in the future they may contract with the District to provide services, supplies, materials, machinery or equipment.

Designated Employees in Group "3" must report:

Investments in any business entity, income and gifts from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which, within the last two years, had contracted or that it is foreseeable that in the future they may contract with Delta Diablo to provide services, supplies, materials, machinery or equipment which are related to one of the following areas:

- (A) District Buildings - Maintenance
- (B) District Buildings - Construction
- (C) District Grounds - Maintenance
- (D) Sewer Facility Maintenance
- (E) Sewer Facility Construction
- (F) Sanitation & Water Supply
- (G) Office Supplies & Equipment
- (H) Motor Vehicles
- (I) Motor Vehicle Parts
- (J) Petroleum Products
- (K) Landscaping
- (L) Electronic Equipment: telephone equipment; computers; instrumentation equipment; including all associated software.
- (M) Professional and Other Services including accounting; auditing; banking; engineering; investment and/or legal services.
- (N) Any business located in the Delta Diablo Sanitation District service area.

DELTA DIABLO

CONFLICT OF INTEREST CODE

**(Incorporating Fair Political Practices
Commission Model Code)**

Adopted **April 13, 2016**

Secretary to the Board of Directors

Resolution No. XX/20186

Delta Diablo

CONFLICT OF INTEREST CODE

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CONFLICT OF INTEREST CODE OF THE DELTA DIABLO

1. Incorporation of State Model Code by Reference

The Political Reform Act (Government Code § 81000, et. seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (California Code of Regulations, title 2, § 18730) that contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of California Code of Regulations, title 2, § 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Exhibits A and B designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Delta Diablo.

2. Where Statements are to be Filed

Persons holding designated positions shall file disclosure statements with the Office Manager/Secretary to the Board. The Office Manager/Secretary to the Board shall retain custody of the statements in accordance with 2 Cal. Code of Regs. Section 18115 and make the statements available for public inspection and reproduction. In the case of the General Manager, Members of the Board of Directors, the Business Services Director and the Finance Manager, the Office Manager/Secretary to the Board shall make and retain a copy of the disclosure statement and forward the originals to the Contra Costa County Clerk of the Board of Supervisors.

Delta Diablo
CONFLICT OF INTEREST CODE

EXHIBIT "A" DESIGNATED POSITIONS

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORY</u>
Members of the Board of Directors*	1
District Counsel	1
General Manager	1
Deputy General Manager	1
Office Manager/Secretary to the Board	1
Public Information Manager	1
 Engineering Services:	
Engineering Services Director/District Engineer	1
Senior Engineer	1
Environmental Programs Manager	1
Government Affairs Manager	1
Construction Inspector	1
 Business Services:	
Senior Accountant	1
Human Resources and Risk Manager	1
Buyer	1
Information Technology Manager	1
 Resource Recovery Services:	
Resource Recovery Services Director	1
Laboratory Manager	1
Environmental Compliance Inspector I & II	1
Operations Manager	1
Operations Supervisor	1
Maintenance Manager	1
Maintenance Supervisor	1
Recycled Water Program Coordinator	1
Warehouse Technician I & II	1
<u>Safety Manager</u>	<u>1</u>
 <hr/>	
Consultants**	1

Notes:

* The members of the Board of Directors may include:

- Chair of the Board of Supervisors and the designated alternate
- Mayor of the City of Antioch and the designated alternate
- Mayor of the City of Pittsburg and the designated alternate

** Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

*** Other Public Officials who Manage Public Investments - These positions are not designated by the Code, but file a broad statement of economic disclosure pursuant to Government Code Section 87200.

- Business Services Director
- Finance Manager

Delta Diablo
CONFLICT OF INTEREST CODE

EXHIBIT "B" DISCLOSURE CATEGORIES

Designated Employees in Group "1" must report:

Investments in any business entity, interests in real property; income and gifts from any source; and status as a director, officer, partner, trustee, employee, or holder of any position of management in any business entity. Financial interests are reportable only if located within the District; or if the business entity is doing business or planning to do business in the District (and such plans are known by the designated employee); or has done business within the District at any time during the two year period prior to the filing of the statement.

Designated Employees in Group "2" must report:

Investments in any business entity, income and gifts from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which, within the last two years has contracted, or that it is foreseeable that in the future they may contract with the District to provide services, supplies, materials, machinery or equipment.

Designated Employees in Group "3" must report:

Investments in any business entity, income and gifts from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which, within the last two years, had contracted or that it is foreseeable that in the future they may contract with Delta Diablo to provide services, supplies, materials, machinery or equipment which are related to one of the following areas:

- (A) District Buildings - Maintenance
- (B) District Buildings - Construction
- (C) District Grounds - Maintenance
- (D) Sewer Facility Maintenance
- (E) Sewer Facility Construction
- (F) Sanitation & Water Supply
- (G) Office Supplies & Equipment
- (H) Motor Vehicles
- (I) Motor Vehicle Parts
- (J) Petroleum Products
- (K) Landscaping
- (L) Electronic Equipment: telephone equipment; computers; instrumentation equipment; including all associated software.
- (M) Professional and Other Services including accounting; auditing; banking; engineering; investment and/or legal services.
- (N) Any business located in the Delta Diablo Sanitation District service area.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE the ADA FLIP West County Detention Facility Project, 5555 Giant Highway, Richmond, CA and take related actions under CEQA.

RECOMMENDATION(S):

APPROVE the ADA FLIP West County Detention Facility Project, 5555 Giant Highway, Richmond, CA (Project). [County Project No. 135-1703, DCD-CP#18-26] (District I)

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

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

AUTHORIZE the Public Works Director, or designee, to arrange for payment of a \$25 fee to the Department of Conservation

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Sandeep Singh,
925-313-2022

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

RECOMMENDATION(S): (CONTD)

and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.

FISCAL IMPACT:

Estimated Project cost: \$400,000, 100% Facilities Lifecycle Investment Program (FLIP) Funds (General Fund).

BACKGROUND:

The purpose of this Project is to improve accessibility for the visiting public within the lobby of the West County Detention Facility.

The Project consists of voluntary barrier removal within the public access spaces at the existing West County Detention Facility. Accessibility improvements include: push button access to entry vestibule, administration check-in window reconfiguration and public restroom accessibility upgrade. The work also includes a minor saw cut of existing concrete under a building canopy to run electrical for and ADA door push button. All work shall be performed at the existing facility.

On April 18, 2017, the Board of Supervisors awarded a job order contract (JOC) for repair, remodeling, and other repetitive work to be performed pursuant to the Construction Task Catalog to each of Federal Solutions Group, Aztec Consultants, Mark Scott Construction, Inc., and S.C. Anderson Group International Inc., each in the amount of \$2,500,000. This project is expected to be performed by one of the four JOC contractors. A task order catalogue has been prepared for the JOC contractor to complete this Project. In the event that the Project is not performed by the JOC contractor, the Public Works Department will return to the Board for approval of plans and specifications and authorization to advertise and solicit bids.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

CEQA Document

PUBLIC WORKS DEPARTMENT
INITIAL STUDY OF
ENVIRONMENTAL SIGNIFICANCE

PROJECT NUMBER: 135-1703
CP# 18-26

PROJECT NAME: ADA FLIP West County Detention Facility 5555 Giant Highway, Richmond, CA

PREPARED BY: Sandeep Singh *AS*

DATE: July 3, 2018

APPROVED BY: *[Signature]*

DATE: 7-16-18

RECOMMENDATIONS:

Categorical Exemption: 15301 [Class 1(a)]

Negative Declaration

Environmental Impact Report Required

Conditional Negative Declaration

The project will not have a significant effect on the environment. The recommendation is based on the following: The project consists of interior and exterior alterations involving such things as interior partitions and electrical conveyances, pursuant to section 15301 Class 1(a) of the CEQA guidelines.

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

USGS Quad Sheet: <u>Richmond</u>	Base Map Sheet #: <u>G-4</u>	Parcel #: <u>405-042-021</u>
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GENERAL CONSIDERATIONS:

- 1. Location:** The project is located at the West County Detention Facility, 5555 Giant Hwy, Richmond, CA 94806 (Figures 1-2).
- 2. Project Description:** The purpose of this Project is to improve accessibility for the visiting public within the lobby of the West County Detention Facility.

The Project consists of voluntary barrier removal within the public access spaces at the existing West County Detention Facility. Accessibility improvements include: push button access to entry vestibule, administration check-in window reconfiguration and public restroom accessibility upgrade. The work also includes a minor saw cut of existing concrete under a building canopy to run electrical for and ADA door push button. All work shall be performed at the existing facility.

The Project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented to protect storm drain inlets. Utility adjustments or relocation may be necessary in support of the project.

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

Yes No maybe (Nature of concern):

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

Yes No

- 5. Is the project within the Sphere of Influence of any city?**

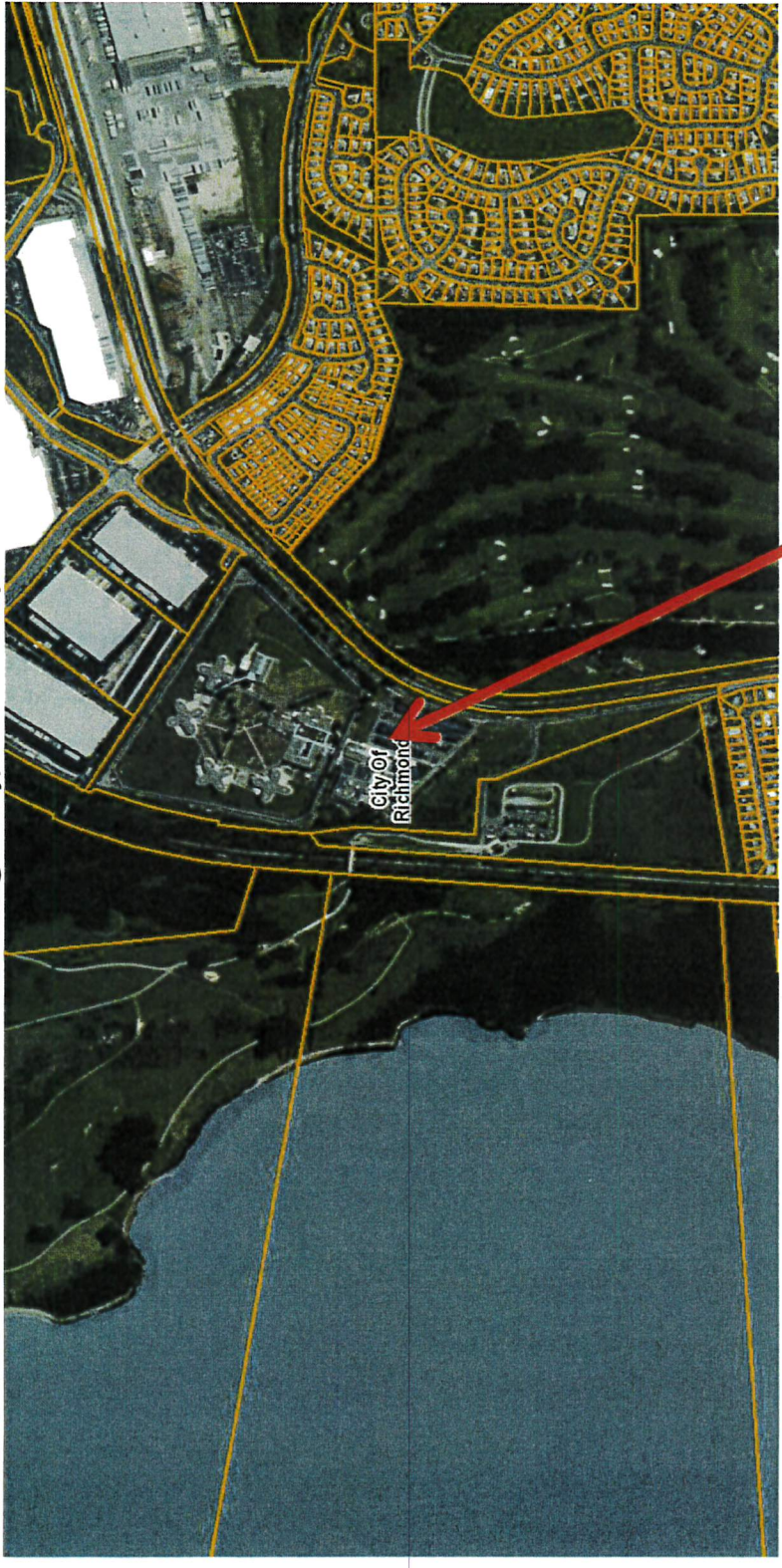
Yes, the project is in the City of Richmond

Figure 1



Figure 2

West County Detention Facility
5555 Giant Highway, Richmond, California



Project Site

**CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption**

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

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

County Clerk
County of: Contra Costa

Project Title: **ADA FLIP West County Detention Facility 5555 Giant Highway,
Richmond, CA**
Proj. No. 135-1703 CP#18-26

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

Project Location – **Specific:** West County Detention Facility 5555 Giant Highway

Project Location: Richmond

Project Location – County: West Contra Costa

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of this Project is to improve accessibility for the visiting public within the lobby of the West County Detention Facility (Figures 1-2).

The Project consists of voluntary barrier removal within the public access spaces at the existing West County Detention Facility. Accessibility improvements include: push button access to entry vestibule, administration check-in window reconfiguration and public restroom accessibility upgrade. The work also includes a minor saw cut of existing concrete under a building canopy to run electrical for and ADA door push button. All work shall be performed at the existing facility.

The project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented to protect storm drain inlets. Utility adjustments or relocation may be necessary in support of the project.

Name of Public Agency Approving Project:

Contra Costa County

Name of Person or Agency Carrying Out Project:

Contra Costa County Public Works Department

Exempt Status:

Ministerial Project (Sec. 21080(b) (1); 15268;

Categorical Exemption: Section 15301 Class 1(a)

Declared Emergency (Sec. 21080(b)(3); 15269(a));

Other Statutory Exemption, Code No.: _____

Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

General Rule of Applicability [Article 5, Section 15061 (b)(3)]

Reasons why project is exempt: The project consists of interior and exterior alterations involving such things as interior partitions and electrical conveyances, pursuant to Section 15301 Class 1(a) of the CEQA guidelines.

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

If filed by applicant:

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

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

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

Signature

Title

Applicant:

Public Works Department
255 Glacier Drive
Martinez, CA 94553

Attn: **Sandeep Singh**

Environmental Services Division

Phone: (925) 313-2022

Department of Fish and Game Fees Due

EIR - \$3,168.⁰⁰

Neg. Dec. - \$2,280.⁷⁵

DeMinimis Findings - \$0

County Clerk - \$50

Conservation & Development - \$25

Total Due: \$75.⁰⁰

Total Paid \$ _____

Receipt #: _____



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: APPROVE the Emergency Supply Storage for Clerk-Recorder Project and take related actions under CEQA.

RECOMMENDATION(S):

APPROVE the Emergency Supply Storage for Clerk-Recorder Project (Project), Martinez area. [County Project No. PD250-18008, DCD-CP#18-25] (District V)

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

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

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

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Sandeep Singh,
925-313-2022

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

By: , Deputy

cc: Ave Brown - Environmental Division Manager

FISCAL IMPACT:

Estimated Project cost: \$24,000, 100% General Fund, Plant Acquisition.

BACKGROUND:

The Clerk-Recorder does not have an adequate area to store emergency supplies and proposes building a small storage room under the existing staircase in the fire rated stairwell.

The Project will involve constructing a completely contained, fire rated storage closet within the fire rated stairwell. The storage closet will be approximately 50 square feet, of which 20 square feet will be at full height. To meet fire code requirements, the access door will open directly into the adjoining public lobby.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

CEQA Document

PUBLIC WORKS DEPARTMENT
INITIAL STUDY OF
ENVIRONMENTAL SIGNIFICANCE

PROJECT NUMBER: PD250-18008
CP# 18-25

PROJECT NAME: Emergency Supply Storage for Clerk-Recorder Project

PREPARED BY: Sandeep Singh *AS*

DATE: July 11, 2018

APPROVED BY: *Sal C. Co*

DATE: 7/16/18

RECOMMENDATIONS:

Categorical Exemption: 15301 [Class 1(a)]

Negative Declaration

Environmental Impact Report Required

Conditional Negative Declaration

The project will not have a significant effect on the environment. The recommendation is based on the following: The project consists of interior alterations involving such things as interior partitions, pursuant to section 15301 Class 1(a) of the CEQA guidelines.

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

USGS Quad Sheet: Benicia	Base Map Sheet #: F-11	Parcel #: 373-182-001
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GENERAL CONSIDERATIONS:

1. **Location:** The project is located at the Contra Costa County Clerk Recorder's Office, 555 Escobar Street, Martinez, CA (Figures 1-2).

2. **Project Description:** The purpose of this Project is to provide the Clerk-Recorder with an adequate area to store emergency supplies.

The Project consists of constructing a completely contained, fire rated storage closet within a fire rated stairwell. The storage closet will be approximately 50 square feet, of which 20 square feet will be at full height. To meet fire code requirements, the access door will open directly into the adjoining public lobby. Utility adjustments or relocation may be necessary in support of the project.

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

Yes No maybe (Nature of concern):

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

Yes No

5. **Is the project within the Sphere of Influence of any city?**

Yes, the project is within the City of Martinez

Figure 1

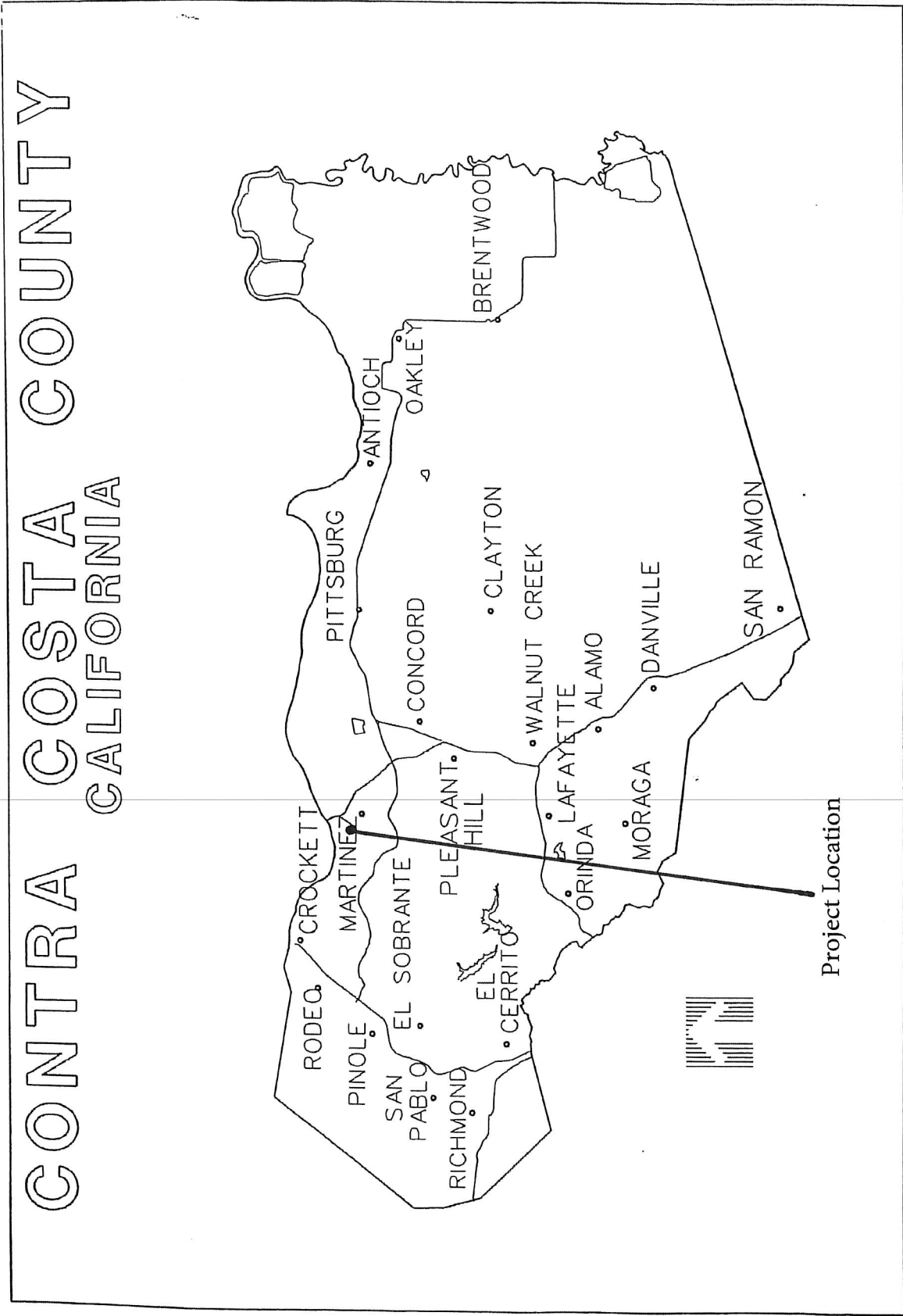


Figure 2



Clerk-Recorder's Office
555 Escobar St., Martinez

CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

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

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

County Clerk
County of: Contra Costa

Project Title: Emergency Supply Storage for Clerk-Recorder Project
Proj. No. PD250-18008 CP#18-25

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

Project Location – **Specific:** 555 Escobar Street

Project Location: Martinez

Project Location – County: Central Contra Costa

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of this Project is to provide the Clerk-Recorder with an adequate area to store emergency supplies (Figures 1-2). The Project consists of constructing a completely contained, fire rated storage closet within a fire rated stairwell. The storage closet will be approximately 50 square feet, of which 20 square feet will be at full height. To meet fire code requirements, the access door will open directly into the adjoining public lobby. Utility adjustments or relocation may be necessary in support of the project.

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

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

Exempt Status:

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

Reasons why project is exempt: The project consists of interior alterations involving such things as interior partitions, pursuant to Section 15301 Class 1(a) of the CEQA guidelines.

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

If filed by applicant:

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

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

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

Signature

Title

Applicant:

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

Department of Fish and Game Fees Due

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

Total Due: \$75.⁰⁰

Total Paid \$ _____

Receipt #: _____



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: September 11, 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 August 7, 2018, the Board of Supervisors reviewed and approved the emergency declaration. Since the Board meetings on August 21st and 28th were cancelled and the next available Board meeting is September 11, 2018, the time between board orders exceeded 21 days.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Julie Enea, (925)
335-1077

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

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.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: September 11, 2018

Subject: Disposal of Surplus Property

RECOMMENDATION(S):

DECLARE as surplus and AUTHORIZE the Purchasing Agent, or designee, to dispose of fully depreciated vehicles and equipment no longer needed for public use, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Section 1108-2.212 of the County Ordinance Code authorizes the Purchasing Agent to dispose of any personal property belonging to Contra Costa County and found by the Board of Supervisors not to be required for public use. The property for disposal is either obsolete, worn out, beyond economical repair, or damaged beyond repair.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Nida Rivera, (925)
313-2124

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Public Works would not be able to dispose of surplus vehicles and equipment.

ATTACHMENTS

Surplus Vehicles & Equipment



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: September 11, 2018

Subject: Brentwood Library Operating Hours

RECOMMENDATION(S):

ADOPT Resolution No. 2018/476 authorizing the operating hours for the Brentwood Library to be updated from those approved under Resolution No. 2018/97 on March 20, 2018.(No fiscal impact)

FISCAL IMPACT:

All costs of the modified operating schedule will be reimbursed by the City of Brentwood.

BACKGROUND:

On May 8, 2012, the Board of Supervisors approved Resolution No. 2012/177 authorizing a change in operating hours for departments that deviated from the standard operating hours (8am-12 noon; 1 pm-5pm) set under County Ordinance Code 22-2.202. County Ordinance Code 22-2.202 authorizes the Board of Supervisors to modify, by resolution, the Library's operating hours. This revision to Table A will correctly reflect the operating hours for the Brentwood Branch of the Library. Contra Costa County provides each library in the County system with a basic 35 open hours per week, provided that the city funds all costs for maintenance.

During the renovation of the Brentwood Library, the schedule was reduced from 56 hours per week to 40 hours per week. At the City Council Meeting on June 12, 2018, the Council voted to approve its budget,

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 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)

> which included returning the library to its pre-renovation schedule of 56 open hours per week. On September 29, 2018, the City will reopen its new Library with more than the 40 hours per week that are reflected on the Table A attachment submitted on March 20, 2018. The new library schedule will begin on September 29, 2018: Mon-Thurs (10am to 8pm), Fri and Sat (10am to 6pm).

CONSEQUENCE OF NEGATIVE ACTION:

The ordinance will not reflect the current operating hours for the Brentwood Library.

ATTACHMENTS

Resolution No. 2018/476

Table A

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

Adopted this Resolution on 09/11/2018 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/476

MODIFYING THE HOURS OF OPERATION FOR THE LIBRARY

WHEREAS, On March 20, 2018, the Board of Supervisors approved Resolution No. 2018/97 authorizing a change in operating hours for the library that deviated from the standard operating hours (8am-12 noon; 1pm-5pm) set under County Ordinance No. 22-2.202; and

WHEREAS, the library wishes to continue its practice of offering office hours beyond what is prescribed in County Ordinance No. 22-2.202 (7:30am to 5pm, Monday to Friday, No lunch breaks) to better accommodate the needs of the public; and

WHEREAS, on September 29, 2018, the newly renovated Brentwood Library will reopen with the additional funding from the City of Brentwood necessary to cover the cost of increasing the open hours of the library to 56 hours per week, an increase of 12% over current service levels;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors for the County of Contra Costa does hereby approve the request to update the hours of operation for the Library to the hours shown in the attached table (Table A); and

BE IT FURTHER RESOLVED that this Resolution supersedes and replaces Resolution No. 2018/97, which was adopted by the Board on March 20, 2018.

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

ATTESTED: September 11, 2018

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

Contact: Walt Beveridge 925-608-7730

By: , Deputy

cc:

Department Operating Hours Outside of County Statute

Library		
Library Address	Hours Approved Resolution No. 2018/97	Proposed Operating Hours
Antioch Library 501 W. 18th Street 94509	12pm-8pm (Mon, Tues); 10am-6pm (Wed, Thurs); 12pm-5pm (Sat)	NO CHANGE
Bay Point Library 205 Pacifica Avenue 94565	2:30pm-6pm (Mon, Fri); 2:30pm-8pm (Tues, Thurs)	NO CHANGE
Brentwood Library 104 Oak Street 94513	9am-5pm (Mon, Wed-Fri); 12pm-8pm (Tues)	10am-8pm (Mon-Thurs); 10am-6pm (Fri, Sat)
Clayton Library 6125 Clayton Road 94517	1pm-9pm (Mon, Wed); 10am-6pm (Tues, Thurs, Sat); 1pm-5pm (Sun)	NO CHANGE
Concord Library 2900 Salvio Street 94519	12pm-9pm (Mon, Thurs); 10am-6pm (Tues, Wed); 10am-5pm (Fri, Sat); 1pm-5pm (Sun)	NO CHANGE
Crockett Library 991 Loring Avenue 94525	2pm-8pm (Mon) 11am-5pm (Wed, Fri); 10am-4pm (Sat)	NO CHANGE
Danville Library 400 Front Street 94526	10am-8pm (Mon - Thurs); 10am-6pm (Fri, Sat); 1pm-5pm (Sun)	NO CHANGE
Dougherty Station Library 17017 Bollinger Canyon Road, San Ramon, 94582	10am-8pm (Mon, Thurs); 12pm-8pm (Tues, Wed); 10am-5pm (Fri, Sat)	NO CHANGE
El Cerrito Library 6510 Stockton Avenue 94530	12pm-8pm (Mon, Tues); 10am-6pm (Wed, Thurs); 10am-5pm (Fri, Sat); 1pm-5pm (Sun).	NO CHANGE
El Sobrante Library 4191 Appian Way 94803	12pm-8pm (Mon, Thurs); 10am-6pm (Tues); 1pm-5pm (Fri); 10am-5pm (Sat)	NO CHANGE
Hercules Library 109 Civic Drive 94547	12pm-8pm (Mon, Tues); 10am-6pm (Wed, Thurs); 1pm-5pm (Fri); 10am-5pm (Sat)	NO CHANGE
Kensington Library 61 Arlington Avenue 94707	12pm-8pm (Mon, Tues); 10am-6pm (Thurs); 1pm-5pm (Fri); 10am-5pm (Sat)	NO CHANGE
Lafayette Library 3491 Mt. Diablo Boulevard 94549	10am-8pm (Mon-Thurs); 10am-5pm (Fri, Sat); 1pm-5pm (Sun)	NO CHANGE
Martinez Library 740 Court Street 94553	12pm-8pm (Mon); 10am-8pm (Tues); 12pm-5pm (Wed, Fri); 10am-5pm (Sat)	NO CHANGE
Moraga Library 1500 St. Mary's Road 94556	12pm-8pm (Tues, Thurs); 10am-6pm (Wed); 1pm-5pm (Fri, Sun); 10am-5pm (Sat)	NO CHANGE
Oakley Library 1050 Neroly Road 94561	12pm-8pm (Tues, Wed); 10am-6pm (Thurs-Sat)	NO CHANGE
Orinda Library 26 Orinda Way 94563	10am-8pm (Mon-Thurs); 10am-6pm (Fri, Sat); 1pm-5pm (Sun)	NO CHANGE
Pinole Library 2935 Pinole Valley Road 94564	10am-6pm (Mon); 2pm-8pm (Wed); 12pm-5pm (Fri, Sat)	NO CHANGE
Pittsburg Library 80 Power Avenue 94565	12pm-8pm (Tues); 10am-6pm (Wed); 1pm-8pm (Thurs); 11am-5pm (Fri, Sat)	NO CHANGE
Pleasant Hill Library 1750 Oak Park Boulevard 94523	12pm-8pm (Mon); 1pm-8pm (Tues); 11am-6pm (Wed, Thurs); 10am-5pm (Fri, Sat)	NO CHANGE
Prewett Library 4703 Lone Tree Way, Antioch 94531	10am-7pm (Tues); 12pm-8pm (Wed, Thurs); 12pm-5pm (Fri, Sat)	NO CHANGE
Rodeo Library 220 Pacific Avenue 94572	11am-5pm (Mon); 1pm-7pm (Tues, Thurs); 12pm-5pm (Sat)	NO CHANGE
San Pablo Library 13751 San Pablo Avenue 94806	12pm-8pm (Mon, Tues); 10am-6pm (Wed); 1pm-5pm (Fri, Sun); 10am-5pm (Sat)	NO CHANGE
San Ramon Library 100 Montgomery Street 94583	10am-8pm (Mon-Thurs); 10am-5pm (Fri, Sat); 1pm-5pm (Sun)	NO CHANGE
Walnut Creek Library 1644 North Broadway 94596	10am-8pm (Mon-Thurs); 10am-6pm (Fri, Sat)	NO CHANGE
Ygnacio Valley Library 2661 Oak Grove Road, Walnut Creek 94598	10am-8pm (Mon-Thurs); 10am-6pm (Fri, Sat)	NO CHANGE
Project Second Chance - Central 1750 Oak Park Boulevard Pleasant Hill 94523	8:30am-5pm (Mon, Wed-Fri); 8:30am-8pm (Tues)	NO CHANGE
Project Second Chance - East 501 W. 18th Street Antioch 94509	12pm-8pm (Mon, Tues); 11am-6pm (Wed, Thurs)	NO CHANGE
Project Second Chance - West/San Pablo 13751 San Pablo Avenue 94806	12pm-8pm (Mon, Tues); 10am-6pm (Wed)	NO CHANGE
Project Second Chance - West/Hercules 109 Civic Drive 94547	10am-6pm (Thurs)	NO CHANGE
Library Administration 777 Arnold Drive, Martinez 94553	6:00am-9pm (Mon-Fri); 6am-5:30pm (Sat)	NO CHANGE



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 11, 2018

Subject: Contra Costa County Economic Opportunity Council Bylaws Approval

RECOMMENDATION(S):

APPROVE revised Bylaws of Contra Costa County Economic Opportunity Council, as recommended by Employment & Human Services Director.

FISCAL IMPACT:

The Economic Opportunity Council (EOC) is 100% federally funded by the Community Service Block Grant. The reimbursement options added in this bylaw revision for low-income members have been budgeted for. There is no fiscal impact to the County.

BACKGROUND:

The EOC is a Community Action Advisory Board to the Community Services Bureau of Employment & Human Services Department. The EOC seeks approval of the revised bylaws governing the actions of this body. The following modifications are recommended:

- 1) Name and Authority: Grammatical corrections made. Provided federal act citation references.
- 2) Scope of Responsibilities: Grammatical clarifications.
- 3) Membership: Removed low income sector representation petition requirement of 10 signatures from members of the public.
- 4) Low Income seats: Add reimbursement option for EOC related expenses.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: CSB, (925)
681-6308

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

By: , Deputy

cc: Nancy Sparks, Christina Reich

BACKGROUND: (CONT'D)

5) Terms: Reduced seat term from 4 years to 2 years.

6) Standard of Conduct: Add provision for EOC members to follow published County Code of Conduct.

The amendments were recommended by EOC members and reviewed and approved by County Counsel.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the EOC bylaws will not be amended to provide greater clarity to board functions.

ATTACHMENTS

Bylaw change summary

Bylaws Redline copy

Bylaws Clean copy

Summary of Changes to EOC Bylaws

Current Bylaw	Bylaw Modification	Rationale
<p>1. I. Name</p>	<p>“The Contra Costa County Economic Opportunity Council (EOC) is the tripartite board of the Community Action Agency (CAA) responsible for administering the Community Services Block Grant (CSBG). The Employment and Human Services Department’s (EHSD) Community Services Bureau (CSB) is the Federal and State recognized public entity for the Community Action Agency (CAA) of Contra Costa County.”</p>	<p>EOC revised changes to this section.</p>
<p>2. II. Authority</p>	<p>“The Economic Opportunity Council of Contra Costa County was created under the Economic Opportunity Act of 1964, as amended, and the Community Services Administration Act of 1974, as amended, the Community Services Block Grant Act of 1981, as amended and the Coats Human Services Reauthorization Act of 1998, as amended. Federal CSBG Act 42 U.S.C. § 9910 states the entity shall administer the community services block grant program through a tripartite board able to participate actively in the development, planning, implementation, and evaluation of the CSBG program. Contra Costa County Board Resolution 3671 pursuant to the Economic Opportunity Act of 1964 created the legal authority for this body.”</p>	<p>EOC revised changes to this section.</p>
<p>3. III. Officers. A. Chairperson</p>	<p>“The Chairperson shall preside at all EOC meetings. He or she has the authority to call special meetings and make appointment to standing and ad-hoc committees. The chairperson shall enforce the observance of order and decorum among the members. Meetings shall be conducted in accordance with all applicable federal, state, and local law.”</p>	<p>EOC revised changes to this section.</p>
<p>4. III. Officers. B. Roles and Responsibilities of the Executive Committee</p>	<p>“Executive officers shall attend all EOC and Executive Committee meetings. They shall plan the general meetings, review the previous month’s minutes and set the agenda. The Executive Committee may conduct emergency meetings if the majority of the members cannot meet. A quorum of 51% of current Executive Committee members, excluding vacancies, will be required to make a program recommendation on behalf of the general membership. In this case, all Executive Committee decisions must be ratified by the full body of the EOC at the next scheduled meeting.”</p>	<p>EOC revised changes to this section.</p>

Summary of Changes to EOC Bylaws

<p>5. IV. Scope of Responsibility. B</p>	<p>“To hold public hearings for the Community Action Plan of CSB.”</p>	<p>EOC revised changes to this section.</p>
<p>6. IV. Scope of Responsibility. C</p>	<p>To participate in subcontractor funding process as directed by program guidance.”</p>	<p>EOC revised changes to this section.</p>
<p>7. V. Membership. 1 Public Sector</p>	<p>“The EOC Public Sector shall include five members of the Contra Costa County Board of Supervisors. Each Supervisor may appoint a delegate to serve and vote in his or her place. Delegate appointments must be approved by the Board of Supervisors”</p>	<p>EOC revised changes to this section.</p>
<p>8. V. Membership. 2. Low Income. A.</p>	<p>“The EOC Low Income Sector shall include five members who represent the low income population.”</p>	<p>EOC revised changes to this section and for language to be consistent.</p>
<p>9. V. Membership.2. Low Income. B.</p>	<p>“To be eligible for appointment, a person must reside in a Contra Costa County low income community or represent low income residents.”</p>	<p>EOC revised changes to this section.</p>
<p>10. V. Membership.2. Low Income. C.</p>	<p>“All persons seeking appointment must submit an application to the Clerk of the Board.”</p>	<p>EOC revised changes to this section.</p>
<p>11. V. Membership.2. Low Income. D.</p>	<p>“The EOC may recommend for appointment up to two alternate Low Income Sector members, who shall serve and vote in place of Low Income Sector members who are absent from, or who are disqualifying themselves from participating in a meeting of the EOC.”</p>	<p>EOC revised changes to this section.</p>
<p>12. V. Membership.2 Low Income. G</p>	<p>Added letter and wording “Low-income representatives and alternates may be reimbursed for reasonable expenses (see Reimbursement Section 9).”</p>	<p>Reimbursement for Low-income representatives on the board.</p>
<p>13. V. Membership. 3. Private/Non-Profit Sector. A.</p>	<p>The EOC Private/Non-Profit Sector shall include five members who represent the private sector, non-profit organizations and public services agencies within Contra Costa County.”</p>	<p>EOC revised changes to this section and for language to be consistent.</p>
<p>14. V. Membership. 3. Private/Non-Profit Sector. C.</p>	<p>“The EOC may recommend for appointment up to two alternate Private/Non-Profit Sector members, who shall serve and vote in place of Private/Non-Profit Sector members who are absent from, or who are disqualifying themselves from participating in a meeting of the EOC.”</p>	<p>EOC revised changes to this section.</p>
<p>15. V. Membership. B. Seat Terms</p>	<p>The term of office for Low-Income and Private/Non-Profit Sector members of the EOC shall be for two (2) years. Low-Income or Private/Non-Profit Sector may serve no more than three (3) consecutive full terms. Low Income Sector and Private/Non-Profit Sector members may seek</p>	<p>EOC revised the length of terms on the EOC.</p>

Summary of Changes to EOC Bylaws

	<p>reappointment by submitting applications for review to the Clerk of the Board within a minimum of sixty (60) days prior to the end of their term. Members who fail to submit a completed application with in the specified time period must reapply as a new applicant.”</p>	
<p>16. VI. Standards of Conduct</p>	<p>Proposed new numbering and wording</p> <p>A. Standards:</p> <ol style="list-style-type: none"> 1. All members, alternates and designated staff shall prioritize service to the poor over service to oneself. 2. EOC members are held to the same policies and procedures stated in the county’s code of conduct at the following website “Understanding Ethics & Conflict of Interest Codes” http://www.contracosta.ca.gov/6191/Understanding-Ethics-Conflict-of-Interes <p>A. Conflict of Interest:</p> <ol style="list-style-type: none"> 1. All members, alternates and designated staff shall disclose potential conflict of interest by filling an annual Statement of Economic Interest (Form 700) and all necessary and required documents. 2. Where there is actual or potential conflict of interest, members will recuse themselves from the discussion and/or action taken. 	<p>EOC revised section to include standards of conduct.</p>
<p>17. VII. Terminations</p>	<p>Proposed new numbering and wording</p> <p>An EOC member may be terminated from the body by a recommendation to the Board of Supervisors for removal.</p> <p>A. <u>Attendance</u></p> <ol style="list-style-type: none"> 1. “The EOC Schedules 10 business meetings annually. A quorum is necessary to conduct the business of the board. Two absences from the regularly scheduled EOC business meeting in a rolling 12-month period will warrant inquiry from the Executive Committee. Three absences from the regularly scheduled business meeting in a 12-month period will result in a recommendation to the Board of Supervisors for removal from the EOC.” 	<p>EOC revised attendance section to lesson absences.</p>

Summary of Changes to EOC Bylaws

	<p>A. <u>Misconduct</u></p> <ol style="list-style-type: none"> 1. “Any members who have been called out of order by the chair more than once will be removed from the meeting for misconduct.” 2. “Any business decision up to the point of removal will stand.” 3. “Due process in accordance with county guidelines will be followed. Refer to “Understanding Ethics & Conflict of Interest Codes http://www.contracosta.ca.gov/6191/Understanding-Ethics-Conflict-of-Interes.” 4. “For reasons of misconduct, a member will be recommended to the Board of Supervisor for removal by majority vote of EOC members.” 	
<p>A. VIII. Membership Vacancies</p>	<p>A. Scheduled Vacancy</p> <p>“A scheduled vacancy occurs when a member’s term expires. A scheduled vacancy can be filled after an open recruitment process and upon approval by the Board of Supervisors.”</p> <p>B. Unscheduled Vacancy</p> <p>An unscheduled vacancy occurs when a member leaves prior to the end of their seat term. Staff will notify the Board of Supervisors, of any unscheduled vacancies. The Clerk of the Board will post the vacancy for a minimum of ten business days. All persons seeking appointment must follow membership protocols.”</p> <p>C. Delete “Filling a Vacancy”</p>	<p>EOC revised section of the bylaws.</p>
<p>B. IX. Reimbursement</p>	<p>Proposed new numbering and wording</p> <ol style="list-style-type: none"> A. The Economic Opportunity Council is responsible for providing, if necessary, reimbursements for reasonable expenses incurred by the low income sector representatives and alternates (i.e. transportation). B. Low Income representatives and alternates will be 	<p>EOC revised section of the bylaws.</p>

Summary of Changes to EOC Bylaws

	<p>reimbursed for mileage according to standard rates when attending approved activities related to the Economic Opportunity Council.</p> <p>1. Rates</p> <p>All reimbursement rates are based on Administrative Bulletin #111.8 (dated 7-13-2010) and are subject to change.</p> <p>2. Procedures for Requesting Reimbursement</p> <p>Reimbursement request must be made using Demand for D-15 with original receipts attached. Reimbursement is made on a monthly basis.</p>	
<p>C. X. Administration and Staff</p>	<p>No changes in wording only in the order of the section in the bylaws.</p>	
<p>D. XI. Rules</p>	<p>No changes in wording only in the order of the section in the bylaws.</p>	
<p>E. XII. Meeting and Meeting Notices</p>	<p>Proposed new numbering and wording</p> <p>“Meeting notices shall comply with the Brown Act, Contra Costa County’s Better Government Ordinance, and all applicable local and state meetings laws.</p> <p>A. General Meetings</p> <p>General meetings of the EOC shall be held monthly at a time and location convenient for the members and the general public. Each September, the EOC will set its general meeting schedule for the year. The Chair, in consultation with the Executive Committee, may cancel a meeting if there is no business to warrant a meeting.</p> <p>B. Special Meetings</p> <p>A special meeting may be called at any time by the Chairperson or by a majority of the members of the EOC in accordance with the Brown Act (public meeting law) and Contra Costa County’s Better Governance Ordinance.</p> <p>C. Quorum</p>	<p>EOC revised section of the bylaws.</p>

Summary of Changes to EOC Bylaws

	<p>A quorum is 51% of the fifteen authorized seats.</p> <p>D. Voting</p> <ol style="list-style-type: none"> 1. Voting on resolutions and all other matters shall be by roll call vote of members in attendance. When the vote is held, the ayes, nays, and abstentions shall be entered into the minutes. Proxy voting is not permitted. 2. Alternates shall be designated as Alternate number 1 and Alternate number 2 for purposes of voting. <p>E. Agenda</p> <p>The agenda shall comply with the Brown Act and Contra Costa County's Better Government Ordinance and all applicable laws.</p> <p>F. Executive Committee</p> <p>The Executive Committee shall consist of the Chairperson, the Vice-Chairperson and the Secretary."</p>	
<p>F. XIII. Amendments</p>	<p>Proposed new numbering and wording</p> <p>A. Amendments of ByLaws</p> <p>"These bylaws may be amended by two-thirds (2/3) vote of the current membership of the EOC. All amendments must be approved by the Board of Supervisors."</p> <p>B. Notice of Amendment</p> <p>"Notice of proposed bylaws amendments must be presented in writing to the EOC and agenized at a general meeting. The proposed amendments may be voted upon at the next general meeting of the EOC. The agenda for the meeting at which the proposed amendment is to be voted upon shall contain an item entitled "Proposed ByLaws Amendment."</p> <p>C. Public Access to EOC Records</p> <p>"The EOC shall make available to the public all records as required by the Brown Act, Contra Costa County's Better</p>	<p>EOC revised section of the bylaws.</p>

Summary of Changes to EOC Bylaws

	<p>Government Ordinance, the Public Records Act, and other applicable laws.”</p> <p>D. Dissolution</p> <p>“Dissolution of the EOC shall be affected in accordance with applicable law.”</p>	
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**THE ECONOMIC OPPORTUNITY COUNCIL
OF
CONTRA COSTA COUNTY
BYLAWS**

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THE ECONOMIC OPPORTUNITY COUNCIL
OF
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Working by-laws edits from 4/10/18

**THE ECONOMIC OPPORTUNITY COUNCIL
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BYLAWS**

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I. Name

I. The Contra Costa County Economic Opportunity Council (EOC) is the tripartite board of the Community Action Agency (CAA) responsible for administering the Community Services Block Grant (CSBG). The Employment and Human Services Department's (EHSD) Community Services Bureau (CSB) is the Federal and State recognized public entity for the Community Action Agency (CAA) of Contra Costa County.

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~~The name of this Organization is the Economic Opportunity Council (EOC) of Contra Costa County. The Contra Costa County Economic Opportunity Council (EOC) is the tripartite board of the Community Action Agency (CAA) responsible for administering the Community Services Block Grant (CSBG). The Employment and Human Services Department's (EHSD) Community Services Bureau (CSB) is the Federal and State recognized public entity for the Community Action Agency (CAA) of Contra Costa County.~~

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II. Authority

~~The Economic Opportunity Council of Contra Costa County is organized under the Economic Opportunity Act of 1964, as amended, and the Community Services Administration Act of 1974, as amended, the Community Services Block Grant Act of 1981, as amended and the Coats Human Services Reauthorization Act of 1998, as amended. It is a duly constituted Community Action Advisory Board and the Advisory Board to the Community Services Bureau Employment and Human Services Department of Contra Costa County.~~

The Economic Opportunity Council of Contra Costa County was created under the Economic Opportunity Act of 1964, as amended, and the Community Services Administration Act of 1974, as amended, the Community Services Block Grant Act of 1981, as amended and the Coats Human Services Reauthorization Act of 1998, as amended. Federal CSBG Act 42 U.S.C. § 9910 states the entity shall administer the community services block grant program through a tripartite board able to participate actively in the development, planning, implementation, and evaluation of the CSBG program. Contra Costa County Board Resolution 3671 pursuant to the Economic Opportunity Act of 1964 created the legal authority for this body.

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III. Officers

The officers of the EOC shall be the Chairperson, Vice-Chairperson and Secretary. Officers shall be elected annually at the September meeting.

A. Chairperson

The Chairperson shall preside at all EOC meetings. He or she has the authority to call special meetings and ~~make appointment to standing and chairperson~~ ad-hoc committees. The Chairperson shall enforce the observance of order and decorum among the members. Meetings shall be conducted in accordance with all applicable federal, state, and local laws.

B. Vice-Chairperson

The Vice-Chairperson shall assist the Chairperson and assume all the obligations and authority if the Chairperson is absent.

THE ECONOMIC OPPORTUNITY COUNCIL
OF
CONTRA COSTA COUNTY
BYLAWS

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C. Secretary

The Secretary shall declare whether a quorum exists at the beginning of each meeting. The Secretary shall monitor attendance. He or she shall read any correspondence at EOC meetings. He or she shall check for any corrections or clarification on previous month's minutes, and seek approval of minutes. The Secretary shall also help prepare minutes of the meeting and ensure that the meeting is recorded. Staff assistance shall be provided.

D. Election of Officers

The officers shall be elected annually at the September EOC meeting. Nominations for the officers shall be made by the general membership. Should any elective office become vacant, the Chairperson shall appoint a member to fill the vacancy for the remainder of the unexpired term and the EOC shall approve the appointment.

E. Roles and Responsibility of the Executive Committee

Executive officers shall attend all EOC and Executive Committee meetings. They shall plan the general meetings, review the previous month's minutes and set the agenda. The Executive Committee may conduct emergency meetings if the majority of the members cannot meet. A quorum of 51% of current Executive Committee members, excluding vacancies, will be required to make a program recommendation on behalf of the general membership. In this case, all Executive Committee decisions must be ratified by the full body of the EOC at the next **regularly**-scheduled meeting.

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IV. Scope of Responsibilities

As set forth in the Economic Opportunity Act of 1964, as amended, the Community Services Block Grant Act of 1981 and the Coats Human Services Reauthorization Act of 1998, as amended, and by the actions of the Contra Costa County Board of Supervisors, the responsibilities of the EOC are:

- A. To make recommendations to Board of Supervisors (BOS) for EOC membership.
- B. To hold public hearings ~~as scheduled to make recommendations to the BOS~~ for the Community Action Plan of CSB.
- C. To participate in subcontractor ~~RFP/RFI~~ funding process as directed by program guidance.
- D. To conduct at least one (1) site monitoring ~~visit to a~~ the subcontractors.
- E. To submit an Annual Report to the BOS ~~board~~ on ~~EOC its~~ activities accomplishments, membership attendance, required training/certification, proposed work plan or objectives.
- F. To review fiscal and programmatic reports submitted by staff ~~regarding and~~ the performance of ~~Community Services Block Grant~~ CSBG subcontractors and the Weatherization programs. ~~services.~~
- G. To receive and review ~~each month the~~ budget, minutes, and other reports or materials prepared by staff ~~monthly. every month.~~

~~THE ECONOMIC OPPORTUNITY COUNCIL~~
OF
CONTRA COSTA COUNTY
BYLAWS

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V. Membership

A. The EOC shall consist of fifteen (15) members, divided equally among three sections, as follows:

1. Public Sector

The ~~EOC five~~ Public Sector ~~members of the EOC~~ shall include ~~the~~ five members of the Contra Costa County Board of Supervisors. Each Supervisor may appoint a delegate to serve and vote in his or her place. Delegate appointments must be approved by the Board of Supervisors

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2. Low-Income Sector

a) The ~~EOC five~~ Low Income Sector ~~members~~ shall include five members who representatives of the low income population, and may be from community based organizations, Community Services Bureau clients, and the general public.

b) To be eligible for appointment, a person must ~~(a) reside in a Contra Costa County low income community or represent low income residents. (b) reside in a low income community or (c) represent low income residents.~~

c) All persons seeking appointment must submit an application to the Clerk of the Board, ~~and a petition signed by no fewer than ten (10) members of the public residing in a low income community of Contra Costa County to EOC staff.~~

d) The EOC may recommend for appointment up to two ~~one~~ alternate Low Income Sector members, who shall serve and vote in place of ~~an~~ Low Income Sector members who ~~are~~ absent from, or who ~~are disqualified~~ disqualifying ~~es~~ themselves ~~himself or herself~~ from participating in, a meeting of the EOC.

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e) Alternates must meet the same requirements as a regular Low Income Sector member.

f) All appointments must be approved by the Board of Supervisors.

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~~g)~~ Low-income representatives and alternates may be reimbursed for reasonable expenses (see Reimbursement Section 9).

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3. Private/Non-Profit Sector

a) The ~~EOC five~~ Private/Non-Profit Sector ~~members~~ shall include five members who representatives from the private sector, non-profit organizations and public services agencies within Contra Costa County.

b) All persons seeking appointment must submit an application to the Clerk of the Board.

c) The EOC may recommend for appointment up to two ~~one~~ alternate Private/Non-Profit Sector members, who shall serve and vote in place of ~~a~~ Private/Non-Profit Sector members who ~~are~~ absent from, or who ~~are disqualified~~ disqualifying ~~es~~ themselves ~~himself or herself~~ from participating in, a meeting of the EOC.

**THE ECONOMIC OPPORTUNITY COUNCIL
OF
CONTRA COSTA COUNTY
BYLAWS**

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- d) Alternates must meet the same requirements as a regular Private/Non-Profit Sector member.
- e) All appointments must be approved by the Board of Supervisors.

B. Seat Terms

1. The term of office for Low-Income and Private/Non-Profit Sector members of the EOC shall be for ~~two four~~ (24) years. ~~No~~ Low-Income or Private/Non-Profit Sector may serve no more than three (3) consecutive full terms. Low Income Sector and Private/Non-Profit Sector members may seek reappointment ~~to another term~~ by submitting applications for review to the Clerk of the Board within a minimum of sixty (60) days prior to the end of their term. Members who fail to submit a completed application within the specified time period must reapply as a new applicant.

2. Public Sector members shall serve terms that are equal in duration to their term as a member of the Board of Supervisors or until withdrawn from delegation by the supervisor. Delegates serve four (4) year terms for the duration of the Board member term of office or until withdrawn by the supervisor.

3. Unscheduled Vacancies: Terms of the EOC shall begin on July 1st and end on June 30th. Should any seat become vacant during its term, the person appointed to fill that position shall serve for the unexpired portion of that term.

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VI. Standards of Conduct

A. Standards

1. All members, alternates and designated staff shall prioritize service to the poor over service to oneself.

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VI. 2. EOC members are held to the same policies and procedures stated in the county's code of conduct at the following website "Understanding Ethics & Conflict of Interest Codes" <http://www.contracosta.ca.gov/6191/Understanding-Ethics-Conflict-of-Interes>.

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**THE ECONOMIC OPPORTUNITY COUNCIL
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A. B. Conflict of Interest

1. All members, alternates and designated staff shall disclose potential conflicts of interest by filing an annual Statement of Economic Interest (FORM 700) and all other necessary and required documents.

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1. ~~Where there is actual or potential conflict of interest, members will recuse themselves from the discussion and/or action taken.~~

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VII. Terminations

An EOC member ~~of the board~~ may be terminated from the body membership by a recommendation to the Board of Supervisors for removal. ~~on the EOC by one of the following actions:~~

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A. Attendance

1. ~~The EOC schedules holds 10 business meetings annually. A quorum is necessary to conduct the business of the board. Two absences from the regularly scheduled EOC business meetings in a rolling 12-month period will warrant inquiry from the Executive Committee. Three absences from the regular regularly scheduled business meeting in a 12-month period will result in a recommendation to the Board of Supervisors for removal from the EOC.~~

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B. Misconduct

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1. ~~Any members who have been called out of order by the chair more than once will be removed from the meeting for misconduct. and removed from a meeting for misconduct will be considered absent without excuse from the meeting from which they have been removed.~~

2. ~~Any business decision decisions up to the point of removal will stand.~~

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3. ~~Due process in accordance with county guidelines will be followed. at the following website Refer to "Understanding Ethics & Conflict of Interest Codes httpCodes http://www.contracosta.ca.gov/6191/Understanding-Ethics-Conflict-of-Interes (NAME HERE OF DOC)~~

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4. ~~For reasons of misconduct, a members will be recommended to the Board of Supervisor for removal by majority vote of EOC members.~~

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VIII. VIII. C. Membership Vacancies

A. A. 1. Scheduled Vacancy

A scheduled vacancy occurs when a member's seat term expires. A scheduled vacancy can be filled after an open recruitment process and upon approval by the Board of Supervisors.

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**THE ECONOMIC OPPORTUNITY COUNCIL
OF
CONTRA COSTA COUNTY
BYLAWS**

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B. B.2. Unscheduled Vacancy

An unscheduled vacancy occurs when a member leaves ~~his or her member seat~~ prior to the end of ~~their~~the seat term. Staff will notify the Board of Supervisors, of any unscheduled vacancies. The Clerk of the Board will post the vacancy for a minimum of at least ten business days ~~prior to being filled by the Board of Supervisors.~~ All persons seeking appointment must follow membership protocols.

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C. Filling a Vacancy

~~All interested applicants whether for new terms or for renewal, must submit timely applications for review to the Contra Costa County Clerk of the Board. Staff to the EOC will assist with recruitment to fill any vacancies that occur on the EOC. Staff will provide all applications that are submitted to the EOC for review.~~

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IX. Reimbursement

A. The Economic Opportunity Council is responsible for providing, if necessary, reimbursemnts for reasonable expenses incurred by the low income sector representatives and alternates (i.e. transportation).

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B. Low Income representatives and alternates will be reimbursed for mileage according to standard rates when attending approved activities related to the Economic Opportunity Council.

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1. Rates

All reimbursement rates are based on Administrative Bulletin #111.8 (dated 7-13-2010) and are subject to change.

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2. Procedures for Requesting Reimbursement

Reimbursement request must be made using Demand for D-15 with original receipts attached.
Reimbursement is made on a monthly basis.

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IX. X. Administration and Staff

CSB staff will provide technical and administrative program management and support to the EOC. Staff will ensure compliance with all local, state and federal requirements.

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X. XI. Rules

~~XI.~~—The EOC may adopt such rules and procedures as are necessary to conduct its business. The EOC shall be governed in its activities by all applicable laws, regulations and instructions.

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XII. XII. Meeting and Meeting Notices

Meeting notices shall comply with the Brown Act, ~~the~~ Contra Costa County's Better Government Ordinance, and all applicable local and state meetings laws.

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A. ~~A. Regular~~ General Meetings

~~The regular~~ General meetings of the EOC shall be held monthly at a time and location convenient for the members and the general public. Each ~~September year~~, the EOC will set its ~~general regular~~ meeting schedule for the ~~following that~~ year. The Chair, in consultation with the Executive Committee, may cancel a meeting if there is no business to warrant a meeting.

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B. Special Meetings

A special meeting may be called at any time by the Chairperson or by a majority of the members of the EOC in accordance with the ~~Ralph M. Brown Act~~ (public meeting law) and ~~Contra Costa County's~~ Better Governance Ordinance.

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C. Quorum

A quorum is 51% of the ~~fifteen total number of~~ authorized seats.

~~on the body, not the majority of the total number of filled seats.~~

D. Voting

1. ~~Voting on resolutions and all other matters shall be by roll call vote of members in attendance. show of hand, unless a roll call vote is requested by any member or unless the hand vote is unclear. When the any type of~~ vote is held, the ayes, nays, and abstentions shall be entered into the minutes. ~~of the meeting.~~ Proxy voting is not permitted.

2. ~~Alternates shall be designated as Alternate number 1 and Alternate number 2 for purposes of voting.~~

E. Agenda

The agenda shall comply with the ~~Ralph M. Brown Act~~ and ~~the Contra Costa County's~~ Better Government Ordinance and all applicable laws.

F. Executive Committee

The Executive Committee shall consist of the Chairperson, the Vice-Chairperson, and the Secretary.

~~XIII.~~ XIII. Amendments

A. Amendments of ByLaws

These bylaws may be amended by two-thirds (2/3) vote of the current membership of the EOC. All amendments must be approved by the Board of Supervisors.

B. Notice of Amendment

Notice of proposed bylaws amendments must be presented in writing to the EOC and ~~agenized at a general meeting. at a regular meeting of the EOC for open discussion.~~ The proposed amendments may be voted upon at the next ~~general regular~~ meeting of the EOC. The agenda for the meeting at which the proposed amendment is to be voted upon shall contain an item entitled "Proposed ByLaws Amendment."

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C. Public Access to EOC Records

The EOC shall make available to the public all records as required by the ~~Ralph M.~~ Brown Act, ~~the~~ Contra Costa County's Better Government Ordinance, the Public Records Act, and other applicable laws.

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D. Dissolution

Dissolution of the EOC shall be affected in accordance with applicable law.

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THE ECONOMIC OPPORTUNITY COUNCIL
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THE ECONOMIC OPPORTUNITY COUNCIL
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I. Name

The Contra Costa County Economic Opportunity Council (EOC) is the tripartite board of the Community Action Agency (CAA) responsible for administering the Community Services Block Grant (CSBG). The Employment and Human Services Department's (EHSD) Community Services Bureau (CSB) is the Federal and State recognized public entity for the Community Action Agency (CAA) of Contra Costa County.

II. Authority

The Economic Opportunity Council of Contra Costa County was created under the Economic Opportunity Act of 1964, as amended, and the Community Services Administration Act of 1974, as amended, the Community Services Block Grant Act of 1981, as amended and the Coats Human Services Reauthorization Act of 1998, as amended. Federal CSBG Act 42 U.S.C. § 9910 states the entity shall administer the community services block grant program through a tripartite board able to participate actively in the development, planning, implementation, and evaluation of the CSBG program. Contra Costa County Board Resolution 3671 pursuant to the Economic Opportunity Act of 1964 created the legal authority for this body.

III. Officers

The officers of the EOC shall be the Chairperson, Vice-Chairperson and Secretary. Officers shall be elected annually at the September meeting.

A. Chairperson

The Chairperson shall preside at all EOC meetings. He or she has the authority to call special meetings and make appointment to standing and ad-hoc committees. The Chairperson shall enforce the observance of order and decorum among the members. Meetings shall be conducted in accordance with all applicable federal, state, and local laws.

B. Vice-Chairperson

The Vice-Chairperson shall assist the Chairperson and assume all the obligations and authority if the Chairperson is absent.

C. Secretary

The Secretary shall declare whether a quorum exists at the beginning of each meeting. The Secretary shall monitor attendance. He or she shall read any correspondence at EOC meetings. He or she shall check for any corrections or clarification on previous month's minutes, and seek approval of minutes. The Secretary shall also help prepare minutes of the meeting and ensure that the meeting is recorded. Staff assistance shall be provided.

D. Election of Officers

The officers shall be elected annually at the September EOC meeting. Nominations for the officers shall be made by the general membership. Should any elective office become vacant, the Chairperson shall appoint a member to fill the vacancy for the remainder of the unexpired term and the EOC shall approve the appointment.

THE ECONOMIC OPPORTUNITY COUNCIL
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E. Roles and Responsibility of the Executive Committee

Executive officers shall attend all EOC and Executive Committee meetings. They shall plan the general meetings, review the previous month's minutes and set the agenda. The Executive Committee may conduct emergency meetings if the majority of the members cannot meet. A quorum of 51% of current Executive Committee members, excluding vacancies, will be required to make a program recommendation on behalf of the general membership. In this case, all Executive Committee decisions must be ratified by the full body of the EOC at the next scheduled meeting.

IV. Scope of Responsibilities

As set forth in the Economic Opportunity Act of 1964, as amended, the Community Services Block Grant Act of 1981 and the Coats Human Services Reauthorization Act of 1998, as amended, and by the actions of the Contra Costa County Board of Supervisors, the responsibilities of the EOC are:

- A. To make recommendations to Board of Supervisors (BOS) for EOC membership.
- B. To hold public hearings for the Community Action Plan of CSB.
- C. To participate in subcontractor funding process as directed by program guidance.
- D. To conduct at least one (1) site monitoring visit to a subcontractor.
- E. To submit an Annual Report to the BOS on EOC activities accomplishments, membership attendance, required training/certification, proposed work plan or objectives.
- F. To review fiscal and programmatic reports submitted by staff regarding the performance of CSBG subcontractors and the Weatherization programs.
- G. To receive and review each month the budget, minutes, and other reports or materials prepared by staff.

V. Membership

A. The EOC shall consist of fifteen (15) members, divided equally among three sections, as follows:

1. Public Sector

The EOC Public Sector shall include five members of the Contra Costa County Board of Supervisors. Each Supervisor may appoint a delegate to serve and vote in his or her place. Delegate appointments must be approved by the Board of Supervisors

2. Low-Income Sector

a) The EOC Low Income Sector shall include five members who represent the low income population.

b) To be eligible for appointment, a person must reside in a Contra Costa County low income community or represent low income residents.

c) All persons seeking appointment must submit an application to the Clerk of the Board.

d) The EOC may recommend for appointment up to two alternate Low Income Sector members, who shall serve and vote in place of Low Income Sector members who are absent from, or who are disqualifying themselves from participating in a meeting of the EOC.

THE ECONOMIC OPPORTUNITY COUNCIL
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- e) Alternates must meet the same requirements as a regular Low Income Sector member.
- f) All appointments must be approved by the Board of Supervisors.
- g) Low-income representatives and alternates may be reimbursed for reasonable expenses (see Reimbursement Section 9).

3. Private/Non-Profit Sector

- a) The EOC Private/Non-Profit Sector shall include five members who represent the private sector, non-profit organizations and public services agencies within Contra Costa County.
- b) All persons seeking appointment must submit an application to the Clerk of the Board.
- c) The EOC may recommend for appointment up to two alternate Private/Non-Profit Sector members, who shall serve and vote in place of Private/Non-Profit Sector members who are absent from, or who are disqualifying themselves from participating in a meeting of the EOC.
- d) Alternates must meet the same requirements as a regular Private/Non-Profit Sector member.
- e) All appointments must be approved by the Board of Supervisors.

B. Seat Terms

1. The term of office for Low-Income and Private/Non-Profit Sector members of the EOC shall be for two (2) years. Low-Income or Private/Non-Profit Sector may serve no more than three (3) consecutive full terms. Low Income Sector and Private/Non-Profit Sector members may seek reappointment by submitting applications for review to the Clerk of the Board within a minimum of sixty (60) days prior to the end of their term. Members who fail to submit a completed application with in the specified time period must reapply as a new applicant.
2. Public Sector members shall serve terms that are equal in duration to their term as a member of the Board of Supervisors or until withdrawn from delegation by the supervisor. Delegates serve four (4) year terms for the duration of the Board member term of office or until withdrawn by the supervisor.
3. **Unscheduled Vacancies:** Terms of the EOC shall begin on July 1st and end on June 30th. Should any seat become vacant during its term, the person appointed to fill that position shall serve for the unexpired portion of that term.

VI. Standards of Conduct

A. Standards

THE ECONOMIC OPPORTUNITY COUNCIL
OF
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1. All members, alternates and designated staff shall prioritize service to the poor over service to oneself.
2. EOC members are held to the same policies and procedures stated in the county's code of conduct at the following website "Understanding Ethics & Conflict of Interest Codes"
<http://www.contracosta.ca.gov/6191/Understanding-Ethics-Conflict-of-Interes>.

B. Conflict of Interest

1. All members, alternates and designated staff shall disclose potential conflicts of interest by filing an annual Statement of Economic Interest (FORM 700) and all other necessary and required documents.
1. Where there is actual or potential conflict of interest, members will recuse themselves from the discussion and/or action taken.

VII. Terminations

An EOC member may be terminated from the body by a recommendation to the Board of Supervisors for removal.

A. Attendance

1. The EOC schedules 10 business meetings annually. A quorum is necessary to conduct the business of the board. Two absences from the regularly scheduled EOC business meetings in a rolling 12-month period will warrant inquiry from the Executive Committee. Three absences from the regularly scheduled business meeting in a 12-month period will result in a recommendation to the Board of Supervisors for removal from the EOC

B. Misconduct

1. Any members who have been called out of order by the chair more than once will be removed from the meeting for misconduct.
2. Any business decision up to the point of removal will stand.
3. Due process in accordance with county guidelines will be followed. Refer to "Understanding Ethics & Conflict of Interest Codes <http://www.contracosta.ca.gov/6191/Understanding-Ethics-Conflict-of-Interes>.
4. For reasons of misconduct, a member will be recommended to the Board of Supervisor for removal by majority vote of EOC members.

THE ECONOMIC OPPORTUNITY COUNCIL
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CONTRA COSTA COUNTY
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VIII. Membership Vacancies

A. Scheduled Vacancy

A scheduled vacancy occurs when a member's term expires. A scheduled vacancy can be filled after an open recruitment process and upon approval by the Board of Supervisors.

B. Unscheduled Vacancy

An unscheduled vacancy occurs when a member leaves prior to the end of their seat term. Staff will notify the Board of Supervisors, of any unscheduled vacancies. The Clerk of the Board will post the vacancy for a minimum of ten business days. All persons seeking appointment must follow membership protocols.

IX. Reimbursement

- A. The Economic Opportunity Council is responsible for providing, if necessary, reimbursements for reasonable expenses incurred by the low income sector representatives and alternates (i.e. transportation).
- B. Low Income representatives and alternates will be reimbursed for mileage according to standard rates when attending approved activities related to the Economic Opportunity Council.

- 1. Rates

All reimbursement rates are based on Administrative Bulletin #111.8 (dated 7-13-2010) and are subject to change.

- 2. Procedures for Requesting Reimbursement

Reimbursement request must be made using Demand for D-15 with original receipts attached. Reimbursement is made on a monthly basis.

X. Administration and Staff

CSB staff will provide technical and administrative program management and support to the EOC. Staff will ensure compliance with all local, state and federal requirements.

XI. Rules

The EOC may adopt such rules and procedures as are necessary to conduct its business. The EOC shall be governed in its activities by all applicable laws, regulations and instructions.

XII. Meeting and Meeting Notices

Meeting notices shall comply with the Brown Act, Contra Costa County's Better Government Ordinance, and all applicable local and state meetings laws.

A. General Meetings

General meetings of the EOC shall be held monthly at a time and location convenient for the members and the general public. Each September, the EOC will set its general meeting schedule for

THE ECONOMIC OPPORTUNITY COUNCIL
OF
CONTRA COSTA COUNTY
BYLAWS

the year. The Chair, in consultation with the Executive Committee, may cancel a meeting if there is no business to warrant a meeting.

B. Special Meetings

A special meeting may be called at any time by the Chairperson or by a majority of the members of the EOC in accordance with the Brown Act (public meeting law) and Contra Costa County's Better Governance Ordinance.

C. Quorum

A quorum is 51% of the fifteen authorized seats.

D. Voting

1. Voting on resolutions and all other matters shall be by roll call vote of members in attendance. When the vote is held, the ayes, nays, and abstentions shall be entered into the minutes. Proxy voting is not permitted.

2. Alternates shall be designated as Alternate number 1 and Alternate number 2 for purposes of voting.

E. Agenda

The agenda shall comply with the Brown Act and Contra Costa County's Better Government Ordinance and all applicable laws.

F. Executive Committee

The Executive Committee shall consist of the Chairperson, the Vice-Chairperson and the Secretary.

XIII. Amendments

A. Amendments of ByLaws

These bylaws may be amended by two-thirds (2/3) vote of the current membership of the EOC. All amendments must be approved by the Board of Supervisors.

B. Notice of Amendment

Notice of proposed bylaws amendments must be presented in writing to the EOC and agenzized at a general meeting. The proposed amendments may be voted upon at the next general meeting of the EOC. The agenda for the meeting at which the proposed amendment is to be voted upon shall contain an item entitled "Proposed ByLaws Amendment."

C. Public Access to EOC Records

The EOC shall make available to the public all records as required by the Brown Act, Contra Costa County's Better Government Ordinance, the Public Records Act, and other applicable laws.

D. Dissolution

Dissolution of the EOC shall be affected in accordance with applicable law.



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: September 11, 2018

Subject: Conflict of Interest Code for the Office of the District Attorney

RECOMMENDATION(S):

APPROVE amended Conflict of Interest Code for the Office of the District Attorney, including the list of designated positions.

FISCAL IMPACT:

None.

BACKGROUND:

The Office of the District Attorney has amended its Conflict of Interest Code and submitted the revised code, attached as Exhibit A, to the Board for approval pursuant to Government Code section 87306 and 87306.5.

The changes include an updated list of positions designated to file conflict of interest statements and removal of references to the Public Administrator throughout the Code. These changes will ensure that the Conflict of Interest Code accurately reflects the current positions and organizational structure in use by the Office of the District Attorney. A strike-out version of the list of designated positions for the Conflict of Interest Code is attached as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

None.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Cynthia Schwerin, Deputy County Counsel, (925) 335-1800

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

By: , Deputy

cc: David Twa, Clerk of the Board of Supervisors, Cynthia Schwerin, Deputy County Counsel, Diana Becton, District Attorney

ATTACHMENTS

Exhibit A - District Attorney COI Code

Exhibit B - District Attorney COI Code STRIKEOUT

**CONFLICT OF INTEREST CODE
OF THE
OFFICE OF THE DISTRICT ATTORNEY
Contra Costa County
(Revised August, 2018)**

Section 100. **Purpose.**

Pursuant to the provisions of Government Code Sections 87300, et seq., the Office of the District Attorney hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code Section 81000). The provisions of this code are in addition to Government Code Section 87100 and other laws pertaining to conflicts of interest including, but not limited to, Government Code Sections 1090, et seq. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein, and this code shall be interpreted in a manner consistent therewith.

Section 200. **Designated Employees.**

The positions listed on Exhibit A are designated positions. The District Attorney and members of the office holding those positions are designated employees and are deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on a financial interest.

Section 300. **Disclosure Statements.**

Each employee occupying a designated position shall file an annual statement disclosing that employee's interest in investments, real property, and income, and any management positions designated as reportable under Exhibit B.

Section 400. **Place and Time of Filing.**

- A. All designated employees required to submit a statement of financial interests shall file the original with the Secretary to the District Attorney or via the NetFile System.
- B. In the case of agency heads and the members of boards and commissions, the Secretary of the District Attorney will retain a copy in the Office of the District Attorney and forward the original to the County Clerk.
- C. A designated employee required to submit a statement of financial interests shall submit an initial statement within thirty (30) days after the effective date of this code.

- D. Merit System employees appointed, promoted, or transferred to designated positions shall file initial statements within thirty (30) days after date of employment.
- E. All other employees appointed, promoted, or transferred to designated positions shall, ordinarily, file initial statements not less than ten (10) days before assuming office or, if subject to confirmation, ten (10) days before being confirmed unless an earlier assumption of office is required by emergency circumstances, in which case the statement shall be filed within thirty (30) days thereafter.
- F. Annual statements shall be filed during the month of March by all designated employees. Such statements shall cover the period of the preceding calendar year. Closing statements shall cover the period from the closing date of the last statement filed to the date of leaving the position.
- G. A designated employee required to file a statement of financial interests with any other agency which is within the same territorial jurisdiction may comply with the provisions of the code by filing a duplicate copy of the statement with the other agency in lieu of an entirely separate document. Should this code require the disclosure of any information not required by the other agency, a statement providing that additional information shall be attached to the duplicate copy.

Section 500. **Contents of Disclosure Statements.**

Disclosure statements shall be made on forms supplied by the Clerk of Contra Costa County. The initial statement filed by any designated employee should contain only that information described in Exhibit B, categories 1 and 2 (investments and interests in real property). All subsequent statements must contain **all** information described in Exhibit B, categories 1, 2, 3, and 4.

Section 600. **Disqualification.**

Designated employees must disqualify themselves from making or participating in the making of any decision where it is reasonably foreseeable that a reportable financial interest possessed by said designated employee would be materially affected by that decision. No designated employee shall be required to disqualify himself with respect to any matter which could not be legally acted upon or decided without his participation.

OFFICE OF THE DISTRICT ATTORNEY

Contra Costa County
(Revised August 2018)

Designated Positions

District Attorney
Chief Assistant District Attorney
Assistant District Attorney
Senior Deputy District Attorney
Deputy District Attorney
District Attorney Administrative Services Officer
Chief of Inspectors
Lieutenant of Inspectors
Senior Inspectors
District Attorney Program Assistant
District Attorney Manager of Law Offices
District Attorney Office Manager
Information Systems Project Manager
Victim Witness Assistance Program Manager
Public Information Officer

EXHIBIT A
OFFICE OF THE DISTRICT ATTORNEY
Contra Costa County
(Revised August 2018)

Disclosure Categories

Category 1. **Investment.**

A. Defined.

“Investment” means any financial interest in or security issued by a business entity including, but not limited to, common stock, preferred stock, rights, warrants, options, debt instruments, and any partnership or other ownership interest, if the business entity or any parent, subsidiary, or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business in the jurisdiction at any time during the two years prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value exceeds one thousand dollars (\$1,000.00). The term “investment” does not including a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency. Investments of an individual include a pro rata share of investments of any business entity or trust in which the individual or spouse owns, directly, indirectly, or beneficially, a ten percent (10%) interest or greater. (Government Code Section 82034.)

B. Information Required.

When an investment is required to be reported, the statement shall contain:

1. A statement of the nature of the investment.
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged.
3. A statement whether the fair market value of the investment exceeds ten thousand dollars (\$10,000.00), and whether it exceeds one hundred thousand dollars (\$100,000.00).
4. If the investment was partially or wholly acquired or disposed of during the period covered by the statement, the date of acquisition or disposal, and the portion of the investment acquired or disposed of.

EXHIBIT B

Category 2. Interest in Real Property.

A. Defined.

“Interest in real property” includes any leasehold, beneficial or ownership interest, or any option to acquire an interest in real property located in the jurisdiction if the fair market value of the interest is greater than one thousand dollars (\$1,000.00). Interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the individual or spouse owns, directly, indirectly, or beneficially, a ten percent (10%) interest or greater. (Government Code Section 82033.)

B. Information Required.

When an interest in real property is required to be reported, the statement shall contain:

1. A statement of the nature of the interest.
2. The address or other precise location of the real property.
3. A statement whether the fair market value of the interest in real property exceeds ten thousand dollars (\$10,000.00) and whether it exceeds one hundred thousand dollars (\$100,000.00). This information need not be provided with respect to an interest in real property which is used principally as the residence of the filer.

Category 3. Income (Personal and Business Entity).

A. Defined.

1. “Income” means, except as provided in subsection 2, income of any nature, from any source, including but not limited to any salary, age, advance, payment, dividend, interest, rent, capital gain, return of capital gain, including any gift of food or beverages, loan, forgiveness or payment of indebtedness, discount in the price of anything of value unless the discount is available to members of the public without regard to official status, rebate, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any other person other than an employer, and including any community property interest in income of a spouse. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly, or beneficially, a ten percent (10%) interest or greater.
2. “Income” **does not** include:
 - a. Campaign contributions required to be reported under the Political Reform Act of 1974.

- b. Salary and reimbursement for expenses or per diem received from a state or local government agency and reimbursement for travel expenses and per diem received from a bona fide educational, academic, or charitable organization.
- c. Gifts of informational material such as books, pamphlets, reports, calendars, or periodicals.
- d. Gifts which are not used and which, within thirty (30) days after receipt, are returned to the donor or delivered to a charitable organization without being claimed as a charitable contribution for tax purposes.
- e. Gifts from an individual's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, aunt, uncle, or first cousin of the spouse of any such person, provided that a gift from any such person shall be considered income if the donor is acting as an agent or intermediary for any person not covered by the paragraph.
- f. Any devise or inheritance.
- g. Interest, dividends, or premiums on a time or demand deposit in a financial institution, shares in a credit union, or any insurance policy, or any bond or other debt instrument issued by a government or government agency.
- h. Dividends, interest, or any other return on a security which is registered with the Securities and Exchange Commission of the United States government. (Government Code Section 82030.)

B. Information Required (Personal Income).

When personal income is required to be reported, the statement shall contain:

1. The name and address of each source of income totaling two hundred fifty dollars (\$250.00) or more in value, or fifty dollars (\$50.00) or more in value if the income was a gift, and a general description of the business activity, if any, of each source.
2. For each reportable source of income, a statement whether the total annual value of income from such source was greater than one thousand dollars (\$1,000.00), and whether it was greater than ten thousand dollars (\$10,000.00).
3. A description of the services provided or other consideration, the amount or other description of the gift, and the date on which the gift was received.
4. In the case of a gift, the name and address of the donor, the amount or other description of the gift, and the date on which the gift was received.

C. Information Required (Business Entity Income).

When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity.
2. In the case of a business entity which provides legal or brokerage services, the name of every person who paid fees to the business entity if the filer's pro rata share of fees from such person was equal to or greater than one thousand dollars (\$1,000.00).
3. In the case of a business entity not covered by paragraph 2, the name of every person from whom the business entity receives payments if the filer's pro rata share of gross receipts from such person was equal to or greater than ten thousand dollars (\$10,000.00) during a calendar year.

Category 4. **Management Positions.**

A. Positions Disclosed.

Management positions in any business entity included within Categories 1, 2, or 3, above, shall be disclosed.

B. Information Required.

When management positions are required to be reported, designated employees shall list the name and address of each business entity (not already provided above) in which they are a director, officer, partner, trustee, employee, or in which they hold any position of management.

OFFICE OF THE DISTRICT ATTORNEY
CONTRA COSTA COUNTY
(Revised July 2018)

Designated Positions

District Attorney

Chief Assistant District Attorney

~~Chief Deputy Public Administrator~~

Assistant District Attorney

Senior Deputy District Attorney

Deputy District Attorney

~~Deputy Public Administrator~~

District Attorney Chief of Administration Services

Chief of Inspectors

Lieutenants of Inspectors

Senior Inspectors

District Attorney Program Assistant

District Attorney Manager of Law Offices

District Attorney Office Manager

Information Systems Project Manager

Victim Witness Assistance Program Manager

Public Information Officer



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: September 11, 2018

Subject: Conflict of Interest Code for the Moraga-Orinda Fire Protection District

RECOMMENDATION(S):

APPROVE amended Conflict of Interest Code for the Moraga-Orinda Fire Protection District ("District"), including the list of designated positions.

FISCAL IMPACT:

None.

BACKGROUND:

The District has amended its Conflict of Interest Code and submitted the revised code, attached as Exhibit A, to the Board for approval pursuant to Government Code section 87306 and 87306.5.

The changes include an updated list of positions designated to file conflict of interest statements. These changes will ensure that the Conflict of Interest Code accurately reflects the current positions and organizational structure in use by the District.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Cythnia Schwerin, Deputy County Counsel, (925) 335-1800

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

By: , Deputy

cc: David Twa, Clerk of the Board of Supervisors, Cynthia Schwerin, Deputy County Counsel, Dave Winnacker, Fire Chief

BACKGROUND: (CONT'D)

A strike-out version of the Conflict of Interest Code is attached as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

None.

ATTACHMENTS

Exhibit A - Moraga-Orinda FPD COI Code

Exhibit B - Moraga-Orinda FPD COI Code STRIKEOUT

RESOLUTION 18-15

**A RESOLUTION OF THE MORAGA-ORINDA FIRE
PROTECTION DISTRICT OF CONTRA COSTA COUNTY,
AMENDING THE DISTRICT CONFLICT OF INTEREST CODE**

WHEREAS, the Conflict of Interest Code of the Moraga-Orinda Fire Protection District was originally adopted in 2010 by Board Resolution 10-12 and most recently amended by the Board's adoption of Resolution 16-14; and

WHEREAS, District staff has conducted the required biennial review of said Conflict of Interest Code and has determined that one position should be added to the list of "Designated Positions" in the Code; and

WHEREAS, District staff has made additional clarifying, non-substantive amendments to said Conflict of Interest Code to ensure conformance with State law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Moraga-Orinda Fire District as follows:

SECTION 1. The District Conflict of Interest Code adopted pursuant to Resolution 16-14 is hereby amended to add "Emergency Preparedness Coordinator" to the list of Designated Positions and the disclosure category for this position shall be 1&2, and to make other clarifying, non-substantive amendments.

SECTION 3. All other provisions of the Conflict of Interest Code adopted pursuant to Resolution 16-14 shall remain in full force and effect.

SECTION 4. Effective Date

This Resolution shall become effective upon the date of approval and ratification by the code reviewing body of the County of Contra Costa.

PASSED, APPROVED and ADOPTED this 15th day of August, 2018 at the regular meeting of the District Board of Directors held on August 15, 2018, at 22 Orinda Way, Orinda, California, 94563, on a motion made by Director Jorgens seconded by Director Famulener, and duly carried with the following roll call vote:

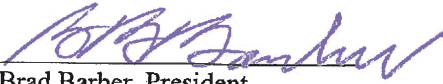
AYES: DIRECTORS ANDERSON, BARBER, FAMULENER AND JORGENS

NOES: NONE

ABSENT: DIRECTOR JEX

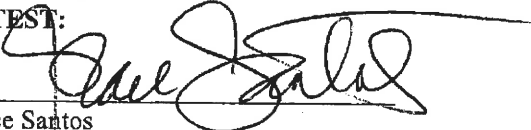
ABSTAIN: NONE

Dated: August 15, 2018


Brad Barber, President
Board of Directors

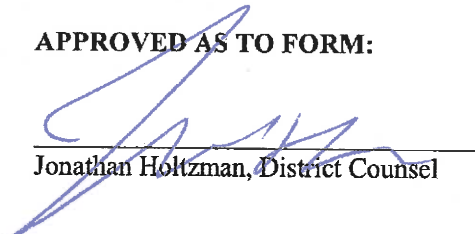
I certify that this is a full, true and correct copy of the original document which is on file in my office, and that was passed and adopted by the Moraga-Orinda Fire Protection District on the date shown.

ATTEST:



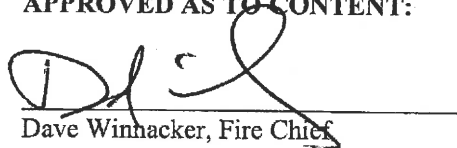
Grace Santos
District Clerk

APPROVED AS TO FORM:



Jonathan Holtzman, District Counsel

APPROVED AS TO CONTENT:



Dave Winnacker, Fire Chief

**MORAGA-ORINDA FIRE DISTRICT
OF CONTRA COSTA COUNTY
CONFLICT OF INTEREST CODE
September 2018**

SECTION 1. Purpose

Pursuant to the provisions of Government Code sections 87300 et seq. and 2 California Code of Regulations sections 18730 et seq. ("Regulations), the Moraga-Orinda Fire Protection District of Contra Costa County hereby adopts the following *Conflict of Interest Code*. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code § 81000) or the Regulations. The provisions of this Code are additional to Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the provisions of said Act and the Regulations are incorporated herein and this code shall be interpreted in a manner consistent therewith.

SECTION 2. Designated Positions

The positions listed below are designated positions. Officers and employees holding these positions are designated employees and are deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on a financial interest.

<u>Designated Positions</u>	<u>Disclosure Category</u>
Member of the Board of Directors	1 & 2
Chief Administrator, Fire Chief	1 & 2
Battalion Chiefs	1 & 2
Fire Marshal, Chief of Fire Prevention	1 & 2
Assistant Fire Marshal	1 & 2
Administrative Services Director	1 & 2
Fire Inspector/Plans Examiner	3 (H) (I) (J) (K) (M) (N) (O) (Q)
Human Resources Manager	1 & 2
Fire District Legal Counsel	1 & 2
Emergency Preparedness Coordinator	1 & 2
Consultant	4

SECTION 3.

Disclosure Categories

General Rule.

An investment, interest in real property, or income is reportable if the business entity in which the investment is held, the interest in real property, or the income or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of the employee's positions.

Designated Employees in Category "1" must report:

All investments, interests in real property and income, and any business entity in which the person is a director, officer, partner, trustee, employee or holds any position of management. Financial interests are reportable only if located within Moraga-Orinda Fire Protection District or if the business entity is doing business or planning to do business in the District (and such plans are known by the designated employee) or has done business within the District at any time during the two years prior to the filing of the statement.

Designated Employees in Category "2" must report:

Investments in any business entity, and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which has within the last two years contracted or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services, supplies, materials, machinery, or equipment to such district.

Designated Employees In Category "3" must report:

Investments in any business entity and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which has been within the last two years contracted, or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services supplies, materials, machinery or equipment which are related to the following areas:

- (A) Motor Vehicle Equipment Service & Supplies
- (B) Communications Equipment Service & Supplies
- (C) Building & Grounds Material Equipment Service & Supplies
- (D) Material, Equipment Service & Supplies for Stations
- (E) Canvas Service & Supplies
- (F) Air systems Equipment Service & Supplies
- (G) Aircraft Equipment Service & Supplies
- (H) Material & Service for Weed Abatement Program
- (I) Material & Service for Building Construction
- (J) Material & Service for Water Supply for Fire Protection
- (K) Fire Protection Equipment, Services & Supplies
- (L) Hose Service Supplies
- (M) Mapping Service & Supplies
- (N) Photograph Equipment Service & Supplies
- (O) Public Education Material Service & Supplies
- (P) Office Equipment Service & Supplies
- (Q) Real Property within the District

Designated Employees In Category "4" must report:

Consultants shall disclose all of the interests required to be disclosed pursuant to Disclosure Categories 1 and 2, subject to the following limitation: The Chief Administrator may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements of the broadest disclosure category, but instead must comply with more tailored disclosure requirements specific to that consultant. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Administrator's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

SECTION 4. Statement

Designated positions shall be assigned to one or more of the disclosure categories set forth above. Each designated employee shall file an annual statement disclosing that employees' interest in investments, real property and income, designated as reportable under the category to which the employee's position is assigned.

SECTION 5. Place and Time of Filing

(a) All designated employees required to submit a statement of financial interest shall cause the same to be filed with the Clerk or Secretary of the District.

(b) The Clerk or Secretary of the District which receives the statement of financial interest shall make and retain a copy and forward the original to the Clerk of Contra Costa County.

(c) A designated employee required to submit a statement of financial interest shall submit an initial statement within thirty (30) days after the effective date of this Code.

(d) All employees appointed, promoted or transferred to designated positions shall file initial statements not less than ten (10) days before assuming office, unless an earlier assumption of office is required by emergency circumstances, in which case the statement shall be filed within thirty (30) days thereafter.

(e) Annual statements shall be filed during the month of February by all designated employees. Such statement shall cover the period of the preceding calendar year.

(f) A designated employee required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.

SECTION 5. Scope and Manner of Reporting

All persons required by this Conflict of Interest Code to file statements of economic interests shall comply with the provisions of the Regulations (and as those Regulations may be amended), which contains detailed instructions regarding the scope of interests to be reported as well

as the manner of reporting them. The Regulations can be found online at:
<http://www.fppc.ca.gov/the-law/fppc-regulations/regulations-index.html>.

SECTION 6. Disqualification

Designated employees must disqualify themselves from making or participating in the making of any decisions in which they have reportable financial interest, when it is reasonably foreseeable that such interest may be materially affected by the decision. No designated employee shall be required to disqualify himself with respect to any matter which could not be legally acted upon or decided without his participation.

SECTION 7. Effective Date

This code, unless otherwise provided by the Political Reform Act of 1974, shall become effective upon the date of approval and ratification by the code reviewing body of the County of Contra Costa.

Attachment B

MORAGA-ORINDA FIRE DISTRICT OF CONTRA COSTA COUNTY CONFLICT OF INTEREST CODE September 2018~~6~~

SECTION 1. Purpose

Pursuant to the provisions of Government Code sections 87300 et seq. and 2 California Code of Regulations sections 18730 et seq. ("Regulations"), the Moraga-Orinda Fire Protection District of Contra Costa County hereby adopts the following *Conflict of Interest Code*. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code § 81000) or the Regulations. The provisions of this Code are additional to Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the provisions of said Act and ~~regulations adopted pursuant thereto~~ the Regulations are incorporated herein and this code shall be interpreted in a manner consistent therewith.

SECTION 2. Designated Positions

The positions listed below are designated positions. Officers and employees holding these positions are designated employees and are deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on a financial interest.

<u>Designated Positions</u>	<u>Disclosure Category</u>
Member of the Board of Directors	1&2
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Battalion Chiefs	1&2
Fire Marshal, Chief of Fire Prevention	1&2
Assistant Fire Marshal	1& 2
Administrative Services Director	1&2
Fire Inspector/Plans Examiner	3 (H) (I) (J) (K) (M) (N) (O) (Q)
Human Resources Manager	1&2
Fire District Legal Counsel	1&2
<u>Emergency Preparedness Coordinator</u>	<u>1&2</u>
Consultant	4

Attachment B

SECTION 3. Disclosure Categories

General Rule.

An investment, interest in real property, or income is reportable if the business entity in which the investment is held, the interest in real property, or the income or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of the employee's positions.

Designated Employees in Category "1" must report:

All investments, interests in real property and income, and any business entity in which the person is a director, officer, partner, trustee, employee or holds any position of management. Financial interests are reportable only if located within Moraga-Orinda Fire Protection District or if the business entity is doing business or planning to do business in the District (and such plans are known by the designated employee) or has done business within the District at any time during the two years prior to the filing of the statement.

Designated Employees in Category "2" must report:

Investments in any business entity, and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which has within the last two years contracted or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services, supplies, materials, machinery, or equipment to such district.

Designated Employees In Category "3" must report:

Investments in any business entity and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which has been within the last two years contracted, or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services supplies, materials, machinery or equipment which are related to the following areas:

- (A) Motor Vehicle Equipment Service & Supplies
- (B) Communications Equipment Service & Supplies
- (C) Building & Grounds Material Equipment Service & Supplies
- (D) Material, Equipment Service & Supplies for Stations
- (E) Canvas Service & Supplies
- (F) Air systems Equipment Service & Supplies
- (G) Aircraft Equipment Service & Supplies
- (H) Material & Service for Weed Abatement Program
- (I) Material & Service for Building Construction
- (J) Material & Service for Water Supply for Fire Protection
- (K) Fire Protection Equipment, Services & Supplies
- (L) Hose Service Supplies
- (M) Mapping Service & Supplies
- (N) Photograph Equipment Service & Supplies
- (O) Public Education Material Service & Supplies
- (P) Office Equipment Service & Supplies
- (Q) Real Property within the District

Attachment B

Designated Employees In Category "4" must report:

Consultants shall disclose all of the interests required to be disclosed pursuant to Disclosure Categories 1 and 2, subject to the following limitation: The Chief Administrator may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements of the broadest disclosure category, but instead must comply with more tailored disclosure requirements specific to that consultant. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Administrator's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

SECTION 4. Statement

Designated positions shall be assigned to one or more of the disclosure categories set forth above. Each designated employee shall file an annual statement disclosing that employees' interest in investments, real property and income, designated as reportable under the category to which the employee's position is assigned.

SECTION 5. Place and Time of Filing

(a) All designated employees required to submit a statement of financial interest shall cause the same to be filed with the Clerk or Secretary of the District.

(b) The Clerk or Secretary of the District which receives the statement of financial interest shall make and retain a copy and forward the original to the Clerk of Contra Costa County.

(c) A designated employee required to submit a statement of financial interest shall submit an initial statement within thirty (30) days after the effective date of this Code.

(d) All employees appointed, promoted or transferred to designated positions shall file initial statements not less than ten (10) days before assuming office, unless an earlier assumption of office is required by emergency circumstances, in which case the statement shall be filed within thirty (30) days thereafter.

(e) Annual statements shall be filed during the month of February by all designated employees. Such statement shall cover the period of the preceding calendar year.

(f) A designated employee required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.

SECTION 5. Scope and Manner of Reporting

All persons required by this Conflict of Interest Code to file statements of economic interests shall comply with the provisions of ~~2-California Code of Regulations section 18730~~the Regulations (and as ~~that those section~~ Regulations may be amended), which contains detailed

Attachment B

instructions regarding the scope of interests to be reported as well as the manner of reporting them. The Regulations can be found online at: <http://www.fppc.ca.gov/the-law/fppc-regulations/regulations-index.html> <http://www.fppc.ca.gov/legal/regs/current/18730.pdf>.

SECTION 6. Disqualification

Designated employees must disqualify themselves from making or participating in the making of any decisions in which they have reportable financial interest, when it is reasonably foreseeable that such interest may be materially affected by the decision. No designated employee shall be required to disqualify himself with respect to any matter which could not be legally acted upon or decided without his participation.

SECTION 7. Effective Date

This code, unless otherwise provided by the Political Reform Act of 1974, shall become effective upon the date of approval and ratification by the code reviewing body of the County of Contra Costa.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Agreement #28-373 with American Red Cross

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, Agreement #28-373 with American Red Cross, Contra Costa County, Northern California Coastal Region (ARC), a non-profit corporation, to define the relationship in preparing for and responding to disaster relief situations, for the period from September 1, 2018 and remaining in effect unless terminated by either party upon 30 days advance written notice.

FISCAL IMPACT:

This is a non-financial agreement.

BACKGROUND:

The purpose of this agreement is to set forth the framework for cooperation between the ARC and Contra Costa Health Services (CCHS) in rendering assistance and services to individuals and families affected by disasters. CCHS is responsible for managing medical/health preparedness and response/recover efforts at the County level. CCHS is also responsible for the Medical/Health Operation Area Coordination (MHOAC) Program to identify needs and coordinate procurement of public and private medical, health and other resources to support disaster medical and health operations within and outside of the local area. ARC will assist CCHS with these efforts.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Daniel Peddycord,
925-313-6712

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

By: , Deputy

cc: Tasha Scott, Marcy Wilhelm

BACKGROUND: (CONT'D)

Approval of Agreement #28-373 will set forth the cooperation between the parties in rendering assistance and services to individuals and families affected by disasters.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the County and the ARC will not have its coordination set forth in an agreement.



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: September 11, 2018

Subject: Conflict of Interest Code Amendment for the Office of the Sheriff

RECOMMENDATION(S):

APPROVE amendments to the List of Designated Positions of the Office of the Sheriff's Conflict of Interest Code.

FISCAL IMPACT:

None.

BACKGROUND:

The Office of the Sheriff has amended the List of Designated Positions of its Conflict of Interest Code and submitted the revised List of Designated Positions, attached as Exhibit A, to the Board of Supervisors for approval pursuant to Government Code sections 87306 and 87306.5.

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

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Cynthia Schwerin, Deputy County Counsel, (925) 335-1800

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

By: , Deputy

cc: David Twa, Clerk of the Board of Supervisors, Cynthia Schwerin, Deputy County Counsel, Susan Lyon, Executive Assistant to the Sheriff

BACKGROUND: (CONT'D)

The changes include the addition of a position designated to file conflict of interest statements. This change will ensure that the Conflict of Interest Code accurately reflects the current positions and organizational structure in use by the Office of the Sheriff. A strike-out version of the List of Designated Positions is included as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

None.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

Exhibit A - Office of the Sheriff COI Code

Exhibit B - Office of the Sheriff COI Code REDLINED

EXHIBIT A

DESIGNATED POSITIONS

<u>POSITION</u>	<u>FILING CATEGORY</u>
Sheriff - Coroner	1 & 2
Undersheriff	1 & 2
Assistant Sheriff of Administrative Services Bureau	1 & 2
Assistant Sheriff of Custody Services Bureau	1 & 2
Assistant Sheriff of Field Operations Bureau	1 & 2
Assistant Sheriff of Support Services Bureau	1 & 2
Sheriff's Chief of Management Services	1 & 2
Departmental Fiscal Officer	1 & 2
Police Manager, City of Danville	1 & 2
Police Manager, City of Lafayette	1 & 2
Police Manager, City of Orinda	1 & 2

EXHIBIT B

DESIGNATED POSITIONS – New Position in Red

<u>POSITION</u>	<u>FILING CATEGORY</u>
Sheriff - Coroner	1 & 2
Undersheriff	1 & 2
Assistant Sheriff of Administrative Services Bureau	1 & 2
Assistant Sheriff of Custody Services Bureau	1 & 2
Assistant Sheriff of Field Operations Bureau	1 & 2
Assistant Sheriff of Support Services Bureau	1 & 2
Sheriff's Chief of Management Services	1 & 2
Departmental Fiscal Officer	1 & 2
Police Manager, City of Danville	1 & 2
Police Manager, City of Lafayette	1 & 2
Police Manager, City of Orinda	1 & 2



**Contra
Costa
County**

To: Board of Supervisors
From: Robert Campbell, Auditor-Controller
Date: September 11, 2018

Subject: Annual Report on Revolving and Cash Difference Funds, Overage Fund, and Shortages for fiscal year 2017-2018

RECOMMENDATION(S):

ACCEPT the Annual Report on Revolving and Cash Difference Funds, Overage Fund, and Shortages for fiscal year 2017-2018.

FISCAL IMPACT:

None.

BACKGROUND:

Provisions of Government Code Sections 29321.1 and 29370.1 and Contra Costa County Board of Supervisors Resolution No. 92/525 authorize the County Auditor-Controller to establish, increase, reduce, or discontinue Revolving Funds and Cash Difference Funds. Provisions of Government Code Sections 29380.1 and 29390.1 and Contra Costa County Board of Supervisors Resolution No. 83/1062 authorize the County Auditor-Controller to replenish the Cash Difference Funds and to transfer money in the Overage Fund to the General Fund. With respect to those authorities and to conform with Government Code Sections 29321.1, 29370.1, 29380.1, and 29390.1, the County Auditor-Controller submits this report showing the officers and details of the balances of the Revolving and Cash Difference Funds, Overage Fund, and Shortages for fiscal year 2017-2018.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Joanne Bohren,
925-335-8610

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The County Auditor-Controller would not comply with Government Code Sections 29321.1, 29370.1, 29380.1, and 29390.1.

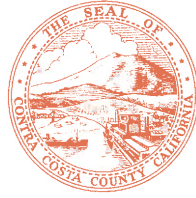
ATTACHMENTS

Annual Report on Rev Cash

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 335-8600
Fax (925) 646-2649



Elizabeth A. Verigin
Assistant Auditor-Controller

Harjit S. Nahal
Assistant Auditor-Controller

August 27, 2018

TO: Honorable Board of Supervisors

FROM: Robert R. Campbell, Auditor-Controller

A handwritten signature in blue ink, appearing to be "R", is written over the name "Robert R. Campbell" in the "FROM" line.

SUBJECT: Annual Report on Revolving and Cash Difference Funds, Overage Fund, and Shortages

Provisions of Government Code Sections 29321.1 and 29370.1 and the Contra Costa County Board of Supervisor's Resolution No. 92/525 authorize the County Auditor-Controller to establish, increase, reduce or discontinue Revolving Funds and Cash Difference Funds.

Provisions of Government Code Sections 29380.1 and 29390.1 and the Contra Costa County Board of Supervisor's Resolution No. 83/1062 authorize the County Auditor-Controller to replenish the Cash Difference Funds and to transfer money in the Overage Fund to the General Fund.

With respect to those authorities and to conform to Government Code Sections 29321.1, 29370.1, 29380.1, and 29390.1, this report is submitted to show the details of the following balances as of and for the year ended June 30, 2018.

Revolving and Cash Difference Funds within General Fund 100300	\$ 304,870.00
Other Revolving Funds	37,509.53
Overage	576.21
Shortages	1,904.06

Balances of Revolving Funds and Cash Difference Funds Within General Fund 100300

Account #	Title	Officer	Amount
0020-0004	Building Inspection	John Kopchik, Director	\$ 1,600.00
0020-0005	Probation	Todd Billeci, Probation Officer	4,550.00
0020-0008	Sheriff-Coroner	David O. Livingston, Sheriff-Coroner	18,465.00
0020-0009	Social Services	Kathy Gallagher, Director	12,000.00
0020-0011	In Home Support Services	Kathy Gallagher, Director	500.00
0020-0012	Public Works Petty Cash	Julie Bueren, Director	3,640.00
0020-0013	Personnel Petty Cash	Dianne Dinsmore, Director	700.00
0020-0014	Agriculture Petty Cash	Humberto Izquierdo, Commissioner-Director	450.00
0020-0016	Treasurer-Tax Collector	Russell V. Watts, Treasurer-Tax Collector	895.00
0020-0017	County Counsel	Sharon Anderson, County Counsel	50.00
0020-0019	County Administrator	David Twa, County Administrator	100.00
0020-0023	County Clerk-Recorder	Joseph Canciamilla, Clerk-Recorder	2,620.00
0020-0027	Health Services	Anna Roth, RN, MS, MPH, Director	640.00
0020-0032	Auditor-Controller	Robert R. Campbell, Auditor-Controller	200.00
0020-0035	Community Services	Kathy Gallagher, Director	3,700.00
0020-0037	District Attorney	Diana Becton, District Attorney	50,000.00
0020-0039	Public Defender	Robin Lipetzky, Public Defender	1,000.00
0020-0041	Office of Emergency Services	David O. Livingston, Sheriff-Coroner	100.00
0020-0043	Animal Services	Beth Ward, Director	1,350.00
0020-0045	Veterans' Resources Center	Nathan D. Johnson, Veteran's Services Officer	50.00
0020-0046	Assessor	Gus S. Kramer, Assessor	160.00
0020-0047	Child Support Services	Melinda Self, Director	0.00
0020-0049	EHS Immediate Need Imprest	Kathy Gallagher, Director	200,000.00
0020-0051	Public Administrator	Anna Roth, RN, MS, MPH, Director	2,000.00
0020-0052	Training Institute	David Twa, County Administrator	0.00
0020-0053	MAC Bay Point	Federal D. Glover, Supervisor, District V	100.00
0020-0054	MAC El Sobrante	John M. Gioia, Supervisor, District I	0.00
0020-0055	Kensington MAC	John M. Gioia, Supervisor, District I	0.00
0020-0057	MAC Rodeo	Federal D. Glover, Supervisor, District V	0.00
		Total	<u>\$ 304,870.00</u>

Balances of Revolving Funds and Cash Difference Funds Other Than General Fund

Fund & Account #	Title	Officer	Amount
113100-0020	DA Forfeiture-Fed DOJ	Diana Becton, District Attorney	\$ 3,500.00
113400-0020	CCC Dept. Child Spprt Svcs	Melinda Self, Director	600.00
120600-0020	County Library	Melinda Cervantes, County Librarian	2,710.00
131100-0010	Treasurer-Tax Collector	Russell V. Watts, Treasurer-Tax Collector	(20,350.47)
140100-0020	Airport Enterprise	Julie Bueren, Director	400.00
145000-0020	Hospital Enterprise	Anna Roth, RN, MS, MPH, Director	37,000.00
202000-0020	CCC Fire Protection	Chief Jeffrey A. Carman	500.00
248900-0020	County Service Area M-17	Julie Bueren, Director	5,000.00
275800-0020	County Service Area R-7	Julie Bueren, Director	5,000.00
276000-0020	County Service Area R-10	Julie Bueren, Director	3,000.00
816100-0020-0048	Law Library Trust	Carey Rowan, Director	<u>150.00</u>
		Total	<u>\$ 37,509.83</u>

Overages

Overage Fund 810900

Account #	Title	Amount
OF 5000015	Treasurer-Tax Collector's Office	\$ 116.26
OF 5000016	Assessor's Office	50.00
OF 5000355	Recorder's Office	233.60
OF 5000366	Animal Services	29.00
OF 5002601	Conservation and Development	1.91
 <u>Fund #</u>		
120600-0621	County Library*	<u>145.44</u>
	Grand Total	<u>\$ 576.21</u>

Overages were transferred to General Fund Revenue on July 23, 2018, as permitted by Government Code Section 29380.1.

*Library overages have been deposited to the County Library Fund.

Shortages

Fund and Account #	Title	Amount
100300-0003	County Administrator	\$ 230.00
100300-0015	Treasurer-Tax Collector	200.00
100300-0023	Clerk-Recorder	60.00
100300-0043	Elections	25.00
100300-0242	District Attorney	51.14
100300-0243	Public Defender	70.00
100300-0300	Sheriff-Detention	252.00
100300-0355	Recorder	185.25
100300-0366	Animal Services	100.00
100300-0466	Health Services- Alcohol & Other Drug Services	76.87
100300-0467	Health Services- Mental Health	36.00
100300-0501	EHSD- Administration Services	246.05
145000-0540	Health Services- Hospital Enterprise	330.00
120600-0621	Library- Community Services	<u>41.75</u>
	Total	<u>\$ 1,904.06</u>

Shortages were replenished during fiscal year 2017-2018 in accordance with Government Code Section 29390.1.



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: September 11, 2018

Subject: Conflict of Interest Code for the Clayton Valley Charter High School

RECOMMENDATION(S):

APPROVE Conflict of Interest Code for the Clayton Valley Charter High School ("Charter School").

FISCAL IMPACT:

None.

BACKGROUND:

The Charter School has adopted a Conflict of Interest Code and submitted the new code, attached as Exhibit A, to the Board for approval pursuant to Government Code section 87306 and 87306.5.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Cynthia Schwerin, Deputy County Counsel, (925) 335-1800

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

By: , Deputy

cc: David Twa, Clerk of the Board of Supervisors, Cynthia Schwerin, Deputy County Counsel, Wayne Strumpfer, Attorney for Clayton Valley Charter High School

BACKGROUND: (CONT'D)

The adoption of a Conflict of Interest Code for the Charter School satisfies the requirements for such a code under State law.

CONSEQUENCE OF NEGATIVE ACTION:

None.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

Exhibit A - Clayton Valley Charter High School COI Code

CLAYTON VALLEY CHARTER HIGH SCHOOL

CONFLICT OF INTEREST CODE

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., Clayton Valley Charter High School hereby adopts this Conflict of Interest Code ("Code"), which shall apply to all governing board members and all other designated employees of Clayton Valley Charter High School ("Charter School"), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members and candidates for election and/or appointment to the governing board, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be "designated employees." The designated positions are listed in "Exhibit A" attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members and candidates for election and/or appointment to the governing board, shall file a Statement of Economic Interest ("Statement") at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee's position is assigned in "Exhibit A."

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in "Exhibit A."

Statements Filed with the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School's filing officer shall, if required, make and retain a copy of the Statement and forward the original to the County Board of Supervisors.

VI. MANNER OF DISQUALIFICATION

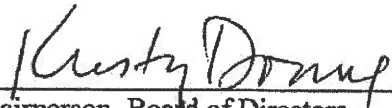
A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Charter School Executive Director, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.


B. Governing Board Member Designated Employees

Governing Board members shall disclose a disqualifying interest at the meeting during which consideration of the decision takes place. This disclosure shall be made part of the Board's official record. The Board member shall refrain from participating in the decision in any way (i.e., the Board member with the disqualifying interest shall refrain from voting on the matter and shall leave the room during Board discussion and when the final vote is taken) and comply with any applicable provisions of the Charter School bylaws.

APPROVED AND ADOPTED by the Board of Directors of on the 8th day of August, 2018.



Chairperson, Board of Directors
Clayton Valley Charter High School

ATTEST


Secretary to the Board of Directors
Clayton Valley Charter High School

Disclosure Categories

Category 1. Reportable Investments:

A designated employee in this category shall report all reportable investments, as defined in Government Code § 82034, in business entities located in, doing business in, planning to do business in, or having done business in the previous two (2) years in Contra Costa County in which the school is located, which business entities operate or provide facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized the school.

Category 2. Reportable Interests in Real Property:

A designated employee in this category shall disclose all interests in real property, as defined in Government Code §§ 82033 and 82035, that are within two (2) miles of any facility or real property owned or used by the Clayton Valley Charter High School.

Category 3. Reportable Income:

A designated employee in this category shall disclose all income as defined in Government Code § 82030 of the designated employee from business entities or other sources located in, doing business in, planning to do business in, or having done business in the previous two (2) years in Contra Costa County during the reporting period which business entities operate or provide facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized by Clayton Valley Charter High School.

CLAYTON VALLEY CHARTER HIGH SCHOOL

REGULAR GOVERNING BOARD MINUTES
Wednesday, August 8, 2018 5:00 PM CVCHS Library
1101 Alberta Way, Concord, CA 94521

Board Members:

Meeting agendas and minutes available:
claytonvalley.org

Kristy Downs, Board Chair	Katie Dresdow
Kevin Christiansen	Jeff Anderson
Diane Bailey	Sarah Lovick

REGULAR BOARD MEETINGS ARE SCHEDULED FOR THE 2ND WEDNESDAY OF THE MONTH

In compliance with the Americans with Disabilities Act (ADA) and upon request, Clayton Valley Charter High School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Executive Director's office.

1.0 OPEN SESSION (5:00 PM)

1.1 Call to Order, Roll Call, Establishment of Quorum

The meeting was called to order by the Board Chair at 5:07 pm.

Members in attendance; Kristy Downs, Katie Dresdow, Kevin Christiansen, Jeff Anderson, Diane Bailey, Sarah Lovick

Members not in attendance: None

Late Arrivals: None

1.2 Pledge of Allegiance

1.3 Public Announcement of any Board Member recusal regarding specific agenda items.

The Board Chair announced the recusal of interested board members from agenda items 2.1, 2.2.

PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS

The Board welcomes and encourages public comments. Any member of the audience may speak to any agenda item by submitting a **blue** "Request to address the Board" card (located on the table near the door). Please hand the completed card to the Chairperson of the Board. When the item is considered by the Board, individuals submitting **blue** cards will be called upon by the Chairperson of the Board and will have three minutes to speak on the agenda item.

Public comment was made on item 2.2.1.2

2.0 MOVE TO CLOSED SESSION (5:15 PM)

The board moved to Closed Session at 5:11 pm

2.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.

Significant Exposure To Litigation Pursuant To Government Code Section 54956.9(d)(2): Two Potential Cases

2.2 Public Employment

2.2.1 Certificated Staff

- 7/11/18 Regular Meeting Action
 - 7/20/18 Special Meeting Action
- Motion:** Diane Bailey motioned to approve the consent agenda. **Approved**
Second: Katie Dresdow
Discussion: None
Resolution: Aye (6) No (0) Abstain (0)

6.0 INTERIM EXECUTIVE DIRECTOR'S ANNOUNCEMENTS

The Board Chair turned this announcement over to the Interim Executive Director. The Interim Executive Director announced his pleasure in serving CVCHS Board and community through this transition period. He thanked the Board to this opportunity.

7.0 HUMAN RESOURCES

Presented by:

- 7.1 Approve the Conflict of Interest Policy Action
Motion: Jeff Anderson **Approved**
Second: Kevin Christiansen
Discussion: None
Resolution: Aye (6) No (0) Abstain (0)

Bob
Hampton/YMC
Legal Counsel

- 7.2 CVEA Sunshine (Initial) Proposal for 2018/19 contract reopener. Information
 Robin Soto
 The board heard the CVEA Sunshine (Initial) Proposal for 2018/19 contract year presented by the CVEA President, Robin Soto. CVEA is proposing language change as follows:
 Article 14 - Salary
 Article 16 - Employee Benefits
 Article 9 - Hours
 Article 15 - Payment for Nonteaching Duties

At this time The Board Chair recused interested board members for agenda items 7.3 through 9.0

- 7.3 Approve any certificated and/or classified contracts reviewed in Closed Session under agenda item 2.21 and 2.2.2 Action
 Nancy Kahl **Approved**
Motion: Kevin Christiansen motioned to approve certificated and/or classified contracts as reviewed in Closed Session under agenda items 2.2.1 and 2.2.2.
Second: Katie Dresdow
Discussion: None
Resolution: Aye (3) No (0) Abstain (0)

- 7.4 Approve Executive Director Executive Compensation Study. Action
 YMC Legal **Approved**
 Counsel
 The Board Chair turned this agenda item over

8.2 Board approval of Ad-Hoc Committee per the By-laws Kristy Downs

Action
Approved

Motion: Katie Dresdow motioned to Appoint the non-interested board members, Kristy Downs, Kevin Christiansen and Katie Dresdow to the Ad-Hoc Committee per the By-Laws.

Second: Kevin Christiansen

Discussion: None

Resolution: Aye (3) No (0) Abstain (0)

The timeline was presented for the election process which consist of:

August 8th – Establish Election Committee and Announce opening of cycle

August 10th – Election Committee will solicit nominations of qualified candidates. application will be received by the Governing Board.

August 24th 12:01 am – Application deadline

September 3rd – Complete eligibility process

September 12th – The Board of Directors will interview candidates at their regularly scheduled public board meeting. The Board will appoint the seats. Remaining terms become effective and all new Board members will be formally seated.

TBD – New Board member training will be delivered by the Board Chair or delegate

The interested board members returned at this this time and the Board Chair announced the approval of the Executive Director's contract.

9.0 BOARD MEMBERS ANNOUNCEMENTS

Board Members

Information

The Board Chair asked board members for any announcements. The principal stated walk-thru has been this week and school will begin next week.

10.0 ADJOURNMENT

The meeting was adjourned at 6:57 pm.

Next Regular Board Meeting: Wednesday, September 12, 2018 at 5:00 pm in CVCHS Library



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 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 Peer Review and Credentialing Committee on July 10, 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 Peer Review and Credentialing Committee 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: **09/11/2018** 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: September 11, 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 Wilhem, Heather Wong

ATTACHMENTS

Attachment

Contra Costa Health Plan
Providers Approved by Peer Review and Credentialing Committee
July 10, 2018

CREDENTIALING PROVIDERS JULY 2018	
Name	Specialty
Adkins, Azure, MD	Surgery - General
Hurd, Manton, NP	Mid-Level Psychiatry
Jain, Vinita, MD	Primary Care Internal Medicine
Jain, Vivekanand, MD	Primary Care Internal Medicine
Mukherjee, Uday, MD	Psychiatry/Geriatric Psychiatry
Riley-Paull, Kara, MD	Surgery - General
Ruegg, Claudia, OD	Optometry
Vyas, Dhvani, PT	Physical Therapy

CREDENTIALING ORGANIZATIONAL PROVIDER JULY 2018		
Provider Name	Provide the Following Services	Location
Center for Elders' Independence	Adult Day Services	El Sobrante

RE-CREDENTIALING PROVIDERS JULY 2018	
Name	Specialty
Aboul-Fetouh, Yasser, BCBA	Qualified Autism Provider
Aslan, Alex, MD	Gastroenterology
Beeckman, Jennifer, NP	Primary Care Family Medicine
Brandeis, Judson, MD	Urology
Burton, John, MD	Surgery – Orthopaedic
Chew, Alison, BCBA	Qualified Autism Provider
Chin, Jonathan, MD	Urology
Cipolla, Gail, NP	Mid-Level Family Planning
Cohen, Aaron, DDS	Endodontics
Danko, Angela, NP	Mid-Level Pain Medicine
Frick, Anna, MD	Urogynecology & Pelvic Reconstructive Surgery
Gutierrez, Susan, MD	Pain Medicine
Hwang, Ivan, MD	Ophthalmology
Joseph, Michal, Au.D.	Audiology

RECREREDENTIALING PROVIDERS JULY 2018	
Name	Specialty
Khonsari, Hamidreza, MD	Primary Care Family Medicine
Klein, Louis, MD	OB/GYN
Lee, Meng, OD	Optometry
Livermore, Norman, III, MD	Surgery – Orthopaedic
Makedonsky, Michael, OD	Optometry
Perlas, Jane, NP	Primary Care Family Medicine
Pojman, Andrew, Ed.D.	Mental Health Services
Raffetto, Katherine, NP	Mid-Level Family Planning
Rios, Ena, LCSW	Mental Health Services
Roberts, Brandon, DC	Chiropractic Medicine
Rose, Joseph, MD	OB/GYN
Salmo, Samer, MD	Psychiatry
Spataru, Oana, MD	Neurology
Stoddard, Fred, MD	Psychiatry
Sutton, Michael, OD	Optometry
Suzuki, Fumi, MD	Primary Care Family Medicine
Taylor, Stephen, MD	Urology
Wyrobek, Sonya, CNM	Midwife
Yang, Xiao, MD	Primary Care Internal Medicine

RECREREDENTIALING ORGANIZATIONAL PROVIDERS JULY 2018		
Provider Name	Provide the Following Services	Location
Coram Healthcare Corporation of Northern California dba: Coram CVS/Specialty Infusion Services	Home Infusion	Hayward
DaVita – Total Renal Care, Inc. dba: Union City Dialysis Center	Dialysis	Union City
DaVita - DVA Healthcare Renal Care, Inc., dba: Berkeley Dialysis	Dialysis	Berkeley

RECREREDENTIALING ORGANIZATIONAL PROVIDERS JULY 2018		
Provider Name	Provide the Following Services	Location
DaVita - DVA Renal Healthcare, Inc. dba: Benicia Dialysis	Dialysis	Benicia
DaVita – DVA Renal Healthcare, Inc. dba: Alameda County Dialysis	Dialysis	Oakland
DaVita – Llano Dialysis, LLC dba: Oakland Peritoneal Dialysis Center	Dialysis	Oakland
DaVita – Llano Dialysis, LLC dba: San Pablo Dialysis	Dialysis	San Pablo
DaVita – Stewart Dialysis, LLC dba: Richmond Dialysis	Dialysis	Richmond
DaVita – Total Renal Care, Inc. dba: Hayward Dialysis Center	Dialysis	Hayward
DaVita - Total Renal Care, Inc. dba: Joy of Dixon Dialysis Center	Dialysis	Dixon
DaVita - Total Renal Care, inc. dba: Walnut Creek Dialysis Center	Dialysis	Walnut Creek
DaVita – Total Renal Care, Inc. dba: East Bay Peritoneal Dialysis Center	Dialysis	San Leandro
DaVita – Total Renal Care, Inc. dba: Pleasanton Dialysis Center	Dialysis	Pleasanton
DaVita – Total Renal Care, Inc. dba: TRC Antioch Dialysis Center	Dialysis	Antioch
DaVita – Walker Dialysis, LLC dba: Fremont at Home	Dialysis	Fremont
DaVita – Walker Dialysis, LLC dba: Hayward Mission Hills Dialysis	Dialysis	Hayward
Holistic Care at Home, Inc dba: Holistic Care at Home, Inc.	Home Health	Oakland
Laser Surgery Center, LTD dba: Laser Surgery Center, LTD	Surgery Center	Walnut Creek
Marie Star Home Health Services, LLC dba: Marie Star Home Health Services, LLC	Home Health	Concord



Contra
Costa
County

To: Board of Supervisors
From: Russell Watts, Treasurer-Tax Collector
Date: September 11, 2018

Subject: ADOPTION OF THE QUARTERLY INVESTMENT REPORT AS OF 6/30/2018

RECOMMENDATION(S):

ACCEPT the Treasurer's Quarterly Investment Report as of June 30, 2018, as recommended by the County Treasurer-Tax Collector.

FISCAL IMPACT:

None.

BACKGROUND:

Government Code Section 53646 requires the County Treasurer to prepare quarterly reports to the Board of Supervisors describing County investments including type, par value, cost, and market value. Attached please find the report covering the period April 1, 2018 through June 30, 2018. As of June 30, 2018, the par value, cost, and market value of Contra Costa County Investment Pool were \$3,749,705,470.41, \$3,738,973,278.79, and \$3,734,989,357.63, respectively. The weighted yield to maturity was 1.97% and the weighted average days to maturity were 167 days. As of June 30, 2018, The Treasurer's investment portfolio was in compliance with Government Code 53600 et. seq. and with the Treasurer's current investment policy. Historical activities combined with future cash flow projections indicate that the County has sufficient liquidity to meet its obligations for the next six months.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Ronda Boler, (925)
957-2806

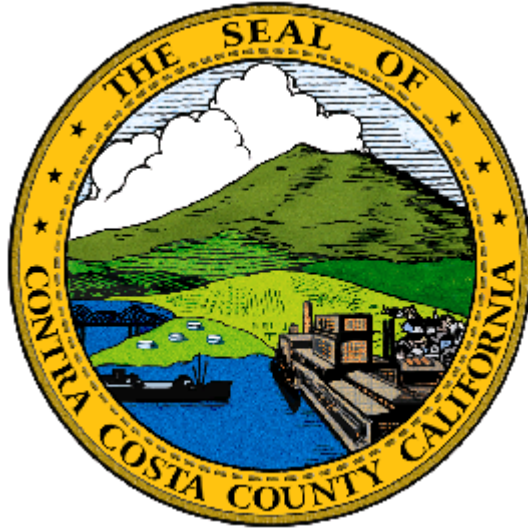
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENTS

Q2_2018 Quarterly Investment
Report



CONTRA COSTA COUNTY
TREASURER'S QUARTERLY INVESTMENT REPORT
AS OF JUNE 30, 2018

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EXECUTIVE SUMMARY

- The Treasurer's investment portfolio is in compliance with Government Code 53600 et. seq..
- The Treasurer's investment portfolio is in compliance with the Treasurer's current investment policy.
- The Treasurer's investment portfolio has no securities lending, reverse repurchase agreements or derivatives.
- As of 6/30/18, the fair value of the Treasurer's investment portfolio was 99.89% of the cost. More than 84 percent of the portfolio or over \$3.18 billion will mature in less than a year. Historical activities combined with future cash flow projections indicate that the County is able to meet its cash flow needs for the next six months.
- Treasurer's Investment Portfolio Characteristics

Par	\$3,749,705,470.41
Cost	\$3,738,973,278.79
Market Value	\$3,734,989,357.63
Weighted Yield to Maturity	1.97%
Weighted Average Days to Maturity	167 days
Weighted Duration	0.44 year

CONTRA COSTA COUNTY INVESTMENT POOL
As of June 30, 2018

<u>TYPE</u>	<u>PAR VALUE</u>	<u>COST</u>	<u>FAIR VALUE</u>	<u>PERCENT OF TOTAL COST</u>
A. Investments Managed by Treasurer's Office				
1. U.S. Treasuries (STRIPS, Bills, Notes)	\$70,170,000.00	\$69,843,279.36	\$70,014,986.75	1.87%
2. U.S. Agencies				
Federal Home Loan Banks	396,715,000.00	395,352,026.83	395,127,908.70	10.57%
Federal National Mortgage Association	65,145,000.00	65,102,997.54	64,298,700.64	1.74%
Federal Farm Credit Banks	176,826,000.00	176,560,417.73	175,025,658.40	4.72%
Federal Home Loan Mortgage Corporation	107,098,000.00	106,835,798.42	105,970,795.73	2.86%
Municipal Bonds	390,000.00	427,550.12 ¹	427,550.12 ¹	0.01%
Subtotal	746,174,000.00	744,278,790.64	740,850,613.59	19.91%
3. Supranationals - International Government	371,323,000.00	369,510,982.63	368,952,290.30	9.88%
4. Money Market Instruments				
Commercial Paper	1,071,101,000.00	1,064,950,303.20	1,068,486,118.06	28.48%
Negotiable Certificates of Deposit	631,536,000.00	631,720,585.10	631,638,881.99	16.90%
Medium Term Certificates of Deposit	0.00	0.00	0.00	0.00%
Money Market Accounts	565,318.32	565,318.32	565,318.32	0.02%
Time Deposit	3,397.22	3,397.22	3,397.22	0.00%
Subtotal	1,703,205,715.54	1,697,239,603.84	1,700,693,715.59	45.39%
5. Asset Backed Securities/Mortgage Backed Securities	0.00	0.00 ¹	0.00 ¹	0.00%
6. Corporate Notes	151,305,000.00	150,246,459.22	149,084,233.57	4.02%
TOTAL (Section A.)²	3,042,177,715.54	3,031,119,115.69	3,029,595,839.80	81.07%
B. Investments Managed by Outside Contractors				
1. PFM	162,606,955.46	163,060,601.72	160,905,456.41	4.36%
2. Local Agency Investment Fund (LAIF)	224,778,257.53	224,778,257.53	224,357,218.41 ³	6.01%
3. Wells Capital Management	44,428,628.90	44,301,390.87	44,416,930.03 ⁴	1.18%
4. CalTRUST (Short-Term Fund)	145,490,315.16	145,490,315.16	145,490,315.16	3.89%
5. Other				
a. EBRCS Bond	1,769,666.58	1,769,666.58	1,769,666.58	0.05%
TOTAL (Section B.)	579,073,823.63	579,400,231.86	576,939,586.59	15.50%
C. Cash	128,453,931.24	128,453,931.24	128,453,931.24	3.44%
⁵GRAND TOTAL (FOR A , B , & C)	\$3,749,705,470.41	\$3,738,973,278.79	\$3,734,989,357.63	100.00%

Notes:

1. Fair Value equals Cost less purchase interest

2. Excludes funds managed by PFM retained by Contra Costa School Insurance Group and Community College District

3. Estimated Fair Value

4. Base Market Value plus Accrued Interest

5. Does not include the Futuris Public Entity Trust of the Contra Costa Community College District Retirement Board of Authority

CONTRA COSTA COUNTY INVESTMENT POOL
As of June 30, 2018

CONTRA COSTA COUNTY INVESTMENT POOL - EARNING STATISTICS

	Fiscal Year To Date	Quarter ending 6/30/2018
Average Daily Balance (\$)	3,359,163,803.63	3,802,550,630.79
Net Earnings (\$)	51,518,310.74	17,748,500.92
Earned Income Yield	1.51%	1.85%

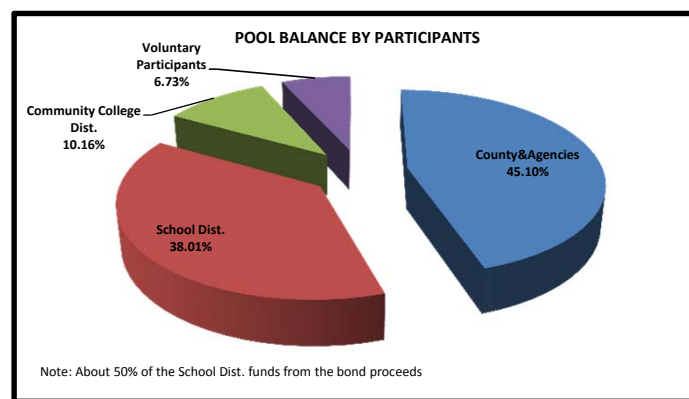
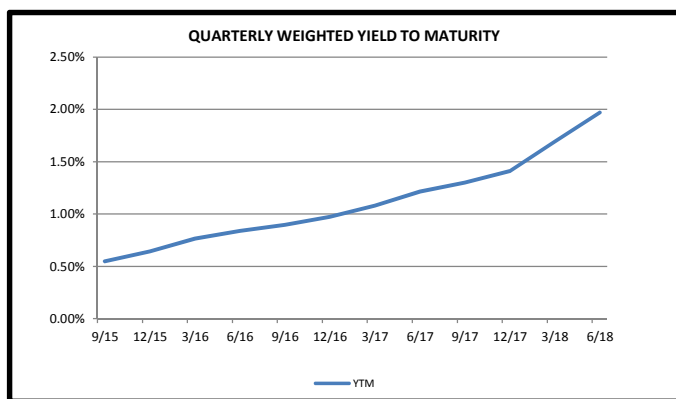
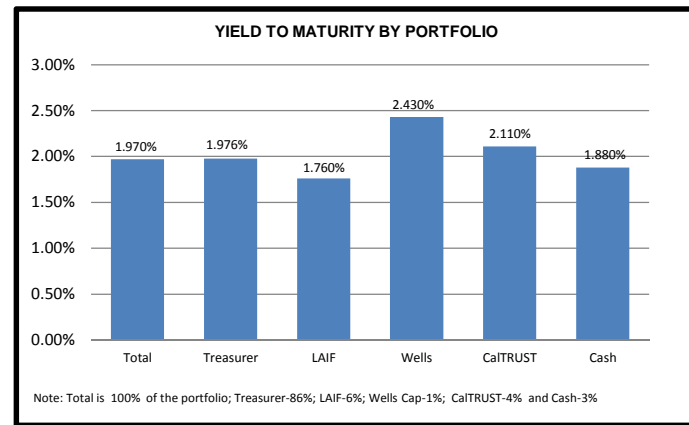
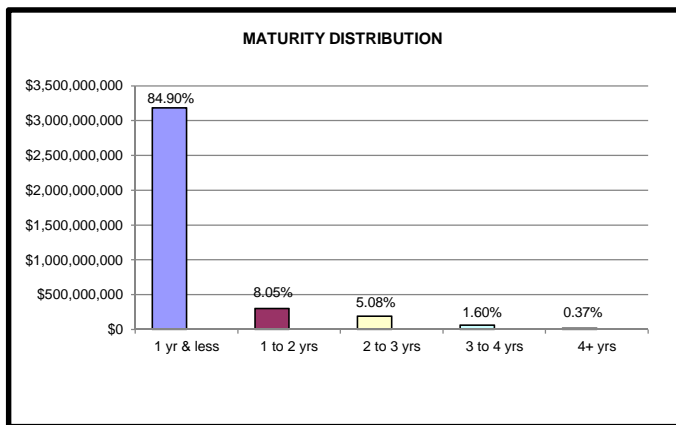
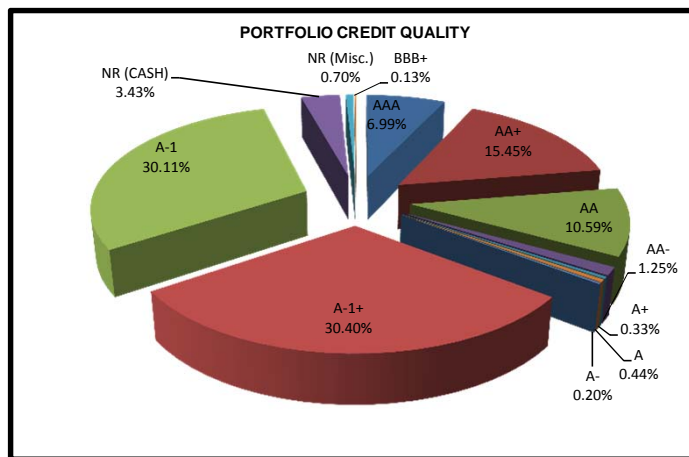
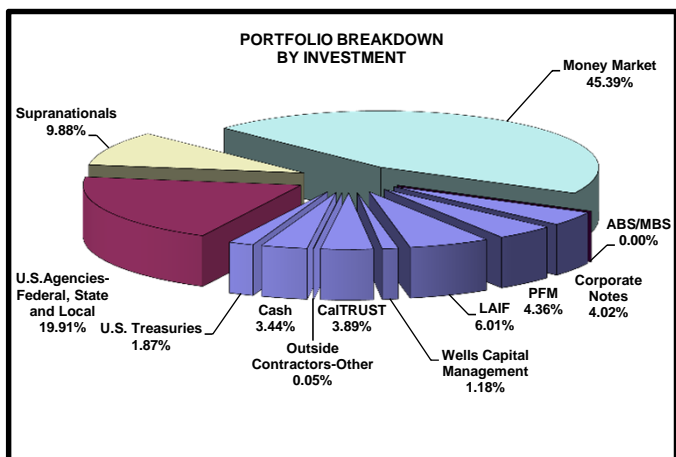
CONTRA COSTA COUNTY INVESTMENT POOL - PORTFOLIO STATISTICS

Investment Type	Par Value (\$)	Fair Value (\$)	YTM (%)	WAM (days)	Percentage of Portfolio
U.S. Treasury	108,200,000.00	107,260,466.85	1.68	315	2.87%
Agencies	796,799,000.00	790,915,399.97	1.61	307	21.18%
Municipals	1,670,000.00	1,709,994.92	1.16	73	0.05%
Commercial Paper	1,071,101,000.00	1,068,486,118.06	2.18	44	28.61%
NCD/YCD	652,081,000.00	652,125,272.18	2.16	84	17.46%
Corporate Notes	189,300,000.00	186,815,274.07	2.25	650	5.00%
ABS/MBS	8,346,955.46	8,352,354.47	1.86	1110	0.22%
Time Deposit	3,397.22	3,397.22	0.40	694	0.00%
Money Market Fund	565,318.32	565,318.32	0.00	1	0.02%
Supranationals	376,718,000.00	374,267,700.15	1.79	273	10.02%
LAIF	224,778,257.53	224,357,218.41	1.85	1	6.01%
CalTRUST	145,490,315.16	145,490,315.16	2.11	1	3.90%
Wells Cap	44,428,628.90	44,416,930.03	2.43	266	1.19%
Misc. ¹	1,769,666.58	1,769,666.58	0.00	N/A	0.05%
Cash	128,453,931.24	128,453,931.24	1.88	0	3.44%
Total Fund²	<u>3,749,705,470.41</u>	<u>3,734,989,357.63</u>	<u>1.97</u>	<u>167</u>	<u>100.00%</u>

1. East Bay Regional Communications System Authority

2. Total Fund includes funds managed by PFM.

**CONTRA COSTA COUNTY
INVESTMENT POOL
AT A GLANCE
AS OF JUNE 30, 2018**

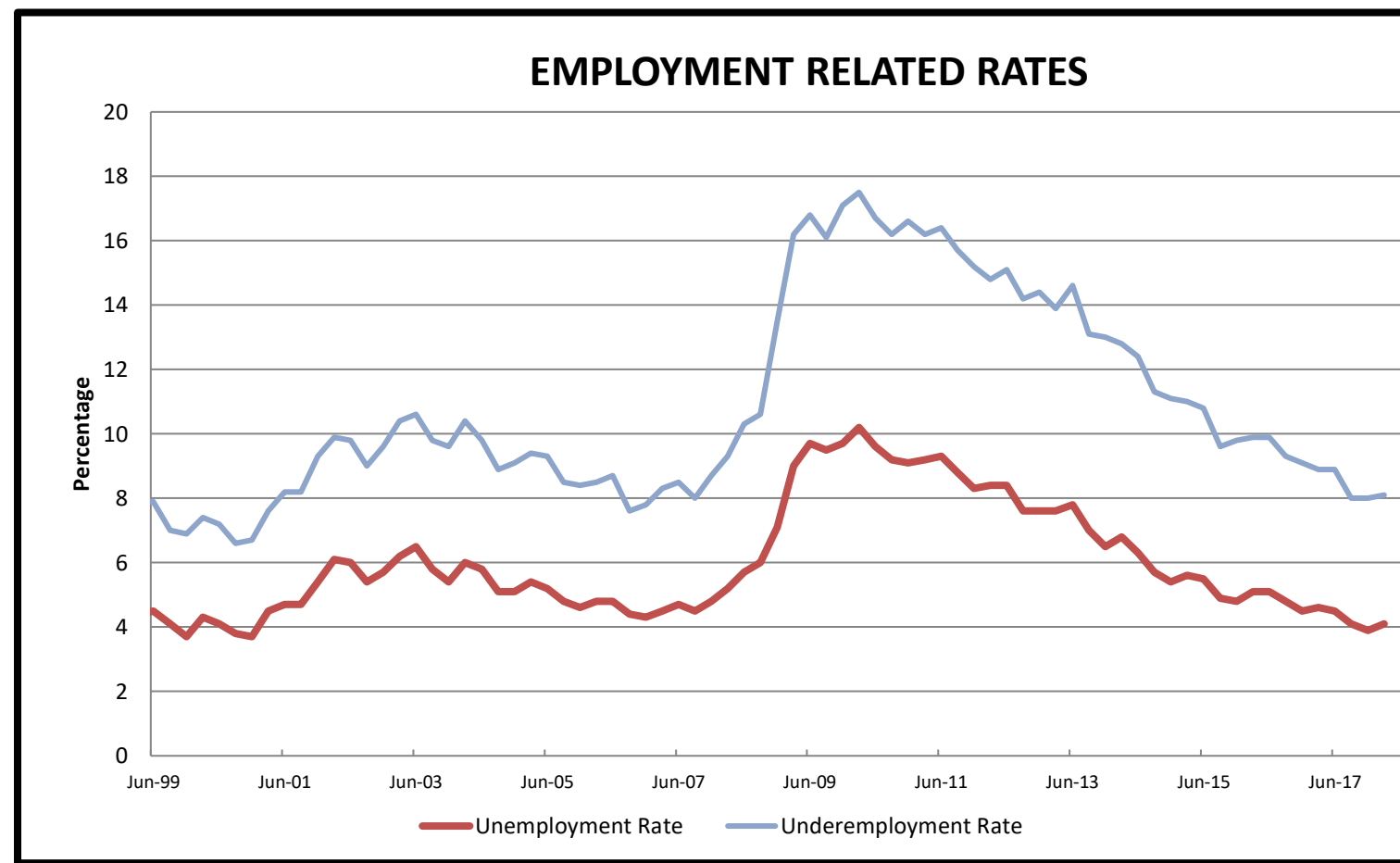
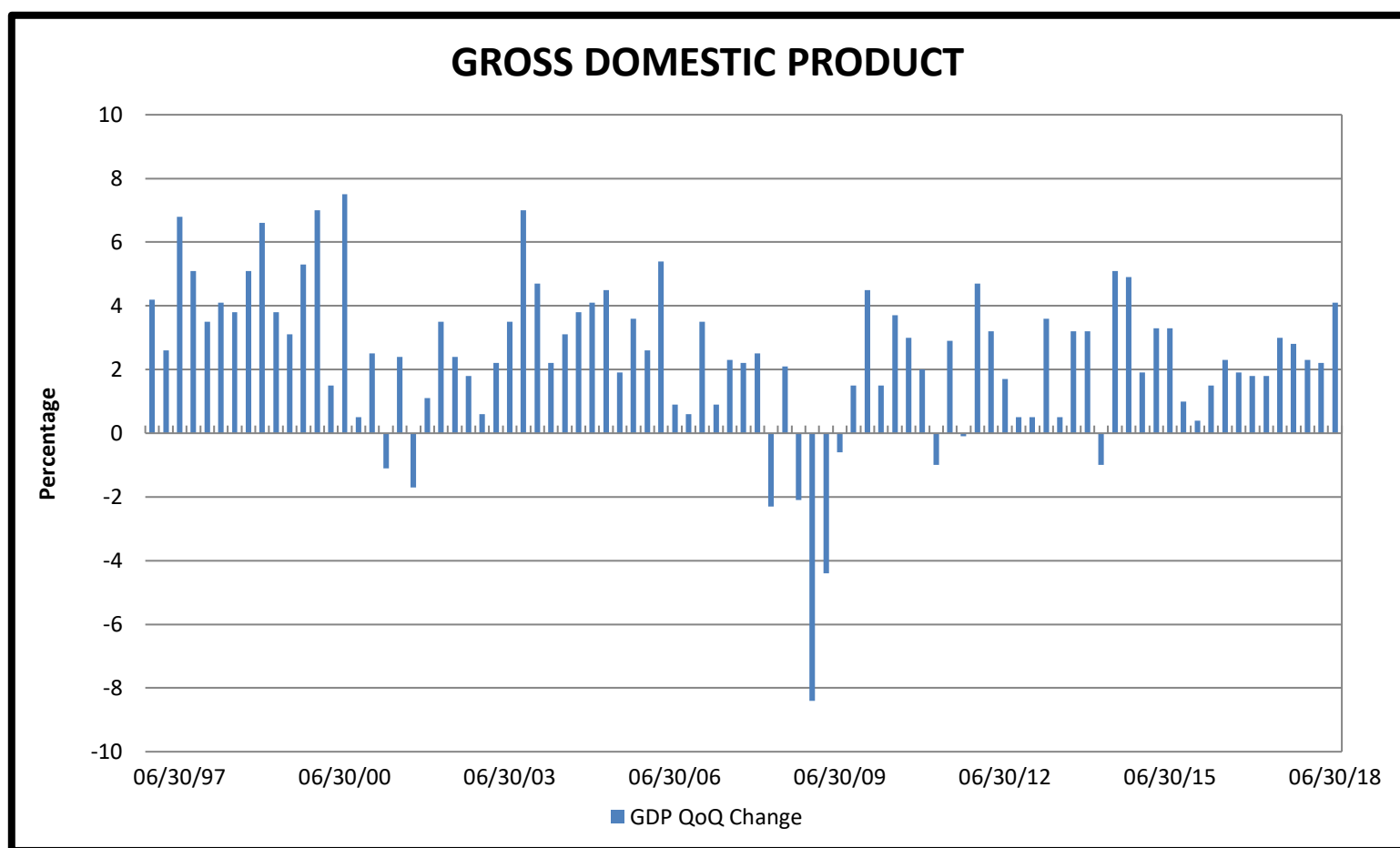
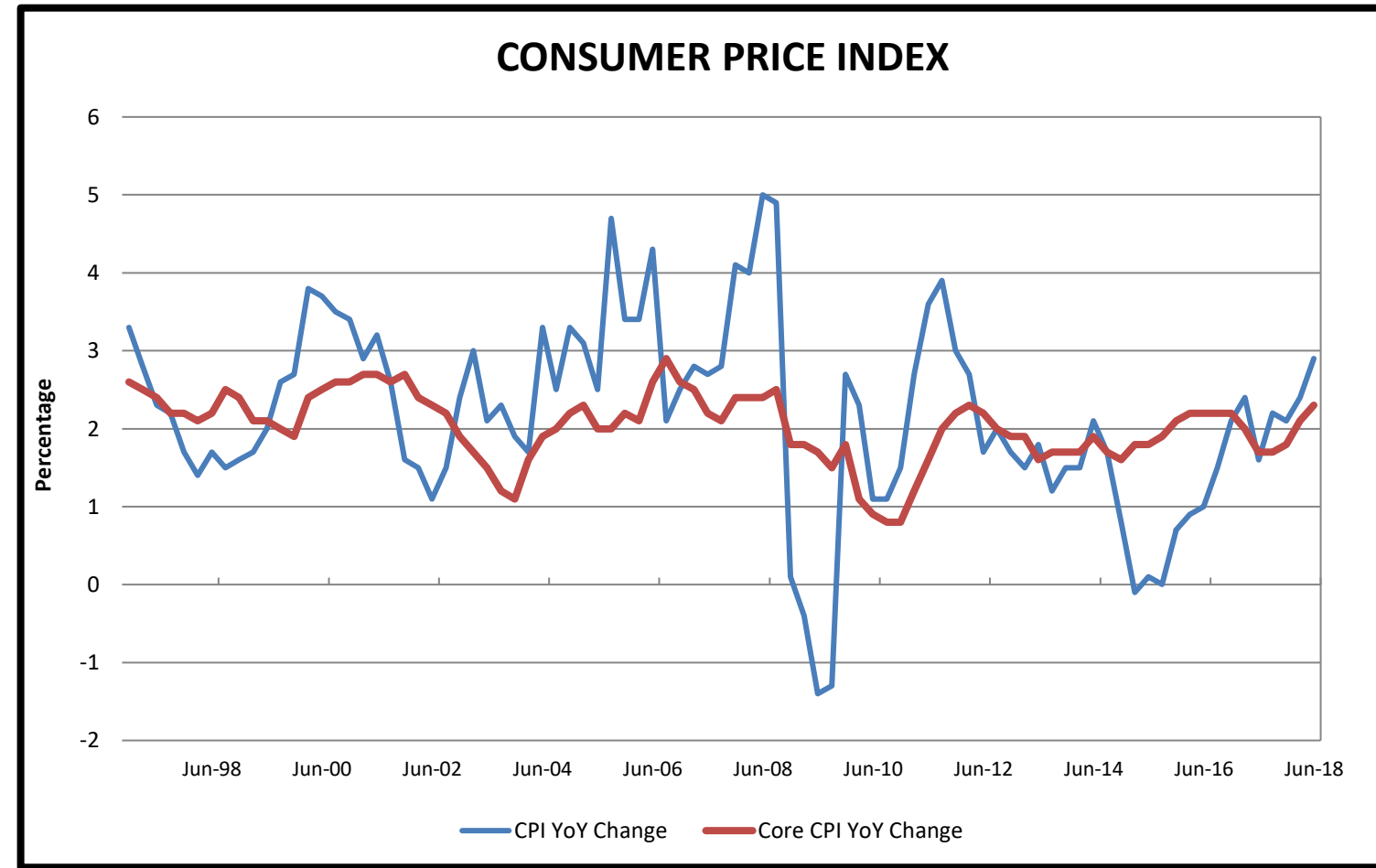
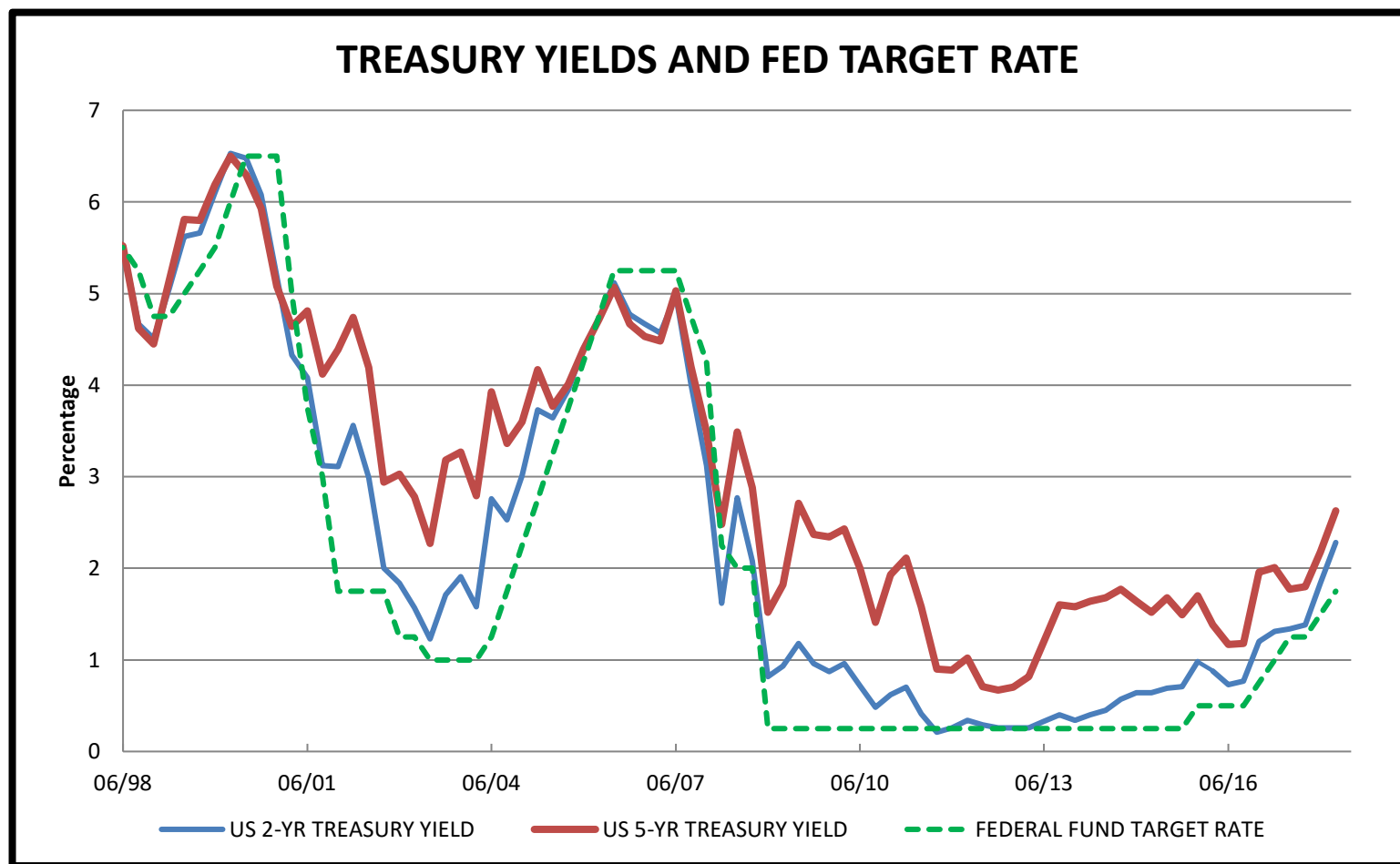


NOTES TO INVESTMENT PORTFOLIO SUMMARY AND AT A GLANCE AS OF JUNE 30, 2018

1. All report information is unaudited but due diligence was utilized in its preparation.
2. There may be slight differences between the portfolio summary page and the attached exhibits and statements for investments managed by outside contractors or trustees. The variance is due to the timing difference in recording transactions associated with outside contracted parties during interim periods and later transmitted to the appropriate county agency and/or the Treasurer's Office. In general, the Treasurer's records reflect booked costs at the beginning of a period.
3. All securities and amounts included in the portfolio are denominated in United States Dollars.
4. The Contra Costa County investment portfolio maintains Standard & Poor's highest credit quality rating of AAAf and lowest volatility of S1+. The portfolio consists of a large portion of short-term investments with credit rating of A-1/P-1 or better. The majority of the long-term investments in the portfolio are rated AA or better.
5. In accordance with Contra Costa County's Investment Policy, the Treasurer's Office has constructed a portfolio that safeguards the principal, meets the liquidity needs and achieves a return. As a result, more than 84% of the portfolio will mature in less than a year with a weighted average maturity of 167 days.

MAJOR MARKET AND ECONOMIC DATA

AS OF JUNE 30, 2018



Note:
All data provided by Bloomberg

SECTION III

APPENDIX

A. INVESTMENT PORTFOLIO DETAIL - MANAGED BY TREASURER'S OFFICE



Inventory by Market Value

As Of Date: 06/30/2018

Date Basis: Settlement

Run: 07/10/2018 10:42:30 AM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
82978	SUP INTL BK RECON &	459058EV1	03/10/2016	1.250000	5,000,000.00	4,935,650.00	26,912.50	0.00
			07/26/2019	1.345903	4,984,200.00	98.713000	IDC-FIS	-48,550.00
83079	SUPRA INTL BK RECON	459058FE8	04/20/2016	.876000	10,000,000.00	9,994,700.00	39,420.00	4,700.00
			07/19/2018	.926580	9,990,000.00	99.947000	IDC-FIS	0.00
83184	SUP INTER-AMERICAN	458182DX7	06/28/2016	1.000000	10,000,000.00	9,870,300.00	13,333.33	0.00
			05/13/2019	1.040147	9,988,600.00	98.703000	IDC-FIS	-118,300.00
83421	SUP INTL BK RECON &	459058ER0	11/21/2016	1.000000	10,000,000.00	9,970,800.00	23,888.89	0.00
			10/05/2018	1.155252	9,971,300.00	99.708000	IDC-FIS	-500.00
83435	SUPRA INTL BK RECON	459058FS7	11/29/2016	1.126000	10,000,000.00	9,801,200.00	10,634.99	0.00
			11/27/2019	1.832388	9,861,900.00	98.012000	IDC-FIS	-60,700.00
83473	GOV SUPRA INTER-AME	4581X0BY3	12/07/2016	1.125000	10,000,000.00	9,837,100.00	34,062.50	0.00
			09/12/2019	1.530191	9,890,700.00	98.371000	IDC-FIS	-53,600.00
83504	GOV SUPRA INTL BK R	45905UVL5	12/16/2016	1.260000	6,500,000.00	6,467,175.00	36,172.50	0.00
			01/22/2019	1.505016	6,467,175.00	99.495000	BOOK	0.00
83562	SUPRA INTL FIN CORP	45950KCC2	01/17/2017	1.250000	10,000,000.00	9,997,200.00	57,291.67	900.00
			07/16/2018	1.275020	9,996,300.00	99.972000	IDC-FIS	0.00
83585	SUPRA INTL BK RECON	459058EV1	01/31/2017	1.250000	10,000,000.00	9,871,300.00	53,819.44	0.00
			07/26/2019	1.530185	9,931,900.00	98.713000	IDC-FIS	-60,600.00
83686	SUP INTL BK RECON &	459058FA6	04/07/2017	1.376000	20,000,000.00	19,575,800.00	69,564.44	0.00
			03/30/2020	1.602582	19,868,600.00	97.879000	IDC-FIS	-292,800.00
83740	SUPRA INTER-AMERICA	458182DX7	05/12/2017	1.000000	10,000,000.00	9,870,300.00	13,333.33	0.00
			05/13/2019	1.485219	9,904,600.00	98.703000	IDC-FIS	-34,300.00
83768	SUPRA INTL FINANCE	45950VHE9	05/30/2017	1.250000	14,823,000.00	14,765,190.30	17,499.38	0.00
			11/27/2018	1.340332	14,803,285.41	99.610000	IDC-FIS	-38,095.11
83859	CCCSIG SUPRA INTL B	459058GA5	08/29/2017	1.625000	750,000.00	733,447.50	3,960.94	0.00
			09/04/2020	1.633607	749,842.50	97.793000	IDC-FIS	-16,395.00
83862	CCCSIG SUPRA INTL B	459058FS7	08/30/2017	1.126000	450,000.00	441,054.00	479.72	0.00
			11/27/2019	1.572131	446,062.50	98.012000	IDC-FIS	-5,008.50
83895	CCCCD SUPRA INTL BK	45905UP32	09/19/2017	1.561000	225,000.00	219,408.75	1,063.43	0.00
			09/12/2020	1.643882	224,460.00	97.515000	IDC-FIS	-5,051.25
83896	CCCSIG SUPRA INTL B	45905UP32	09/19/2017	1.561000	800,000.00	780,120.00	3,781.09	0.00
			09/12/2020	1.643882	798,080.00	97.515000	IDC-FIS	-17,960.00
83910	CCCCD SUPRA INTL BK	459058DW0	09/29/2017	1.875000	115,000.00	114,027.10	502.54	0.00
			10/07/2019	1.602468	115,621.00	99.154000	IDC-FIS	-1,593.90
83918	CCCCD SUPRA INTL AM	4581X0CD8	10/10/2017	2.125000	750,000.00	739,912.50	2,302.08	0.00



Inventory by Market Value

As Of Date: 06/30/2018

Date Basis: Settlement

Run: 07/10/2018 10:42:30 AM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share		Curr Accr Int Price Source	Unrealized Gain	
					Current Book	Market Price		Unrealized Loss	
			11/09/2020	1.814044	756,951.83	98.655000	IDC-FIS		-17,039.33
83919	CCCCD SUPRA INTL AM	4581X0CD8	10/10/2017	2.125000	220,000.00	217,041.00	675.28		0.00
			11/09/2020	1.814044	222,039.20	98.655000	IDC-FIS		-4,998.20
83927	SUPRA INTL BK RECON	4581X0BY3	10/13/2017	1.125000	10,000,000.00	9,837,100.00	34,062.50		0.00
			09/12/2019	1.637439	9,903,800.00	98.371000	IDC-FIS		-66,700.00
84157	CCCCD SUPRA INTL FI	45950KCM0	01/25/2018	2.250000	90,000.00	88,932.60	877.50		0.00
			01/25/2021	2.352073	89,735.40	98.814000	IDC-FIS		-802.80
84187	SUP INTL BK RECON A	45905US96	02/08/2018	2.400000	10,000,000.00	10,000,000.00	95,333.33		0.00
			02/08/2021	2.400000	10,000,000.00	100.000000	BOOK		0.00
84206	SUPRA IFC	45950KCM0	01/26/2018	2.250000	20,000,000.00	19,762,800.00	195,000.00		0.00
			01/25/2021	2.336839	19,951,250.00	98.814000	IDC-FIS		-187,200.00
84266	CCCSIG SUP IFC	45950VLQ7	03/16/2018	2.635000	850,000.00	842,622.00	6,532.60		0.00
			03/09/2021	2.661454	849,362.50	99.132000	IDC-FIS		-6,740.50
84267	CCCCD SUP IFC	45950VLQ7	03/16/2018	2.635000	170,000.00	168,524.40	1,306.52		0.00
			03/09/2021	2.661454	169,872.50	99.132000	IDC-FIS		-1,348.10
84365	CCCSIG SUPRA IADB	4581X0DB1	04/19/2018	2.625000	975,000.00	970,320.00	5,118.75		0.00
			04/19/2021	2.701839	972,855.00	99.520000	IDC-FIS		-2,535.00
84507	SUPRA IFC NOTE	45950KCM0	06/26/2018	2.250000	20,000,000.00	19,762,800.00	195,000.00		200.00
			01/25/2021	2.729079	19,951,350.00	98.814000	IDC-FIS		0.00
			Subtotal	1.477303	191,718,000.00	189,634,825.15	941,929.25		5,800.00
				1.716220	190,859,842.84	98.913417			-1,040,817.69

Inv Type: 5 SUPRANATIONALS DISC

84313	SUP IBRD DISC	459053ZE7	04/05/2018	1.800000	30,000,000.00	29,985,900.00	130,500.00		900.00
			07/11/2018	1.808773	29,854,500.00	99.953000	IDC-FIS		0.00
84317	SUP IBRD DISC	459053ZU1	04/09/2018	1.810000	30,000,000.00	29,964,300.00	125,191.67		500.00
			07/25/2018	1.819790	29,838,608.33	99.881000	IDC-FIS		0.00
84341	SUPRA IFC DISC	459515ZU9	04/17/2018	1.820000	30,000,000.00	29,963,600.00	113,750.00		0.00
			07/25/2018	1.829155	29,849,850.00	99.878667	BOOK		0.00
84358	SUPRA IFC DISC	459515ZK1	04/23/2018	1.830000	30,000,000.00	29,977,125.00	105,225.00		0.00
			07/16/2018	1.837848	29,871,900.00	99.923750	BOOK		0.00
84427	LUHSD SUPRA IBRD DI	459053Q80	05/23/2018	1.940000	5,000,000.00	4,958,550.00	10,508.33		0.00
			11/26/2018	1.959749	4,949,613.89	99.171000	IDC-FIS		-1,572.22
84429	SUPRA IBRD DISC	459053F33	05/25/2018	1.930000	30,000,000.00	29,886,900.00	59,508.33		1,091.67
			09/10/2018	1.941240	29,826,300.00	99.623000	IDC-FIS		0.00
84475	SUPRA IADB DISCOUNT	45818LE55	06/06/2018	1.930000	30,000,000.00	29,896,500.00	40,208.33		1,041.67



Inventory by Market Value

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Run: 07/10/2018 10:42:30 AM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			09/04/2018	1.939357	29,855,250.00	99.655000	IDC-FIS	0.00
	Subtotal			1.855655	185,000,000.00	184,632,875.00	584,891.66	3,533.34
				1.865294	184,046,022.22	99.801554		-1,572.22

Inv Type: 11 TREASURY BILLS

84330	GOV TREASURY BILL	912796PR4	04/10/2018	1.685000	30,000,000.00	29,966,826.92	115,141.66	1,931.09
			07/26/2018	1.693481	29,849,754.17	99.889423	IDC-FIS	0.00
84335	GOV US TREASURY BIL	912796PR4	04/12/2018	1.690000	30,000,000.00	29,966,826.92	112,666.67	2,035.25
			07/26/2018	1.698372	29,852,125.00	99.889423	IDC-FIS	0.00
84424	LUHSD GOV TREASURY	912796QJ1	05/23/2018	2.050000	5,000,000.00	4,962,473.91	11,104.17	1,480.85
			11/15/2018	2.070754	4,949,888.89	99.249478	IDC-FIS	0.00
	Subtotal			1.715254	65,000,000.00	64,896,127.75	238,912.50	5,447.19
				1.724624	64,651,768.06	99.840197		0.00

Inv Type: 12 TREASURY NOTES

82512	RM GOV US TREASURY	912828ST8	04/15/2015	1.250000	5,000,000.00	4,956,050.00	10,529.89	0.00
			04/30/2019	1.138894	5,021,875.00	99.121000	IDC-FIS	-65,825.00
82786	CCCCD GOV US TREAS	912828UQ1	11/09/2015	1.250000	15,000.00	14,692.95	62.67	0.00
			02/29/2020	1.550966	14,869.36	97.953000	IDC-FIS	-176.41
82820	CCCCD GOV US TREASU	912828VF4	12/04/2015	1.375000	90,000.00	88,056.00	104.81	0.00
			05/31/2020	1.560386	89,672.17	97.840000	IDC-FIS	-1,616.17
82901	CCCCD GOV US TREASU	912828WC0	01/11/2016	1.750000	150,000.00	147,193.50	442.26	0.00
			10/31/2020	1.682647	150,462.89	98.129000	IDC-FIS	-3,269.39
82933	CCCCD GOV US TREASU	912828K58	02/03/2016	1.375000	30,000.00	29,385.90	69.49	0.00
			04/30/2020	1.246765	30,081.55	97.953000	IDC-FIS	-695.65
83153	CCCCD GOV US TREASU	912828N89	05/27/2016	1.375000	100,000.00	96,949.00	573.55	0.00
			01/31/2021	1.357590	100,078.13	96.949000	IDC-FIS	-3,129.13
83187	CCCCD GOV US TREASU	912828Q78	06/29/2016	1.375000	35,000.00	33,820.15	81.09	0.00
			04/30/2021	.983665	35,626.68	96.629000	IDC-FIS	-1,806.53
83209	CCCCD GOV US TREASU	912828Q78	07/08/2016	1.375000	25,000.00	24,157.25	57.93	0.00
			04/30/2021	.971848	25,349.18	96.629000	IDC-FIS	-1,191.93
83301	CCCCD GOV US TREASU	912828B58	08/31/2016	2.125000	210,000.00	207,498.90	1,861.43	0.00
			01/31/2021	1.166490	215,913.80	98.809000	IDC-FIS	-8,414.90
83302	CCCCD GOV US TREASU	912828XM7	08/31/2016	1.625000	70,000.00	68,681.90	474.48	0.00
			07/31/2020	1.102671	71,022.06	98.117000	IDC-FIS	-2,340.16



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Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share		Curr Accr Int Price Source	Unrealized Gain	
					Current Book	Market Price		Unrealized Loss	
83303	CCCCD GOV US TREASU	912828ND8	08/31/2016	3.500000	85,000.00	86,494.30	379.96		0.00
			05/15/2020	1.066340	88,812.36	101,758000	IDC-FIS		-2,318.06
83343	CCCCD GOV US TREASU	912828VF4	09/28/2016	1.375000	1,790,000.00	1,751,336.00	2,084.67		0.00
			05/31/2020	1.001277	1,814,053.13	97,840000	IDC-FIS		-62,717.13
83366	CCCCD GOV US TREASU	912828B90	10/05/2016	2.000000	370,000.00	364,231.70	2,473.37		0.00
			02/28/2021	1.149627	383,470.31	98,441000	IDC-FIS		-19,238.61
83425	CCCCD GOV US TREAS	912828WY2	11/23/2016	2.250000	185,000.00	182,903.95	1,736.29		0.00
			07/31/2021	1.775275	188,931.25	98,867000	IDC-FIS		-6,027.30
83468	CCCSIG GOV US TREAS	912828H52	12/05/2016	1.250000	1,510,000.00	1,481,098.60	7,873.46		0.00
			01/31/2020	1.497931	1,503,280.55	98,086000	IDC-FIS		-22,181.95
83469	CCCCD GOV US TREAS	912828D72	12/05/2016	2.000000	365,000.00	357,886.15	2,439.95		0.00
			08/31/2021	1.921700	365,916.79	98,051000	IDC-FIS		-8,030.64
83479	CCCCD GOV US TREASU	912828K58	12/09/2016	1.375000	5,000,000.00	4,897,650.00	11,582.88		0.00
			04/30/2020	1.500519	4,979,296.88	97,953000	IDC-FIS		-81,646.88
83480	CCCCD GOV US TREASU	912828G95	12/09/2016	1.625000	3,275,000.00	3,234,324.50	144.62		0.00
			12/31/2019	1.391995	3,297,771.48	98,758000	IDC-FIS		-63,446.98
83531	CCCSIG GOV US TREAS	912828H52	01/05/2017	1.250000	3,610,000.00	3,540,904.60	18,863.09		0.00
			01/31/2020	1.513863	3,594,601.25	98,086000	IDC-FIS		-53,696.65
83639	CCCSIG GOV US TREAS	912828J84	03/17/2017	1.375000	1,975,000.00	1,936,586.25	6,826.15		0.00
			03/31/2020	1.704769	1,955,790.04	98,055000	IDC-FIS		-19,203.79
83640	CCCCD GOV US TREASU	912828Q37	03/17/2017	1.250000	75,000.00	72,310.50	235.66		0.00
			03/31/2021	1.988274	73,429.71	96,414000	IDC-FIS		-1,119.21
83641	CCCCD GOV US TREASU	912828J43	03/17/2017	1.750000	90,000.00	87,085.80	526.43		0.00
			02/28/2022	2.144211	88,696.53	96,762000	IDC-FIS		-1,610.73
83669	CCCCD GOV US TREASU	912828F96	04/05/2017	2.000000	365,000.00	357,356.90	1,229.89		0.00
			10/31/2021	1.857459	367,266.99	97,906000	IDC-FIS		-9,910.09
83736	CCCSIG GOV US TREAS	912828XE5	05/09/2017	1.500000	1,285,000.00	1,260,199.50	1,632.58		0.00
			05/31/2020	1.560250	1,282,909.93	98,070000	IDC-FIS		-22,710.43
83808	CCCSIG GOV US TREAS	912828XH8	06/28/2017	1.625000	75,000.00	73,667.25	3.30		0.00
			06/30/2020	1.502249	75,249.40	98,223000	IDC-FIS		-1,582.15
83814	CCCSIG GOV US TREAS	912828XM7	07/07/2017	1.625000	3,170,000.00	3,110,308.90	21,487.26		0.00
			07/31/2020	1.606525	3,171,733.59	98,117000	IDC-FIS		-61,424.69
83815	CCCCD GOV US TREASU	912828R77	07/07/2017	1.375000	295,000.00	284,686.80	343.56		0.00
			05/31/2021	1.805242	290,240.82	96,504000	IDC-FIS		-5,554.02
83820	CCCCD GOV US TREASU	912828V72	07/12/2017	1.875000	220,000.00	214,018.20	1,720.65		0.00
			01/31/2022	1.908201	219,682.03	97,281000	IDC-FIS		-5,663.83
83840	CCCSIG GOV US TREAS	912828L32	08/03/2017	1.375000	650,000.00	633,854.00	2,987.26		0.00



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					Current Book	Market Price			Unrealized Loss	Unrealized Gain
			08/31/2020	1.514468		647,283.20	97.516000	IDC-FIS		-13,429.20
83884	CCCSIG GOV US TREAS	912828L32	09/01/2017	1.375000		2,100,000.00	2,047,836.00	9,651.15		0.00
			08/31/2020	1.441812		2,095,898.44	97.516000	IDC-FIS		-48,062.44
83893	WT GOV US TREASURY	9128282S8	09/11/2017	1.625000		170,000.00	162,809.00	923.34		0.00
			08/31/2022	1.670000		169,636.30	95.770000	IDC-FIS		-6,827.30
83912	CCCSIG GOV US TREAS	912828L99	10/05/2017	1.375000		800,000.00	778,248.00	1,853.26		0.00
			10/31/2020	1.643376		793,593.75	97.281000	IDC-FIS		-15,345.75
83954	CCCSIG GOV US TREAS	912828M98	11/03/2017	1.625000		990,000.00	967,804.20	1,362.60		0.00
			11/30/2020	1.762521		985,939.45	97.758000	IDC-FIS		-18,135.25
83962	CCCSIG GOV US TREAS	912828M98	11/06/2017	1.625000		1,000,000.00	977,580.00	1,407.25		0.00
			11/30/2020	1.773455		995,585.94	97.758000	IDC-FIS		-18,005.94
84046	CCCCD GOV US TREASU	912828W89	12/06/2017	1.875000		495,000.00	480,788.55	2,332.98		0.00
			03/31/2022	2.130845		489,798.63	97.129000	IDC-FIS		-9,010.08
84088	CCCSIG GOV US TREAS	912828N48	12/11/2017	1.750000		1,500,000.00	1,469,595.00	71.33		0.00
			12/31/2020	1.937773		1,491,679.69	97.973000	IDC-FIS		-22,084.69
84120	CCCSIG GOV US TRESU	912828N89	01/04/2018	1.375000		2,600,000.00	2,520,674.00	14,912.29		0.00
			01/31/2021	2.033644		2,549,218.75	96.949000	IDC-FIS		-28,544.75
84121	CCCCD GOV US TREASU	912828W89	01/04/2018	1.875000		220,000.00	213,683.80	1,036.89		0.00
			03/31/2022	2.178392		217,310.16	97.129000	IDC-FIS		-3,626.36
84224	CCCCD GOV US TREASU	912828F96	03/05/2018	2.000000		175,000.00	171,335.50	589.67		0.00
			10/31/2021	2.475285		172,108.40	97.906000	IDC-FIS		-772.90
84391	CCCCD GOV US TREASU	9128283C2	05/04/2018	2.000000		230,000.00	223,325.40	775.00		998.06
			10/31/2022	2.795864		222,377.34	97.098000	IDC-FIS		0.00
84423	CCCSIG GOV US TREAS	912828WN6	05/22/2018	2.000000		820,000.00	805,814.00	1,389.07		3,431.19
			05/31/2021	2.744936		802,382.81	98.270000	IDC-FIS		0.00
84473	CCCSIG GOV US TREAS	912828WR7	06/06/2018	2.125000		1,780,000.00	1,754,279.00	102.79		1,326.66
			06/30/2021	2.643910		1,752,952.34	98.555000	IDC-FIS		0.00
84474	CCCCD GOV US TREASU	912828L57	06/06/2018	1.750000		205,000.00	197,177.20	900.45		545.36
			09/30/2022	2.759560		197,288.57	96.184000	IDC-FIS		0.00
			Subtotal		1.503581	43,200,000.00	42,364,339.10	136,136.70		6,301.27
					1.612494	43,079,137.63	98.065600			-720,393.07

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82400	RM GOV FHLB NOTES	3133782M2	02/25/2015	1.500000		5,000,000.00	4,974,750.00	23,541.67		0.00
			03/08/2019	1.415035		5,016,600.00	99.495000	IDC-FIS		-41,850.00
82582	RM GOV FHLB NOTES	313379EE5	06/08/2015	1.625000		2,500,000.00	2,481,850.00	1,918.40		0.00



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			06/14/2019	1.563094	2,506,000.00	99.274000	IDC-FIS	-24,150.00
82583	GOV FHLB NOTES	3130A5NC9	06/11/2015	1.300000	5,000,000.00	4,987,400.00	11,013.91	0.00
			10/30/2018	1.300000	5,000,000.00	99.748000	IDC-FIS	-12,600.00
82664	GOV FHLB NOTES	3130A6B63	08/14/2015	1.200000	10,000,000.00	9,990,900.00	45,666.67	0.00
			08/14/2018	1.200000	10,000,000.00	99.909000	IDC-FIS	-9,100.00
82694	RM GOV FHLB NOTES	313380FB8	09/21/2015	1.375000	2,500,000.00	2,470,075.00	10,312.50	0.00
			09/13/2019	1.400130	2,497,575.00	98.803000	IDC-FIS	-27,500.00
82781	GOV FHLB NOTES	3130A6RC3	11/04/2015	1.150000	5,000,000.00	4,984,650.00	9,423.62	0.00
			11/02/2018	1.150000	5,000,000.00	99.693000	IDC-FIS	-15,350.00
82928	KFPD GOV FHLB NOTES	3130A6UJ4	01/26/2016	1.250000	250,000.00	249,110.00	269.10	0.00
			11/30/2018	1.100214	251,045.00	99.644000	IDC-FIS	-1,935.00
82929	KFPD GOV FHLB NOTES	313381CA1	01/27/2016	1.375000	250,000.00	242,345.00	190.97	0.00
			12/11/2020	1.513574	248,377.50	96.938000	IDC-FIS	-6,032.50
82930	KFPD GOV FHLB NOTES	313381C94	01/27/2016	1.250000	250,000.00	245,540.00	156.25	0.00
			12/13/2019	1.326075	249,282.50	98.216000	IDC-FIS	-3,742.50
82931	KFPD GOV FHLB NOTES	3130A3UQ5	01/25/2016	1.875000	250,000.00	244,885.00	260.42	0.00
			12/11/2020	1.570027	253,565.00	97.954000	IDC-FIS	-8,680.00
83161	CCCSIG GOV FHLB GLO	3130A8DB6	06/03/2016	1.125000	1,275,000.00	1,259,521.50	398.44	0.00
			06/21/2019	1.139098	1,274,827.28	98.786000	IDC-FIS	-15,305.78
83166	CCCCD GOV FHLB GLOB	3130A8DB6	06/09/2016	1.125000	2,365,000.00	2,336,288.90	739.07	0.00
			06/21/2019	1.017963	2,372,544.35	98.786000	IDC-FIS	-36,255.45
83167	RM GOV FHLB NOTES	3133834H1	06/10/2016	1.375000	1,865,000.00	1,821,843.90	1,353.42	0.00
			06/12/2020	1.180179	1,879,174.00	97.686000	IDC-FIS	-57,330.10
83168	RM GOV FHLB NOTES	3133834H1	06/10/2016	1.375000	5,265,000.00	5,143,167.90	3,820.83	0.00
			06/12/2020	1.180179	5,305,014.00	97.686000	IDC-FIS	-161,846.10
83332	CCCCD GOV FHLB GLOB	3130A9EP2	09/21/2016	1.000000	1,900,000.00	1,867,111.00	5,013.89	0.00
			09/26/2019	1.062882	1,896,466.00	98.269000	IDC-FIS	-29,355.00
83411	CCCCD GOV FHLB NOTE	3130AA3R7	11/17/2016	1.375000	90,000.00	88,660.80	158.14	0.00
			11/15/2019	1.382876	89,979.30	98.512000	IDC-FIS	-1,318.50
83434	GOV FHLB NOTES	3130AA2H0	11/29/2016	1.125000	20,000,000.00	19,625,200.00	20,000.00	0.00
			11/29/2019	1.165139	19,976,400.00	98.126000	IDC-FIS	-351,200.00
83481	CCCCD GOV FHLB GLOB	3130AAE46	12/09/2016	1.250000	2,650,000.00	2,636,193.50	15,182.32	0.00
			01/16/2019	1.225506	2,651,291.67	99.479000	IDC-FIS	-15,098.17
83514	CCCCD GOV FHLB NOTE	3130AAE46	12/20/2016	1.250000	2,025,000.00	2,014,449.75	11,601.56	0.00
			01/16/2019	1.344369	2,021,112.00	99.479000	IDC-FIS	-6,662.25
83629	WT GOV FHLB NOTES	3130AABG2	03/08/2017	1.875000	170,000.00	165,398.10	283.33	0.00
			11/29/2021	2.050128	168,663.80	97.293000	IDC-FIS	-3,265.70



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					Current Book	Market Price			Unrealized Gain	Unrealized Loss
83631	CCCCD GOV FHLB NOTE	3130AAE46	03/07/2017	1.250000	2,415,000.00	2,402,417.85	13,835.94		0.00	
			01/16/2019	1.343248	2,410,870.35	99.479000	IDC-FIS		-8,452.50	
83728	RM GOV FHLB NOTES	3130AB5A0	04/27/2017	1.750000	5,000,000.00	4,884,400.00	20,416.67		0.00	
			04/07/2021	1.723000	5,005,108.25	97.688000	IDC-FIS		-120,708.25	
83772	CCCCD GOV FHLB NOTE	3130ABF92	05/31/2017	1.375000	2,000,000.00	1,982,300.00	2,520.83		0.00	
			05/28/2019	1.369154	2,000,220.00	99.115000	IDC-FIS		-17,920.00	
83892	CCCCD GOV FHLB NOTE	3130ACE26	09/08/2017	1.375000	175,000.00	170,143.75	621.61		0.00	
			09/28/2020	1.482926	174,438.25	97.225000	IDC-FIS		-4,294.50	
83924	GOV FHLB NOTES	3130ACLS1	10/11/2017	1.550000	20,000,000.00	19,989,200.00	68,888.89		0.00	
			10/11/2019	1.577535	19,989,200.00	99.946000	BOOK		0.00	
84066	RM GOV FHLB NOTES	3130AAB49	12/08/2017	1.875000	4,500,000.00	4,371,795.00	4,921.88		0.00	
			12/10/2021	2.100994	4,461,124.50	97.151000	IDC-FIS		-89,329.50	
84190	RM GOV FHLB NOTES	3130ADME9	02/08/2018	2.375000	3,500,000.00	3,471,195.00	33,019.10		0.00	
			02/08/2021	2.375000	3,500,000.00	99.177000	IDC-FIS		-28,805.00	
84367	CLT GOV FHLB NOTES	3130AE6P0	04/26/2018	2.250000	250,000.00	249,830.00	1,015.63		0.00	
			04/26/2019	2.278646	249,929.98	99.932000	IDC-FIS		-99.98	
84420	WT GOV FHLB NOTE	3130AE3Q1	05/21/2018	2.735000	165,000.00	164,486.85	890.02		528.99	
			04/20/2022	2.906513	164,346.46	99.689000	IDC-FIS		0.00	
84459	RM GOV FHLB NOTE	3130AEEQ9	06/01/2018	2.650000	2,500,000.00	2,486,550.00	5,520.83		0.00	
			05/16/2022	2.675015	2,497,682.50	99.462000	IDC-FIS		-11,132.50	
84460	RM GOV FHLB NOTE	3130AEEP1	06/01/2018	2.550000	2,500,000.00	2,490,450.00	5,312.50		0.00	
			05/28/2021	2.565000	2,498,930.00	99.618000	IDC-FIS		-8,480.00	
84480	RM FHLB NOTE	3130AEEP1	06/08/2018	2.550000	5,000,000.00	4,980,900.00	10,625.00		1,130.00	
			05/28/2021	2.692494	4,982,249.17	99.618000	IDC-FIS		0.00	
84484	CCCSD FHLB NOTE	3130ABF92	06/08/2018	1.375000	5,000,000.00	4,955,750.00	6,302.08		1,100.00	
			05/28/2019	2.323683	4,956,559.72	99.115000	IDC-FIS		0.00	
84489	RM FHLB NOTE	3130AEBM1	06/08/2018	2.750000	5,000,000.00	4,989,850.00	8,020.80		5,525.00	
			06/10/2022	2.833363	4,984,325.00	99.797000	IDC-FIS		0.00	
			Subtotal	1.541169	126,610,000.00	125,418,608.80	343,216.29		8,283.99	
				1.592378	126,532,901.58	99.059007			-1,117,799.28	

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81889	AUHSD GOV FNMA NOTE	3135G0ZA4	04/01/2014	1.875000	377,000.00	376,159.29	2,591.88		0.00	
			02/19/2019	1.795148	378,398.67	99.777000	IDC-FIS		-2,239.38	
81890	AUHSD GOV FNMA NOTE	3135G0ZA4	04/01/2014	1.875000	6,959,000.00	6,943,481.43	47,843.20		0.00	
			02/19/2019	1.795148	6,984,817.89	99.777000	IDC-FIS		-41,336.46	



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82119	WT GOV FNMA NOTES	3135G0ZG1	09/12/2014	1.750000	166,000.00	164,657.06	879.57	0.00
			09/12/2019	1.889799	164,897.76	99.191000	IDC-FIS	-240.70
82236	CCCCD GOV FNMA BENC	3135G0ZY2	12/03/2014	1.750000	100,000.00	99,014.00	170.14	0.00
			11/26/2019	1.612998	100,653.00	99.014000	IDC-FIS	-1,639.00
82257	RM GOV FNMA NOTES	3135G0YT4	12/12/2014	1.625000	6,010,000.00	5,998,160.30	9,223.70	0.00
			11/27/2018	1.380107	6,066,494.00	99.803000	IDC-FIS	-68,333.70
82381	RM GOV FNMA NOTES	3136FTS67	02/09/2015	1.700000	6,000,000.00	5,976,000.00	35,133.33	0.00
			02/27/2019	1.329281	6,087,180.00	99.600000	IDC-FIS	-111,180.00
82436	WT GOV FNMA NOTES	3135G0A78	03/16/2015	1.625000	170,000.00	167,732.20	1,227.78	0.00
			01/21/2020	1.627650	169,977.90	98.666000	IDC-FIS	-2,245.70
82909	CCCCD GOV FNMA BENC	3135G0H63	01/13/2016	1.375000	6,660,000.00	6,627,166.20	38,919.37	0.00
			01/28/2019	1.309114	6,673,053.60	99.507000	IDC-FIS	-45,887.40
82997	GOV FNMA NOTES	3135G0J53	03/22/2016	1.000000	10,000,000.00	9,917,000.00	34,722.22	0.00
			02/26/2019	1.067074	9,980,700.00	99.170000	IDC-FIS	-63,700.00
83000	RM GOV FNMA NOTES	3136G1C98	03/28/2016	1.420000	4,000,000.00	3,931,800.00	23,035.56	0.00
			02/05/2020	1.286438	4,020,000.00	98.295000	IDC-FIS	-88,200.00
83081	GOV FNMA NOTES	3135G0J53	04/22/2016	1.000000	10,000,000.00	9,917,000.00	34,722.22	0.00
			02/26/2019	1.070042	9,980,400.00	99.170000	IDC-FIS	-63,400.00
83210	RM GOV FNMA NOTES	3136G16D6	07/12/2016	1.350000	2,465,000.00	2,404,065.20	462.19	0.00
			06/26/2020	1.070378	2,491,622.00	97.528000	IDC-FIS	-87,556.80
83274	CCCSIG GOV FNMA BEN	3135G0N33	08/02/2016	.875000	1,920,000.00	1,888,089.60	6,953.33	0.00
			08/02/2019	.931917	1,916,774.40	98.338000	IDC-FIS	-28,684.80
83289	CCCCD GOV FNMA NOTE	3135G0N82	08/19/2016	1.250000	140,000.00	133,949.20	651.39	0.00
			08/17/2021	1.334096	139,433.00	95.678000	IDC-FIS	-5,483.80
83290	CCCCD GOV FNMA NOTE	3135G0N82	08/19/2016	1.250000	45,000.00	43,055.10	209.38	0.00
			08/17/2021	1.321009	44,846.06	95.678000	IDC-FIS	-1,790.96
83295	CCCCD GOV FNMA NOTE	3135G0N82	08/31/2016	1.250000	260,000.00	248,762.80	1,209.72	0.00
			08/17/2021	1.337550	258,910.60	95.678000	IDC-FIS	-10,147.80
83305	CCCSIG GOV FNMA NOT	3135G0P49	09/02/2016	1.000000	1,725,000.00	1,696,796.25	5,893.75	0.00
			08/28/2019	1.053166	1,722,506.50	98.365000	IDC-FIS	-25,710.25
83335	CCCCD GOV FNMA NOTE	3135G0P49	09/23/2016	1.000000	1,995,000.00	1,962,381.75	6,816.24	0.00
			08/28/2019	1.020798	1,993,803.00	98.365000	IDC-FIS	-31,421.25
83340	CCCCD GOV FNMA NOTE	3135G0P49	09/28/2016	1.000000	1,820,000.00	1,790,243.00	6,218.32	0.00
			08/28/2019	.994725	1,820,273.00	98.365000	IDC-FIS	-30,030.00
83474	RM GOV FNMA NOTES	3136G04H1	12/07/2016	1.700000	4,998,000.00	4,885,145.16	11,328.80	0.00
			11/13/2020	1.720219	4,994,151.54	97.742000	IDC-FIS	-109,006.38
83618	CCCSIG GOV FNMA NOT	3135G0T29	02/28/2017	1.500000	850,000.00	835,635.00	4,356.25	0.00



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Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			02/28/2020	1.521905	849,456.00	98.310000	IDC-FIS	-13,821.00
83619	CCCCD GOV FNMA NOTE	3135G0T29	02/28/2017	1.500000	25,000.00	24,577.50	128.13	0.00
			02/28/2020	1.521905	24,989.04	98.310000	IDC-FIS	-411.54
83647	CCCCD GOV FNMA NOTE	3135G0N33	03/21/2017	.875000	3,400,000.00	3,343,492.00	12,313.19	0.00
			08/02/2019	1.509791	3,350,054.00	98.338000	IDC-FIS	-6,562.00
83810	RM GOV FNMA NOTES	3135G0J20	06/29/2017	1.375000	4,000,000.00	3,870,600.00	19,097.22	0.00
			02/26/2021	1.648008	3,961,360.00	96.765000	IDC-FIS	-90,760.00
83812	CCCCD GOV FNMA NOTE	3135G0S38	06/29/2017	2.000000	300,000.00	292,407.00	2,933.33	0.00
			01/05/2022	1.851838	301,917.00	97.469000	IDC-FIS	-9,510.00
83837	CCCCD GOV FNMA NOTE	3135G0T60	08/01/2017	1.500000	195,000.00	190,569.60	1,226.89	0.00
			07/30/2020	1.603953	194,409.15	97.728000	IDC-FIS	-3,839.55
84217	GOV FNMA NOTES	3135G0S38	03/01/2018	2.000000	5,000,000.00	4,873,450.00	48,888.89	0.00
			01/05/2022	2.590321	4,908,140.56	97.469000	IDC-FIS	-19,135.00
84248	RM GOV FNMA NOTES	3135G0S38	03/07/2018	2.000000	5,000,000.00	4,873,450.00	48,888.89	0.00
			01/05/2022	2.564557	4,914,857.22	97.469000	IDC-FIS	-24,185.00
84343	CCCCD FNMA NOTES	3135G0U27	04/13/2018	2.500000	110,000.00	109,418.10	595.83	0.00
			04/13/2021	2.551908	109,836.10	99.471000	IDC-FIS	-418.00
			Subtotal	1.415130	84,690,000.00	83,584,257.74	406,640.71	0.00
				1.469811	84,603,911.99	98.694365		-986,876.47

Inv Type: 26 AGENCY MBS FXD-M 30/360

82778	CCCCD MBS FNMA SRS	3136AQDQ0	10/30/2015	1.646000	38,310.03	38,693.66	52.55	0.00
			09/25/2019	1.382287	38,693.66	101.001383	BOOK	0.00
82814	CCCCD MBS FNMA SRS	3136AQSW1	11/30/2015	1.898080	13,137.33	13,268.70	20.78	0.00
			01/25/2019	1.572772	13,268.70	100.999975	BOOK	0.00
83093	CCCCD MBS FHLMC SRS	3137BNN26	04/28/2016	1.780000	27,906.34	28,184.73	41.39	0.00
			07/25/2019	1.464707	28,184.73	100.997587	BOOK	0.00
83189	CCCSIG MBS FNMA SRS	3136ASPX8	06/30/2016	1.785000	254,295.24	256,838.07	378.26	0.00
			06/25/2019	1.442671	256,838.07	100.999952	BOOK	0.00
84321	CCCCD MBS FHMS K721	3137BM6P6	04/09/2018	3.090000	100,000.00	100,851.56	257.50	0.00
			08/25/2022	2.882712	100,851.56	100.851560	BOOK	0.00
84376	CCCCD MBS FNMA 2018	3136B1XP4	04/30/2018	3.560000	100,000.00	101,989.10	296.67	0.00
			09/25/2021	2.944966	101,989.10	101.989100	BOOK	0.00
			Subtotal	2.356709	533,648.94	539,825.82	1,047.15	0.00
				1.995551	539,825.82	101.157480		0.00



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Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 27 FEDERAL FARM CREDIT BANKS								
82185	RM GOV FFCB NOTES	3133EDYB2	11/04/2014	1.500000	2,000,000.00	1,992,580.00	13,750.00	2,280.00
			01/16/2019	1.620035	1,990,300.00	99.629000	IDC-FIS	0.00
82671	RM GOV FFCB NOTES	3133EE5S5	08/25/2015	1.500000	1,000,000.00	989,880.00	6,083.33	0.00
			08/05/2019	1.350014	1,005,740.00	98.988000	IDC-FIS	-15,860.00
82672	RM GOV FFCB NOTES	3133EE5S5	08/25/2015	1.500000	3,000,000.00	2,969,640.00	18,250.00	0.00
			08/05/2019	1.350014	3,017,220.00	98.988000	IDC-FIS	-47,580.00
82683	WT GOV FFCB NOTES	3133EE5Z9	09/11/2015	1.750000	170,000.00	167,028.40	1,214.79	0.00
			08/04/2020	1.730194	170,156.40	98.252000	IDC-FIS	-3,128.00
82785	GOV FFCB NOTES	3133EFNF0	11/06/2015	1.080000	5,000,000.00	4,983,500.00	8,250.00	0.00
			11/06/2018	1.104126	4,996,450.00	99.670000	IDC-FIS	-12,950.00
82817	GOV FFCB NOTES	3133EFRQ2	12/03/2015	1.300000	10,000,000.00	9,969,000.00	10,111.11	0.00
			12/03/2018	1.300000	10,000,000.00	99.690000	IDC-FIS	-31,000.00
82818	GOV FFCB NOTES	3133EFRQ2	12/03/2015	1.300000	10,000,000.00	9,969,000.00	10,111.11	0.00
			12/03/2018	1.305115	9,998,500.00	99.690000	IDC-FIS	-29,500.00
82846	GOV FFCB NOTES	3133EFSJ7	12/18/2015	1.300000	20,000,000.00	19,923,400.00	12,277.78	0.00
			12/14/2018	1.415191	19,932,800.00	99.617000	IDC-FIS	-9,400.00
82926	KFPD GOV FFCB NOTES	3133EFVQ7	01/27/2016	1.250000	250,000.00	248,685.00	1,380.21	0.00
			01/22/2019	1.126024	250,907.50	99.474000	IDC-FIS	-2,222.50
82946	WT GOV FFCB NOTES	3133EC6Z2	02/12/2016	1.400000	155,000.00	150,346.90	102.47	0.00
			12/14/2020	1.320066	155,578.15	96.998000	IDC-FIS	-5,231.25
82963	GOV FFCB CALLABLE N	3133EFYS0	03/02/2016	1.150000	10,000,000.00	9,926,000.00	41,208.33	0.00
			02/22/2019	1.217313	9,980,400.00	99.260000	IDC-FIS	-54,400.00
82986	RM GOV FFCB NOTES	3133EFK63	03/15/2016	1.250000	4,061,000.00	3,975,312.90	16,497.81	0.00
			03/04/2020	1.430176	4,032,857.27	97.890000	IDC-FIS	-57,544.37
82992	GOV FFCB NOTES	3133EFQ67	03/21/2016	1.160000	10,000,000.00	9,920,600.00	32,222.22	0.00
			03/21/2019	1.180075	9,994,100.00	99.206000	IDC-FIS	-73,500.00
83007	RM GOV FFCB NOTES	3133EFV20	03/30/2016	1.490000	4,000,000.00	3,922,000.00	15,065.56	0.00
			03/30/2020	1.490000	4,000,000.00	98.050000	IDC-FIS	-78,000.00
83160	GOV FFCB NOTES	3133EGCA1	06/03/2016	1.060000	10,000,000.00	9,876,700.00	8,244.44	0.00
			06/03/2019	1.140244	9,976,400.00	98.767000	IDC-FIS	-99,700.00
83190	GOV FFCB NOTES	3133EGJC0	07/01/2016	.950000	10,000,000.00	9,861,200.00	47,500.00	0.00
			07/01/2019	1.000200	9,985,200.00	98.612000	IDC-FIS	-124,000.00
83344	RM GOV FFCB NOTES	3133EGUT0	09/28/2016	1.170000	4,690,000.00	4,542,640.20	15,242.51	0.00
			09/21/2020	1.110242	4,700,880.80	96.858000	IDC-FIS	-158,240.60
83505	RM GOV FFCB NOTES	3133EGT88	12/16/2016	1.450000	2,000,000.00	1,970,120.00	1,530.56	0.00



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					Current	Book			Unrealized Gain	Unrealized Loss
			12/12/2019	1.640327		1,988,940.00	98.506000	IDC-FIS		-18,820.00
83506	RM GOV FFCB NOTES	3133EGM69	12/16/2016	1.100000		2,000,000.00	1,990,660.00	1,588.89		740.00
			12/05/2018	1.360167		1,989,920.00	99.533000	IDC-FIS		0.00
83725	GOV FFCB NOTES	3133EHFL2	04/26/2017	1.550000		10,000,000.00	9,824,400.00	33,583.33		0.00
			04/13/2020	1.578010		9,991,900.00	98.244000	IDC-FIS		-167,500.00
83741	GOV FFCB NOTES	3133EHHN6	05/12/2017	1.350000		10,000,000.00	9,920,300.00	22,125.00		0.00
			05/02/2019	1.430437		9,984,400.00	99.203000	IDC-FIS		-64,100.00
83767	GOV FFCB NOTES	3133EHLG6	05/30/2017	1.320000		20,000,000.00	19,811,600.00	22,733.33		0.00
			05/30/2019	1.400388		19,968,400.00	99.058000	IDC-FIS		-156,800.00
83813	GOV FFCB NOTES	3133EQB2	07/06/2017	1.550000		10,000,000.00	9,795,200.00	75,347.22		0.00
			07/06/2020	1.560960		9,996,800.00	97.952000	IDC-FIS		-201,600.00
84191	RM GOV FFCB NOTES	3133EH6X6	02/08/2018	2.200000		3,500,000.00	3,437,315.00	36,147.22		0.00
			01/12/2022	2.455479		3,472,307.61	98.209000	IDC-FIS		-29,431.50
84218	GOV FFCB NOTES	3133EJCE7	03/01/2018	2.350000		5,000,000.00	4,957,300.00	45,368.06		0.00
			02/12/2021	2.480332		4,987,756.39	99.146000	IDC-FIS		-24,255.00
84249	RM GOV FFCB NOTES	3133EJCE7	03/07/2018	2.350000		5,000,000.00	4,957,300.00	45,368.05		0.00
			02/12/2021	2.464582		4,992,014.72	99.146000	IDC-FIS		-26,555.00
84289	RM GOV FFCB NOTES	3133EJHC6	03/29/2018	2.600000		5,000,000.00	4,973,950.00	36,111.11		0.00
			03/21/2022	2.612688		5,000,488.89	99.479000	IDC-FIS		-23,650.00
			Subtotal	1.397675		176,826,000.00	175,025,658.40	577,414.44		3,020.00
				1.457388		176,560,417.73	98.981857			-1,514,968.22

Inv Type: 28 FHLMC DISCOUNT NOTES

83856	RM GOV FREDDIE MAC	313397D57	08/28/2017	1.180000		296,000.00	295,128.28	2,978.58		0.00
			08/27/2018	1.194249		292,468.39	99.705500	IDC-FIS		-318.69
83945	RM GOV FHLMC DISC	313397K26	10/26/2017	1.355000		374,000.00	371,954.84	3,491.08		0.00
			10/11/2018	1.373088		369,073.07	99.453167	IDC-FIS		-609.31
84419	GOV FHLMC DISC NOTE	313397R45	05/21/2018	1.970000		20,000,000.00	19,843,800.00	47,324.26		7,703.52
			11/20/2018	2.099827		19,788,772.22	99.219000	IDC-FIS		0.00
84493	LUHSD GOV FHLMC DIS	313397Q20	05/23/2018	1.960000		5,000,000.00	4,960,950.00	10,616.67		0.00
			11/20/2018	1.979507		4,950,727.78	99.219000	IDC-FIS		-394.45
			Subtotal	1.950019		25,670,000.00	25,471,833.12	64,410.59		7,703.52
				2.055390		25,401,041.46	99.228022			-1,322.45



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Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 29 FHLMC NOTES								
82312	AUHSD GOV FHLMC NOT	3134G3ZW3	01/21/2015	1.200000	2,486,000.00	2,484,160.36	11,849.93	0.00
			08/08/2018	1.200000	2,486,000.00	99.926000	IDC-FIS	-1,839.64
82313	AUHSD GOV FHLMC NOT	3134G3ZW3	01/21/2015	1.200000	110,000.00	109,918.60	524.33	0.00
			08/08/2018	1.200000	110,000.00	99.926000	IDC-FIS	-81.40
82571	RM GOV FHLMC NOTES	3137EADG1	05/27/2015	1.750000	3,000,000.00	2,983,290.00	4,520.83	0.00
			05/30/2019	1.379985	3,043,140.00	99.443000	IDC-FIS	-59,850.00
82762	RM GOV FHLMC NOTES	3137EADM8	10/26/2015	1.250000	6,000,000.00	5,908,860.00	18,541.67	0.00
			10/02/2019	1.310124	5,986,200.00	98.481000	IDC-FIS	-77,340.00
82927	KFPD GOV FHLMC NOTE	3137EADM8	01/25/2016	1.250000	250,000.00	246,202.50	772.57	0.00
			10/02/2019	1.330187	249,280.00	98.481000	IDC-FIS	-3,077.50
82996	CCCCD GOV FHLMC NOT	3137EADZ9	03/22/2016	1.125000	6,000,000.00	5,944,680.00	14,250.00	0.00
			04/15/2019	1.131578	5,998,800.00	99.078000	IDC-FIS	-54,120.00
83006	GOV FHLMC NOTES	3134G8PD5	03/30/2016	1.350000	10,000,000.00	9,861,300.00	34,125.00	0.00
			09/30/2019	1.350000	10,000,000.00	98.613000	IDC-FIS	-138,700.00
83039	GOV FHLMC NOTES	3134G8W21	04/08/2016	1.375000	5,000,000.00	4,915,450.00	190.99	0.00
			12/30/2019	1.375000	5,000,000.00	98.309000	IDC-FIS	-84,550.00
83084	GOV FHLMC NOTES	3134G8YU7	04/26/2016	1.050000	10,000,000.00	9,964,800.00	18,958.33	0.00
			10/26/2018	1.050000	10,000,000.00	99.648000	IDC-FIS	-35,200.00
83085	GOV FHLMC NOTES	3134G8YU7	04/26/2016	1.050000	10,000,000.00	9,964,800.00	18,958.33	0.00
			10/26/2018	1.061785	9,997,100.00	99.648000	IDC-FIS	-32,300.00
83086	GOV FHLMC NOTES	3134G8YU7	04/26/2016	1.050000	10,000,000.00	9,964,800.00	18,958.33	0.00
			10/26/2018	1.073168	9,994,300.00	99.648000	IDC-FIS	-29,500.00
83172	GOV FHLMC NOTES	3134G9QW0	06/14/2016	1.280000	10,000,000.00	9,897,600.00	6,044.44	0.00
			06/14/2019	1.280000	10,000,000.00	98.976000	IDC-FIS	-102,400.00
83217	CCCSIG GOV FHLMC RE	3137EAEB1	07/20/2016	.875000	1,890,000.00	1,860,138.00	7,441.89	0.00
			07/19/2019	.957100	1,887,240.67	98.420000	IDC-FIS	-27,102.67
83324	CCCCD GOV FHLMC REF	3137EAED7	09/19/2016	.875000	1,950,000.00	1,943,779.50	3,744.28	0.00
			10/12/2018	.904812	1,948,810.50	99.681000	IDC-FIS	-5,031.00
83341	CCCCD GOV FHLMC REF	3137EAED7	09/28/2016	.875000	1,825,000.00	1,819,178.25	3,504.26	0.00
			10/12/2018	.868436	1,825,219.00	99.681000	IDC-FIS	-6,040.75
83345	WLT GOV FHLMC NOTES	3137EAEC9	09/28/2016	1.125000	173,000.00	165,095.63	751.47	0.00
			08/12/2021	1.250127	171,979.30	95.431000	IDC-FIS	-6,883.67
83365	CCCSIG FHLMC REFERE	3137EAEB1	10/05/2016	.875000	3,050,000.00	3,001,810.00	12,009.40	0.00
			07/19/2019	.993716	3,040,057.00	98.420000	IDC-FIS	-38,247.00
83529	CCCCD GOV FHLMC NOT	3137EACA5	01/04/2017	3.750000	1,860,000.00	1,880,106.60	18,212.50	0.00



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			03/27/2019	1.329015	1,958,617.20	101.081000	IDC-FIS	-78,510.60
83809	RM GOV FHLMC NOTES	3134GBT05	06/29/2017	1.500000	4,000,000.00	3,915,160.00	27,666.66	0.00
			07/15/2020	1.567587	3,992,000.00	97.879000	IDC-FIS	-76,840.00
83979	GOV FHLMC NOTES	3134GBW81	11/22/2017	2.350000	10,000,000.00	9,713,600.00	25,458.33	0.00
			11/22/2022	2.350000	10,000,000.00	97.136000	IDC-FIS	-286,400.00
84250	WT GOV FHLMC NOTES	3134GBA69	03/07/2018	2.375000	158,000.00	155,239.74	1,480.15	0.00
			08/09/2022	2.678470	156,303.11	98.253000	IDC-FIS	-771.51
84379	RM GOV FHLMC NOTES	3137EADZ9	04/30/2018	1.125000	251,000.00	248,685.78	596.13	348.89
			04/15/2019	2.250071	248,454.55	99.078000	IDC-FIS	0.00
			Subtotal	1.355241	98,003,000.00	96,948,654.96	248,559.82	348.89
				1.315291	98,093,501.33	98.924171		-1,144,785.74

Inv Type: 31 MUNICIPAL BONDS

81514	AUHSD MUNI WICOMICO	967545R89	06/27/2013	3.500000	390,000.00	427,550.12	1,137.50	0.00
			12/01/2018	1.638640	427,550.12	109.628236	BOOK	0.00
83288	CCCSIG MUNI CT ST T	20772J3C4	08/17/2016	1.100000	1,280,000.00	1,282,444.80	5,319.11	0.00
			08/15/2018	1.003041	1,282,444.80	100.191000	BOOK	0.00
			Subtotal	1.700072	1,670,000.00	1,709,994.92	6,456.61	0.00
				1.161960	1,709,994.92	102.394905		0.00

Inv Type: 43 FHLB DISCOUNT NOTES

84123	RM GOV FHLB DISC	313385YY6	01/05/2018	1.540000	1,000,000.00	999,793.33	7,571.67	0.00
			07/05/2018	1.552017	992,257.22	99.979333	IDC-FIS	-35.56
84334	GOV FHLB DISC	313385ZV1	04/12/2018	1.690000	30,000,000.00	29,961,250.00	112,666.67	0.00
			07/26/2018	1.698372	29,852,125.00	99.870833	IDC-FIS	-3,541.67
84344	GOV FHLB DISC	313385ZU3	04/13/2018	1.720000	30,000,000.00	29,962,800.00	113,233.33	0.00
			07/25/2018	1.728506	29,852,366.67	99.876000	IDC-FIS	-2,800.00
84345	GOV FHLB DISC	313385ZU3	04/13/2018	1.720000	30,000,000.00	29,962,800.00	113,233.33	0.00
			07/25/2018	1.728506	29,852,366.67	99.876000	IDC-FIS	-2,800.00
84356	GOV FHLB DISC	313385ZT6	04/19/2018	1.800000	30,000,000.00	29,964,350.00	109,500.00	0.00
			07/24/2018	1.808682	29,856,000.00	99.881167	IDC-FIS	-1,150.00
84369	CCCSGD GOV FHLB DISC	313385ZU3	04/26/2018	1.843000	5,000,000.00	4,993,800.00	16,894.17	0.00
			07/25/2018	1.851531	4,976,962.50	99.876000	IDC-FIS	-56.67
84371	CCCSGD FHLB DISCOUNT	313385ZM1	04/27/2018	1.810000	4,000,000.00	3,996,486.67	13,072.22	0.00
			07/18/2018	1.817493	3,983,508.89	99.912167	IDC-FIS	-94.44



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84404	GOV FHLB DISC	313385YY6	05/14/2018	1.775000	30,000,000.00	29,993,800.00	71,000.00	0.00
			07/05/2018	1.779563	29,923,083.33	99.979333	IDC-FIS	-283.33
84407	GOV FHLB DISC NOTE	313385A30	05/15/2018	1.850000	30,000,000.00	29,951,950.00	72,458.33	0.00
			08/01/2018	1.857445	29,879,750.00	99.839833	IDC-FIS	-258.33
84418	GOV FHLB DISC	313385E69	05/21/2018	1.915000	30,000,000.00	29,894,950.00	65,429.17	275.00
			09/05/2018	1.925962	29,829,245.83	99.649833	IDC-FIS	0.00
84425	LUHSD GOV FHLB DISC	313385Q82	05/23/2018	2.000000	5,000,000.00	4,959,300.00	10,833.33	411.11
			11/26/2018	2.020996	4,948,055.56	99.186000	IDC-FIS	0.00
84438	GOV FHLB DISC NOTE	313385YY6	05/31/2018	1.800000	30,000,000.00	29,993,800.00	46,500.00	0.00
			07/05/2018	1.803156	29,947,500.00	99.979333	IDC-FIS	-200.00
84483	CCCSD FHLB DISCOUNT	313385R99	06/08/2018	2.040000	5,000,000.00	4,955,952.78	6,516.67	436.11
			12/05/2018	2.061022	4,949,000.00	99.119056	IDC-FIS	0.00
84506	GOV FHLB DISC	313385H90	06/26/2018	1.930000	25,000,000.00	24,875,354.17	6,701.39	0.00
			10/02/2018	1.940194	24,868,652.78	99.501417	IDC-FIS	0.00
			Subtotal	1.805366	285,000,000.00	284,466,386.95	765,610.28	1,122.22
				1.813625	283,710,874.45	99.812767		-11,220.00

Inv Type: 49 CORP ABS FXD-M 30/360

83334	CCCSIG ABS CNH 2016	12635YAB9	09/21/2016	1.260000	97,990.93	97,982.02	54.87	0.00
			02/18/2020	1.265286	97,982.02	99.990907	BOOK	0.00
83650	CCCSIG ABS CORP CNH	12636WAB2	03/22/2017	1.640000	228,587.74	228,578.97	125.63	0.00
			07/15/2020	1.642287	228,578.97	99.996163	BOOK	0.00
83769	CCCSIG ABS AMEX CRE	02582JHG8	05/30/2017	1.640000	265,000.00	264,957.55	193.16	0.00
			12/15/2021	1.647074	264,957.55	99.983981	BOOK	0.00
83825	CCCSIG ABS JOHN DEE	47788BAD6	07/18/2017	1.820000	225,000.00	224,983.53	182.00	0.00
			10/15/2021	1.823435	224,983.53	99.992680	BOOK	0.00
84207	CCCSIG JDOT 2018 CO	47788CAC6	02/28/2018	2.660000	190,000.00	189,986.34	224.62	0.00
			04/18/2022	2.663481	189,986.34	99.992811	BOOK	0.00
			Subtotal	1.835780	1,006,578.67	1,006,488.41	780.28	0.00
				1.840101	1,006,488.41	99.991033		0.00

Inv Type: 50 AUTO ABS FXD-M 30/360

82964	CCCSIG ABS TOYOTA C	89237KAD5	03/02/2016	1.250000	290,615.70	290,599.22	161.45	0.00
			03/16/2020	1.252803	290,599.22	99.994329	BOOK	0.00
83008	CCCSIG ABS HYUNDAI	44930UAD8	03/30/2016	1.560000	212,309.63	212,268.44	147.20	0.00



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					Current Book	Market Price			Unrealized Loss	Unrealized Gain
			09/15/2020	1.568722	212,268.44		99.980599	BOOK		0.00
83091	CCCSIG ABS CORP NIS	65478VAD9	04/27/2016	1.320000	166,623.80		166,597.95	97.75		0.00
			01/15/2021	1.326574	166,597.95		99.984486	BOOK		0.00
83281	CCCSIG ABS TOYOTA A	89237WAD9	08/10/2016	1.140000	197,273.34		197,268.06	99.95		0.00
			08/17/2020	1.141339	197,268.06		99.997324	BOOK		0.00
83333	CCCSIG ABS HYUNDAI	44891EAC3	09/21/2016	1.290000	440,000.00		439,940.78	252.27		0.00
			04/15/2021	1.295868	439,940.78		99.986541	BOOK		0.00
83571	CCCSIG ABS FORDO 20	34531EAD8	01/25/2017	1.670000	575,000.00		574,997.87	426.78		0.00
			06/15/2021	1.670159	574,997.87		99.999630	BOOK		0.00
83586	CCCSIG ABS ALLY AUT	02007PAC7	01/31/2017	1.700000	100,000.00		99,991.25	75.56		0.00
			06/15/2021	1.704009	99,991.25		99.991250	BOOK		0.00
83658	CCCSIG ABS ALLY AUT	02007HAC5	03/29/2017	1.780000	680,000.00		679,919.83	537.96		0.00
			08/16/2021	1.785395	679,919.83		99.988210	BOOK		0.00
83659	CCCSIG ABS HYUNDAI	44931PAD8	03/29/2017	1.760000	365,000.00		364,970.47	285.51		0.00
			08/16/2021	1.763698	364,970.47		99.991910	BOOK		0.00
83750	CCCSIG ABS TOTOTA A	89190BAD0	05/17/2017	1.760000	675,000.00		674,948.23	528.00		0.00
			07/15/2021	1.763665	674,948.23		99.992330	BOOK		0.00
83855	CCCSIG ABS NAROT 20	65478GAD2	08/23/2017	1.750000	500,000.00		499,972.05	388.89		0.00
			10/15/2021	1.752684	499,972.05		99.994410	BOOK		0.00
83939	CCCSIG ABS CARMAX 2	14314RAH5	10/25/2017	1.800000	244,905.38		244,887.41	195.92		0.00
			04/15/2021	1.804194	244,887.41		99.992662	BOOK		0.00
83973	CCCSIG ABS TAOT 201	89238KAD4	11/15/2017	1.930000	225,000.00		224,979.26	193.07		0.00
			01/18/2022	1.934403	224,979.26		99.990782	BOOK		0.00
84175	CCCCD ABS ALLYA 201	02007MAE0	01/31/2018	2.350000	110,000.00		109,987.28	114.90		0.00
			06/15/2022	2.355239	109,987.28		99.988436	BOOK		0.00
84176	CCCSIG ABS ALLYA 20	02007MAE0	01/31/2018	2.350000	265,000.00		264,969.37	276.81		0.00
			06/15/2022	2.355236	264,969.37		99.988442	BOOK		0.00
84177	FIXING INTEREST REC	89238BAD4	01/31/2018	2.350000	100,000.00		99,998.85	104.44		0.00
			05/16/2022	2.396566	99,998.85		99.998850	BOOK		0.00
84405	CCCSIG ABS HART 201	44891KAD7	04/18/2018	2.790000	130,000.00		129,980.42	161.20		0.00
			07/15/2022	2.797121	129,980.42		99.984938	BOOK		0.00
84409	CCCCD ABS TOYOTA 20	89238TAD5	05/16/2018	2.960000	100,000.00		99,998.51	131.56		0.00
			09/15/2022	2.960687	99,998.51		99.998510	BOOK		0.00
84422	CCCSIG ABS FORDO 20	34528FAD0	05/22/2018	3.030000	225,000.00		224,963.62	303.00		0.00
			11/15/2022	3.037269	224,963.62		99.983831	BOOK		0.00
84510	CCCCD ABS ALLYA 201	02007JAC1	06/27/2018	3.000000	110,000.00		109,992.48	36.67		0.00
			01/17/2023	3.003013	109,992.48		99.993164	BOOK		0.00



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Subtotal				1.823392	5,711,727.85	5,711,231.35	4,518.89	0.00
				1.828213	5,711,231.35	99.991307		0.00

Inv Type: 53 CREDIT ABS FXD-SA 30/360

83573	CCCSIG ABS CITIBANK	17305EGA7	01/26/2017	1.740000	745,000.00	744,857.33	5,905.37	0.00
			01/19/2021	1.748687	744,857.33	99.980850	BOOK	0.00
84172	CCCSIG ABS CCCIT 20	17305EGK5	01/31/2018	2.490000	350,000.00	349,951.56	3,655.46	0.00
			01/20/2023	2.495080	349,951.56	99.986160	BOOK	0.00
Subtotal				1.979735	1,095,000.00	1,094,808.89	9,560.83	0.00
				1.987269	1,094,808.89	99.982547		0.00

Inv Type: 71 COMMERCIAL PAPER DISCOUNT

84283	CP NORDEA BANK	65558GGT4	03/27/2018	2.205000	30,000,000.00	29,956,666.67	176,400.00	4,441.67
			07/27/2018	2.221601	29,775,825.00	99.855556	IDC-FIS	0.00
84288	CP TOYOTA MOTOR CRE	89233HG99	03/28/2018	2.300000	30,000,000.00	29,986,666.67	182,083.34	2,000.00
			07/09/2018	2.315236	29,802,583.33	99.955556	IDC-FIS	0.00
84291	COUNTY CP TMCC	89233HG24	04/02/2018	2.310000	20,000,000.00	19,998,888.89	115,500.00	172.22
			07/02/2018	2.323568	19,883,216.67	99.994444	IDC-FIS	0.00
84298	PW CP GENERAL ELECT	36960MJ46	04/04/2018	2.360000	1,000,000.00	996,226.39	5,768.89	487.50
			09/04/2018	2.383911	989,970.00	99.622639	IDC-FIS	0.00
84301	CP NORDEA BANK AB	65558GG23	04/04/2018	2.215000	30,000,000.00	29,998,333.33	162,433.34	179.16
			07/02/2018	2.227196	29,835,720.83	99.994444	IDC-FIS	0.00
84306	CP MUFG UNION BANK	62479MG23	04/03/2018	2.260000	25,000,000.00	24,998,611.11	139,680.56	180.55
			07/02/2018	2.272842	24,858,750.00	99.994444	IDC-FIS	0.00
84315	CP MUFG BANK LTD NY	62479MG56	04/06/2018	2.290000	30,000,000.00	29,993,333.33	164,116.67	966.66
			07/05/2018	2.303186	29,828,250.00	99.977778	IDC-FIS	0.00
84323	CP NORDEA BANK AB	65558GGS6	04/10/2018	2.180000	30,000,000.00	29,958,333.33	148,966.66	3,750.00
			07/26/2018	2.194217	29,805,616.67	99.861111	IDC-FIS	0.00
84333	CP EXXON MOBIL	30229BGS0	04/11/2018	1.890000	30,000,000.00	29,958,333.33	127,575.00	0.00
			07/26/2018	1.900577	29,833,050.00	99.861111	IDC-FIS	-2,291.67
84339	CP NORDEA BANK	65558GGR8	04/17/2018	2.180000	30,000,000.00	29,960,000.00	136,250.00	3,600.00
			07/25/2018	2.193148	29,820,150.00	99.866667	IDC-FIS	0.00
84351	CP MUFG BANK LTD NY	62479MGR8	04/17/2018	2.320000	30,000,000.00	29,960,000.00	145,000.00	6,400.00
			07/25/2018	2.334897	29,808,600.00	99.866667	IDC-FIS	0.00
84360	CP STANDARD CHARTER	85324UGL1	04/23/2018	2.200000	30,000,000.00	29,968,333.33	126,500.00	3,166.66



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					Current Book	Market Price			Unrealized Loss	Unrealized Gain
			07/20/2018	2.211895		29,838,666.67	99.894444	IDC-FIS		0.00
84363	CP TOYOTA MOTOR CRE	89233HGK4	04/24/2018	2.250000		30,000,000.00	29,970,000.00	127,500.00		3,750.00
			07/19/2018	2.262159		29,838,750.00	99.900000	IDC-FIS		0.00
84368	CCCSD CP GENERAL EL	36960MGR8	04/26/2018	2.290000		2,500,000.00	2,496,666.67	10,495.83		483.34
			07/25/2018	2.303186		2,485,687.50	99.866667	IDC-FIS		0.00
84372	CP MUFG BANK LTD NY	62479MGT4	04/27/2018	2.300000		2,500,000.00	2,496,388.89	10,381.94		541.67
			07/27/2018	2.313450		2,485,465.28	99.855556	IDC-FIS		0.00
84378	CP JP MORGAN SECURI	46640QHV6	04/30/2018	2.350000		30,000,000.00	29,901,666.67	121,416.66		17,208.34
			08/29/2018	2.368709		29,763,041.67	99.672222	IDC-FIS		0.00
84389	CP GENERAL ELECTRIC	36960MGT4	05/04/2018	2.250000		30,000,000.00	29,956,666.67	108,750.00		5,416.67
			07/27/2018	2.261875		29,842,500.00	99.855556	IDC-FIS		0.00
84390	CP SANTANDER UK	80285QGT1	05/04/2018	2.200000		30,000,000.00	29,956,666.67	106,333.33		4,333.34
			07/27/2018	2.211352		29,846,000.00	99.855556	IDC-FIS		0.00
84392	CP TOYOTA MOTOR COR	89233HGT5	05/07/2018	2.220000		30,000,000.00	29,956,666.67	101,750.00		4,766.67
			07/27/2018	2.231145		29,850,150.00	99.855556	IDC-FIS		0.00
84394	CP EXXON MOBILE	30229BGW1	05/09/2018	1.880000		30,000,000.00	29,951,666.67	83,033.34		0.00
			07/30/2018	1.888085		29,871,533.33	99.838889	IDC-FIS		-2,900.00
84395	CP CREDIT AGRICOLE	22533UGW7	05/09/2018	1.930000		30,000,000.00	29,951,666.67	85,241.66		0.00
			07/30/2018	1.938522		29,868,116.67	99.838889	IDC-FIS		-1,691.66
84398	PW CP MUFG UNION BA	62478YL14	05/10/2018	2.080000		800,000.00	793,549.33	2,403.56		0.00
			11/01/2018	2.101246		791,911.11	99.193667	IDC-FIS		-765.34
84400	CP CREDIT AGRICOLE	22533UHD8	05/10/2018	2.200000		30,000,000.00	29,928,333.33	95,333.34		7,166.66
			08/13/2018	2.212847		29,825,833.33	99.761111	IDC-FIS		0.00
84401	CP MUFG BANK LTD NY	62479MHA4	05/10/2018	2.250000		30,000,000.00	29,933,333.33	97,500.00		8,333.33
			08/10/2018	2.263012		29,827,500.00	99.777778	IDC-FIS		0.00
84406	CP ABBEY NATIONAL S	80285QHQ6	05/15/2018	2.170000		30,000,000.00	29,910,000.00	84,991.67		7,650.00
			08/24/2018	2.183292		29,817,358.33	99.700000	IDC-FIS		0.00
84412	CP CREDIT AGRICOLE	22533UHF3	05/17/2018	2.180000		30,000,000.00	29,925,000.00	81,750.00		6,750.00
			08/15/2018	2.191946		29,836,500.00	99.750000	IDC-FIS		0.00
84416	CP EXXON MOBILE COR	30229BHU4	05/18/2018	1.920000		30,000,000.00	29,903,333.33	70,400.00		0.00
			08/28/2018	1.930502		29,836,800.00	99.677778	IDC-FIS		-3,866.67
84417	CP TOYOTA MOTOR CRE	89233HGH1	05/21/2018	2.020000		25,000,000.00	24,977,777.78	57,513.89		222.22
			07/17/2018	2.026481		24,920,041.67	99.911111	IDC-FIS		0.00
84428	CP EXXON MOBIL CORP	30229BJB4	05/25/2018	1.930000		30,000,000.00	29,874,600.00	59,508.33		0.00
			09/11/2018	1.941344		29,824,691.67	99.582000	IDC-FIS		-9,600.00
84439	CP SANTANDER UK	80285QH11	05/31/2018	1.980000		30,000,000.00	29,948,333.33	51,150.00		0.00
			08/01/2018	1.986775		29,897,700.00	99.827778	IDC-FIS		-516.67



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					Current Book	Market Price			Unrealized Gain	Unrealized Loss
84441	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	5,000,000.00	4,983,611.11	9,229.16	1,761.80		
			08/29/2018	2.227195	4,972,620.15	99.672222	IDC-FIS	0.00		
84442	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	5,200,000.00	5,182,955.56	9,598.33	1,832.29		
			08/29/2018	2.227196	5,171,524.94	99.672222	IDC-FIS	0.00		
84443	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	500,000.00	498,361.11	922.92	176.18		
			08/29/2018	2.227199	497,262.01	99.672222	IDC-FIS	0.00		
84444	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	800,000.00	797,377.78	1,476.67	281.89		
			08/29/2018	2.227197	795,619.22	99.672222	IDC-FIS	0.00		
84445	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	2,000,000.00	1,993,444.44	3,691.67	704.71		
			08/29/2018	2.227195	1,989,048.06	99.672222	IDC-FIS	0.00		
84446	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	2,000,000.00	1,993,444.44	3,691.67	704.71		
			08/29/2018	2.227195	1,989,048.06	99.672222	IDC-FIS	0.00		
84447	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	400,000.00	398,688.89	738.33	140.95		
			08/29/2018	2.227197	397,809.61	99.672222	IDC-FIS	0.00		
84448	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	2,900,000.00	2,890,494.44	5,352.92	1,021.84		
			08/29/2018	2.227196	2,884,119.68	99.672222	IDC-FIS	0.00		
84449	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	600,000.00	598,033.33	1,107.50	211.41		
			08/29/2018	2.227194	596,714.42	99.672222	IDC-FIS	0.00		
84450	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	2,700,000.00	2,691,150.00	4,983.75	951.38		
			08/29/2018	2.227197	2,685,214.87	99.672222	IDC-FIS	0.00		
84451	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	3,000,000.00	2,990,166.67	5,537.50	1,057.09		
			08/29/2018	2.227197	2,983,572.08	99.672222	IDC-FIS	0.00		
84452	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	26,000,000.00	25,914,777.78	47,991.67	9,161.39		
			08/29/2018	2.227196	25,857,624.72	99.672222	IDC-FIS	0.00		
84453	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	650,000.00	647,869.44	1,199.79	229.03		
			08/29/2018	2.227195	646,440.62	99.672222	IDC-FIS	0.00		
84454	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	420,000.00	418,623.33	775.25	147.99		
			08/29/2018	2.227198	417,700.09	99.672222	IDC-FIS	0.00		
84455	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	3,900,000.00	3,887,216.67	7,198.75	1,374.21		
			08/29/2018	2.227196	3,878,643.71	99.672222	IDC-FIS	0.00		
84456	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	2,100,000.00	2,093,116.67	3,876.25	739.96		
			08/29/2018	2.227196	2,088,500.46	99.672222	IDC-FIS	0.00		
84457	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	4,700,000.00	4,684,594.44	8,675.42	1,656.09		
			08/29/2018	2.227196	4,674,262.93	99.672222	IDC-FIS	0.00		
84458	PW CP TORONTO DOMIN	89119BHV1	06/01/2018	2.215000	4,500,000.00	4,485,250.00	8,306.25	1,585.63		
			08/29/2018	2.227197	4,475,358.12	99.672222	IDC-FIS	0.00		
84461	CP SOCIETY GENERALE	83369CJR6	06/04/2018	2.240000	30,000,000.00	29,850,216.67	50,400.00	10,750.00		



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					Current Book	Market Price			Unrealized Loss	Unrealized Gain
			09/25/2018	2.255861		29,789,066.67	99.500722	IDC-FIS		0.00
84462	CP BNP PARIBAS	09659KKA7	06/04/2018	2.280000		30,000,000.00	29,813,991.67	51,300.00		5,891.67
			10/10/2018	2.298634		29,756,800.00	99.379972	IDC-FIS		0.00
84469	CP GE CAPITAL	36164KKB6	06/05/2018	2.310000		30,000,000.00	29,812,150.00	50,050.00		8,500.00
			10/11/2018	2.329130		29,753,600.00	99.373833	IDC-FIS		0.00
84472	CP TOYOTA MOTOR CRE	89233HH31	06/06/2018	2.010000		25,000,000.00	24,954,166.67	34,895.83		229.17
			08/03/2018	2.016530		24,919,041.67	99.816667	IDC-FIS		0.00
84481	CCCS D CP GENERAL EL	36164KJ69	06/08/2018	2.220000		5,000,000.00	4,980,551.39	7,091.67		1,209.72
			09/06/2018	2.232390		4,972,250.00	99.611028	IDC-FIS		0.00
84482	CCCS D CP CHEVRON CO	16677KJ61	06/08/2018	2.040000		5,000,000.00	4,980,551.39	6,516.67		0.00
			09/06/2018	2.050457		4,974,500.00	99.611028	IDC-FIS		-465.28
84487	CP CHEVRON CORP	16677KJD6	06/08/2018	2.040000		20,000,000.00	19,914,077.78	26,066.67		0.00
			09/13/2018	2.051275		19,890,066.67	99.570389	IDC-FIS		-2,055.56
84494	CP GENERAL ELECTRIC	36164KJS1	06/18/2018	2.230000		30,000,000.00	29,848,475.00	24,158.33		10,150.00
			09/26/2018	2.243900		29,814,166.67	99.494917	IDC-FIS		0.00
84497	PW CP MUFU UNION BA	62478YGG8	06/19/2018	1.850000		1,931,000.00	1,929,069.00	1,190.78		0.00
			07/19/2018	1.852858		1,928,023.04	99.900000	IDC-FIS		-144.82
84500	CP CREDIT AGRICOLE	22533UJL8	06/22/2018	2.280000		30,000,000.00	29,858,925.00	17,100.00		12,825.00
			09/20/2018	2.293071		29,829,000.00	99.529750	IDC-FIS		0.00
84503	CP TOYOTA MOTOR CRE	89233HK29	06/25/2018	2.270000		30,000,000.00	29,828,725.00	11,350.00		4,650.00
			10/02/2018	2.284259		29,812,725.00	99.429083	IDC-FIS		0.00
			Subtotal	2.172293		1,071,101,000.00	1,068,486,118.06	3,390,201.76		169,910.77
				2.184934		1,064,950,303.20	99.755870			-24,297.67

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83553	CCCSIG YCD SVENSKA	86958JHB8	01/12/2017	1.890000		1,400,000.00	1,396,785.92	12,642.00		0.00
			01/10/2019	1.890000		1,400,000.00	99.770423	IDC-FIS		-3,214.08
83554	CCCS D YCD SVENSKA H	86958JHB8	01/12/2017	1.890000		275,000.00	274,368.66	2,483.25		0.00
			01/10/2019	1.890000		275,000.00	99.770423	IDC-FIS		-631.34
83555	CCCS D YCD SVENSKA H	86958JHB8	01/12/2017	1.890000		2,350,000.00	2,344,604.93	21,220.50		0.00
			01/10/2019	1.890000		2,350,000.00	99.770423	IDC-FIS		-5,395.07
83675	CCCS D YCD BK OF NOV	06417GUE6	04/06/2017	1.910000		1,935,000.00	1,926,888.40	8,931.65		0.00
			04/05/2019	1.910000		1,935,000.00	99.580796	IDC-FIS		-8,111.60
83678	CCCS D YCD BK OF NOV	06417GUE6	04/06/2017	1.910000		100,000.00	99,580.80	461.59		0.00
			04/05/2019	1.910000		100,000.00	99.580796	IDC-FIS		-419.20
83733	CCCS D YCD SUMITOMO	86563YVNO	05/04/2017	2.050000		250,000.00	249,153.52	839.93		0.00



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					Current Book				Unrealized Loss	
			05/03/2019	2.050000		250,000.00	99.661407	IDC-FIS		-846.48
83831	KFPD YCD BNP PARIBA	05572N4Q6	07/25/2017	1.600000		250,000.00	249,944.77	3,788.89		0.00
			07/25/2018	1.600000		250,000.00	99.977907	IDC-FIS		-55.23
83834	KFPD YCD BNP PARIBA	05572N4R4	07/26/2017	1.600000		250,000.00	249,942.58	3,777.78		0.00
			07/26/2018	1.600000		250,000.00	99.977030	IDC-FIS		-57.42
83841	CCCSIG YCD SKANDNV	83050FXT3	08/04/2017	1.840000		1,625,000.00	1,624,366.25	12,375.28		0.00
			08/02/2019	1.859877		1,624,366.25	99.961000	BOOK		0.00
83904	CCCCD YCD BK OF TOK	06539RGM3	09/27/2017	2.070000		115,000.00	115,000.00	1,831.66		0.00
			09/25/2019	2.070000		115,000.00	100.000000	BOOK		0.00
83905	CCCSIG YCD BK OF TO	06539RGM3	09/27/2017	2.070000		800,000.00	800,000.00	12,742.00		0.00
			09/25/2019	2.070000		800,000.00	100.000000	BOOK		0.00
83948	PW YCD BNP PARIBAS	05572N6M3	10/27/2017	1.770000		1,610,000.00	1,607,872.42	19,552.11		0.00
			10/26/2018	1.770000		1,610,000.00	99.867852	IDC-FIS		-2,127.58
83976	CCCSIG YCD SWEDBANK	87019U6D6	11/17/2017	2.270000		800,000.00	800,000.00	2,320.44		0.00
			11/16/2020	2.270000		800,000.00	100.000000	BOOK		0.00
83977	CCCCD YCD SWEDBANK	87019U6D6	11/17/2017	2.270000		225,000.00	225,000.00	652.63		0.00
			11/16/2020	2.270000		225,000.00	100.000000	BOOK		0.00
83997	YCD BANK OF NOVA SC	06417GA81	11/30/2017	1.880000		47,000,000.00	46,941,844.27	522,796.67		0.00
			11/30/2018	1.880000		47,000,000.00	99.876264	IDC-FIS		-58,155.73
84016	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		200,000.00	199,769.26	2,237.78		0.00
			11/30/2018	1.900000		200,000.00	99.884629	IDC-FIS		-230.74
84017	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		2,000,000.00	1,997,692.57	22,377.78		0.00
			11/30/2018	1.900000		2,000,000.00	99.884629	IDC-FIS		-2,307.43
84018	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		20,000,000.00	19,976,925.72	223,777.78		0.00
			11/30/2018	1.900000		20,000,000.00	99.884629	IDC-FIS		-23,074.28
84019	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		100,000.00	99,884.63	1,118.89		0.00
			11/30/2018	1.900000		100,000.00	99.884629	IDC-FIS		-115.37
84020	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		200,000.00	199,769.26	2,237.78		0.00
			11/30/2018	1.900000		200,000.00	99.884629	IDC-FIS		-230.74
84021	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		300,000.00	299,653.89	3,356.67		0.00
			11/30/2018	1.900000		300,000.00	99.884629	IDC-FIS		-346.11
84022	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		200,000.00	199,769.26	2,237.78		0.00
			11/30/2018	1.900000		200,000.00	99.884629	IDC-FIS		-230.74
84023	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		3,600,000.00	3,595,846.63	40,280.00		0.00
			11/30/2018	1.900000		3,600,000.00	99.884629	IDC-FIS		-4,153.37
84024	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		400,000.00	399,538.51	4,475.56		0.00
			11/30/2018	1.900000		400,000.00	99.884629	IDC-FIS		-461.49



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					Current Book	Market Price			Unrealized Loss	
84025	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	3,800,000.00	3,795,615.89		42,517.78		0.00
			11/30/2018	1.900000	3,800,000.00	99.884629	IDC-FIS		-4,384.11	
84026	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	150,000.00	149,826.94		1,678.33		0.00
			11/30/2018	1.900000	150,000.00	99.884629	IDC-FIS		-173.06	
84027	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	200,000.00	199,769.26		2,237.78		0.00
			11/30/2018	1.900000	200,000.00	99.884629	IDC-FIS		-230.74	
84028	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	1,500,000.00	1,498,269.43		16,783.33		0.00
			11/30/2018	1.900000	1,500,000.00	99.884629	IDC-FIS		-1,730.57	
84029	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,884.63		1,118.89		0.00
			11/30/2018	1.900000	100,000.00	99.884629	IDC-FIS		-115.37	
84030	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	800,000.00	799,077.03		8,951.11		0.00
			11/30/2018	1.900000	800,000.00	99.884629	IDC-FIS		-922.97	
84031	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	7,000,000.00	6,991,924.00		78,322.22		0.00
			11/30/2018	1.900000	7,000,000.00	99.884629	IDC-FIS		-8,076.00	
84032	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	150,000.00	149,826.94		1,678.33		0.00
			11/30/2018	1.900000	150,000.00	99.884629	IDC-FIS		-173.06	
84033	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	500,000.00	499,423.14		5,594.44		0.00
			11/30/2018	1.900000	500,000.00	99.884629	IDC-FIS		-576.86	
84034	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	400,000.00	399,538.51		4,475.56		0.00
			11/30/2018	1.900000	400,000.00	99.884629	IDC-FIS		-461.49	
84035	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	500,000.00	499,423.14		5,594.44		0.00
			11/30/2018	1.900000	500,000.00	99.884629	IDC-FIS		-576.86	
84036	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	150,000.00	149,826.94		1,678.33		0.00
			11/30/2018	1.900000	150,000.00	99.884629	IDC-FIS		-173.06	
84037	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,884.63		1,118.89		0.00
			11/30/2018	1.900000	100,000.00	99.884629	IDC-FIS		-115.37	
84038	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	1,000,000.00	998,846.29		11,188.89		0.00
			11/30/2018	1.900000	1,000,000.00	99.884629	IDC-FIS		-1,153.71	
84039	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	300,000.00	299,653.89		3,356.67		0.00
			11/30/2018	1.900000	300,000.00	99.884629	IDC-FIS		-346.11	
84040	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	600,000.00	599,307.77		6,713.33		0.00
			11/30/2018	1.900000	600,000.00	99.884629	IDC-FIS		-692.23	
84041	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	800,000.00	799,077.03		8,951.11		0.00
			11/30/2018	1.900000	800,000.00	99.884629	IDC-FIS		-922.97	
84042	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,884.63		1,118.89		0.00
			11/30/2018	1.900000	100,000.00	99.884629	IDC-FIS		-115.37	
84043	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	1,000,000.00	998,846.29		11,188.89		0.00



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Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share		Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain	
					Current Book	Market Price			Unrealized Gain	Unrealized Loss
			11/30/2018	1.900000		1,000,000.00	99.884629	IDC-FIS		-1,153.71
84044	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		100,000.00	99,884.63	1,118.89		0.00
			11/30/2018	1.900000		100,000.00	99.884629	IDC-FIS		-115.37
84045	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000		250,000.00	249,711.57	2,797.22		0.00
			11/30/2018	1.900000		250,000.00	99.884629	IDC-FIS		-288.43
84089	PW YCD BNP PARIBAS	05572N7B6	12/12/2017	1.920000		1,000,000.00	998,852.03	10,720.00		0.00
			12/12/2018	1.920000		1,000,000.00	99.885203	IDC-FIS		-1,147.97
84133	PW YCD BNP PARIBAS	05576T2A6	01/09/2018	1.830000		4,300,000.00	4,299,917.77	37,814.92		0.00
			07/09/2018	1.830000		4,300,000.00	99.998088	IDC-FIS		-82.23
84134	PW YCD BNP PARIBAS	05576T2A6	01/09/2018	1.830000		1,100,000.00	1,099,978.97	9,673.58		0.00
			07/09/2018	1.830000		1,100,000.00	99.998088	IDC-FIS		-21.03
84135	PW YCD BNP PARIBAS	05576T2A6	01/09/2018	1.830000		1,000,000.00	999,980.88	8,794.17		0.00
			07/09/2018	1.830000		1,000,000.00	99.998088	IDC-FIS		-19.12
84139	KFPD YCD BNP PARIBA	05576T2D0	01/16/2018	2.050000		500,000.00	499,199.76	4,726.39		0.00
			01/16/2019	2.050000		500,000.00	99.839953	IDC-FIS		-800.24
84141	PW YCD BNP PARIBAS	05576T2F5	01/19/2018	2.150000		1,500,000.00	1,498,401.06	14,602.08		0.00
			01/18/2019	2.150000		1,500,000.00	99.893404	IDC-FIS		-1,598.94
84162	KFPD YCD BNP PARIBA	05576T2K4	01/26/2018	1.840000		250,000.00	249,988.73	1,993.33		0.00
			07/25/2018	1.840000		250,000.00	99.995494	IDC-FIS		-11.27
84188	CCCCD CREDIT SUISSE	22549LFR1	02/08/2018	2.670000		110,000.00	110,000.00	1,166.64		0.00
			02/07/2020	2.670000		110,000.00	100.000000	BOOK		0.00
84192	CCCSIG CREDIT SUISS	22549LFR1	02/08/2018	2.670000		755,000.00	755,000.00	8,007.40		0.00
			02/07/2020	2.670000		755,000.00	100.000000	BOOK		0.00
84193	PW YCD BNP PARIBAS	05576T2P3	02/15/2018	2.050000		500,000.00	500,090.70	3,872.22		90.70
			08/14/2018	2.050000		500,000.00	100.018141	IDC-FIS		0.00
84196	CCCSIG NORDEA BANK	65590ASN7	02/22/2018	2.720000		800,000.00	800,000.00	7,797.33		0.00
			02/20/2020	2.720000		800,000.00	100.000000	BOOK		0.00
84197	CCCSIG NORDEA BANK	65590ASN7	02/22/2018	2.720000		170,000.00	170,000.00	1,656.93		0.00
			02/20/2020	2.720000		170,000.00	100.000000	BOOK		0.00
84244	LUHSD YCD TORONTO D	89113XZA5	03/06/2018	2.320000		20,000,000.00	20,013,469.03	150,800.00		13,469.03
			12/06/2018	2.320000		20,000,000.00	100.067345	IDC-FIS		0.00
84246	CCCSIG YCD UBS AG S	90275DHG8	03/06/2018	2.900000		1,200,000.00	1,200,000.00	11,310.00		0.00
			03/02/2020	2.900000		1,200,000.00	100.000000	BOOK		0.00
84304	YCD NORDEA BANK AB	65590AUJ3	04/03/2018	2.220000		25,000,000.00	25,001,109.93	137,208.33		1,109.93
			07/05/2018	2.220000		25,000,000.00	100.004440	IDC-FIS		0.00
84305	YCD CREDIT AGRICOLE	22534H3Q2	04/03/2018	2.240000		25,000,000.00	25,000,471.69	138,444.44		471.69
			07/02/2018	2.240000		25,000,000.00	100.001887	IDC-FIS		0.00



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					Current Book	Market Price			Unrealized Loss	Unrealized Gain
84314	YCD BNP PARIBAS FOR	34959TNB8	04/05/2018	2.270000	30,000,000.00	30,001,540.22	164,575.00		1,540.22	
			07/05/2018	2.270000	30,000,000.00	100.005134	IDC-FIS		0.00	
84320	YCD NORDEA BANK	65590AUV6	04/09/2018	2.190000	30,000,000.00	30,002,178.26	151,475.00		2,178.26	
			07/09/2018	2.190000	30,000,000.00	100.007261	IDC-FIS		0.00	
84327	CCCSIG YCD CREDIT A	22532XHT8	04/10/2018	2.807000	800,000.00	800,000.00	5,114.98		0.00	
			04/10/2020	2.807000	800,000.00	100.000000	BOOK		0.00	
84328	CCCSIG YCD CANADIAN	13606BVF0	04/10/2018	2.737000	800,000.00	800,000.00	4,987.42		0.00	
			04/10/2020	2.737000	800,000.00	100.000000	BOOK		0.00	
84353	AUHSD NCD UNION BAN	62478TD55	04/20/2018	2.340000	1,500,000.00	1,498,552.86	7,020.00		0.00	
			04/18/2019	2.340000	1,500,000.00	99.903524	IDC-FIS		-1,447.14	
84361	AUHSD NCD UNION BAN	62478TD55	04/20/2018	2.340000	120,000.00	119,884.23	561.60		0.00	
			04/18/2019	2.340000	120,000.00	99.903524	IDC-FIS		-115.77	
84364	YCD SVENSKA HANDELS	86958JD22	04/19/2018	2.205000	30,000,000.00	30,006,635.35	134,137.50		6,229.45	
			07/26/2018	2.200000	30,000,405.90	100.022118	IDC-FIS		0.00	
84388	PW NCD MUFG UNION B	62478TE39	05/03/2018	2.090000	1,500,000.00	1,499,660.67	5,137.92		0.00	
			10/30/2018	2.090000	1,500,000.00	99.977378	IDC-FIS		-339.33	
84393	YCD BANK OF MONTREAL	06371E5H6	05/07/2018	2.150000	30,000,000.00	30,006,337.64	98,541.67		6,337.64	
			07/30/2018	2.150000	30,000,000.00	100.021125	IDC-FIS		0.00	
84433	YCD TORONTO DOMINIO	89113XY99	05/29/2018	2.070000	30,000,000.00	30,003,966.13	56,925.00		3,966.13	
			07/27/2018	2.070000	30,000,000.00	100.013220	IDC-FIS		0.00	
84434	YCD TORONTO DOMINIO	89113XWH3	05/30/2018	1.990000	30,000,000.00	30,002,611.17	242,116.67		7,863.15	
			08/06/2018	2.070000	30,183,798.02	100.008704	IDC-FIS		0.00	
84478	YCD CREDIT AGRICOLE	22534H4U2	06/13/2018	2.260000	25,000,000.00	25,018,583.47	28,250.00		18,583.47	
			09/11/2018	2.260000	25,000,000.00	100.074334	IDC-FIS		0.00	
84479	YCD SVENSKA HANDELS	86958JJ42	06/13/2018	2.215000	30,000,000.00	30,020,109.76	33,225.00		19,728.58	
			09/13/2018	2.210000	30,000,381.18	100.067033	IDC-FIS		0.00	
84490	YCD BK OF MONTREAL	06370RAT6	06/14/2018	2.230000	30,000,000.00	30,024,402.73	31,591.67		24,402.73	
			09/25/2018	2.230000	30,000,000.00	100.081342	IDC-FIS		0.00	
84492	AUHSD YCD MUFG UNIO	62478TG94	06/14/2018	2.400000	410,000.00	409,819.81	464.67		0.00	
			05/03/2019	2.400000	410,000.00	99.956051	IDC-FIS		-180.19	
84495	YCD CREDIT AGRICOLE	22534H4Z1	06/18/2018	2.280000	30,000,000.00	30,028,363.62	24,700.00		28,363.62	
			09/26/2018	2.280000	30,000,000.00	100.094545	IDC-FIS		0.00	
84498	YCD TORONTO DOMINIO	89113X3R3	06/20/2018	2.260000	30,000,000.00	30,027,226.45	20,716.67		27,226.45	
			09/27/2018	2.260000	30,000,000.00	100.090755	IDC-FIS		0.00	
84501	YCD BANK OF MONTREAL	06370RBL2	06/22/2018	2.200000	30,000,000.00	30,021,029.66	16,500.00		21,029.66	
			09/20/2018	2.200000	30,000,000.00	100.070099	IDC-FIS		0.00	
84502	YCD TORONTO DOMINIO	89113X4J0	06/22/2018	2.340000	30,000,000.00	30,016,113.25	17,550.00		16,113.25	



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			10/11/2018	2.340000	30,000,000.00	100.053711	IDC-FIS	0.00
84505	YCD BANK OF MANTREA	06370RBT5	06/26/2018	2.070000	25,000,000.00	25,002,864.60	7,187.50	2,864.60
			07/23/2018	2.070000	25,000,000.00	100.011458	IDC-FIS	0.00
84509	YCD STANDARD CHARTE	85325TG74	06/27/2018	2.370000	30,000,000.00	30,021,260.04	7,900.00	21,260.04
			10/25/2018	2.370000	30,000,000.00	100.070867	IDC-FIS	0.00
84512	HR NCD MUFG UNION B	62478TH51	06/29/2018	2.110000	3,001,000.00	3,002,059.92	351.78	1,059.92
			08/27/2018	2.110000	3,001,000.00	100.035319	IDC-FIS	0.00
84513	HR NCD MUFG UNION B	62478TH51	06/29/2018	2.110000	1,444,000.00	1,444,510.01	169.27	510.01
			08/27/2018	2.110000	1,444,000.00	100.035319	IDC-FIS	0.00
84514	HR NCD MUFG UNION B	62478TH51	06/29/2018	2.110000	7,801,000.00	7,803,755.24	914.45	2,755.24
			08/27/2018	2.110000	7,801,000.00	100.035319	IDC-FIS	0.00
			Subtotal	2.158941	646,046,000.00	646,129,630.47	2,755,401.25	227,153.77
				2.162263	646,229,951.35	100.012945		-138,424.65

Inv Type: 74 CERT OF DEPOSIT MEDIUM TERM

84476	CCCCSIG YCD BANK OF	06417GU22	06/07/2018	3.080000	800,000.00	799,696.00	1,642.67	0.00
			06/05/2020	3.111737	799,696.00	99.962000	BOOK	0.00
84477	CCCCD YCD BANK OF N	06417GU22	06/07/2018	3.080000	150,000.00	149,943.00	308.00	0.00
			06/05/2020	3.111737	149,943.00	99.962000	BOOK	0.00
84486	CCCSIG ROYAL BANK O	78012UEE1	06/08/2018	3.240000	1,000,000.00	1,000,000.00	2,070.00	0.00
			06/07/2021	3.240000	1,000,000.00	100.000000	BOOK	0.00
			Subtotal	3.162066	1,950,000.00	1,949,639.00	4,020.67	0.00
				3.177525	1,949,639.00	99.981487		0.00

Inv Type: 75 CORPORATE NOTES

81789	CORP MICROSOFT CORP	594918AV6	01/10/2014	1.625000	6,406,000.00	6,388,895.98	7,228.99	20,435.14
			12/06/2018	1.750063	6,368,460.84	99.733000	IDC-FIS	0.00
82513	CCCCD CORP GENERAL	36962G4D3	04/15/2015	6.000000	100,000.00	103,394.00	2,400.00	0.00
			08/07/2019	1.743001	117,603.00	103.394000	IDC-FIS	-14,209.00
82621	CORP TOYOTA MOTOR C	89236TCP8	07/16/2015	1.550000	5,000,000.00	4,998,500.00	36,166.67	1,000.00
			07/13/2018	1.567156	4,997,500.00	99.970000	IDC-FIS	0.00
82713	CCCCD CORP PFIZER I	717081DL4	09/29/2015	2.100000	1,960,000.00	1,953,590.80	5,259.33	0.00
			05/15/2019	1.748923	1,984,068.80	99.673000	IDC-FIS	-30,478.00
82715	CCCCD CORP GOLDMAN	38147MAA3	09/29/2015	2.900000	1,930,000.00	1,930,424.60	25,186.50	0.00
			07/19/2018	1.927831	1,980,971.30	100.022000	IDC-FIS	-50,546.70



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					Current Book				Unrealized Loss	
82716	CCCCD CORP MICROSO	594918AC8	09/29/2015	4.200000	1,400,000.00		1,421,084.00	4,900.00		0.00
			06/01/2019	1.599996	1,529,290.00		101.506000	IDC-FIS		-108,206.00
82717	CCCCD CORP US BANCO	91159HHH6	09/29/2015	2.200000	1,950,000.00		1,942,512.00	7,865.00		0.00
			04/25/2019	1.710407	1,982,935.50		99.616000	IDC-FIS		-40,423.50
82718	CCCCD CORP CISCO SY	17275RAE2	09/29/2015	4.950000	1,795,000.00		1,820,722.35	33,566.50		0.00
			02/15/2019	1.739996	1,983,187.80		101.433000	IDC-FIS		-162,465.45
82719	CCCCD CORP BB&T CAL	05531FAQ6	09/29/2015	2.250000	1,960,000.00		1,955,041.20	18,375.00		0.00
			02/01/2019	1.927457	1,980,325.20		99.747000	IDC-FIS		-25,284.00
82917	CCCCD CORP HSBC USA	40428HPU0	01/21/2016	2.000000	1,945,000.00		1,943,949.70	15,560.00		0.00
			08/07/2018	1.946012	1,947,586.85		99.946000	IDC-FIS		-3,637.15
82975	CORP WELLS FARGO &	949746RS2	03/07/2016	2.500000	5,000,000.00		4,888,400.00	40,625.00		0.00
			03/04/2021	2.543964	4,989,750.00		97.768000	IDC-FIS		-101,350.00
82985	CORP EXXON MOBIL CO	30231GAP7	03/15/2016	1.708000	3,500,000.00		3,482,360.00	19,926.67		0.00
			03/01/2019	1.708000	3,500,000.00		99.496000	IDC-FIS		-17,640.00
83151	CORP CHEVRON	166764BH2	05/26/2016	1.561000	5,000,000.00		4,954,800.00	9,756.25		0.00
			05/16/2019	1.657877	4,986,000.00		99.096000	IDC-FIS		-31,200.00
83177	CCCCD CORP JP MORG	48127HAA7	06/22/2016	2.200000	1,100,000.00		1,089,605.00	4,638.33		0.00
			10/22/2019	1.726909	1,116,775.00		99.055000	IDC-FIS		-27,170.00
83269	CCCCD CORP MORGAN S	61746BDX1	07/26/2016	2.450000	1,930,000.00		1,926,738.30	19,702.08		0.00
			02/01/2019	1.672940	1,966,766.50		99.831000	IDC-FIS		-40,028.20
83273	CORP ROYAL BANK OF	78012KRK5	07/29/2016	1.500000	5,000,000.00		4,928,750.00	31,666.67		0.00
			07/29/2019	1.500000	5,000,000.00		98.575000	IDC-FIS		-71,250.00
83278	CCCSIG CORP MICROSO	594918BN3	08/08/2016	1.100000	860,000.00		846,506.60	3,757.72		0.00
			08/08/2019	1.135019	859,114.20		98.431000	IDC-FIS		-12,607.60
83286	CCCSIG CORP BERKSHI	084664CK5	08/15/2016	1.300000	375,000.00		369,356.25	1,841.67		0.00
			08/15/2019	1.333092	374,636.25		98.495000	IDC-FIS		-5,280.00
83307	CCCCD CORP WELLS FA	949746RS2	09/02/2016	2.500000	240,000.00		234,643.20	1,950.00		0.00
			03/04/2021	1.900017	246,189.60		97.768000	IDC-FIS		-11,546.40
83309	CCCCD CORP JP MORG	46625HHS2	09/02/2016	4.400000	225,000.00		230,476.50	4,372.50		0.00
			07/22/2020	1.922970	245,783.25		102.434000	IDC-FIS		-15,306.75
83325	CCCSIG CORP CISCO S	17275RBG6	09/20/2016	1.400000	795,000.00		783,806.40	3,122.58		0.00
			09/20/2019	1.437937	794,117.55		98.592000	IDC-FIS		-10,311.15
83380	CCCSIG CORP TOYOTA	89236TDH5	10/18/2016	1.550000	510,000.00		502,829.40	1,602.96		0.00
			10/18/2019	1.567127	509,745.00		98.594000	IDC-FIS		-6,915.60
83423	CCCSIG CORP PFIZER	717081EB5	11/21/2016	1.700000	845,000.00		832,764.40	638.44		0.00
			12/15/2019	1.724022	844,391.60		98.552000	IDC-FIS		-11,627.20
83589	CCCCD CORP MORGAN S	61747YDW2	02/03/2017	2.650000	240,000.00		238,257.60	2,720.67		0.00



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					Current Book	Market Price			Unrealized Loss	Unrealized Gain
			01/27/2020	2.393173	241,764.00		99.274000	IDC-FIS		-3,506.40
83592	CORP MICROSOFT CORP	594918BV5	02/06/2017	1.850000	10,000,000.00		9,872,200.00	74,513.89		0.00
			02/06/2020	1.850000	10,000,000.00		98.722000	IDC-FIS		-127,800.00
83595	CCCSIG CORP APPLE I	037833CK4	02/09/2017	1.900000	600,000.00		592,422.00	4,560.00		0.00
			02/07/2020	1.916933	599,706.00		98.737000	IDC-FIS		-7,284.00
83625	CCCCD CORP AMERICAN	0258M0EE5	03/03/2017	2.200000	170,000.00		167,769.60	1,225.89		0.00
			03/03/2020	2.236036	169,823.20		98.688000	IDC-FIS		-2,053.60
83668	CCCSIG CORP CHEVRON	166764BP4	04/05/2017	1.991000	1,075,000.00		1,061,874.25	7,015.50		0.00
			03/03/2020	1.873043	1,078,569.00		98.779000	IDC-FIS		-16,694.75
83709	CCCCD CORP TOYOTA M	89236TDU6	04/17/2017	1.950000	150,000.00		147,420.00	601.25		0.00
			04/17/2020	1.965865	149,931.00		98.280000	IDC-FIS		-2,511.00
83732	CORP MICROSOFT CORP	594918BP8	05/04/2017	1.550000	8,549,000.00		8,197,721.59	52,635.72		0.00
			08/08/2021	2.010124	8,389,048.21		95.891000	IDC-FIS		-191,326.62
83739	CCCSIG CORP APPLE I	037833CS7	05/11/2017	1.800000	530,000.00		521,021.80	1,325.00		0.00
			05/11/2020	1.835100	529,459.40		98.306000	IDC-FIS		-8,437.60
83742	CORP APPLE INC	037833CS7	05/12/2017	1.800000	10,000,000.00		9,830,600.00	25,000.00		0.00
			05/11/2020	1.829955	9,991,300.00		98.306000	IDC-FIS		-160,700.00
83793	CCCSIG CORP WALT DI	25468PDU7	06/06/2017	1.800000	850,000.00		831,019.50	1,105.00		0.00
			06/05/2020	1.839965	849,014.00		97.767000	IDC-FIS		-17,994.50
83801	CCCSIG CORP JPMORGA	46625HKA7	06/20/2017	2.250000	400,000.00		394,856.00	3,950.00		0.00
			01/23/2020	2.099428	401,508.00		98.714000	IDC-FIS		-6,652.00
83824	CCCSIG CORP AMERI H	02665WBT7	07/20/2017	1.950000	505,000.00		494,521.25	4,404.02		0.00
			07/20/2020	1.984846	504,489.95		97.925000	IDC-FIS		-9,968.70
83832	CCCSIG CORP GOLDMAN	38141GWP5	07/24/2017	1.950000	315,000.00		311,865.75	2,695.88		0.00
			07/23/2019	1.956169	314,962.20		99.005000	IDC-FIS		-3,096.45
83839	CCCSIG CORP MORGAN	61761JB32	08/03/2017	2.800000	750,000.00		743,947.50	875.00		0.00
			06/16/2020	2.122846	764,055.00		99.193000	IDC-FIS		-20,107.50
83842	CCCCD CORP GOLDMAN	38141GWG5	08/04/2017	2.600000	225,000.00		221,177.25	65.00		0.00
			12/27/2020	2.319822	227,045.25		98.301000	IDC-FIS		-5,868.00
83851	CCCSIG CORP EXXON M	30231GAG7	08/17/2017	1.912000	400,000.00		394,380.00	2,443.11		0.00
			03/06/2020	1.719253	401,916.00		98.595000	IDC-FIS		-7,536.00
83863	CCCSIG CORP VISA IN	92826CAB8	08/30/2017	2.200000	210,000.00		206,589.60	218.17		0.00
			12/14/2020	1.853307	212,310.00		98.376000	IDC-FIS		-5,720.40
83879	CCCCD CORP CITIGRP	172967LC3	08/31/2017	2.900000	250,000.00		244,907.50	463.19		0.00
			12/08/2021	2.488448	254,137.50		97.963000	IDC-FIS		-9,230.00
83885	CCCSIG CORP CATERPI	14913Q2A6	09/07/2017	1.850000	635,000.00		618,369.35	3,817.94		0.00
			09/04/2020	1.879031	634,466.60		97.381000	IDC-FIS		-16,097.25



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Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share	Market Value	Curr Accr Int	Unrealized Gain
					Current Book	Market Price	Price Source	Unrealized Loss
83890	CCCCD CORP BANK OF	06406FAA1	09/07/2017	2.500000	125,000.00	122,700.00	659.72	0.00
			04/15/2021	2.072430	126,846.25	98.160000	IDC-FIS	-4,146.25
83891	CCCSIG CORP IBM CRE	44932HAA1	09/08/2017	1.625000	700,000.00	691,159.00	3,633.68	0.00
			09/06/2019	1.663919	699,468.00	98.737000	IDC-FIS	-8,309.00
83894	CCCSIG CORP BOFA CA	06051GGS2	09/18/2017	2.328000	545,000.00	532,797.45	3,171.90	0.00
			10/01/2021	2.328000	545,000.00	97.761000	IDC-FIS	-12,202.55
83921	CCCSIG CORP PEPSICO	713448DX3	10/10/2017	2.000000	375,000.00	365,610.00	1,583.33	0.00
			04/15/2021	2.005881	374,925.00	97.496000	IDC-FIS	-9,315.00
83922	CCCCD CORP PEPSICO	713448DX3	10/10/2017	2.000000	70,000.00	68,247.20	295.56	0.00
			04/15/2021	2.005881	69,986.00	97.496000	IDC-FIS	-1,738.80
83935	CCCSIG CORP WALMART	931142DY6	10/20/2017	1.750000	350,000.00	346,412.50	1,395.14	0.00
			10/09/2019	1.751150	349,993.00	98.975000	IDC-FIS	-3,580.50
83940	CCCSIG CORP BB&T MT	05531FAZ6	10/26/2017	2.150000	215,000.00	209,087.50	1,926.05	0.00
			02/01/2021	2.165131	214,901.10	97.250000	IDC-FIS	-5,813.60
83949	CCCSIG CORP HONEYWE	438516BQ8	10/30/2017	1.800000	240,000.00	237,009.60	732.00	0.00
			10/30/2019	1.839901	239,812.80	98.754000	IDC-FIS	-2,803.20
83952	CCCCD CORP BANK OF	06051GFW4	11/03/2017	2.625000	110,000.00	108,061.80	577.50	0.00
			04/19/2021	2.398027	110,823.90	98.238000	IDC-FIS	-2,762.10
83964	CCCCD CORP BB T MTN	05531FAZ6	11/06/2017	2.150000	110,000.00	106,975.00	985.41	0.00
			02/01/2021	2.189947	109,864.70	97.250000	IDC-FIS	-2,889.70
83969	CCCSIG CORP PACCAR	69371RN85	11/13/2017	2.050000	225,000.00	219,584.25	615.00	0.00
			11/13/2020	2.053109	224,979.75	97.593000	IDC-FIS	-5,395.50
83971	CCCSIG CORP UNITED	911312BP0	11/14/2017	2.050000	475,000.00	463,338.75	2,434.38	0.00
			04/01/2021	2.098958	474,249.50	97.545000	IDC-FIS	-10,910.75
83975	CCCSIG CORP AMERICA	02665WBZ3	11/16/2017	2.000000	300,000.00	296,553.00	800.00	0.00
			11/13/2019	2.028874	299,832.00	98.851000	IDC-FIS	-3,279.00
84087	CCCSIG CORP CITIGRO	172967KB6	12/11/2017	2.650000	600,000.00	591,864.00	2,870.83	0.00
			10/26/2020	2.497862	602,508.00	98.644000	IDC-FIS	-10,644.00
84126	CCCSIG CORP JOHN DE	24422ETZ2	01/08/2018	2.350000	305,000.00	299,653.35	3,444.38	0.00
			01/08/2021	2.368059	304,841.40	98.247000	IDC-FIS	-5,188.05
84156	CORP TOYOTA MOTOR C	89236TDM4	01/24/2018	1.700000	8,000,000.00	7,966,480.00	64,977.78	0.00
			01/09/2019	1.984629	7,984,146.67	99.581000	IDC-FIS	-12,000.00
84184	CORP WELLS FARGO BA	94988J5L7	02/06/2018	2.400000	10,000,000.00	9,903,800.00	105,333.34	0.00
			01/15/2020	2.469417	9,995,566.67	99.038000	IDC-FIS	-83,100.00
84189	CORP JOHNSON & JOHN	478160CH5	02/12/2018	1.950000	16,850,000.00	16,572,986.00	46,548.13	0.00
			11/10/2020	2.295016	16,695,991.00	98.356000	IDC-FIS	-123,005.00
84200	CCCSIG BANK OF NY M	06406HDD8	02/21/2018	2.600000	500,000.00	495,015.00	4,838.88	0.00



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Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share		Curr Accr Int Price Source	Unrealized Gain	
					Current Book	Market Price		Unrealized Loss	
			08/17/2020	2.805542	497,689.44	99.003000	IDC-FIS	-2,530.00	
84202	CCCSIG CORP PACCAR	69371RN93	02/27/2018	2.800000	500,000.00	495,670.00	4,822.22	0.00	
			03/01/2021	2.817011	499,755.00	99.134000	IDC-FIS	-4,085.00	
84225	CCCCD CORP CICSO SY	17275RBD3	03/05/2018	2.200000	130,000.00	127,543.00	977.17	0.00	
			02/28/2021	2.806895	127,814.41	98.110000	IDC-FIS	-215.80	
84247	CCCSIG NATIONAL RUR	63743HER9	02/26/2018	2.900000	330,000.00	327,544.80	3,322.92	0.00	
			03/15/2021	2.937862	329,633.70	99.256000	IDC-FIS	-2,088.90	
84255	CCCSIG CORP JOHN DE	24422EUD9	03/13/2018	2.875000	400,000.00	397,064.00	3,450.00	0.00	
			03/12/2021	2.898871	399,728.00	99.266000	IDC-FIS	-2,664.00	
84277	CCCSIG CORP UNILEVE	904764AZ0	03/22/2018	2.750000	650,000.00	644,884.50	4,915.63	0.00	
			03/22/2021	2.929170	646,678.50	99.213000	IDC-FIS	-1,794.00	
84290	CCCSIG CORP HSBC US	40428HPR7	03/29/2018	2.350000	400,000.00	395,328.00	3,028.89	424.00	
			03/05/2020	3.032909	395,530.67	98.832000	IDC-FIS	0.00	
84307	CCCCD CORP NATL RUR	637432NM3	04/05/2018	2.400000	115,000.00	111,080.80	506.00	0.00	
			04/25/2022	3.122993	111,854.75	96.592000	IDC-FIS	-773.95	
84308	CCCCD CORP CATERPIL	14912L5Q0	04/05/2018	2.625000	60,000.00	57,911.40	525.00	0.00	
			03/01/2023	3.194996	58,606.15	96.519000	IDC-FIS	-546.00	
84309	CCCCD CORP HOME DEP	437076AZ5	04/05/2018	2.700000	100,000.00	97,626.00	675.00	0.00	
			04/01/2023	3.114197	98,130.00	97.626000	IDC-FIS	-474.00	
84370	MICROSOFT CORP	594918BA1	04/26/2018	2.375000	10,000,000.00	9,777,700.00	91,701.38	29,000.00	
			02/12/2022	3.081219	9,797,519.44	97.777000	IDC-FIS	0.00	
84387	MICROSOFT CORP	594918BG8	05/03/2018	2.000000	8,000,000.00	7,873,840.00	25,777.78	8,320.00	
			11/03/2020	2.699874	7,865,520.00	98.423000	IDC-FIS	0.00	
84399	CCCSIG CORP HERSHEY	427866AY4	05/10/2018	2.900000	350,000.00	349,566.00	1,437.92	0.00	
			05/15/2020	2.933837	349,769.00	99.876000	IDC-FIS	-203.00	
84402	CCCSIG CORP GENERAL	369550BA5	05/11/2018	2.875000	460,000.00	459,498.60	1,836.81	1,127.00	
			05/11/2020	3.058819	458,371.60	99.891000	IDC-FIS	0.00	
84411	CCCSIG CORP AMERICA	025816BU2	05/17/2018	3.375000	785,000.00	785,934.15	3,238.13	1,067.60	
			05/17/2021	3.381007	784,866.55	100.119000	IDC-FIS	0.00	
84421	CCCSIG CORP CHARLES	808513AW5	05/22/2018	3.250000	500,000.00	502,000.00	1,760.42	2,015.00	
			05/21/2021	3.251084	499,985.00	100.400000	IDC-FIS	0.00	
84470	CCCSIG CORP BBT COR	05531FBD4	06/05/2018	3.200000	150,000.00	149,526.00	346.67	0.00	
			09/03/2021	3.235931	149,821.50	99.684000	IDC-FIS	-295.50	
84499	CORP WALMART INC	931142DY6	06/22/2018	1.750000	15,000,000.00	14,846,250.00	59,791.67	10,905.00	
			10/09/2019	2.615211	14,888,574.17	98.975000	IDC-FIS	0.00	
84504	CORP WALMART INC	931142DY6	06/25/2018	1.750000	5,000,000.00	4,948,750.00	19,930.55	3,290.00	
			10/09/2019	2.615073	4,963,932.22	98.975000	IDC-FIS	0.00	



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Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
84508	CORP APPLE INC	037833BS8	06/26/2018	2.250000	20,000,000.00	19,652,200.00	160,000.00	0.00
			02/23/2021	2.880031	19,833,150.00	98.261000	IDC-FIS	-27,200.00
84511	CCCSIG CORP WALMART	931142EJ8	06/27/2018	3.125000	595,000.00	597,951.20	206.60	2,980.95
			06/23/2021	3.126857	594,970.25	100.496000	IDC-FIS	0.00
			Subtotal	2.044443	189,300,000.00	186,815,274.07	1,124,817.86	80,564.69
				2.248214	188,794,339.64	98.687414		-1,770,020.62

Inv Type: 78 NEGOTIABLE CD 30/360 EUR

83596	CCCCD YCD BK OF MON	06427KRC3	02/09/2017	1.880000	275,000.00	270,914.57	2,068.00	0.00
			02/07/2019	1.880000	275,000.00	98.514389	IDC-FIS	-4,085.43
83597	CCCCD YCD BK OF MON	06427KRC3	02/09/2017	1.880000	2,350,000.00	2,315,088.14	17,672.01	0.00
			02/07/2019	1.880000	2,350,000.00	98.514389	IDC-FIS	-34,911.86
83844	CCCSIG MTN WESTPAC	96121T4A3	08/07/2017	2.050000	1,460,000.00	1,460,000.00	11,972.00	0.00
			08/03/2020	2.050000	1,460,000.00	100.000000	BOOK	0.00
			Subtotal	1.940759	4,085,000.00	4,046,002.71	31,712.01	0.00
				1.940759	4,085,000.00	99.045354		-38,997.29

Inv Type: 99 MONEY MARKET ACCOUNTS

83381	AUHSD MM DREYFUS TR	X9USDDRE0	08/08/2016	.000000	565,318.32	565,318.32	0.00	0.00
			07/01/2018	.000000	565,318.32	100.000000	BOOK	0.00
			Subtotal	.000000	565,318.32	565,318.32	0.00	0.00
				.000000	565,318.32	100.000000		0.00

Inv Type: 1000 TD WITH CALC CODE OF CSC-00

83754	CCCCD CD BERTA KAMM	121101042	05/24/2017	.400000	3,397.22	3,397.22	15.21	0.00
			05/24/2020	.400000	3,397.22	100.000000	BOOK	0.00
			Subtotal	.400000	3,397.22	3,397.22	15.21	0.00
				.400000	3,397.22	100.000000		0.00

Grand Total			Count 478	1.935574	3,204,784,671.00	3,190,501,296.21	11,636,254.76	519,189.65
				1.975790	3,194,179,717.41	99.554311		-8,511,495.37

Note: Grand Total includes investments managed by PFM.



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Assets (000's)	Current Par	Current Book	Market	MKT/Book	Un Gain/Loss	Yield
U.S. TREASURIES	108,200.00	107,730.91	107,260.47	99.56 %	-708.64	1.68 %
U.S. AGENCIES	796,799.00	794,902.65	790,915.40	99.50 %	-4,756.49	1.61 %
MUNICIPALS	1,670.00	1,709.99	1,709.99	100.00 %	0.00	1.16 %
COMMERCIAL PAPER	1,071,101.00	1,064,950.30	1,068,486.12	100.33 %	145.61	2.18 %
NCD/YCD	652,081.00	652,264.59	652,125.27	99.98 %	49.73	2.16 %
CORPORATE NOTES	189,300.00	188,794.34	186,815.27	98.95 %	-1,689.46	2.25 %
MBS/ABS	8,346.96	8,352.35	8,352.35	100.00 %	0.00	1.86 %
TIME DEPOSIT	3.40	3.40	3.40	100.00 %	0.00	0.40 %
MONEY MARKET ACCOUNTS	565.32	565.32	565.32	100.00 %	0.00	0.00 %
SUPRANATIONAL	376,718.00	374,905.87	374,267.70	99.83 %	-1,033.06	1.79 %
Totals(000's)	3,204,784.67	3,194,179.72	3,190,501.30	99.88 %	-7,992.31	1.98 %

Asset Allocation



Inventory by Market Value

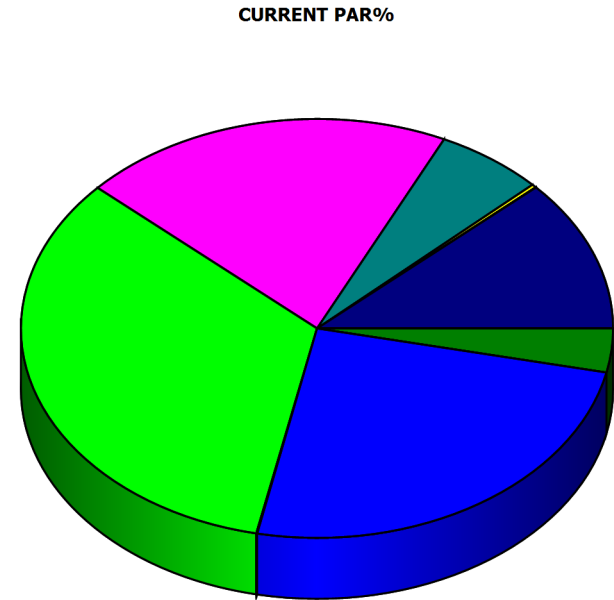
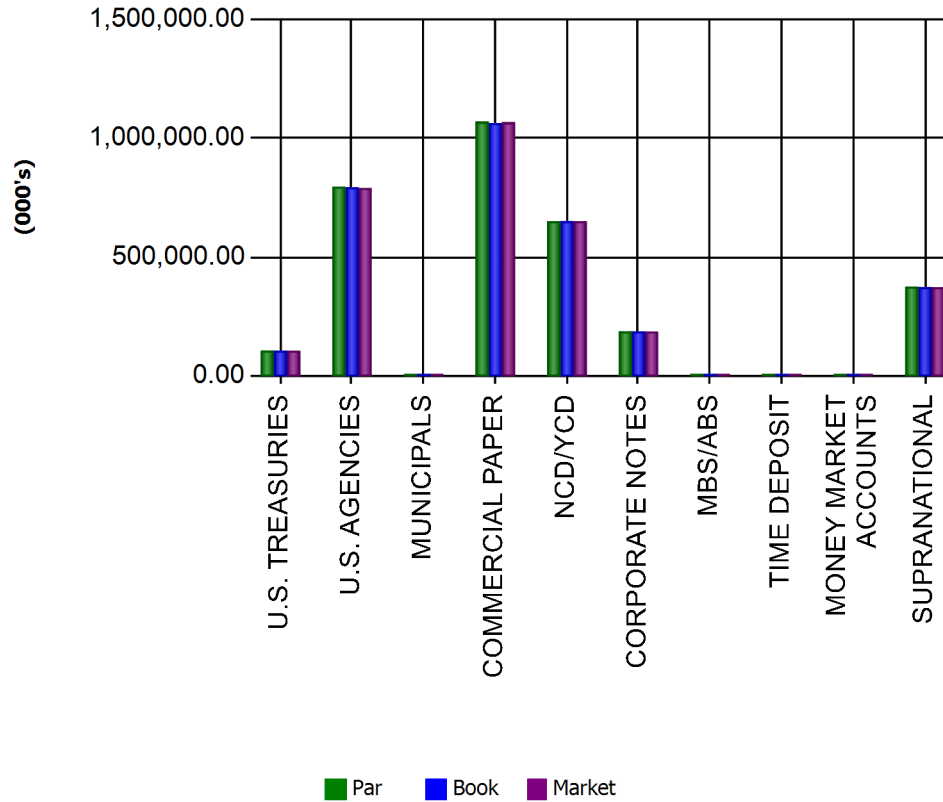
As Of Date: 06/30/2018

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Contra Costa County



- U.S. TREASURIES - 3%
- CORPORATE NOTES - 6%
- U.S. AGENCIES - 25%
- MBS/ABS - 0%
- MUNICIPALS - 0%
- TIME DEPOSIT - 0%
- COMMERCIAL PAPER - 33%
- MONEY MARKET ACCOUNTS - 0%
- NCD/YCD - 20%
- SUPRANATIONAL - 12%



601 Riverside Avenue, Jacksonville, FL 32204
Tel. 877.482.8786 | Fax. 904.357.1105 | fisglobal.com

July 5, 2018

Ms Belinda Zhu
Assistant County Treasurer
Contra Costa County
625 Court Street, Room 100
Martinez, CA 94533

Via email

Dear Ms. Zhu:

Per your request, I am confirming for you the source of the SunGard market pricing data for the quarter ending June 30, 2018.

Monthly you request pricing from three (3) pricing files that we provide, **RAPID**, **PRICES** and **MARKET**. The data within these three files is obtained from Interactive Data Corporation/ICE. The content of the **PRICES** file consists of prices for overnight repos, TDs, CDs, CPs, B/As and government discount issues other than Treasury Bills. The content of the **RAPID** file consists of prices for U.S. government issues (such as FFCBs and GNMAAs) and Treasuries. The **MARKET** file consists of Corporate Bonds, Notes and Equity prices.

If you need further information, please do not hesitate to contact me at 805-509-0917 or Eric Graves at 818-425-2094.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Karen Tanaka'.

Karen Tanaka
FIS/APS2

Empowering the Financial World

SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B.1. STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)

**CONTRA COSTA COUNTY
AS OF JUNE 30, 2018**

CALIFORNIA STATE LOCAL AGENCY INVESTMENT ACCOUNTS	STATE CONTROLLER ACCOUNT NUMBER	ACCOUNT BALANCE	ESTIMATED FAIR VALUE
ACALANES UNION HIGH SCHOOL	75-07-010	967,836.46	966,023.58
ANTIOCH UNIFIED SCHOOL DISTRICT	75-07-005	842,934.31	841,355.38
BRENTWOOD UNION SCHOOL DISTRICT	75-07-013	7,924,761.15	7,909,917.03
BYRON UNION SCHOOL DISTRICT	75-07-017	168,867.83	168,551.52
CANYON ELEMENTARY SCHOOL DISTRICT	75-07-018	196,322.69	195,954.95
CENTRAL CONTRA COSTA SANITARY DISTRICT	70-07-001	52,000,000.00	51,902,597.19
CONTRA COSTA COMMUNITY COLLEGE	75-07-001	628,210.41	627,033.69
CONTRA COSTA COUNTY	99-07-000	65,000,000.00	64,878,246.49
CONTRA COSTA COUNTY OFFICE OF EDUCATION	75-07-007	1,307,954.80	1,305,504.83
CONTRA COSTA COUNTY SCHOOL INSURANCE GROUP	35-07-001	2,276,947.60	2,272,682.58
CROCKETT COMMUNITY SERVICES DISTRICT	16-07-004	3,740,191.39	3,733,185.52
DELTA DIABLO SANITATION DISTRICT	70-07-003	74,059.70	73,920.98
EAST CONTRA COSTA REG FEE & FINANCING AUTH	40-07-006	1,029,758.38	1,027,829.51
KENSINGTON FIRE PROTECTION DISTRICT	17-07-011	3,820,497.64	3,813,341.35
KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT	16-07-003	2,070,683.13	2,066,804.47
LAFAYETTE SCHOOL DISTRICT	75-07-012	4,965,082.48	4,955,782.23
MARTINEZ UNIFIED SCHOOL DISTRICT	75-07-011	3,897,967.19	3,890,665.79
MORAGA ORINDA FIRE DISTRICT	17-07-003	11,610,479.26	11,588,731.31
MORAGA SCHOOL DISTRICT	75-07-016	2,729.45	2,724.34
MT DIABLO UNIFIED SCHOOL DISTRICT	75-07-008	5,326,206.35	5,316,229.67
MT VIEW SANITARY DISTRICT	70-07-008	7,903,881.91	7,889,076.90
OAKLEY UNION SCHOOL DISTRICT	75-07-009	252,225.50	251,753.05
ORINDA UNION SCHOOL DISTRICT	75-07-015	3,636,178.62	3,629,367.58
PITTSBURG UNIFIED SCHOOL DISTRICT	75-07-002	35,871.58	35,804.39
RECLAMATION DISTRICT 799	60-07-001	32,524.05	32,463.13
RECLAMATION DISTRICT 800	60-07-003	3,007,247.22	3,001,614.25
REDEVELOPMENT AGENCY	65-07-015	7,125.98	7,112.63
RODEO -HERCULES FIRE PROTECTION DISTRICT	17-07-001	107,984.94	107,782.67
SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT	75-07-004	244,395.45	243,937.67
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT	75-07-014	41,699,332.06	41,621,223.75
	TOTAL	<u>224,778,257.53</u>	<u>224,357,218.41</u>

SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B.2. ASSET MANAGEMENT FUNDS

- a. WELLS CAPITAL MANAGEMENT**
- b. CalTRUST**

Wells Capital Management GAAP

01 April 2018 to 30 June 2018

WC-Contra Costa County

Investment Strategy: Short Duration Fixed Income

The information contained in this report represents estimated trade date investment calculations. Certain calculations may not be available for all time periods. Please refer to your custody statement for official portfolio holdings and transactions. Note that certain accounting methods may cause differences between this investment report and your custody statement.

Wells Fargo Asset Management is a trade name used by the asset management businesses of Wells Fargo & Company.



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Risk Summary

Base Currency: USD
 01 April 2018 to 30 June 2018

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Balance Sheet

Book Value + Accrued	44,483,398.36
Net Unrealized Gain/Loss	-66,468.33
Market Value + Accrued	44,416,930.03

Cash and Fixed Income Summary

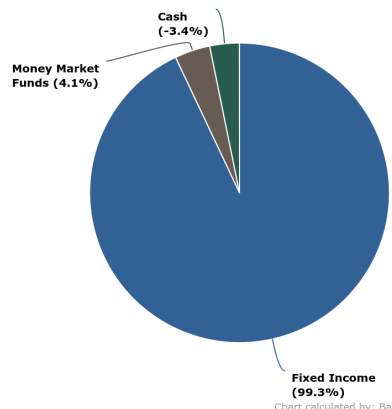
Risk Metric	Value
Cash	-1,510,140.15
MMFund	1,811,778.97
Fixed Income	44,115,291.21
Duration	0.53
Convexity	0.01
WAL	0.60
Years to Final Maturity	0.73
Years to Effective Maturity	0.61
Yield	2.43
Book Yield	2.08
Avg Credit Rating	AA+ /Aa1/AA+

Issuer Concentration

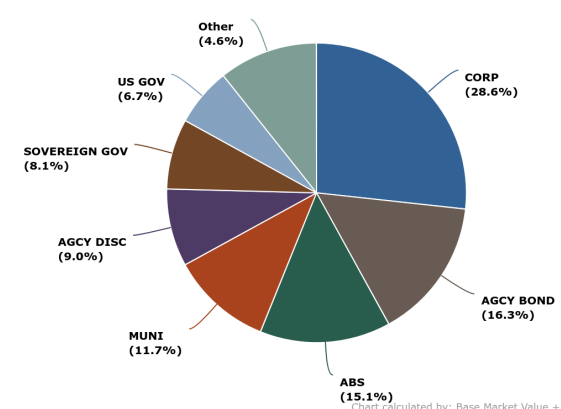
Issuer Concentration	% of Base Market Value + Accrued
Other	59.20%
Federal Home Loan Banks Office of Finance	8.99%
Federal Home Loan Mortgage Corporation	7.87%
Government of the United States	6.73%
Federal Farm Credit Banks Funding Corporation	6.14%
Inter-American Development Bank	4.74%
Wells Fargo Funds Trust	4.08%
Federal National Mortgage Association, Inc.	2.26%

--- 100.00%

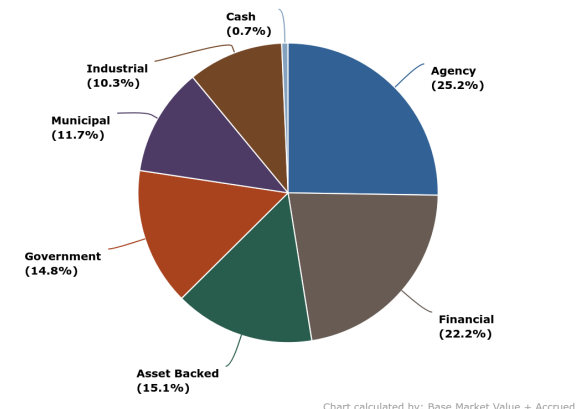
Asset Class



Security Type



Market Sector



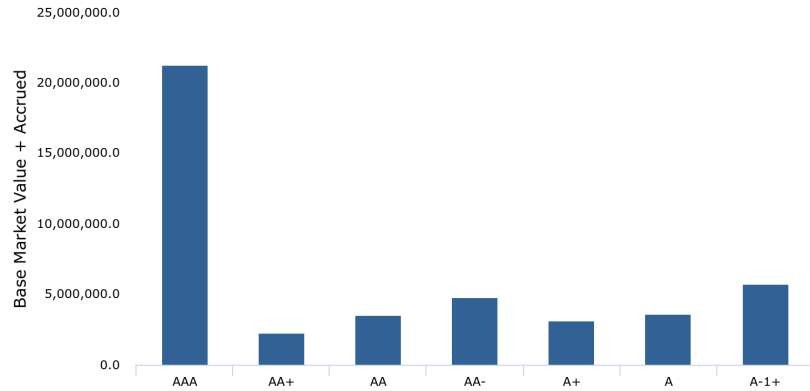
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Risk Summary

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

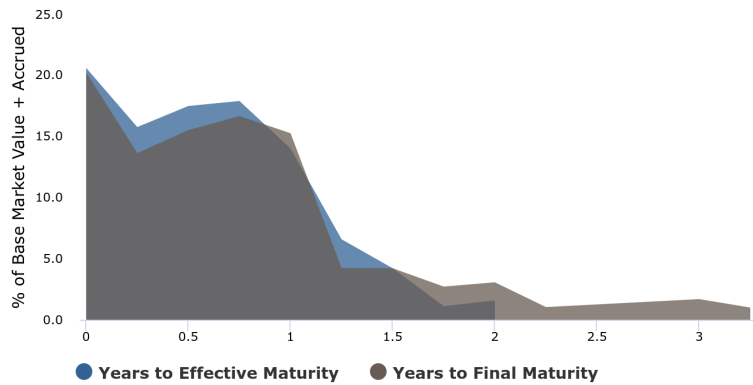
Credit Rating



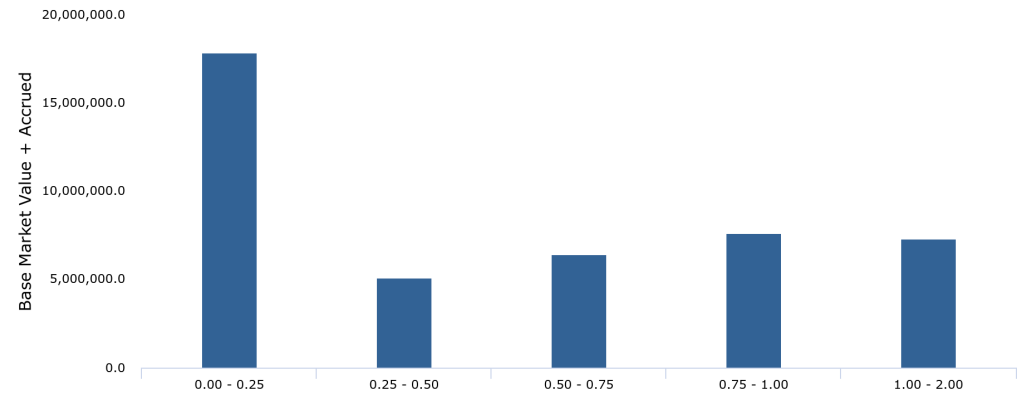
Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	46.66%	10.12%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
AA	17.55%	6.39%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A	15.21%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
BBB	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
BB	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
B	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CCC	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CC	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
C	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
NA	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Time To Maturity



Duration



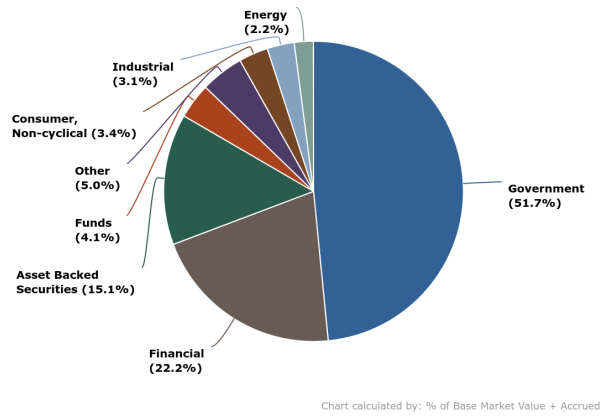
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Risk Summary

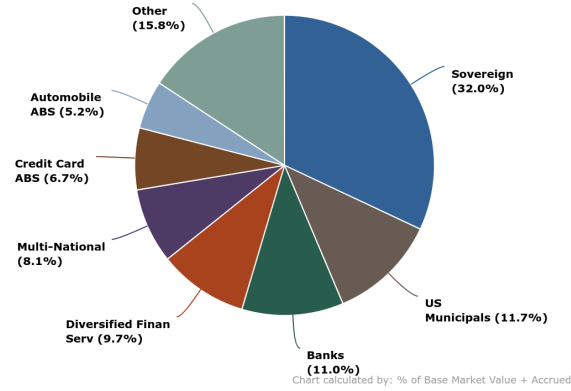
Base Currency: USD
 01 April 2018 to 30 June 2018

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

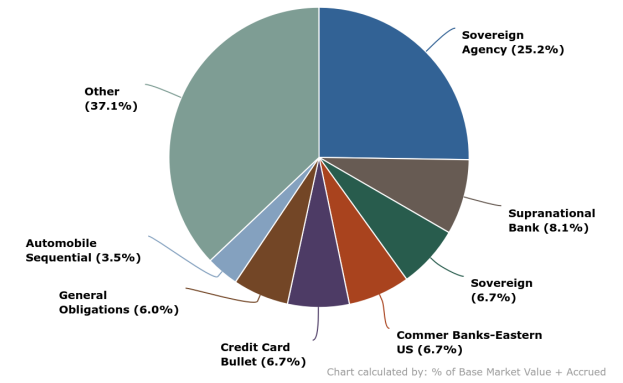
Base Exposure - Industry Sector



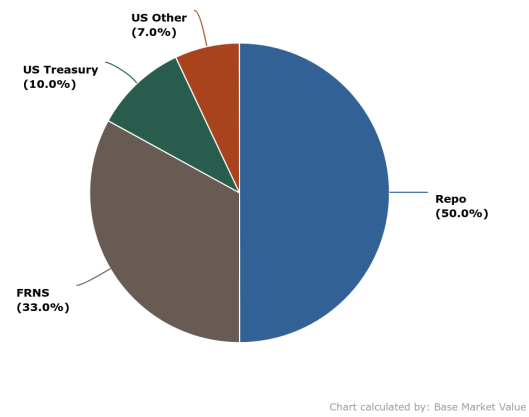
Base Exposure - Industry Group



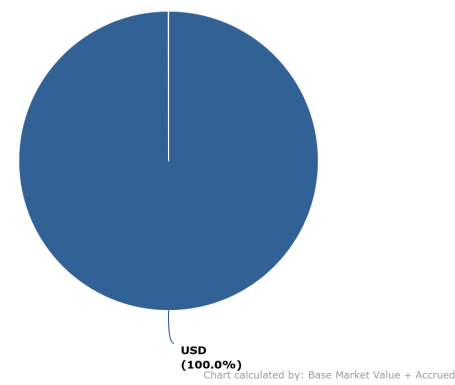
Base Exposure - Industry Subgroup



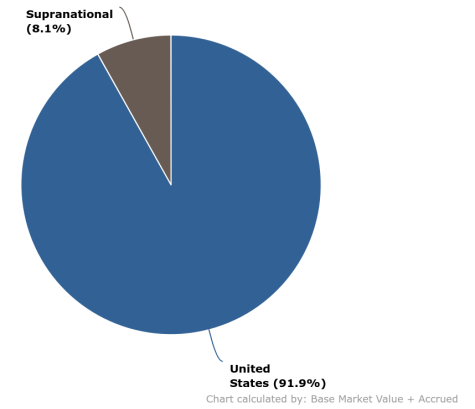
MMF Asset Allocation



Currency



Country



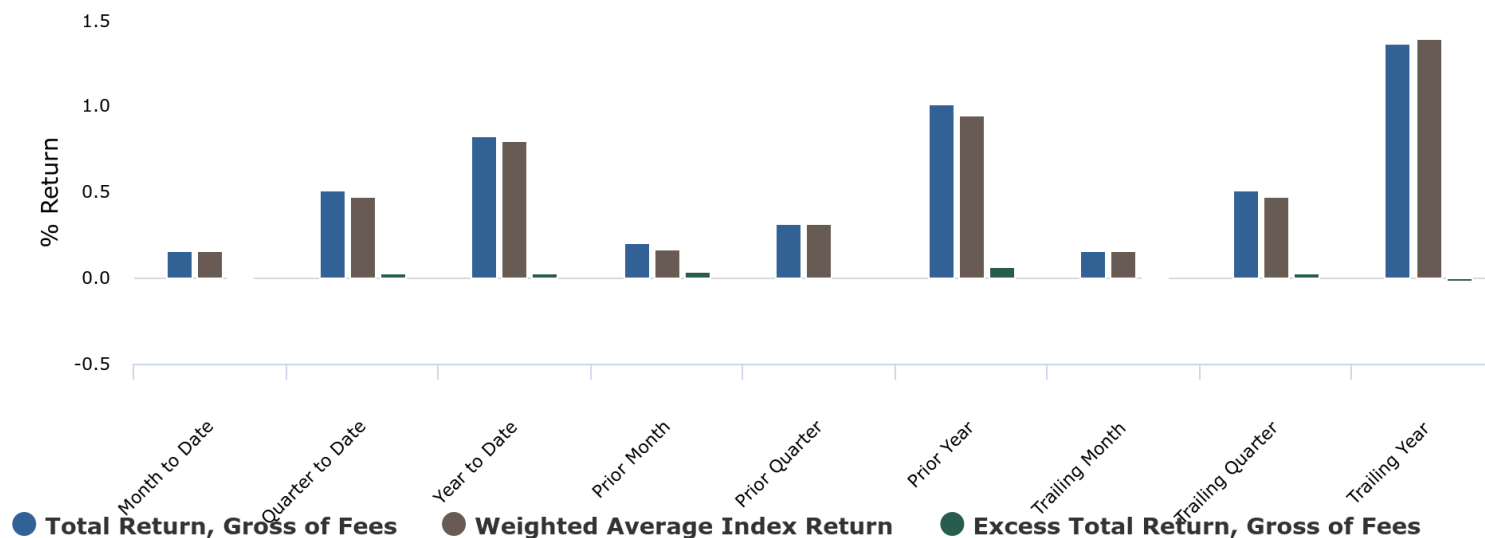
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Performance Summary Gross of Fees

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Performance Summary



Period	Period Begin	Period End	Total Return, Gross of Fees	Weighted Average Index Return	Excess Total Return, Gross of Fees
Month to Date	06/01/2018	06/30/2018	0.16%	0.16%	0.00%
Quarter to Date	04/01/2018	06/30/2018	0.51%	0.48%	0.03%
Year to Date	01/01/2018	06/30/2018	0.83%	0.80%	0.03%
Prior Month	05/01/2018	05/31/2018	0.21%	0.17%	0.04%
Prior Quarter	01/01/2018	03/31/2018	0.32%	0.32%	0.00%
Prior Year	01/01/2017	12/31/2017	1.02%	0.95%	0.06%
Trailing Month	06/01/2018	06/30/2018	0.16%	0.16%	0.00%
Trailing Quarter	04/01/2018	06/30/2018	0.51%	0.48%	0.03%
Trailing Year	07/01/2017	06/30/2018	1.37%	1.39%	-0.02%

Account	Index	Index Start Date	Index End Date
WC-Contra Costa County	ML 6 Month T-Bill	01/01/1980	11/30/2004
WC-Contra Costa County	ICE BofAML US 6-Month Treasury Bill Index	12/01/2004	---

The information contained in this report represents estimated trade date investment calculations. Certain calculations may not be available for all time periods. Please refer to your custody statement for official portfolio holdings and transactions. Note that certain accounting methods may cause differences between this investment report and your custody statement.

Performance Summary Gross of Fees

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Gross of Fees (includes trading).

Returns are actual and have not been annualized.

No Tax Adjustment.

Note that data will not exist prior to the performance inception date of: 04/01/2001.

Historical data exists for the options shown below, only available on historical data boundaries:

Begin Date, End Date	Return Type, Fee Options	Tax Options
04/01/2001 01/31/2011	Total Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment
04/01/2001 01/31/2011	Income Return Gross of Fees	No Tax Adjustment
04/01/2001 01/31/2011	Price Return Gross of Fees	No Tax Adjustment
01/01/2008 01/31/2011	Book Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment

Reported Index Return is always Total Return.

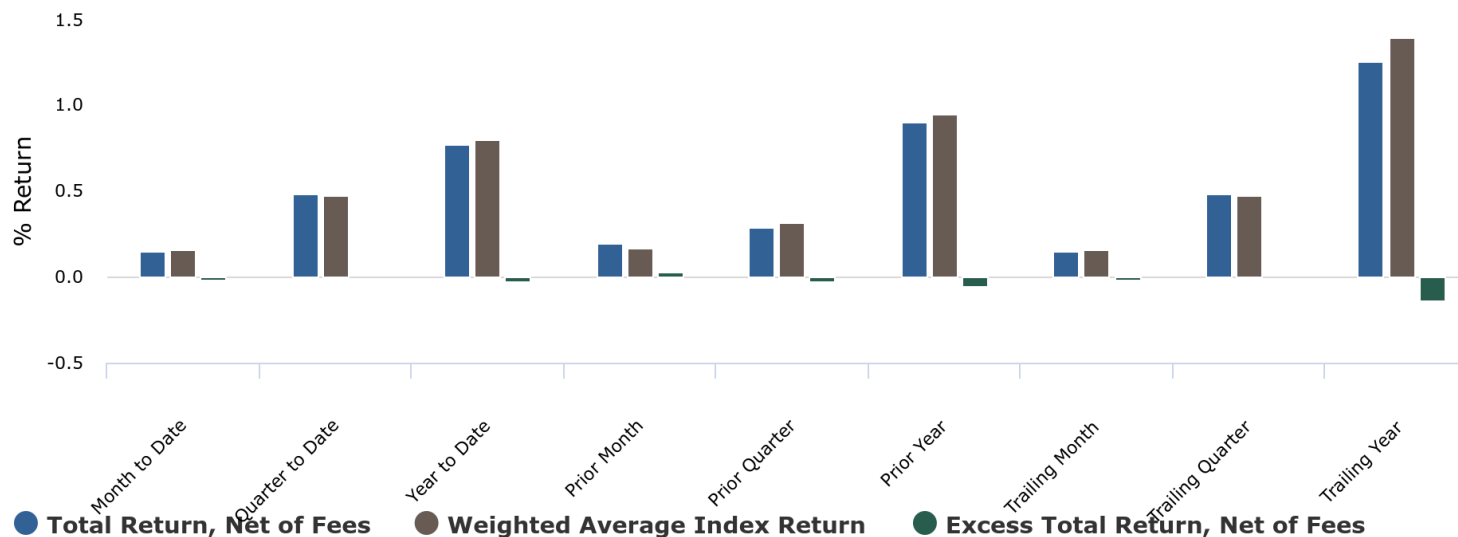
The information contained in this report represents estimated trade date investment calculations. Certain calculations may not be available for all time periods. Please refer to your custody statement for official portfolio holdings and transactions. Note that certain accounting methods may cause differences between this investment report and your custody statement.

Performance Summary Net of Fees

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Performance Summary



Period	Period Begin	Period End	Total Return, Net of Fees	Weighted Average Index Return	Excess Total Return, Net of Fees
Month to Date	06/01/2018	06/30/2018	0.15%	0.16%	-0.01%
Quarter to Date	04/01/2018	06/30/2018	0.48%	0.48%	0.00%
Year to Date	01/01/2018	06/30/2018	0.77%	0.80%	-0.02%
Prior Month	05/01/2018	05/31/2018	0.20%	0.17%	0.03%
Prior Quarter	01/01/2018	03/31/2018	0.29%	0.32%	-0.03%
Prior Year	01/01/2017	12/31/2017	0.90%	0.95%	-0.05%
Trailing Month	06/01/2018	06/30/2018	0.15%	0.16%	-0.01%
Trailing Quarter	04/01/2018	06/30/2018	0.48%	0.48%	0.00%
Trailing Year	07/01/2017	06/30/2018	1.26%	1.39%	-0.14%

Account	Index	Index Start Date	Index End Date
WC-Contra Costa County	ML 6 Month T-Bill	01/01/1980	11/30/2004
WC-Contra Costa County	ICE BofAML US 6-Month Treasury Bill Index	12/01/2004	---

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Performance Summary Net of Fees

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Net of Fees (includes management and trading).

Returns are actual and have not been annualized.

No Tax Adjustment.

Note that data will not exist prior to the performance inception date of: 04/01/2001.

Historical data exists for the options shown below, only available on historical data boundaries:

Begin Date, End Date	Return Type, Fee Options	Tax Options
04/01/2001 01/31/2011	Total Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment
04/01/2001 01/31/2011	Income Return Gross of Fees	No Tax Adjustment
04/01/2001 01/31/2011	Price Return Gross of Fees	No Tax Adjustment
01/01/2008 01/31/2011	Book Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment

Reported Index Return is always Total Return.

The information contained in this report represents estimated trade date investment calculations. Certain calculations may not be available for all time periods. Please refer to your custody statement for official portfolio holdings and transactions. Note that certain accounting methods may cause differences between this investment report and your custody statement.

GAAP Financials

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Balance Sheet	WC-Contra Costa County		
	As of:	03/31/2018	06/30/2018
Book Value		44,341,618.70	44,349,508.91
Accrued Balance		104,113.52	133,889.45
Book Value + Accrued		44,445,732.23	44,483,398.36
Net Unrealized Gain/Loss		-88,337.75	-66,468.33
Market Value + Accrued		44,357,394.47	44,416,930.03

Income Statement	WC-Contra Costa County			
	Begin Date	04/01/2018	End Date	06/30/2018
Net Amortization/Accretion Income				47,556.91
Interest Income		157,481.27		
Dividend Income		0.00		
Foreign Tax Withheld Expense		0.00		
Misc Income		0.00		
Income Subtotal				157,481.27
Net Realized Gain/Loss		56.14		
Impairment Loss		0.00		
Net Gain/Loss				56.14
Expense		-12,583.31		
Net Income				192,511.01
Transfers In/Out				-154,844.87
Change in Unrealized Gain/Loss				21,869.42

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GAAP Financials

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Statement of Cash Flows	WC-Contra Costa County	
	Begin Date	End Date
		04/01/2018
		06/30/2018
Net Income		192,511.01
Amortization/Accretion on MS	-31,902.88	
Change in Accrued on MS	21,018.29	
Net Gain/Loss on MS	0.00	
Change in Unrealized G/L on CE	320.27	
Subtotal		-10,564.33
Purchase of MS	-16,253,719.97	
Purchased Accrued of MS	-51,354.36	
Sales of MS	2,370,104.74	
Sold Accrued of MS	0.00	
Maturities of MS	7,775,000.00	
Net Purchases/Sales		-6,159,969.59
Transfers of Cash & CE		-154,844.87
Total Change in Cash & CE		-6,132,867.78
Beginning Cash & CE		9,183,508.07
Ending Cash & CE		3,050,640.29

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Income Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/Accretion Income	Net Realized Gain/Loss	Base Expense, Base Net Income
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	500,000.00 2.48	06/01/2019 06/01/2019	0.00 04/24/2018	1,035.41 0.00	0.00	0.00 1,035.41
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	0.00 2.48	06/01/2019 06/01/2019	0.00 04/24/2018	1,277.01 0.00	0.00	0.00 1,277.01
01329XDR7 Albion Capital Corporation S.A.	0.00 0.00	04/25/2018 04/25/2018	0.00 02/27/2018	0.00 950.00	0.00	0.00 950.00
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	700,000.00 1.88	11/05/2018 11/05/2018	0.00 12/19/2017	3,281.25 15.88	0.00	0.00 3,297.13
02587AAJ3 AMXCA 171 A	500,000.00 1.93	02/14/2020 02/18/2020	0.00 05/25/2018	965.00 435.42	0.00	0.00 1,400.42
03785EDD3 Apple Inc.	0.00 0.00	04/13/2018 04/13/2018	0.00 02/28/2018	0.00 275.00	0.00	0.00 275.00
03785EEQ3 Apple Inc.	0.00 0.00	05/24/2018 05/24/2018	0.00 04/13/2018	0.00 1,042.08	0.00	0.00 1,042.08
06050TME9 BANK OF AMERICA NA	500,000.00 2.05	12/07/2018 12/07/2018	0.00 01/12/2018	2,562.50 -99.57	0.00	0.00 2,462.93
06406HCL1 BANK OF NEW YORK MELLON CORP	475,000.00 2.10	08/01/2018 08/01/2018	0.00 09/25/2017	2,493.75 -771.88	0.00	0.00 1,721.88
06406HCU1 BANK OF NEW YORK MELLON CORP	250,000.00 2.20	05/15/2019 05/15/2019	0.00 01/25/2018	702.78 -5.02	0.00	0.00 697.76
06406HCU1 BANK OF NEW YORK MELLON CORP	0.00 2.20	05/15/2019 05/15/2019	0.00 01/25/2018	672.22 -4.70	0.00	0.00 667.53
05531FAP8 BB&T CORP	0.00 2.98	06/14/2018 06/15/2018	0.00 05/19/2017	1,823.86 -478.39	0.00	0.00 1,345.46
05531FAN3 BB&T CORP	0.00 2.05	06/19/2018 06/19/2018	0.00 04/27/2018	256.25 28.87	56.13	0.00 341.25
084670BL1 BERKSHIRE HATHAWAY INC	700,000.00 2.10	08/14/2019 08/14/2019	0.00 05/22/2018	1,592.50 328.64	0.00	0.00 1,921.14
09247XAE1 BLACKROCK INC	700,000.00 5.00	12/10/2019 12/10/2019	0.00 06/08/2018	2,236.11 -938.19	0.00	0.00 1,297.92
05581RAD8 BMWLT 161 A3	4,510.95 1.34	07/20/2018 01/22/2019	0.00 07/26/2017	274.73 17.53	0.00	0.00 292.26
055657AB6 BMWLT 171 A2	86,613.50 1.64	09/07/2018 07/22/2019	0.00 03/22/2017	461.17 2.61	-0.01	0.00 463.77
055657AC4 BMWLT 171 A3	400,000.00 1.98	04/07/2019 05/20/2020	0.00 06/08/2018	506.00 139.51	0.00	0.00 645.51
05584PAB3 BMWLT 172 A2A	318,673.46 1.80	02/04/2019 02/20/2020	0.00 10/25/2017	1,547.17 6.85	0.00	0.00 1,554.03
097023BE4 BOEING CO	0.00 0.95	05/15/2018 05/15/2018	0.00 11/09/2017	290.28 180.59	0.00	0.00 470.87
07330NAL9 BRANCH BANKING AND TRUST CO	450,000.00 1.45	05/10/2019 05/10/2019	0.00 06/29/2018	36.24 29.63	0.00	0.00 65.87

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Income Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/Accretion Income	Net Realized Gain/Loss	Base Expense, Base Net Income
13063DAA6 CALIFORNIA ST	0.00 1.25	04/01/2018 04/01/2018	0.00 04/27/2017	0.00 0.00	0.00	0.00
CCYUSD Cash	1.86 0.00	06/30/2018 06/30/2018	-154,844.87 ---	0.00 0.00	0.00	-12,583.31 -12,583.31
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	700,000.00 1.35	05/18/2019 05/18/2019	0.00 04/17/2018	1,128.75 1,001.78	0.00	0.00 2,130.53
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	0.00 1.35	05/18/2019 05/18/2019	0.00 04/17/2018	813.75 705.80	0.00	0.00 1,519.55
17305EFS9 CCCIT 14A6 A6	400,000.00 2.15	07/14/2019 07/15/2019	0.00 05/23/2018	907.78 227.42	0.00	0.00 1,135.20
17305EFU4 CCCIT 14A8 A8	0.00 1.73	04/09/2018 04/09/2018	0.00 12/09/2016	269.11 -55.81	0.00	0.00 213.30
17305EFW0 CCCIT 16A1 A1	450,000.00 1.75	11/19/2019 11/19/2019	0.00 04/26/2018	1,421.87 801.16	0.00	0.00 2,223.03
161571FK5 CHAIT 124 A	475,000.00 1.58	08/15/2019 08/15/2019	0.00 04/19/2018	1,501.01 1,015.17	0.00	0.00 2,516.17
161571GY4 CHAIT 155 A	0.00 1.36	04/16/2018 04/16/2018	0.00 08/10/2017	264.45 22.35	0.00	0.00 286.80
161571HC1 CHAIT 162 A	300,000.00 1.37	06/15/2019 06/17/2019	0.00 01/26/2018	159.83 91.90	0.00	0.00 251.73
161571HC1 CHAIT 162 A	0.00 1.37	06/15/2019 06/17/2019	0.00 01/26/2018	867.67 505.45	0.00	0.00 1,373.12
166764BA7 CHEVRON CORP	500,000.00 1.79	11/16/2018 11/16/2018	0.00 12/22/2017	2,237.50 38.72	0.00	0.00 2,276.22
17275RAY8 CISCO SYSTEMS INC	0.00 2.43	06/15/2018 06/15/2018	0.00 06/17/2015	3,803.91 0.00	0.00	0.00 3,803.91
17325FAB4 CITIBANK NA	750,000.00 2.66	03/20/2019 03/20/2019	0.00 03/20/2017	4,846.91 0.00	0.00	0.00 4,846.91
190335JC4 COAST CMNTY COLLEGE DIST CALIF	500,000.00 1.43	08/01/2018 08/01/2018	0.00 03/29/2017	1,781.25 0.00	0.00	0.00 1,781.25
14041NFC0 COMET 161 A	600,000.00 2.52	04/15/2019 04/15/2019	0.00 09/20/2017	3,068.14 -457.48	0.00	0.00 2,610.65
14041NFC0 COMET 161 A	0.00 2.52	04/15/2019 04/15/2019	0.00 09/20/2017	519.54 -83.18	0.00	0.00 436.36
14041NFE6 COMET 163 A	250,000.00 1.34	06/15/2019 06/17/2019	0.00 05/24/2018	130.28 126.88	0.00	0.00 257.16
14041NFE6 COMET 163 A	0.00 1.34	06/15/2019 06/17/2019	0.00 05/24/2018	214.03 217.50	0.00	0.00 431.54
22546QAV9 CREDIT SUISSE AG (NEW YORK BRANCH)	0.00 1.70	04/27/2018 04/27/2018	0.00 04/28/2017	828.75 -15.91	0.00	0.00 812.84
235851AN2 DANAHER CORP	300,000.00 1.65	09/15/2018 09/15/2018	0.00 06/12/2017	1,237.50 -100.89	0.00	0.00 1,136.61
30231GAD4 EXXON MOBIL CORP	475,000.00 1.82	03/15/2019 03/15/2019	0.00 06/11/2018	480.01 147.13	0.00	0.00 627.14

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Income Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/Accretion Income	Net Realized Gain/Loss	Base Expense, Base Net Income
313312EK2 FEDERAL FARM CREDIT BANKS	1,000,000.00 0.00	04/16/2019 04/16/2019	0.00 04/16/2018	0.00 4,538.89	0.00	0.00 4,538.89
3133EE2F6 FEDERAL FARM CREDIT BANKS FUNDING CORP	0.00 1.22	06/25/2018 06/25/2018	0.00 05/17/2017	1,423.33 -6.94	0.00	0.00 1,416.39
3133EFC70 FEDERAL FARM CREDIT BANKS FUNDING CORP	750,000.00 1.12	02/22/2019 02/22/2019	0.00 08/17/2017	2,100.00 516.19	0.00	0.00 2,616.19
3133EHZG1 FEDERAL FARM CREDIT BANKS FUNDING CORP	1,000,000.00 1.30	12/21/2018 12/21/2018	0.00 09/21/2017	3,250.00 134.50	0.00	0.00 3,384.50
3130A4GJ5 FEDERAL HOME LOAN BANKS	0.00 1.13	04/25/2018 04/25/2018	0.00 05/02/2017	375.00 12.40	0.00	0.00 387.40
313385VA1 FEDERAL HOME LOAN BANKS	0.00 0.00	04/02/2018 04/02/2018	0.00 06/22/2017	0.00 33.61	0.00	0.00 33.61
313385ZW9 FEDERAL HOME LOAN BANKS	1,000,000.00 0.00	07/27/2018 07/27/2018	0.00 07/28/2017	0.00 3,159.72	0.00	0.00 3,159.72
313385VZ6 FEDERAL HOME LOAN BANKS	0.00 0.00	04/25/2018 04/25/2018	0.00 02/28/2018	0.00 2,137.33	0.00	0.00 2,137.33
313385WH5 FEDERAL HOME LOAN BANKS	0.00 0.00	05/03/2018 05/03/2018	0.00 03/01/2018	0.00 1,422.22	0.00	0.00 1,422.22
3130AAE46 FEDERAL HOME LOAN BANKS	1,000,000.00 1.25	01/16/2019 01/16/2019	0.00 04/13/2018	2,708.34 1,858.49	0.00	0.00 4,566.83
3130ABF92 FEDERAL HOME LOAN BANKS	1,000,000.00 1.38	05/28/2019 05/28/2019	0.00 04/16/2018	1,260.42 776.90	0.00	0.00 2,037.32
3130ABF92 FEDERAL HOME LOAN BANKS	0.00 1.38	05/28/2019 05/28/2019	0.00 04/16/2018	1,604.17 959.71	0.00	0.00 2,563.88
313385ZD1 FEDERAL HOME LOAN BANKS	1,000,000.00 0.00	07/10/2018 07/10/2018	0.00 04/25/2018	0.00 3,331.39	0.00	0.00 3,331.39
313385XN1 FEDERAL HOME LOAN BANKS	0.00 0.00	06/01/2018 06/01/2018	0.00 05/04/2018	0.00 650.22	0.00	0.00 650.22
3134G66M0 FEDERAL HOME LOAN MORTGAGE CORP	0.00 1.25	06/22/2018 06/22/2018	0.00 03/23/2017	2,812.50 -228.38	0.00	0.00 2,584.12
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 0.95	01/30/2019 01/30/2019	0.00 05/01/2018	791.67 1,120.60	0.00	0.00 1,912.27
313397A43 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 0.00	08/02/2018 08/02/2018	0.00 05/03/2018	0.00 2,990.97	0.00	0.00 2,990.97
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 1.25	07/26/2019 07/26/2019	0.00 05/07/2018	937.50 834.27	0.00	0.00 1,771.77
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 0.95	01/30/2019 01/30/2019	0.00 05/16/2018	593.75 804.56	0.00	0.00 1,398.31
3135G0L68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00 0.75	07/27/2018 07/27/2018	0.00 01/25/2018	1,875.00 2,217.81	0.00	0.00 4,092.81
31680GAD8 FITAT 151 A3	231,801.58 1.42	09/25/2018 03/16/2020	0.00 11/13/2017	1,058.78 144.90	-0.01	0.00 1,203.67
3134G34F4 FREDDIE MAC	1,000,000.00 1.05	07/30/2018 07/30/2018	0.00 09/08/2017	2,625.00 481.60	0.00	0.00 3,106.60

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Income Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/Accretion Income	Net Realized Gain/Loss	Base Expense, Base Net Income
36955EF60 General Dynamics Corporation	0.00 0.00	06/06/2018 06/06/2018	0.00 04/25/2018	0.00 2,391.67	0.00	0.00 2,391.67
438124AC3 HAROT 163 A3	265,412.57 1.16	12/25/2018 05/18/2020	0.00 01/25/2018	885.69 694.51	0.01	0.00 1,580.21
43814TAB8 HAROT 171 A2	153,900.48 1.42	08/01/2018 07/22/2019	0.00 03/28/2017	879.28 1.93	0.00	0.00 881.22
40428HPJ5 HSBC USA INC (NEW)	500,000.00 2.63	09/24/2018 09/24/2018	0.00 05/09/2017	3,281.25 -909.10	0.00	0.00 2,372.15
40428HPJ5 HSBC USA INC (NEW)	250,000.00 2.63	09/24/2018 09/24/2018	0.00 01/19/2018	1,640.63 -389.87	0.00	0.00 1,250.76
4581XOCK2 INTER-AMERICAN DEVELOPMENT BANK	100,000.00 1.50	09/25/2018 09/25/2018	0.00 10/03/2017	375.00 -4.96	0.00	0.00 370.04
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 2.10	09/12/2018 09/12/2018	0.00 03/05/2018	2,723.20 -127.62	0.00	0.00 2,595.58
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 2.10	09/12/2018 09/12/2018	0.00 04/13/2018	2,372.96 -127.34	0.00	0.00 2,245.63
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 2.39	01/15/2019 01/15/2019	0.00 04/17/2018	2,487.18 -101.03	0.00	0.00 2,386.15
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 2.10	09/12/2018 09/12/2018	0.00 06/22/2018	294.53 -25.52	0.00	0.00 269.02
459058DNO INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	0.00 1.38	04/10/2018 04/10/2018	0.00 01/11/2017	172.00 -16.70	0.00	0.00 155.30
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	500,000.00 1.25	04/26/2019 04/26/2019	0.00 10/13/2017	1,128.47 301.71	0.00	0.00 1,430.19
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	0.00 1.25	04/26/2019 04/26/2019	0.00 10/13/2017	434.03 114.29	0.00	0.00 548.31
45950VHE9 INTERNATIONAL FINANCE CORP	1,000,000.00 1.25	11/27/2018 11/27/2018	0.00 10/19/2017	3,125.00 705.02	0.00	0.00 3,830.02
45950KBX7 INTERNATIONAL FINANCE CORP	0.00 0.88	06/15/2018 06/15/2018	0.00 05/09/2018	437.50 480.00	0.00	0.00 917.50
47788CAB8 JDOT 2018 A2	160,000.00 2.42	04/25/2019 10/15/2020	0.00 02/28/2018	968.01 1.07	0.00	0.00 969.08
24422ERR2 JOHN DEERE CAPITAL CORP	700,000.00 2.25	04/17/2019 04/17/2019	0.00 03/14/2018	3,237.50 323.68	0.00	0.00 3,561.18
24422ERR2 JOHN DEERE CAPITAL CORP	0.00 2.25	04/17/2019 04/17/2019	0.00 03/14/2018	700.00 69.05	0.00	0.00 769.05
46625HQU7 JPMORGAN CHASE & CO	700,000.00 1.85	03/22/2019 03/22/2019	0.00 10/25/2017	3,237.50 7.45	0.00	0.00 3,244.95
544351MK2 LOS ANGELES CALIF	750,000.00 4.00	09/01/2019 09/01/2019	0.00 07/12/2018	0.00 0.00	0.00	0.00 0.00
5446466X5 LOS ANGELES CALIF UNI SCH DIST	0.00 1.85	05/01/2018 05/01/2018	0.00 03/08/2018	1,541.67 0.00	0.00	0.00 1,541.67

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Income Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/Accretion Income	Net Realized Gain/Loss	Base Expense, Base Net Income
57636QAA2 MASTERCARD INC	500,000.00 2.00	04/01/2019 04/01/2019	0.00 05/04/2018	1,583.33 363.37	0.00	0.00 1,946.70
58768MAB7 MBALT 16B A2	0.00 1.15	05/15/2018 02/15/2019	0.00 10/26/2016	34.93 0.12	0.00	0.00 35.04
58769DAB6 MBALT 17A A2A	149,867.09 1.53	09/07/2018 08/15/2019	0.00 04/26/2017	702.86 0.05	0.00	0.00 702.91
90521APJ1 MUFU UNION BANK NA	700,000.00 2.63	09/26/2018 09/26/2018	0.00 09/22/2017	4,593.75 -1,705.58	0.00	0.00 2,888.17
65477XAD6 NALT 16B A3	316,707.00 1.50	09/11/2018 07/15/2019	0.00 10/10/2017	1,411.08 155.03	0.00	0.00 1,566.11
65478VAB3 NAROT 16B A2A	0.00 1.05	04/15/2018 04/15/2019	0.00 04/27/2016	0.00 0.00	0.00	0.00 0.00
65478VAB3 NAROT 16B A2A	0.00 1.05	04/15/2018 04/15/2019	0.00 04/27/2016	9.65 0.04	0.00	0.00 9.68
65478WAB1 NAROT 16C A2A	0.00 1.07	06/15/2018 05/15/2019	0.00 01/26/2018	8.39 32.75	0.00	0.00 41.14
65478WAB1 NAROT 16C A2A	0.00 1.07	06/15/2018 05/15/2019	0.00 01/26/2018	127.99 76.49	0.00	0.00 204.48
65478GAD2 NAROT 17B A3	450,000.00 1.75	11/08/2019 10/15/2021	0.00 04/26/2018	1,421.87 460.94	0.00	0.00 1,882.81
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	450,000.00 2.15	02/01/2019 02/01/2019	0.00 03/22/2018	2,418.75 517.06	0.00	0.00 2,935.81
63763QGB7 National Securities Clearing Corporation	500,000.00 0.00	07/11/2018 07/11/2018	0.00 06/19/2018	0.00 341.67	0.00	0.00 341.67
67983UDC4 Old Line Funding, LLC	0.00 0.00	04/12/2018 04/12/2018	0.00 01/16/2018	0.00 522.50	0.00	0.00 522.50
69371RM52 PACCAR FINANCIAL CORP	0.00 1.40	05/18/2018 05/18/2018	0.00 02/21/2018	913.89 300.58	0.00	0.00 1,214.47
CCYUSD Payable	-1,512,076.35 0.00	06/30/2018 06/30/2018	0.00 ---	0.00 0.00	0.00	0.00 0.00
69353RCH9 PNC BANK NA	750,000.00 2.20	01/28/2019 01/28/2019	0.00 01/31/2018	4,125.00 -94.85	0.00	0.00 4,030.15
CCYUSD Receivable	1,934.34 0.00	06/30/2018 06/30/2018	0.00 ---	0.00 0.00	0.00	0.00 0.00
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	500,000.00 2.71	11/01/2019 11/01/2019	0.00 05/30/2018	1,167.67 0.00	0.00	0.00 1,167.67
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	750,000.00 2.01	07/01/2019 07/01/2019	0.00 12/28/2017	3,770.63 0.00	0.00	0.00 3,770.63
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	750,000.00 1.72	05/01/2019 05/01/2019	0.00 10/31/2017	2,151.25 0.00	0.00	0.00 2,151.25

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Income Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/Accretion Income	Net Realized Gain/Loss	Base Expense, Base Net Income
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	0.00 1.72	05/01/2019 05/01/2019	0.00 10/31/2017	1,075.63 0.00	0.00	0.00 1,075.63
79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSO	500,000.00 1.63	08/01/2018 08/01/2018	0.00 11/30/2017	2,031.25 -24.24	0.00	0.00 2,007.01
798170AA4 SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	750,000.00 1.90	08/01/2018 08/01/2018	0.00 12/21/2017	3,558.75 0.00	0.00	0.00 3,558.75
798170AB2 SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	150,000.00 2.10	08/01/2019 08/01/2019	0.00 01/29/2018	786.75 74.09	0.00	0.00 860.84
857477AK9 STATE STREET CORP	0.00 1.35	05/15/2018 05/15/2018	0.00 06/30/2017	577.50 5.79	0.00	0.00 583.29
857477AK9 STATE STREET CORP	0.00 1.35	05/15/2018 05/15/2018	0.00 06/30/2017	82.50 5.03	0.00	0.00 87.53
857477AK9 STATE STREET CORP	0.00 1.35	05/15/2018 05/15/2018	0.00 06/30/2017	330.00 3.31	0.00	0.00 333.31
89237WAD9 TAOT 16C A3	303,497.45 1.14	01/13/2019 08/17/2020	0.00 09/13/2017	976.69 406.03	0.00	0.00 1,382.72
89231LAB3 TAOT 16D A2A	7,288.90 1.06	07/14/2018 05/15/2019	0.00 10/12/2016	24.27 0.15	0.00	0.00 24.42
89231LAB3 TAOT 16D A2A	0.00 1.06	07/14/2018 05/15/2019	0.00 10/12/2016	59.81 0.41	0.00	0.00 60.22
19121BDH9 The Coca-Cola Company	0.00 0.00	04/17/2018 04/17/2018	0.00 01/30/2018	0.00 355.56	0.00	0.00 355.56
19121BGH6 The Coca-Cola Company	500,000.00 0.00	07/17/2018 07/17/2018	0.00 04/17/2018	0.00 2,083.34	0.00	0.00 2,083.34
2546R3FU3 The Walt Disney Company	0.00 0.00	06/28/2018 06/28/2018	0.00 01/24/2018	0.00 2,077.78	0.00	0.00 2,077.78
88602UGL8 Thunder Bay Funding, LLC	750,000.00 0.00	07/20/2018 07/20/2018	0.00 05/21/2018	0.00 1,751.04	0.00	0.00 1,751.04
89236TBB0 TOYOTA MOTOR CREDIT CORP	189,000.00 2.10	01/17/2019 01/17/2019	0.00 04/26/2018	716.62 119.58	0.00	0.00 836.20
912828T42 UNITED STATES TREASURY	1,000,000.00 0.75	09/30/2018 09/30/2018	0.00 06/30/2017	1,864.75 1,368.98	0.00	0.00 3,233.74
912828T83 UNITED STATES TREASURY	1,000,000.00 0.75	10/31/2018 10/31/2018	0.00 09/19/2017	1,864.42 1,423.62	0.00	0.00 3,288.04
912828K5 UNITED STATES TREASURY	1,000,000.00 1.38	07/31/2019 07/31/2019	0.00 10/10/2017	3,456.49 312.86	0.00	0.00 3,769.35
90331HMK5 US BANK NA	700,000.00 2.48	12/17/2019 01/17/2020	0.00 01/23/2018	4,195.09 0.00	0.00	0.00 4,195.09
90290AAB3 USAOT 171 A2	164,717.09 1.54	10/02/2018 02/18/2020	0.00 09/20/2017	776.75 1.33	0.00	0.00 778.08

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Income Detail

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income



Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/Accretion Income	Net Realized Gain/Loss	Base Expense, Base Net Income
92868LAB7 VALET 181 A2A	750,000.00 2.81	09/10/2019 07/20/2021	0.00 07/03/2018	0.00 0.00	0.00	0.00
931142EF6 WALMART INC	700,000.00 2.38	06/23/2020 06/23/2020	0.00 06/27/2018	184.88 0.00	0.00	0.00 184.88
94975P405 WELLS FRGO GOVERNMENT CL I MMF	1,811,778.97 1.82	06/30/2018 06/30/2018	0.00 ---	8,645.00 0.00	0.00	0.00 8,645.00
---	44,428,628.90	02/09/2019	-154,844.87	157,481.27	56.14	-12,583.31
---		03/25/2019	---	47,556.91		192,511.01

* Weighted by: Ending Base Market Value + Accrued. * Holdings Displayed by: Lot.

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Balance Sheet Classification

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

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Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
94975P405 WELLS FRGO GOVERNMENT CL I MMF	1,811,778.97 1.0000	06/30/2018 1.82	06/30/2018	AAA Cash	1.77 1.77	1,811,778.97 1,811,778.97 0.00	1,811,778.97 0.00 1,811,778.97
CCYUSD Cash	1.86 1.0000	06/30/2018 0.00	06/30/2018	AAA Cash	0.00 0.00	1.86 1.86 0.00	1.86 0.00 1.86
CCYUSD Payable	-1,512,076.35 1.0000	06/30/2018 0.00	06/30/2018	AAA Cash	0.00 0.00	-1,512,076.35 -1,512,076.35 0.00	-1,512,076.35 0.00 -1,512,076.35
CCYUSD Receivable	1,934.34 1.0000	06/30/2018 0.00	06/30/2018	AAA Cash	0.00 0.00	1,934.34 1,934.34 0.00	1,934.34 0.00 1,934.34
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 100.0017	09/12/2018 2.10	09/12/2018	AAA Government	1.94 2.35	500,232.50 500,206.98 -198.48	500,008.50 621.80 500,630.30
313385ZD1 FEDERAL HOME LOAN BANKS	1,000,000.00 99.9584	07/10/2018 0.00	07/10/2018	A-1+ Agency	1.80 1.36	996,221.11 999,552.50 31.50	999,584.00 0.00 999,584.00
63763QGB7 National Securities Clearing Corporation	500,000.00 99.9359	07/11/2018 0.00	07/11/2018	A-1+ Financial	2.06 1.92	499,373.61 499,715.28 -35.61	499,679.66 0.00 499,679.66
88602UGL8 Thunder Bay Funding, LLC	750,000.00 99.8810	07/20/2018 0.00	07/20/2018	A-1+ Financial	2.06 2.04	747,437.50 749,188.54 -81.04	749,107.50 0.00 749,107.50
---	3,051,638.82	07/22/2018	07/22/2018	AAA	2.80	3,044,903.54	3,050,018.49
---	90.1581	1.43	---	---	2.70	3,050,302.12 -283.64	621.80 3,050,640.29

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Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
24422ERR2 JOHN DEERE CAPITAL CORP	700,000.00 99.7374	04/17/2019 2.25	04/17/2019	A Industrial	2.48 2.58	698,278.00 698,748.42 -586.62	698,161.80 3,237.50 701,399.30
06406HCL1 BANK OF NEW YORK MELLON CORP	475,000.00 99.9630	08/01/2018 2.10	08/01/2018	AA- Financial	1.44 2.44	477,375.00 475,008.48 -184.23	474,824.25 4,156.25 478,980.50
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 100.0017	09/12/2018 2.10	09/12/2018	AAA Government	2.04 2.35	500,267.86 500,102.38 -93.88	500,008.50 621.80 500,630.30

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Balance Sheet Classification

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 100.0017	09/12/2018 2.10	09/12/2018	AAA Government	2.03 2.35	500,245.00 500,117.66 -109.16	500,008.50 621.80 500,630.30
40428HPJ5 HSBC USA INC (NEW)	500,000.00 100.0104	09/24/2018 2.63	09/24/2018	AA- Financial	1.88 2.56	505,025.00 500,849.16 -797.16	500,052.00 3,536.46 503,588.46
40428HPJ5 HSBC USA INC (NEW)	250,000.00 100.0104	09/24/2018 2.63	09/24/2018	AA- Financial	1.99 2.56	251,062.50 250,364.16 -338.16	250,026.00 1,768.23 251,794.23
90521APJ1 MUFU UNION BANK NA	700,000.00 99.9774	09/26/2018 2.63	09/26/2018	A Financial	1.64 2.70	706,335.00 701,049.59 -1,207.79	699,841.80 4,848.96 704,690.76
89236TBB0 TOYOTA MOTOR CREDIT CORP	189,000.00 99.7680	01/17/2019 2.10	01/17/2019	AA- Industrial	2.45 2.53	188,518.05 188,637.63 -76.11	188,561.52 1,808.10 190,369.62
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	450,000.00 99.7023	02/01/2019 2.15	02/01/2019	A+ Financial	2.62 2.66	448,204.50 448,778.38 -118.03	448,660.35 4,031.25 452,691.60
69353RCH9 PNC BANK NA	750,000.00 99.7415	01/28/2019 2.20	01/28/2019	A+ Financial	2.15 2.65	750,345.00 750,187.61 -2,126.36	748,061.25 7,012.50 755,073.75
30231GAD4 EXXON MOBIL CORP	475,000.00 99.4963	03/15/2019 1.82	03/15/2019	AAA Industrial	2.39 2.54	472,962.25 473,109.38 -501.95	472,607.42 2,544.07 475,151.50
57636QAA2 MASTERCARD INC	500,000.00 99.5973	04/01/2019 2.00	04/01/2019	A Industrial	2.46 2.54	497,920.00 498,283.37 -296.87	497,986.50 2,500.00 500,486.50
06406HCU1 BANK OF NEW YORK MELLON CORP	250,000.00 99.5895	05/15/2019 2.20	05/15/2019	AA- Financial	2.18 2.67	250,047.50 250,030.74 -1,056.99	248,973.75 702.78 249,676.53
4581X0CK2 INTER-AMERICAN DEVELOPMENT BANK	100,000.00 99.7893	09/25/2018 1.50	09/25/2018	AAA Government	1.48 2.38	100,019.47 100,004.69 -215.39	99,789.30 400.00 100,189.30
235851AN2 DANAHER CORP	300,000.00 99.8633	09/15/2018 1.65	09/15/2018	A Industrial	1.51 2.23	300,510.00 300,084.26 -494.36	299,589.90 1,457.50 301,047.40
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	700,000.00 99.7828	11/05/2018 1.88	11/05/2018	A Financial	1.88 2.49	699,944.00 699,977.84 -1,498.24	698,479.60 2,041.67 700,521.27
166764BA7 CHEVRON CORP	500,000.00 99.7733	11/16/2018 1.79	11/16/2018	AA Industrial	1.82 2.39	499,860.00 499,941.28 -1,074.78	498,866.50 1,118.75 499,985.25
45950VHE9 INTERNATIONAL FINANCE CORP	1,000,000.00 99.6104	11/27/2018 1.25	11/27/2018	AAA Government	1.54 2.20	996,870.00 998,845.62 -2,741.62	996,104.00 1,180.56 997,284.56

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Balance Sheet Classification

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
06050TME9 BANK OF AMERICA NA	500,000.00 99.8343	12/07/2018 2.05	12/07/2018	AA- Financial	1.97 2.43	500,360.00 500,173.98 -1,002.48	499,171.50 683.33 499,854.83
05581RAD8 BMWLT 161 A3	4,510.95 99.9398	01/22/2019 1.34	07/20/2018	AAA Asset Backed	1.39 2.38	4,508.66 4,510.83 -2.59	4,508.24 1.85 4,510.08
3133EFC70 FEDERAL FARM CREDIT BANKS FUNDING CORP	750,000.00 99.2636	02/22/2019 1.12	02/22/2019	AAA Agency	1.40 2.27	746,857.50 748,661.32 -4,184.32	744,477.00 3,010.00 747,487.00
46625HQU7 JPMORGAN CHASE & CO	700,000.00 99.3674	03/22/2019 1.85	03/22/2019	AA- Financial	1.85 2.73	699,958.00 699,978.39 -4,406.59	695,571.80 3,561.25 699,133.05
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	500,000.00 99.0664	04/26/2019 1.25	04/26/2019	AAA Government	1.59 2.40	497,440.00 498,633.14 -3,301.14	495,332.00 1,128.47 496,460.47
07330NAL9 BRANCH BANKING AND TRUST CO	450,000.00 98.9148	05/10/2019 1.45	05/10/2019	A+ Financial	2.67 2.73	445,333.50 445,363.13 -246.53	445,116.60 924.38 446,040.97
14041NFC0 COMET 161 A	600,000.00 100.2663	04/15/2019 2.52	04/15/2019	AAA Asset Backed	2.15 2.19	603,398.44 601,711.10 -113.06	601,598.04 672.87 602,270.91
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	700,000.00 98.8450	05/18/2019 1.35	05/18/2019	A Industrial	2.56 2.66	690,984.00 692,691.58 -776.58	691,915.00 1,128.75 693,043.75
161571HC1 CHAIT 162 A	300,000.00 98.7519	06/17/2019 1.37	06/15/2019	AAA Asset Backed	2.19 2.70	296,671.88 297,695.92 -1,440.34	296,255.58 182.67 296,438.25
3135G0L68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00 99.9166	07/27/2018 0.75	07/27/2018	AAA Agency	1.64 1.82	995,540.00 999,366.34 -200.34	999,166.00 3,208.33 1,002,374.33
14041NFE6 COMET 163 A	250,000.00 98.6955	06/17/2019 1.34	06/15/2019	AAA Asset Backed	2.70 2.73	246,474.61 246,818.99 -80.19	246,738.80 148.89 246,887.69
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 99.2500	01/30/2019 0.95	01/30/2019	AAA Agency	2.32 2.25	494,966.50 496,087.10 162.90	496,250.00 1,992.36 498,242.36
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 99.2500	01/30/2019 0.95	01/30/2019	AAA Agency	2.25 2.25	495,470.00 496,274.56 -24.56	496,250.00 1,992.36 498,242.36
912828T42 UNITED STATES TREASURY	1,000,000.00 99.6956	09/30/2018 0.75	09/30/2018	AAA Government	1.31 1.95	993,125.00 998,631.02 -1,675.02	996,956.00 1,885.25 998,841.25
89231LAB3 TAOT 16D A2A	7,288.90 99.9351	05/15/2019 1.06	07/14/2018	AAA Asset Backed	1.07 2.54	7,288.31 7,288.88 -4.72	7,284.17 3.43 7,287.60

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Balance Sheet Classification

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income



Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
912828T83 UNITED STATES TREASURY	1,000,000.00 99.5859	10/31/2018 0.75	10/31/2018	AAA Government	1.33 1.99	993,632.81 998,091.41 -2,232.41	995,859.00 1,263.59 997,122.59
3130AAE46 FEDERAL HOME LOAN BANKS	1,000,000.00 99.4794	01/16/2019 1.25	01/16/2019	AAA Agency	2.12 2.21	993,460.00 995,318.49 -524.49	994,794.00 5,729.17 1,000,523.17
190335JC4 COAST CMNTY COLLEGE DIST CALIF	500,000.00 99.9620	08/01/2018 1.43	08/01/2018	AA+ Municipal	1.42 1.85	500,000.00 500,000.00 -190.00	499,810.00 2,968.75 502,778.75
17325FAB4 CITIBANK NA	750,000.00 100.1581	03/20/2019 2.66	03/20/2019	A+ Financial	2.69 2.76	750,000.00 750,000.00 1,185.75	751,185.75 610.66 751,796.41
3130ABF92 FEDERAL HOME LOAN BANKS	1,000,000.00 99.1152	05/28/2019 1.38	05/28/2019	AAA Agency	2.22 2.36	990,700.00 992,436.61 -1,284.61	991,152.00 1,260.42 992,412.42
3134G34F4 FREDDIE MAC	1,000,000.00 99.9355	07/30/2018 1.05	07/30/2018	AAA Agency	1.24 1.79	998,280.00 999,846.52 -491.52	999,355.00 4,404.17 1,003,759.17
313385ZW9 FEDERAL HOME LOAN BANKS	1,000,000.00 99.8701	07/27/2018 0.00	07/27/2018	A-1+ Agency	1.26 1.67	987,361.11 999,097.22 -396.22	998,701.00 0.00 998,701.00
3133EHZG1 FEDERAL FARM CREDIT BANKS FUNDING CORP	1,000,000.00 99.5991	12/21/2018 1.30	12/21/2018	AAA Agency	1.36 2.15	999,326.00 999,744.29 -3,753.29	995,991.00 361.11 996,352.11
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	750,000.00 99.3270	05/01/2019 1.72	05/01/2019	A+ Municipal	1.72 2.53	750,000.00 750,000.00 -5,047.50	744,952.50 2,151.25 747,103.75
79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSO	500,000.00 99.9630	08/01/2018 1.63	08/01/2018	AA- Municipal	1.61 2.04	500,065.00 500,008.26 -193.26	499,815.00 3,385.42 503,200.42
798170AA4 SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	750,000.00 99.9660	08/01/2018 1.90	08/01/2018	AA Municipal	1.90 2.27	750,000.00 750,000.00 -255.00	749,745.00 5,931.25 755,676.25
19121BGH6 The Coca-Cola Company	500,000.00 99.9021	07/17/2018 0.00	07/17/2018	A-1+ Industrial	2.02 1.96	497,472.22 499,555.56 -45.06	499,510.50 0.00 499,510.50
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	500,000.00 99.9550	06/01/2019 2.48	06/01/2019	AA+ Municipal	2.49 2.53	500,000.00 500,000.00 -225.00	499,775.00 1,035.42 500,810.42
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 100.0071	01/15/2019 2.39	01/15/2019	AAA Government	2.34 2.57	500,367.75 500,266.72 -231.22	500,035.50 2,520.34 502,555.84
313312EK2 FEDERAL FARM CREDIT BANKS	1,000,000.00 98.2320	04/16/2019 0.00	04/16/2019	A-1+ Agency	2.19 2.26	978,201.39 982,740.28 -420.28	982,320.00 0.00 982,320.00

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Balance Sheet Classification

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
313397A43 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 99.8347	08/02/2018 0.00	08/02/2018	A-1+ Agency	1.84 1.75	995,386.81 998,377.78 -30.78	998,347.00 0.00 998,347.00
---	29,350,799.85	12/18/2018	12/18/2018	AA	1.90	29,246,418.63	29,238,541.92
---	99.6197	1.45	---	---	2.29	29,283,490.07 -44,948.15	95,733.89 29,334,275.81

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Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
09247XAE1 BLACKROCK INC	700,000.00 103.1527	12/10/2019 5.00	12/10/2019	AA- Financial	2.81 2.76	722,435.00 721,496.81 572.09	722,068.90 2,041.67 724,110.57
161571FK5 CHAIT 124 A	475,000.00 98.7421	08/15/2019 1.58	08/15/2019	AAA Asset Backed	2.68 2.73	468,283.20 469,298.37 -273.44	469,024.93 333.56 469,358.48
17305EFS9 CCCIT 14A6 A6	400,000.00 99.4142	07/15/2019 2.15	07/14/2019	AAA Asset Backed	2.69 2.72	397,562.50 397,789.92 -133.24	397,656.68 3,965.56 401,622.24
084670BL1 BERKSHIRE HATHAWAY INC	700,000.00 99.4361	08/14/2019 2.10	08/14/2019	AA Financial	2.54 2.61	696,311.00 696,639.64 -586.94	696,052.70 5,594.17 701,646.87
31680GAD8 FITAT 151 A3	231,801.58 99.7379	03/16/2020 1.42	09/25/2018	AAA Asset Backed	1.60 2.51	231,566.16 231,684.13 -490.03	231,194.10 146.29 231,340.39
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 98.7484	07/26/2019 1.25	07/26/2019	AAA Agency	2.38 2.44	493,250.00 494,084.27 -342.27	493,742.00 2,690.97 496,432.97
89237WAD9 TAOT 16C A3	303,497.45 99.2126	08/17/2020 1.14	01/13/2019	AAA Asset Backed	1.62 2.64	302,217.07 302,686.92 -1,579.21	301,107.71 153.77 301,261.48
438124AC3 HAROT 163 A3	265,412.57 99.2580	05/18/2020 1.16	12/25/2018	AAA Asset Backed	2.01 2.70	263,733.01 264,171.76 -728.61	263,443.16 111.18 263,554.33
65477XAD6 NALT 16B A3	316,707.00 99.7678	07/15/2019 1.50	09/11/2018	AAA Asset Backed	1.72 2.68	316,286.38 316,544.02 -572.54	315,971.48 211.14 316,182.62
17305EFW0 CCCIT 16A1 A1	450,000.00 98.5214	11/19/2019 1.75	11/19/2019	AAA Asset Backed	2.77 2.84	443,056.64 443,857.80 -511.45	443,346.34 918.75 444,265.09
02587AAJ3 AMXCA 171 A	500,000.00 98.5254	02/18/2020 1.93	02/14/2020	AAA Asset Backed	2.83 2.88	492,539.06 492,974.48 -347.63	492,626.85 428.89 493,055.74

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Balance Sheet Classification

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income



Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
055657AC4 BMWLT 171 A3	400,000.00 99.4154	05/20/2020 1.98	04/07/2019	AAA Asset Backed	2.86 2.77	397,531.25 397,670.76 -9.24	397,661.52 242.00 397,903.52
055657AB6 BMWLT 171 A2	86,613.50 99.8240	07/22/2019 1.64	09/07/2018	AAA Asset Backed	1.66 2.61	86,604.44 86,611.76 -150.66	86,461.10 43.40 86,504.50
43814TAB8 HAROT 171 A2	153,900.48 99.8591	07/22/2019 1.42	08/01/2018	AAA Asset Backed	1.43 3.08	153,896.80 153,899.92 -216.29	153,683.63 60.71 153,744.34
58769DAB6 MBALT 17A A2A	149,867.09 99.8345	08/15/2019 1.53	09/07/2018	AAA Asset Backed	1.53 2.44	149,866.94 149,867.05 -248.03	149,619.02 101.91 149,720.93
9128282K5 UNITED STATES TREASURY	1,000,000.00 98.9180	07/31/2019 1.38	07/31/2019	AAA Government	1.50 2.39	997,734.38 998,642.00 -9,462.00	989,180.00 5,735.50 994,915.50
65478GAD2 NAROT 17B A3	450,000.00 98.4060	10/15/2021 1.75	11/08/2019	AAA Asset Backed	2.65 2.96	442,212.89 442,673.83 153.26	442,827.09 350.00 443,177.09
90290AAB3 USAOT 171 A2	164,717.09 99.7502	02/18/2020 1.54	10/02/2018	AAA Asset Backed	1.55 2.51	164,714.01 164,715.71 -410.04	164,305.68 112.74 164,418.42
05584PAB3 BMWLT 172 A2A	318,673.46 99.6017	02/20/2020 1.80	02/04/2019	AAA Asset Backed	1.82 2.49	318,645.61 318,659.18 -1,254.96	317,404.22 175.27 317,579.49
798170AB2 SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	150,000.00 99.4770	08/01/2019 2.10	08/01/2019	AA Municipal	2.30 2.58	149,553.00 149,677.57 -462.07	149,215.50 1,311.25 150,526.75
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	750,000.00 99.4170	07/01/2019 2.01	07/01/2019	AA+ Municipal	2.01 2.64	750,000.00 750,000.00 -4,372.50	745,627.50 7,666.94 753,294.44
90331HMK5 US BANK NA	700,000.00 100.1206	01/17/2020 2.48	12/17/2019	AA- Financial	2.52 2.83	700,000.00 700,000.00 844.20	700,844.20 3,613.47 704,457.67
47788CAB8 JDOT 2018 A2	160,000.00 99.7681	10/15/2020 2.42	04/25/2019	AAA Asset Backed	2.44 2.72	159,993.01 159,994.46 -365.43	159,629.02 172.09 159,801.11
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	500,000.00 99.9270	11/01/2019 2.71	11/01/2019	AA+ Municipal	2.71 2.76	500,000.00 500,000.00 -365.00	499,635.00 1,167.67 500,802.67
931142EF6 WALMART INC	700,000.00 100.0290	06/23/2020 2.38	06/23/2020	AA Industrial	2.41 2.80	700,000.00 700,000.00 203.00	700,203.00 184.88 700,387.88
92868LAB7 VALET 181 A2A	750,000.00 99.9900	07/20/2021 2.81	09/10/2019	AAA Asset Backed	2.81 3.01	749,993.85 749,993.85 0.00	749,993.85 0.00 749,993.85

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Balance Sheet Classification

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
544351MK2 LOS ANGELES CALIF	750,000.00 101.5940	09/01/2019 4.00	09/01/2019	AA Municipal	2.55 2.59	762,082.50 762,082.50 -127.50	761,955.00 0.00 761,955.00
---	12,026,190.23	01/19/2020	08/09/2019	AA+	2.35	12,010,068.70	11,994,480.18
---	99.7478	2.24	---	---	2.70	12,015,716.73 -21,236.55	37,533.76 12,032,013.93

Summary

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
---	44,428,628.90	03/25/2019	02/09/2019	AA+	2.08	44,301,390.87	44,283,040.58
---	99.0046	1.66	---	---	2.43	44,349,508.91 -66,468.33	133,889.45 44,416,930.03

* Grouped by: BS Class 2. * Groups Sorted by: BS Class 2. * Weighted by: Base Market Value + Accrued, except Book Yield by Base Book Value + Accrued.

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

* Does not Lock Down.

Buy

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
05/23/2018 05/25/2018	02587AAJ3 AMXCA 171 A	KEYBANC CAPITAL MARKETS INC 02/18/2020 1.93	500,000.00 500,000.00 98.51	0.00 492,539.06	0.00 268.06	0.00 -492,807.12
04/13/2018 04/13/2018	03785EEQ3 Apple Inc.	BARCLAYS CAPITAL INC. 05/24/2018 0.00	500,000.00 500,000.00 99.79	0.00 498,957.92	0.00 0.00	0.00 -498,957.92
04/25/2018 04/27/2018	05531FAN3 BB&T CORP	Goldman Sachs & Co. (AU) 06/19/2018 2.05	250,000.00 250,000.00 99.97	0.00 249,915.00	0.00 1,822.22	0.00 -251,737.22
06/06/2018 06/08/2018	055657AC4 BMWLT 171 A3	Hong Kong Shanghai Bank Corp 05/20/2020 1.98	400,000.00 400,000.00 99.38	0.00 397,531.25	0.00 396.00	0.00 -397,927.25
06/28/2018 06/29/2018	07330NAL9 BRANCH BANKING AND TRUST CO	RAMIREZ & CO INC 05/10/2019 1.45	450,000.00 450,000.00 98.96	0.00 445,333.50	0.00 888.13	0.00 -446,221.63
05/18/2018 05/22/2018	084670BL1 BERKSHIRE HATHAWAY INC	BB & T CAPITAL MARKETS 08/14/2019 2.10	700,000.00 700,000.00 99.47	0.00 696,311.00	0.00 4,001.67	0.00 -700,312.67
06/06/2018 06/08/2018	09247XAE1 BLACKROCK INC	CastleOak Securities LP 12/10/2019 5.00	700,000.00 700,000.00 103.20	0.00 722,435.00	0.00 17,305.56	0.00 -739,740.56
05/22/2018 05/24/2018	14041NFE6 COMET 163 A	TORONTO DOMINION BK 06/17/2019 1.34	250,000.00 250,000.00 98.59	0.00 246,474.61	0.00 83.75	0.00 -246,558.36
04/13/2018 04/17/2018	14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	KEYBANC CAPITAL MARKETS INC 05/18/2019 1.35	700,000.00 700,000.00 98.71	0.00 690,984.00	0.00 3,911.25	0.00 -694,895.25
04/17/2018 04/19/2018	161571FK5 CHAIT 124 A	J.P. Morgan Securities Inc. (AU) 08/15/2019 1.58	475,000.00 475,000.00 98.59	0.00 468,283.20	0.00 83.39	0.00 -468,366.59
05/21/2018 05/23/2018	17305EFS9 CCCIT 14A6 A6	MITSUBISHI UFJ SECURITIES 07/15/2019 2.15	400,000.00 400,000.00 99.39	0.00 397,562.50	0.00 3,057.78	0.00 -400,620.28
04/24/2018 04/26/2018	17305EFW0 CCCIT 16A1 A1	INTL FCStone L.P. 11/19/2019 1.75	450,000.00 450,000.00 98.46	0.00 443,056.64	0.00 3,434.38	0.00 -446,491.02
04/17/2018 04/17/2018	19121BGH6 The Coca-Cola Company	Bank of America 07/17/2018 0.00	500,000.00 500,000.00 99.49	0.00 497,472.22	0.00 0.00	0.00 -497,472.22
06/07/2018 06/11/2018	30231GAD4 EXXON MOBIL CORP	RAMIREZ & CO INC 03/15/2019 1.82	475,000.00 475,000.00 99.57	0.00 472,962.25	0.00 2,064.06	0.00 -475,026.31

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
04/12/2018 04/13/2018	3130AAE46 FEDERAL HOME LOAN BANKS	FIRST TENNESSEE BANK N A BOND 01/16/2019 1.25	1,000,000.00 1,000,000.00 99.35	0.00 993,460.00	0.00 3,020.83	0.00 -996,480.83
04/13/2018 04/16/2018	3130ABF92 FEDERAL HOME LOAN BANKS	KEYBANC CAPITAL MARKETS INC 05/28/2019 1.38	1,000,000.00 1,000,000.00 99.07	0.00 990,700.00	0.00 5,270.83	0.00 -995,970.83
04/16/2018 04/16/2018	313312EK2 FEDERAL FARM CREDIT BANKS	FIRST TENNESSEE BANK N A BOND 04/16/2019 0.00	1,000,000.00 1,000,000.00 97.82	0.00 978,201.39	0.00 0.00	0.00 -978,201.39
05/03/2018 05/04/2018	313385XN1 FEDERAL HOME LOAN BANKS	APX Asset 06/01/2018 0.00	500,000.00 500,000.00 99.87	0.00 499,349.78	0.00 0.00	0.00 -499,349.78
04/25/2018 04/25/2018	313385ZD1 FEDERAL HOME LOAN BANKS	FIRST TENNESSEE BANK N A BOND 07/10/2018 0.00	1,000,000.00 1,000,000.00 99.62	0.00 996,221.11	0.00 0.00	0.00 -996,221.11
05/02/2018 05/03/2018	313397A43 FEDERAL HOME LOAN MORTGAGE CORP	APX Asset 08/02/2018 0.00	1,000,000.00 1,000,000.00 99.54	0.00 995,386.81	0.00 0.00	0.00 -995,386.81
04/30/2018 05/01/2018	3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	CastleOak Securities LP 01/30/2019 0.95	500,000.00 500,000.00 98.99	0.00 494,966.50	0.00 1,200.69	0.00 -496,167.19
05/15/2018 05/16/2018	3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	KEYBANC CAPITAL MARKETS INC 01/30/2019 0.95	500,000.00 500,000.00 99.09	0.00 495,470.00	0.00 1,398.61	0.00 -496,868.61
05/04/2018 05/07/2018	3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	BB & T CAPITAL MARKETS 07/26/2019 1.25	500,000.00 500,000.00 98.65	0.00 493,250.00	0.00 1,753.47	0.00 -495,003.47
04/25/2018 04/25/2018	36955EF60 General Dynamics Corporation	RBC CAPITAL MARKETS 06/06/2018 0.00	1,000,000.00 1,000,000.00 99.76	0.00 997,608.33	0.00 0.00	0.00 -997,608.33
04/11/2018 04/13/2018	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	INTL FCStone L.P. 09/12/2018 2.10	500,000.00 500,000.00 100.05	0.00 500,245.00	0.00 933.96	0.00 -501,178.96
06/20/2018 06/22/2018	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	CastleOak Securities LP 09/12/2018 2.10	500,000.00 500,000.00 100.05	0.00 500,232.50	0.00 327.27	0.00 -500,559.77
04/13/2018 04/17/2018	45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	CastleOak Securities LP 01/15/2019 1.76	500,000.00 500,000.00 100.07	0.00 500,367.75	0.00 33.16	0.00 -500,400.91
05/09/2018 05/09/2018	45950KBX7 INTERNATIONAL FINANCE CORP	CASTLE OAKS MUNI 06/15/2018 0.88	500,000.00 500,000.00 99.90	0.00 499,520.00	0.00 1,750.00	0.00 -501,270.00
06/27/2018 07/12/2018	544351MK2 LOS ANGELES CALIF	MORGAN STANLEY CO 09/01/2019 4.00	750,000.00 750,000.00 101.61	0.00 762,082.50	0.00 0.00	0.00 -762,082.50
05/02/2018 05/04/2018	57636QAA2 MASTERCARD INC	Bank of Montreal, Primary Broker 04/01/2019 2.00	500,000.00 500,000.00 99.58	0.00 497,920.00	0.00 916.67	0.00 -498,836.67

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Trading Activity

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Base Currency: USD

01 April 2018 to 30 June 2018

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
06/19/2018	63763QGB7	J.P. Morgan Securities Inc. (AU)	500,000.00	0.00	0.00	0.00
06/19/2018	National Securities Clearing Corporation	07/11/2018	500,000.00	499,373.61	0.00	-499,373.61
		0.00	99.87			
04/24/2018	65478GAD2	INTL FCStone L.P.	450,000.00	0.00	0.00	0.00
04/26/2018	NAROT 17B A3	10/15/2021	450,000.00	442,212.89	240.63	-442,453.52
		1.75	98.27			
05/03/2018	78607QAT2	Citigroup Global Markets (AU)	500,000.00	0.00	0.00	0.00
05/30/2018	SACRAMENTO CALIF SUBN WTR DIST REV	11/01/2019	500,000.00	500,000.00	0.00	-500,000.00
		2.71	100.00			
05/18/2018	88602UGL8	J.P. Morgan Securities Inc. (AU)	750,000.00	0.00	0.00	0.00
05/21/2018	Thunder Bay Funding, LLC	07/20/2018	750,000.00	747,437.50	0.00	-747,437.50
		0.00	99.66			
04/24/2018	89236TBB0	Citigroup Global Markets (AU)	189,000.00	0.00	0.00	0.00
04/26/2018	TOYOTA MOTOR CREDIT CORP	01/17/2019	189,000.00	188,518.05	1,091.48	-189,609.53
		2.10	99.75			
06/27/2018	92868LAB7	J.P. Morgan Securities Inc. (AU)	750,000.00	0.00	0.00	0.00
07/03/2018	VALET 181 A2A	07/20/2021	750,000.00	749,993.85	0.00	-749,993.85
		2.81	100.00			
06/20/2018	931142EF6	Citigroup Global Markets (AU)	700,000.00	0.00	0.00	0.00
06/27/2018	WALMART INC	06/23/2020	700,000.00	700,000.00	0.00	-700,000.00
		2.38	100.00			
04/02/2018	94975P405	Direct	2,522,964.56	2,522,964.56	0.00	0.00
04/02/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	2,522,964.56	2,522,964.56	0.00	-2,522,964.56
		1.54	1.00			
04/09/2018	94975P405	Direct	706,055.00	706,055.00	0.00	0.00
04/09/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	706,055.00	706,055.00	0.00	-706,055.00
		1.54	1.00			
04/10/2018	94975P405	Direct	3,440.00	3,440.00	0.00	0.00
04/10/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	3,440.00	3,440.00	0.00	-3,440.00
		1.54	1.00			
04/10/2018	94975P405	Direct	500,000.00	500,000.00	0.00	0.00
04/10/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	500,000.00	500,000.00	0.00	-500,000.00
		1.54	1.00			
04/12/2018	94975P405	Direct	1,000,000.00	1,000,000.00	0.00	0.00
04/12/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	1,000,000.00	1,000,000.00	0.00	-1,000,000.00
		1.54	1.00			
04/17/2018	94975P405	Direct	3,053.47	3,053.47	0.00	0.00
04/17/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	3,053.47	3,053.47	0.00	-3,053.47
		1.54	1.00			
04/18/2018	94975P405	Direct	27,977.57	27,977.57	0.00	0.00
04/18/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	27,977.57	27,977.57	0.00	-27,977.57
		1.54	1.00			
04/20/2018	94975P405	Direct	14,198.62	14,198.62	0.00	0.00
04/20/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	14,198.62	14,198.62	0.00	-14,198.62
		1.54	1.00			
04/20/2018	94975P405	Direct	39,556.68	39,556.68	0.00	0.00
04/20/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018	39,556.68	39,556.68	0.00	-39,556.68
		1.54	1.00			

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income



Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
04/23/2018	94975P405	Direct	61,849.40	61,849.40	0.00	0.00
04/23/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	61,849.40 1.00	61,849.40	0.00	-61,849.40
04/25/2018	94975P405	Direct	3,252,812.50	3,252,812.50	0.00	0.00
04/25/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	3,252,812.50 1.00	3,252,812.50	0.00	-3,252,812.50
04/26/2018	94975P405	Direct	3,125.00	3,125.00	0.00	0.00
04/26/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	3,125.00 1.00	3,125.00	0.00	-3,125.00
04/27/2018	94975P405	Direct	423,262.78	423,262.78	0.00	0.00
04/27/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	423,262.78 1.00	423,262.78	0.00	-423,262.78
04/27/2018	94975P405	Direct	5,737.50	5,737.50	0.00	0.00
04/27/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	5,737.50 1.00	5,737.50	0.00	-5,737.50
04/30/2018	94975P405	Direct	3,750.00	3,750.00	0.00	0.00
04/30/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	3,750.00 1.00	3,750.00	0.00	-3,750.00
05/01/2018	94975P405	Direct	2,723.61	2,723.61	0.00	0.00
05/01/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	2,723.61 1.00	2,723.61	0.00	-2,723.61
05/01/2018	94975P405	Direct	514,857.49	514,857.49	0.00	0.00
05/01/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	514,857.49 1.00	514,857.49	0.00	-514,857.49
05/03/2018	94975P405	Direct	4,613.19	4,613.19	0.00	0.00
05/03/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	4,613.19 1.00	4,613.19	0.00	-4,613.19
05/15/2018	94975P405	Direct	1,271,193.97	1,271,193.97	0.00	0.00
05/15/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	1,271,193.97 1.00	1,271,193.97	0.00	-1,271,193.97
05/15/2018	94975P405	Direct	591,929.74	591,929.74	0.00	0.00
05/15/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	591,929.74 1.00	591,929.74	0.00	-591,929.74
05/18/2018	94975P405	Direct	533,822.25	533,822.25	0.00	0.00
05/18/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	533,822.25 1.00	533,822.25	0.00	-533,822.25
05/21/2018	94975P405	Direct	120,858.99	120,858.99	0.00	0.00
05/21/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	120,858.99 1.00	120,858.99	0.00	-120,858.99
05/24/2018	94975P405	Direct	253,441.64	253,441.64	0.00	0.00
05/24/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	253,441.64 1.00	253,441.64	0.00	-253,441.64
05/29/2018	94975P405	Direct	6,875.00	6,875.00	0.00	0.00
05/29/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	6,875.00 1.00	6,875.00	0.00	-6,875.00
06/01/2018	94975P405	Direct	503,452.59	503,452.59	0.00	0.00
06/01/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.82	503,452.59 1.00	503,452.59	0.00	-503,452.59

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
06/06/2018 06/06/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	1,000,000.00 1,000,000.00 1.00	1,000,000.00 1,000,000.00	0.00 0.00	0.00 -1,000,000.00
06/07/2018 06/07/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	5,125.00 5,125.00 1.00	5,125.00 5,125.00	0.00 0.00	0.00 -5,125.00
06/12/2018 06/12/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	5,370.00 5,370.00 1.00	5,370.00 5,370.00	0.00 0.00	0.00 -5,370.00
06/13/2018 06/13/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	5,370.00 5,370.00 1.00	5,370.00 5,370.00	0.00 0.00	0.00 -5,370.00
06/15/2018 06/15/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	1,412,645.45 1,412,645.45 1.00	1,412,645.45 1,412,645.45	0.00 0.00	0.00 -1,412,645.45
06/15/2018 06/15/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	2,187.50 2,187.50 1.00	2,187.50 2,187.50	0.00 0.00	0.00 -2,187.50
06/15/2018 06/15/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	28,062.57 28,062.57 1.00	28,062.57 28,062.57	0.00 0.00	0.00 -28,062.57
06/18/2018 06/18/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	23,891.96 23,891.96 1.00	23,891.96 23,891.96	0.00 0.00	0.00 -23,891.96
06/19/2018 06/19/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	25,488.64 25,488.64 1.00	25,488.64 25,488.64	0.00 0.00	0.00 -25,488.64
06/20/2018 06/20/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	92,684.74 92,684.74 1.00	92,684.74 92,684.74	0.00 0.00	0.00 -92,684.74
06/21/2018 06/21/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	61,794.70 61,794.70 1.00	61,794.70 61,794.70	0.00 0.00	0.00 -61,794.70
06/22/2018 06/22/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	505,690.23 505,690.23 1.00	505,690.23 505,690.23	0.00 0.00	0.00 -505,690.23
06/25/2018 06/25/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	503,050.00 503,050.00 1.00	503,050.00 503,050.00	0.00 0.00	0.00 -503,050.00
06/28/2018 06/28/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.82	500,000.00 500,000.00 1.00	500,000.00 500,000.00	0.00 0.00	0.00 -500,000.00
---	---	---	38,381,912.34	16,542,912.34	0.00	0.00
---	---	12/14/2018 1.50	38,381,912.34	38,285,248.06	55,253.85	-38,340,501.91

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Call Redemption

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
05/15/2018 05/15/2018	05531FAN3 BB&T CORP	Redemption 06/19/2018 2.05	-250,000.00 -250,000.00 100.00	0.00 -250,000.00	56.13 0.00	0.00 250,000.00
05/15/2018 05/15/2018	05531FAP8 BB&T CORP	Redemption 06/15/2018 2.98	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
05/15/2018 05/15/2018	--- BB&T CORP	Redemption 06/16/2018 2.67	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	56.13 0.00	0.00 750,000.00

Maturity

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
04/25/2018 04/25/2018	01329XDR7 Albion Capital Corporation S.A.	Maturity 04/25/2018 0.00	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
04/13/2018 04/13/2018	03785EDD3 Apple Inc.	Maturity 04/13/2018 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
05/24/2018 05/24/2018	03785EEQ3 Apple Inc.	Maturity 05/24/2018 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
05/15/2018 05/15/2018	097023BE4 BOEING CO	Maturity 05/15/2018 0.95	-250,000.00 -250,000.00 100.00	0.00 -250,000.00	0.00 0.00	0.00 250,000.00
04/01/2018 04/01/2018	13063DAA6 CALIFORNIA ST	Maturity 04/01/2018 1.25	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
04/16/2018 04/16/2018	161571GY4 CHAIT 155 A	Maturity 04/16/2018 1.36	-500,000.00 0.00 100.00	0.00 0.00	0.00 0.00	0.00 0.00
06/15/2018 06/15/2018	17275RAY8 CISCO SYSTEMS INC	Maturity 06/15/2018 2.43	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
04/09/2018 04/09/2018	17305EFU4 CCCIT 14A8 A8	Maturity 04/09/2018 1.73	-700,000.00 0.00 100.00	0.00 0.00	0.00 0.00	0.00 0.00
04/17/2018 04/17/2018	19121BDH9 The Coca-Cola Company	Maturity 04/17/2018 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
04/27/2018 04/27/2018	22546QAV9 CREDIT SUISSE AG (NEW YORK BRANCH)	Maturity 04/27/2018 1.70	-675,000.00 -675,000.00 100.00	0.00 -675,000.00	0.00 0.00	0.00 675,000.00

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
06/28/2018 06/28/2018	2546R3FU3 The Walt Disney Company	Maturity 06/28/2018 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
04/25/2018 04/25/2018	3130A4GJ5 FEDERAL HOME LOAN BANKS	Maturity 04/25/2018 1.13	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
04/02/2018 04/02/2018	313385VA1 FEDERAL HOME LOAN BANKS	Maturity 04/02/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
04/25/2018 04/25/2018	313385VZ6 FEDERAL HOME LOAN BANKS	Maturity 04/25/2018 0.00	-2,000,000.00 -2,000,000.00 100.00	0.00 -2,000,000.00	0.00 0.00	0.00 2,000,000.00
05/03/2018 05/03/2018	313385WH5 FEDERAL HOME LOAN BANKS	Maturity 05/03/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
06/01/2018 06/01/2018	313385XN1 FEDERAL HOME LOAN BANKS	Maturity 06/01/2018 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
06/25/2018 06/25/2018	3133EE2F6 FEDERAL FARM CREDIT BANKS FUNDING CORP	Maturity 06/25/2018 1.22	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
06/22/2018 06/22/2018	3134G66M0 FEDERAL HOME LOAN MORTGAGE CORP	Maturity 06/22/2018 1.25	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
06/06/2018 06/06/2018	36955EF60 General Dynamics Corporation	Maturity 06/06/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
04/10/2018 04/10/2018	459058DN0 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	Maturity 04/10/2018 1.38	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
06/15/2018 06/15/2018	45950KBX7 INTERNATIONAL FINANCE CORP	Maturity 06/15/2018 0.88	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
05/01/2018 05/01/2018	5446466X5 LOS ANGELES CALIF UNI SCH DIST	Maturity 05/01/2018 1.85	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
04/12/2018 04/12/2018	67983UDC4 Old Line Funding, LLC	Maturity 04/12/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
05/18/2018 05/18/2018	69371RM52 PACCAR FINANCIAL CORP	Maturity 05/18/2018 1.40	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
05/15/2018 05/15/2018	857477AK9 STATE STREET CORP	Maturity 05/15/2018 1.35	-200,000.00 -200,000.00 100.00	0.00 -200,000.00	0.00 0.00	0.00 200,000.00
05/15/2018 05/15/2018	857477AK9 STATE STREET CORP	Maturity 05/15/2018 1.35	-350,000.00 -350,000.00 100.00	0.00 -350,000.00	0.00 0.00	0.00 350,000.00

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
05/15/2018	857477AK9	Maturity	-50,000.00	0.00	0.00	0.00
05/15/2018	STATE STREET CORP	05/15/2018 1.35	-50,000.00 100.00	-50,000.00	0.00	50,000.00
---	---	Maturity	-17,725,000.00	0.00	0.00	0.00
---	---	05/09/2018 0.65	-16,525,000.00 100.00	-16,525,000.00	0.00	16,525,000.00

Principal Paydown

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
04/20/2018	055657AB6	Direct	0.00	0.00	0.00	0.00
04/20/2018	BMWLT 171 A2	07/22/2019 1.64	-14,017.71 ---	-14,017.71	0.00	14,017.71
05/20/2018	055657AB6	Direct	0.00	0.00	0.00	0.00
05/20/2018	BMWLT 171 A2	07/22/2019 1.64	-14,863.22 ---	-14,863.22	0.00	14,863.22
06/20/2018	055657AB6	Direct	0.00	0.00	0.00	0.00
06/20/2018	BMWLT 171 A2	07/22/2019 1.64	-16,879.68 ---	-16,879.68	0.00	16,879.68
04/20/2018	05581RAD8	Direct	0.00	0.00	0.00	0.00
04/20/2018	BMWLT 161 A3	01/22/2019 1.34	-43,142.95 ---	-43,142.95	0.00	43,142.95
05/20/2018	05581RAD8	Direct	0.00	0.00	0.00	0.00
05/20/2018	BMWLT 161 A3	01/22/2019 1.34	-45,720.02 ---	-45,720.02	0.00	45,720.02
06/20/2018	05581RAD8	Direct	0.00	0.00	0.00	0.00
06/20/2018	BMWLT 161 A3	01/22/2019 1.34	-49,555.22 ---	-49,555.22	0.00	49,555.22
05/20/2018	05584PAB3	Direct	0.00	0.00	0.00	0.00
05/20/2018	BMWLT 172 A2A	02/20/2020 1.80	-7,068.19 ---	-7,068.19	0.00	7,068.19
06/20/2018	05584PAB3	Direct	0.00	0.00	0.00	0.00
06/20/2018	BMWLT 172 A2A	02/20/2020 1.80	-24,258.35 ---	-24,258.35	0.00	24,258.35
04/15/2018	161571GY4	Direct	0.00	0.00	0.00	0.00
04/15/2018	CHAIT 155 A	04/16/2018 1.36	-500,000.00 ---	-500,000.00	0.00	500,000.00
04/09/2018	17305EFU4	Direct	0.00	0.00	0.00	0.00
04/09/2018	CCCIT 14A8 A8	04/09/2018 1.73	-700,000.00 ---	-700,000.00	0.00	700,000.00
04/15/2018	31680GAD8	Direct	0.00	0.00	0.00	0.00
04/15/2018	FITAT 151 A3	03/16/2020 1.42	-48,761.18 ---	-48,761.18	0.00	48,761.18
05/15/2018	31680GAD8	Direct	0.00	0.00	0.00	0.00
05/15/2018	FITAT 151 A3	03/16/2020 1.42	-45,332.94 ---	-45,332.94	0.00	45,332.94

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
06/15/2018	31680GAD8	Direct	0.00	0.00	0.00	0.00
06/15/2018	FITAT 151 A3	03/16/2020 1.42	-44,630.84 ---	-44,630.84	0.00	44,630.84
04/18/2018	438124AC3	Direct	0.00	0.00	0.00	0.00
04/18/2018	HAROT 163 A3	05/18/2020 1.16	-27,645.46 ---	-27,645.46	0.00	27,645.46
05/18/2018	438124AC3	Direct	0.00	0.00	0.00	0.00
05/18/2018	HAROT 163 A3	05/18/2020 1.16	-25,291.87 ---	-25,291.87	0.00	25,291.87
06/18/2018	438124AC3	Direct	0.00	0.00	0.01	0.00
06/18/2018	HAROT 163 A3	05/18/2020 1.16	-25,207.71 ---	-25,207.72	0.00	25,207.72
04/21/2018	43814TAB8	Direct	0.00	0.00	0.01	0.00
04/21/2018	HAROT 171 A2	07/22/2019 1.42	-61,462.96 ---	-61,462.97	0.00	61,462.97
05/21/2018	43814TAB8	Direct	0.00	0.00	-0.01	0.00
05/21/2018	HAROT 171 A2	07/22/2019 1.42	-56,151.71 ---	-56,151.70	0.00	56,151.70
06/21/2018	43814TAB8	Direct	0.00	0.00	0.00	0.00
06/21/2018	HAROT 171 A2	07/22/2019 1.42	-55,047.45 ---	-55,047.45	0.00	55,047.45
04/15/2018	58768MAB7	Direct	0.00	0.00	0.00	0.00
04/15/2018	MBALT 16B A2	02/15/2019 1.15	-37,306.54 ---	-37,306.54	0.00	37,306.54
05/15/2018	58768MAB7	Direct	0.00	0.00	0.00	0.00
05/15/2018	MBALT 16B A2	02/15/2019 1.15	-12,981.52 ---	-12,981.52	0.00	12,981.52
04/15/2018	58769DAB6	Direct	0.00	0.00	0.00	0.00
04/15/2018	MBALT 17A A2A	08/15/2019 1.53	-21,961.29 ---	-21,961.29	0.00	21,961.29
05/15/2018	58769DAB6	Direct	0.00	0.00	0.00	0.00
05/15/2018	MBALT 17A A2A	08/15/2019 1.53	-23,109.27 ---	-23,109.27	0.00	23,109.27
06/15/2018	58769DAB6	Direct	0.00	0.00	0.00	0.00
06/15/2018	MBALT 17A A2A	08/15/2019 1.53	-23,320.26 ---	-23,320.26	0.00	23,320.26
05/15/2018	65477XAD6	Direct	0.00	0.00	0.00	0.00
05/15/2018	NALT 16B A3	07/15/2019 1.50	-26,709.53 ---	-26,709.53	0.00	26,709.53
06/15/2018	65477XAD6	Direct	0.00	0.00	0.00	0.00
06/15/2018	NALT 16B A3	07/15/2019 1.50	-56,583.47 ---	-56,583.47	0.00	56,583.47
04/15/2018	65478VAB3	Direct	0.00	0.00	0.00	0.00
04/15/2018	NAROT 16B A2A	04/15/2019 1.05	-23,630.66 ---	-23,630.66	0.00	23,630.66
04/15/2018	65478WAB1	Direct	0.00	0.00	0.00	0.00
04/15/2018	NAROT 16C A2A	05/15/2019 1.07	-70,675.04 ---	-70,675.04	0.00	70,675.04

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
05/15/2018 05/15/2018	65478WAB1 NAROT 16C A2A	Direct 05/15/2019 1.07	0.00 -65,974.44 ---	0.00 -65,974.44	0.00 0.00	0.00 65,974.44
06/15/2018 06/15/2018	65478WAB1 NAROT 16C A2A	Direct 05/15/2019 1.07	0.00 -9,406.75 ---	0.00 -9,406.75	0.00 0.00	0.00 9,406.75
04/15/2018 04/15/2018	89231LAB3 TAOT 16D A2A	Direct 05/15/2019 1.06	0.00 -17,770.13 ---	0.00 -17,770.13	0.00 0.00	0.00 17,770.13
05/15/2018 05/15/2018	89231LAB3 TAOT 16D A2A	Direct 05/15/2019 1.06	0.00 -16,929.42 ---	0.00 -16,929.42	0.00 0.00	0.00 16,929.42
06/15/2018 06/15/2018	89231LAB3 TAOT 16D A2A	Direct 05/15/2019 1.06	0.00 -16,295.17 ---	0.00 -16,295.17	0.00 0.00	0.00 16,295.17
04/15/2018 04/15/2018	89237WAD9 TAOT 16C A3	Direct 08/17/2020 1.14	0.00 -29,114.89 ---	0.00 -29,114.89	0.00 0.00	0.00 29,114.89
05/15/2018 05/15/2018	89237WAD9 TAOT 16C A3	Direct 08/17/2020 1.14	0.00 -26,769.67 ---	0.00 -26,769.67	0.00 0.00	0.00 26,769.67
06/15/2018 06/15/2018	89237WAD9 TAOT 16C A3	Direct 08/17/2020 1.14	0.00 -26,246.31 ---	0.00 -26,246.31	0.00 0.00	0.00 26,246.31
04/15/2018 04/15/2018	90290AAB3 USAOT 171 A2	Direct 02/18/2020 1.54	0.00 -4,903.57 ---	0.00 -4,903.57	0.00 0.00	0.00 4,903.57
05/15/2018 05/15/2018	90290AAB3 USAOT 171 A2	Direct 02/18/2020 1.54	0.00 -27,786.09 ---	0.00 -27,786.08	-0.01 0.00	0.00 27,786.08
06/15/2018 06/15/2018	90290AAB3 USAOT 171 A2	Direct 02/18/2020 1.54	0.00 -27,593.26 ---	0.00 -27,593.26	0.00 0.00	0.00 27,593.26
---	---	Direct 12/24/2018 1.46	0.00 -2,370,104.74 ---	0.00 -2,370,104.74	0.00 0.00	0.00 2,370,104.74

Sell

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
04/13/2018 04/13/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.54	-498,957.92 -498,957.92 1.00	-498,957.92 -498,957.92	0.00 0.00	0.00 498,957.92
04/13/2018 04/13/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 06/30/2018 1.54	-997,659.79 -997,659.79 1.00	-997,659.79 -997,659.79	0.00 0.00	0.00 997,659.79

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
04/16/2018	94975P405	Direct	-238,715.76	-238,715.76	0.00	0.00
04/16/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-238,715.76 1.00	-238,715.76	0.00	238,715.76
04/16/2018	94975P405	Direct	-978,201.39	-978,201.39	0.00	0.00
04/16/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-978,201.39 1.00	-978,201.39	0.00	978,201.39
04/17/2018	94975P405	Direct	-497,472.22	-497,472.22	0.00	0.00
04/17/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-497,472.22 1.00	-497,472.22	0.00	497,472.22
04/17/2018	94975P405	Direct	-685,849.81	-685,849.81	0.00	0.00
04/17/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-685,849.81 1.00	-685,849.81	0.00	685,849.81
04/19/2018	94975P405	Direct	-468,366.59	-468,366.59	0.00	0.00
04/19/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-468,366.59 1.00	-468,366.59	0.00	468,366.59
04/24/2018	94975P405	Direct	-500,000.00	-500,000.00	0.00	0.00
04/24/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-500,000.00 1.00	-500,000.00	0.00	500,000.00
04/25/2018	94975P405	Direct	-997,608.33	-997,608.33	0.00	0.00
04/25/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-997,608.33 1.00	-997,608.33	0.00	997,608.33
04/25/2018	94975P405	Direct	-996,221.11	-996,221.11	0.00	0.00
04/25/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-996,221.11 1.00	-996,221.11	0.00	996,221.11
04/26/2018	94975P405	Direct	-1,078,554.07	-1,078,554.07	0.00	0.00
04/26/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.54	-1,078,554.07 1.00	-1,078,554.07	0.00	1,078,554.07
05/03/2018	94975P405	Direct	-154,844.87	-154,844.87	0.00	0.00
05/03/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-154,844.87 1.00	-154,844.87	0.00	154,844.87
05/04/2018	94975P405	Direct	-998,186.45	-998,186.45	0.00	0.00
05/04/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-998,186.45 1.00	-998,186.45	0.00	998,186.45
05/07/2018	94975P405	Direct	-488,440.97	-488,440.97	0.00	0.00
05/07/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-488,440.97 1.00	-488,440.97	0.00	488,440.97
05/09/2018	94975P405	Direct	-501,270.00	-501,270.00	0.00	0.00
05/09/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-501,270.00 1.00	-501,270.00	0.00	501,270.00
05/16/2018	94975P405	Direct	-492,381.17	-492,381.17	0.00	0.00
05/16/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-492,381.17 1.00	-492,381.17	0.00	492,381.17
05/21/2018	94975P405	Direct	-747,437.50	-747,437.50	0.00	0.00
05/21/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-747,437.50 1.00	-747,437.50	0.00	747,437.50
05/22/2018	94975P405	Direct	-696,375.17	-696,375.17	0.00	0.00
05/22/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-696,375.17 1.00	-696,375.17	0.00	696,375.17

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Trading Activity

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
05/23/2018	94975P405	Direct	-400,620.28	-400,620.28	0.00	0.00
05/23/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-400,620.28 1.00	-400,620.28	0.00	400,620.28
05/25/2018	94975P405	Direct	-492,807.12	-492,807.12	0.00	0.00
05/25/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-492,807.12 1.00	-492,807.12	0.00	492,807.12
05/30/2018	94975P405	Direct	-493,750.00	-493,750.00	0.00	0.00
05/30/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-493,750.00 1.00	-493,750.00	0.00	493,750.00
06/08/2018	94975P405	Direct	-1,137,667.81	-1,137,667.81	0.00	0.00
06/08/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.82	-1,137,667.81 1.00	-1,137,667.81	0.00	1,137,667.81
06/11/2018	94975P405	Direct	-457,526.31	-457,526.31	0.00	0.00
06/11/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.82	-457,526.31 1.00	-457,526.31	0.00	457,526.31
06/13/2018	94975P405	Direct	-5,370.00	-5,370.00	0.00	0.00
06/13/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.82	-5,370.00 1.00	-5,370.00	0.00	5,370.00
06/19/2018	94975P405	Direct	-499,373.61	-499,373.61	0.00	0.00
06/19/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.82	-499,373.61 1.00	-499,373.61	0.00	499,373.61
06/27/2018	94975P405	Direct	-700,000.00	-700,000.00	0.00	0.00
06/27/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.82	-700,000.00 1.00	-700,000.00	0.00	700,000.00
06/29/2018	94975P405	Direct	-446,221.63	-446,221.63	0.00	0.00
06/29/2018	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.82	-446,221.63 1.00	-446,221.63	0.00	446,221.63
---	94975P405	Direct	-16,649,879.88	-16,649,879.88	0.00	0.00
---	WELLS FRGO GOVERNMENT CL I MMF	06/30/2018 1.62	-16,649,879.88 1.00	-16,649,879.88	0.00	16,649,879.88

Summary

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
---	---	---	3,257,032.46	-106,967.54	56.14	0.00
---	---	09/18/2018 1.35	2,086,927.72 ---	1,990,263.44	55,253.85	-2,045,517.29

* Grouped by: Transaction Type. * Groups Sorted by: Transaction Type. * Showing transactions with Trade Date within selected date range. * Weighted by: Absolute Value of Base Principal. * MMF transactions are expanded.

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

* Does not Lock Down.

Payable

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
06/27/2018 07/12/2018	Buy	750,000.00	544351MK2 LOS ANGELES CALIF	4.00	09/01/2019	101.61	-762,082.50
06/27/2018 07/03/2018	Buy	750,000.00	92868LAB7 VALET 181 A2A	2.81	07/20/2021	100.00	-749,993.85
06/27/2018 ---	Buy	1,500,000.00	---	---	08/07/2020	---	-1,512,076.35

Receivable

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
06/29/2018 06/29/2018	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	---	1,934.34
06/29/2018 06/29/2018	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	---	1,934.34

Settled

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
06/01/2018 06/01/2018	Coupon	0.00	010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	2.48	06/01/2019	---	1,277.01
04/25/2018 04/25/2018	Maturity	-750,000.00	01329XDR7 Albion Capital Corporation S.A.	0.00	04/25/2018	100.00	750,000.00
05/23/2018 05/25/2018	Buy	500,000.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	98.51	-492,807.12
06/15/2018 06/15/2018	Coupon	0.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	---	804.17
05/05/2018 05/05/2018	Coupon	0.00	0258MODZ9 AMERICAN EXPRESS CREDIT CORP	1.88	11/05/2018	---	6,562.50
04/13/2018 04/13/2018	Maturity	-500,000.00	03785EDD3 Apple Inc.	0.00	04/13/2018	100.00	500,000.00
04/13/2018 04/13/2018	Buy	500,000.00	03785EEQ3 Apple Inc.	0.00	05/24/2018	99.79	-498,957.92
05/24/2018 05/24/2018	Maturity	-500,000.00	03785EEQ3 Apple Inc.	0.00	05/24/2018	100.00	500,000.00
04/25/2018 04/27/2018	Buy	250,000.00	05531FAN3 BB&T CORP	2.05	06/19/2018	99.97	-251,737.22
05/15/2018 05/15/2018	Coupon	0.00	05531FAN3 BB&T CORP	2.05	06/19/2018	---	2,078.47
05/15/2018 05/15/2018	Call Redemption	-250,000.00	05531FAN3 BB&T CORP	2.05	06/19/2018	100.00	250,000.00

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
05/15/2018 05/15/2018	Coupon	0.00	05531FAP8 BB&T CORP	2.98	06/15/2018	---	2,528.53
05/15/2018 05/15/2018	Call Redemption	-500,000.00	05531FAP8 BB&T CORP	2.98	06/15/2018	100.00	500,000.00
04/20/2018 04/20/2018	Coupon	0.00	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	180.91
04/20/2018 04/20/2018	Principal Paydown	-14,017.71	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	14,017.71
05/20/2018 05/20/2018	Coupon	0.00	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	161.75
05/20/2018 05/20/2018	Principal Paydown	-14,863.22	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	14,863.22
06/20/2018 06/20/2018	Coupon	0.00	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	141.44
06/20/2018 06/20/2018	Principal Paydown	-16,879.68	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	16,879.68
06/06/2018 06/08/2018	Buy	400,000.00	055657AC4 BMWLT 171 A3	1.98	05/20/2020	99.38	-397,927.25
06/20/2018 06/20/2018	Coupon	0.00	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	660.00
04/20/2018 04/20/2018	Coupon	0.00	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	159.60
04/20/2018 04/20/2018	Principal Paydown	-43,142.95	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	43,142.95
05/20/2018 05/20/2018	Coupon	0.00	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	111.43
05/20/2018 05/20/2018	Principal Paydown	-45,720.02	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	45,720.02
06/20/2018 06/20/2018	Coupon	0.00	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	60.37
06/20/2018 06/20/2018	Principal Paydown	-49,555.22	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	49,555.22
04/20/2018 04/20/2018	Coupon	0.00	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	525.00
05/20/2018 05/20/2018	Coupon	0.00	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	525.00
05/20/2018 05/20/2018	Principal Paydown	-7,068.19	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	7,068.19
06/20/2018 06/20/2018	Coupon	0.00	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	514.40
06/20/2018 06/20/2018	Principal Paydown	-24,258.35	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	24,258.35
06/07/2018 06/07/2018	Coupon	0.00	06050TME9 BANK OF AMERICA NA	2.05	12/07/2018	---	5,125.00
05/15/2018 05/15/2018	Coupon	0.00	06406HCU1 BANK OF NEW YORK MELLON CORP	2.20	05/15/2019	---	2,750.00

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
06/28/2018 06/29/2018	Buy	450,000.00	07330NAL9 BRANCH BANKING AND TRUST CO	1.45	05/10/2019	98.96	-446,221.63
05/18/2018 05/22/2018	Buy	700,000.00	084670BL1 BERKSHIRE HATHAWAY INC	2.10	08/14/2019	99.47	-700,312.67
06/06/2018 06/08/2018	Buy	700,000.00	09247XAE1 BLACKROCK INC	5.00	12/10/2019	103.20	-739,740.56
06/10/2018 06/10/2018	Coupon	0.00	09247XAE1 BLACKROCK INC	5.00	12/10/2019	---	17,500.00
05/15/2018 05/15/2018	Coupon	0.00	097023BE4 BOEING CO	0.95	05/15/2018	---	1,187.50
05/15/2018 05/15/2018	Maturity	-250,000.00	097023BE4 BOEING CO	0.95	05/15/2018	100.00	250,000.00
04/01/2018 04/01/2018	Coupon	0.00	13063DAA6 CALIFORNIA ST	1.25	04/01/2018	---	3,120.00
04/01/2018 04/01/2018	Maturity	-500,000.00	13063DAA6 CALIFORNIA ST	1.25	04/01/2018	100.00	500,000.00
04/16/2018 04/16/2018	Coupon	0.00	14041NFC0 COMET 161 A	2.35	04/15/2019	---	1,187.52
05/15/2018 05/15/2018	Coupon	0.00	14041NFC0 COMET 161 A	2.37	04/15/2019	---	1,134.33
06/15/2018 06/15/2018	Coupon	0.00	14041NFC0 COMET 161 A	2.52	04/15/2019	---	1,223.83
05/22/2018 05/24/2018	Buy	250,000.00	14041NFE6 COMET 163 A	1.34	06/17/2019	98.59	-246,558.36
06/15/2018 06/15/2018	Coupon	0.00	14041NFE6 COMET 163 A	1.34	06/17/2019	---	279.17
04/13/2018 04/17/2018	Buy	700,000.00	14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	1.35	05/18/2019	98.71	-694,895.25
05/18/2018 05/18/2018	Coupon	0.00	14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	1.35	05/18/2019	---	4,725.00
04/17/2018 04/19/2018	Buy	475,000.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	98.59	-468,366.59
05/15/2018 05/15/2018	Coupon	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	625.42
06/15/2018 06/15/2018	Coupon	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	625.42
04/15/2018 04/15/2018	Coupon	0.00	161571GY4 CHAIT 155 A	1.36	04/16/2018	---	566.67
04/15/2018 04/15/2018	Principal Paydown	-500,000.00	161571GY4 CHAIT 155 A	1.36	04/16/2018	---	500,000.00
04/16/2018 04/16/2018	Maturity	0.00	161571GY4 CHAIT 155 A	1.36	04/16/2018	100.00	0.00
04/15/2018 04/15/2018	Coupon	0.00	161571HC1 CHAIT 162 A	1.37	06/17/2019	---	342.50

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
05/15/2018 05/15/2018	Coupon	0.00	161571HC1 CHAIT 162 A	1.37	06/17/2019	---	342.50
06/15/2018 06/15/2018	Coupon	0.00	161571HC1 CHAIT 162 A	1.37	06/17/2019	---	342.50
05/16/2018 05/16/2018	Coupon	0.00	166764BA7 CHEVRON CORP	1.79	11/16/2018	---	4,475.00
06/15/2018 06/15/2018	Coupon	0.00	17275RAY8 CISCO SYSTEMS INC	2.43	06/15/2018	---	4,666.13
06/15/2018 06/15/2018	Maturity	-750,000.00	17275RAY8 CISCO SYSTEMS INC	2.43	06/15/2018	100.00	750,000.00
05/21/2018 05/23/2018	Buy	400,000.00	17305EFS9 CCCIT 14A6 A6	2.15	07/15/2019	99.39	-400,620.28
04/09/2018 04/09/2018	Coupon	0.00	17305EFU4 CCCIT 14A8 A8	1.73	04/09/2018	---	6,055.00
04/09/2018 04/09/2018	Maturity	0.00	17305EFU4 CCCIT 14A8 A8	1.73	04/09/2018	100.00	0.00
04/09/2018 04/09/2018	Principal Paydown	-700,000.00	17305EFU4 CCCIT 14A8 A8	1.73	04/09/2018	---	700,000.00
04/24/2018 04/26/2018	Buy	450,000.00	17305EFW0 CCCIT 16A1 A1	1.75	11/19/2019	98.46	-446,491.02
05/19/2018 05/19/2018	Coupon	0.00	17305EFW0 CCCIT 16A1 A1	1.75	11/19/2019	---	3,937.50
06/20/2018 06/20/2018	Coupon	0.00	17325FAB4 CITIBANK NA	2.66	03/20/2019	---	4,871.69
04/17/2018 04/17/2018	Maturity	-500,000.00	19121BDH9 The Coca-Cola Company	0.00	04/17/2018	100.00	500,000.00
04/17/2018 04/17/2018	Buy	500,000.00	19121BGH6 The Coca-Cola Company	0.00	07/17/2018	99.49	-497,472.22
04/27/2018 04/27/2018	Coupon	0.00	22546QAV9 CREDIT SUISSE AG (NEW YORK BRANCH)	1.70	04/27/2018	---	5,737.50
04/27/2018 04/27/2018	Maturity	-675,000.00	22546QAV9 CREDIT SUISSE AG (NEW YORK BRANCH)	1.70	04/27/2018	100.00	675,000.00
04/17/2018 04/17/2018	Coupon	0.00	24422ERR2 JOHN DEERE CAPITAL CORP	2.25	04/17/2019	---	7,875.00
06/28/2018 06/28/2018	Maturity	-500,000.00	2546R3FU3 The Walt Disney Company	0.00	06/28/2018	100.00	500,000.00
06/07/2018 06/11/2018	Buy	475,000.00	30231GAD4 EXXON MOBIL CORP	1.82	03/15/2019	99.57	-475,026.31
04/25/2018 04/25/2018	Coupon	0.00	3130A4GJ5 FEDERAL HOME LOAN BANKS	1.13	04/25/2018	---	2,812.50
04/25/2018 04/25/2018	Maturity	-500,000.00	3130A4GJ5 FEDERAL HOME LOAN BANKS	1.13	04/25/2018	100.00	500,000.00
04/12/2018 04/13/2018	Buy	1,000,000.00	3130AAE46 FEDERAL HOME LOAN BANKS	1.25	01/16/2019	99.35	-996,480.83

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
04/13/2018 04/16/2018	Buy	1,000,000.00	3130ABF92 FEDERAL HOME LOAN BANKS	1.38	05/28/2019	99.07	-995,970.83
05/28/2018 05/28/2018	Coupon	0.00	3130ABF92 FEDERAL HOME LOAN BANKS	1.38	05/28/2019	---	6,875.00
04/16/2018 04/16/2018	Buy	1,000,000.00	313312EK2 FEDERAL FARM CREDIT BANKS	0.00	04/16/2019	97.82	-978,201.39
04/02/2018 04/02/2018	Maturity	-1,000,000.00	313385VA1 FEDERAL HOME LOAN BANKS	0.00	04/02/2018	100.00	1,000,000.00
04/25/2018 04/25/2018	Maturity	-2,000,000.00	313385VZ6 FEDERAL HOME LOAN BANKS	0.00	04/25/2018	100.00	2,000,000.00
05/03/2018 05/03/2018	Maturity	-1,000,000.00	313385WH5 FEDERAL HOME LOAN BANKS	0.00	05/03/2018	100.00	1,000,000.00
05/03/2018 05/04/2018	Buy	500,000.00	313385XN1 FEDERAL HOME LOAN BANKS	0.00	06/01/2018	99.87	-499,349.78
06/01/2018 06/01/2018	Maturity	-500,000.00	313385XN1 FEDERAL HOME LOAN BANKS	0.00	06/01/2018	100.00	500,000.00
04/25/2018 04/25/2018	Buy	1,000,000.00	313385ZD1 FEDERAL HOME LOAN BANKS	0.00	07/10/2018	99.62	-996,221.11
05/02/2018 05/03/2018	Buy	1,000,000.00	313397A43 FEDERAL HOME LOAN MORTGAGE CORP	0.00	08/02/2018	99.54	-995,386.81
06/25/2018 06/25/2018	Coupon	0.00	3133EE2F6 FEDERAL FARM CREDIT BANKS FUNDING CORP	1.22	06/25/2018	---	3,050.00
06/25/2018 06/25/2018	Maturity	-500,000.00	3133EE2F6 FEDERAL FARM CREDIT BANKS FUNDING CORP	1.22	06/25/2018	100.00	500,000.00
06/21/2018 06/21/2018	Coupon	0.00	3133EHZG1 FEDERAL FARM CREDIT BANKS FUNDING CORP	1.30	12/21/2018	---	6,500.00
06/22/2018 06/22/2018	Coupon	0.00	3134G66M0 FEDERAL HOME LOAN MORTGAGE CORP	1.25	06/22/2018	---	6,250.00
06/22/2018 06/22/2018	Maturity	-1,000,000.00	3134G66M0 FEDERAL HOME LOAN MORTGAGE CORP	1.25	06/22/2018	100.00	1,000,000.00
04/30/2018 05/01/2018	Buy	500,000.00	3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	0.95	01/30/2019	98.99	-496,167.19
05/15/2018 05/16/2018	Buy	500,000.00	3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	0.95	01/30/2019	99.09	-496,868.61
05/04/2018 05/07/2018	Buy	500,000.00	3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	1.25	07/26/2019	98.65	-495,003.47
04/15/2018 04/15/2018	Coupon	0.00	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	438.46
04/15/2018 04/15/2018	Principal Paydown	-48,761.18	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	48,761.18
05/15/2018 05/15/2018	Coupon	0.00	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	380.76
05/15/2018 05/15/2018	Principal Paydown	-45,332.94	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	45,332.94

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
06/15/2018 06/15/2018	Coupon	0.00	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	327.11
06/15/2018 06/15/2018	Principal Paydown	-44,630.84	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	44,630.84
04/25/2018 04/25/2018	Buy	1,000,000.00	36955EF60 General Dynamics Corporation	0.00	06/06/2018	99.76	-997,608.33
06/06/2018 06/06/2018	Maturity	-1,000,000.00	36955EF60 General Dynamics Corporation	0.00	06/06/2018	100.00	1,000,000.00
04/18/2018 04/18/2018	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	332.11
04/18/2018 04/18/2018	Principal Paydown	-27,645.46	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	27,645.46
05/18/2018 05/18/2018	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	305.38
05/18/2018 05/18/2018	Principal Paydown	-25,291.87	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	25,291.87
06/18/2018 06/18/2018	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	280.93
06/18/2018 06/18/2018	Principal Paydown	-25,207.71	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	25,207.72
04/21/2018 04/21/2018	Coupon	0.00	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	386.43
04/21/2018 04/21/2018	Principal Paydown	-61,462.96	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	61,462.97
05/21/2018 05/21/2018	Coupon	0.00	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	313.70
05/21/2018 05/21/2018	Principal Paydown	-56,151.71	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	56,151.70
06/21/2018 06/21/2018	Coupon	0.00	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	247.26
06/21/2018 06/21/2018	Principal Paydown	-55,047.45	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	55,047.45
04/11/2018 04/13/2018	Buy	500,000.00	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	2.10	09/12/2018	100.05	-501,178.96
06/12/2018 06/12/2018	Coupon	0.00	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	2.10	09/12/2018	---	5,370.24
06/20/2018 06/22/2018	Buy	500,000.00	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	2.10	09/12/2018	100.05	-500,559.77
04/13/2018 04/17/2018	Buy	500,000.00	45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	1.76	01/15/2019	100.07	-500,400.91
04/10/2018 04/10/2018	Coupon	0.00	459058DNO INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1.38	04/10/2018	---	3,440.00
04/10/2018 04/10/2018	Maturity	-500,000.00	459058DNO INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1.38	04/10/2018	100.00	500,000.00

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
04/26/2018 04/26/2018	Coupon	0.00	459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1.25	04/26/2019	---	3,125.00
05/09/2018 05/09/2018	Buy	500,000.00	45950KBX7 INTERNATIONAL FINANCE CORP	0.88	06/15/2018	99.90	-501,270.00
06/15/2018 06/15/2018	Coupon	0.00	45950KBX7 INTERNATIONAL FINANCE CORP	0.88	06/15/2018	---	2,187.50
06/15/2018 06/15/2018	Maturity	-500,000.00	45950KBX7 INTERNATIONAL FINANCE CORP	0.88	06/15/2018	100.00	500,000.00
05/27/2018 05/27/2018	Coupon	0.00	45950VHE9 INTERNATIONAL FINANCE CORP	1.25	11/27/2018	---	6,250.00
04/15/2018 04/15/2018	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	484.00
05/15/2018 05/15/2018	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	322.67
06/15/2018 06/15/2018	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	322.67
05/01/2018 05/01/2018	Coupon	0.00	5446466X5 LOS ANGELES CALIF UNI SCH DIST	1.85	05/01/2018	---	2,723.61
05/01/2018 05/01/2018	Maturity	-1,000,000.00	5446466X5 LOS ANGELES CALIF UNI SCH DIST	1.85	05/01/2018	100.00	1,000,000.00
05/02/2018 05/04/2018	Buy	500,000.00	57636QAA2 MASTERCARD INC	2.00	04/01/2019	99.58	-498,836.67
04/15/2018 04/15/2018	Coupon	0.00	58768MAB7 MBALT 16B A2	1.15	02/15/2019	---	48.19
04/15/2018 04/15/2018	Principal Paydown	-37,306.54	58768MAB7 MBALT 16B A2	1.15	02/15/2019	---	37,306.54
05/15/2018 05/15/2018	Coupon	0.00	58768MAB7 MBALT 16B A2	1.15	02/15/2019	---	12.44
05/15/2018 05/15/2018	Principal Paydown	-12,981.52	58768MAB7 MBALT 16B A2	1.15	02/15/2019	---	12,981.52
04/15/2018 04/15/2018	Coupon	0.00	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	278.28
04/15/2018 04/15/2018	Principal Paydown	-21,961.29	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	21,961.29
05/15/2018 05/15/2018	Coupon	0.00	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	250.28
05/15/2018 05/15/2018	Principal Paydown	-23,109.27	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	23,109.27
06/15/2018 06/15/2018	Coupon	0.00	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	220.81
06/15/2018 06/15/2018	Principal Paydown	-23,320.26	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	23,320.26
06/19/2018 06/19/2018	Buy	500,000.00	63763QGB7 National Securities Clearing Corporation	0.00	07/11/2018	99.87	-499,373.61

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income



Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
04/15/2018 04/15/2018	Coupon	0.00	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	500.00
05/15/2018 05/15/2018	Coupon	0.00	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	500.00
05/15/2018 05/15/2018	Principal Paydown	-26,709.53	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	26,709.53
06/15/2018 06/15/2018	Coupon	0.00	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	466.61
06/15/2018 06/15/2018	Principal Paydown	-56,583.47	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	56,583.47
04/24/2018 04/26/2018	Buy	450,000.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	98.27	-442,453.52
05/15/2018 05/15/2018	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	656.25
06/15/2018 06/15/2018	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	656.25
04/15/2018 04/15/2018	Coupon	0.00	65478VAB3 NAROT 16B A2A	1.05	04/15/2019	---	20.68
04/15/2018 04/15/2018	Principal Paydown	-23,630.66	65478VAB3 NAROT 16B A2A	1.05	04/15/2019	---	23,630.66
04/15/2018 04/15/2018	Coupon	0.00	65478WAB1 NAROT 16C A2A	1.07	05/15/2019	---	130.23
04/15/2018 04/15/2018	Principal Paydown	-70,675.04	65478WAB1 NAROT 16C A2A	1.07	05/15/2019	---	70,675.04
05/15/2018 05/15/2018	Coupon	0.00	65478WAB1 NAROT 16C A2A	1.07	05/15/2019	---	67.21
05/15/2018 05/15/2018	Principal Paydown	-65,974.44	65478WAB1 NAROT 16C A2A	1.07	05/15/2019	---	65,974.44
06/15/2018 06/15/2018	Coupon	0.00	65478WAB1 NAROT 16C A2A	1.07	05/15/2019	---	8.39
06/15/2018 06/15/2018	Principal Paydown	-9,406.75	65478WAB1 NAROT 16C A2A	1.07	05/15/2019	---	9,406.75
04/12/2018 04/12/2018	Maturity	-1,000,000.00	67983UDC4 Old Line Funding, LLC	0.00	04/12/2018	100.00	1,000,000.00
05/18/2018 05/18/2018	Coupon	0.00	69371RM52 PACCAR FINANCIAL CORP	1.40	05/18/2018	---	3,500.00
05/18/2018 05/18/2018	Maturity	-500,000.00	69371RM52 PACCAR FINANCIAL CORP	1.40	05/18/2018	100.00	500,000.00
05/03/2018 05/30/2018	Buy	500,000.00	78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	2.71	11/01/2019	100.00	-500,000.00
05/01/2018 05/01/2018	Coupon	0.00	79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	1.72	05/01/2019	---	6,489.60
05/15/2018 05/15/2018	Maturity	-200,000.00	857477AK9 STATE STREET CORP	1.35	05/15/2018	100.00	200,000.00

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
05/15/2018 05/15/2018	Maturity	-350,000.00	857477AK9 STATE STREET CORP	1.35	05/15/2018	100.00	350,000.00
05/15/2018 05/15/2018	Maturity	-50,000.00	857477AK9 STATE STREET CORP	1.35	05/15/2018	100.00	50,000.00
05/15/2018 05/15/2018	Coupon	0.00	857477AK9 STATE STREET CORP	1.35	05/15/2018	---	4,050.00
05/18/2018 05/21/2018	Buy	750,000.00	88602UGL8 Thunder Bay Funding, LLC	0.00	07/20/2018	99.66	-747,437.50
04/15/2018 04/15/2018	Coupon	0.00	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	51.48
04/15/2018 04/15/2018	Principal Paydown	-17,770.13	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	17,770.13
05/15/2018 05/15/2018	Coupon	0.00	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	35.79
05/15/2018 05/15/2018	Principal Paydown	-16,929.42	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	16,929.42
06/15/2018 06/15/2018	Coupon	0.00	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	20.83
06/15/2018 06/15/2018	Principal Paydown	-16,295.17	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	16,295.17
04/24/2018 04/26/2018	Buy	189,000.00	89236TBB0 TOYOTA MOTOR CREDIT CORP	2.10	01/17/2019	99.75	-189,609.53
04/15/2018 04/15/2018	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	366.35
04/15/2018 04/15/2018	Principal Paydown	-29,114.89	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	29,114.89
05/15/2018 05/15/2018	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	338.69
05/15/2018 05/15/2018	Principal Paydown	-26,769.67	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	26,769.67
06/15/2018 06/15/2018	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	313.26
06/15/2018 06/15/2018	Principal Paydown	-26,246.31	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	26,246.31
04/15/2018 04/15/2018	Coupon	0.00	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	288.75
04/15/2018 04/15/2018	Principal Paydown	-4,903.57	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	4,903.57
05/15/2018 05/15/2018	Coupon	0.00	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	282.46
05/15/2018 05/15/2018	Principal Paydown	-27,786.09	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	27,786.08
06/15/2018 06/15/2018	Coupon	0.00	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	246.80
06/15/2018 06/15/2018	Principal Paydown	-27,593.26	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	27,593.26

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
04/17/2018 04/17/2018	Coupon	0.00	90331HNK5 US BANK NA	2.48	01/17/2020	---	3,053.47
04/30/2018 04/30/2018	Coupon	0.00	912828T83 UNITED STATES TREASURY	0.75	10/31/2018	---	3,750.00
06/20/2018 06/27/2018	Buy	700,000.00	931142EF6 WALMART INC	2.38	06/23/2020	100.00	-700,000.00
04/02/2018 04/02/2018	Buy	2,522,964.56	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-2,522,964.56
04/09/2018 04/09/2018	Buy	706,055.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-706,055.00
04/10/2018 04/10/2018	Buy	3,440.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-3,440.00
04/10/2018 04/10/2018	Buy	500,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-500,000.00
04/12/2018 04/12/2018	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-1,000,000.00
04/13/2018 04/13/2018	Sell	-498,957.92	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	498,957.92
04/13/2018 04/13/2018	Sell	-997,659.79	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	997,659.79
04/16/2018 04/16/2018	Sell	-238,715.76	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	238,715.76
04/16/2018 04/16/2018	Sell	-978,201.39	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	978,201.39
04/17/2018 04/17/2018	Sell	-497,472.22	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	497,472.22
04/17/2018 04/17/2018	Buy	3,053.47	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-3,053.47
04/17/2018 04/17/2018	Sell	-685,849.81	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	685,849.81
04/18/2018 04/18/2018	Buy	27,977.57	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-27,977.57
04/19/2018 04/19/2018	Sell	-468,366.59	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	468,366.59
04/20/2018 04/20/2018	Buy	14,198.62	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-14,198.62
04/20/2018 04/20/2018	Buy	39,556.68	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-39,556.68
04/23/2018 04/23/2018	Buy	61,849.40	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-61,849.40
04/24/2018 04/24/2018	Sell	-500,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	500,000.00
04/25/2018 04/25/2018	Sell	-997,608.33	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	997,608.33
04/25/2018 04/25/2018	Sell	-996,221.11	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	996,221.11

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
04/25/2018 04/25/2018	Buy	3,252,812.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-3,252,812.50
04/26/2018 04/26/2018	Sell	-1,078,554.07	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	1,078,554.07
04/26/2018 04/26/2018	Buy	3,125.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-3,125.00
04/27/2018 04/27/2018	Buy	423,262.78	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-423,262.78
04/27/2018 04/27/2018	Buy	5,737.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-5,737.50
04/30/2018 04/30/2018	Buy	3,750.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	1.00	-3,750.00
04/30/2018 04/30/2018	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.54	06/30/2018	---	4,535.08
05/01/2018 05/01/2018	Buy	2,723.61	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-2,723.61
05/01/2018 05/01/2018	Buy	514,857.49	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-514,857.49
05/03/2018 05/03/2018	Buy	4,613.19	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-4,613.19
05/03/2018 05/03/2018	Sell	-154,844.87	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	154,844.87
05/04/2018 05/04/2018	Sell	-998,186.45	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	998,186.45
05/07/2018 05/07/2018	Sell	-488,440.97	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	488,440.97
05/09/2018 05/09/2018	Sell	-501,270.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	501,270.00
05/15/2018 05/15/2018	Buy	1,271,193.97	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-1,271,193.97
05/15/2018 05/15/2018	Buy	591,929.74	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-591,929.74
05/16/2018 05/16/2018	Sell	-492,381.17	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	492,381.17
05/18/2018 05/18/2018	Buy	533,822.25	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-533,822.25
05/21/2018 05/21/2018	Sell	-747,437.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	747,437.50
05/21/2018 05/21/2018	Buy	120,858.99	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-120,858.99
05/22/2018 05/22/2018	Sell	-696,375.17	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	696,375.17
05/23/2018 05/23/2018	Sell	-400,620.28	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	400,620.28
05/24/2018 05/24/2018	Buy	253,441.64	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-253,441.64

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Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
05/25/2018 05/25/2018	Sell	-492,807.12	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	492,807.12
05/29/2018 05/29/2018	Buy	6,875.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	-6,875.00
05/30/2018 05/30/2018	Sell	-493,750.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	1.00	493,750.00
05/31/2018 05/31/2018	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.62	06/30/2018	---	2,175.58
06/01/2018 06/01/2018	Buy	503,452.59	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-503,452.59
06/06/2018 06/06/2018	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-1,000,000.00
06/07/2018 06/07/2018	Buy	5,125.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-5,125.00
06/08/2018 06/08/2018	Sell	-1,137,667.81	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	1,137,667.81
06/11/2018 06/11/2018	Sell	-457,526.31	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	457,526.31
06/12/2018 06/12/2018	Buy	5,370.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-5,370.00
06/13/2018 06/13/2018	Buy	5,370.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-5,370.00
06/13/2018 06/13/2018	Sell	-5,370.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	5,370.00
06/15/2018 06/15/2018	Buy	1,412,645.45	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-1,412,645.45
06/15/2018 06/15/2018	Buy	2,187.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-2,187.50
06/15/2018 06/15/2018	Buy	28,062.57	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-28,062.57
06/18/2018 06/18/2018	Buy	23,891.96	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-23,891.96
06/19/2018 06/19/2018	Buy	25,488.64	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-25,488.64
06/19/2018 06/19/2018	Sell	-499,373.61	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	499,373.61
06/20/2018 06/20/2018	Buy	92,684.74	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-92,684.74
06/21/2018 06/21/2018	Buy	61,794.70	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-61,794.70
06/22/2018 06/22/2018	Buy	505,690.23	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-505,690.23
06/25/2018 06/25/2018	Buy	503,050.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-503,050.00
06/27/2018 06/27/2018	Sell	-700,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	700,000.00

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Transaction Detail

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
06/28/2018 06/28/2018	Buy	500,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	-500,000.00
06/29/2018 06/29/2018	Sell	-446,221.63	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	06/30/2018	1.00	446,221.63
04/20/2018 04/20/2018	Management Fee	0.00	CCYUSD US DOLLAR	0.00	06/30/2018	---	-4,270.87
05/03/2018 05/03/2018	Cash Transfer	0.00	CCYUSD US DOLLAR	0.00	06/30/2018	---	-154,844.87
05/21/2018 05/21/2018	Management Fee	0.00	CCYUSD US DOLLAR	0.00	06/30/2018	---	-4,056.03
06/20/2018 06/20/2018	Management Fee	0.00	CCYUSD US DOLLAR	0.00	06/30/2018	---	-4,256.41
---	---	586,927.72	---	---	09/03/2018	---	-519,844.27
---	---	---	---	---	---	---	---

Summary

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
---	---	2,086,927.72	---	---	09/18/2018	---	-2,029,986.28
---	---	---	---	---	---	---	---

* Grouped by: Status. * Groups Sorted by: Status. * Showing transactions with Entry Date within selected date range. * Weighted by: Absolute Value of Base Principal. * MMF transactions are expanded.

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

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MMF Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

* Does not Lock Down.

Receivable

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
06/29/2018	06/29/2018	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,934.34
06/29/2018	06/29/2018	Money Market Funds	0.00	94975P405	GVI XX	WELLS FRGO GOVERNMENT CL I MMF	1,934.34

Settled

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
04/02/2018	04/02/2018	Buy	2,522,964.56	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-2,522,964.56
04/09/2018	04/09/2018	Buy	706,055.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-706,055.00
04/10/2018	04/10/2018	Buy	3,440.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-3,440.00
04/10/2018	04/10/2018	Buy	500,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-500,000.00
04/12/2018	04/12/2018	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
04/13/2018	04/13/2018	Sell	-498,957.92	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	498,957.92
04/13/2018	04/13/2018	Sell	-997,659.79	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	997,659.79
04/16/2018	04/16/2018	Sell	-238,715.76	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	238,715.76
04/16/2018	04/16/2018	Sell	-978,201.39	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	978,201.39
04/17/2018	04/17/2018	Sell	-497,472.22	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	497,472.22
04/17/2018	04/17/2018	Buy	3,053.47	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-3,053.47
04/17/2018	04/17/2018	Sell	-685,849.81	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	685,849.81
04/18/2018	04/18/2018	Buy	27,977.57	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-27,977.57
04/19/2018	04/19/2018	Sell	-468,366.59	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	468,366.59
04/20/2018	04/20/2018	Buy	14,198.62	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-14,198.62
04/20/2018	04/20/2018	Buy	39,556.68	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-39,556.68
04/23/2018	04/23/2018	Buy	61,849.40	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-61,849.40
04/24/2018	04/24/2018	Sell	-500,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	500,000.00
04/25/2018	04/25/2018	Sell	-997,608.33	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	997,608.33
04/25/2018	04/25/2018	Sell	-996,221.11	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	996,221.11
04/25/2018	04/25/2018	Buy	3,252,812.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-3,252,812.50
04/26/2018	04/26/2018	Sell	-1,078,554.07	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,078,554.07
04/26/2018	04/26/2018	Buy	3,125.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-3,125.00
04/27/2018	04/27/2018	Buy	423,262.78	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-423,262.78
04/27/2018	04/27/2018	Buy	5,737.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-5,737.50
04/30/2018	04/30/2018	Buy	3,750.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-3,750.00
04/30/2018	04/30/2018	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	4,535.08
05/01/2018	05/01/2018	Buy	2,723.61	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-2,723.61
05/01/2018	05/01/2018	Buy	514,857.49	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-514,857.49
05/03/2018	05/03/2018	Buy	4,613.19	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-4,613.19
05/03/2018	05/03/2018	Sell	-154,844.87	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	154,844.87

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MMF Transaction Detail

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
05/04/2018	05/04/2018	Sell	-998,186.45	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	998,186.45
05/07/2018	05/07/2018	Sell	-488,440.97	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	488,440.97
05/09/2018	05/09/2018	Sell	-501,270.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	501,270.00
05/15/2018	05/15/2018	Buy	1,271,193.97	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,271,193.97
05/15/2018	05/15/2018	Buy	591,929.74	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-591,929.74
05/16/2018	05/16/2018	Sell	-492,381.17	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	492,381.17
05/18/2018	05/18/2018	Buy	533,822.25	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-533,822.25
05/21/2018	05/21/2018	Sell	-747,437.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	747,437.50
05/21/2018	05/21/2018	Buy	120,858.99	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-120,858.99
05/22/2018	05/22/2018	Sell	-696,375.17	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	696,375.17
05/23/2018	05/23/2018	Sell	-400,620.28	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	400,620.28
05/24/2018	05/24/2018	Buy	253,441.64	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-253,441.64
05/25/2018	05/25/2018	Sell	-492,807.12	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	492,807.12
05/29/2018	05/29/2018	Buy	6,875.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-6,875.00
05/30/2018	05/30/2018	Sell	-493,750.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	493,750.00
05/31/2018	05/31/2018	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	2,175.58
06/01/2018	06/01/2018	Buy	503,452.59	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-503,452.59
06/06/2018	06/06/2018	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
06/07/2018	06/07/2018	Buy	5,125.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-5,125.00
06/08/2018	06/08/2018	Sell	-1,137,667.81	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,137,667.81
06/11/2018	06/11/2018	Sell	-457,526.31	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	457,526.31
06/12/2018	06/12/2018	Buy	5,370.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-5,370.00
06/13/2018	06/13/2018	Buy	5,370.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-5,370.00
06/13/2018	06/13/2018	Sell	-5,370.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	5,370.00
06/15/2018	06/15/2018	Buy	1,412,645.45	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,412,645.45
06/15/2018	06/15/2018	Buy	2,187.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-2,187.50
06/15/2018	06/15/2018	Buy	28,062.57	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-28,062.57
06/18/2018	06/18/2018	Buy	23,891.96	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-23,891.96
06/19/2018	06/19/2018	Buy	25,488.64	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-25,488.64
06/19/2018	06/19/2018	Sell	-499,373.61	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	499,373.61
06/20/2018	06/20/2018	Buy	92,684.74	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-92,684.74
06/21/2018	06/21/2018	Buy	61,794.70	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-61,794.70
06/22/2018	06/22/2018	Buy	505,690.23	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-505,690.23
06/25/2018	06/25/2018	Buy	503,050.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-503,050.00
06/27/2018	06/27/2018	Sell	-700,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	700,000.00
06/28/2018	06/28/2018	Buy	500,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-500,000.00
06/29/2018	06/29/2018	Sell	-446,221.63	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	446,221.63
---	---	---	-106,967.54	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	113,678.20

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MMF Transaction Detail

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Summary

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
---	---	---	-106,967.54	94975P405	GVI XX	WELLS FRGO GOVERNMENT CL I MMF	115,612.54

* Grouped by: Status. * Groups Sorted by: Status. * Filtered By: Security Type = "MMFUND". * Showing transactions with Entry Date within selected date range. * Weighted by: Absolute Value of Base Principal. * MMF transactions are expanded.

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

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Roll Forward

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
055657AB6 BMWLT 171 A2	132,079.48 0.00	0.00 0.00	-45,760.61 0.00	2.61 -22.93	-0.01 205.95	0.00 86,504.50
31680GAD8 FITAT 151 A3	369,336.35 0.00	0.00 0.00	-138,724.96 0.00	144.90 -87.55	-0.01 671.66	0.00 231,340.39
89231LAB3 TAOT 16D A2A	58,209.45 0.00	0.00 0.00	-50,994.72 0.00	0.56 -24.02	0.00 96.34	0.00 7,287.60
58769DAB6 MBALT 17A A2A	217,856.08 0.00	0.00 0.00	-68,390.82 0.00	0.05 -46.51	0.00 302.12	0.00 149,720.93
65478VAB3 NAROT 16B A2A	23,638.11 0.00	0.00 0.00	-23,630.66 0.00	0.04 -11.03	0.00 3.54	0.00 0.00
58768MAB7 MBALT 16B A2	50,275.31 0.00	0.00 0.00	-50,288.06 0.00	0.12 -25.70	0.00 38.34	0.00 0.00
90290AAB3 USAOT 171 A2	224,258.27 0.00	0.00 0.00	-60,282.91 0.00	1.33 -41.26	0.00 482.98	0.00 164,418.42
94975P405 WELLS FRGO GOVERNMENT CL I MMF	1,918,746.51 16,542,912.34	-16,649,879.88 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 1,811,778.97
CCYUSD Cash	1.57 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.29 1.86
CCYUSD Payable	-500,000.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	-1,012,076.35 -1,512,076.35
CCYUSD Receivable	1,019,844.56 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	-1,017,910.22 1,934.34
17275RAY8 CISCO SYSTEMS INC	751,163.72 0.00	0.00 -750,000.00	0.00 0.00	0.00 -862.22	0.00 -301.50	0.00 0.00
17305EFU4 CCCIT 14A8 A8	705,722.26 0.00	0.00 0.00	-700,000.00 0.00	-55.81 -5,785.89	0.00 119.44	0.00 0.00
459058DNO INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	503,201.00 0.00	0.00 -500,000.00	0.00 0.00	-16.70 -3,268.00	0.00 83.70	0.00 0.00
190335JC4 COAST CMNTY COLLEGE DIST CALIF	500,607.50 0.00	0.00 0.00	0.00 0.00	0.00 1,781.25	0.00 390.00	0.00 502,778.75
17325FAB4 CITIBANK NA	751,517.44 0.00	0.00 0.00	0.00 0.00	0.00 -24.78	0.00 303.75	0.00 751,796.41
43814TAB8 HAROT 171 A2	325,853.39 0.00	0.00 0.00	-172,662.12 0.00	1.93 -68.11	0.00 619.24	0.00 153,744.34
3134G66M0 FEDERAL HOME LOAN MORTGAGE CORP	1,002,082.50 0.00	0.00 -1,000,000.00	0.00 0.00	-228.38 -3,437.50	0.00 1,583.38	0.00 0.00
13063DAA6 CALIFORNIA ST	503,120.00 0.00	0.00 -500,000.00	0.00 0.00	0.00 -3,120.00	0.00 0.00	0.00 0.00
22546QAV9 CREDIT SUISSE AG (NEW YORK BRANCH)	679,672.50 0.00	0.00 -675,000.00	0.00 0.00	-15.91 -4,908.75	0.00 252.16	0.00 0.00
3130A4GJ5 FEDERAL HOME LOAN BANKS	502,230.00 0.00	0.00 -500,000.00	0.00 0.00	12.40 -2,437.50	0.00 195.10	0.00 0.00

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Roll Forward

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
40428HPJ5 HSBC USA INC (NEW)	500,174.21 0.00	0.00 0.00	0.00 0.00	-909.10 3,281.25	0.00 1,042.10	0.00 503,588.46
3133EE2F6 FEDERAL FARM CREDIT BANKS FUNDING CORP	501,034.17 0.00	0.00 -500,000.00	0.00 0.00	-6.94 -1,626.67	0.00 599.44	0.00 0.00
05531FAP8 BB&T CORP	501,105.67 0.00	0.00 -500,000.00	0.00 0.00	-478.39 -704.67	0.00 77.39	0.00 0.00
235851AN2 DANAHER CORP	298,979.80 0.00	0.00 0.00	0.00 0.00	-100.89 1,237.50	0.00 930.99	0.00 301,047.40
313385VA1 FEDERAL HOME LOAN BANKS	1,000,000.00 0.00	0.00 -1,000,000.00	0.00 0.00	33.61 0.00	0.00 -33.61	0.00 0.00
857477AK9 STATE STREET CORP	351,277.15 0.00	0.00 -350,000.00	0.00 0.00	5.79 -1,785.00	0.00 502.06	0.00 0.00
857477AK9 STATE STREET CORP	50,182.45 0.00	0.00 -50,000.00	0.00 0.00	5.03 -255.00	0.00 67.52	0.00 0.00
857477AK9 STATE STREET CORP	200,729.80 0.00	0.00 -200,000.00	0.00 0.00	3.31 -1,020.00	0.00 286.89	0.00 0.00
912828T42 UNITED STATES TREASURY	994,200.49 0.00	0.00 0.00	0.00 0.00	1,368.98 1,864.75	0.00 1,407.02	0.00 998,841.25
313385ZW9 FEDERAL HOME LOAN BANKS	994,232.00 0.00	0.00 0.00	0.00 0.00	3,159.72 0.00	0.00 1,309.28	0.00 998,701.00
161571GY4 CHAIT 155 A	500,115.32 0.00	0.00 0.00	-500,000.00 0.00	22.35 -302.22	0.00 164.55	0.00 0.00
3133EFC70 FEDERAL FARM CREDIT BANKS FUNDING CORP	743,950.75 0.00	0.00 0.00	0.00 0.00	516.19 2,100.00	0.00 920.06	0.00 747,487.00
3134G34F4 FREDDIE MAC	999,053.17 0.00	0.00 0.00	0.00 0.00	481.60 2,625.00	0.00 1,599.40	0.00 1,003,759.17
3133EHZG1 FEDERAL FARM CREDIT BANKS FUNDING CORP	999,208.11 0.00	0.00 0.00	0.00 0.00	134.50 -3,250.00	0.00 259.50	0.00 996,352.11
14041NFC0 COMET 161 A	602,490.69 0.00	0.00 0.00	0.00 0.00	-540.66 42.00	0.00 278.88	0.00 602,270.91
912828T83 UNITED STATES TREASURY	996,118.17 0.00	0.00 0.00	0.00 0.00	1,423.62 -1,885.58	0.00 1,466.38	0.00 997,122.59
90521APJ1 MUFG UNION BANK NA	699,839.41 0.00	0.00 0.00	0.00 0.00	-1,705.58 4,593.75	0.00 1,963.18	0.00 704,690.76
06406HCL1 BANK OF NEW YORK MELLON CORP	476,254.47 0.00	0.00 0.00	0.00 0.00	-771.88 2,493.75	0.00 1,004.15	0.00 478,980.50
4581XOCK2 INTER-AMERICAN DEVELOPMENT BANK	99,695.60 0.00	0.00 0.00	0.00 0.00	-4.96 375.00	0.00 123.66	0.00 100,189.30
9128282K5 UNITED STATES TREASURY	991,381.01 0.00	0.00 0.00	0.00 0.00	312.86 3,456.49	0.00 -234.85	0.00 994,915.50

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Roll Forward

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	497,490.47 0.00	0.00 0.00	0.00 0.00	416.00 -1,562.50	0.00 116.50	0.00 496,460.47
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	750,253.98 0.00	0.00 0.00	0.00 0.00	0.00 -3,262.73	0.00 112.50	0.00 747,103.75
45950VHE9 INTERNATIONAL FINANCE CORP	998,265.56 0.00	0.00 0.00	0.00 0.00	705.02 -3,125.00	0.00 1,438.98	0.00 997,284.56
46625HQU7 JPMORGAN CHASE & CO	694,835.05 0.00	0.00 0.00	0.00 0.00	7.45 3,237.50	0.00 1,053.05	0.00 699,133.05
097023BE4 BOEING CO	250,458.47 0.00	0.00 -250,000.00	0.00 0.00	180.59 -897.22	0.00 258.16	0.00 0.00
79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSO	500,789.17 0.00	0.00 0.00	0.00 0.00	-24.24 2,031.25	0.00 404.24	0.00 503,200.42
798170AAA SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	752,312.50 0.00	0.00 0.00	0.00 0.00	0.00 3,558.75	0.00 -195.00	0.00 755,676.25
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	702,428.42 0.00	0.00 0.00	0.00 0.00	15.88 -3,281.25	0.00 1,358.22	0.00 700,521.27
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	752,021.31 0.00	0.00 0.00	0.00 0.00	0.00 3,770.63	0.00 -2,497.50	0.00 753,294.44
166764BA7 CHEVRON CORP	501,261.75 0.00	0.00 0.00	0.00 0.00	38.72 -2,237.50	0.00 922.28	0.00 499,985.25
06050TME9 BANK OF AMERICA NA	501,827.83 0.00	0.00 0.00	0.00 0.00	-99.57 -2,562.50	0.00 689.07	0.00 499,854.83
67983UDC4 Old Line Funding, LLC	999,293.00 0.00	0.00 -1,000,000.00	0.00 0.00	522.50 0.00	0.00 184.50	0.00 0.00
40428HPJ5 HSBC USA INC (NEW)	250,087.10 0.00	0.00 0.00	0.00 0.00	-389.87 1,640.63	0.00 456.37	0.00 251,794.23
90331HMK5 US BANK NA	702,114.15 0.00	0.00 0.00	0.00 0.00	0.00 1,141.62	0.00 1,201.90	0.00 704,457.67
06406HCU1 BANK OF NEW YORK MELLON CORP	251,106.78 0.00	0.00 0.00	0.00 0.00	-9.71 -1,375.00	0.00 -45.54	0.00 249,676.53
161571HC1 CHAIT 162 A	295,932.57 0.00	0.00 0.00	0.00 0.00	597.35 0.00	0.00 -91.67	0.00 296,438.25
3135GOL68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	997,697.33 0.00	0.00 0.00	0.00 0.00	2,217.81 1,875.00	0.00 584.19	0.00 1,002,374.33
2546R3FU3 The Walt Disney Company	497,416.61 0.00	0.00 -500,000.00	0.00 0.00	2,077.78 0.00	0.00 505.61	0.00 0.00
798170AB2 SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	150,104.50 0.00	0.00 0.00	0.00 0.00	74.09 786.75	0.00 -438.59	0.00 150,526.75

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Roll Forward

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
69353RCH9 PNC BANK NA	749,641.50 0.00	0.00 0.00	0.00 0.00	-94.85 4,125.00	0.00 1,402.10	0.00 755,073.75
19121BDH9 The Coca-Cola Company	499,519.98 0.00	0.00 -500,000.00	0.00 0.00	355.56 0.00	0.00 124.46	0.00 0.00
69371RM52 PACCAR FINANCIAL CORP	501,851.11 0.00	0.00 -500,000.00	0.00 0.00	300.58 -2,586.11	0.00 434.42	0.00 0.00
47788CAB8 JDOT 2018 A2	160,022.61 0.00	0.00 0.00	0.00 0.00	1.07 -161.33	0.00 -61.23	0.00 159,801.11
5446466X5 LOS ANGELES CALIF UNI SCH DIST	1,001,121.94 0.00	0.00 -1,000,000.00	0.00 0.00	0.00 -1,181.94	0.00 60.00	0.00 0.00
313385VZ6 FEDERAL HOME LOAN BANKS	1,997,878.00 0.00	0.00 -2,000,000.00	0.00 0.00	2,137.33 0.00	0.00 -15.33	0.00 0.00
01329XDR7 Albion Capital Corporation S.A.	748,929.00 0.00	0.00 -750,000.00	0.00 0.00	950.00 0.00	0.00 121.00	0.00 0.00
03785EDD3 Apple Inc.	499,637.50 0.00	0.00 -500,000.00	0.00 0.00	275.00 0.00	0.00 87.50	0.00 0.00
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,393.72 0.00	0.00 0.00	0.00 0.00	-127.62 38.08	0.00 326.12	0.00 500,630.30
313385WH5 FEDERAL HOME LOAN BANKS	998,536.00 0.00	0.00 -1,000,000.00	0.00 0.00	1,422.22 0.00	0.00 41.78	0.00 0.00
24422ERR2 JOHN DEERE CAPITAL CORP	705,219.90 0.00	0.00 0.00	0.00 0.00	392.74 -3,937.50	0.00 -275.84	0.00 701,399.30
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	450,216.60 0.00	0.00 0.00	0.00 0.00	517.06 2,418.75	0.00 -460.81	0.00 452,691.60
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	500,140.00 0.00	0.00 0.00	0.00 0.00	0.00 1,035.42	0.00 -365.00	0.00 500,810.42
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	0.00 500,245.00	0.00 0.00	0.00 0.00	-127.34 621.80	0.00 -109.16	0.00 500,630.30
3130AAE46 FEDERAL HOME LOAN BANKS	0.00 993,460.00	0.00 0.00	0.00 0.00	1,858.49 5,729.17	0.00 -524.49	0.00 1,000,523.17
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	0.00 500,367.75	0.00 0.00	0.00 0.00	-101.03 2,520.34	0.00 -231.22	0.00 502,555.84
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	0.00 690,984.00	0.00 0.00	0.00 0.00	1,707.58 1,128.75	0.00 -776.58	0.00 693,043.75
03785EEQ3 Apple Inc.	0.00 498,957.92	0.00 -500,000.00	0.00 0.00	1,042.08 0.00	0.00 0.00	0.00 0.00
3130ABF92 FEDERAL HOME LOAN BANKS	0.00 990,700.00	0.00 0.00	0.00 0.00	1,736.61 1,260.42	0.00 -1,284.61	0.00 992,412.42
313312EK2 FEDERAL FARM CREDIT BANKS	0.00 978,201.39	0.00 0.00	0.00 0.00	4,538.89 0.00	0.00 -420.28	0.00 982,320.00
161571FK5 CHAIT 124 A	0.00 468,283.20	0.00 0.00	0.00 0.00	1,015.17 333.56	0.00 -273.44	0.00 469,358.48

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Roll Forward

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
19121BGH6 The Coca-Cola Company	0.00 497,472.22	0.00 0.00	0.00 0.00	2,083.34 0.00	0.00 -45.06	0.00 499,510.50
89236TBB0 TOYOTA MOTOR CREDIT CORP	0.00 188,518.05	0.00 0.00	0.00 0.00	119.58 1,808.10	0.00 -76.11	0.00 190,369.62
17305EFW0 CCCIT 16A1 A1	0.00 443,056.64	0.00 0.00	0.00 0.00	801.16 918.75	0.00 -511.45	0.00 444,265.09
65478GAD2 NAROT 17B A3	0.00 442,212.89	0.00 0.00	0.00 0.00	460.94 350.00	0.00 153.26	0.00 443,177.09
313385ZD1 FEDERAL HOME LOAN BANKS	0.00 996,221.11	0.00 0.00	0.00 0.00	3,331.39 0.00	0.00 31.50	0.00 999,584.00
36955EF60 General Dynamics Corporation	0.00 997,608.33	0.00 -1,000,000.00	0.00 0.00	2,391.67 0.00	0.00 0.00	0.00 0.00
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	0.00 494,966.50	0.00 0.00	0.00 0.00	1,120.60 1,992.36	0.00 162.90	0.00 498,242.36
313397A43 FEDERAL HOME LOAN MORTGAGE CORP	0.00 995,386.81	0.00 0.00	0.00 0.00	2,990.97 0.00	0.00 -30.78	0.00 998,347.00
57636QAA2 MASTERCARD INC	0.00 497,920.00	0.00 0.00	0.00 0.00	363.37 2,500.00	0.00 -296.87	0.00 500,486.50
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	0.00 500,000.00	0.00 0.00	0.00 0.00	0.00 1,167.67	0.00 -365.00	0.00 500,802.67
313385XN1 FEDERAL HOME LOAN BANKS	0.00 499,349.78	0.00 -500,000.00	0.00 0.00	650.22 0.00	0.00 0.00	0.00 0.00
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	0.00 493,250.00	0.00 0.00	0.00 0.00	834.27 2,690.97	0.00 -342.27	0.00 496,432.97
45950KBX7 INTERNATIONAL FINANCE CORP	0.00 499,520.00	0.00 -500,000.00	0.00 0.00	480.00 0.00	0.00 0.00	0.00 0.00
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	0.00 495,470.00	0.00 0.00	0.00 0.00	804.56 1,992.36	0.00 -24.56	0.00 498,242.36
084670BL1 BERKSHIRE HATHAWAY INC	0.00 696,311.00	0.00 0.00	0.00 0.00	328.64 5,594.17	0.00 -586.94	0.00 701,646.87
88602UGL8 Thunder Bay Funding, LLC	0.00 747,437.50	0.00 0.00	0.00 0.00	1,751.04 0.00	0.00 -81.04	0.00 749,107.50
17305EFS9 CCCIT 14A6 A6	0.00 397,562.50	0.00 0.00	0.00 0.00	227.42 3,965.56	0.00 -133.24	0.00 401,622.24
14041NFE6 COMET 163 A	0.00 246,474.61	0.00 0.00	0.00 0.00	344.38 148.89	0.00 -80.19	0.00 246,887.69
02587AAJ3 AMXCA 171 A	0.00 492,539.06	0.00 0.00	0.00 0.00	435.42 428.89	0.00 -347.63	0.00 493,055.74
055657AC4 BMWLT 171 A3	0.00 397,531.25	0.00 0.00	0.00 0.00	139.51 242.00	0.00 -9.24	0.00 397,903.52
09247XAE1 BLACKROCK INC	0.00 722,435.00	0.00 0.00	0.00 0.00	-938.19 2,041.67	0.00 572.09	0.00 724,110.57
30231GAD4 EXXON MOBIL CORP	0.00 472,962.25	0.00 0.00	0.00 0.00	147.13 2,544.07	0.00 -501.95	0.00 475,151.50

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01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
63763QGB7 National Securities Clearing Corporation	0.00 499,373.61	0.00 0.00	0.00 0.00	341.67 0.00	0.00 -35.61	0.00 499,679.66
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	0.00 500,232.50	0.00 0.00	0.00 0.00	-25.52 621.80	0.00 -198.48	0.00 500,630.30
931142EF6 WALMART INC	0.00 700,000.00	0.00 0.00	0.00 0.00	0.00 184.88	0.00 203.00	0.00 700,387.88
92868LAB7 VALET 181 A2A	0.00 749,993.85	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 749,993.85
544351MK2 LOS ANGELES CALIF	0.00 762,082.50	0.00 0.00	0.00 0.00	0.00 0.00	0.00 -127.50	0.00 761,955.00
07330NAL9 BRANCH BANKING AND TRUST CO	0.00 445,333.50	0.00 0.00	0.00 0.00	29.63 924.38	0.00 -246.53	0.00 446,040.97
65477XAD6 NALT 16B A3	398,540.03 0.00	0.00 0.00	-83,293.00 0.00	155.03 -55.53	0.00 836.09	0.00 316,182.62
05581RAD8 BMWLT 161 A3	142,744.32 0.00	0.00 0.00	-138,418.19 0.00	17.53 -56.67	0.00 223.09	0.00 4,510.08
89237WAD9 TAOT 16C A3	382,372.94 0.00	0.00 0.00	-82,130.87 0.00	406.03 -41.61	0.00 654.99	0.00 301,261.48
05584PAB3 BMWLT 172 A2A	348,509.84 0.00	0.00 0.00	-31,326.54 0.00	6.85 -17.23	0.00 406.56	0.00 317,579.49
65478WAB1 NAROT 16C A2A	146,075.15 0.00	0.00 0.00	-146,056.23 0.00	109.24 -69.46	0.00 -58.70	0.00 0.00
438124AC3 HAROT 163 A3	340,909.33 0.00	0.00 0.00	-78,145.05 0.00	694.51 -32.73	0.01 128.27	0.00 263,554.33
05531FAN3 BB&T CORP	0.00 249,915.00	0.00 -250,000.00	0.00 0.00	28.87 0.00	56.13 0.00	0.00 0.00
---	44,357,394.47	-16,649,879.88	-2,370,104.74	47,556.91	56.14	-2,029,986.28
---	38,285,248.06	-17,275,000.00	0.00	29,775.93	21,869.43	44,416,930.03

* Weighted by: Ending Base Market Value + Accrued.

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Shock Analysis

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	MUNI	499,775.00	2.49 2.53	0.91	502,044.06 504,313.28 508,852.21	497,506.10 495,237.37 490,700.39
02587AAJ3 AMXCA 171 A	ABS	492,626.85	2.83 2.88	1.58	496,518.81 500,411.17 508,197.11	488,735.30 484,844.16 477,063.09
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	CORP	698,479.60	1.88 2.49	0.35	699,688.00 700,896.44 703,313.50	697,271.26 696,062.97 693,646.54
055657AB6 BMWLT 171 A2	ABS	86,461.10	1.66 2.61	0.18	86,540.21 86,619.32 86,777.56	86,381.99 86,302.88 86,144.67
055657AC4 BMWLT 171 A3	ABS	397,661.52	2.86 2.77	0.75	399,154.79 400,648.16 403,635.19	396,168.35 394,675.28 391,689.44
05581RAD8 BMWLT 161 A3	ABS	4,508.24	1.39 2.38	0.06	4,509.54 4,510.85 4,513.47	4,506.93 4,505.62 4,503.01
05584PAB3 BMWLT 172 A2A	ABS	317,404.22	1.82 2.49	0.58	318,332.65 319,261.15 321,118.29	316,475.84 315,547.52 313,691.03
06050TME9 BANK OF AMERICA NA	CORP	499,171.50	1.97 2.43	0.43	500,254.73 501,338.00 503,504.71	498,088.32 497,005.20 494,839.09
06406HCL1 BANK OF NEW YORK MELLON CORP	CORP	474,824.25	1.44 2.44	0.09	475,033.18 475,242.12 475,660.04	474,615.33 474,406.43 473,988.65
06406HCU1 BANK OF NEW YORK MELLON CORP	CORP	248,973.75	2.18 2.67	0.85	250,038.09 251,102.38 253,230.80	247,909.36 246,844.92 244,715.90
07330NAL9 BRANCH BANKING AND TRUST CO	CORP	445,116.60	2.67 2.73	0.85	447,006.18 448,895.88 452,675.66	443,227.14 441,337.80 437,559.50
084670BL1 BERKSHIRE HATHAWAY INC	CORP	696,052.70	2.54 2.61	1.09	699,863.75 703,675.10 711,298.76	692,241.97 688,431.55 680,811.65
09247XAE1 BLACKROCK INC	CORP	722,068.90	2.81 2.76	1.39	727,094.73 732,121.04 742,175.05	717,043.54 712,018.64 701,970.26
14041NFC0 COMET 161 A	ABS	601,598.04	2.15 2.19	0.08	601,847.70 602,097.37 602,596.69	601,348.38 601,098.71 600,599.39
14041NFE6 COMET 163 A	ABS	246,738.80	2.70 2.73	0.94	247,900.98 249,063.25 251,388.05	245,576.70 244,414.69 242,090.93
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	CORP	691,915.00	2.56 2.66	0.87	694,928.39 697,941.99 703,969.82	688,901.81 685,888.84 679,863.50

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Shock Analysis

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
161571FK5 CHAIT 124 A	ABS	469,024.93	2.68 2.73	1.10	471,611.71 474,198.69 479,373.31	466,438.36 463,852.00 458,679.93
161571HC1 CHAIT 162 A	ABS	296,255.58	2.19 2.70	0.94	297,651.00 299,046.51 301,837.86	294,860.27 293,465.06 290,674.95
166764BA7 CHEVRON CORP	CORP	498,866.50	1.82 2.39	0.38	499,804.39 500,742.31 502,618.28	497,928.65 496,990.84 495,115.32
17305EFS9 CCCIT 14A6 A6	ABS	397,656.68	2.69 2.72	1.01	399,674.86 401,693.19 405,730.30	395,638.65 393,620.76 389,585.44
17305EFW0 CCCIT 16A1 A1	ABS	443,346.34	2.77 2.84	1.36	446,354.59 449,363.11 455,380.98	440,338.38 437,330.69 431,316.14
17325FAB4 CITIBANK NA	CORP	751,185.75	2.69 2.76	0.23	752,045.88 752,906.04 754,626.48	750,325.66 749,465.61 747,745.62
190335JC4 COAST CMNTY COLLEGE DIST CALIF	MUNI	499,810.00	1.42 1.85	0.09	500,039.92 500,269.85 500,659.38	499,580.09 499,350.20 498,890.45
19121BGH6 The Coca-Cola Company	CP	499,510.50	2.02 1.96	0.05	499,632.88 499,755.26 499,990.23	499,388.12 499,265.74 499,020.98
235851AN2 DANAHER CORP	CORP	299,589.90	1.51 2.23	0.21	299,902.98 300,216.07 300,842.31	299,276.84 298,963.79 298,337.73
24422ERR2 JOHN DEERE CAPITAL CORP	CORP	698,161.80	2.48 2.58	0.78	700,898.68 703,635.74 709,110.37	695,425.09 692,688.56 687,216.02
30231GAD4 EXXON MOBIL CORP	CORP	472,607.42	2.39 2.54	0.70	474,254.50 475,901.66 479,196.23	470,960.43 469,313.52 466,019.94
3130AAE46 FEDERAL HOME LOAN BANKS	AGCY BOND	994,794.00	2.12 2.21	0.54	997,470.07 1,000,146.29 1,005,499.18	992,118.08 989,442.31 984,091.21
3130ABF92 FEDERAL HOME LOAN BANKS	AGCY BOND	991,152.00	2.22 2.36	0.90	995,612.34 1,000,073.01 1,008,995.31	986,691.98 982,232.28 973,313.84
313312EK2 FEDERAL FARM CREDIT BANKS	AGCY DISC	982,320.00	2.19 2.26	0.79	986,185.43 990,050.86 997,781.72	978,454.57 974,589.14 966,858.28
313385ZD1 FEDERAL HOME LOAN BANKS	AGCY DISC	999,584.00	1.80 1.36	0.03	999,733.94 999,883.88 999,992.43	999,434.06 999,284.12 998,984.25
313385ZW9 FEDERAL HOME LOAN BANKS	AGCY DISC	998,701.00	1.26 1.67	0.08	999,085.50 999,470.00 999,986.77	998,316.50 997,932.00 997,163.00

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Shock Analysis

WC-Contra Costa County
 Account: XXX235
 Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
 Investment Strategy: Short Duration Fixed Income

Base Currency: USD
 01 April 2018 to 30 June 2018

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
313397A43 FEDERAL HOME LOAN MORTGAGE CORP	AGCY DISC	998,347.00	1.84 1.75	0.09	998,801.26 999,255.55 999,939.75	997,892.76 997,438.55 996,530.21
3133EFC70 FEDERAL FARM CREDIT BANKS FUNDING CORP	AGCY BOND	744,477.00	1.40 2.27	0.64	746,848.22 749,219.58 753,962.68	742,105.91 739,734.94 734,993.41
3133EHZG1 FEDERAL FARM CREDIT BANKS FUNDING CORP	AGCY BOND	995,991.00	1.36 2.15	0.47	998,346.58 1,000,702.29 1,005,414.07	993,635.54 991,280.21 986,569.92
3134G34F4 FREDDIE MAC	AGCY BOND	999,355.00	1.24 1.79	0.09	999,779.74 1,000,204.50 1,000,877.38	998,930.29 998,505.60 997,656.30
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	AGCY BOND	992,500.00	2.28 2.25	0.58	995,363.44 998,227.02 1,003,954.64	989,636.71 986,773.57 981,047.74
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	AGCY BOND	493,742.00	2.38 2.44	1.05	496,339.16 498,936.46 504,131.52	491,144.99 488,548.13 483,354.85
3135G0L68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	AGCY BOND	999,166.00	1.64 1.82	0.08	999,550.68 999,935.36 1,000,564.69	998,781.32 998,396.64 997,627.28
31680GAD8 FITAT 151 A3	ABS	231,194.10	1.60 2.51	0.24	231,472.69 231,751.30 232,308.55	230,915.52 230,636.95 230,079.84
40428HPJ5 HSBC USA INC (NEW)	CORP	750,078.00	1.92 2.56	0.23	750,951.86 751,825.76 753,573.66	749,204.18 748,330.39 746,582.94
438124AC3 HAROT 163 A3	ABS	263,443.16	2.01 2.70	0.48	264,079.39 264,715.67 265,988.33	262,806.96 262,170.80 260,898.61
43814TAB8 HAROT 171 A2	ABS	153,683.63	1.43 3.08	0.09	153,748.95 153,814.27 153,944.93	153,618.32 153,553.01 153,422.40
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	SOVEREIGN GOV	1,500,025.50	2.00 2.35	0.20	1,501,525.54 1,503,025.63 1,506,025.90	1,498,525.49 1,497,025.52 1,494,025.70
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	SOVEREIGN GOV	500,035.50	2.34 2.57	0.04	500,135.51 500,235.51 500,435.53	499,935.49 499,835.49 499,635.47
4581X0CK2 INTER-AMERICAN DEVELOPMENT BANK	SOVEREIGN GOV	99,789.30	1.48 2.38	0.24	99,907.05 100,024.81 100,260.35	99,671.55 99,553.81 99,318.33
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	SOVEREIGN GOV	495,332.00	1.59 2.40	0.81	497,343.12 499,354.37 503,377.28	493,321.02 491,310.18 487,288.90
45950VHE9 INTERNATIONAL FINANCE CORP	SOVEREIGN GOV	996,104.00	1.54 2.20	0.41	998,131.12 1,000,158.34 1,004,213.08	994,076.98 992,050.06 987,996.51

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Shock Analysis

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
46625HQU7 JPMORGAN CHASE & CO	CORP	695,571.80	1.85 2.73	0.72	698,062.01 700,552.34 705,533.36	693,081.71 690,591.75 685,612.19
47788CAB8 JDOT 2018 A2	ABS	159,629.02	2.44 2.72	0.80	160,265.97 160,902.95 162,177.05	158,992.13 158,355.27 157,081.70
544351MK2 LOS ANGELES CALIF	MUNI	761,955.00	2.55 2.59	1.11	766,184.02 770,413.39 778,873.14	757,726.32 753,497.99 745,042.34
57636QAA2 MASTERCARD INC	CORP	497,986.50	2.46 2.54	0.74	499,831.60 501,676.80 505,367.56	496,141.52 494,296.64 490,607.24
58769DAB6 MBALT 17A A2A	ABS	149,619.02	1.53 2.44	0.18	149,755.92 149,892.83 150,166.65	149,482.12 149,345.22 149,071.44
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	CORP	448,660.35	2.62 2.66	0.57	449,950.25 451,240.17 453,820.03	447,370.46 446,080.58 443,500.85
63763QGB7 National Securities Clearing Corporation	CP	499,679.66	2.06 1.92	0.03	499,762.11 499,844.56 499,996.92	499,597.22 499,514.77 499,349.88
65477XAD6 NALT 16B A3	ABS	315,971.48	1.72 2.68	0.20	316,281.14 316,590.82 317,210.22	315,661.84 315,352.21 314,733.00
65478GAD2 NAROT 17B A3	ABS	442,827.09	2.65 2.96	1.32	445,758.75 448,690.70 454,555.45	439,895.72 436,964.64 431,103.33
69353RCH9 PNC BANK NA	CORP	748,061.25	2.15 2.65	0.57	750,182.03 752,302.87 756,544.71	745,940.52 743,819.85 739,578.68
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	MUNI	499,635.00	2.71 2.76	1.31	502,897.76 506,160.81 512,687.76	496,372.53 493,110.34 486,586.83
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	MUNI	745,627.50	2.01 2.64	0.98	749,281.21 752,935.21 760,244.04	741,974.06 738,320.91 731,015.44
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	MUNI	744,952.50	1.72 2.53	0.83	748,029.26 751,106.22 757,260.75	741,875.95 738,799.60 732,647.52
79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSO	MUNI	499,815.00	1.61 2.04	0.09	500,044.92 500,274.85 500,734.76	499,585.09 499,355.20 498,895.44
798170AA4 SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	MUNI	749,745.00	1.90 2.27	0.09	750,086.14 750,427.31 751,109.69	749,403.88 749,062.77 748,380.61
798170AB2 SAN JOSE CALIF REDEV AGY SUCCESSOR AGY TAX ALLOCAT	MUNI	149,215.50	2.30 2.58	1.05	149,998.91 150,782.39 152,349.53	148,432.15 147,648.86 146,082.48

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Shock Analysis

Base Currency: USD

01 April 2018 to 30 June 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
88602UGL8 Thunder Bay Funding, LLC	CP	749,107.50	2.06 2.04	0.06	749,324.74 749,541.98 749,976.46	748,890.26 748,673.02 748,238.54
89231LAB3 TAOT 16D A2A	ABS	7,284.17	1.07 2.54	0.04	7,285.77 7,287.37 7,290.58	7,282.57 7,280.96 7,277.76
89236TBB0 TOYOTA MOTOR CREDIT CORP	CORP	188,561.52	2.45 2.53	0.54	189,068.76 189,576.04 190,590.67	188,054.30 187,547.12 186,532.82
89237WAD9 TAOT 16C A3	ABS	301,107.71	1.62 2.64	0.53	301,898.14 302,688.63 304,269.76	300,317.33 299,527.00 297,946.50
90290AAB3 USAOT 171 A2	ABS	164,305.68	1.55 2.51	0.26	164,517.63 164,729.60 165,153.56	164,093.73 163,881.78 163,457.92
90331HMK5 US BANK NA	CORP	700,844.20	2.52 2.83	0.05	701,012.40 701,180.61 701,517.01	700,676.00 700,507.79 700,171.39
90521APJ1 MUFU UNION BANK NA	CORP	699,841.80	1.64 2.70	0.23	700,653.21 701,463.82 703,082.63	699,029.58 698,216.56 696,588.10
9128282K5 UNITED STATES TREASURY	US GOV	989,180.00	1.50 2.39	1.06	994,437.70 999,695.82 1,010,213.33	983,922.72 978,665.86 968,153.40
912828T42 UNITED STATES TREASURY	US GOV	996,956.00	1.31 1.95	0.25	998,202.22 999,448.49 1,001,816.54	995,709.83 994,463.71 991,971.62
912828T83 UNITED STATES TREASURY	US GOV	995,859.00	1.33 1.99	0.33	997,517.14 999,175.36 1,002,442.27	994,200.93 992,542.94 989,227.18
92868LAB7 VALET 181 A2A	ABS	749,993.85	2.81 3.01	1.16	754,351.51 758,709.57 767,426.86	745,636.58 741,279.71 732,567.14
931142EF6 WALMART INC	CORP	700,203.00	2.41 2.80	0.23	701,008.25 701,813.54 703,424.21	699,397.78 698,592.60 696,982.35
94975P405 WELLS FRGO GOVERNMENT CL I MMF	MMFUND	1,811,778.97	1.77 1.77	0.00	1,811,778.99 1,811,779.06 1,811,779.25	1,811,778.99 1,811,779.06 1,811,779.33
CCYUSD Cash	CASH	1.86	0.00 0.00	0.00	1.86 1.86 1.86	1.86 1.86 1.86
CCYUSD Payable	CASH	-1,512,076.35	0.00 0.00	0.00	-1,512,076.35 -1,512,076.35 -1,512,076.35	-1,512,076.35 -1,512,076.35 -1,512,076.35
CCYUSD Receivable	CASH	1,934.34	0.00 0.00	0.00	1,934.34 1,934.34 1,934.34	1,934.34 1,934.34 1,934.34

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Shock Analysis

Base Currency: USD
01 April 2018 to 30 June 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
---	---	44,283,040.58	2.08	0.53	44,400,327.12	44,165,760.74
---			2.43		44,517,620.35	44,048,487.60
					44,750,975.01	43,813,961.42

* Weighted by: Base Market Value + Accrued, except Book Yield by Base Book Value + Accrued.

*The shock analysis includes a yield floor of 0.

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Investment Account Summary

06/01/2018 through 06/30/2018

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Jun 30 (\$)	Value on Jun 30 (\$)	Average Cost Amount (\$)	Cumulative Unrealized Gain/(Loss) (\$)
CONTRA COSTA COUNTY	20100000410					
CalTRUST Short Term Fund	20100000410	14,534,497.019	10.01	145,490,315.16	145,610,213.87	(119,898.71)
Portfolios Total value as of 06/30/2018				145,490,315.16		

DETAIL OF TRANSACTION ACTIVITY

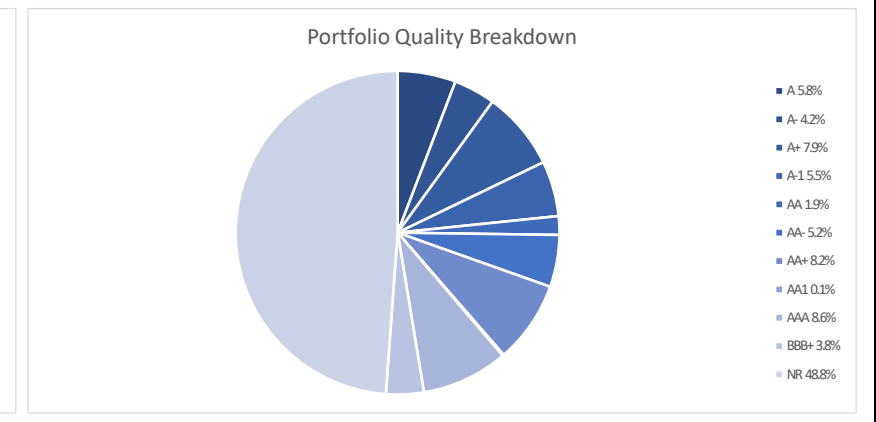
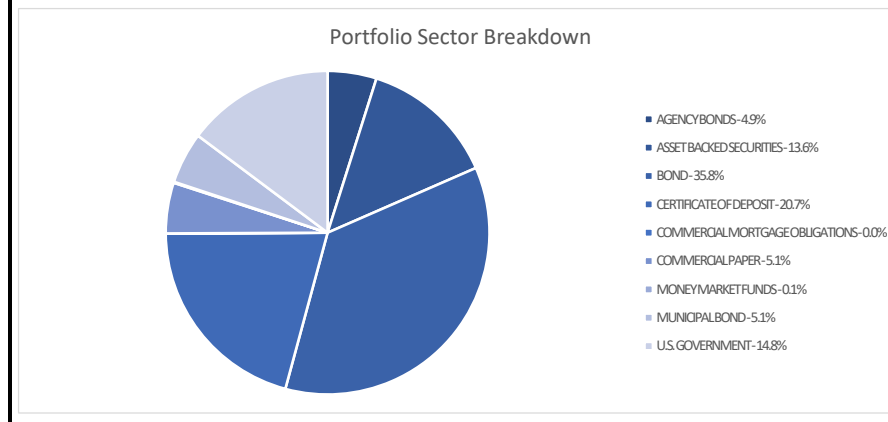
Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
		CONTRA COSTA COUNTY			Account Number: 201 00000410			
Beginning Balance	06/01/2018			14,534,497.019	10.01	145,490,315.16		
Accrual Income Div Cash	06/29/2018	233,567.17	0.000	14,534,497.019	10.01	145,490,315.16	0.00	0.00
Unrealized Gain/(Loss)						0.00		
Closing Balance as of	Jun 30			14,534,497.019	10.01	145,490,315.16		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.



	CalTRUST Short Term	LAIF	CalTRUST Short Term Total Return	CalTRUST Short Term Yield	LAIF Yield
Market Value	\$1,531,233,108.44	N/A	One Month	0.17%	0.15%
NAV per Share	\$10.01	N/A	Three Month	0.58%	0.44%
Yield	2.11%	1.90%	Six Month	0.86%	0.79%
Period Total Return	0.17%	0.15%	One Year*	1.41%	1.37%
Effective Duration	0.40 yrs	N/A	Two Year*	1.10%	1.06%
Average Maturity	0.95 yrs	0.50 yrs	Three Year*	0.95%	0.85%
			Five Year*	0.76%	0.61%
			Ten Year*	0.83%	0.71%
			Since Inception*	1.71%	1.61%

*Annualized





Account Number: 2010000410
 Account Name: CONTRA COSTA COUNTY

Log Out

Account

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- Activity
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Fund

- Yield and NAV History
- Holdings
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Transactions

- Online Purchase
- Online Redemption
- Online Transfer
- Transaction Request Form
- Pending Trades

User Maintenance

- Change Password

Holdings

Data	Fund : <input type="text" value="CalTRUST Short Term Fund"/>	Options
	As Of Date : <input type="text" value="6/30/2018"/>	<input type="button" value="Requery"/> <input type="button" value="Export"/>

Holdings

CUSIP	Description	Fitch Rating 6/30/2018	Moody's 6/30/2018	Mat. Date	Years	Shares	Price	Value
02007JAB3	ALLYA 2018-3 A2		Aaa	05/17/2021	2.9	4,900,000.00	99.9975	\$4,899,877.50
025816BV0	AXP FLOAT 05/17/21	A	A3	05/17/2021	0.1	1,660,000.00	100.2784	\$1,664,621.16
02582JGN4	AMXCA 2014-1 A	AAA	NR	12/15/2021	0.0	5,395,000.00	100.2500	\$5,408,485.88
0258M0EJ4	AXP 0 05/03/19	A	A2	05/03/2019	0.1	4,000,000.00	100.1767	\$4,007,067.00
02665WBJ9	HNDA 0 09/09/21		A2	09/09/2021	0.2	6,500,000.00	100.9408	\$6,561,153.30
02665WBS9	HNDA 0 07/20/20		A2	07/20/2020	0.1	6,000,000.00	100.2170	\$6,013,020.00
03065HAB4	AMCAR 2017-3 A2A		Aaa	12/18/2020	2.5	3,330,862.55	99.5672	\$3,316,447.24
03065TAD4	AMCAR 2016-4 A3	AAA		07/08/2021	3.0	10,970,000.00	99.2748	\$10,890,440.08
03066HAB3	AMCAR 2018-1 A2A	AAA		07/19/2021	3.1	6,970,000.00	99.9704	\$6,967,938.27
037833CL2	AAPL 0 02/07/20		Aa1	02/07/2020	0.1	3,437,000.00	100.2750	\$3,446,452.92
05253JAT8	ANZ 2 1/4 11/09/20	AA-	Aa3	11/09/2020	2.4	1,630,000.00	97.5784	\$1,590,528.02
05531FAT0	BB&T CORPORATION	A+	A2	01/15/2020	0.0	2,459,000.00	100.6721	\$2,475,526.67
055657AB6	BMWLT 2017-1 A2	AAA	Aaa	07/22/2019	1.1	2,414,351.36	99.8240	\$2,410,103.07
05574LXH6	BNP 2.45 03/17/19	A+	Aa3	03/17/2019	0.7	3,000,000.00	99.7013	\$2,991,039.84
05578BAB2	BPCEGP 2 1/2 12/10/18	A	A1	12/10/2018	0.4	3,360,000.00	99.9441	\$3,358,122.33
05582W2Q6	BNP FLOAT 12/28/18		NA	12/28/2018	0.2	14,000,000.00	100.0827	\$14,011,577.16
05582WD27	BNP PARIBAS CD 1.61%		NR	08/17/2018	0.1	13,500,000.00	99.9346	\$13,491,171.95
05582WT46	BNP FLOAT 07/16/18		NA	07/16/2018	0.0	13,000,000.00	100.0131	\$13,001,703.00
06050TME9	BAC 2.05 12/07/18	AA-	Aa3	12/07/2018	0.4	10,380,000.00	99.8343	\$10,362,804.70
06051GGN3	BAC 0 07/21/21	A+	A3	07/21/2021	0.1	12,500,000.00	100.3890	\$12,548,625.88
06053PJ32	BANK OF AMERICA NA CD			10/10/2018	0.0	8,000,000.00	99.9999	\$7,999,988.08
06367T4X5	BMO FLOAT 04/13/21	AA-	A1	04/13/2021	0.0	10,000,000.00	100.1860	\$10,018,600.00
06367TYM6	BMO 0 06/15/20	AA-	A1	06/15/2020	0.2	4,000,000.00	100.3275	\$4,013,098.16
06371EEC7	BANK OF MONT CHIC BRANCH		NR	07/06/2018	0.0	9,600,000.00	100.0000	\$9,600,000.00
06371EXA0	BANK OF MONTREAL CHICAGO		A1	09/06/2018	0.2	15,000,000.00	99.9334	\$14,990,013.90
06406HCL1	BK 2.1 08/01/18	AA-	A1	08/01/2018	0.0	3,570,000.00	99.9630	\$3,568,679.42
06406HCM9	BK 0 08/01/18	AA-	A1	08/01/2018	0.1	2,783,000.00	100.0631	\$2,784,755.18
064159LH7	BNS FLOAT 04/20/21	AA-	A1	04/20/2021	0.1	7,000,000.00	99.9949	\$6,999,645.59
06417GB72	BANK OF NOVA SCOTIA HOUS		A1	09/06/2018	0.2	14,000,000.00	99.9348	\$13,990,873.82
06417GK98	BANK OF NOVA SCOTIA			02/15/2019	0.6	4,000,000.00	100.0000	\$4,000,000.00
06417GXG8			NR	08/08/2018	0.1	13,000,000.00	99.9495	\$12,993,434.61

CUSIP	Description	Fitch Rating 6/30/2018	Moody's 6/30/2018	Mat. Date	Years	Shares	Price	Value
	BANK NOVA SCOTIA HOUSTON							
06539RBM8	BANK TOKYO- MITSUBISHI CD			08/09/2018	0.1	8,000,000.00	99.9423	\$7,995,383.44
06539RJG3	BANK TOKYO- MITSUBISHI			10/12/2018	0.3	3,000,000.00	99.8282	\$2,994,846.06
06739FJK8	BACR 0 01/11/21	A	A2	01/11/2021	0.0	5,000,000.00	99.9736	\$4,998,679.30
06743MJU5	BARCLAYS BK PLC			09/28/2018	0.2	8,000,000.00	99.3504	\$7,948,032.00
06744CFV8	BACR 0 08/07/20	A	A2	08/07/2020	0.1	5,000,000.00	100.3825	\$5,019,125.60
06744CFY2	BACR 0 08/07/19	A	A2	08/07/2019	0.1	4,304,000.00	100.2938	\$4,316,646.10
07330NAD7	BBT 2.3 10/15/18	A+	A1	10/15/2018	0.2	3,105,000.00	99.9412	\$3,103,173.79
07330NAM7	BBT 0 05/01/19	A+	A1	05/01/2019	0.1	8,000,000.00	100.3328	\$8,026,623.20
07330NAP0	BBT 0 01/15/20	A+	A1	01/15/2020	0.0	2,000,000.00	100.3922	\$2,007,844.00
084664CL3	BRK 0 08/15/19	A+	Aa2	08/15/2019	0.1	5,320,000.00	100.2713	\$5,334,435.18
09248U700	BLACKROCK LIQ FDS FEDFUND			0	0.0	1,595,281.45	100.0000	\$1,595,281.45
130179KN3	CHAPMAN UNIVERSITY		A2	04/01/2019	0.8	2,000,000.00	99.5160	\$1,990,320.00
13063A7G3	CALIFORNIA ST	AA-	Aa3	10/01/2019	1.3	2,900,000.00	104.5060	\$3,030,674.00
13606BQY5	CM FLOAT 07/30/18		NA	07/30/2018	0.1	15,000,000.00	100.0186	\$15,002,790.00
13606BVN3	CANADIAN IMPERIAL BANK OF			04/16/2019	0.8	8,000,000.00	100.0007	\$8,000,056.00
14314RAH5	CARMX 2017-4 A2A	AAA		04/15/2021	2.8	6,687,800.62	99.4920	\$6,653,826.59
14314XAB5	CARMX 2018-2 A2	AAA		08/16/2021	3.1	6,250,000.00	99.9060	\$6,244,123.13
161571HJ6	CHAIT 2017-A1 A	AAA	NR	01/18/2022	0.0	6,000,000.00	100.2284	\$6,013,704.00
161571HN7	CHAIT 2018-A1 A1	AAA		04/17/2023	0.0	8,230,000.00	99.9700	\$8,227,531.82
17275RBK7	CSCO 0 09/20/19		A1	09/20/2019	0.2	1,940,000.00	100.3199	\$1,946,205.89
172967KF7	C 0 12/07/18	A	Baa1	12/07/2018	0.2	3,000,000.00	100.3029	\$3,009,086.61
172967KT7	C 0 06/07/19	A	Baa1	06/07/2019	0.2	2,000,000.00	100.6162	\$2,012,324.78
17305EGB5	CCCIT 2017-A3 A3	AAA	NR	04/07/2022	3.8	5,875,000.00	98.3068	\$5,775,524.50
17305EGK5	CCCIT 2018-A1 A1	AAA	Aaa	01/20/2023	4.6	5,400,000.00	98.7342	\$5,331,645.18
17325FAK4	C 0 10/20/20	A+	A1	10/20/2020	0.1	9,500,000.00	99.8976	\$9,490,275.14
17325FAM0	C 0 02/12/21	A+	A1	02/12/2021	0.1	7,000,000.00	100.0698	\$7,004,882.78
190335JC4	COAST CMNTY CLG-E		Aa1	08/01/2018	0.1	2,000,000.00	99.9620	\$1,999,240.00
20271ENG0	CBAAU FLOAT 03/18/19		NA	03/18/2019	0.2	8,500,000.00	100.1746	\$8,514,841.00
21684B5J9	RABOBK FLOAT 04/05/19		NA	04/05/2019	0.0	8,000,000.00	100.0821	\$8,006,565.28
21688AAP7	RABOBK FLOAT 04/26/21		Aa3	04/26/2021	0.1	6,000,000.00	100.0740	\$6,004,440.00
22532XHF8	ACAFP FLOAT 07/11/18		NA	07/11/2018	0.0	13,000,000.00	100.0087	\$13,001,131.00
22546QAN7	CS 2.3 05/28/19	A	A1	05/28/2019	0.9	7,500,000.00	99.5194	\$7,463,953.43
22549LBK0	CREDIT SUISSE CD		NR	08/16/2018	0.1	13,500,000.00	99.9463	\$13,492,748.48
22549LLF0	CS FLOAT 02/01/19		NA	02/01/2019	0.0	12,000,000.00	99.8090	\$11,977,080.00
24422ETY5	DE FLOAT 01/08/21	A	A2	01/08/2021	0.0	1,355,000.00	99.7308	\$1,351,352.35
24422EUF4	DE FLOAT 01/07/20	A	A2	01/07/2020	0.3	10,000,000.00	100.0360	\$10,003,600.00
254683BK0	DCENT 2014-A4 A4		AAA	12/15/2021	3.5	6,815,000.00	0.0000	\$0.00
263534CM9	DD 0 05/01/20	A	A3	05/01/2020	0.1	5,800,000.00	100.3418	\$5,819,824.69
29270CYM1	ENERGY N W WA ELEC REVENU	AA	Aa1	07/01/2019	1.0	10,000,000.00	99.6380	\$9,963,800.00
3130AAM88	FHLB 1 5/8 01/18/19		Aaa	01/18/2019	0.6	20,000,000.00	99.6601	\$19,932,020.00
3133EFM61	FFCB 0 09/17/18	AAA	Aaa	09/17/2018	0.0	10,000,000.00	100.0791	\$10,007,910.80
3133EFG6	FFCB 0 08/08/18	AAA	Aaa	08/08/2018	0.0	10,000,000.00	100.0352	\$10,003,520.50
3134G9X51	FHLMC 1 07/27/18	AAA	Aaa	07/27/2018	0.1	15,000,000.00	99.9359	\$14,990,385.00
3134GAGF5	FHLMC 1.1 09/13/18	AAA	Aaa	09/13/2018	0.2	3,000,000.00	99.8129	\$2,994,387.00

CUSIP	Description	Fitch Rating 6/30/2018	Moody's Rating 6/30/2018	Mat. Date	Years	Shares	Price	Value
3134GAMA9	FHLMC 1 09/21/18	AAA	Aaa	09/21/2018	0.2	10,000,000.00	99.7780	\$9,977,800.00
3136G1HM4	FNMA 1 1/4 09/25/18	AAA	Aaa	09/25/2018	0.2	6,900,000.00	99.8285	\$6,888,166.50
31394JTT4	FHR 2677 LE		NR	09/15/2018	0.2	76,168.16	100.1019	\$76,245.81
34528FAB4	FORDO 2018-AA2A	AAA		02/15/2021	2.6	8,010,000.00	99.9843	\$8,008,740.83
369550BF4	GD FLOAT 05/11/21	WD	A2	05/11/2021	0.1	2,750,000.00	100.3483	\$2,759,577.92
36962GX66	GE 0 08/07/18	A	A2	08/07/2018	0.1	2,023,000.00	100.0019	\$2,023,038.01
375558BQ5	GILD 0 09/20/19		A3	09/20/2019	0.2	20,000,000.00	100.0980	\$20,019,609.40
38141GVV3	GS 0 04/25/19	A	A3	04/25/2019	0.1	11,293,000.00	100.6231	\$11,363,367.70
40428HPW6	HSBC 0 08/07/18	AA-	A2	08/07/2018	0.1	2,000,000.00	100.0824	\$2,001,648.14
40434CAC9	HSBC 2 1/4 06/23/19	AA-	A2	06/23/2019	1.0	2,500,000.00	99.3040	\$2,482,599.08
419792WZ5	HAWAII ST TXBL - SER FU	AA	Aa1	01/01/2019	0.5	1,200,000.00	99.8860	\$1,198,632.00
438124AD1	HAROT 2016-3 A4		Aaa	11/18/2022	4.4	5,105,000.00	98.0773	\$5,006,847.19
43814PAC4	HAROT 2017-3 A3	AAA		09/20/2021	3.2	1,875,000.00	98.4011	\$1,845,020.06
43814QAB4	HAROT 2016-2 A2	PIF	WR	09/17/2018	0.2	0.00	0.0000	\$0.00
43814RAB2	HAROT 2016-4 A2	AAA		04/18/2019	0.8	332,581.25	99.9266	\$332,337.17
43814TAB8	HAROT 2017-1 A2	AAA	Aaa	07/22/2019	1.1	984,963.06	99.8591	\$983,575.25
43814UAF6	HAROT 2018-2 A2	AAA		12/18/2020	2.5	9,865,000.00	99.9687	\$9,861,909.30
44890WAD2	HART 2015-A A4	AAA		07/15/2020	2.0	2,593,822.88	99.7174	\$2,586,493.77
44932HAE3	IBM FLOAT 01/20/21	A+	A1	01/20/2021	0.1	3,000,000.00	100.4676	\$3,014,028.36
4497W1H66	ING US FDG LLC 0% CP			08/06/2018	0.1	8,300,000.00	99.7821	\$8,281,917.04
4546247D3	INDIANA BOND BANK			07/15/2018	0.0	9,500,000.00	99.9880	\$9,498,860.00
459058FE8	IBRD 0 7/8 07/19/18	AAA	Aaa	07/19/2018	0.1	13,695,000.00	99.9469	\$13,687,727.96
45950VHC3	IFC 0 01/09/19		Aaa	01/09/2019	0.0	10,000,000.00	100.0284	\$10,002,836.30
46625HHL7	JPMORGAN CHASE & CO	AA-	A3	04/23/2019	0.8	18,000,000.00	102.8129	\$18,506,320.02
46625HQU7	JPM 1.85 03/22/19	AA-	A3	03/22/2019	0.6	3,000,000.00	99.3674	\$2,981,021.25
46625HQV5	JPM 0 03/22/19	AA-	A3	03/22/2019	0.2	5,000,000.00	100.4484	\$5,022,420.10
46647PAC0	JPM FLOAT 03/09/21	AA-	A3	03/09/2021	0.2	5,000,000.00	100.3119	\$5,015,595.00
46647PAT3	JPM FLOAT 06/18/22	AA-	A3	06/18/2022	0.2	2,290,000.00	99.9640	\$2,289,175.60
47787XAB3	JDOT 2017-A A2	AAA	Aaa	10/15/2019	1.3	2,471,462.02	99.8303	\$2,467,267.70
47788BAB0	JOHN DEERE OWNER TRUST	AAA	Aaa	04/15/2020	1.8	3,455,596.64	99.6205	\$3,442,482.31
48125LRM6	JPM 0 02/13/20	AA	Aa3	02/13/2020	0.1	8,175,000.00	99.9739	\$8,172,864.53
5148X1GB3	LANDESBANK BADEN- WURTEMBERG			07/11/2018	0.0	8,000,000.00	99.9343	\$7,994,742.22
548661DK0	LOW 0 04/15/19		A3	04/15/2019	0.0	10,000,000.00	100.1884	\$10,018,839.30
55279HAG5	MTB 2 1/4 07/25/19	A	A3	07/25/2019	1.0	550,000.00	99.3289	\$546,309.16
58772PAD0	MBART 2015-1 A3			12/16/2019	1.5	2,436,921.06	99.7948	\$2,431,920.50
59333P2A5	MIAMI-DADE AVIATION REV	A		10/01/2018	0.3	2,280,000.00	99.8100	\$2,275,668.00
5946106N2	MICHIGAN ST		Aa1	11/01/2018	0.3	2,925,000.00	100.5450	\$2,940,941.25
60682XG67	mitsubishi UFJ TR & CORP			07/06/2018	0.0	8,000,000.00	99.9670	\$7,997,360.51
60682XJ49	mitsubishi UFJ TR & CORP			09/04/2018	0.2	8,300,000.00	99.5954	\$8,266,417.70
60700AFE9	MIZUHO BANK CD 1.55% 18		NR	08/23/2018	0.1	9,000,000.00	99.9199	\$8,992,795.32
60700AWD2	MIZUHO BANK LTD CD			07/05/2018	0.0	8,000,000.00	100.0060	\$8,000,478.64
61746BDY9	MS 0 02/01/19	A	A3	02/01/2019	0.1	3,500,000.00	100.6575	\$3,523,011.98
61746BEH5	MS 0 02/14/20	A	A3	02/14/2020	0.1	20,000,000.00	100.3032	\$20,060,640.00
61747YDX0	MS 0 01/27/20	A	A3	01/27/2020	0.1	5,095,000.00	101.3971	\$5,166,182.25
63873NKL4	NATIXIS N Y BRH CD		NR	08/23/2018	0.1	13,000,000.00	99.9210	\$12,989,730.78
63873NRJ2	NATIXIS NY BRH CD			07/31/2018	0.1	8,000,000.00	100.0278	\$8,002,224.00
63873NSM4	NATIXIS NY BRANCH		A2	10/31/2018	0.3	8,500,000.00	100.0570	\$8,504,845.85

CUSIP	Description	Fitch Rating 6/30/2018	Moody's 6/30/2018	Mat. Date	Years	Shares	Price	Value
641423BW7	BRKHEC 6 1/2 08/01/18	A-	A2	08/01/2018	0.1	2,879,000.00	100.2866	\$2,887,250.32
646139B53	NEW JERSEY ST TURNPIKE AU	A	A2	01/01/2019	0.5	12,500,000.00	101.1710	\$12,646,375.00
64971Q7C1	NEW YORK CITY NY TRANSITI	AAA	Aa1	11/01/2018	0.3	1,875,000.00	99.9220	\$1,873,537.50
65474VAM3	NMOTR 2017-A A	AAA	Aaa	04/15/2021	0.0	4,370,000.00	100.0586	\$4,372,559.95
65474VAN1	NMOTR 2017-B A	AAA	Aaa	04/18/2022	0.0	10,260,000.00	100.2655	\$10,287,244.40
65474VAP6	NMOTR 2017-C A	AAA	Aaa	10/17/2022	0.0	9,210,000.00	100.0599	\$9,215,517.71
65477UAC4	NAROT 2015-A A3	AAA	Aaa	10/15/2019	1.3	171,434.98	99.8887	\$171,244.17
65477XAD6	NALT 2016-B A3	AAA	Aaa	07/15/2019	1.0	2,375,302.53	99.7678	\$2,369,786.13
65478DAB3	NAROT 2018-A A2A		Aaa	12/15/2020	2.5	6,660,000.00	99.7653	\$6,644,371.64
65478GAB6	NAROT 2017-B A2A	AAA	Aaa	05/15/2020	1.9	12,717,571.76	99.5830	\$12,664,538.21
65478VAD9	NAROT 2016-B A3	AAA	Aaa	01/15/2021	2.5	3,425,614.45	99.0736	\$3,393,878.87
65590AUR5	NDASS FLOAT 04/05/19		NA	04/05/2019	0.0	8,000,000.00	100.0522	\$8,004,175.84
65602UB64	NORBK FLOAT 07/10/18		NA	07/10/2018	0.0	13,000,000.00	100.0077	\$13,001,001.00
65819WAC7	NORTH CAROLINA ST ESTERN	A		07/01/2018	0.0	4,760,000.00	100.0000	\$4,760,000.00
68389XAG0	ORCL 5 07/08/19	A+	A1	07/08/2019	1.0	3,000,000.00	102.2866	\$3,068,598.45
68607DPF6	OREGON ST DEPT OF TRANSPR	AA+	Aa1	11/15/2018	0.4	2,410,000.00	99.8540	\$2,406,481.40
686514AA8	ORHLTH 2.278 10/01/18		A2	10/01/2018	0.3	3,000,000.00	99.8799	\$2,996,397.66
69033L4G1	OVERSEA-CHINESE BK CO NY		AA1	07/26/2018	0.1	8,500,000.00	100.0223	\$8,501,892.78
69353RCH9	PNC 2.2 01/28/19	A+	A2	01/28/2019	0.5	1,755,000.00	99.7415	\$1,750,463.03
69353RER5	PNC 1.85 07/20/18	A+	A2	07/20/2018	0.1	3,900,000.00	99.9769	\$3,899,099.69
69353RFD5	PNC 0 05/19/20	A+	A2	05/19/2020	0.1	2,025,000.00	100.2853	\$2,030,778.09
69353RFK9	PNC 0 01/22/21	A+	A2	01/22/2021	0.1	5,280,000.00	99.9202	\$5,275,784.98
69371RP34	PCAR FLOAT 05/10/21		A1	05/10/2021	0.1	4,135,000.00	99.9976	\$4,134,899.85
73358WT53	PORT AUTH OF NEW YORK & N	AA-	Aa3	09/15/2019	1.2	5,000,000.00	99.4920	\$4,974,600.00
735389MT2	PORT OF SEATTLE WA REVENU	AA	Aa2	05/01/2036*	0.8	6,000,000.00	103.6620	\$6,219,720.00
746168AA1	PURDUE RESEARCH FNDTN IN		Aaa	07/01/2018	0.0	6,000,000.00	100.0000	\$6,000,000.00
747525AQ6	QCOM 0 05/20/20		A1	05/20/2020	0.1	1,800,000.00	100.9646	\$1,817,362.71
78009N2S4	RY FLOAT 11/06/18		NA	11/06/2018	0.0	12,000,000.00	100.0219	\$12,002,628.00
78009N4N3	RY FLOAT 12/06/18		NA	12/06/2018	0.0	13,000,000.00	100.0118	\$13,001,534.00
78012K5K9	RY 0 08/29/19	AA	A1	08/29/2019	0.2	6,000,000.00	100.0602	\$6,003,614.94
78012UBX2	RY FLOAT 03/22/19		NA	03/22/2019	0.2	8,000,000.00	100.1430	\$8,011,443.92
80283LAQ6	SANUK FLOAT 11/03/20	A	Aa3	11/03/2020	0.1	8,340,000.00	99.6544	\$8,311,180.80
80284YAD6	SDART 2017-3 A3	AAA		06/15/2021	3.0	8,950,000.00	99.4025	\$8,896,519.28
80285FAB0	SDART 2018-2 A2A MTGE	AAA	Aaa	10/15/2020	2.3	9,500,000.00	99.9203	\$9,492,426.60
80285GAB8	SDART 2018-3 A2A		Aaa	03/15/2021	2.7	7,970,000.00	100.0062	\$7,970,494.14
808513AV7	SCHW FLOAT 05/21/21	A	A2	05/21/2021	0.1	17,500,000.00	100.4059	\$17,571,031.80
83191GAB5	SMAT 2016-2US A2A	AAA	Aaa	08/14/2019	1.1	3,228,096.66	99.8421	\$3,222,999.50
83368RAD4	SOCGEN 2 5/8 10/01/18	A+	A1	10/01/2018	0.3	5,600,000.00	100.0292	\$5,601,632.90
83369YUT1	SOCIETE GENERALE NY CD			09/10/2018	0.2	12,000,000.00	99.8782	\$11,985,388.92
83369YYL4	SOCGEN FLOAT 07/05/18		NA	07/05/2018	0.0	4,000,000.00	100.0037	\$4,000,148.00

*The underlying security is defeased by US treasuries with a prerefunded maturity date of 5/1/19.

CUSIP	Description	Fitch Rating 6/30/2018	Moody's 6/30/2018	Mat. Date	Years	Shares	Price	Value
83369YR1	SOCGEN FLOAT 07/09/18		NA	07/09/2018	0.0	10,000,000.00	100.0071	\$10,000,710.00
85325TC86	STANDARD CHARTERED BANK N			04/17/2019	0.8	8,000,000.00	99.9717	\$7,997,739.68
85325TXJ9	STANLN FLOAT 09/07/18		NA	09/07/2018	0.0	15,000,000.00	100.0311	\$15,004,665.00
85325TYM1	STANLN FLOAT 07/09/18		NA	07/09/2018	0.0	5,000,000.00	100.0077	\$5,000,385.00
865622BG8	SUMIBK 2.45 01/10/19		A1	01/10/2019	0.5	9,436,000.00	99.8991	\$9,426,483.42
86563YWP4	SUMIBK FLOAT 05/15/19		NA	05/15/2019	0.1	3,000,000.00	100.2137	\$3,006,410.97
86958JSS9	SVNLF 1.545 08/08/18		NR	08/08/2018	0.1	13,000,000.00	99.9497	\$12,993,456.32
86960BAE2	SHBASS 2 1/2 01/25/19	AA	Aa2	01/25/2019	0.6	3,150,000.00	99.8886	\$3,146,492.35
86960BAS1	SHBASS 0 09/08/20	AA	Aa2	09/08/2020	0.2	2,310,000.00	100.1865	\$2,314,309.21
89113W6Q4	TD 1.6 08/24/18		NA	08/24/2018	0.2	14,000,000.00	99.9172	\$13,988,413.74
89113XGS7	TORONTO-DOMINION BANK			10/03/2018	0.3	3,000,000.00	99.8390	\$2,995,168.77
89190BAC2	TAOT 2017-B A2B		Aaa	01/15/2020	0.0	1,322,284.28	99.9999	\$1,322,283.49
89231LAB3	TAOT 2016-D A2A		Aaa	05/15/2019	0.9	182,222.42	99.9351	\$182,104.19
89236TBB0	TOYOTA 2.1 01/17/19	A	Aa3	01/17/2019	0.6	3,470,000.00	99.7680	\$3,461,949.60
89237KAD5	TAOT 2016-AA A3		Aaa	03/16/2020	1.7	1,455,913.76	99.5253	\$1,449,003.12
89238KAD4	TAOT 2017-DA A3		Aaa	01/18/2022	3.6	10,905,000.00	98.4097	\$10,731,579.97
89238MAB4	TAOT 2017-A A2A		Aaa	09/16/2019	1.2	1,877,383.92	99.8505	\$1,874,577.79
89238TAC7	TAOT 2018-B A2B		Aaa	03/15/2021	0.0	13,500,000.00	100.0018	\$13,500,247.05
90261XHF2	UBS AG STAMFORD CT	AA-	Aa3	08/14/2019	0.1	15,000,000.00	100.4267	\$15,064,008.75
90331HNE9	USB 0 05/24/19		A1	05/24/2019	0.2	16,000,000.00	100.0913	\$16,014,601.60
90331HNK5	USB 0 01/17/20	AA-	A1	01/17/2020	0.0	5,000,000.00	100.1206	\$5,006,031.75
90521APJ1	UNBC 2 5/8 09/26/18	A	A2	09/26/2018	0.2	4,100,000.00	99.9774	\$4,099,074.59
911312BH8	UPS 0 04/01/21		A1	04/01/2021	0.0	8,415,000.00	100.1117	\$8,424,398.97
91159HHJ2	USB 0 04/25/19	AA-	A1	04/25/2019	0.1	4,000,000.00	100.2705	\$4,010,821.00
912796QH5	B 0 05/23/19	F1+		05/23/2019	0.9	28,500,000.00	97.9913	\$27,927,525.92
912796QM4	B 0 06/20/19	F1+		06/20/2019	1.0	30,000,000.00	97.7962	\$29,338,860.30
912828K5	US TREASURY N/B	AAA	Aaa	07/31/2019	1.1	35,000,000.00	98.9180	\$34,621,289.15
912828S43	US TREASURY BILL	AAA	Aaa	07/15/2019	1.0	24,000,000.00	98.3438	\$23,602,500.00
912828SX9	T 1 1/8 05/31/19	AAA	Aaa	05/31/2019	0.9	62,000,000.00	98.8984	\$61,317,031.56
912828TC4	T 1 06/30/19	AAA	Aaa	06/30/2019	1.0	50,000,000.00	98.6719	\$49,335,937.50
91324PDB5	UNH 0 10/15/20	A-	A3	10/15/2020	0.0	4,790,000.00	99.8820	\$4,784,345.88
914026TQ2	UNIV OF ALABAMA		Aa2	07/01/2018	0.0	5,315,000.00	100.0000	\$5,315,000.00
91476PQM3	UNIVERSITY OF OKLAHOMA/TH	AA-		07/01/2019	1.0	1,500,000.00	98.8800	\$1,483,200.00
931142EH2	WMT FLOAT 06/23/21 CORP	AA	Aa2	06/23/2021	0.2	5,330,000.00	100.1420	\$5,337,568.60
94974BFU9	WFC 2 1/8 04/22/19	A+	A2	04/22/2019	0.8	7,000,000.00	99.4361	\$6,960,529.80
94974BGN4	WFC 0 07/22/20	A+	A2	07/22/2020	0.1	1,150,000.00	101.0995	\$1,162,644.74
94988J5N3	WFC 2.6 01/15/21	AA-	Aa2	01/15/2021	2.5	6,105,000.00	98.4068	\$6,007,732.82
94989RD70	WFC FLOAT 04/05/19		NA	04/05/2019	0.0	8,000,000.00	100.0895	\$8,007,160.80
94989RF94	WFC FLOAT 04/23/19		NA	04/23/2019	0.1	7,800,000.00	100.0553	\$7,804,314.26
94989RQJ0	WFC FLOAT 10/15/18		NA	10/15/2018	0.0	7,000,000.00	100.0195	\$7,001,365.00
96130AAC2	WESTPAC BANKING CORPORATI			06/21/2019	1.0	11,500,000.00	100.0286	\$11,503,288.43
USD	US DOLLARS			0	0.0	15,761,997.75	1.0000	\$15,761,997.75

If you have any questions regarding your account please contact Shareholder Services at: 833-CAL-TRUST (833-225-8787)

SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B. 3. EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY (EBRCS)

EBRCS TRANSACTIONS*

For the Quarter Ending

June 30, 2018**FY 2017-2018**

FUND	BALANCE @	TJ/Date	TJ/Date	TJ/Date	TJ/Date	TJ/Date	TJ/Date	BALANCE @
NUMBER	03/31/18	06/05/18						06/30/18
100300	1,930,461.83	-160,795.25						1,769,666.58
TOTALS	1,930,461.83	-160,795.25	0.00	0.00	0.00	0.00	0.00	1,769,666.58

* East Bay Regional Communications System Authority

EXHIBITS

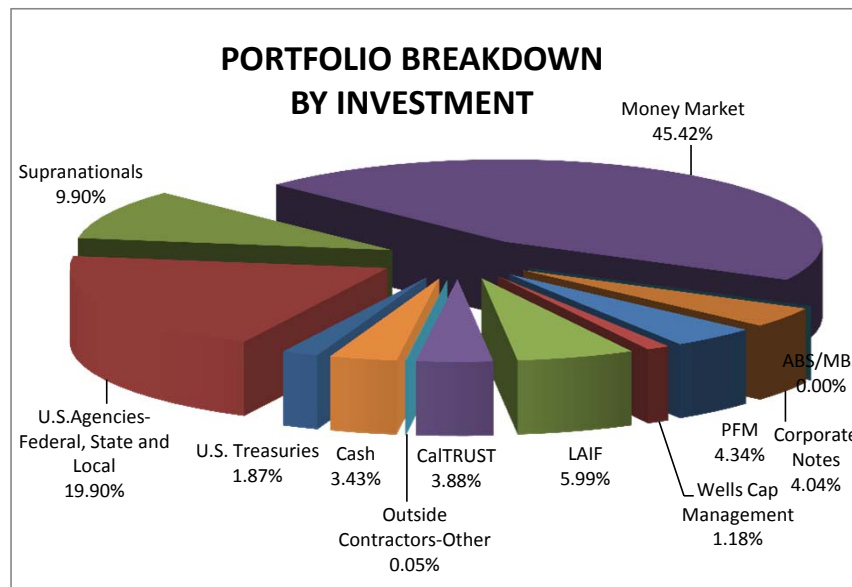
**CONTRA COSTA COUNTY
Portfolio Summary Report
AS OF JUNE 30, 2018**

Portfolio Characteristics

Par	\$3,749,705,470.41
Cost	\$3,738,973,278.79
Market Value	\$3,734,989,357.63
Weighted Yield to Maturity	1.97%
Weighted Average Days to Maturity	167
Weighted Duration	0.44 yr

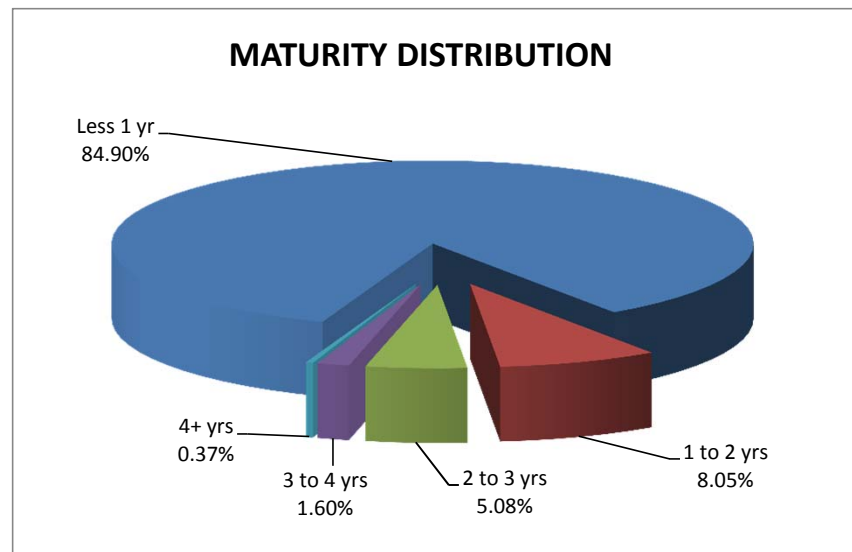
Portfolio Breakdown by Investment

Investments	Par Value	Percent of Total
U.S. Treasuries	\$70,170,000.00	1.87%
U.S.Agencies-Federal, State and Local	746,174,000.00	19.90%
Supranationals	371,323,000.00	9.90%
Money Market	1,703,205,715.54	45.42%
ABS/MBS	0.00	0.00%
Corporate Notes	151,305,000.00	4.04%
PFM	162,606,955.46	4.34%
Wells Cap Management	44,428,628.90	1.18%
LAIF	224,778,257.53	5.99%
CalTRUST	145,490,315.16	3.88%
Outside Contractors-Other	1,769,666.58	0.05%
Cash	128,453,931.24	3.43%
TOTAL*	\$3,749,705,470.41	100.00%**



Maturity Distribution

Time	Par Value	Percent of Total
Less 1 yr	\$3,183,436,693.49	84.90%
1 to 2 yrs	301,797,913.00	8.05%
2 to 3 yrs	190,606,197.34	5.08%
3 to 4 yrs	60,157,000.00	1.60%
4+ yrs	13,707,666.58	0.37%
TOTAL*	\$3,749,705,470.41	100.00%**



* Does not include the Futuris Public Entity Trust of the Contra Costa Community College District Retirement Board of Authority

** May or may not total to 100% due to rounding

**CONTRA COSTA COUNTY INVESTMENT POOL
PERFORMANCE SUMMARY
AS OF JUNE 30, 2018**

	<u>PAR</u> (<u>\$</u>)	³ <u>PERCENT OF</u> <u>PORTFOLIO</u> (<u>%</u>)	<u>YTM</u> (<u>%</u>)	<u>WEIGHTED</u> <u>AVERAGE DAYS TO</u> <u>MATURITY AT</u> <u>END-OF-QUARTER</u> (<u>day</u>)	<u>DURATION</u> (<u>year</u>)
A. Investments Managed by Treasurer's Office¹	\$3,204,784,671.00	85.51%	1.9758%	192	0.51 ²
B. Investments Managed by Outside Contractors³					
1. Local Agency Investment Fund	\$224,778,257.53	6.00%	1.7600%	1	N/A
2. Other					
a. Wells Capital Management	\$44,428,628.90	1.19%	2.4300%	266	0.53 ⁴
b. CalTRUST (Short-Term Fund)	\$145,490,315.16	3.88%	2.1100%	1	N/A
C. Cash	\$128,453,931.24	3.43%	1.8800% ⁵	0	N/A

³Yield to Maturity on Portfolio at End-of-Quarter = 1.97%
³Weighted Average Days to Maturity on Portfolio at End-of-Quarter = 167
³Weighted Duration (yr) at End-of-Quarter = 0.44

1. Includes the funds managed by PFM.
2. Data is provided by Sungard.
3. Excludes: Section B.3.a (EBRCS Bond) of the Investment Pool summary report and Futuris Public Entity Trust
4. Data provided by Wells Capital Management
5. Earnings Credit Rate on Investable Balance
LAIF and CalTRUST Short-Term are subject to a one day call of principal provision.

CONTRA COSTA COUNTY INVESTMENT POOL

TYPE	As of June 30, 2018	As of March 31, 2018	CHANGE IN VALUE	
	PAR VALUE	PAR VALUE	FROM PREV. QTR.	% CHANGE
A. Investments Managed by Treasurer's Office				
1. U.S. Treasuries (STRIPS, Bills, Notes)	\$70,170,000.00	\$35,419,000.00	\$34,751,000.00	98.11%
2. U.S. Agencies				
Federal Home Loan Banks	396,715,000.00	241,505,000.00	155,210,000.00	64.27%
Federal National Mortgage Association	65,145,000.00	95,509,000.00	(30,364,000.00)	-31.79%
Federal Farm Credit Banks	176,826,000.00	210,076,000.00	(33,250,000.00)	-15.83%
Federal Home Loan Mortgage Corporation	107,098,000.00	96,847,000.00	10,251,000.00	10.58%
Municipal Bonds	390,000.00	390,000.00	0.00	0.00%
Subtotal	746,174,000.00	644,327,000.00	101,847,000.00	15.81%
3. Supranationals	371,323,000.00	196,323,000.00	175,000,000.00	47.13%
4. Money Market Instruments				
Commercial Paper	1,071,101,000.00	1,106,781,000.00	(35,680,000.00)	-3.22%
Negotiable Certificates of Deposit	631,536,000.00	850,756,000.00	(219,220,000.00)	-25.77%
Medium Term Certificates of Deposit	0.00	0.00	0.00	0.00%
Money Market Accounts	565,318.32	565,318.32	0.00	0.00%
Time Deposit	3,397.22	3,397.22	0.00	0.00%
Subtotal	1,703,205,715.54	1,958,105,715.54	(254,900,000.00)	-13.02%
5. Asset Backed Securities/Mortgage Backed Securities	0.00	0.00	0.00	0.00%
6. Corporate Notes	151,305,000.00	108,305,000.00	43,000,000.00	39.70%
TOTAL (Section A)	3,042,177,715.54	2,942,479,715.54	99,698,000.00	3.39%
B. Investments Managed by Outside Contractors				
1. PFM	162,606,955.46	166,146,735.25	(3,539,779.79)	-2.13%
2. Local Agency Investment Fund	224,778,257.53	216,907,897.09	7,870,360.44	3.63%
3. Wells Capital Management	44,428,628.90	44,371,687.46	56,941.44	0.13%
4. CalTRUST	145,490,315.16	145,344,970.19	145,344.97	0.10%
5. Other				
a. EBRCS Bond	1,769,666.58	1,930,461.83	(160,795.25)	-8.33%
TOTAL (Section B)	579,073,823.63	574,701,751.82	4,372,071.81	0.76%
C. Cash	128,453,931.24	126,421,652.26	2,032,278.98	1.61%
* GRAND TOTAL (FOR A , B, & C)	\$3,749,705,470.41	\$3,643,603,119.62	\$106,102,350.79	2.91%

* Excludes the Futuris Public Entity Trust of the Contra Costa Community College District Retirement Board of Authority

CONTRA COSTA INVESTMENT POOL

Exhibit IV

INVESTMENTS MANAGED BY TREASURER'S OFFICE

QUARTERLY COUPON RATES, YIELD TO MATURITY

Fiscal Year		Quarter Ending			
		September	December	March	June
2017/18	Coupon Rate	1.3142%	1.3991%	1.6907%	1.9356%
	Yield to Maturity	1.3307%	1.4333%	1.7091%	1.9758%
2016/17	Coupon Rate	1.0063%	1.0436%	1.1392%	1.2330%
	Yield to Maturity	0.9760%	1.0418%	1.1420%	1.2552%
2015/16	Coupon Rate	0.6433%	0.7270%	0.8556%	0.9341%
	Yield to Maturity	0.5859%	0.6955%	0.8251%	0.9043%
2014/15	Coupon Rate	0.5437%	0.4624%	0.4912%	0.5309%
	Yield to Maturity	0.4605%	0.4185%	0.4379%	0.4894%
2013/14	Coupon Rate	0.6331%	0.4843%	0.4686%	0.4802%
	Yield to Maturity	0.4645%	0.3709%	0.3680%	0.3877%
2012/13	Coupon Rate	0.8304%	0.5568%	0.5829%	0.5838%
	Yield to Maturity	0.6012%	0.3947%	0.4243%	0.4229%
2011/12	Coupon Rate	0.8769%	0.8385%	0.8122%	0.7426%
	Yield to Maturity	0.6842%	0.6658%	0.6739%	0.6130%
2010/11	Coupon Rate	0.9802%	0.7132%	0.7326%	0.6982%
	Yield to Maturity	0.7494%	0.5866%	0.6133%	0.5612%
2009/10	Coupon Rate	1.2464%	0.8931%	0.8610%	0.8212%
	Yield to Maturity	1.1095%	0.7840%	0.7373%	0.6993%
2008/09	Coupon Rate	4.4019%	1.7623%	1.2918%	1.2418%
	Yield to Maturity	4.2819%	1.6574%	1.1808%	1.1231%
2007/08	Coupon Rate	5.1675%	4.6491%	3.3805%	2.9712%
	Yield to Maturity	5.2022%	4.6583%	3.3454%	2.9048%

Source: All data is calculated by Sungard.

CONTRA COSTA INVESTMENT POOL

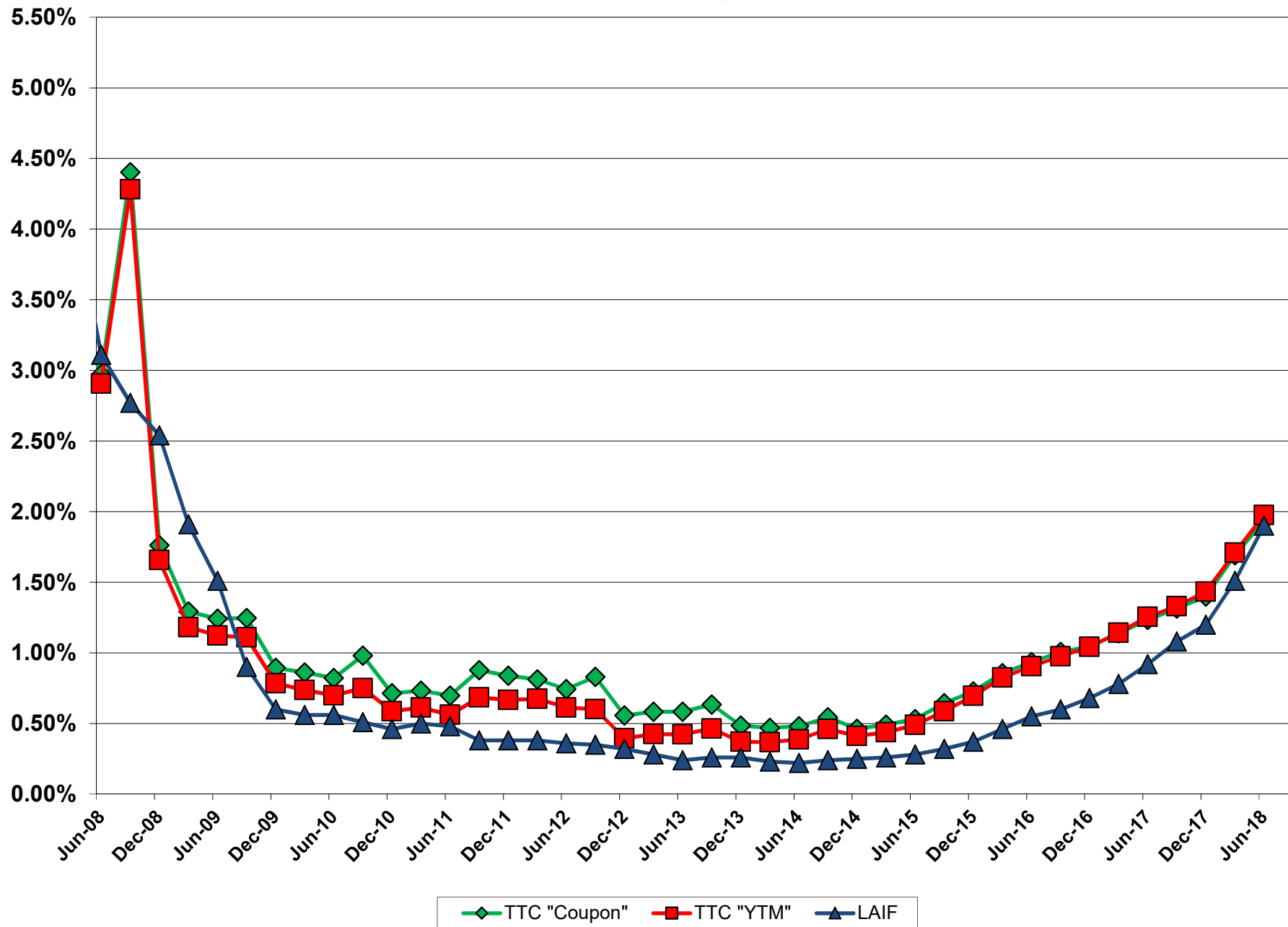
Exhibit IV (a)

INVESTMENTS MANAGED BY OUTSIDE CONTRACTOR

LAIF QUARTERLY APPORTIONMENT RATES

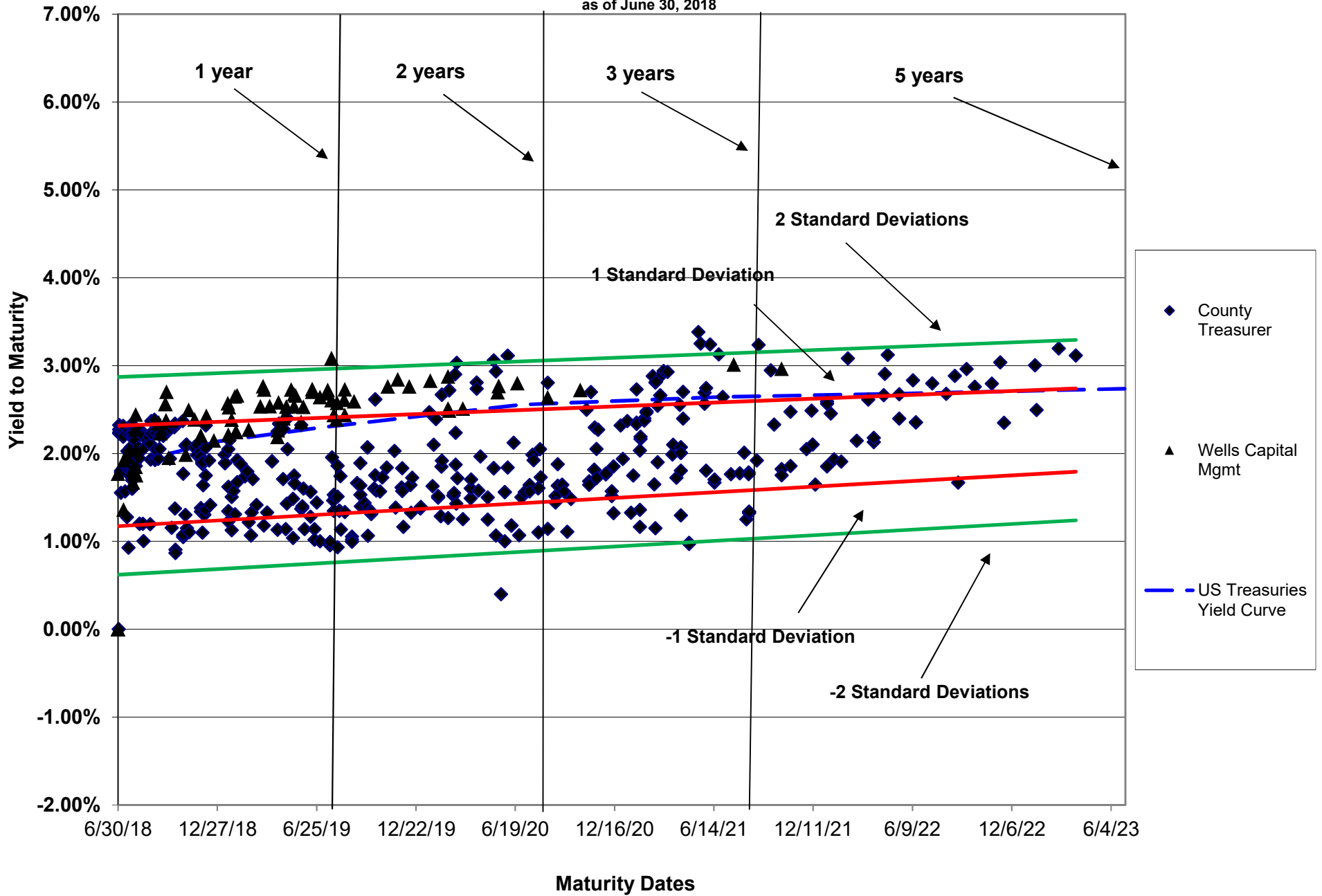
Fiscal Year		Quarter Ending			
		September	December	March	June
2017/18	Apportionment Rate	1.08%	1.20%	1.51%	1.90%
2016/17	Apportionment Rate	0.60%	0.68%	0.78%	0.92%
2015/16	Apportionment Rate	0.32%	0.37%	0.46%	0.55%
2014/15	Apportionment Rate	0.24%	0.25%	0.26%	0.28%
2013/14	Apportionment Rate	0.26%	0.26%	0.23%	0.22%
2012/13	Apportionment Rate	0.35%	0.32%	0.28%	0.24%
2011/12	Apportionment Rate	0.38%	0.38%	0.38%	0.36%
2010/11	Apportionment Rate	0.51%	0.46%	0.50%	0.48%
2009/10	Apportionment Rate	0.90%	0.60%	0.56%	0.56%
2008/09	Apportionment Rate	2.77%	2.54%	1.91%	1.51%
2007/08	Apportionment Rate	5.24%	4.96%	4.18%	3.11%

Contra Costa County Investment Pool as of June 30, 2018



Risk Assessment

as of June 30, 2018



Risk Assessment

(Securities Greater Than or Less Than Two Standard Deviations)

As of June 30, 2018

<u>CUSIP</u>	<u>DESCRIPTION</u>	<u>PAR</u>	<u>COST</u>	<u>MARKET</u>	<u>INTEREST</u>	<u>MATURITY DATE</u>	<u>YTM (%)</u>
025816BU2	CCCSIG CORP AMERICAN	785,000.00	784,866.55	785,934.15	3.38%	5/17/2021	3.38%
78012UEE1	CCCSIG ROYAL BANK OF	1,000,000.00	1,000,000.00	1,000,000.00	3.24%	6/7/2021	3.24%
05531FBD4	CCCSIG CORP BBT CORP	150,000.00	149,821.50	149,526.00	3.20%	9/3/2021	3.24%
931142EJ8	CCCSIG CORP WALMART	595,000.00	594,970.25	597,951.20	3.13%	6/23/2021	3.13%
06417GU22	CCCSIG YCD BANK OF	800,000.00	799,696.00	799,696.00	3.08%	6/5/2020	3.11%
43814TAB8	HAROT 171 A2	153,900.48	153,896.80	153,744.34	1.42%	7/22/2019	3.08%
121101042	CCCCD BERTA KAMM	3,397.22	3,397.22	3,397.22	0.40%	5/24/2020	0.40%

CONTRA COSTA COUNTY INVESTMENT POOL

AVERAGE INFORMATION
April 1, 2018 through June 30, 2018

	AVERAGE DAILY BALANCE (PAR)	PERCENT OF PORTFOLIO	AVERAGE YTM	AVERAGE DAYS TO MATURITY AS A PERCENT OF PORTFOLIO	AVERAGE DAYS TO MATURITY FOR THE QUARTER
A. Investments Managed by Treasurer's Office¹	\$3,384,140,561.69	86.99%	1.8993%	156.04	179
B. Investments Managed by Outside Contractors²					
1. Local Agency Investment Fund ³	\$228,526,376.14	5.87%	1.7567%	0.06	1
2. Other					
a. Wells Capital Management	\$44,430,489.77	1.14%	2.2933%	2.81	246
b. CalTRUST Short Term Fund ³	\$145,443,481.78	3.74%	2.0433%	0.04	1
c. Cash ⁴	\$87,574,066.09	2.25%	0.5700%	0.00	0
Total	<u>\$3,890,114,975.47</u>	100.00%			
			* Weighted Average YTM of Portfolio =	<u>1.87%</u>	<u>159</u>

Notes:

1. Includes the funds managed by PFM.
2. Excludes: Section B.5.a (EBRCS Bond) of the Investment Pool Summary and Futuris Public Entity Trust.
3. LAIF and CalTRUST Short Term Fund are subject to a one day call of principal provision
4. The average of Investable Balances and the average of Earnings Allowance Rates of all three banks, WFB, BofA, and Mechanics.

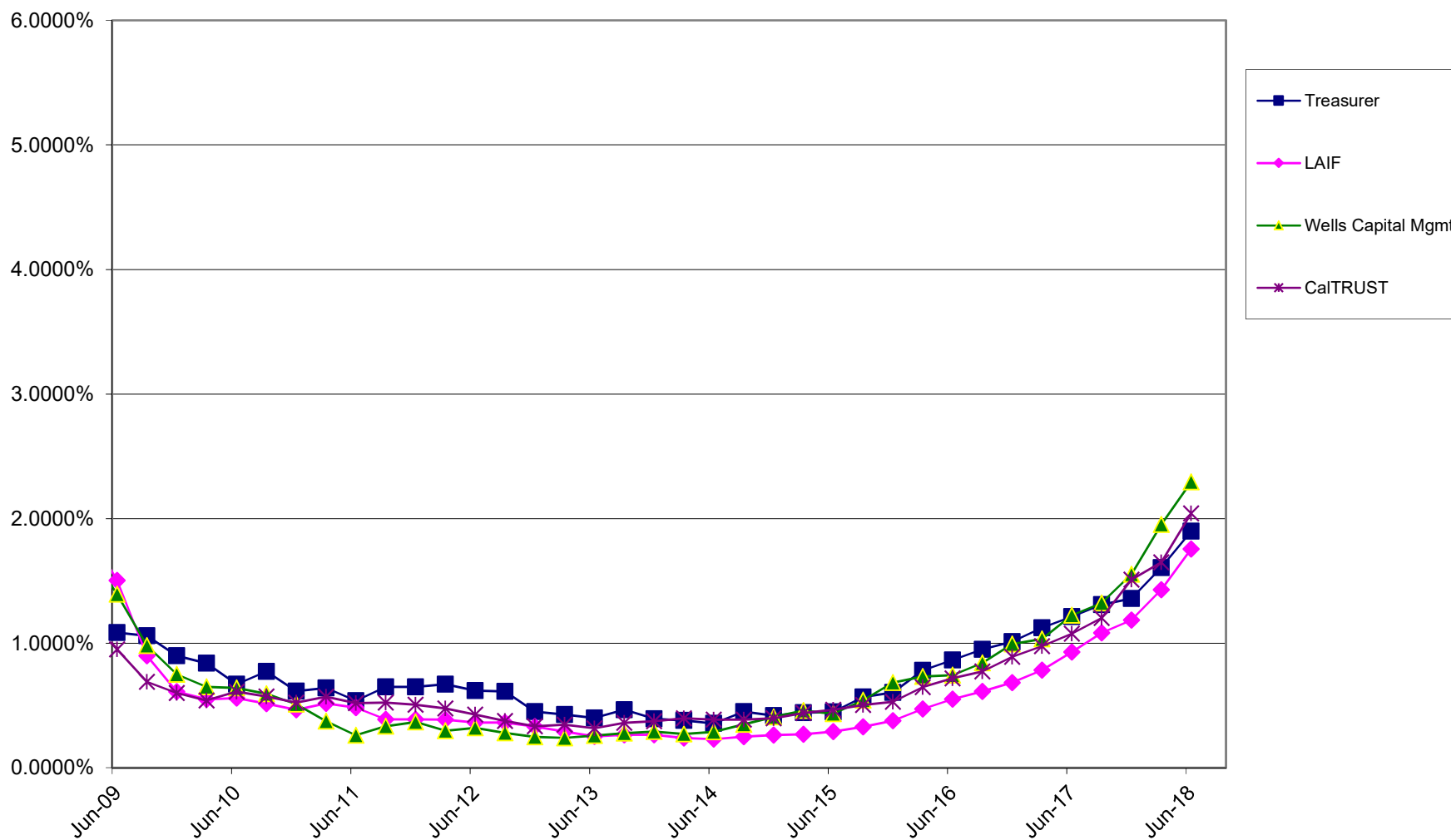
**CONTRA COSTA COUNTY INVESTMENT POOL
SUMMARY OF POOL RATES AND BENCHMARKS
AS OF JUNE 30, 2018**

<u>Pool Rates:</u>	<u>YTM as of 6/30/18</u>	<u>Quarterly Ave.</u>	<u>Average Days to Maturity</u>	
Total County Portfolio (w/ Cash)	1.97%	1.87%	159	*1
Investments Managed by Treasurer's Office	1.98%	1.90%	179	
Wells Capital Management	2.43%	2.29%	246	
CalTRUST Short Term Fund	2.11%	2.04%	311	*2
	<u>Quarterly Apportionment Rate</u>	<u>PMIA Ave. Effective Yield</u>		
Local Agency Investment Fund (LAIF)	1.90%	1.76%	193	*2
		<u>4/1/18 - 6/30/18</u>		
<u>Benchmarks:</u>	<u>6/30/18</u>	<u>High</u>	<u>Ave.</u>	<u>Low</u>
Federal Fund Rates Index	1.9000%	1.9100%	1.7256%	1.6800%
Six Month Treasury Bill	1.8887%	1.9650%	1.9183%	1.8525%
Six Month LIBOR	2.5013%	2.5238%	2.4965%	2.4599%
Vanguard Prime Money Mkt Fund	0.4700%			

*1. Cash is included in the calculation.

*2. Average days to maturity (with a one day call of principal provision)

**Contra Costa County Investment Pool
Average Quarterly YTM
as of June 30, 2018**



**CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
STRUCTURED SECURITIES
June 30, 2018**

Exhibit VI

<u>Description</u>	<u>CUSIP</u>	<u>Maturity Date</u>	<u>Coupon Rate</u>	<u>Par (\$)</u>	<u>Market (\$)</u>	<u>Cost (\$)</u>	<u>Provisions</u>	<u>Fund # *</u>
CORP MICROSOFT CORP	594918AV6	12/6/2018	1.63%	6,406,000.00	6,388,895.98	6,368,460.84	Make-whole call +7 bps	8177
CCCCD CORP BB&T CALL	05531FAQ6	2/1/2019	2.25%	1,960,000.00	1,955,041.20	1,980,325.20	Call anytime on and after 1/2/19	7903
CCCCD CORP CISCO SYS	17275RAE2	2/15/2019	4.95%	1,795,000.00	1,820,722.35	1,983,187.80	Make-whole call +30 bps	7903
GOV FFCB CALLABLE NO	3133EFYS0	2/22/2019	1.15%	10,000,000.00	9,926,000.00	9,980,400.00	Call on and anytime after 2/22/17	8177
CORP EXXON MOBIL COR	30231GAP7	3/1/2019	1.71%	3,500,000.00	3,482,360.00	3,500,000.00	Make-whole call +12.5 bps	8177
CCCCD CORP US BANCOR	91159HHH6	4/25/2019	2.20%	1,950,000.00	1,942,512.00	1,982,935.50	Call on and anytime after 3/25/19	7903
CORP CHEVRON	166764BH2	5/16/2019	1.56%	5,000,000.00	4,954,800.00	4,986,000.00	Make-whole call +12.5 bps	8177
CCCSIG CORP GOLDMAN	38141GWP5	7/23/2019	1.95%	315,000.00	311,865.75	314,962.20	Make-whole call +10 bps	691
CCCSIG CORP MICROSOFT	594918BN3	8/8/2019	1.10%	860,000.00	846,506.60	859,114.20	Make-whole call +7.5 bps	6911
CCCSIG CORP BERKSHIR	084664CK5	8/15/2019	1.30%	375,000.00	369,356.25	374,636.25	Make-whole call +10 bps	6911
CCCSIG CORP IBM CRED	44932HAA1	9/6/2019	1.63%	700,000.00	691,159.00	699,468.00	Make-whole call +7 bps	6911
CCCSIG CORP CISCO SY	17275RBG6	9/20/2019	1.40%	795,000.00	783,806.40	794,117.55	Make-whole call +10 bps	6911
CCCCD CORP PFIZER IN	717081DL4	5/15/2019	2.10%	1,960,000.00	1,953,590.80	1,984,068.80	Make-whole call +7 bps	7903
CCCSIG CORP WALMART	931142DY6	10/9/2019	1.75%	350,000.00	346,412.50	349,993.00	Make-whole call +5 bps	6911
CCCSIG CORP HONEYWEL	438516BQ8	10/30/2019	1.80%	240,000.00	237,009.60	239,812.80	Make-whole call +5 bps	6911
CCCSIG CORP AMERICAN	02665WBZ3	11/13/2019	2.00%	300,000.00	296,553.00	299,832.00	Make-whole call +7.5 bps	6911
CCCSIG CORP PFIZER	717081EB5	12/15/2019	1.70%	845,000.00	832,764.40	844,391.60	Make-whole call +10 bps	6911
CCCSIG CORP JPMORGAN	46625HKA7	1/23/2020	2.25%	400,000.00	394,856.00	401,508.00	Call on and anytime after 12/23/19	6911
CORP MICROSOFT CORP	594918BV5	2/6/2020	1.85%	10,000,000.00	9,872,200.00	10,000,000.00	Make-whole call +10 bps	8177
CCCSIG CORP APPLE IN	037833CK4	2/7/2020	1.90%	600,000.00	592,422.00	599,706.00	Make-whole call +7.5 bps	6911
CCCSIG CORP CHEVRON	166764BP4	3/3/2020	1.99%	1,075,000.00	1,061,874.25	1,078,569.00	Make-whole call +10 bps	6911
CCCCD CORP AMERICAN	0258M0EE5	3/3/2020	2.20%	170,000.00	167,769.60	169,823.20	Call on and anytime after 2/1/20	7903
CCCSIG CORP EXXON MO	30231GAG7	3/6/2020	1.91%	400,000.00	394,380.00	401,916.00	Make-whole call +5 bps	6911
CORP APPLE INC	037833CS7	5/11/2020	1.80%	10,000,000.00	9,830,600.00	9,991,300.00	Make-whole call +10 bps	8177
CCCSIG CORP APPLE IN	037833CS7	5/11/2020	1.80%	530,000.00	521,021.80	529,459.40	Make-whole call +10 bps	6911
CCCSIG CORP WALT DIS	25468PDU7	6/5/2020	1.80%	850,000.00	831,019.50	849,014.00	Make-whole call +6 bps	6911
CCCSIG CORP AMERI HO	02665WBT7	7/20/2020	1.95%	505,000.00	494,521.25	504,489.95	Make-whole call +10 bps	6911
CCCSIG CORP CATERPIL	14913Q2A6	9/4/2020	1.85%	635,000.00	618,369.35	634,466.60	Make-whole call +10 bps	6911
CCCSIG CORP VISA INC	92826CAB8	12/14/2020	2.20%	210,000.00	206,589.60	212,310.00	Make-whole call +10 bps	6911
CCCCD CORP GOLDMAN S	38141GWW5	12/27/2020	2.60%	225,000.00	221,177.25	227,045.25	Make-whole call +20 bps	7903
CCCSIG ABS CITIBANK	17305EGA7	1/19/2021	1.74%	745,000.00	744,857.33	744,857.33	5% cleanup call	6911
CCCSIG CORP BB&T MTN	05531FAZ6	2/1/2021	2.15%	215,000.00	209,087.50	214,901.10	Call on and anytime after 1/1/2021	6911
CCCCD CORP BB T MTN	05531FAZ6	2/1/2021	2.15%	110,000.00	106,975.00	109,864.70	Call on and anytime after 1/1/2021	7903
CCCSIG CORP UNITED P	911312BP0	4/1/2021	2.05%	475,000.00	463,338.75	474,249.50	Make-whole call +10 bps	7903
CCCCD CORP BANK OF N	06406FAA1	4/15/2021	2.50%	125,000.00	122,700.00	126,846.25	Call on and anytime after 3/15/21	7903
CCCSIG CORP PEPSICO	713448DX3	4/15/2021	2.00%	375,000.00	365,610.00	374,925.00	Make-whole call +10 bps	6911
CCCCD CORP PEPSICO I	713448DX3	4/15/2021	2.00%	70,000.00	68,247.20	69,986.00	Make-whole call +10 bps	7903
CCCSIG ABS CARMAX 20	14314RAH5	4/15/2021	1.80%	244,905.38	244,887.41	244,887.41	10% collateral call	6911
CCCCD CORP BANK OF A	06051GFW4	4/19/2021	2.63%	110,000.00	108,061.80	110,823.90	Make-whole call +25 bps	7903

**CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
STRUCTURED SECURITIES
June 30, 2018**

Exhibit VI

<u>Description</u>	<u>CUSIP</u>	<u>Maturity Date</u>	<u>Coupon Rate</u>	<u>Par</u> (\$)	<u>Market</u> (\$)	<u>Cost</u> (\$)	<u>Provisions</u>	<u>Fund #</u> *
CORP MICROSOFT CORP	594918AV6	12/6/2018	1.63%	6,406,000.00	6,388,895.98	6,368,460.84	Make-whole call +7 bps	8177
CORP MICROSOFT CORP	594918BP8	8/8/2021	1.55%	8,549,000.00	8,197,721.59	8,389,048.21	Make-whole call +10 bps	8177
CCCSIG CORP BOFA CAL	06051GGS2	10/1/2021	2.33%	545,000.00	532,797.45	545,000.00	Make-whole call +15 bps	6911
CCCSIG ABS JOHN DEER	47788BAD6	10/15/2021	1.82%	225,000.00	224,983.53	224,983.53	10% collateral call	6911
CCCSIG ABS NAROT 201	65478GAD2	10/15/2021	1.75%	500,000.00	499,972.05	499,972.05	5% collateral call	6911
CCCCD CORP CITIGRP I	172967LC3	12/8/2021	2.90%	250,000.00	244,907.50	254,137.50	Make-whole call +20 bps	7903
CCCSIG ABS TAOT 2017	89238KAD4	1/18/2022	1.93%	225,000.00	224,979.26	224,979.26	5% collateral call	6911
GOV FHLMC NOTES	3134GBW81	11/22/2022	2.35%	10,000,000.00	9,713,600.00	10,000,000.00	Quarterly; First 2/22/18; Last 11/22/20	8177
CCCSIG ABS CCCIT 201	17305EGK5	1/20/2023	2.49%	350,000.00	349,951.56	349,951.56	5% cleanup call	6911
CCCCD ABS ALLYA 2018	02007MAE0	6/15/2022	2.35%	110,000.00	109,987.28	109,987.28	10% collateral call	7903
CCCSIG ABS ALLYA 201	02007MAE0	6/15/2022	2.35%	265,000.00	264,969.37	264,969.37	10% collateral call	6911
FIXING INTEREST RECI	89238BAD4	5/16/2022	2.35%	100,000.00	99,998.85	99,998.85	5% collateral call	8177
CORP JOHNSON & JOHNS	478160CH5	11/10/2020	1.95%	16,850,000.00	16,572,986.00	16,695,991.00	Make-whole call +7.5bps	8177
CCCSIG BANK OF NY ME	06406HDD8	8/17/2020	2.60%	500,000.00	495,015.00	497,689.44	Callable on and anytime after 7/17/20	6911
CCCSIG JDOT 2018 COR	47788CAC6	4/18/2022	2.66%	190,000.00	189,986.34	189,986.34	10% collateral call	6911
CCCCD CORP CICSO SYS	17275RBD3	2/28/2021	2.20%	130,000.00	127,543.00	127,814.41	Make-whole call +15bps	7903
CCCSIG CORP UNILEVER	904764AZ0	3/22/2021	2.75%	650,000.00	644,884.50	646,678.50	Make-whole call +10bps	6911
CCCCD ABS ALLYA 2018	02007JAC1	1/17/2023	3.00%	110,000.00	109,992.48	109,992.48	10% collateral call	7903
CCCSIG CORP AMERICAN	025816BU2	5/17/2021	3.38%	785,000.00	785,934.15	784,866.55	Callable on and anytime after 4/17/21	6911
CORP APPLE INC	037833BS8	2/23/2021	2.25%	20,000,000.00	19,652,200.00	19,833,150.00	Make-whole call +15 bps	8801
CCCSIG CORP BBT CORP	05531FBD4	9/3/2021	3.20%	150,000.00	149,526.00	149,821.50	Callable on and anytime after 8/3/21	7903
CCCCD MBS FHMS K721	3137BM6P6	8/25/2022	3.09%	100,000.00	100,851.56	100,851.56	1% cleanup call	6911
CCCSIG ABS FORDO 201	34528FAD0	11/15/2022	3.03%	225,000.00	224,963.62	224,963.62	10% collateral call	6911
CCCSIG CORP GENERAL	369550BA5	5/11/2020	2.88%	460,000.00	459,498.60	458,371.60	Make-whole call +10 bps	6911
CCCSIG CORP HERSHEY	427866AY4	5/15/2020	2.90%	350,000.00	349,566.00	349,769.00	Make-whole call +10 bps	6911
CCCCD CORP HOME DEPO	437076AZ5	4/1/2023	2.70%	100,000.00	97,626.00	98,130.00	Make-whole call +15 bps	7903
CCCSIG ABS HART 2018	44891KAD7	7/15/2022	2.79%	130,000.00	129,980.42	129,980.42	5% collateral call	6911
MICROSOFT CORP	594918BA1	2/12/2022	2.38%	10,000,000.00	9,777,700.00	9,797,519.44	Make-whole call +10 bps	8177
MICROSOFT CORP	594918BG8	11/3/2020	2.00%	8,000,000.00	7,873,840.00	7,865,520.00	Make-whole call +7.5 bps	8177
CORP WALMART INC	931142DY6	10/9/2019	1.75%	15,000,000.00	14,846,250.00	14,888,574.17	Make-whole call +5 bps	8177
CORP WALMART INC	931142DY6	10/9/2019	1.75%	5,000,000.00	4,948,750.00	4,963,932.22	Make-whole call +5 bps	8177
CCCSIG CORP WALMART	931142EJ8	6/23/2021	3.13%	595,000.00	597,951.20	594,970.25	Make-whole call +10 bps	6911
				165,864,905.38	163,378,834.73	165,084,254.44		

Notes:

6911 - Contra Costa County School Insurance Group
7903 - Contra Costa Community College District Retiree Health Benefits
8177 - County Pool

**CONTRA COSTA COUNTY
CALTRUST SHORT TERM FUND
STRUCTURED SECURITIES
June 30, 2018**

Exhibit VI (a)

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>PROVISIONS</u>
ALLYA 2018-3 A2	02007JAB3	5/17/2021	4,900,000.00	4,899,877.50	10% collateral call
AXP FLOAT 05/17/21	025816BV0	5/17/2021	1,660,000.00	1,664,621.16	Float quarterly: LIBOR +52.5 bps
AMXCA 2014-1 A	02582JGN4	12/15/2021	5,395,000.00	5,408,485.88	Float monthly: LIBOR +37 bps; 5% clean up call
AXP 0 05/03/19	0258M0EJ4	5/3/2019	4,000,000.00	4,007,067.00	Float quarterly: LIBOR +33 bps; Call on and after 4/3/19
HNDA 0 09/09/21	02665WBJ9	9/9/2021	6,500,000.00	6,561,153.30	Float quarterly: LIBOR +61 bps
HNDA 0 07/20/20	02665WBS9	7/20/2020	6,000,000.00	6,013,020.00	Float quarterly: LIBOR +27 bps
AMCAR 2017-3 A2A	03065HAB4	12/18/2020	3,330,862.55	3,316,447.24	10% collateral call
AMCAR 2016-4 A3	03065TAD4	7/8/2021	10,970,000.00	10,890,440.08	10% collateral call
AMCAR 2018-1 A2A	03066HAB3	7/19/2021	6,970,000.00	6,967,938.27	10% collateral call
AAPL 0 02/07/20	037833CL2	2/7/2020	3,437,000.00	3,446,452.92	Float quarterly: LIBOR +20 bps
BB&T CORPORATION	05531FAT0	1/15/2020	2,459,000.00	2,475,526.67	Float quarterly: LIBOR +71.5 bps; Call on and after 12/15/19
BMWLT 2017-1 A2	055657AB6	7/22/2019	2,414,351.36	2,410,103.07	5% clean up call
BNP FLOAT 12/28/18	05582W2Q6	12/28/2018	14,000,000.00	14,011,577.16	Float quarterly: LIBOR +25 bps
BNP FLOAT 07/16/18	05582WT46	7/16/2018	13,000,000.00	13,001,703.00	Float monthly: LIBOR +20 bps
BAC 0 07/21/21	06051GGN3	7/21/2021	12,500,000.00	12,548,625.88	Float quarterly: LIBOR +66 bps; Call on 7/21/20 only
BMO FLOAT 04/13/21	0636774X5	4/13/2021	10,000,000.00	10,018,600.00	Float quarterly: LIBOR +46 bps
BMO 0 06/15/20	06367TYM6	6/15/2020	4,000,000.00	4,013,098.16	Float quarterly: LIBOR +44 bps
BK 2.1 08/01/18	06406HCL1	8/1/2018	3,570,000.00	3,568,679.42	Callable on and after 7/2/18
BK 0 08/01/18	06406HCM9	8/1/2018	2,783,000.00	2,784,755.18	Float quarterly: LIBOR +56 bps
BNS FLOAT 04/20/21	064159LH7	4/20/2021	7,000,000.00	6,999,645.59	Float quarterly: LIBOR +44 bps
BACR 0 01/11/21	06739FJK8	1/11/2021	5,000,000.00	4,998,679.30	Float quarterly: LIBOR +46 bps; call on and after 12/11/20
BACR 0 08/07/20	06744CFV8	8/7/2020	5,000,000.00	5,019,125.60	Float quarterly: LIBOR +65 bps
BACR 0 08/07/19	06744CFY2	8/7/2019	4,304,000.00	4,316,646.10	Float quarterly: LIBOR +55bps
BBT 2.3 10/15/18	07330NAD7	10/15/2018	3,105,000.00	3,103,173.79	Call on and anytime after 9/15/18
BBT 0 05/01/19	07330NAM7	5/1/2019	8,000,000.00	8,026,623.20	Float quarterly: LIBOR +53 bps; Call on and after 4/10/19
BBT 0 01/15/20	07330NAP0	1/15/2020	2,000,000.00	2,007,844.00	Float quarterly: LIBOR +45 bps
BRK 0 08/15/19	084664CL3	8/15/2019	5,320,000.00	5,334,435.18	Float quarterly: LIBOR +26 bps
CHAPMAN UNIVERSITY	130179KN3	4/1/2019	2,000,000.00	1,990,320.00	Make-whole call +25bps
CALIFORNIA ST	13063A7G3	10/1/2019	2,900,000.00	3,030,674.00	Make-whole call +45 bps
CM FLOAT 07/30/18	13606BQY5	7/30/2018	15,000,000.00	15,002,790.00	Float monthly: LIBOR +17bps
CARMX 2017-4 A2A	14314RAH5	4/15/2021	6,687,800.62	6,653,826.59	10% collateral call
CARMX 2018-2 A2	14314XAB5	8/16/2021	6,250,000.00	6,244,123.13	10% collateral call
CHAIT 2017-A1 A	161571HJ6	1/18/2022	6,000,000.00	6,013,704.00	Float monthly: LIBOR +30 bps; 10% clean up call
CHAIT 2018-A1 A1	16157HN7	4/17/2023	8,230,000.00	8,227,531.82	10% collateral call
CSCO 0 09/20/19	17275RBK7	9/20/2019	1,940,000.00	1,946,205.89	Float quarterly: LIBOR +34 bps
C 0 12/07/18	172967KF7	12/7/2018	3,000,000.00	3,009,086.61	Float quarterly: LIBOR +86 bps
C 0 06/07/19	172967KT7	6/7/2019	2,000,000.00	2,012,324.78	Float quarterly: LIBOR +93 bps
CCCIT 2017-A3 A3	17305EGB5	4/7/2022	5,875,000.00	5,775,524.50	5% collateral call
CCCIT 2018-A1 A1	17305EGK5	1/20/2023	5,400,000.00	5,331,645.18	5% clean up call
C 0 10/20/20	17325FAK4	10/20/2020	9,500,000.00	9,490,275.14	Float quarterly: LIBOR +30bps
C 0 02/12/21	17325FAM0	2/12/2021	7,000,000.00	7,004,882.78	Float quarterly: LIBOR +35 bps; call on and after 1/12/21
CBAAU FLOAT 03/18/19	20271ENG0	3/18/2019	8,500,000.00	8,514,841.00	Float quarterly: LIBOR +20 bps
RABOBK FLOAT 04/05/19	21684BSJ9	4/5/2019	8,000,000.00	8,006,565.28	Float quarterly: LIBOR +20 bps
RABOBK FLOAT 04/26/21	21688AAP7	4/26/2021	6,000,000.00	6,004,440.00	Float quarterly: LIBOR +43 bps
ACAFF FLOAT 07/11/18	22532XHf8	7/11/2018	13,000,000.00	13,001,131.00	Float monthly: LIBOR +21 bps
CS FLOAT 02/01/19	22549LLF0	2/1/2019	12,000,000.00	11,977,080.00	Float monthly: LIBOR +35 bps
DE FLOAT 01/08/21	24422ETY5	1/8/2021	1,355,000.00	1,351,352.35	Float quarterly: LIBOR +16 bps
DE FLOAT 01/07/20	24422EUF4	1/7/2020	10,000,000.00	10,003,600.00	Float quarterly: LIBOR +18 bps
DCENT 2014-A4 A4	254683BK0	12/15/2021	6,815,000.00	-	5% collateral call
DD 0 05/01/20	263534CM9	5/1/2020	5,800,000.00	5,819,824.69	Float quarterly: LIBOR +53 bps
ENERGY N W WA ELEC REVENU	29270CYM1	7/1/2019	10,000,000.00	9,963,800.00	Make-whole call +20 bps

**CONTRA COSTA COUNTY
CALTRUST SHORT TERM FUND
STRUCTURED SECURITIES
June 30, 2018**

Exhibit VI (a)

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>PROVISIONS</u>
FFCB 0 09/17/18	3133EFM61	9/17/2018	10,000,000.00	10,007,910.80	Float monthly: LIBOR +22 bps
FFCB 0 08/08/18	3133EFYG6	8/8/2018	10,000,000.00	10,003,520.50	Float monthly: LIBOR +19 bps
FHLMC 1.1 09/13/18	3134GAGF5	9/13/2018	3,000,000.00	2,994,387.00	Quarterly; First: 12/13/16; Last: 6/13/18
FNMA 1 1/4 09/25/18	3136G1HM4	9/25/2018	6,900,000.00	6,888,166.50	Quarterly; First: 3/25/14; Last: 6/25/18
FHR 2677 LE	31394JTT4	9/15/2018	76,168.16	76,245.81	1% clean up call
FORDO 2018-A A2A	34528FAB4	2/15/2021	8,010,000.00	8,008,740.83	10% collateral call
GD FLOAT 05/11/21	369550BF4	5/11/2021	2,750,000.00	2,759,577.92	Float quarterly: LIBOR +38 bps
GE 0 08/07/18	36962GX66	8/7/2018	2,023,000.00	2,023,038.01	Float quarterly: LIBOR +27 bps
GILD 0 09/20/19	375558BQ5	9/20/2019	20,000,000.00	20,019,609.40	Float quarterly: LIBOR +25 bps
GS 0 04/25/19	38141GVV3	4/25/2019	11,293,000.00	11,363,367.70	Float quarterly: LIBOR +104 bps
HSBC 0 08/07/18	40428HPW6	8/7/2018	2,000,000.00	2,001,648.14	Float quarterly: LIBOR +77 bps
HAWAII ST TXBL - SER FU	419792WZ5	1/1/2019	1,200,000.00	1,198,632.00	Make-whole call +10 bps
HAROT 2016-3 A4	438124AD1	11/18/2022	5,105,000.00	5,006,847.19	10% collateral call
HAROT 2016-4 A2	43814RAB2	4/18/2019	332,581.25	332,337.17	10% collateral call
HAROT 2017-1 A2	43814TAB8	7/22/2019	984,963.06	983,575.25	10% collateral call
HAROT 2017-3 A3	43814PAC4	9/20/2021	1,875,000.00	1,845,020.06	10% collateral call
HAROT 2018-2 A2	43814UAF6	12/18/2020	9,865,000.00	9,861,909.30	10% collateral call
HART 2015-A A4	44890WAD2	7/15/2020	2,593,822.88	2,586,493.77	5% collateral call
IBM FLOAT 01/20/21	44932HAE3	1/20/2021	3,000,000.00	3,014,028.36	Float quarterly: LIBOR +26 bps
IFC 0 01/09/19	45950VHC3	1/9/2019	10,000,000.00	10,002,836.30	Float quarterly: LIBOR +6 bps
JPM 1.85 03/22/19	46625HQU7	3/22/2019	3,000,000.00	2,981,021.25	Callable on and anytime after 2/22/19
JPM 0 03/22/19	46625HQV5	3/22/2019	5,000,000.00	5,022,420.10	Float quarterly: LIBOR +84 bps
JPM FLOAT 03/09/21	46647PAC0	3/9/2021	5,000,000.00	5,015,595.00	Float quarterly: LIBOR +55 bps
JPM FLOAT 06/18/22	46647PAT3	6/18/2022	2,290,000.00	2,289,175.60	Float quarterly: LIBOR +61 bps
JDOT 2017-A A2	47787XAB3	10/15/2019	2,471,462.02	2,467,267.70	10% collateral call
JOHN DEERE OWNER TRUST	47788BAB0	4/15/2020	3,455,596.64	3,442,482.31	10% collateral call
JPM 0 02/13/20	48125LRM6	2/13/2020	8,175,000.00	8,172,864.53	Float quarterly: LIBOR +25 bps; call on 2/13/19 and 1/13/20
LOW 0 04/15/19	548661DK0	4/15/2019	10,000,000.00	10,018,839.30	Float quarterly: LIBOR +24 bps
MTB 2 1/4 07/25/19	55279HAG5	7/25/2019	550,000.00	546,309.16	Call on and anytime after 6/25/19
MBART 2015-A A3	58772PAD0	12/16/2019	2,436,921.06	2,431,920.50	5% collateral call
MS 0 02/01/19	61746BDY9	2/1/2019	3,500,000.00	3,523,011.98	Float quarterly: LIBOR +137.5 bps
MS 0 02/14/20	61746BEH5	2/14/2020	20,000,000.00	20,060,640.00	Float quarterly: LIBOR +80 bps
MS 0 01/27/20	61747YDX0	1/27/2020	5,095,000.00	5,166,182.25	Float quarterly: LIBOR +114 bps
NEW YORK CITY NY TRANSIT	64971Q7C1	11/1/2018	1,875,000.00	1,873,537.50	Make-whole call +25 bps
NMOTR 2017-A A	65474VAM3	4/15/2021	4,370,000.00	4,372,559.95	Float monthly: LIBOR +31 bps; 10% clean up call
NMOTR 2017-C A	65474VAP6	10/17/2022	9,210,000.00	9,215,517.71	Float monthly: LIBOR +32 bps; 10% clean up call
NMOTR 2017-B A	65474VAN1	4/18/2022	10,260,000.00	10,287,244.40	Float monthly: LIBOR +43 bps; 10% clean up call
NAROT 2015-A A3	65477UAC4	10/15/2019	171,434.98	171,244.17	5% collateral call
NALT 2016-B A3	65477XAD6	7/15/2019	2,375,302.53	2,369,786.13	10% collateral call
NAROT 2018-A A2A	65478DAB3	12/15/2020	6,660,000.00	6,644,371.64	5% collateral call
NAROT 2016-B A3	65478VAD9	1/15/2021	3,425,614.45	3,393,878.87	5% collateral call
NDASS FLOAT 04/05/19	65590AUR5	4/5/2019	8,000,000.00	8,004,175.84	Float quarterly: LIBOR +20 bps
NORBK FLOAT 07/10/18	65602UB64	7/10/2018	13,000,000.00	13,001,001.00	Float quarterly: LIBOR +20 bps
NORTH CAROLINA ST ESTERN	65819WAC7	7/1/2018	4,760,000.00	4,760,000.00	Make-whole call +30 bps
ORCL 5 07/08/19	68389XAG0	7/8/2019	3,000,000.00	3,068,598.45	Make-whole call +25 bps
OREGON ST DEPT OF TRANSPR	68607DPF6	11/15/2018	2,410,000.00	2,406,481.40	Make-whole call +15bps
PNC 2.2 01/28/19	69353RCH9	1/28/2019	1,755,000.00	1,750,463.03	Callable on and anytime after 12/29/18

**CONTRA COSTA COUNTY
CALTRUST SHORT TERM FUND
STRUCTURED SECURITIES
June 30, 2018**

Exhibit VI (a)

DESCRIPTION	CUSIP	MATURITY DATE	PAR (\$)	MARKET (\$)	PROVISIONS
PNC 1.85 07/20/18	69353RER5	7/20/2018	3,900,000.00	3,899,099.69	Make-whole call +10 bps
PNC 0 05/19/20	69353RFD5	5/19/2020	2,025,000.00	2,030,778.09	Float quarterly: LIBOR +36 bps
PNC 0 01/22/21	69353RFX9	1/22/2021	5,280,000.00	5,275,784.98	Float quarterly: LIBOR +25 bps
PCAR FLOAT 05/10/21	69371RP34	5/10/2021	4,135,000.00	4,134,899.85	Float quarterly: LIBOR +26 bps
PORT AUTH OF NEW YORK & N	73358WT53	9/15/2019	5,000,000.00	4,974,600.00	Make-whole call +10 bps
PORT OF SEATTLE WA REVENU*	735389MT2	5/1/2036	6,000,000.00	6,219,720.00	Make-whole call +30 bps; Call on and anytime after 5/1/19
PURDUE RESEARCH FNDTN IN	746168AA1	7/1/2018	6,000,000.00	6,000,000.00	Make-whole call +15 bps
QCOM 0 05/20/20	747525AQ6	5/20/2020	1,800,000.00	1,817,362.71	Float quarterly: LIBOR +45 bps
RY FLOAT 11/06/18	78009N2S4	11/6/2018	12,000,000.00	12,002,628.00	Float monthly: LIBOR +25bps
RY FLOAT 12/06/18	78009N4N3	12/6/2018	13,000,000.00	13,001,534.00	Float monthly: LIBOR +23bps
RY 0 08/29/19	78012K5K9	8/29/2019	6,000,000.00	6,003,614.94	Float quarterly: LIBOR +24 bps
RY FLOAT 03/22/19	78012UBX2	3/22/2019	8,000,000.00	8,011,443.92	Float quarterly: LIBOR +28 bps
SANUK FLOAT 11/03/20	80283LAQ6	11/3/2020	8,340,000.00	8,311,180.80	Float quarterly: LIBOR +30bps
SDART 2017-3 A3	80284YAD6	6/15/2021	8,950,000.00	8,896,519.28	10% collateral call
SDART 2018-2 A2A MTGE	80285FAB0	10/15/2020	9,500,000.00	9,492,426.60	10% collateral call
SDART 2018-3 A2A	80285GAB8	3/15/2021	7,970,000.00	7,970,494.14	10% collateral call
SCHW FLOAT 05/21/21	808513AV7	5/21/2021	17,500,000.00	17,571,031.80	Float quarterly: LIBOR +32 bps
SMAT 2016-2US A2A	83191GAB5	8/14/2019	3,228,096.66	3,222,999.50	10% collateral call
SOCGEN FLOAT 07/05/18	83369YYL4	7/5/2018	4,000,000.00	4,000,148.00	Float monthly: LIBOR +20 bps
SOCGEN FLOAT 07/09/18	83369YYR1	7/9/2018	10,000,000.00	10,000,710.00	Float monthly: LIBOR +20 bps
STANLN FLOAT 09/07/18	85325TXJ9	9/7/2018	15,000,000.00	15,004,665.00	Float monthly: LIBOR +22bps
STANLN FLOAT 07/09/18	85325TYM1	7/9/2018	5,000,000.00	5,000,385.00	Float monthly: LIBOR +22 bps
SUMIBK FLOAT 05/15/19	86563YWP4	5/15/2019	3,000,000.00	3,006,410.97	Float quarterly: LIBOR +46 bps
SHBASS 0 09/08/20	86960BAS1	9/8/2020	2,310,000.00	2,314,309.21	Float quarterly: LIBOR +36 bps
TAOT 2017-B A2B	89190BAC2	1/15/2020	1,322,284.28	1,322,283.49	5% collateral call
TAOT 2016-D A2A	89231LAB3	5/15/2019	182,222.42	182,104.19	5% collateral call
TOYOTA 2.1 01/17/19	89236TBB0	1/17/2019	3,470,000.00	3,461,949.60	Make-whole call +10 bps
TAOT 2016-A A3	89237KAD5	3/16/2020	1,455,913.76	1,449,003.12	5% collateral call
TAOT 2017-D A3	89238KAD4	1/18/2022	10,905,000.00	10,731,579.97	5% collateral call
TAOT 2017-A A2A	89238MAB4	9/16/2019	1,877,383.92	1,874,577.79	5% collateral call
TAOT 2018-B A2B	89238TAC7	3/15/2021	13,500,000.00	13,500,247.05	5% collateral call
UBS AG STAMFORD CT	90261XHF2	8/14/2019	15,000,000.00	15,064,008.75	Float quarterly: LIBOR +64 bps
USB 0 05/24/19	90331HNE9	5/24/2019	16,000,000.00	16,014,601.60	Float quarterly: LIBOR +15 bps; call on and after 4/24/19
USB 0 01/17/20	90331HNK5	1/17/2020	5,000,000.00	5,006,031.75	Float quarterly: LIBOR +12.5 bps
UNBC 2 5/8 09/26/18	90521APJ1	9/26/2018	4,100,000.00	4,099,074.59	Callable on and anytime after 8/26/18
UPS 0 04/01/21	911312BH8	4/1/2021	8,415,000.00	8,424,398.97	Float quarterly: LIBOR +15bps
USB 0 04/25/19	91159HHJ2	4/25/2019	4,000,000.00	4,010,821.00	Float quarterly: LIBOR +40 bps; call on and after 3/25/19
UNH 0 10/15/20	91324PDB5	10/15/2020	4,790,000.00	4,784,345.88	Float quarterly: LIBOR +7 bps
WMT FLOAT 06/23/21 CORP	931142EH2	6/23/2021	5,330,000.00	5,337,568.60	Float quarterly: LIBOR +23 bps
WFC 0 07/22/20	94974BGN4	7/22/2020	1,150,000.00	1,162,644.74	Float quarterly: LIBOR +88 bps
WFC FLOAT 04/05/19	94989RD70	4/5/2019	8,000,000.00	8,007,160.80	Float quarterly: LIBOR +25 bps
WFC FLOAT 04/23/19	94989RF94	4/23/2019	7,800,000.00	7,804,314.26	Float quarterly: LIBOR +21 bps
			854,361,782.60	848,023,837.80	

Contra Costa County invests approximately \$145.5 million in the CalTRUST Short Term Fund which had assets of \$1.56 billion as of 6/30/18. The above data represents the information at the Short Term Fund level, not at the Contra Costa County account level.

*The underlying security is defeased by US treasuries with a prerefunded maturity date of 5/1/19.

**CONTRA COSTA COUNTY
WELLS CAP MANAGEMENT
STRUCTURED SECURITIES
June 30, 2018**

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>COST</u> (\$)	<u>PROVISIONS</u>
AMXCA 171 A	02587AAJ3	2/18/2020	500,000.00	493,055.74	492,539.06	5% collateral call
AMERICAN EXPRESS CREDIT CORP	0258M0DZ9	11/5/2018	700,000.00	700,521.27	699,944.00	Callable on and anytime after 10/5/18
BMWLT 171 A2	055657AB6	7/22/2019	86,613.50	86,504.50	86,604.44	5% clean up call
BMWLT 171 A3	055657AC4	5/20/2020	400,000.00	397,903.52	397,531.25	5% deal call
BMWLT 161 A3	05581RAD8	1/22/2019	4,510.95	4,510.08	4,508.66	5% deal call
BMWLT 172 A2A	05584PAB3	2/20/2020	318,673.46	317,579.49	318,645.61	5% deal call
BANK OF NEW YORK MELLON CORP	06406HCL1	8/1/2018	475,000.00	478,980.50	477,375.00	Call on and anytime after 7/2/18
BANK OF NEW YORK MELLON CORP	06406HCU1	5/15/2019	250,000.00	249,676.53	250,047.50	Callable on and anytime after 4/15/19
BRANCH BANKING AND TRUST CO	07330NAL9	5/10/2019	450,000.00	446,040.98	445,333.50	Callable on and anytime after 4/10/19
BERKSHIRE HATHAWAY INC	084670BL1	8/14/2019	700,000.00	701,646.87	696,311.00	Make-whole call +10bps
BLACKROCK INC	09247XAE1	12/10/2019	700,000.00	724,110.57	722,435.00	Make-whole call +25bps
COMET 163 A	14041NFE6	6/17/2019	250,000.00	246,887.69	246,474.61	5% clean up call
COMET 163 A	14041NGC0	6/17/2019	250,000.00	246,887.69	246,474.61	Float monthly: LIBOR +45bps; 5% clean up call
CATERPILLAR FINANCIAL SERVICES CORP	14912L6R7	5/18/2019	700,000.00	693,043.75	690,984.00	Make-whole call +10bps
CHAIT 124 A	161571FK5	8/15/2019	475,000.00	469,358.48	468,283.20	10% collateral call
CHAIT 162 A	161571HC1	6/17/2019	300,000.00	296,438.25	296,671.88	10% clean up call
CCCIT 14A6 A6	17305EFS9	7/15/2019	400,000.00	401,622.24	397,562.50	5% collateral call
CCCIT 16A1 A1	17305EFW0	11/19/2019	450,000.00	444,265.10	443,056.64	5% collateral call
CITIBANK NA	17325FAB4	3/20/2019	750,000.00	751,796.41	750,000.00	Float quarterly: LIBOR +34bps
DANAHER CORP	235851AN2	9/15/2018	300,000.00	301,047.40	300,510.00	Make-whole call +10bps
EXXON MOBIL CORP	30231GAD4	3/15/2019	475,000.00	475,151.50	472,962.25	Make-whole call +5bps
FEDERAL FARM CREDIT BANKS FUNDING CORP	3133EFC70	2/22/2019	750,000.00	747,487.00	746,857.50	Callable on and anytime after 2/22/17
FEDERAL HOME LOAN MORTGAGE CORP	3134G92B2	1/30/2019	500,000.00	498,242.36	494,966.50	Callable on and anytime after 7/30/18
FEDERAL HOME LOAN MORTGAGE CORP	3134G92B2	1/30/2019	500,000.00	498,242.36	495,470.00	Callable on and anytime after 7/30/18
FEDERAL HOME LOAN MORTGAGE CORP	3134G9Q75	7/26/2019	500,000.00	496,432.97	493,250.00	Quarterly; First 10/26/16, Last 4/26/19
FITAT 151 A3	31680GAD8	3/16/2020	231,801.58	231,340.39	231,566.16	10% collateral call
HSBC USA INC (NEW)	41284DAB8	9/24/2018	250,000.00	251,794.23	251,062.50	Float quarterly: LIBOR Flat
HAROT 163 A3	438124AC3	5/18/2020	265,412.57	263,554.33	263,733.01	10% collateral call
HAROT 171 A2	43814TAB8	7/22/2019	153,900.48	153,744.34	153,896.80	10% collateral call
JPMORGAN CHASE & CO	46625HQU7	3/22/2019	700,000.00	699,133.05	699,958.00	Callable on and anytime after 2/22/19
JDOT 2018 A2	47788CAB8	10/15/2020	160,000.00	159,801.11	159,993.01	10% collateral call
MASTERCARD INC	57636QAA2	4/1/2019	500,000.00	500,486.50	497,920.00	Make-whole call +10bps
MBALT 17A A2A	58769DAB6	8/15/2019	149,867.09	149,720.93	149,866.94	5% collateral call
NATIONAL RURAL UTILITIES COOP FINANCE CORP	637432MX0	2/1/2019	450,000.00	452,691.60	448,204.50	Make-whole call +10bps
NALT 16B A3	65477XAD6	7/15/2019	316,707.00	316,182.62	316,286.38	10% collateral call
NAROT 17B A3	65478GAD2	10/15/2021	450,000.00	443,177.09	442,212.89	5% collateral call
PNC BANK NA	69353RCH9	1/28/2019	750,000.00	755,073.75	750,345.00	Callable on and anytime after 12/29/18
SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	797669XS2	7/1/2019	750,000.00	753,294.44	750,000.00	Make-whole call +5bps
SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	79766DKL2	5/1/2019	750,000.00	747,103.75	750,000.00	Make-whole call
TAOT 16D A2A	89231LAB3	5/15/2019	7,288.90	7,287.60	7,288.31	5% collateral call
TAOT 16C A3	89237WAD9	8/17/2020	303,497.45	301,261.48	302,217.07	5% collateral call
USAOT 171 A2	90290AAB3	2/18/2020	164,717.09	164,418.42	164,714.01	10% collateral call
US BANK NA	90331HNK5	1/17/2020	700,000.00	704,457.67	700,000.00	Float quarterly: LIBOR +12.5bps
MUFG UNION BANK NA	90521APJ1	9/26/2018	700,000.00	704,690.76	706,335.00	Callable on and anytime after 8/26/18
			<u>18,937,990.08</u>	<u>18,926,647.29</u>	<u>18,880,398.30</u>	



Pooled Money Investment Account

Portfolio as of 06-30-18

PAR VALUES MATURING BY DATE AND TYPE

Maturities in Millions of Dollars

ITEM	1 day to 30 days	31 days to 60 days	61 days to 90 days	91 days to 120 days	121 days to 150 days	151 days to 180 days	181 days to 210 days	211 days to 270 days	271 days to 1 year	1 year to 2 years	2 years to 3 years	3 years to 4 years	4 years to 5 year/out
TREASURY	\$ 500	\$ 3,250	\$ 3,750	\$ 2,050	\$ 2,750	\$ 5,200	\$ 1,300	\$ 7,400	\$ 5,950	\$ 9,150	\$ 1,300		
REPO													
TDs	\$ 1,580	\$ 699	\$ 871	\$ 540	\$ 337	\$ 856							
AGENCY	\$ 3,375	\$ 1,800	\$ 2,000	\$ 2,825	\$ 1,250	\$ 775	\$ 550	\$ 2,025	\$ 300	\$ 1,860	\$ 1,088	\$ 50	
CP	\$ 2,700	\$ 1,650	\$ 1,450	\$ 750	\$ 150	\$ 850							
CDs + BNs	\$ 4,850	\$ 2,850	\$ 1,900	\$ 3,300	\$ 900	\$ 600	\$ 650	\$ 400	\$ 1,175	\$ 100			
CORP BND													
TOTAL													
\$ 89,656	\$ 13,005	\$ 10,249	\$ 9,971	\$ 9,465	\$ 5,387	\$ 8,281	\$ 2,500	\$ 9,825	\$ 7,425	\$ 11,110	\$ 2,388	\$ 50	\$ -
PERCENT	14.5%	11.4%	11.1%	10.6%	6.0%	9.2%	2.8%	11.0%	8.3%	12.4%	2.7%	0.1%	0.0%

Notes:

1. SBA Floating Rate Securities are represented at coupon change date.
2. Mortgages are represented at current book value.
3. Figures are rounded to the nearest million.
4. Does not include AB55 and General Fund loans.



State of California Pooled Money Investment Account Market Valuation 6/30/2018

Description	Carrying Cost Plus		Fair Value	Accrued Interest
	Accrued Interest	Purch. Amortized Cost		
1* United States Treasury:				
Bills	\$ 15,515,706,740.80	\$ 15,606,139,290.87	\$ 15,596,583,000.00	NA
Notes	\$ 26,759,493,974.77	\$ 26,750,630,461.92	\$ 26,629,882,500.00	\$ 73,723,356.00
1* Federal Agency:				
SBA	\$ 825,001,427.53	\$ 825,001,427.53	\$ 815,954,863.84	\$ 1,381,409.64
MBS-REMICs	\$ 29,303,504.33	\$ 29,303,504.33	\$ 29,847,169.21	\$ 136,825.25
Debentures	\$ 1,998,416,070.50	\$ 1,997,919,837.87	\$ 1,986,861,900.00	\$ 5,758,745.15
Debentures FR	\$ -	\$ -	\$ -	\$ -
Debentures CL	\$ 300,000,000.00	\$ 300,000,000.00	\$ 295,668,000.00	\$ 1,921,709.00
Discount Notes	\$ 12,856,645,347.11	\$ 12,904,163,694.26	\$ 12,899,708,000.00	NA
1* Supranational Debentures	\$ 589,036,885.09	\$ 589,036,885.09	\$ 586,421,000.00	\$ 1,950,779.00
1* Supranational Debentures FR	\$ 100,530,876.06	\$ 100,375,183.89	\$ 100,699,984.77	\$ 536,523.90
2* CDs and YCDs FR	\$ 425,000,000.00	\$ 425,000,000.00	\$ 425,000,000.00	\$ 1,694,459.24
2* Bank Notes	\$ 900,000,000.00	\$ 900,000,000.00	\$ 899,729,548.85	\$ 5,764,500.01
2* CDs and YCDs	\$ 15,400,000,000.00	\$ 15,400,000,000.00	\$ 15,394,663,524.14	\$ 58,042,847.26
2* Commercial Paper	\$ 7,498,660,819.38	\$ 7,521,101,541.69	\$ 7,521,009,486.12	NA
1* Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ -	\$ -	\$ -	\$ -
1* Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
1* Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 4,882,240,000.00	\$ 4,882,240,000.00	\$ 4,882,240,000.00	NA
AB 55 & GF Loans	\$ 733,964,000.00	\$ 733,964,000.00	\$ 733,964,000.00	NA
TOTAL	\$ 88,813,999,645.57	\$ 88,964,875,827.45	\$ 88,798,232,976.93	\$ 150,911,154.45

Fair Value Including Accrued Interest

\$ 88,949,144,131.38

* Governmental Accounting Standards Board (GASB) Statement #72

Repurchase Agreements, Time Deposits, AB 55 & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (**0.998126869**).
As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at **\$19,962,537.38** or \$20,000,000.00 x **0.998126869**.

All investments are in U.S. Dollars according to the State of California.



DISCLOSURE STATEMENT

Portfolio Holdings: Structured Notes and Asset-Backed Securities

The Treasury Investment Division has received a number of inquiries concerning our various portfolio holdings. Questions involving structured notes, derivative products*, and asset-backed securities are the most notable.

In an effort to clarify the information provided in our monthly statements, we would like to share with you our investment positions in structured notes and asset-backed securities.

Following are the State of California Treasurer's holdings in each category as of June 30, 2018:

*** *The Pooled Money Investment Account Portfolio has not invested in, nor will it invest in, Derivative Products as defined in FASB 133.***

1. Structured Notes

Structured notes are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options. They are issued by corporations and by government-sponsored enterprises such as the Federal National Mortgage Association and the Federal Home Loan Bank System or an international agency such as the World Bank.

Securities Accountability

Structured Notes

a. Callable Agency	\$ 300.000 million
b. LIBOR Agency Floater	\$ 100.000 million
c. 3 month LIBOR Corporate Floater	\$ 0.000 million
d. 3 month LIBOR Bank Floater	\$ 425.000 million
e. 2 year CMT Corporate Floater	\$ 0.000 million
f. 3 month T-Bill Agency Floater	\$ 0.000 million
g. 3 month T-Bill Corporate Floater	\$ 0.000 million

U.S. \$825.000 million As of: 06/30/18

2. Asset-Backed Securities

Asset-backed securities entitle the purchaser to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as CMOs), small business loans, or credit card receivables (such as ABCP).

Asset-Backed Securities

a. Small Business Administration Pools	\$ 825.001 million
b. Agency MBS-REMIC'S	<u>\$ 29.304 million</u>
(Medium term sub-total)	\$ 854.305 million
c. Commercial Paper (Short term sub-total)	\$ 694.775 million

U.S. \$1,549.080 million As of: 06/30/18

Total Portfolio As of: 06/30/18

\$88,817,956,137.29

Structured notes and Medium-term Asset-backed securities as a percent of portfolio: 1.89%

Short-term Asset-Backed Commercial Paper (ABCP) as a percent of portfolio: 0.78% *

Total Medium-term and Short-term Structured notes and Asset-backed securities
as a percent of portfolio: 2.67%

**** ABCP purchased by the Pooled Money Investment Account (PMIA) does not include Structured Investment Vehicles (SIVs) nor do any of the approved ABCP programs include SIVs as underlying assets.***

Portfolio Stress Test¹

as of June 30, 2018

Par Value	3,204,784,671.00	Book Price	99.669
Book Value	3,194,179,717.41	Average Days to Maturity	192
Market Value	3,190,501,296.21	Coupon	1.9356%
Market Price	99.554	YTM	1.9758%

Yield Change	Market Value	Market Price	Gain/Loss ²
(bps)	(\$)	(\$)	(bps)
-50	3,198,418,421.35	99.801	24.78
-25	3,194,339,426.08	99.674	12.02
-10	3,191,902,548.43	99.598	4.39
0	3,190,501,296.21	99.554	0.00
10	3,188,665,566.31	99.497	-5.76
25	3,186,246,918.29	99.422	-13.29
50	3,182,233,030.93	99.296	-25.95

Note: Stress Testing is a form of testing that is used to determine the stability of a given system or entity. It reveals how well a portfolio is positioned in the event the forecasts prove true. The stress test conducted on the portfolio managed by the Treasurer's Office identifies the sensitivity of our portfolio to the change in interest rate. The test result shows if the yield were to go down by 50 bps, the market value of the portfolio would increase by 24.78 bps. If the yield were to go up by 50 bps, the market value of the portfolio would decrease by 25.95 bps.

1. The stress test is conducted on the portfolio managed by the Treasurer's Office. Portfolios managed by outside contractors are excluded. All data is provided by SunGard.
2. Gain/Loss is calculated based on the market value/price.

**CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
MUNICIPAL SECURITIES
June 30, 2018**

<u>Security Description</u>	<u>CUSIP</u>	<u>Coupon Rate</u>	<u>YTM</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Par Value</u>	<u>Market Value¹</u>	<u>Fund³</u>
Wicomico County MD GO Bond	967545R89	3.5000%	1.6386%	6/27/13 ²	12/1/18	390,000.00	427,550.12	5057
CCCSIG Connecticut St Taxable	20772J3C4	1.1000%	1.0030%	8/17/16	8/15/18	1,280,000.00	1,282,444.80	6911
Total						<u>\$1,670,000.00</u>	<u>\$1,709,994.92</u>	

1 Market Value equals Cost less purchase interest

2 Date when the security was transferred from Fund 5055 to Fund 5057 per AUHSD's request

3 Fund #

5057 - Acalanes Union High School District

6911 - Contra Costa County Schools Insurance Group



**Contra
Costa
County**

To: Board of Supervisors
From: Diane Burgis, District III Supervisor
Date: September 11, 2018

Subject: Request report from County Departments about what more the County can do to combat illegal dumping

RECOMMENDATION(S):

REQUEST that staff from the Office of the Sheriff, District Attorney's Office, Health Services Department, Public Works Department and Department of Conservation and Development report to the Board of Supervisors in September or October 2018 about what the County is currently doing and what more the County can do to combat illegal dumping throughout the County unincorporated area.

FISCAL IMPACT:

Presenting the requested report to the Board of Supervisors at a future meeting is not expected to impact the County General Fund.

BACKGROUND:

Illegal dumping has been a problem that has plagued Contra Costa County for many years. In recent years, the number of occurrences has substantially increased. The increased illegal dumping activity impacts constituents who live and work in all five County Supervisorial Districts where it blights communities, impacts waterways and drains County resources.

On April 15, 2018, Supervisor Diane Burgis hosted an Illegal Dumping Forum to foster discussion about illegal dumping in far East County. Experienced members with subject matter knowledge from different County departments accepted Supervisor Burgis invitation and made presentations about the problem

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Mark Goodwin (925)
252-4500

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

of illegal dumping, its impacts and what was being done about it. There were also additional agency representatives in attendance as well as contacts from the County's franchise haulers and some members of the public who have on-going problems with illegal dumping on their own property.

Following the Forum, these same speakers as well as others have formed an informal working group to discuss the challenging problem. The five County Departments represented on the multi-departmental working group (known informally as the Illegal Dumping "Think Tank") are the Sheriff's Office, the District Attorney's Office, the Department of Public Works, the Health Services Department's Environmental Health Division and the Department of Conservation of Development.

As a next step, Supervisor Burgis recommends the Board request the Illegal Dumping "Think Tank" to report back to the full Board in September or October with preliminary information on what the County is currently doing and what new or expanded strategies could be considered. This would enable the full Board to provide guidance and input as staff continues to explore strategies and seek input from other agencies and partners.

CONSEQUENCE OF NEGATIVE ACTION:

The Illegal Dumping "Think Tank" would not return to present the Board of Supervisors with a report about additional actions the County could take to further combat illegal dumping.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: September 11, 2018

Subject: Correct Board Order Item #C.161 with The Wright Institute

RECOMMENDATION(S):

APPROVE clarification of Board action of June 26, 2018, (C.161) with The Wright Institute, a corporation, to modify the Payment Limit to read \$772,500 instead of \$1,545,000 and the term to read July 1, 2018 through December 31, 2018 instead of July 1, 2018 through June 30, 2019 for the provision of behavioral health services to patients at Contra Costa Regional Medical Center .

FISCAL IMPACT:

This Contract is funded by 100% Hospital Enterprise Fund I.

BACKGROUND:

On June 26, 2018, the Board of Supervisors approved Contract #26-718-3 with The Wright Institute for the provision of behavioral health services for the period from July 1, 2018 through June 30, 2019.

The purpose of this Board Order is to change the term of the contract to read July 1, 2018 through December 31, 2018 instead of July 1, 2018 through June 30, 2019 and the Payment Limit to read \$772,500 instead of \$1,545,000.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Samir Shah, M.D.,
925-370-5525

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

By: , Deputy

cc: Marcy Wilhelm, Alaina Floyd

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, Contractor's term and Payment Limit will remain incorrect.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: September 11, 2018

Subject: Substantial Amendment to the County's FY 2016/17 CDBG Action Plan - Inclusion of Project Delivery Costs

RECOMMENDATION(S):

APPROVE and AUTHORIZE Substantial Amendment to the County's FY 2016/17 Community Development Block Grant (CDBG) Program Action Plan to include staff work to support "Project Delivery" as a specific project in the Action Plan, with an allocation of \$30,000 of CDBG Program funds.

FISCAL IMPACT:

No fiscal impact to the General Fund. CDBG funds are provided to the County on a formula basis through the U.S. Department of Housing and Urban Development (HUD). CFDA# 14.218

BACKGROUND:

On May 10, 2016, the Board of Supervisors approved the Contra Costa County Annual Action Plan for FY 2016/17 CDBG Program funds. As part of that Action Plan, the Board of Supervisor approved allocating \$2,936,605 to Affordable Housing projects. Of the \$2,936,605, \$30,000 was identified for staff work to support "Project Delivery" costs associated with specific housing projects/activities, such as completion of environmental reviews, monitoring of federal prevailing wage compliance, and legal fees. However, "Project Delivery" was unintentionally omitted from the project table(s) of the FY 2016/17 Action Plan. This amendment would add the "Project Delivery" project to the project table(s) of the Action Plan and would include the \$30,000 of CDBG funds for "Project Delivery" costs.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/11/2018** 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: September 11, 2018

Contact: Gabriel Lemus,
925-674-7882

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

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Not approving the Substantial Amendment will make the FY 2016/17 Action Plan inaccurate to actual or anticipated expenses associated with various housing projects/activities.