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

JOHN GIOIA, *CHAIR,* 1ST DISTRICT
CANDACE ANDERSEN, *VICE CHAIR,* 2ND DISTRICT
DIANE BURGIS, 3RD DISTRICT
KAREN MITCHOFF, 4TH 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.contracosta.ca.gov.

AGENDA
December 10, 2019

9:00 A.M. Convene, call to order and opening ceremonies.

Inspirational Thought- *"Gratitude for the present moment and the fullness of life now is the true prosperity*" – Eckhart Tolle

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.101 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 recognizing staff from the Public Works Department for winning two National American Public Works Association Awards. (Brian Balbas, Director of Public Works)

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

D. 3 CONSIDER waiving the 180-day "sit out period" for Leslie Gutierrez, Departmental Fiscal Officer in the Employment and Human Services Department; FIND that the appointment of Ms. Gutierrez is necessary to fill a critically needed role; and APPROVE and AUTHORIZE the hiring of retiree Ms. Gutierrez as a temporary County employee effective December 11, 2019 through November 30, 2020. (Kathy Gallagher, Employment and Human Services Director)

D. 4 HEARING to consider adoption of Ordinance No. 2019-36, establishing fire facilities fees for the Rodeo-Hercules Fire Protection District. (Jason Crapo, Conservation and Development Department)

D. 5 HEARING on the itemized costs of abatement for property located at 982 Kelvin Road, El Sobrante, in unincorporated Contra Costa County (Michael Allen Tomita, Owner). (Jason Crapo, Conservation and Development Department)

D. 6 HEARING on the itemized costs of abatement for property located at 6253 Bay View Avenue, San Pablo, in unincorporated Contra Costa County (Jeff D. and June Gray, Owner). (Jason Crapo, Conservation and Development Department)

D. 7 HEARING to consider the proposed formation of Zone 1007 within County Service Area P-6 (Police Services) for Subdivision No. 9466 in the Pacheco area (County File #SD17-9466). (Jennifer Cruz, Department of Conservation and Development)

D. 8 HEARING to consider the proposed formation of Zone 2905 within County Service Area P-6 (Police Services) for Subdivision No. 9429 in the unincorporated area of Lafayette (County File #SD16-9429). (Jennifer Cruz, Department of Conservation and Development)

D. 9 HEARING to consider the proposed formation of Zone 3113 within County Service Area P-6 (Police Services) for Subdivision No. 9465 in the El Sobrante area (County File #SD17-9465). (Jennifer Cruz, Department of Conservation and Development)

D.10 HEARING to consider adopting Resolution No. 2019/644 and Ordinance No. 2019-29, authorizing the levy of a special tax for police protection services in Zone 1007 of County Service Area P-6 for Subdivision No. 9466 (County File #SD17-9466) in the Pacheco area, and fixing an election on February 11, 2020, to obtain voter approval. (Jennifer Cruz, Department of Conservation and Development)

D.11 HEARING to consider adopting Resolution No. 2019/646 and Ordinance No. 2019-28, authorizing the levy of a special tax for police protection services in Zone 2905 of County Service Area P-6 for Subdivision No. 9429 (County File #SD16-9429) in the unincorporated area of Lafayette, and fixing an election on February 11, 2020, to obtain voter approval. (Jennifer Cruz, Department of Conservation and Development)

D.12 HEARING to consider adopting Resolution No. 2019/648 and Ordinance No. 2019-30, authorizing the levy of a special tax for police protection services in Zone 3113 of County Service Area P-6 for Subdivision No. 9465 (County File #SD17-9465) in the El Sobrante area of the County, and fixing an election on February 11, 2020, to obtain voter approval. (Jennifer Cruz, Department of Conservation and Development)

D.13 CONSIDER selecting cannabis retail storefront proposals and commercial cannabis cultivation proposals to invite to apply for land use permits. (John Kopchik, Conservation and Development Director)

D.14 CONSIDER reports of Board members.

ADJOURN in memory of

TERRY STARR,
Former Contra Costa County Probation Officer (Retired)

CONSENT ITEMS

Road and Transportation

C. 1 APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute a Grant Deed conveying an approximately 0.762-acre portion of Santa Barbara Road right of way to the City of Pleasant Hill for city road purposes, as recommended by the Public Works Director, Pleasant Hill. (No fiscal impact)

C. 2 ADOPT Resolution No. 2019/658 accepting as complete the contracted work performed by Pacific Infrastructure Construction, LLC for the Tara Hills Pedestrian Infrastructure Project, as recommended by the Public Works Director, San Pablo area. (82% Local Road Fund, 10% Measure J Fund, and 8% Transportation Development Act Grant Fund)

C. 3 ACCEPT the Development Traffic Impact Fee Annual Report for fiscal year 2018/2019 for the Contra Costa County Area of Benefit Traffic Fee Program in unincorporated Contra Costa County, as recommended by the Public Works Director, Countywide. (No fiscal impact)

Engineering Services

C. 4 ADOPT Resolution No. 2019/634 approving the fifth extension of the Subdivision Agreement for subdivision SD04-08918, for a project being developed by Thomas/DeNova, LLC, as recommended by the Public Works Director, Bay Point area. (No fiscal impact)

Special Districts & County Airports

C. 5 APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Richard Ott, Mike McKee and Lois McKee for a T-hangar at Buchanan Field Airport effective December 1, 2019 in the monthly amount of $370.00. (100% Airport Enterprise Fund)

C. 6 APPROVE the Drainage Area 29G, Line A-Storm Drain Replacement Project and take related actions under the California Environmental Quality Act, and AUTHORIZE the Chief Engineer, or designee, to advertise the Project, Antioch area. (100% Flood Control Funds)

C. 7 APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Greg MacCallister for a shade hangar at Buchanan Field Airport effective December 5, 2019, in the monthly amount of $140 (100% Airport Enterprise Fund)

C. 8 Acting in its capacity as the Contra Costa County Board of Supervisors and as the Board of Directors of the Crockett-Carquinez Fire Protection District and the Contra Costa County Fire Protection District, INTRODUCE Ordinance No. 2019-37, adopting the 2019 California Fire Code, with local amendments, as the fire code within Contra Costa County, the Contra Costa County Fire Protection District, and the Crockett-Carquinez Fire Protection District; WAIVE reading; and FIX December 17, 2019, at 9:30 a.m. as the hearing date for the proposed adoption of the ordinance. (No fiscal impact)

Claims, Collections & Litigation

C. 9 RECEIVE public report of litigation settlement agreements that became final during the period of October 1, 2019, through October 31, 2019.

C. 10 DENY claims filed by Jose Chim, Lucia Suarez, and children, Siming Deng, Geico a/s/o Francisco Martorel, Alondra Gomez, Christopher J. Mains, David Rivera, Bev Sousa, and Camille Stanton.

Honors & Proclamations

C. 11 ADOPT Resolution No. 2019/650 recognizing Sean Casey for his many years of service with First 5 on the occasion of his retirement, as recommended by Supervisors Gioia and Burgis.

C. 12 ADOPT Resolution 2019/656 recognizing Whitney Dotson for his outstanding service to the East Bay Regional Parks District Board of Directors, as recommended by Supervisor Gioia.

C. 13 ADOPT Resolution 2019/657 recognizing Arthur Walenta for his nine years of outstanding service as a member of the Assessment Appeals Board, as recommended by the Assessment Appeals Board.

C. 14 ADOPT Resolution 2019/662 recognizing the Contra Costa Watershed Forum on its 20th Anniversary, as recommended by Supervisor Mitchoff.

C. 15 ADOPT Resolution 2019/651 recognizing James D. Giacoma for his 15 years of outstanding service as a member of the Assessment Appeals Board, as recommended by the Assessment Appeals Board.

C. 16 ADOPT Resolution 2019/652 recognizing Harold J. D'Ambrogia for his 18 years of outstanding service as a member of the Assessment Appeals Board, as recommended by the Assessment Appeals Board.

Ordinances

C. 17 INTRODUCE Ordinance No. 2019-39, to establish an expedited, streamlined permitting process for electric vehicle charging stations, WAIVE reading and FIX December 17, 2019 for adoption, as recommended by the Conservation and Development Director. (No fiscal impact)

C. 18 INTRODUCE Ordinance No. 2019-35, authorizing the Public Works Director to acquire real property where the purchase price does not exceed $100,000, WAIVE reading and FIX December 17, 2019 for adoption, Countywide. (No fiscal impact)

Appointments & Resignations

C. 19 APPOINT Monica Norris to the Appointee Seat III on the El Sobrante Municipal Advisory Council to a term ending on December 31, 2022, as recommended by Supervisor Gioia.

C. 20 ACCEPT the resignation of Harold Burnett, DECLARE a vacancy on the Crockett-Carquinez Fire Protection District Advisory Commission Alternate 1 seat, and DIRECT the Clerk of the Board to post a vacancy, as recommended by Supervisor Glover.

C. 21 ACCEPT the resignation of Richard Zampa, DECLARE a vacancy on the Crockett-Carquinez Fire Protection District Advisory Commission Appointee 4 seat, and DIRECT the Clerk of the Board to post a vacancy, as recommended by Supervisor Glover.

C. 22 ACCEPT the resignation of Robert Leete, DECLARE a vacancy in the Contra Costa Special Districts Association Alternate Seat on the Treasury Oversight Committee, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Treasurer-Tax Collector.

C. 23 APPOINT Michael Lyons to the Emergency Medical Care Committee seat C4 – Private Provider Field Paramedic, as recommended by Health Services Director.

C. 24 REAPPOINT Jagjit Bhambra to the At Large 11 seat, Dennis Yee to At Large 14 seat, Brian O'Toole to At Large 16 seat, and Jill Kleiner to At Large 19 seat on the Advisory Council on Aging, as recommended by the Family and Human Services Committee.

C. 25 APPOINT Dan Peddycord to the Health Care Representative seat, Shawn Ray to the Public Safety Representative seat, and Patrice Guillory to the Reentry Representative seat on the Council on Homelessness, as recommended by the Family and Human Services Committee.

C. 26 APPOINT Joshua Anjar to the Workforce #2 seat on the Workforce Development Board, as recommended by the Family and Human Services Committee.

C. 27 APPOINT Clark Anderson to the District II Seat of the Assessment Appeals Board for a three-year term with an expiration date of September 5, 2022, as recommended by Supervisor Andersen.

C. 28 APPROVE the medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommended by the Medical Staff Executive Committee, at their November 18, 2019 meeting, and by the Health Services Director.

C. 29 APPOINT Logan Campbell to the District V Seat on the Alcohol and Other Drugs Advisory Board, as recommended by Supervisor Glover.

C. 30 APPOINT Richard S. Nakano to the District V Representative Seat on the Contra Costa County Fire Protection District's Fire Advisory Commission, as recommended by Supervisor Glover.

C. 31 REAPPOINT Dale Roberts to the District 1 seat of the Aviation Advisory Committee, as recommended by Supervisor Gioia.

C. 32 APPOINT Talia Moore, Guita Bahramipour, and Erika Sheranko to Member-at-Large III, IV and VI seats, respectively, on the Alcohol and Other Drugs Advisory Board of Contra Costa County, as recommended by the Health Services Director.

Appropriation Adjustments

C. 33 Office of the Sheriff (0362): APPROVE Appropriation and Revenue Adjustment No. 005017 authorizing new revenue in the amount of $648,181 in the Office of the Sheriff (0362) and appropriating it for the purchase of equipment for emergency public safety protection in response to public safety power shutoffs affecting residents of County Costa County. (consider with C.48)

C. 34 Employment and Human Services (0589): APPROVE Appropriations and Revenue Adjustment No.005020 authorizing new revenue in the amount of $179,692 (Amendment #1) and $452,756 (Amendment #2) from the California Department of Education for the Alternative Payment Childcare Program in the Community Services Bureau. (Consider with C.53)

C. 35 Employment and Human Services (0589): APPROVE Appropriations and Revenue Adjustment No.005018 authorizing new revenue in the amount of $121,732 (Amendment #1) from the California Department of Education for the General Child Care and Development Programs in the Community Services Bureau.

C. 36 Employment and Human Services (0589): APPROVE Appropriations and Revenue Adjustment No.005019 authorizing new revenue in the amount of $305,652 (Amendment #1) from the California Department of Education for the California State Preschool Program in the Community Services Bureau.

C. 37 Board of Supervisors (0001) / Conservation & Development (0280): APPROVE Appropriation and Revenue Adjustment No. 5024 authorizing new revenue from the State of California in the amount of $375,000 and appropriating it to the Board's Unfunded Mandates Program for the illegal dumping pilot project to enforce dumping laws, in accordance with the allocations approved by the Board on June 11, 2019.

Personnel Actions

C. 38 ADOPT Position Adjustment Resolution No. 22524 to add one Social Work Supervisor I (represented) position and cancel one vacant Social Services Program Assistant (represented) position in the Employment and Human Services Department, Workforce Services Bureau. (100% Federal)

C. 39 ADOPT Position Adjustment Resolution No. 22548 to establish the class of Business Tax Specialist (represented) and add one position in the Treasurer-Tax Collector Department. (100% General Fund)

C. 40 ADOPT Position Adjustment Resolution No. 22651 to increase the hours of one Occupational Therapist position (represented) and decrease the hours of one Occupational Therapist position (represented). (100% Cost offset)

C. 41 ADOPT Position Adjustment Resolution No.22552 to add one Legal Assistant (represented) position and cancel one Clerk-Senior Level (represented) position in the Office of the County Counsel. (100% Charges for Legal Services)

C. 42 ADOPT Position Adjustment Resolution No. 22563 to add one Clerk-Senior Level (represented) and cancel one Information Systems Assistant II (represented) in the Health Services Department. (100% CCHP Member Premiums)

Leases

C. 43 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with STG Blume, LLC, for 3,804 square feet of office space at 3220 Blume Drive, Suites 140 & 145, Richmond for occupancy by the Health Services Department, at a monthly rent of $6,657 with 3% annual increases thereafter, and extend the term from November 30, 2019 to November 30, 2024. (100% General Fund)

C. 44 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with MG Garden View Apartments L.P., Rancho Pointe Apartments L.P., and Malibu Terrace Apartments L.P., for 2,674 square feet of office space at 11780 San Pablo Avenue, Suite D, El Cerrito, at a monthly rent of $5,886 with 3% annual increases and extend the term from December 31, 2019 to December 31, 2024. (100% General Fund)

C. 45 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with Contra Costa Juvenile Advocates for the County-owned building at 2020 North Broadway, Suite 203A, Walnut Creek, and extend the term from June 30, 2019 to June 30, 2020, with no change to the monthly rent. (100% General Fund)

Grants & Contracts

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

C. 46 APPROVE the 2018 supplemental grant application for the Kirker Pass Road Traffic Safety Project to the State of California, Department of Transportation under the Highway Safety Improvement Program, as recommended by the Public Works Director, Concord and Pittsburg areas. (100% Highway Safety Improvement Program Funds)

C. 47 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the California Department of Health Care Services, to increase the amount payable to County by $128,697 to a new payment limit not to exceed $23,898,926 payable to the County for continuing Drug Medi-Cal substance abuse treatment services with no change in the original term July 1, 2017 through June 30, 2020. (No County match)

C. 48 ADOPT Resolution No. 2019/655 approving and authorizing the Sheriff-Coroner, or designee, to accept grant allocation funding from the California Office of Emergency Services, in an initial amount of $648,181 to protect public safety in response to public safety power shutoffs affecting residents of County Costa County. (100% State) (Consider with C.33)

C. 49 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute an amendment with the California Department of Public Health, Immunization Branch, effective July 1, 2019, to decrease the amount payable to the County by $57,360, to a new amount of $1,535,960 for the Immunization Assistance Program with no change in the original term of

July 1, 2017 through June 30, 2022. (No County match)

C. 50 APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to enter into an agreement with the City of El Cerrito, to pay the County an amount not to exceed $75,000, to provide Geographic Information System (GIS) services for the period January 1, 2020 through December 31, 2021. (100% General Fund)

C. 51 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a revenue agreement with California Department of Community Services and Development, in an amount not to exceed $850,578, for Community Services Block Grant program services for the period January 1, 2020 through December 31, 2020. (No County match)

C. 52 ADOPT Resolution No. 2019/654 approving and authorizing the Sheriff-Coroner, or designee, to enter into a Memorandum of Understanding with the County of Sonoma for cost recovery associated with the emergency mutual aid response to the October 2019 California Kincade Wildfire, Federal Emergency Disaster Fund, FEMA (FM-5295). (100% Federal)

C. 53 APPROVE and AUTHORIZE the Employment and Human Services Department Director, or designee, to execute a revenue agreement amendment with California Department of Education for alternative payment childcare programs operated by the County, to increase the payment limit from $3,213,055 to a new payment limit of $3,665,811 with no change to the term July 1, 2019 through June 30, 2020. (58% Federal, 42% State) (Consider with C.34)

C. 54 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the City of Antioch, to increase the amount payable to the County by $30,000 to a new amount not to exceed $90,000 and extend the term date from June 30, 2019 through June 30, 2020 to provide additional homeless outreach services for the Coordinated Outreach, Referral and Engagement Program. (No County match)

C. 55 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development, to decrease the payment limit to the County to $402,486 for the U.S. Department of Energy Weatherization Assistance Program for low-income households, with no change to the term June 1, 2018 to June 30, 2020. (100% Federal)

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

C. 56 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Urban Tilth to extend the term from December 31, 2019 through December 31, 2021 to complete the design phase and begin construction of greenhouses. (100% Park Impact fees)

C. 57 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Epic Care, in an amount not to exceed $7,000,000 to provide hematology, oncology, otolaryngology, primary care physician, gastric bypass surgery, diagnostic imaging and laboratory services to Contra Costa Health Plan members for the period December 1, 2019 through November 30, 2020. (100% Contra Costa Health Plan Enterprise Fund II)

C. 58 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Environmental Science Associates, Inc., to extend the term from December 31, 2019 through December 31, 2022 and increase the payment limit by $200,000 to a new payment limit of $500,000 for continued technical consulting services associated with waste diversion programs. (100% Solid Waste and Recycling Collection Franchise Fees and City/County Beverage Container funds)

C. 59 APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with California Office of Emergency Services California Specialized Training Institute, in the amount not to exceed $250,000 for emergency management and public information officer training for the term of December 1, 2019 through June 30, 2022. (100% State)

C. 60 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Seneca Family of Agencies, in an amount not to exceed $3,312,864 to provide mobile crisis response and community-based mental health services for seriously emotionally disturbed children for the period July 1, 2019 through June 30, 2020, with a six-month automatic extension through December 31, 2020 in an amount not to exceed $1,656,432. (34% Federal Medi-Cal, 40% Mental Health Realignment, 26% Mental Health Services Act)

C. 61 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Semon Bader, M.D., in an amount not to exceed $288,000 to provide orthopedic services at Contra Costa Regional Medical Center and Health Centers for the period January 1, 2020 through December 31, 2020. (100% Hospital Enterprise Fund I)

C. 62 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Cactus Healthcare Resources, LLC, in an amount not to exceed $1,180,000 to provide consultation, training and technical assistance to the Health Services Department's Information Systems Unit with regard to information technology analytics for the period from January 1, 2020 through December 31, 2021. (100% Hospital Enterprise Fund I)

C. 63 APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Department, a purchase order with CT Coachworks, LLC, in an amount not to exceed $764,493, to purchase two mobile medical vehicles for the department's mobile medical clinic fleet, as recommended by the Health Services Director. (100% Hospital Enterprise Fund I)

C. 64 APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with Nielsen Merksamer Parrinello Gross & Leoni, LLP, in an amount not to exceed $540,000 to provide state legislative and regulatory advocacy services for the period January 1, 2020 through December 31, 2022, as recommended by the Legislation Committee. (100% County General Fund)

C. 65 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Seneca Family of Agencies, a non-profit corporation, in an amount not to exceed $250,000 to provide family finding services for foster youth for the period January 1, 2020 through December 31, 2020. (50% State, 50% Federal)

C. 66 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Shelter, Inc., in an amount not to exceed $534,000 to provide support services to County residents in the Supportive Housing Program who are homeless and have a diagnosis of mental illness or dual-diagnosis for the period December 1, 2019 through November 30, 2020. (62% Federal McKinney-Vento Homeless funds, 35% Department of Housing and Urban Development, 3% Mental Health Services Act)

C. 67 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Serramonte Pulmonary Asthma Sleep Clinic, Inc., in an amount not to exceed $1,000,000 to provide pulmonary and sleep study services to Contra Costa Health Plan members for the period December 1, 2019 through November 30, 2021. (100% Contra Costa Health Plan Enterprise Fund II)

C. 68 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Mission Hills Eye Center Medical Associates, Inc., in an amount not to exceed $1,250,000 to provide ophthalmology and optometry services for Contra Costa Health Plan members for the period January 1, 2020 through December 31, 2021. (100% Contra Costa Health

Plan Enterprise Fund II)

C. 69 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Central Coast Energy Services, Inc. in an amount not to exceed $75,000 for software application and database management services for the term August 1, 2019 through July 31, 2021. (100% Federal)

C. 70 APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with US Foods, Inc. doing business as U.S. Foodservice, Inc., in an amount not to exceed $1,000,000 for all food categories, chemicals, paper products, kitchen supplies and equipment for Contra Costa Regional Medical Center and Health Centers for the period January 1, 2020 through December 31, 2020. (100% Hospital Enterprise Fund I)

C. 71 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with United Language Group, Inc., in an amount not to exceed $705,000 to provide written language translation services for County's Health Services Department for the period December 1, 2019 through November 30, 2022. (100% Hospital Enterprise Fund)

C. 72 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Stephen Arnold, M.D., effective December 1, 2019, to increase the payment limit by $87,000 to a new payment limit of $1,489,000, to provide additional cardiology services at Contra Costa Regional Medical Center with no change in the term March 1, 2017 through February 29, 2020. (100% Hospital Enterprise Fund I)

C. 73 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Portia Bell Hume Behavioral Health and Training Center, in an amount not to exceed $4,147,691 to provide Mental Health Services Act and Full Service Partnership Services to adults with serious mental illness who are homeless or at serious risk of homelessness for the period July 1, 2019 through June 30, 2020, including a six-month automatic extension through December 31, 2020 in an amount not to exceed $2,073,845. (20% Federal Medi-Cal, 80% Mental Health Services Act)

C. 74 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Youth Homes Incorporated, in an amount not to exceed $4,083,868 to provide residential treatment and therapeutic behavioral services for County-referred Serious Emotionally Disturbed children for the period July 1, 2019 through June 30, 2020, including a six-month automatic extension through December 31, 2020 in an amount not to exceed $2,041,934. (50% Federal Medi-Cal, 50% Mental Health Realignment)

C. 75 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Mental Health Systems, Inc., in an amount not to exceed $303,673 to provide socialization and vocational rehabilitative services to adults with severe and persistent mental illness for the period July 1, 2019 through June 30, 2020, including a six-month automatic extension through December 31, 2020 in an amount not to exceed $151,836 (100% Mental Health Realignment)

C. 76 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Portia Bell Hume Behavioral Health and Training Center, in an amount not to exceed $445,000 to provide case management and homelessness Rapid Resolution counseling to County residents who are homeless or at risk of becoming homeless for the period October 1, 2019 through June 30, 2021. (39% Federal Housing and Urban Development funds; 56% Adult Protective Services Home Safe Program; 5% Housing Security)

C. 77 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Greater Richmond Inter-Faith Program, in an amount not to exceed $788,041 to provide emergency shelter services at the Emergency Family Shelter for homeless families and operate the West County CARE/Warming Center for the Homeless Coordinated Entry System of Care for the period October 1, 2019 through June 30, 2021. (29% Housing and Urban Development, 17% County General Funds, 50% Mental Health Realignment, 4% Homeless Emergency Aid Program)

C. 78 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with GE Precision Healthcare, LLC, in an amount not to exceed $3,938,350 to provide maintenance and repair services for medical imaging equipment and systems located at Contra Costa Regional Medical Center and Health Centers for the period December 1, 2019 through November 30, 2024. (100% Hospital Enterprise Fund I)

C. 79 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Smith, Watts & Company, LLC, (dba Smith, Watts & Hartmann) to increase the payment limit by $96,000 to a new payment limit of $261,000 and extend the term from December 31, 2019 to December 31, 2021 to provide additional legislative advocacy services, Countywide. (100% Local Road Funds)

C. 80 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Mark Thomas & Company, Inc. to increase the payment limit by $185,000 to a new payment limit of $1,535,000 and extend the term from December 31, 2019 to June 30, 2021 to provide additional professional engineering services, including construction support for the Kirker Pass Road Northbound Truck Climbing

Lane Project, Concord area. (85% Measure J Transportation Sales Tax Program Fund and 15% Local Road Fund)

C. 81 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Healthrisk Resource Group, Inc., effective January 1, 2020, to increase the payment limit by $300,000 to a new payment limit of $600,000 for additional claims processing and negotiation services for Contra Costal Health Plan for the period March 1, 2019 through February 28, 2021. (100% Contra Costa Health Plan Enterprise Fund II)

C. 82 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Ujima Family Recovery Services, effective July 1, 2019, to increase the payment limit by $146,198 to a new payment limit of $3,284,831 to provide additional units of residential and outpatient treatment services for pregnant and parenting women and their small children, with no change in the term of July 1, 2019 through June 30, 2020. (70% Drug Medi-Cal; 16% Substance Abuse Prevention and Treatment Perinatal Set-Aside; 10% SAPT Block Grant; 4% 2011 State Realignment)

C. 83 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Addiction Research and Treatment, Inc., effective July 1, 2019, to increase the payment limit by $221,113 to a new payment limit of $7,259,046, to provide additional methadone treatment services to County residents for the period July 1, 2019 through June 30, 2020. (50% Federal Drug Medi-Cal, 50% State Drug Medi-Cal)

C. 84 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with R.E.A.C.H. Project, effective October 1, 2019, to increase the payment limit by $41,831 to a new payment limit of $1,095,574, to provide additional drug abuse prevention and treatment services to youth and adults in East County for the period July 1, 2019 through June 30, 2020. (24% Substance Abuse Prevention and Treatment Block Grant; 69% Drug Medi-Cal Realignment; 5% Probation Department; 2% CalWORKS)

C. 85 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Aspiranet, a nonprofit corporation, in an amount not to exceed $1,306,120 to provide Early Head Start Program Enhancement and CalWORKS Initiative services for the period July 1, 2019 through June 30, 2020. (62% Federal, 38% State)

C. 86 APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Law Search Associates, LLC (dba Legal Research Associates), in an amount not to exceed $288,000 for legal services to adult inmates housed in County detention facilities for the period January 1, 2020 through December 31, 2022. (100% Inmate Welfare Fund)

Other Actions

C. 87 ACCEPT the 2019 Annual Report for the Iron Horse Corridor Management Program Advisory Committee, as recommended by the Public Works Director. (No fiscal impact)

C. 88 ACCEPT report prepared by the Health Services Department on the health status of the homeless population in Contra Costa County, and DIRECT the Health Services Department to continue to provide annual status updates, as recommended by the Family and Human Services Committee. (No fiscal impact)

C. 89 ACCEPT report prepared by the Health Services Department on the effort to end homelessness and on the activities of Contra Costa Council on Homelessness, and DIRECT the Health Services Department to provide an annual status update, as recommended by the Family and Human Services Committee. (No fiscal impact)

C. 90 ABOLISH the County Service Area M-16 Citizens' Advisory Committee and DIRECT the Clerk of the Board to remove the County Service Area M-16 Citizens' Advisory Committee from the Local Appointments List, as recommended by the Internal Operations Committee.

C. 91 ACCEPT the Treasurer's Quarterly Investment Report as of September 30, 2019, as recommended by the County Treasurer-Tax Collector.

C. 92 APPROVE amended list of designated positions for the Conflict of Interest Code for the Clerk-Recorder-Elections Department, as recommended by County Counsel.

C. 93 APPROVE and AUTHORIZE the County Librarian to close, at the request of the Freedom High School Principal and the Oakley Police Department, the Oakley Library on January 2, 2020 to accommodate active shooter training that will be conducted on the Freedom High School campus where the Oakley Library is located. (No fiscal impact)

C. 94 ACCEPT the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee Annual Report for 2019, as recommended by the Conservation and Development Director. (No fiscal impact)

C. 95 ACCEPT the Annual Report of the Assisted Outpatient Treatment Program for the period January 1 through December 31, 2018, as recommended by the Family and Human Services Committee. (No fiscal impact)

C. 96 APPROVE and AUTHORIZE the Auditor-Controller Office to issue payment in an amount not to exceed $4,770 to Gaye Williams (dba Nika's Catering) to provide catering for the Martin Luther King (MLK), Jr. celebration on January 21, 2020 as recommended by the MLK Advisory Committee. (100% General Fund)

C. 97 APPROVE and AUTHORIZE the allocation of $132,156 from the Crockett Co-Generation Property Tax Allocation for four projects, as recommended by the Crockett Community Foundation and Supervisor Glover. (100% County General Fund)

C. 98 ACCEPT report from the Health Services Community Wellness and Prevention Program on the Implementation Timeline and Enforcement Plan for Ordinance 2019-34, as recommended by the Health Services Director.

C. 99 ACCEPT the Contra Costa County Fish and Wildlife Committee 2019 Annual Report, as recommended by the Fish and Wildlife Committee.

C.100 Acting as the Governing Board of the West Contra Costa Healthcare District, ADOPT Resolution No. 2019/668 appointing officials of the West Contra Costa Healthcare District. (No fiscal impact)

C.101 ACCEPT report and recommendations from the Potential Sales Tax Measure Ad Hoc Committee regarding a proposed sales tax measure; DIRECT staff to work with the California Department of Tax and Fee Administration on logistics of listing a ballot measure and set up and collection contracts, if approved, and to begin discussions with the County's lobbyist regarding special legislation needed to list a measure on the ballot, and begin drafting language and engaging legislators, as recommended by Supervisors Mitchoff and Gioia.

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 Federal D. Glover and Candace Andersen) 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 Diane Burgis and Karen Mitchoff) meets on the second Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Potential Sales Tax Measure Committee** (Supervisors Gioia and Mitchoff) meet TBD of the month at TBD 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 **Sustainability Committee** (Supervisors John Gioia and Federal D. Glover) meets on the fourth Monday of every other month at 1:00 p.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.

COMMITTEE	DATE	TIME	PLACE
Airports Committee	TBD	TBD	See above
Family & Human Services Committee	December 23, 2019 Canceled	TBD	See above
Finance Committee	December 23, 2019 Canceled December 16, 2019 Special Meeting	2:00 p.m.	See above
Hiring Outreach Oversight Committee	TBD	TBD	See above
Internal Operations Committee	TBD	TBD	See above
Legislation Committee	Special Meeting December 19, 2019	TBD	Room 108
Potential Sales Tax Measure Committee	TBD	TBD	See above
Public Protection Committee	TBD	TBD	See above
Sustainability Committee	TBD	TBD	See above
Transportation, Water & Infrastructure Committee	December 19, 2019	1:00	See above

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

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

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

AB Assembly Bill
ABAG Association of Bay Area Governments
ACA Assembly Constitutional Amendment
ADA Americans with Disabilities Act of 1990
AFSCME American Federation of State County and Municipal Employees
AICP American Institute of Certified Planners
AIDS Acquired Immunodeficiency Deficiency Syndrome
ALUC Airport Land Use Commission
AOD Alcohol and Other Drugs
ARRA American Recovery & Reinvestment Act of 2009
BAAQMD Bay Area Air Quality Management District
BART Bay Area Rapid Transit District
BayRICS Bay Area Regional Interoperable Communications System
BCDC Bay Conservation & Development Commission
BGO Better Government Ordinance
BOS Board of Supervisors
CALTRANS California Department of Transportation
CalWIN California Works Information Network
CalWORKS California Work Opportunity and Responsibility to Kids
CAER Community Awareness Emergency Response
CAO County Administrative Officer or Office
CCE Community Choice Energy
CCCPFD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CDBG Community Development Block Grant
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCFPD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties

CTC California Transportation Commission
dba doing business as
DSRIP Delivery System Reform Incentive Program
EBMUD East Bay Municipal Utility District
ECCFPD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
EPSDT Early State Periodic Screening, Diagnosis and Treatment Program (Mental Health)
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
F&HS Family and Human Services Committee
First 5 First Five Children and Families Commission (Proposition 10)
FTE Full Time Equivalent
FY Fiscal Year
GHAD Geologic Hazard Abatement District
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HIPAA Health Insurance Portability and Accountability Act
HIV Human Immunodeficiency Virus
HOME Federal block grant to State and local governments designed exclusively to create affordable housing for low-income households
HOPWA Housing Opportunities for Persons with AIDS Program
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IHSS In-Home Supportive Services
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
LVN Licensed Vocational Nurse
MAC Municipal Advisory Council
MBE Minority Business Enterprise
M.D. Medical Doctor
M.F.T. Marriage and Family Therapist
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission

NACo National Association of Counties
NEPA National Environmental Policy Act
OB-GYN Obstetrics and Gynecology
O.D. Doctor of Optometry
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PACE Property Assessed Clean Energy
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
Psy.D. Doctor of Psychology
RDA Redevelopment Agency
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
RN Registered Nurse
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
VA Department of Veterans Affairs
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCHD West Contra Costa Healthcare District
WCCTAC West Contra Costa Transportation Advisory Committee

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: Temporary Hire of County Retiree - Waiver of 180 Day "Sit Out" Period

RECOMMENDATION(S):

1. Consider waiving the 180-day "sit out period" for Leslie Gutierrez, Departmental Fiscal Officer for the Employment and Human Services Department; 2. Find that the appointment of Ms. Gutierrez is necessary to fill a critically needed role; and 3. Approve and authorize the hiring of retiree Ms. Gutierrez as a temporary County employee effective December 11, 2019 through November 30, 2020.

FISCAL IMPACT:

Upon approval, this action has an annual cost of approximately $54,000 which is 100% funded by vacancies in the department. For the time period December 11, 2019 through June 30, 2020 the cost is approximately $31,000. The Employment and Human Services Department (EHSD) charges all Administrative costs to all programs administered by EHSD via the County Expense Claim. Funding ratio is 44% Federal, 51% State and 5% County.

BACKGROUND:

Leslie Gutierrez retired from County service on September 6, 2019. Ms. Gutierrez worked at the Employment Human Services Department in the Fiscal Division for over 20 years. Her in-depth knowledge of the various programs supported by EHSD as well as the complexities of

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Erik Brown, 925-608-4832

cc:

BACKGROUND: (CONT'D)

EHSD's claiming, year-end close and budgeting processes will require any new candidate several months to begin to gain an understanding of EHSD and the programs which the department supports. In particular, the upcoming development of the Fiscal Year 2020-2021 budget will require Ms. Gutierrez's expertise as new staff will need to be trained on this extremely complex task.

CONSEQUENCE OF NEGATIVE ACTION:

IIf this action is not approved, historical knowledge of EHSD's budget development and fiscal reporting processes will not be transferred to current fiscal staff.

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: HEARING To Consider Adoption of Ordinance No. 2019-36, Establishing Fire Facilities Fees for Rodeo-Hercules Fire Protection District

RECOMMENDATION(S):

1. OPEN the public hearing, RECEIVE testimony, and CLOSE the hearing.

2. CONCUR with the findings specified in the attached Notice of Findings Report.

3. ADOPT the attached Ordinance No. 2019-36 to:

   a. Determine that the Rodeo-Hercules Fire Protection District's facilities are overextended.
   b. Designate the Rodeo-Hercules Fire Protection District as an overextended service area.
   c. Set fire protection facilities fees for the Rodeo-Hercules Fire Protection District as specified in the ordinance.
   d. Set administration fees for the Rodeo-Hercules Fire Protection District and for Contra Costa County as specified in the ordinance.

4. APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute an agreement with the Rodeo-Hercules Fire Protection District for the collection of fire protection facilities fees.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jason Crapo, 925-674-7722

cc:

FISCAL IMPACT:
The proposed fire facilities fees will enable the Rodeo-Hercules Fire Protection District (District) to generate an estimated $2.3 million through 2040 to provide additional fire protection facilities determined necessary to maintain the current level of fire protection service within the District.

BACKGROUND:
The appropriate levels of the fire facility fees charged within District boundaries are determined by the District following a fee study. By law, the fees are not enforceable within the unincorporated area until they are approved by the Board of Supervisors following a request for approval and a Notice of Findings Report submitted by the District. The County's role is to collect the fees on behalf of the District. This is done by the Department of Conservation and Development, which collects the fees on behalf of the District at the time building permits are issued for projects within the District's service area. The County then transmits the fees to the District. The District is responsible for meeting legally mandated reporting requirements concerning the fees. The roles and responsibilities of the County and the District are set forth in the Collection Agreement attached to this agenda item.

The District contracted with Willdan Financial Services (Willdan) to review the existing District Facilities Fees and determine if an adjustment to the fees was warranted. Willdan researched and produced an Impact Fee Update Study, dated April, 8, 2019, that assessed the projected population and development growth within the District service area. This research and the resulting Study show that an increase in the fee is necessary to respond to the overextended condition of the District.

The District serves the City of Hercules and the community of Rodeo. The District's service population, including both residents and workers, is estimated to increase from 39,700 in 2018 to 45,200 by 2040, an increase of 13.9%. This increase in service population will place additional demands on the District's fire protection facilities. Utilizing the additional revenue generated from the proposed fees, the District intends to construct a new fire station to serve new development and to purchase several apparatuses, including equipment. The additional facility will enable the District to maintain service levels as the District's service population increases over time.

The District's current fire facilities fees were last updated in 2010. The District currently imposes an impact fee of $1,012 per single-family dwelling unit, $651 per multi-family dwelling unit, and $527, $709 and $301 per 1,000 square fee for commercial, office, and industrial development, respectively. The new fees being proposed are as follows:

Fire Protection Facilities Fee - System Standard

Land Use	Base Fee[1]	Admin Charge[1, 2]	Total Fee[1]	Fee per Sq. Ft.
Residential				
Single Family	$1,318.00	$26.00	$1,344.00	
Multi Family	812.80	16.00	828.80	
Accessory Dwelling Unit	613.00	12.00	625.00	

Nonresidential				
Commercial	$659.00	$13.00	$672.00	$0.672
Office	886.00	18.00	904.00	0.904
Industrial	376.00	8.00	384.00	0.384
Hotel Room	99.00	2.00	101.00	n/a

[1] Fee per dwelling unit (residential), per 1,000 square feet (nonresidential), or per room for hotel.
[2] Administrative charge of 2.0 percent for (1) legal, accounting, and other administrative support and (2) impact fee program administrative costs including revenue collection, revenue and cost accounting, mandated reporting, and fee justification analyses.

The fire facilities impact fee will be collected by the County at the time of building permit issuance, consistent with County Code. The County would charge a $20 administrative fee per permit.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Rodeo Hercules Fire Protection District will not be able to update its fire facilities fees for projects in the unincorporated portion of the District's service area.

ATTACHMENTS

Ordinance No. 2019-36

Notice of Findings Report

Fire Facilities Impact Fee Update Study

Collection Agreement

District Resolution 2019-11

ORDINANCE NO. 2019-36
(uncodified)

ESTABLISHING FIRE PROTECTION FACILITIES FEES
FOR PORTIONS OF THE RODEO-HERCULES FIRE PROTECTION DISTRICT

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. Purpose and Authority. This ordinance establishes fire protection facilities fees for that portion of unincorporated Contra Costa County (the "County") that is located within the boundaries of the Rodeo-Hercules Fire Protection District (the "District"), and authorizes the County to collect those fees and transmit them to the District. This ordinance is enacted pursuant to Chapter 818-2 of the County Ordinance Code.

SECTION II. Notice and Hearing. This ordinance was adopted pursuant to the notice and hearing procedures set forth in County Ordinance Code Chapter 818-2 and in Government Code sections 66016, 66017, and 66018. All required notices have been properly given and public hearings held.

SECTION III. Service Area. The service area affected by this ordinance is that portion of unincorporated County that is located within the boundaries of the District.

SECTION IV. Existence of Overextension. This Board has reviewed the findings submitted by the Fire Chief of the District. Based upon these findings and evidence presented at the public hearing on this ordinance, the Board determines that the fire protection facilities within the District are not adequate to serve the fire protection needs of the service area, and that these fire protection facilities are therefore overextended.

SECTION V. Definitions. For purposes of this ordinance, the following terms have the following meanings:

(a) "Applicant" means a person, corporation, or entity that applies for a building permit for new construction that will occur within any portion of unincorporated Contra Costa County that is located within the boundaries of the Rodeo-Hercules Fire Protection District.

(b) "New construction" has the following meanings:

(1) When applied to the construction of residential buildings, or the installation of mobilehomes, "new construction" means construction or installation that increases the number of dwelling units on a given lot and requires a building permit.

(2) When applied to the construction or installation of nonresidential buildings, "new construction" means construction or installation that increases the amount of floor space for nonresidential building purposes, or that increases the number of hotel rooms, on a given lot and requires a building permit.

SECTION VI. Fees. On and after the effective date of this ordinance, the following fees shall be collected:

(a) Fire Protection Facilities Fee. Each Applicant, at the time of application for and prior to the issuance of a building permit for new construction, shall pay a fire protection facilities fee in accordance with the following schedule:

Residential:

Single-Family:	$1,318.00 per dwelling unit
Multi-Family:	$ 812.80 per dwelling unit
Accessory Dwelling Unit:	$ 613.00 per dwelling unit

Nonresidential:

Commercial:	$ 659.00 per 1,000 square feet
Office:	$ 886.00 per 1,000 square feet
Industrial:	$ 376.00 per 1,000 square feet
Hotel Rooms:	$ 99.00 per hotel room

(b) District Administration Fee. In addition to the foregoing, each Applicant, at the time of application for and prior to the issuance of a building permit for new construction, shall pay a District administration fee, which is determined to be the estimated average cost of the District's expenses associated with documenting, collecting, and accounting for the fire protections facilities fee, in accordance with the following schedule:

Residential:

Single-Family:	$ 26.00 per dwelling unit

Multi-Family:	$ 16.00 per dwelling unit
Accessory Dwelling Unit:	$ 12.00 per dwelling unit

Nonresidential:

Commercial:	$ 13.00 per 1,000 square feet
Office:	$ 18.00 per 1,000 square feet
Industrial:	$ 8.00 per 1,000 square feet
Hotel Rooms:	$ 2.00 per hotel room

(c) County Administrative Fee. In addition to the foregoing, each Applicant, at the time of application for and prior to the issuance of a building permit for new construction, shall pay a County administrative fee of $20, which is determined to the be the estimated cost for the County to collect and transfer fire protection facilities fees to the District.

SECTION VII. Annual Index Adjustment. Effective July 1, 2020, and on each subsequent anniversary of the date, the amount of each of the fees set forth in this ordinance shall increase or decrease by the annual percentage change in the Engineering News Record Construction Cost Index for the San Francisco Bay Area for the twelve month period ending with the February index of the same calendar year.

SECTION VIII. Delay. If, for any reason, this ordinance's fees are not collected as provided in Section VI, they shall be due and paid upon demand, but in any event this ordinance's fees shall be paid no later than the date of the final inspection or the date the certificate of occupancy is issued, whichever occurs last.

SECTION IX. Transmittal to District. Following the County's collection of the fees specified in this ordinance, the fire protection facilities fees and District administration fees will be placed into a separate fund in the County treasury until they are transmitted to the District. Monthly, any fire protection facilities fees and District administration fees collected by the County will be transmitted by the County to the District under the terms of a separate agreement between the County and the District. The County will not collect any fees authorized by this ordinance unless the County and District have entered into a separate agreement that establishes the terms and conditions for the County to collect the fees authorized by this ordinance and transmit them to the District.

SECTION X. Supersede. As of its effective date, this ordinance supersedes any prior

ordinance adopted by the County Board of Supervisors, including Ordinance No. 2010-02, that established fire protection facilities fees for that portion of unincorporated Contra Costa County that is located within the boundaries of the Rodeo-Hercules Fire Protection District. However, this repeal shall not affect any fees that were imposed prior to the effective date of this ordinance, which fees shall be paid and collected under the provisions of Ordinance No. 2010-02.

SECTION XI. Severability. Notwithstanding any other provision of this ordinance to the contrary, if a court of competent jurisdiction determines any fee set forth in this ordinance is invalid or unenforceable, the corresponding fee adopted by Ordinance No. 2010-02 shall be deemed not to have been repealed and shall remain in effect and subject to the remaining provisions of this ordinance. Notwithstanding any other provision of this ordinance to the contrary, if a court of competent jurisdiction determines this ordinance is invalid or unenforceable, Ordinance No. 2010-02 shall be deemed not to have been repealed and shall remain in full force and effect.

SECTION XII. Effective Date. This ordinance becomes effective 60 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

_____
Board Chair

By: _____
Deputy

[SEAL]

KCK:
H:\Client Matters\2019\Ordinance No. 2019-36 Rodeo-Hercules FPD Fire Protection Faciliites Fees.wpd

RODEO-HERCULES FIRE PROTECTION DISTRICT
1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
(510) 799-4561 FAX: (510) 799-0395

Memorandum

To: Contra Costa County Board of Supervisors

From: Chief Bryan Craig, Rodeo-Hercules Fire Protection Department

Date: October 25, 2019

Re: Notice of Findings – Development Impact Fee Study

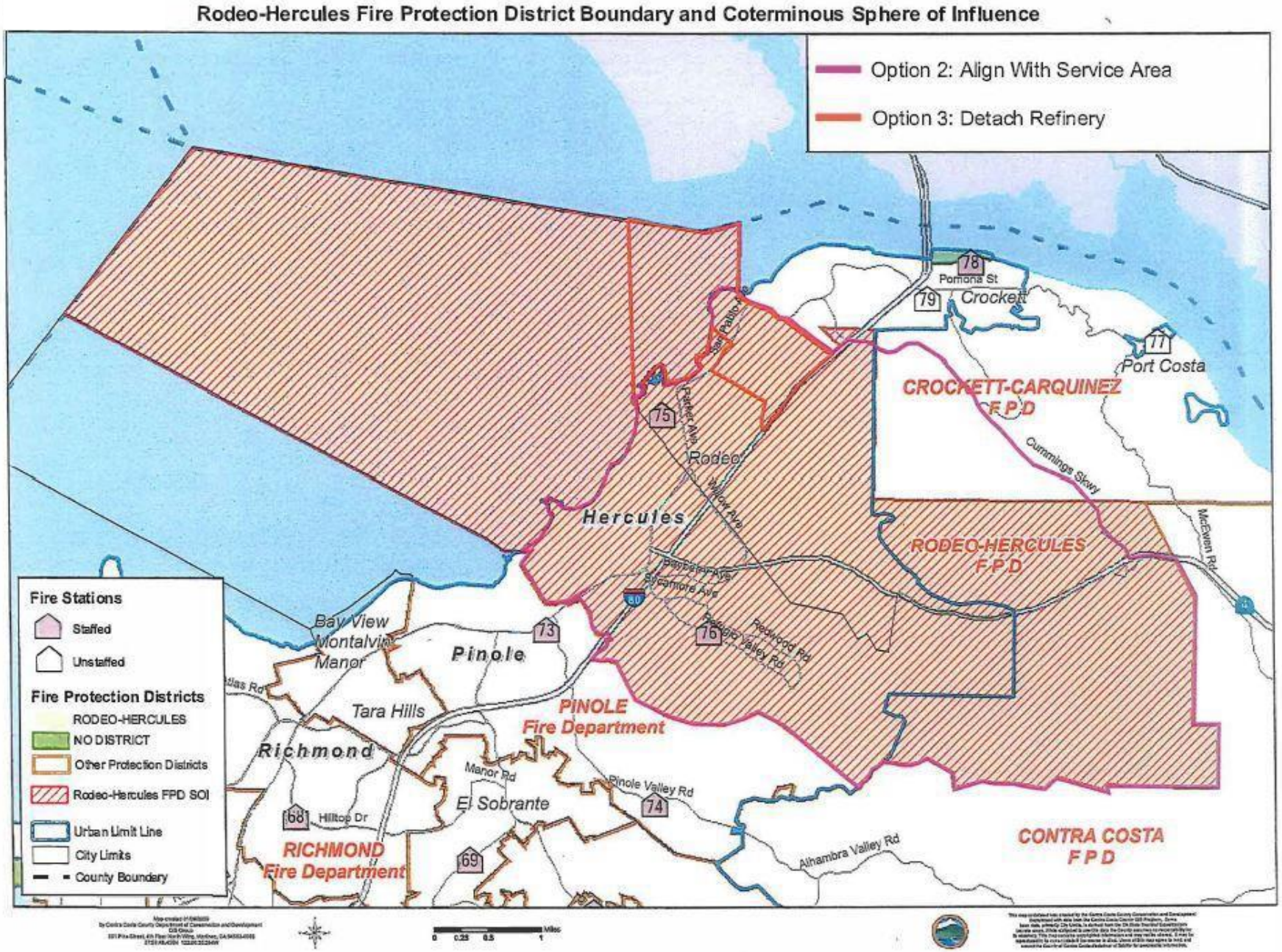
This memorandum supplements the findings made in the April 8, 2019 Fire Facilities Impact Fee Study (Report) for the Rodeo-Hercules Fire Protection District (the District) with findings required by Contra Costa County for implementation of an impact fee for fire facilities. Subsequently the District Board of Directors adopted through District Resolution 2019-11 a request that the Contra Costa County Board of Supervisors adopt Fire Facilities Impact Fees for the unincorporated portion of the District at 80% of the fees identified in the engineers report. The Report provides an analysis of the need for fire facilities in the Rodeo- Hercules Fire Protection District to accommodate new development. Per section 818-2.804 of the Contra Costa County Government Code, this memorandum contains the following sections:

1) 818-2.804(1). Description. This includes a description of the proposed service area along with a map of its geographic boundaries.
2) 818-2.804(2). Findings: The Report finds that existing fire facilities will be over extended in the event of population growth in the City of Hercules and in unincorporated Rodeo through 2040, and that new facilities funded by impact fee revenue will be needed to accommodate new residents and employees.
3) 818-2.804(3). Costs: This section contains the estimated costs of providing new fire facilities.
4) 818-2.804(4). Fees: This section contains the proposed fee schedule for each type of land use.
5) 818-2.804(5). General Plan: This section discusses how the fire facilities funded by impact fee revenue will align with goals set out in the Contra Costa County General Plan (General Plan).

Description

The District protects an area of approximately 25 square miles of unincorporated and incorporated Contra Costa County with an approximate service population of nearly 40,000. The District is bordered in the south by the Pinole Fire Department, on the north by Crockett-Carquinez Fire Department, and on the East by Contra Costa Fire Protection District. It is governed by a five member, locally elected Board of Directors and derives its principal funding from normal property taxes and benefit assessments. The District provides fire protection, and emergency medical aid to the unincorporated area of Rodeo and the City of Hercules.

Figure 1


Rodeo-Hercules Fire Protection District Boundary and Coterminous Sphere of Influence
Option 2: Align With Service Area
Option 3: Detach Refinery
Fire Stations
Staffed
Unstaffed
Fire Protection Districts
RODEO-HERCULES
NO DISTRICT
Other Protection Districts
Rodeo-Hercules FPD SOI
Urban Limit Line
City Limits
County Boundary
Crockett
Port Costa
Rodeo
Hercules
Pinole
Bay View
Montalvin
Manor
Tara Hills
Richmond
El Sobrante
CROCKETT-CARQUINEZ
F P D
RODEO-HERCULES
F P D
PINOLE
Fire Department
RICHMOND
Fire Department
CONTRA COSTA
F P D
Pomona St
Cummings Skwy
McEwen Rd
San Pablo Ave
Parker Ave
Tilden Ave
Pinole Valley Rd
Redwood Rd
Manor Rd
Hilltop Dr
Alhambra Valley Rd
Dalton Ave
Miles

Key Findings

The District currently serves its entire area, and a service population of 39,700, from two fire stations. This service population will grow to an estimated 45,200 by 2040.

Based on an evaluation of the Department's current facility inventory and projected population growth, the District's fire protection facilities will become overextended if no additional facilities are constructed to serve new development. The planned facilities included below will ensure that the District's facilities do not become overextended as a result of new development.

Costs

This section shows the estimated costs of planned fire facilities and how these costs are allocated to new development.

Estimated Cost of Planned Facilities

This section outlines costs of planned facilities needed to serve new development in the District. Table 7 of the Report shows an inventory of planned fire facilities including land acquisition, construction of a new station and the acquisition of equipment and apparatus. The net cost of planned fire facilities is approximately $12.4 million, after accounting for existing impact fee fund balances. New construction cost estimates were based on facility size requirements provided by the District and Willdan Financial Services' recent new facilities cost experience with the Contra Costa County Fire Protection District. **Table 1** displays the costs of the planned facilities.

Table 1: Planned Fire Facilities

Item	Quantity		Unit Cost	Total Cost
New station construction	11,000	sq. ft.	$ 720	$ 7,920,000
Land acquisition	3.83	acres	387,467	1,484,000
Breathing Air Compressor	1	Compressor	53,000	53,000
Type 1 engine plus equipment	1	engine	850,000	850,000
Type 3 engine plus equipment	1	engine	500,000	500,000
100' ladder truck plus equipment	1	truck	1,850,000	1,850,000
Total Cost of Planned Fire Facilities				$ 12,657,000
Less Existing Fund Balance				(224,275)
Net Cost of Planned Facilities				$ 12,432,725

Note: Figures have been rounded.

Sources: Rodeo-Hercules FPD; and Willdan Financial Services.

Cost Allocation to New Development

The Report allocates the cost of planned facilities to new development based on a system plan approach. Costs are allocated to residents and workers on a per capita basis. Cost per

capita is calculated by dividing the total value of existing and planned facilities by the total future service population. This cost allocation methodology ensures that new development will fund its proportional share of the planned facilities. Existing development's share of the planned facilities, $9.6 million, must be funded with non-impact fee funding, or new development will have paid too high a fee. The facility standard is shown separately for residents and workers because their demand for services is weighted differently. **Table 2** shows the calculation for cost per capita.

Table 2: System Plan Standard

Value of Existing Facilities		$ 10,550,900
Value of Planned Facilities		12,657,000
Total		$ 23,207,900
Future Service Population (2035)		45,200
System Plan Standard per Capita	$	513
Standard per Resident	$	513
Standard per Worker[1]		354

[1] Based on a worker weighting factor of 0.69.

Source: Table 8, Fire Facilities Impact Fee Study for the Rodeo-Hercules Fire Protection District, April 8, 2019

Fee Schedule

This section describes the proposed fire facilities impact fee for new development in the District's service area. **Table 3** contains the maximum justified impact fee schedule as calculated in the engineers. The impact fee is based on the per capita standard shown in **Table 2**. The standard is converted to a fee per square foot of development based on dwelling unit and building space densities (persons per dwelling unit and workers per 1,000 square feet of building space). *A two percent (2.0%) administrative charge is included to cover expenses associated with documenting, collecting, and accounting for the fee. The district Board of Directors Hs requested that the County adopt a fees schedule at 80% of the maximum justified fees, except for the impact fees imposed per Hotel room. **Table 4** contains the proposed fee schedule.

Table 3: Fire Facilities Impact Fee - System Plan Standard

Land Use	A Cost Per Capita	B Density	C = A x B Base Fee[1]	D = C x 0.02 Admin Charge[1, 2]	E = C + D Total Fee[1]	E / 1,000 Fee per Sq. Ft.
Residential (per dwelling unit)						
Single Family	$ 513	3.21	$ 1,647	$ 33	$ 1,680	
Multifamily	513	1.98	1,016	20	1,036	
Accessory Dwelling Unit	513	1.50	770	15	785	
Nonresidential (per 1,000 square feet or hotel room)						
Commercial	$ 354	2.33	$ 825	$ 17	$ 842	$ 0.84
Office	354	3.13	1,108	22	1,130	1.13
Industrial	354	1.33	471	9	480	0.48
Hotel Rooms	354	0.28	99	2	101	n/a

[1] Fee per dwelling unit (residential), per 1,000 square feet (nonresidential) or per hotel room.

[2] Administrative charge of 2.0 percent for (1) legal, accounting, and other administrative support and (2) impact fee program administrative costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analyses.

Source: Table 10, Fire Facilities Impact Fee Study for the Rodeo-Hercules Fire Protection District, April 8, 2019.

Table 4: Fire Facilities Impact Fee - System Plan Standard @ 80%

Land Use	A Cost Per Capita	B Density	C = A x B Base Fee[1]	D = C x 0.02 Admin Charge[1, 2]	E = C + D Total Fee[1]	E / 1,000 Fee per Sq. Ft.
Residential (per dwelling unit)						
Single Family	$ 513	2.57	$1,318	$ 26.00	$1344.00	
Multifamily	513	1.5844	812.80	16.00	828.80	
Accessory Dwelling Unit	513	1.195	613.	12.00	625.00	
Nonresidential (per 1,000 square feet or hotel room)						
Commercial	$ 354	1.8615	$ 659.00	$ 13.00	$ 672	0.672
Office	354	2.5028	886.00	18.00	904	0.904
Industrial	354	1.0622	376.00	8.00	384	0.384
Hotel Rooms	354	0.28	99	2	101	n/a

[1] Fee per dwelling unit (residential), per 1,000 square feet (nonresidential) or per hotel room.

[2] Administrative charge of 2.0 percent for (1) legal, accounting, and other administrative support and (2) impact fee program administrative costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analyses.

General Plan

The Contra Costa County General Plan for 2005-2020 details the following policies designed to ensure a "high standard of fire protection, emergency and medical response services for all citizens and properties of Contra Costa County":

> 7-63 : The County shall strive to achieve a total response time (dispatch plus running and set-up time) of five minutes in central business district, urban and suburban areas for 90 percent of all emergency responses.
>
> 7-64 : New development shall pay its fair share of costs for new fire protection facilities and services
>
> 7-65 : Needed upgrades to fire facilities and equipment shall be identified as part of project environmental review and area planning activities, in order to reduce fire risk and improve emergency response in the County.

Using impact fee revenue funds to improve and construct new fire facilities upholds the General Plan policies of upgrading fire facilities to diminish risk and require new development to fund its share of facilities. More facilities and equipment will allow the District Fire Department to meet its response time goals for a larger population.

FIRE FACILITIES IMPACT FEE UPDATE STUDY

RODEO-HERCULES FIRE PROTECTION DISTRICT

FINAL

REVISED APRIL 8, 2019

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Fire Facilities Impact Fee Study

This report summarizes an analysis of the need for fire facilities by the Rodeo-Hercules Fire Protection District ("RHFPD"; "District") to accommodate new development. The report documents a reasonable relationship between new development and an impact fee for funding new facilities to serve that development.

Introduction

The District protects an area of approximately 25 square miles of unincorporated and incorporated Contra Costa County with an approximate service population of nearly 40,000. The service area includes the unincorporated community of Rodeo, and the City of Hercules. The District currently imposes an impact fee of $1,029 per single-family dwelling unit, $662 per multi-family dwelling unit, $721, $536 and $306 per 1,000 square feet for office, commercial and industrial development, respectively.

As with most local agencies, the District's property tax revenue stream has diminished in terms of real dollars over time since the imposition of Proposition 13 in 1978. Consequently, the District must manage its resources carefully to properly serve the projected influx of new residents and businesses to the region.

As per the *Mitigation Fee Act* contained in Government Code Section 66000 et. seq., cities hold the legal authority to impose fees on behalf of the District within their city limits. In unincorporated areas, however, the County rather than the District has legal authority to impose impact fees. This report provides the necessary documentation for the jurisdictions to adopt a fire facilities impact fee for imposition within the District. It also provides a list of statutory findings pertaining to the imposition of the District fees.

The following sections of this report define and present the existing service population for the District, describe the existing inventory of fire protection facilities as well as a list of planned facilities and determine the proportional share of planned fire facilities – and corresponding impact fees – by land use type. Finally, this report provides a brief section on impact fee program implementation and addresses the list of findings required by the *Mitigation Fee Act*.

Fire Facilities Service Population

The Rodeo-Hercules Fire Protection District serves all structures including homes, businesses, schools, hospitals, a refinery, biochemical manufacturing facilities and other miscellaneous structures in its service area. Demand for the District's services and associated facilities is measured by its service population, or the number of residents and workers within its service area. Service population reasonably represents the need for fire facilities because people requesting medical assistance generate the most calls for service. Structural fire suppression is the second most important mission of the fire department after the protection of life.

Table 1 provides estimates of the District's total service population in 2018 and 2040. 2018 is the most recent year for which demographic data for the District was available at the time of this study. Total service population is comprised of residents and employees working within the District. A map of the District is shown in **Figure 1.**

Table 1: Rodeo-Hercules Fire Protection District Service Population

	A Residents[1]	B Workers[2]	C Worker Demand Factor[3]	D = A + (B x C) Service Population
Existing Development (2018)				
City of Hercules	26,300	4,200	0.69	29,200
Town of Rodeo (uninc.)	9,800	1,000	0.69	10,500
Subtotal	36,100	5,200		39,700
New Development (2018-2040)				
City of Hercules	3,770	600	0.69	4,200
Town of Rodeo (uninc.)	1,200	100	0.69	1,300
Subtotal	4,970	700		5,500
Total Development (2040)				
City of Hercules	30,070	5,400	0.69	33,400
Town of Rodeo (uninc.)	11,000	1,100	0.69	11,800
Subtotal	41,070	6,500		45,200

Note: Figures have been rounded to the nearest hundred.

[1] Existing residential population is based on the CA DOF Table E-5 for the City of Hercules and American Community Survey Table DP05 for unincorporated Rodeo. Total population in Hercules in 2040 is based on a projection of 9,700 households from Plan Bay Area, and 3.1 residents per dwelling unit from the CA DOF. Growth for Rodeo based on 0.53% unincorporated annual growth rate implied by ABAG projections.

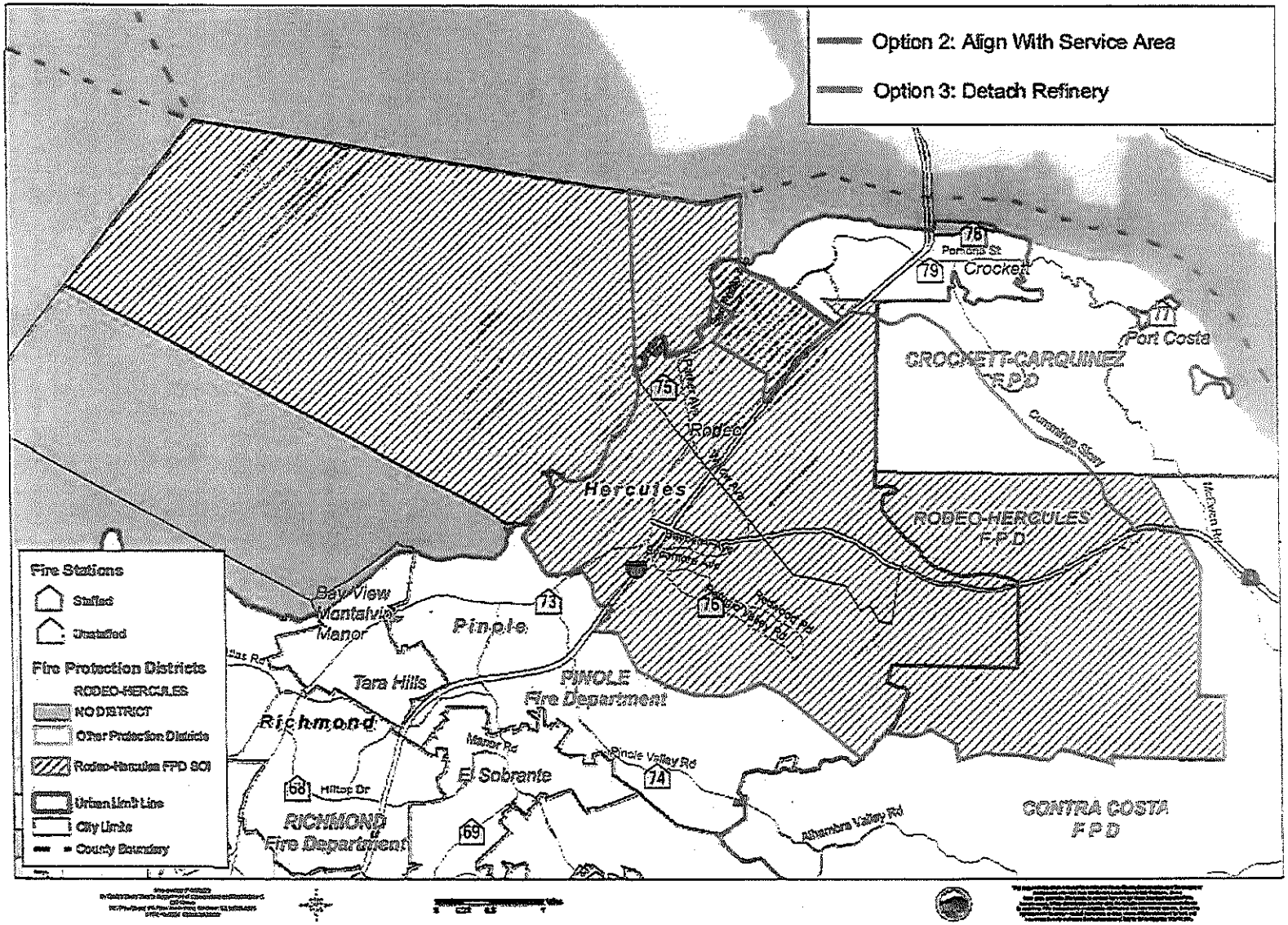
[2] Current employment based on most recent job counts for city of Hercules and Rodeo CDP as identified by OnTheMap, US Census. The growth in workers is determined by maintaining the 2018 resident to worker ratio.

[3] Service population worker demand factor based on City of Phoenix service call data weighted by the relative proportions of residential and nonresidential land use in the City.

Sources: California Department of Finance, Table E-5; Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Table DP05; U.S. Census Bureau. OnTheMap Application; Plan Bay Area 2040 Land Use Modeling Report, July 2017; Willdan Financial Services.

Figure 1

Rodeo-Hercules Fire Protection District Boundary and Coterminous Sphere of Influence



An estimate of existing residential population comes from the California Department of Finance for the City of Hercules, and the US Census' American Community Survey for unincorporated Rodeo. Total population in Hercules in 2040 is estimated based on a projection of 9,700 households from Plan Bay Area, and an assumption of 3.1 residents per dwelling unit from the CA DOF. Growth for Rodeo is based on 0.53% unincorporated annual growth rate implied by Plan Bay Area projections.

Current employment based on most recent job counts for city of Hercules and Rodeo CDP as identified by OnTheMap, US Census. The growth in workers is determined by maintaining the 2018 resident to worker ratio.

The specific 0.69 per worker weighting used here is derived from an extensive study carried out by planning staff in the City of Phoenix. Data from that study is used to calculate a per capita factor that is independent of land use patterns. It is reasonable to assume that relative demand for fire service between residents and workers does not vary substantially on a per capita basis across communities, enabling the use of this data in other communities in the documentation of a fire facilities impact fee. The Phoenix data was used for this assumption because local data collected by the District does not track whether a call services a residential versus a nonresidential location. The ratio of the worker per capita factor to the resident per capita factor is the worker demand factor shown in **Table 1**.

Land Use Types

To ensure a reasonable relationship between each fee and the type of development paying the fee, the fee schedule distinguishes between different land use types. The land use types that impact fees have been calculated for are defined below.

- **Single family:** Detached and attached one-unit dwellings, including single family homes and townhouses.
- **Multi-family:** All attached multi-family dwellings including duplexes and condominiums.
- **Accessory Dwelling Units:** Attached and detached accessory dwelling units to existing single family residences.
- **Commercial:** All commercial, retail, educational, and hotel/motel development.
- **Office:** All general, professional, and medical office development.
- **Industrial:** All manufacturing and warehouse development.
- **Hotel:** All lodging facilities providing temporary accommodation.

Some developments may include more than one land use type, such as a mixed-use development with both multi-family and commercial uses. In those cases, the facilities fee would be calculated separately for each land use type.

The District has the discretion to determine which land use type best reflects a development project's characteristics for purposes of imposing an impact fee and may adjust fees for special or unique uses to reflect the impact characteristics of the use.

Occupant Densities

All fees in this report are calculated based on dwelling units or building square feet. Occupant density assumptions ensure a reasonable relationship between the size of a development project, the increase in service population associated with the project, and the amount of the fee.

Occupant densities (residents per dwelling unit or workers per building square foot) are the most appropriate characteristics to use for most impact fees. The fee imposed should be based on the land use type that most closely represents the probable occupant density of the development.

The average occupant density factors used in this report are shown in **Table 2**. The residential density factors are based on data for the City of Hercules from the US Census' 2012-2016 American

Community Survey, Tables B25033 and B25024. The factor for accessory dwelling units was estimated by Willdan based on experience with other clients.

The nonresidential occupancy factors are based on occupancy factors found in the District's *Fire Facilities Impact Fee Study*, 2009. This study uses those factors for consistency. Note that the 2009 study did not include a category for hotel development. The employment density assumption in terms of workers per hotel room was derived based on data the same data source as the other employment density assumptions.

Table 2.2: Occupant Density

Residential		
Single Family	3.21	Residents Per Dwelling Unit
Multifamily	1.98	Residents Per Dwelling Unit
Accessory Dwelling Unit	1.50	Residents Per Dwelling Unit
Nonresidential		
Commercial	2.33	Employees per 1,000 square feet
Office	3.13	Employees per 1,000 square feet
Industrial	1.33	Employees per 1,000 square feet
Hotel (per Room)[1]	0.28	Employees per Room

[1] Assumes 1,156 square feet per employee based on SCAG Region Natelson data, and an average of 320 square feet per hotel room.

Sources: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Tables B25024 and B25033; The Natelson Company, Inc., Employment Density Study Summary Report, prepared for the Southern California Association of Governments, October 31, 2001, SCAG region data; Willdan Financial Services.

Existing Fire Facilities

The District's inventory of existing and planned fire facilities was used as part of the basis for calculating the District's facility standard. This standard is used to determine new development's fair share obligation for expanded facilities as growth occurs. The District's existing fire protection facilities described in this section currently serve the entire District.

Tables 3 through 5 provide a detailed inventory of the District's land, buildings, vehicles, apparatus and special equipment. The estimated value of the District's inventory is based on unit cost assumptions. Unit costs reflected in Tables 3, 4 and 5 include the following:

- ***Land cost per acre***. Estimated cost per acre based on the District planned land acquisition estimates.
- ***Buildings***. Estimated replacement costs.
- ***Apparatus/Vehicles/Equipment***. Estimated replacement cost of apparatus, vehicles and equipment carried on apparatus provided by the District.

Table 3 highlights the District's existing inventory of land and buildings. The District currently serves the entire service area from two stations. The District leases Station 76 from City of Hercules through a long-term lease. The district will lease this facility from the City for the foreseeable future. In total the District is served by approximately $5.5 million worth of land and buildings.

Table 3: Existing Land and Buildings

	Quantity		Unit Value[1]	Total Value
Rodeo Fire Station 75				
Land	0.25	acres	$ 387,000	$ 96,800
Building	5,413	sq. ft.	440	2,381,700
Subtotal				$ 2,478,500
Hercules Fire Station 76[2]				
Land	0.99	acres	$ 387,000	$ 383,100
Building	5,980	sq. ft.	440	2,631,200
Subtotal				$ 3,014,300
Total Value, Buildings and Land				$ 5,492,800

[1] Land values based on planned land acquisition costs.
[2] The District leases Station 76 from City of Hercules through a long-term lease. The District will lease this facility from the City for the foreseeable future. The valuation of all stations in the District is used to represent the investment that existing development has made in fire protection facilities. To exclude Station 76 would misrepresent and under count the facilities that are currently providing service to the District. All stations in the District are used to provide fire services to the District. The value of the entire system (including existing and future facilities that serve the District) at the planning horizon is used to calculate the per capita investment in fire facilities that will serve the District in 2035.

Sources: Rodeo-Hercules FPD; Willdan Financial Services.

Table 4 displays the inventory and estimated value of existing firefighting apparatus and vehicles. In total the District owns approximately $3.5 million worth of fire protection vehicles and apparatus.

Table 4: Existing Apparatus and Equipment Inventory and Valuation

Vehicle	Type	Model	Year Purchased	Current Replacement Cost
Fire Chief Vehicle (1)	Staff	Chevrolet Tahoe	2017	$ 65,000
Battalion Chief Vehicle (1)	Staff	Chevrolet Tahoe	2017	65,000
E-75	Type I	Spartan	2014	750,000
E-75A	Type I	Spartan	2000	750,000
Q-76	Quint	Smeal	2006	1,000,000
375	Type III	International	2007	400,000
376	Type III	International	2005	400,000
Utility Pick-up	Staff	Ford F-350	2005	90,000
Total				$ 3,520,000

Source: Rodeo-Hercules FPD.

Table 5 displays the District's inventory of special equipment, including information technology, training equipment, ladders, hoses, nozzles and a variety of firefighting items. In total the District

owns $1.5 million worth of special equipment.

Table 5: Existing Special Equipment Inventory

Description	Replacement Cost
Fire Equipment	
Computers and Main frame for 10 work stations	$ 50,000
Specialized hand held fire suppression equipment	11,000
Interior firefighting Live fire training simulator	45,000
Training interior ladder tower	30,000
Office Furniture	18,400
Fire suppression and large capacity water delivery Hose	72,000
Ladders	9,500
Medical equipment including, monitors and difibulators	175,000
Fire Suppression Nozzles	84,200
Portable Medical Oxygen	10,000
Physical Fitness Equipment	55,000
Radios: Base Station, Portable and Mobile	210,000
Vehicle based Mobile Data Transmission and tracking	36,000
Hydraulic and Edraulic Forcible rescue tools	195,000
Thermal imaging cameras	80,000
High and Low Angle Rescue	15,000
Personnel Protective Clothing	100,000
Self-Contained Breathing Apparatus	270,000
Hand held tools	12,000
Miscellaneous	60,000
Total:	$ 1,538,100

Source: Rodeo-Hercules FPD.

Table 6 summarizes the estimated value of the District's existing inventory of fire facilities, as shown in Tables 3, 4 and 5. The District currently owns the equivalent of approximately $10.6 million in fire protection facilities, apparatus and equipment to meet the needs of its existing service population.

Table 6: Estimated Total Value of Existing Inventory

Description		Value
Stations	$	5,492,800
Apparatus		3,520,000
Other Equipment		1,538,100
Subtotal	$	10,550,900
Total Fund Balance from District Impact Fee Program	$	224,275
Total Value of Existing Inventory	$	10,775,000

Note: Totals have been rounded.

Sources: Rodeo-Hercules FPD; Tables 3, 4 and 5, Willdan Financial Services.

Fire Facilities to Accommodate New Development

Based on an evaluation of the Departments current facility inventory and projected population growth, the District's fire protection facilities will become overextended if no additional facilities are constructed to serve new development. The planned facilities included below will ensure that the District's facilities do not become overextended because of new development. The new station is needed to meet City's General Plan response time goals. The fire district cannot adequately protect the new development proposed in the City of Hercules, which is located beyond the District's ability to satisfy the General Plan response time goal. **Figure 2** displays the District's current response times, and **Figure 3** displays the District's response times that have improved as a result of building the planned station.

Table 7 identifies the District's preliminary planned facilities. These facilities were identified by the District as facilities needed to serve new development. The cost to construct a new station is based on recent cost estimates for new fire stations in the neighboring Contra Costa Fire Protection District. Currently the District anticipates the acquisition of land and construction of a new station as necessary to serve development as it occurs in the District. The District also anticipates purchasing several apparatuses, including equipment. In total, the District has identified $12.7 million in planned fire protection facilities.

Table 7: Planned Fire Facilities

Item	Quantity		Unit Cost	Total Cost
New station construction	11,000	sq. ft.	$ 720	$ 7,920,000
Land acquisition	3.83	acres	387,467	1,484,000
Breathing Air Compressor	1	Compressor	53,000	53,000
Type 1 engine plus equipment	1	engine	850,000	850,000
Type 3 engine plus equipment	1	engine	500,000	500,000
100' ladder truck plus equipment	1	truck	1,850,000	1,850,000
Total Cost of Planned Fire Facilities				$ 12,657,000
Less Existing Fund Balance				(224,275)
Net Cost of Planned Facilities				$ 12,432,725

Note: Figures have been rounded.

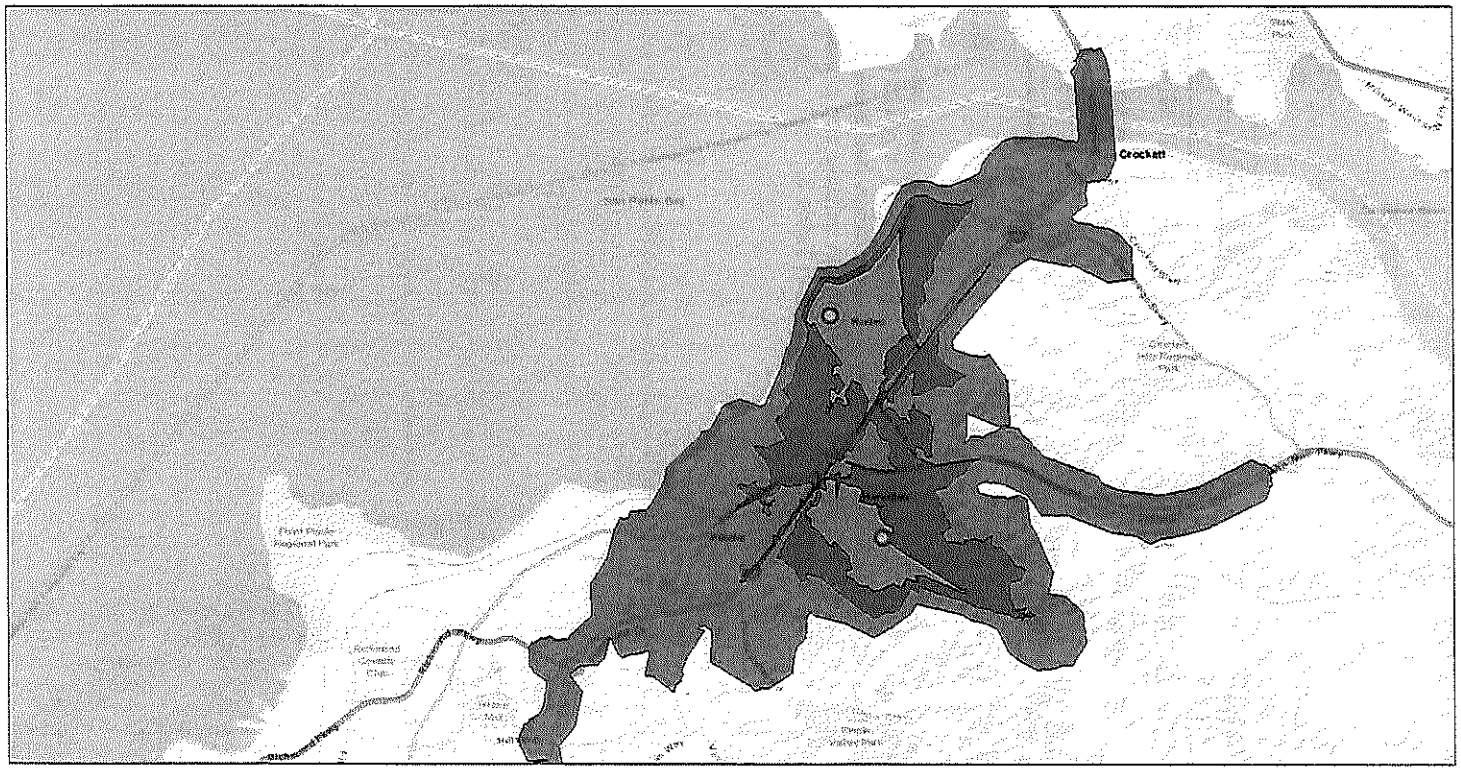
Sources: Rodeo-Hercules FPD; and Willdan Financial Services.

Fire Facility Standards

The fire facilities impact fees calculated in this report are based on a system facilities standard approach. The system standard approach calculates the level of investment that will be achieved in the District once all planned facilities are built and the service population has increased. This per capita facility standard is calculated by dividing the total investment in existing and planned facilities, by the service population at the planning horizon, and is displayed in **Table 8**.

Figure 2

Rodeo Hercules Fire - 3, 5 & 8 Minute - Current Deployment



June 8, 2018

1:68,784

0 0.75 1.5 3 mi

0 1.25 2.5 5 km

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, © OpenStreetMap contributors, and the GIS User Community

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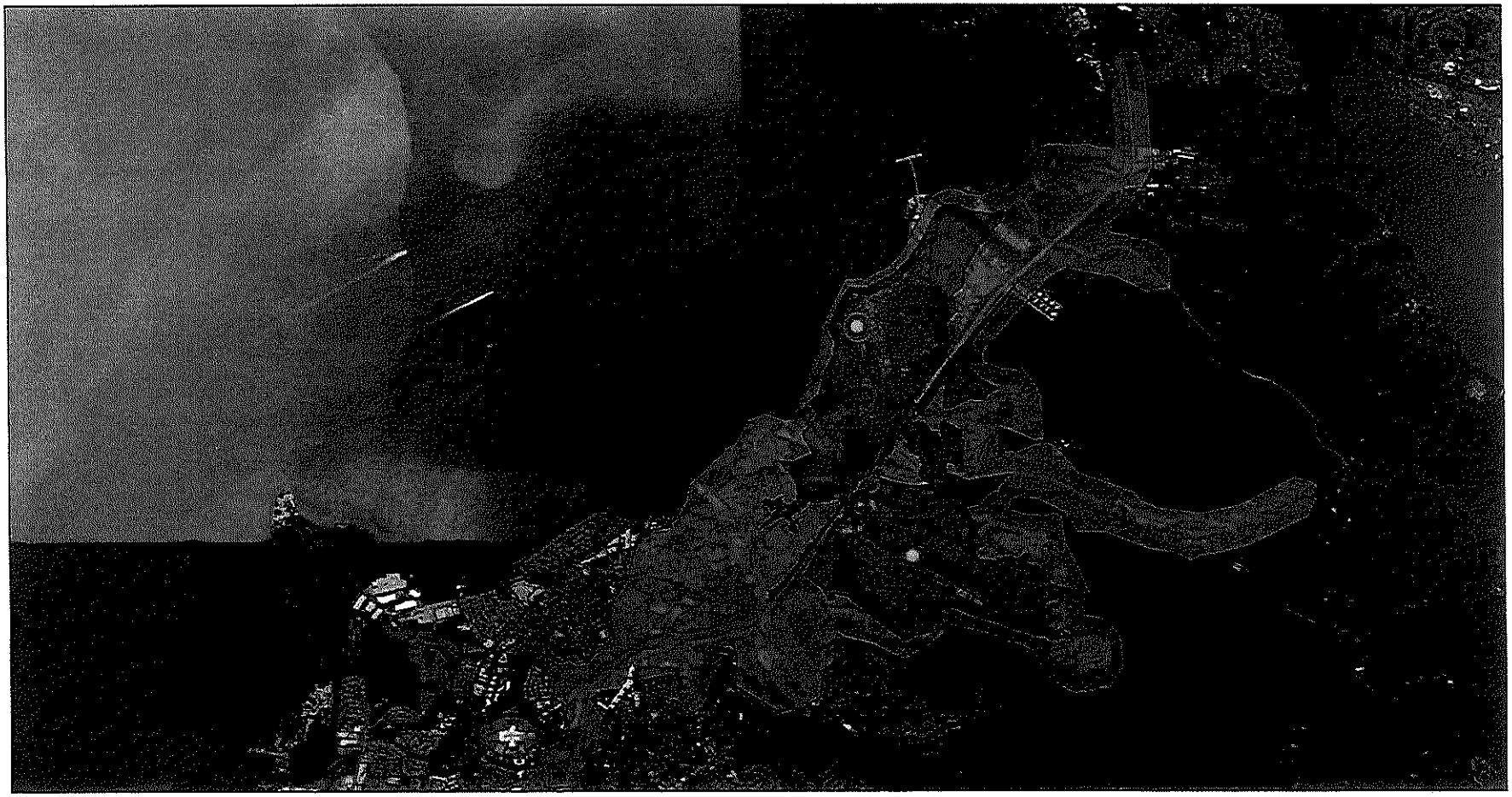
3 min. in Green
5 min. in Purple
8 min. in Tourquoise

Map 2

Rodeo Hercules Fire - 3, 5 & 8 Minute - Current Deployment



June 6, 2018

1:68,794

0 0.75 1.5 3 mi

0 1.25 2.5 5 km

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

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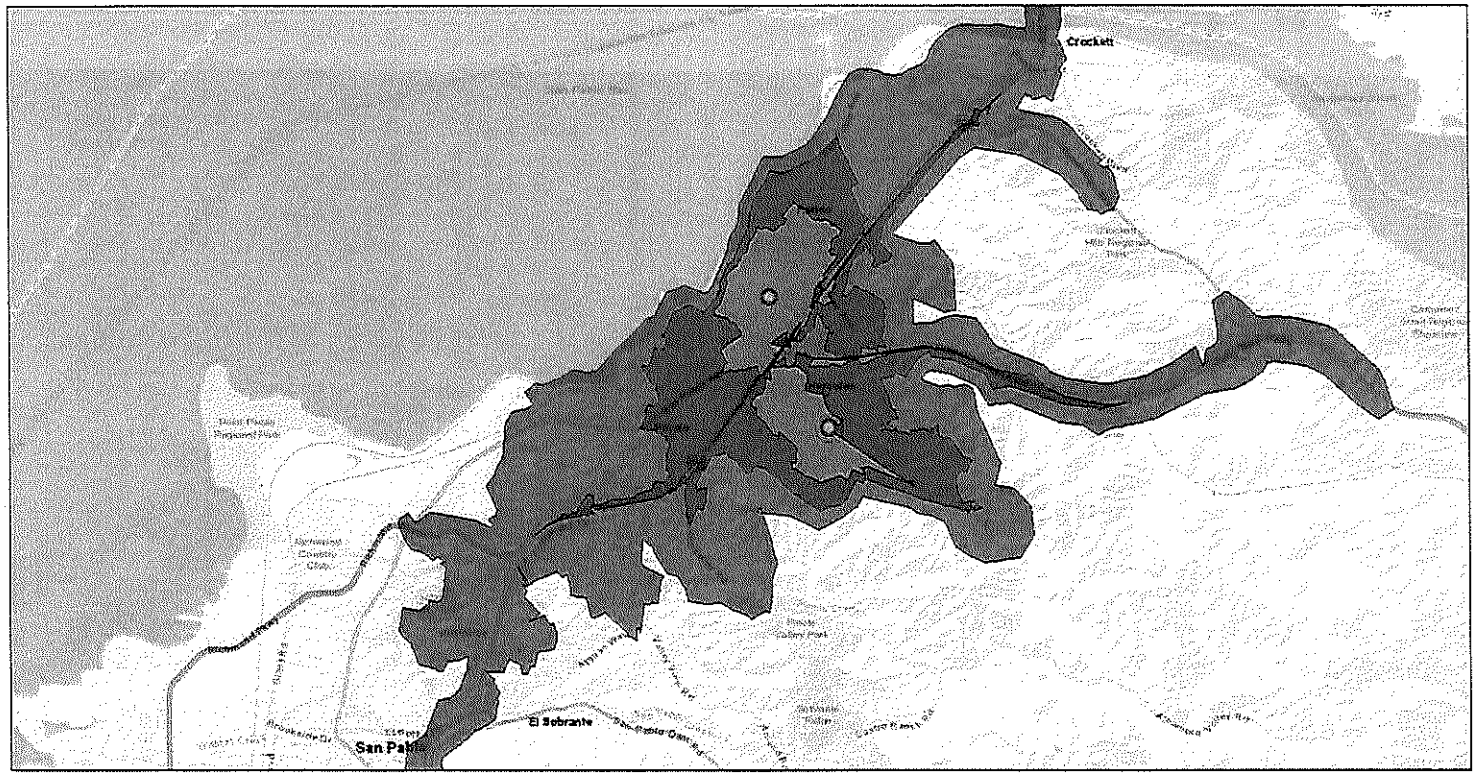
Figure 3

Rodeo Hercules Fire - 3, 5 & 8 Minute - Proposed Deployment



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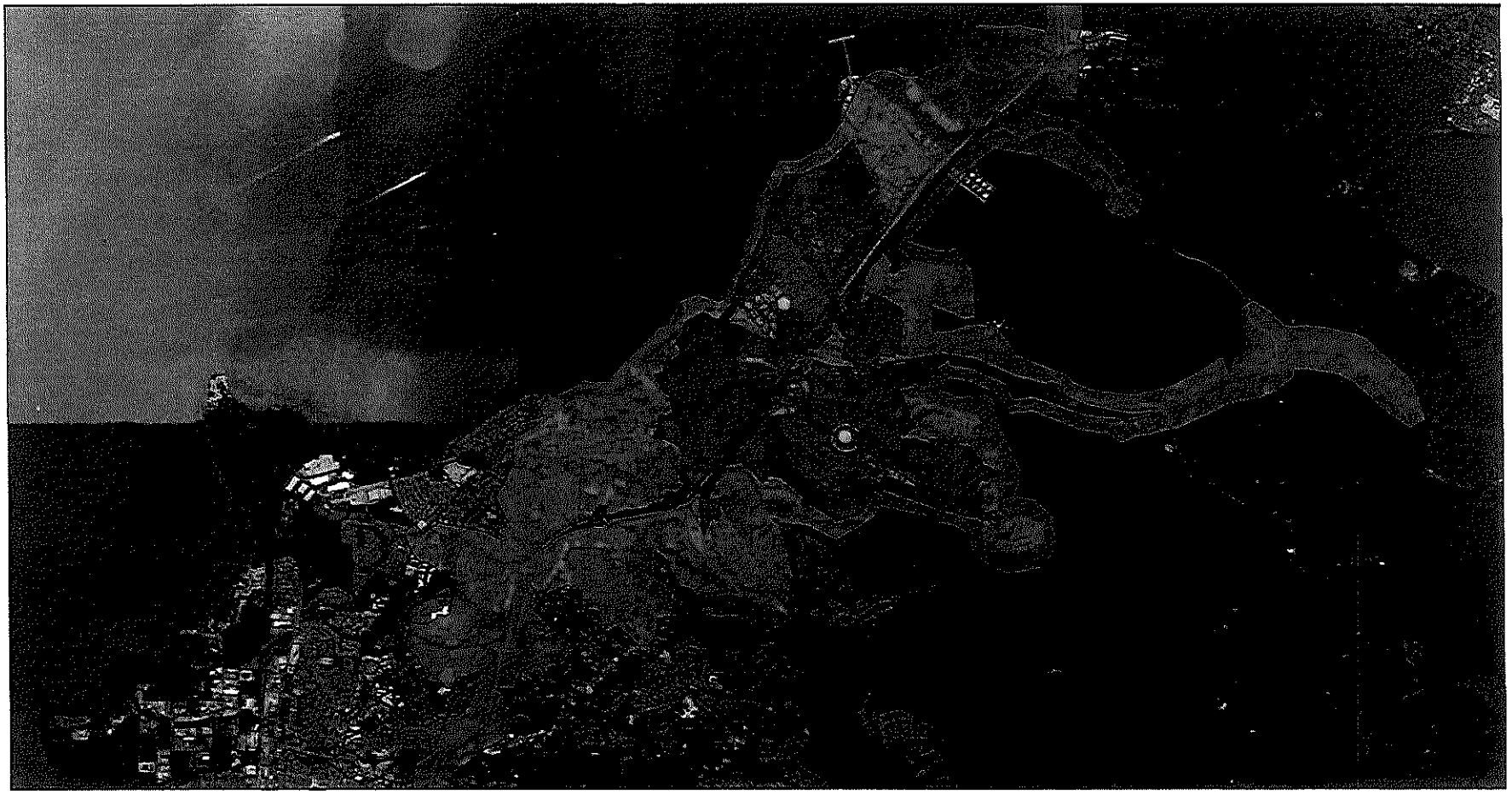
3 min. Green
5 min. Purple
8 min. Tourquoise

MAP 4

Rodeo Hercules Fire - 3, 5 & 8 Minute - Proposed Deployment



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Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Mark Pedrola

Table 8: System Plan Standard

Value of Existing Facilities		$10,550,900
Value of Planned Facilities		12,657,000
Total		$23,207,900
Future Service Population (2035)		45,200
System Plan Standard per Capita	$	513
Standard per Resident	$	513
Standard per Worker[1]		354

[1] Based on a worker weighting factor of 0.69.

Sources: Tables 1, 6 and 7; Willdan Financial Services.

The projected impact fee revenue from new development within the District is shown in **Table 9**. The bottom line of Table 9 shows that to complete future facilities as currently planned there is a need for $9.8 million in revenue from non-fee funding sources. To complete the planned facilities that represent an increase in facility standards, the District will need to identify an additional $9.8 million by the planning horizon.

Table 9: Projected Impact Fee Revenue - System Plan Standard

Net Cost of Planned Facilities	$	12,619,000
Value of Facility Standards per Capita	$	513
Service Population Growth Within District		5,500
Total Projected Fire Facilities Impact Fee Revenue	$	2,821,500
Non-Impact Fee Revenue Needed	$	9,797,500

Sources: Tabls 1, 7 and 8, Willdan Financial Services.

Alternative Funding Sources

The District recognizes that non-fee revenues will be needed to fund a portion of the planned facility costs. The District has already begun taking steps to develop alternative revenue sources to fund fire facilities. Other sources of revenue include, but are not limited to General Fund revenue, special taxes, grants and assessment districts. General Fund revenue is derived from the District's share of the constitutionally imposed one percent property tax rate. Any new or increased special tax would require two-thirds voter approval. Any new or increased assessment would require a majority property

owner approval. Any new or increased property-related charge or fee would require a majority voter approval.

Fee Schedule

Table 10 shows the maximum justified fire protection facilities fee schedule. The cost per capita is converted to a fee per unit of new development based on dwelling unit and employment densities (persons per dwelling unit or employees per 1,000 square feet of nonresidential building space) from Table 2. The total fee includes a two percent (2%) percent administrative charge to fund costs that include: a standard overhead charge applied for legal, accounting, and administrative support, and fee program administrative costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analyses.

In Willdan's experience with impact fee programs, two percent of the base fee adequately covers the cost of fee program administration. It should be reviewed and adjusted during comprehensive impact fee updates to ensure that revenue generated from the charge sufficiently covers, but does not exceed, the administrative costs associated with the fee program.

Table 10: Fire Facilities Impact Fee - System Plan Standard

Land Use	A Cost Per Capita	B Density	C = A x B Base Fee[1]	D = C x 0.02 Admin Charge[1, 2]	E = C + D Total Fee[1]	E / 1,000 Fee per Sq. Ft.
Residential (per dwelling unit)						
Single Family	$ 513	3.21	$ 1,647	$ 33	$ 1,680	
Multifamily	513	1.98	1,016	20	1,036	
Accessory Dwelling Unit	513	1.50	770	15	785	
Nonresidential (per 1,000 square feet or hotel room)						
Commercial	$ 354	2.33	$ 825	$ 17	$ 842	$ 0.84
Office	354	3.13	1,108	22	1,130	1.13
Industrial	354	1.33	471	9	480	0.48
Hotel Rooms	354	0.28	99	2	101	n/a

[1] Fee per dwelling unit (residential), per 1,000 square feet (nonresidential) or per hotel room.
[2] Administrative charge of 2.0 percent for (1) legal, accounting, and other administrative support and (2) impact fee program administrative costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analyses.

Sources: Tables 2 and 8; Willdan Financial Services

Program Implementation

The fire facilities impact fee would be collected at time of building permit issuance. Because the District does not have the statutory authority to adopt a fee, it must rely on the City Council and County Board of Supervisors for the authority within each respective jurisdiction. In addition, to implement the fee the District, in cooperation with the County and City, should:

- Seek to acquire the necessary property for new stations through purchase or dedication and maintain an updated master plan indicating fire facility standards and the types of facilities anticipated to accommodate growth;
- Identify funding sources to complement impact fee revenues to fully fund planned facilities;

- Maintain an annual Capital Improvement Program budget or another accounting mechanism to indicate where fees are being expended to accommodate growth;
- Maintain records on use of the administrative charge to justify the amount;
- Comply with the annual and five-year reporting requirements of *Government Code* Section 66001 and 66006; and
- Identify appropriate inflation indexes in the fee ordinance and allow an automatic inflation adjustment to the fee annually.

Typically, an inflation index can be based on the District's recent capital project experience or from any reputable published source. Willdan recommends using the local Construction Cost Index of the Engineering News Record. The District may also elect to use separate indexes for land and construction. Calculating the land index may require use of a property appraiser every several years. To calculate the fee increase, total planned facility costs represented by land or construction, as appropriate, should weight each index.

Mitigation Fee Act Findings

To guide the widespread imposition of development impact fees, the State Legislature adopted the *Mitigation Fee Act* (the *Act*) with Assembly Bill 1600 in 1988 and subsequent amendments. The *Act* is contained in *California Government Code* Section 66000 *et seq.* and establishes requirements for the imposition and administration of impact fee programs. The *Act* became law in January 1988 and requires local governments to document the five findings explained in the sections below when adopting an impact fee. For the fire facilities impact fee to be adopted by the County of Contra Costa (County) and by the City of Hercules on behalf of the Rodeo-Hercules Fire Protection District, the findings are summarized here and supported in detail by the report that follows. All statutory references are to the *Act*.

Purpose of Fee

For the first finding the District must:

> *Identify the purpose of the fee. (§66001(a)(1))*

The purpose of the Rodeo-Hercules Fire Protection District fire facilities impact fee is to provide a funding source from new development for capital improvements to serve that development. The fee advances a legitimate interest of the District, County and City by assuring that new development within the District is provided with adequate fire protection facilities and services.

Use of Fee Revenues

For the second finding the District must:

> *Identify the use to which the fee is to be put. If the use is financing public facilities, the facilities shall be identified. That identification may, but need not, be made by reference to a capital improvement plan as specified in Section 65403 or 66002, may be made in applicable general or specific plan requirements, or may be made in other public documents that identify the public facilities for which the fee is charged. (§66001(a)(2))*

The fire facilities impact fee will fund expanded facilities to serve new development. All planned facilities will be located within the Rodeo-Hercules Fire Protection District boundaries:

- Land for fire station and other related structures;
- Fire stations including furniture and other equipment;
- Fire apparatus including equipped engines, trucks and other vehicles;
- Medical response, hazardous materials, training, and other specialized fire fighting

equipment.
- Potential financing costs associated with the above.

Planned fire facilities are preliminarily identified in this report. Additional planning may be provided in the District's capital improvement plan and annual budgets. This report provides a preliminary description and cost estimate for planned facilities. Other planning documents may provide additional details and proposed timing for construction/acquisition of the facility.

Benefit Relationship

For the third finding the District must:

> *Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed. (§66001(a)(3))*

The District will restrict fee revenues to the acquisition of land, construction of public buildings, and the purchase of related equipment, furnishings, vehicles, and services that will serve new development and the additional residents and workers associated with that new development as part of a district-wide network of fire protection facilities and services. Thus, there is a reasonable relationship between the use of fee revenues and the residential and nonresidential types of new development that will pay the fee.

Burden Relationship

For the fourth finding the District must:

> *Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed. (§66001(a)(4))*

Service population provides an indicator of the demand for the facilities needed to accommodate growth. Service population is calculated based on residents associated with residential development and employment associated with nonresidential development. To calculate a single per capita standard, one worker is weighted less than one resident based on an analysis of the relative demand for fire facilities by land use type.

The need for the fee is based on the facility standards identified in this report and the growth in district-wide service population projected through 2035. Facilities standards represent the level of service that the District plans to provide its residents and businesses in 2035. Standards are based on the District's total existing and planned facilities allocated across the District's total service population in 2035.

See the *Fire Facilities Service Population* section, for a description of how service population and growth projections are calculated. Facility standards are described in the *Fire Facility Standards* section.

Proportionality

For the fifth finding the District must:

> *Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed. (§66001(b))*

This reasonable relationship between the fire facility impact fee for a specific development project and the cost of the facilities attributable to that project is based on the estimated size of the service population that the project will accommodate. The total fee for a specific project is based on its size

as measured by dwelling units or building square feet. The fee schedule converts the estimated service population that a development project will accommodate into a fee based on the size of the project. Larger projects of a certain land use type will have a higher service population and pay a higher fee than smaller projects of the same land use type. Thus, the fee schedule ensures a reasonable relationship between the public facility fee for a specific development project and the cost of the facilities attributable to that project.

See the *Fee Schedule* section for a description of how service population is determined for different types of land uses. The *Fee Schedule* section also presents the fire facilities impact fee schedule.

AGREEMENT BETWEEN THE COUNTY OF CONTRA COSTA AND THE RODEO-HERCULES FIRE PROTECTION DISTRICT FOR THE COLLECTION OF FIRE PROTECTION FACILITIES FEES

This Agreement is entered into between the County of Contra Costa, a political subdivision of the State of California ("County"), and the Rodeo-Hercules Fire Protection District ("District").

RECITALS

A. The District is organized under the Fire Protection District Law of 1987 (Health & Saf. Code, § 13800 et seq.) to provide fire protection services within its boundaries. Portions of unincorporated Contra Costa County, including the unincorporated community of Rodeo, are located within the District's boundaries.

B. District Resolution No. 2019-11 adopted a study establishing fire facilities impact fee amounts. The study determined that the fee amounts established by the study are the amounts necessary to mitigate the impact of new development on fire facilities within the District's boundaries.

C. The District has requested that the County collect fire facilities impact fees for new construction that occurs within any portion of unincorporated Contra Costa County that is located within the boundaries of the District, and transmit those fees to the District.

D. County Ordinance Code Chapter 818-2 authorizes the County to collect fire protection facilities fees on behalf of fire protection districts, as these districts lack the independent authority to collect development impact fees directly. (*See* 73 Ops. Cal. Atty Gen. 229 (1990).)

E. County Ordinance No. 2019-36 establishes fire protection facilities fees for that portion of unincorporated Contra Costa County that is located within the boundaries of the District, and authorizes the County to collect those fees and transmit them to the District.

F. The County and District wish to enter into an agreement that establishes the terms and conditions for the County to collect the fees authorized by County Ordinance No. 2019-36 and transmit them to the District.

NOW, THEREFORE, County and District agree as follows:

1. Definitions. For purposes of this Agreement, the following terms have the following meanings:

(a) "County Administrative Fee" means the amount of the County administrative fee specified in the Fee Ordinance.

(b) "District Administrative Fee" means the amount of the District administrative fee specified in the Fee Ordinance.

(c) "Fee Ordinance" means County Ordinance No. 2019-36, or any successor to County Ordinance No. 2019-36.

(d) "Fees" means the Fire Protection Facilities Fees, the District Administrative Fee, and the County Administrative Fee.

(e) "Fire Protection Facilities Fee" means the amount of the fire protection facilities fee specified in the Fee Ordinance.

(f) "New construction" has the following meanings:

(1) When applied to the construction of residential buildings or the installation of mobilehomes, "new construction" means construction or installation within any portion of unincorporated Contra Costa County that is located within the boundaries of the Rodeo-Hercules Fire Protection District that increases the number of dwelling units on a given lot and requires a building permit.

(2) When applied to the construction or installation of nonresidential buildings, "new construction" means construction or installation within any portion of unincorporated Contra Costa County that is located within the boundaries of the Rodeo-Hercules Fire Protection District that increases the amount of floor space for nonresidential building purposes, or that increases the number of hotel rooms, on a given lot and requires a building permit.

2. Effective Date and Term. This Agreement becomes effective on the effective date of the Fee Ordinance. Unless modified by the parties or terminated as provided herein, this Agreement will remain in effect so long as the Fee Ordinance is in effect.

3. District's Obligations.

(a) The District shall provide the County a map and physical narrative description of its political boundaries containing sufficient detail that will enable the County to determine if proposed new construction in unincorporated Contra Costa County is located within the boundaries of the District.

(b) The District is responsible for complying with all requirements established by the Mitigation Fee Act (Gov. Code, § 66000 et seq.), including but not limited to making all findings required by the Mitigation Fee Act, establishing and maintaining all accounts required by the Mitigation Fee Act, producing all reports required by the Mitigation Fee Act, and using fire protection facilities fees only for the purposes authorized by the Mitigation Fee Act.

4. County's Obligations.

(a) For all new construction that occurs within any portion of unincorporated Contra Costa County that is located within the boundaries of the Rodeo-Hercules Fire Protection District, the County shall require payment of Fees as a condition precedent to the issuance of a building permit.

(b) The County shall transmit to the District monthly all Fire Protection Facilities Fees and all District Administrative Fees collected by the County. No County Administrative Fees will be transmitted to the District.

5. Indemnification. The District shall hold the County harmless and indemnify and defend the County and its officers and employees from all actions, claims, and damages related to the Fees or the Fee Ordinance, including, without limitation, any challenge to the validity of the Fees or the Fee Ordinance, any challenge to the use of the Fees, any challenge related to compliance with the Mitigation Fee Act, and any refund of the Fees ordered by any court or other entity with jurisdiction. The District shall not attempt to recover from the County any Fees inadvertently not collected by the County. In such event, the County's inadvertent failure to collect does not excuse payment of Fees by the person, entity, or corporation responsible for paying the Fees, and the County shall cooperate with the District to secure payment of the Fees from the responsible party.

6. Termination. This Agreement may be terminated by either party upon 90 days written notice to the other, and may be terminated immediately by written mutual consent.

7. Notices. All correspondence regarding this Agreement shall be directed to the following persons at the following addresses:

COUNTY: Jason Crapo, Deputy Director
Contra Costa County Dept. of Conservation and Development
651 Pine Street., 3rd Floor, North Wing
Martinez, CA 94553

DISTRICT: Bryan Craig, Fire Chief
Rodeo-Hercules Fire Protection District
1680 Refugio Valley Road
Hercules, CA 94547

8. Severability. If any terms or provision of this Agreement is, to any extent, held invalid or unenforceable, the remainder of this Agreement shall not be affected.

9. Entire Agreement. This Agreement contains the entire agreement between the parties and all prior understandings or agreements, oral or written, regarding this matter are superseded. This Agreement shall not be modified except by written mutual agreement signed by the parties.

10. Governing Law and Venue. This Agreement shall be governed in all respects by the laws of the State of California.

DISTRICT: COUNTY:

By:_____ By:_____

RESOLUTION 2019-11

RESOLUTION OF THE RODEO-HERCULES FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REQUESTING IMPLEMENTATION BY THE COUNTY OF CONTRA COSTA FOR FIRE FACILITIES IMPACT FEES TO IMPLEMENT THEIR RESPECTIVE GENERAL PLAN GOALS, POLICIES AND OBJECTIVES FOR ASSURING ADEQUATE FIRE PROTECTION ASSOCIATED WITH NEW DEVELOPMENT

A RESOLUTION TO ADOPT THE RODEO - HERCULES FIRE PROTECTION DISTRICT FIRE FACILITIES IMPACT FEE STUDY AND FEE AMOUNTS.

WHEREAS, the Rodeo – Hercules Fire Protection District ("District") provides Fire and Rescue Services to approximately 25 square miles of unincorporated and incorporated Contra Costa County with an approximate service population of nearly 40,000. This service area includes the unincorporated community of Rodeo, and the City of Hercules. The District currently imposes a fire facilities impact fee to support ongoing demands for fire services and the facilities needs to provide such service; and

WHEREAS, per the *Mitigation Fee Act* (Government Code Section 66000 *et. seq.*), cities hold the legal authority to impose fees on behalf of the District within their city limits. In unincorporated areas however, the County, rather than the District, has legal authority to impose impact fees; and

WHEREAS, in response to ongoing demands for service and the facilities needed to provide service, the Rodeo-Hercules Fire Protection District Board of Directors commissioned a "Fire Facilities Impact Fee Study" (FIFS) by Willdan Financial Services, a private financial consulting firm, dated August 16, 2018, consistent with the provisions of Government Code Section 66000 *et. seq.* including section 66001, to analyze methods to update and implement a fire facilities impact fee as authorized by Health and Safety Code section 13861(f), a portion of the Fire Protection Law of 1987, Health and Safety Code section 13800 et seq., (the "Act"); and

WHEREAS, a report has been completed by Willdan Financial Services entitled "Fire Facilities Impact Fee Study," a copy of which is attached as Exhibit "A" to this Resolution, setting forth methods to update and implement a fire facilities impact fee that would include both the County and the City and making findings, which are consistent with provisions of Government Code Section 66000 *et. seq.* concerning the need, implementation, and use of such a fee by the District: and

WHEREAS, at a duly noticed regular meeting of the Board of Directors, the District Board accepted and adopted the Willdan Financial Services report entitled "Fire Facilities Impact Fee Study," dated August 16, 2018; and

WHEREAS, Government Code Section 66001 requires a local government to document the necessary five findings: Purpose of Fee, Use of Revenues, Benefit Relationship, Burden Relationship, and Proportionality; and

WHEREAS, the 2018 FIFS supports the need for mitigation fees in the amount of $1,680 per Residential unit, $1,036 per Multi-Family Residential unit, $0.84/ft. Commercial, $1.13/ft. Office, $0.48/ft. Industrial for new enclosed/habitable construction including miscellaneous buildings and garages and $0.10/ft. for Hotel/Motel Rooms; and

RESOLUTION 2019-11

WHEREAS, The City Council of the City of Hercules disagreed with the findings of the Engineers report and reduced the Fire Facilities Impact Fees to 80%, except for hotel, of the proposed amounts stated here; and

WHEREAS, as the County (consistent with its General Plan) and the City (consistent with its General Plan) have adopted Developer Fee Resolutions to assure adequate fire protection for new development, it is in the best interest of the District to request the County and the City to update those Resolutions or Ordinances, respectively through the adoption of the Fire Facilities Impact Fee described in the attached report.

NOW, THEREFORE, the Board of Directors of the Rodeo - Hercules Fire Protection District does hereby declare, find, resolve, approve, and adopt the 2018 FIFS and the Board of Directors establishes the Impact Fee for new development in the Rodeo - Hercules Fire Protection District, as follows

1. That there is a present and ongoing need to maintain and enhance the District's level of fire protection services and facilities within the District occasioned by existing and new development; and
2. That an Impact Fee is established equal to $1,344, per Residential unit $828.80 per Multi-family Residential unit, $625. per Accessory Dwelling Unit, $0.672/ft. Commercial, $0.904/ft. Office, $0.384/ft. Industrial for new enclosed/habitable construction including miscellaneous buildings and garages, and $101.00 hotel/motel room, effective 60 days from the signed date of this resolution; and
3. That annually as part of the budget process, the Fire Chief shall review the estimated cost of the described capital improvements, the need for those improvements, and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which the Fire Facilities Impact Fee is charged; and
4. That the Fire Facilities Impact Fee will have an automatic annual adjustment based on the "construction cost index" or the "consumer price index," whichever is higher, to keep up with the cost of inflation on the cost of the capital projects, but not less than the fees stated in the 2018 Engineer's Report; and
5. That the Fire Facilities Impact fee established by this Resolution shall replace the previous Fire Facilities Impact Fee adopted by the District.

Publication and Effective Date

This Resolution shall be published in accordance with applicable law, by one or more of the following methods:

1. Posting the entire Resolution in at least three (3) public places in the Rodeo – Hercules Fire Protection District, within fifteen (15) days after its passage and adoption; or

2. Publishing the entire Resolution at least once in the West County Times, a newspaper of general circulation published in the County of Contra Costa within fifteen (15) days after its passage and adoption; or

3. Publishing a summary of the Resolution in the West County Times and posting a certified copy of the entire Resolution in the District office of the Rodeo – Hercules Fire Protection District at least five (5) days prior to the passage and adoption, and a second time within fifteen (15) days after its passage and adoption, along with the names of those Board Members voting for and against the Resolution.

b. This Resolution shall go into effect thirty (30) days after the date of its passage and adoption.

RESOLUTION 2019-11

APPROVED AND ADOPTED THE FOREGOING RESOLUTION was first read at a regular meeting of the Rodeo –Hercules Fire Protection District on the 1st day of October 2019, and was passed and adopted at a regular meeting of the Rodeo – Hercules Fire Protection District Board of Directors on the 1st day of October 2019, by the following vote:

AYES: Covington, Gabriel, Hill, Thorpe
NOES: None
ABSENT: Prather
ABSTAIN: None

Chairman of the Board
Rodeo – Hercules Fire Protection District

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: Cost Confirmation Hearing for Real Property Located at 982 Kelvin Road, El Sobrante, CA 94803

RECOMMENDATION(S):

OPEN the hearing of the costs of abating a public nuisance on the real property located at 982 Kelvin Road, El Sobrante, California, Contra Costa County (APN: 426-122-014);

RECEIVE and CONSIDER the attached itemized report on the abatement costs and any objections thereto from the property owner or other persons with a legal interest in the property; and CLOSE the hearing.

DETERMINE the cost of all abatement work and all administrative costs to be $3,882.20.

ORDER the itemized report confirmed and DIRECT that it be filed with the Clerk of the Board of Supervisors.

ORDER the costs to be specially assessed against the above-referenced property and AUTHORIZE the recordation of a Notice Of Abatement Lien.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jason Crapo, 925.674.7722

cc:

FISCAL IMPACT:

No net fiscal impact. The costs as determined above will be added to the tax roll as a special assessment on this property and will be collected at the same time and in the same manner as ordinary County taxes are collected.

BACKGROUND:

Contra Costa County Ordinance Code Article 14-6.4 and California Government Code Section 25845 authorize the recovery of abatement costs in public nuisance cases, the recordation of a Notice of Abatement Lien, and inclusion of abatement costs on the tax roll as a special assessment, upon approval of the Board of Supervisors.

The Notice and Order to Abate was posted on the above-referenced property in the unincorporated area of El Sobrante for a property whose premises contained overgrown vegetation and weeds over 18 inches in height throughout the property, and was serviced on the property owner and all person known to be in possession of the property by certified mail on July 25, 2019.

The property owner did not file an appeal of the Notice and Order to Abate. The County Abatement Officer abated the nuisance on August 13, 2019.

The property owner was billed for the actual cost of the abatement and all administrative costs. The bill was sent by first class mail to the property owner on August 15, 2019. The property owner did not pay the bill within 45 days of the date of the mailing.

Notice of this Cost Hearing was sent to the property owner via certified mail by the Clerk of the Board. For proof of service, see Clerk of the Board at 651 Pine Street, Room 106, Martinez, CA.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the County will not be able to recover costs for abatement on code violations for this property.

ATTACHMENTS

Itemized Abatement Costs

Before and After Photos

CONTRA COSTA COUNTY

DATE: November 5, 2019

TO: Clerk of the Board

FROM: Department of Conservation & Development
By: Matthew Webster, Building Inspector I

RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Tomita Michael Allen

POSSESSOR: N/A

MORTGAGE HOLDER: N/A

ABATEMENT ORDERED DATE: July 25, 2019

ABATEMENT COMPLETED DATE: August 13, 2019

SITE ADDRESS: 982 Kelvin Road, El Sobrante, CA
APN#: 426-122-014

PROPERTY DESCRIPTION: Residential

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

ITEM	**EXPLANATION**
COST	
Notice to Comply (include first 2 inspections)	$ 250.00
Site Visits (6 x $100 @)	$ 600.00
Recording Fee	$ 17.00
PIRT (Title Search)	$ 150.00
Certified Letter & Regular Mailings	$ 30.20
Photos	$ 10.00
Contractor hired for abatement	$ 2,425.00
Final Site Inspection to Confirm Compliance	200.00
Compliance Report and Board Hearing	$ 200.00
TOTAL	**$ 3,882.20**

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.

982 Kelvin Rd.
El Sobrante, CA

Before Photos

982 Kelvin Rd.
El Sobrante, CA

After Photos

982

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: Cost Confirmation Hearing for Real Property Located at 6253 Bay View Ave., San Pablo, CA 94806

RECOMMENDATION(S):

OPEN the hearing of the costs of abating a public nuisance on the real property located at 6253 Bay View Ave., San Pablo, California, in unincorporated Contra Costa County (APN: 419-111-004);

RECEIVE and CONSIDER the attached itemized report on the abatement costs and any objections thereto from the property owner or other persons with a legal interest in the property; and CLOSE the hearing.

DETERMINE the cost of all abatement work and all administrative costs to $1,931.20.

ORDER the itemized report confirmed and DIRECT that it be filed with the Clerk of the Board of Supervisors.

ORDER the costs to be specially assessed against the above-referenced property and AUTHORIZE the recordation of a Notice Of Abatement Lien.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Jason Crapo, 925.674.7722

By: , Deputy

cc:

FISCAL IMPACT:

No net fiscal impact. The costs as determined above will be added to the tax roll as a special assessment on this property and will be collected at the same time and in the same manner as ordinary County taxes are collected.

BACKGROUND:

Contra Costa County Ordinance Code Article 14-6.4, and California Government Code Section 25845 authorize the recovery of abatement costs in public nuisance cases, the recordation of a Notice of Abatement Lien, and inclusion of abatement costs on the tax roll as a special assessment, upon approval of the Board of Supervisors.

The Notice and Order to Abate was posted on the above-referenced property in the unincorporated area of San Pablo for a property whose premises contained an accumulation of appliances, trash, debris and other items of personal property being stored in the carport, and was serviced on the property owner and all person known to be in possession of the property by certified mail on August 8, 2019.

The property owner did not file an appeal of the Notice and Order to Abate. The County Abatement Officer abated the nuisance on August 19, 2019.

The property owner was billed for the actual cost of the abatement and all administrative costs. The bill was sent by first class mail to the property owner on August 29, 2019. The property owner did not pay the bill within 45 days of the date of mailing.

Notice of this Cost Hearing was sent to the property owner via certified mail by the Clerk of the Board. For proof of service, see Clerk of the Board at 651 Pine Street, Room 106, Martinez, CA.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the County will not be able to recover costs for abatement on code violations for this property.

ATTACHMENTS

Itemized Abatement Costs

Before and After Photos

CONTRA COSTA COUNTY

DATE: November 5, 2019

TO: Clerk of the Board

FROM: Department of Conservation & Development
By: Matthew Webster, Building Inspector I

RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Jeff D. and June Gray

POSSESSOR: N/A

MORTGAGE HOLDER: N/A

ABATEMENT ORDERED DATE: August 8, 2019

ABATEMENT COMPLETED DATE: August 19, 2019

SITE ADDRESS: 6253 Bay View Avenue, San Pablo, CA
APN#: 419-111-004

PROPERTY DESCRIPTION: Residential

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

ITEM	**EXPLANATION**
COST	
Notice to Comply (include first 2 inspections)	$ 250.00
Site Visits (6 x $100 @)	$ 600.00
Recording Fee	$ 17.00
PIRT (Title Search)	$ 150.00
Certified Letter & Regular Mailings	$ 29.20
Photos	$ 10.00
Contractor hired for abatement	$ 475.00
Final Site Inspection to Confirm Compliance	200.00
Compliance Report and Board Hearing	$ 200.00
Total	**$ 1,931.20**

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.

6253 Bay View Avenue

San Pablo, CA 94806

Before Photos

CRAFTSMAN

6253 Bay View Avenue

San Pablo, CA 94806

After Photos

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: HEARING TO CONSIDER THE PROPOSED FORMATION OF ZONE 1007 IN THE COUNTY SERVICE AREA OF P-6 IN THE PACHECO AREA OF THE COUNTY (DISTRICT V)

RECOMMENDATION(S):

1. OPEN the hearing on the proposed formation of Zone 1007 within County Service Area P-6; CONSIDER all oral and written comments; and CLOSE the hearing.

2. DETERMINE whether a majority protest of the voters residing within the boundaries of proposed Zone 1007 exists pursuant to Government Code Section 25217.1(b)(1). In the event that the Board determines a majority protest exists, TERMINATE the proceedings.

3. If the Board determines a majority protest does not exist, ADOPT Resolution No. 2019/643, attached hereto, establishing Zone 1007 of County Service Area P-6 subject to voter approval of a special tax to fund police protection services within the zone.

FISCAL IMPACT:

The cost of establishing the Police Service District and the election is paid for by the developer of the subdivision.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc: Rosa Mena

BACKGROUND:

Per the conditions of approval for Subdivision No. #9466 (County File #SD17-9466), prior to recording the final map for the subdivision, the subdivider is required to establish a special police services tax district for the subdivision in order to provide additional funding to augment police services in the area of the subdivision. The property to be placed within the special tax district consists of a 0.49-acre site located at 214 Center Avenue in the Pacheco area of the County.

On November 5, 2019, the Board granted conceptual approval for a February 11, 2020, ballot measure seeking approval of a special tax to fund an increase in the level of police protection services that is provided in the Pacheco area of the County.

On November 5, 2019, the Board approved Resolution No. 2019/609, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6. The proposed zone would serve as the vehicle to collect special taxes within the proposed zone if a special tax measure is approved by voters on February 11, 2020.

Pursuant to Government Code Section 25217.1, subdivision (a), at the public hearing, the Board is required to hear and consider any protests to the formation of the zone. Pursuant to Government Code Section 25217.1, subdivision (b)(1), in the case of inhabited territory, if at the conclusion of the public hearing, the Board determines that more than 50 percent of the total number of voters residing within the proposed zone have filed written objections to the formation, then the Board shall determine that a majority protest exists and terminate the proceedings.

If there is no majority protest, the Board may continue the proceedings to form the zone by adopting Resolution No. 2019/643, which would establish Zone 1007 subject to voter approval of the special tax. A separate hearing is also scheduled for December 10, 2019, to consider the adoption of an ordinance authorizing the levy of the tax.

CONSEQUENCE OF NEGATIVE ACTION:

Zone 1007 would not be formed and the subdivider would be unable to comply with the conditions of approval for the project. Additionally, the subdivider would be unable to record the final map for the subdivision.

ATTACHMENTS

Exhibit A - Legal Description

Exhibit B - Plat Map

Resolution No. 2019/609

EXHIBIT "A"
LEGAL DESCRIPTION
(APN 125-120-017)

THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE UNINCORPORATED AREA OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PORTION OF AN IRON PIPE SET ON THE NORTH LINE OF HIGH STREET DISTANT THEREON SOUTH 89° 16' WEST 58.05 FEET FROM ITS INTERSECTION WITH THE WEST LINE OF THE OLD COUNTY ROAD FROM MARTINEZ TO PACHECO, THENCE ALONG SAID NORTH LINE OF HIGH STREET SOUTH 89° 16' WEST 196.25 FEET, THENCE LEAVING SAID LINE NORTH 1° 20' WEST 112 FEET, THENCE NORTH 0° 46' EAST 11.29 FEET, THENCE SOUTH 88° 52' EAST 128.95 FEET, THENCE SOUTH 59° 26' EAST 26.04 FEET, THENCE SOUTH 49° 43' EAST 23.38 FEET, THENCE SOUTH 33° 47' EAST 40.91 FEET, THENCE SOUTH 6° 55' EAST 56.26 FEET TO THE POINT OF BEGINNING.

PREPARED BY LUK AND ASSOCIATES

JACQUELINE LUK, PLS 8934

DATE: 08/20/2019

LICENSED LAND SURVEYOR
JACQUELINE LINGWEI LUK
PLS 8934
STATE OF CALIFORNIA

EXHIBIT "B"

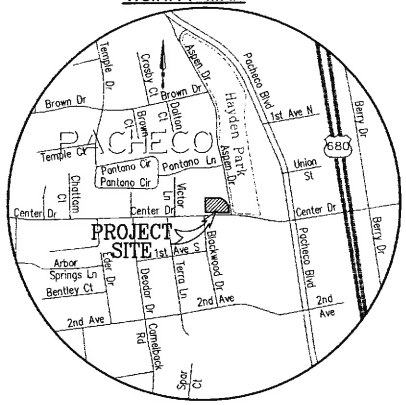
SUBDIVISION 9466

BEING A SUBDIVISION OF THE PARCEL OF LAND DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JANUARY 19, 2005 AS INSTRUMENT NO. 2005-0019637, CONTRA COSTA COUNTY RECORDS

CONTRA COSTA COUNTY – CALIFORNIA

Prepared By
Luk and Associates
Civil Engineers – Land Planners – Land Surveyors
738 Alfred Nobel Drive
Hercules, California 94547
AUGUST 2019

VICINITY MAP



REFERENCES

(R1) SUBDIVISION 5602, FILED JANUARY 15, 1981, IN BOOK 248 OF MAPS, AT PAGES 25 THROUGH 27, INCLUSIVE, IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY.

(R2) PARCEL MAP, FILED OCTOBER 5, 1979, IN BOOK 81 OF PARCEL MAPS, AT PAGES 41 TO 41, IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY.

(R3) GRANT DEED RECORDED JANUARY 19, 2005 AS DOCUMENT NUMBER 2005-0019637, OFFICIAL RECORDS OF CONTRA COSTA COUNTY

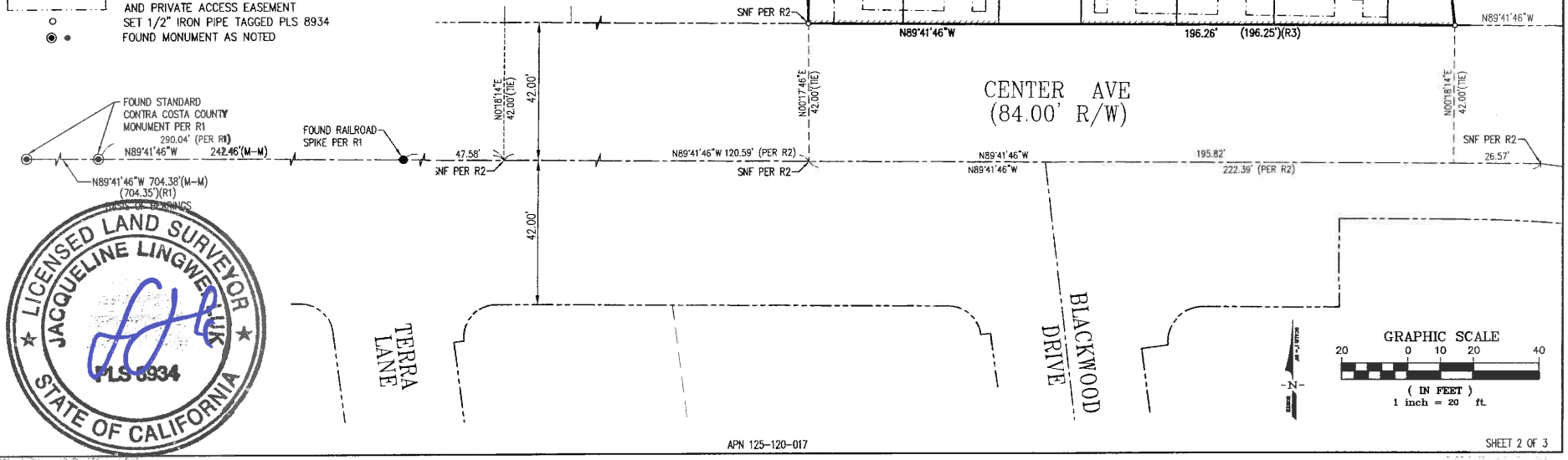
BASIS OF BEARINGS

FOUND STANDARD CONTRA COSTA COUNTY STREET MONUMENTS ALONG CENTER AVENUE AS SHOWN ON THAT CERTAIN MAP ENTITLED "SUBDIVISION 5602", FILED JANUARY 15, 1981, IN BOOK 248 OF MAPS, AT PAGES 25 THROUGH 27, INCLUSIVE, IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY. TAKEN AS NORTH 89°41'46" WEST.

LEGEND

SYMBOLS	DESCRIPTION
	BOUNDARY – SUBJECT PROPERTY
	RIGHT OF WAY LINE
	ADJOINER PROPERTY LINE
	CENTERLINE
	PROPOSED LOT LINE
	TIE LINE
	PROPOSED PRIVATE STORMWATER EASEMENT (PSE)
	PROPOSED RELINQUISHEMENT OF ABUTTERS VEHICULAR ACCESS RIGHTS
	PROPOSED EMERGENCY VEHICLE ACCESS AND PRIVATE ACCESS EASEMENT
○	SET 1/2" IRON PIPE TAGGED PLS 8934
◉ ●	FOUND MONUMENT AS NOTED

SYMBOLS	DESCRIPTION
(T)	TOTAL
(162.63')	RECORD INFORMATION
APN	ASSESSOR'S PARCEL NUMBER
SNF	SEARCHED FOR, NOT FOUND
R2	RECORD REFERENCE
R/W	RIGHT OF WAY
(M–M)	MONUMENT TO MONUMENT
SF	SQUARE FEET
DOC. NO.	DOCUMENT NUMBER
±	MORE OR LESS



LICENSED LAND SURVEYOR
JACQUELINE LINGWEILUK
PLS 8934
STATE OF CALIFORNIA

APN 125-120-017

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 11/05/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/609

RESOLUTION OF INTENTION TO FORM ZONE 1007 OF COUNTY SERVICE AREA P-6 IN THE PACHECO AREA

The Board of Supervisors of Contra Costa County RESOLVES:

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the Pacheco area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.

2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.

3. The formation of Zone 1007 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.

4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.

5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.

6. The name proposed for the zone is "Zone 1007" of CSA P-6.

NOW, THEREFORE, BE IT RESOLVED THAT at 9:30 a.m. on December 10, 2019, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 1007 of CSA P-6. The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

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

ATTESTED: November 5, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: HEARING TO CONSIDER THE PROPOSED FORMATION OF ZONE 2905 IN THE COUNTY SERVICE AREA OF P-6 IN THE UNINCORPORATED AREA OF LAFAYETTE (DISTRICT V)

RECOMMENDATION(S):

1. OPEN the hearing on the proposed formation of Zone 2905 within County Service Area P-6; CONSIDER all oral and written comments; and CLOSE the hearing.

2. DETERMINE whether a majority protest of the voters residing within the boundaries of proposed Zone 2905 exists pursuant to Government Code Section 25217.1(b)(1). In the event that the Board determines a majority protest exists, TERMINATE the proceedings.

3. If the Board determines a majority protest does not exist, ADOPT Resolution No. 2019/645, attached hereto, establishing Zone 2905 of County Service Area P-6 subject to voter approval of a special tax to fund police protection services within the zone.

FISCAL IMPACT:

The cost of establishing the Police Service District and the election is paid for by the developer of the subdivision.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc: Rosa Mena

BACKGROUND:

Per the conditions of approval for Subdivision No. #9429 (County File #SD16-9429), prior to recording the final map for the subdivision, the subdivider is required to establish a special police services tax district for the subdivision in order to provide additional funding to augment police services in the area of the subdivision. The property to be placed within the special tax district consists of a 7.68-acre site located at 3198 Gloria Terrace in the unincorporated area of Lafayette.

On November 5, 2019, the Board granted conceptual approval for a February 11, 2020, ballot measure seeking approval of a special tax to fund an increase in the level of police protection services that is provided in the unincorporated area of Lafayette.

On November 5, 2019, the Board approved Resolution No. 2019/610, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6. The proposed zone would serve as the vehicle to collect special taxes within the proposed zone if a special tax measure is approved by voters on February 11, 2020.

Pursuant to Government Code Section 25217.1, subdivision (a), at the public hearing, the Board is required to hear and consider any protests to the formation of the zone. Pursuant to Government Code Section 25217.1, subdivision (b)(1), in the case of inhabited territory, if at the conclusion of the public hearing, the Board determines that more than 50 percent of the total number of voters residing within the proposed zone have filed written objections to the formation, then the Board shall determine that a majority protest exists and terminate the proceedings.

If there is no majority protest, the Board may continue the proceedings to form the zone by adopting Resolution No. 2019/645, which would establish Zone 2905 subject to voter approval of the special tax. A separate hearing is also scheduled for December 10, 2019, to consider the adoption of an ordinance authorizing the levy of the tax.

CONSEQUENCE OF NEGATIVE ACTION:

Zone 2905 would not be formed and the subdivider would be unable to comply with the conditions of approval of the project. The subdivider would be unable to record the final map for the subdivision.

ATTACHMENTS

Exhibit A - Legal Description

Exhibit B - Plat Map

Resolution No. 2019/610

"EXHIBIT A"

The land referred to is situated in the unincorporated area of the County of Contra Costa, State of California, and is described as follows:

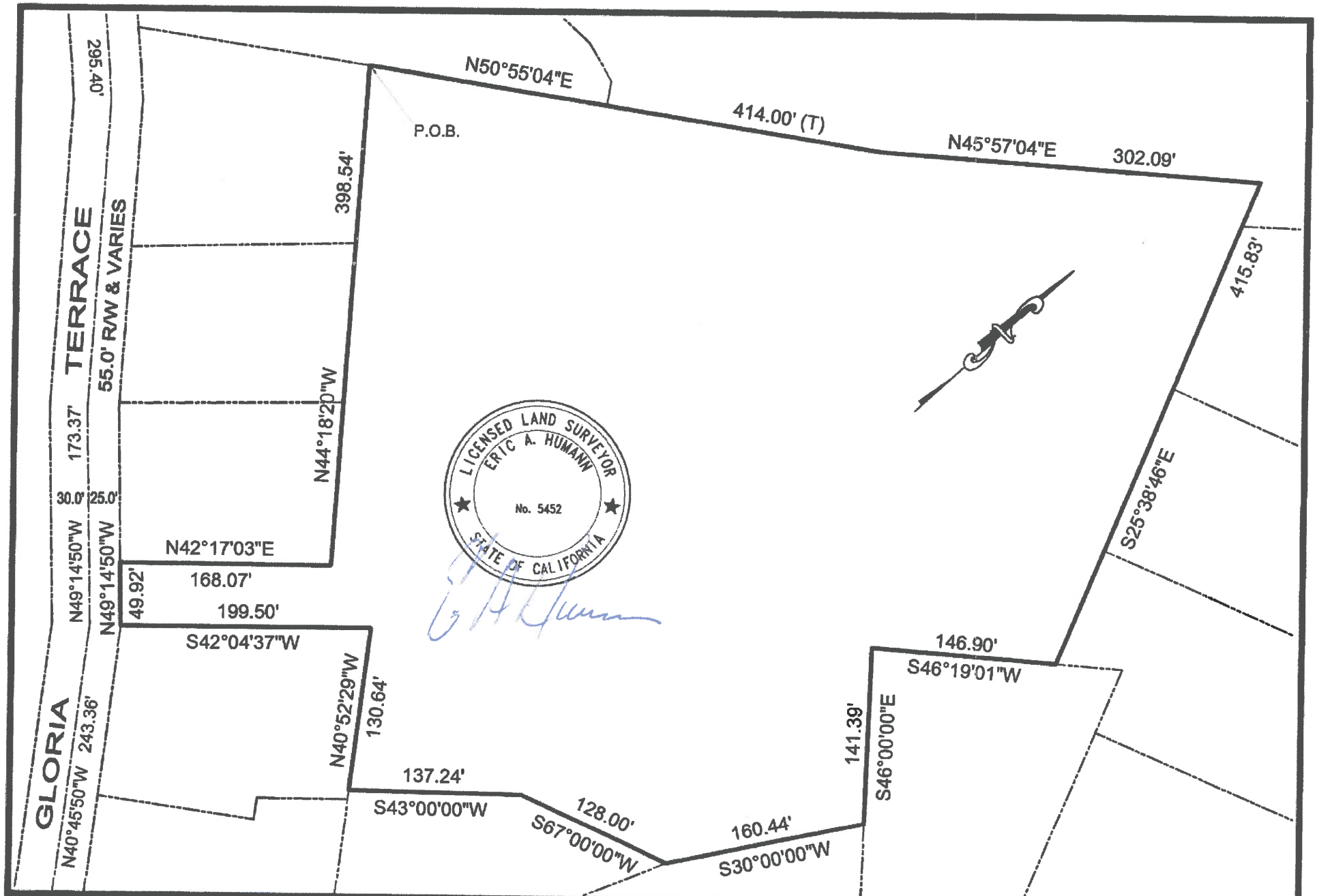
All of the parcel of land described in the deed from the Layton Family Trust to Gloria Terrace, LLC recorded August 21, 2017, under Doc 2017-0150919, Contra Costa County Official records, and all of Parcel C as shown on that certain Parcel Map filed on September 19, 1972, in the Office of County Recorder of Contra Costa County, in Book 24 of Parcel Maps, at Page 16, described as follows:

Beginning at the northwest corner of said Gloria Terrace, LLC parcel, thence along the exterior boundary of said Gloria Terrace, LLC parcel as follows: North 50°55'04" East, 414.00 ft; North 45°57'04 East, 302.09 ft; South 25°38'46" East, 415.83 ft; South 46°19'01 West, 146.90 ft to the northeast corner of said Parcel C, thence along the exterior boundary of said Parcel C as follows: South 46°00'00" East, 141.39 ft; South 30°00'00" West, 160.44 ft; South 67°00'00" West, 128.00 ft; South 43°00'00" West, 137.24 ft; North 40°52'29 West, 130.64 ft. to the South line of said Gloria Terrace LLC parcel, thence along the exterior boundary of said Gloria Terrace, LLC parcel as follows: South 42°04'37" West, 199.50 ft; North 49°14'50" West, 49.92 ft; North 42°17'03" East, 168.07 ft; North 44°18'20" West, 398.54 ft. to the **point of beginning**.

Containing 334,645 sq. ft. more or less.

Exhibit B attached hereto and by this reference made part thereof.

LICENSED LAND SURVEYOR
ERIC A. HUMANN
No. 5452
STATE OF CALIFORNIA



HUMANN COMPANY INC.
ENGINEERING – SURVEYING
1021 BROWN AVE. LAFAYETTE, CA 94549
PH (925)283-5000 FAX (925)283-3578

EXHIBIT B
GLORIA TERRACE ESTATES
APN 166-200-032 AND 166-210-008
LAFAYETTE * CONTRA COSTA COUNTY * CALIFORNIA

SCALE	1"= 100'
DATE	08/06/19
JOB NO.	15012

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 11/05/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/610

RESOLUTION OF INTENTION TO FORM ZONE 2905 OF COUNTY SERVICE AREA P-6 IN THE UNINCORPORATED AREA OF LAFAYETTE

The Board of Supervisors of Contra Costa County RESOLVES:

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the unincorporated Lafayette area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.

2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.

3. The formation of Zone 2905 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.

4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.

5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.

6. The name proposed for the zone is "Zone 2905" of CSA P-6.

NOW, THEREFORE, BE IT RESOLVED THAT at 9:30 a.m. on December 10, 2019, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 2905 of CSA P-6. The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

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

ATTESTED: November 5, 2019

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

Contact: Jennifer Cruz, 9925) 674-7790

By: , Deputy

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: HEARING TO CONSIDER THE PROPOSED FORMATION OF ZONE 3113 IN THE COUNTY SERVICE AREA OF P-6 IN THE EL SOBRANTE AREA OF THE COUNTY (DISTRICT I)

RECOMMENDATION(S):

1. OPEN the hearing on the proposed formation of Zone 3113 within County Service Area P-6; CONSIDER all oral and written comments; and CLOSE the hearing.

2. DETERMINE whether a majority protest of the voters residing within the boundaries of proposed Zone 3113 exists pursuant to Government Code Section 25217.1(b)(1). In the event that the Board determines a majority protest exists, TERMINATE the proceedings.

3. If the Board determines a majority protest does not exist, ADOPT Resolution No. 2019/647, attached hereto, establishing Zone 3113 of County Service Area P-6 subject to voter approval of a special tax to fund police protection services within the zone.

FISCAL IMPACT:

The cost of establishing the Police Service District and the election is paid for by the developer of the subdivision.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc: Rosa Mena

BACKGROUND:

Per the conditions of approval for Subdivision No. #9465 (County File #SD17-9465), prior to recording the final map for the subdivision, the subdivider is required to establish a special police services tax district for the subdivision in order to provide additional funding to augment police services in the area of the subdivision. The property to be placed within the special tax district consists of a 1.13-acre site located at 39 Kirkpatrick Drive in the El Sobrante area of the County.

On November 5, 2019, the Board granted conceptual approval for a February 11, 2020, ballot measure seeking approval of a special tax to fund an increase in the level of police protection services that is provided in the El Sobrante area of the County.

On November 5, 2019, the Board approved Resolution No. 2019/611, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6. The proposed zone would serve as the vehicle to collect special taxes within the proposed zone if a special tax measure is approved by voters on February 11, 2020.

Pursuant to Government Code Section 25217.1, subdivision (a), at the public hearing, the Board is required to hear and consider any protests to the formation of the zone. Pursuant to Government Code Section 25217.1, subdivision (b)(1), in the case of inhabited territory, if at the conclusion of the public hearing, the Board determines that more than 50 percent of the total number of voters residing within the proposed zone have filed written objections to the formation, then the Board shall determine that a majority protest exists and terminate the proceedings.

If there is no majority protest, the Board may continue the proceedings to form the zone by adopting Resolution No. 2019/647, which would establish Zone 3113 subject to voter approval of the special tax. A separate hearing is also scheduled for December 10, 2019, to consider the adoption of an ordinance authorizing the levy of the tax.

CONSEQUENCE OF NEGATIVE ACTION:

Zone 3113 would not be formed and the subdivider would be unable to comply with the conditions of approval of the project. Additionally, the subdivider would be unable to record the final map for the subdivision.

ATTACHMENTS

Exhibit A - Legal Description

Exhibit B - Plat Map

Resolution No. 2019/611

EXHIBIT "A"

Legal Description

All that certain real property situated in the County of Contra Costa, State of California, being a portion of that certain parcel described in the grant deed from William G. Norwell, ET UX, to William H. Kirkpatrick, ET UX, recorded May 14, 1956, in Book 2765 of official records, page 381; Contra Costa County Records, more particularly described as follows:

POINT OF BEGINNIN at the Westerly corner of said property; thence southerly along western boundary line, South 49° 52′ 00″ East 250 feet, thence leaving said boundary line, North 40° 08′ 00″ East 189.8 feet and thence along the following courses:

North 31° 15′ 50″ West 37.8 feet;

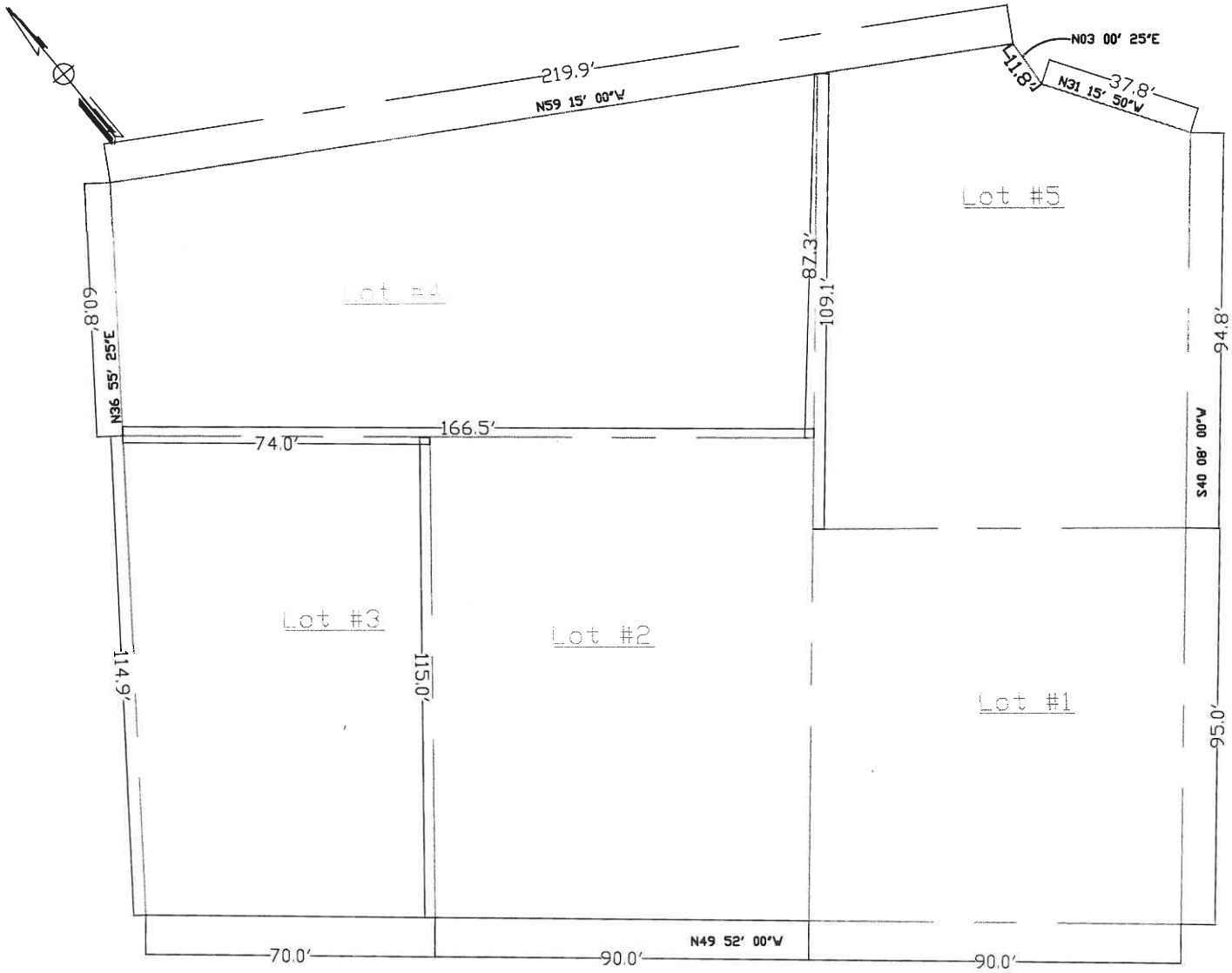
North 03° 00′ 25″ East 11.8 feet

North 59° 15′ 00″ West 219.9 feet

South 36° 55′ 25″ West 175.7 feet to the POINT OF BEGINNING.

REGISTERED PROFESSIONAL ENGINEER
JIT S. PANDHER
No. 32033
Expires: 12/31/20
CIVIL
STATE OF CALIFORNIA

EXHIBIT B



REGISTERED PROFESSIONAL ENGINEER
JIT S. PANDHER
No. 32033
Expires: 12/31/20
CIVIL
STATE OF CALIFORNIA

PANDHER SUBDIVISION

COUNTY FILE# SD17-9465
APN # 430-161-020
APN # 430-161-021
39 KIRKPATRICK DR, EL SOBRANTE, CA 94803

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 11/05/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/611

RESOLUTION OF INTENTION TO FORM ZONE 3113 OF COUNTY SERVICE AREA P-6 IN THE EL SOBRANTE AREA

The Board of Supervisors of Contra Costa County RESOLVES:

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the El Sobrante area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.

2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.

3. The formation of Zone 3113 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.

4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.

5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.

6. The name proposed for the zone is "Zone 3113" of CSA P-6.

NOW, THEREFORE, BE IT RESOLVED THAT at 9:30 a.m. on December 10, 2019, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 3113 of CSA P-6. The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

Contact: Jennifer Cruz, (925) 674-7790

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

ATTESTED: November 5, 2019

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

By: , Deputy

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: HEARING TO CONSIDER ADOPTION OF PROPOSED SPECIAL TAX ORDINANCE AND AUTHORIZE ELECTION TO OBTAIN VOTER APPROVAL (DISTRICT V)

RECOMMENDATION(S):

1. OPEN hearing to consider adopting Ordinance No. 2019-29, authorizing the levy of a special tax for police protection services in Zone 1007 of County Service area P-6 in the Pacheco area of the County; CONSIDER oral and written comments received; and CLOSE the public hearing.

2. ADOPT Ordinance No. 2019-29, attached hereto.

3. ADOPT Resolution No. 2019/644, attached hereto, authorizing an election in Zone 1007 of County Service Area P-6 to consider approval of Ordinance No. 2019-29.

4. DIRECT the County Clerk, Elections Division, to conduct the election required by Government Code Sections 23027 and 53978. This election shall be held on February 11, 2020.

FISCAL IMPACT:

The cost of establishing the Police Service District and election is paid for by the developer of the subdivision.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc: Rosa Mena

BACKGROUND:

Per the conditions of approval for Subdivision No. 9466 (County File #SD17-9466), prior to recording the final map for the subdivision, the subdivider is required to establish a special Police Services tax district for the purposes of providing additional funding to augment police services in the area of the subdivision. The property to be subdivided and placed within the proposed special tax district consists of a 0.49-acre site located at 214 Center Avenue in the Pacheco area of the County.

On November 5, 2019, the Board approved Resolution No. 2019/609, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6 in the Pacheco area of the County. The proposed zone would serve as the vehicle to collect special taxes within the boundaries of the zone if a special tax measure is approved by registered voters within the zone area at the February 11, 2020, election.

The Board is scheduled to conduct a separate hearing on December 10, 2019, on the formation of the proposed zone. If the Board determines there is no majority protest to the formation of this new zone, and if the Board adopts Resolution No. 2019/643, establishing CSA P-6, Zone 1007 subject to voter approval of the special tax, the next step in the process is the hearing on the adoption of a special tax ordinance, the adoption of that ordinance and adoption of a resolution submitting the tax measure to the voters.

In this action, the Board is asked to conduct the hearing on, and adopt, the special tax ordinance (Ordinance No. 2019-29), which would authorize the levy of a special tax for police protection services on all taxable parcels in the area of Zone 1007 if a special tax ballot measure is approved by a two-thirds majority of the registered voters in the zone area. Resolution No. 2019/644, the adoption of which is also recommended, sets forth appropriate ballot language, directs the County Clerk, Elections Division, to conduct the aforementioned election as part of the February 11, 2020, election, and supplies appropriate ballot language.

CONSEQUENCE OF NEGATIVE ACTION:

The project developer would be unable to comply with the conditions of approval for the project. Additionally, the developer would be unable to record the final map for the subdivision.

ATTACHMENTS

Resolution 2019/644

Exhibit A - Legal Description

Exhibit B - Plat Map

Exhibit C - Ordinance 2019-29

Resolution No. 2019/609

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 12/10/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/644

IN THE MATTER OF AUTHORIZING A SPECIAL TAX IN PROPOSED ZONE 1007 OF COUNTY SERVICE AREA P-6

WHEREAS, this Board recognizes the need for increased police protection services in the above subject zone and the difficulty of funding the current or an increased level of services. Government Code Sections 50077 and 53978 establish procedures for voter authorization of a special tax in order to provide additional funding for police protection;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Ordinance No. 2019-29, adopted on this date, is to be presented for approval of the voters of proposed Zone 1516 of County Service Area P-6 at the election to be held on February 11, 2020, according to the following ballot proposition:

> *"Shall Ordinance No. 2019-29, to provide additional funding for police protection services, be approved to authorize a special tax on property located in Zone 1007 of County Service Area P-6 in the Pacheco area of the County, at an initial annual amount of $200 per parcel for single-family, residential parcels, with higher and lower amounts for properties in other use categories identified in the ordinance, commencing with the tax year beginning July 1, 2021?"*

2. The Contra Costa County Registrar of Voters is designated as the Election Official for this election, and the County Clerk, Elections Division, is hereby authorized and directed to provide all notices and take all other actions necessary to hold the election described in this resolution including, but not limited to, providing notices of times within which arguments for and against are to be submitted.

3. The County Administrator, or his designee, shall serve as the Eligible Filer for purposes of filing necessary documents with the Elections Official to facilitate listing of the above ballot proposition.

Contact: Jennifer Cruz, (925) 674-7790

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

ATTESTED: December 10, 2019

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

By: , Deputy

cc: Rosa Mena

EXHIBIT "A"
LEGAL DESCRIPTION
(APN 125-120-017)

THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE UNINCORPORATED AREA OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PORTION OF AN IRON PIPE SET ON THE NORTH LINE OF HIGH STREET DISTANT THEREON SOUTH 89° 16' WEST 58.05 FEET FROM ITS INTERSECTION WITH THE WEST LINE OF THE OLD COUNTY ROAD FROM MARTINEZ TO PACHECO, THENCE ALONG SAID NORTH LINE OF HIGH STREET SOUTH 89° 16' WEST 196.25 FEET, THENCE LEAVING SAID LINE NORTH 1° 20' WEST 112 FEET, THENCE NORTH 0° 46' EAST 11.29 FEET, THENCE SOUTH 88° 52' EAST 128.95 FEET, THENCE SOUTH 59° 26' EAST 26.04 FEET, THENCE SOUTH 49° 43' EAST 23.38 FEET, THENCE SOUTH 33° 47' EAST 40.91 FEET, THENCE SOUTH 6° 55' EAST 56.26 FEET TO THE POINT OF BEGINNING.

PREPARED BY LUK AND ASSOCIATES

JACQUELINE LUK, PLS 8934

DATE: 08/20/2019

LICENSED LAND SURVEYOR
JACQUELINE LINGWEI LUK
PLS 8934
STATE OF CALIFORNIA

EXHIBIT "B"

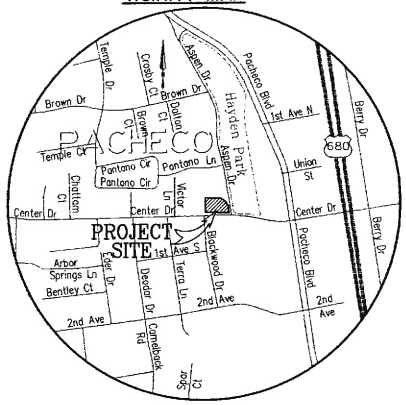
SUBDIVISION 9466

BEING A SUBDIVISION OF THE PARCEL OF LAND DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JANUARY 19, 2005 AS INSTRUMENT NO. 2005-0019637, CONTRA COSTA COUNTY RECORDS

CONTRA COSTA COUNTY – CALIFORNIA

Prepared By
Luk and Associates
Civil Engineers – Land Planners – Land Surveyors
738 Alfred Nobel Drive
Hercules, California 94547
AUGUST 2019

VICINITY MAP



REFERENCES

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(R2) PARCEL MAP, FILED OCTOBER 5, 1979, IN BOOK 81 OF PARCEL MAPS, AT PAGES 41 TO 41, IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY.

(R3) GRANT DEED RECORDED JANUARY 19, 2005 AS DOCUMENT NUMBER 2005-0019637, OFFICIAL RECORDS OF CONTRA COSTA COUNTY

BASIS OF BEARINGS

FOUND STANDARD CONTRA COSTA COUNTY STREET MONUMENTS ALONG CENTER AVENUE AS SHOWN ON THAT CERTAIN MAP ENTITLED "SUBDIVISION 5602", FILED JANUARY 15, 1981, IN BOOK 248 OF MAPS, AT PAGES 25 THROUGH 27, INCLUSIVE, IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY. TAKEN AS NORTH 89°41'46" WEST.

LEGEND

SYMBOLS	DESCRIPTION
	BOUNDARY – SUBJECT PROPERTY
	RIGHT OF WAY LINE
	ADJOINER PROPERTY LINE
	CENTERLINE
	PROPOSED LOT LINE
	TIE LINE
	PROPOSED PRIVATE STORMWATER EASEMENT (PSE)
	PROPOSED RELINQUISHEMENT OF ABUTTERS VEHICULAR ACCESS RIGHTS
	PROPOSED EMERGENCY VEHICLE ACCESS AND PRIVATE ACCESS EASEMENT
○	SET 1/2" IRON PIPE TAGGED PLS 8934
◉ ●	FOUND MONUMENT AS NOTED

SYMBOLS	DESCRIPTION
(T)	TOTAL
(162.63')	RECORD INFORMATION
APN	ASSESSOR'S PARCEL NUMBER
SNF	SEARCHED FOR, NOT FOUND
R2	RECORD REFERENCE
R/W	RIGHT OF WAY
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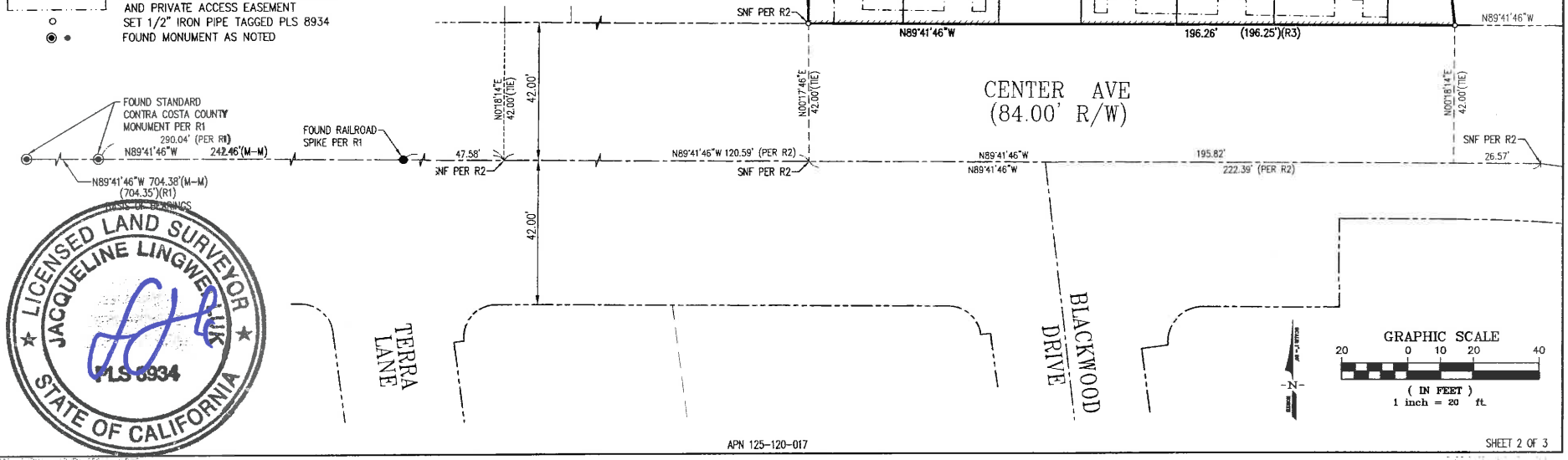
DOC. NO.	DOCUMENT NUMBER
±	MORE OR LESS



LICENSED LAND SURVEYOR
JACQUELINE LINGWEILUK
PLS 8934
STATE OF CALIFORNIA

APN 125-120-017

ORDINANCE NO. 2019-29
(Uncodified)

(An Ordinance of the Board of Supervisors of Contra Costa County)
Authorizing a Special Tax for Police Protection Services in Zone 1007
of County Service Area P-6

The Contra Costa County Board of Supervisors ORDAINS as follows:

ARTICLE I. PURPOSE AND INTENT. It is the purpose and intent of this Ordinance to authorize the levy of a tax on parcels of real property on the secured property tax roll of Contra Costa County that are within Zone 1007 of Contra Costa County Service Area No. P-6 in order to augment funding for police protection services.

This tax is a special tax within the meaning of Section 4 of Article XIIIA of the California Constitution. Because the burden of this tax falls upon property, this tax also is a property tax, but this tax is not determined according to nor in any manner based upon the value of property; this tax is levied on a parcel and use of property basis. Insofar as not inconsistent with this Ordinance or with legislation authorizing special taxes and insofar as applicable to a property tax that is not based on value, such provisions of the California Revenue and Taxation Code and of Article XIII of the California Constitution as relate to *ad valorem* property taxes are intended to apply to the collection and administration of this tax (Article IV of this Ordinance), as authorized by law.

The revenues raised by this tax are to be used solely for the purposes of obtaining, furnishing, operating, and maintaining police protection equipment or apparatus, for paying the salaries and benefits of police protection personnel, and for such other police protection service expenses as are deemed necessary.

ARTICLE II. DEFINITIONS. The following definitions shall apply throughout the Ordinance:

1. "Parcel" means the land and any improvements thereon, designated by an assessor's parcel map and parcel number and carried on the secured property tax roll of Contra Costa County. For the purposes of the Ordinance, "parcel" does not include any land or improvements outside the boundaries of Zone 1007 of County Service Area P-6 nor any land or improvements owned by any governmental entity.

2. "Fiscal year" means the period of July 1 through the following June 30.

3. Contra Costa County Service Area P-6 Zone 1007 (hereinafter called "Zone") means that portion of unincorporated area of Contra Costa County located within the Zone's boundaries described and shown in Exhibits A and B attached hereto.

4. "Use Code" means the code number assigned by the Assessor of Contra Costa County in order to classify parcels according to use for *ad valorem* property tax purposes. A copy

of the Assessor's use code classifications chart is attached hereto as Exhibit C and incorporated herein.

5. "Consumer Price Index" means the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area (1982-84=100) as published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Consumer Price Index is discontinued or revised, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Consumer Price Index had not been discontinued of revised.

6. "Constant first year dollars" shall mean an actual dollar amount which, in years subsequent to the first fiscal year the tax is levied, shall have the same purchasing power as the base amount in first fiscal year dollars as measured by the Consumer Price Index. The base amount shall be the amount of tax per parcel as specified in Article III 1A herein. The adjustment from actual to constant dollars shall be made by use of the Consumer Price Index, as specified in Section III 1B herein.

ARTICLE III. AMOUNT AND LEVEL OF TAXES

1. The tax per year on each parcel in the Zone shall not exceed the amount applicable to the parcel as specified below.

A. For First Fiscal Year:

The tax per year for the first fiscal year (July 1, 2021 through June 30, 2022) shall be the Amount of Tax per Parcel for the Property Use Code Category as set forth in Exhibit D incorporated herein.

B. For Subsequent Fiscal Years:

In order to keep the tax on each parcel in constant first year dollars for each fiscal year subsequent to the first fiscal year, the tax per year shall by adjusted as set forth below to reflect any increase in the Consumer Price Index beyond the first fiscal year a tax is levied.

In July, the Board of Supervisors of Contra Costa County shall determine the amount of taxes to be levied upon the parcels in the Zone for the then current fiscal year as set forth below.

For each Property Use Category on Exhibit C, the tax per year on each parcel for each fiscal year subsequent to the first fiscal year shall be an amount determined as follows:

Tax Per Parcel For Then Current Fiscal Year	=	Tax Per Parcel For Previous Fiscal Year	X	(Consumer Price Index for April of Immediately Preceding Fiscal Year) (Consumer Price Index For the first Fiscal Year Of Levy)

In no event shall the tax per parcel for any fiscal year be less than the amount established for the first fiscal year.

2. The taxes levied on each parcel pursuant to this Article shall be a charge upon the parcel and shall be due and collectible as set forth in Article IV, below. A complete listing of the amount of taxes on each Zone shall be maintained by the Sheriff-Coroner of the County of Contra Costa at Martinez, California, and be available for public inspection during the remainder of the fiscal year for which such taxes are levied.

ARTICLE IV. COLLECTION AND ADMINISTRATION.

1. Taxes as Liens Against the Property.

The amount of taxes for each parcel each year shall constitute a lien on such property, in accordance with Revenue and Taxation Code section 2187, and shall have the same effect as an *ad valorem* real property tax lien until fully paid.

2. Collection.

The taxes on each parcel shall be billed on the secured roll tax bills for *ad valorem* property taxes and shall be due the County of Contra Costa. Insofar as feasible and insofar as not inconsistent with this Ordinance, the taxes are to be collected in the same manner in which the County collects secured roll *ad valorem* property taxes. Insofar as feasible and insofar as not inconsistent with the Ordinance, the times and procedure regarding exemptions, due dates, installment payments, corrections, cancellations, refunds, late payments, penalties, liens, and collection for secured roll *ad valorem* property taxes shall be applicable to the collection of this tax. Notwithstanding anything to the contrary in the foregoing, as to this tax: 1) the secured roll tax bills shall be the only notices required for this tax, and 2) the homeowner and veterans exemptions shall not be applicable because such exemptions are determined by dollar amount value.

3. Costs of Administration by the County.

The reasonable costs incurred by the County officers collecting and administering this tax shall be deducted from the collected taxes.

ARTICLE V. ACCOUNTABILITY MEASURES.

1. Account.

Upon the levy and collection of the tax authorized by this ordinance, an account shall be created into which the proceeds of the tax will be deposited. The proceeds of the tax authorized by this Ordinance shall be applied only to the specific purposes identified in this Ordinance.

2. Annual Report.

An annual report that complies with the requirements of Government Code section 50075.3 shall be filed with the Board of Supervisors of Contra Costa County no later than January 1 of each fiscal year in which the tax is levied.

ARTICLE V. SEVERABILITY CLAUSE

If any article, section, subsection, sentence, phrase of clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of the Zone hereby declare that they would have adopted the remainder of the Ordinance, including each article, section, subsection, sentence phrase or clause, irrespective of the invalidity of any other article, section, subsection, sentence, phrase or clause.

ARTICLE VI. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon its confirmation by two-thirds of the voters voting within Zone 1007 in an election to be held on February 11, 2020, so that taxes shall first be collected hereunder for the tax year beginning July 1, 2021. Within 15 days of passage, this Ordinance shall be published once, with the names of the Supervisors voting for and against it, in the Contra Costa Times, a newspaper of general circulation published in this County.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors, County of Contra Costa, State of California, on December 10, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

By: _____ _____
Deputy Chair of the Board of Supervisors

[SEAL]

EXHIBIT "A"
LEGAL DESCRIPTION
(APN 125-120-017)

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PREPARED BY LUK AND ASSOCIATES

JACQUELINE LUK, PLS 8934

DATE: 08/20/2019

LICENSED LAND SURVEYOR
JACQUELINE LINGWEI LUK
PLS 8934
STATE OF CALIFORNIA

EXHIBIT "B"

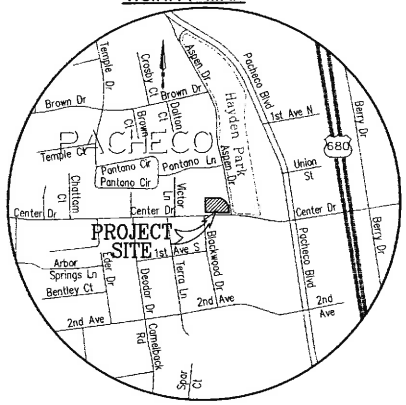
SUBDIVISION 9466

BEING A SUBDIVISION OF THE PARCEL OF LAND DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JANUARY 19, 2005 AS INSTRUMENT NO. 2005-0019637, CONTRA COSTA COUNTY RECORDS

CONTRA COSTA COUNTY – CALIFORNIA

Prepared By
Luk and Associates
Civil Engineers – Land Planners – Land Surveyors
738 Alfred Nobel Drive
Hercules, California 94547
AUGUST 2019

VICINITY MAP



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	TIE LINE
	PROPOSED PRIVATE STORMWATER EASEMENT (PSE)
	PROPOSED RELINQUISHEMENT OF ABUTTERS VEHICULAR ACCESS RIGHTS
	PROPOSED EMERGENCY VEHICLE ACCESS AND PRIVATE ACCESS EASEMENT
○	SET 1/2" IRON PIPE TAGGED PLS 8934
◉ ●	FOUND MONUMENT AS NOTED

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DOC. NO.	DOCUMENT NUMBER
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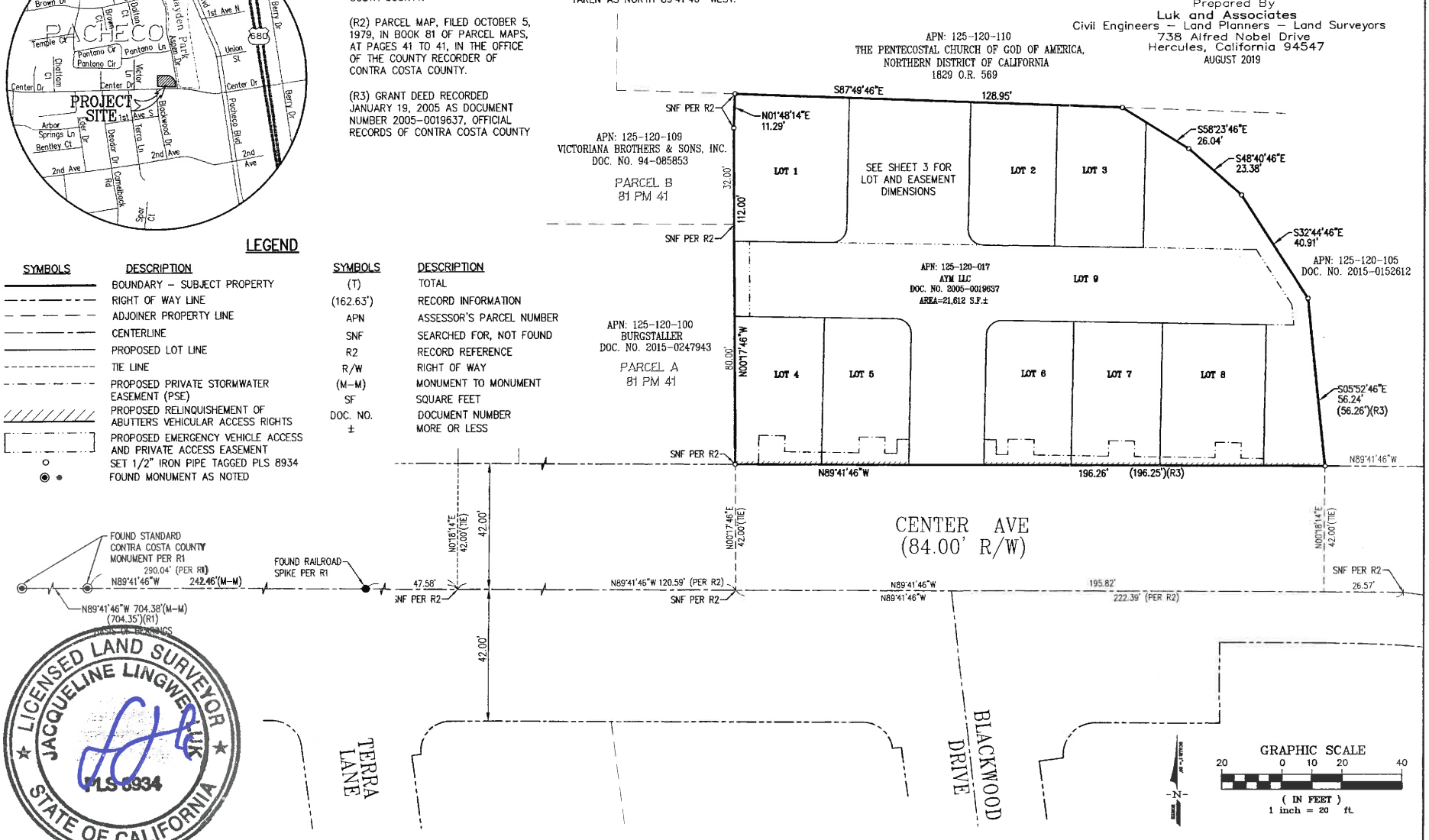


LICENSED LAND SURVEYOR
JACQUELINE LINGWEILUK
PLS 8934
STATE OF CALIFORNIA

APN 125-120-017

Exhibit C Zone 1007

REJECT AND CONFIRMATION CODES

REJECT CODES

0 Normal Sale

1 Sold Part of a Split

3 Sales With Other Parcels

4 Hidden Stamps

5 Investigate Sale

7 Restricted Sale

8 Assumption

9 No Exemption Change

U Unrecorded Documents

NOTE: Reject Codes 0 & 1 "identify" sales. They do not reject them. Such sales (when confirmed) are used in statistics. Sales with other codes ARE rejected & do not enter into statistics.

CONFIRMATION CODES

Q = PCOR Received
C = SQ Received
A = ADJ
R = SQ Requested
X = SVP (Sales Verification Program)

USE CODES

RESIDENTIAL	MULTIPLE	COMMERCIAL	COMMERCIAL	INDUSTRIAL	LAND	INSTITUTIONAL	MISCELLANEOUS
10 Vacant, Unbuildable	20 Vacant	30 Vacant Land	40 Boat Harbors (-4)	50 Vacant Land	60 Unassigned	70 Intermediate Care Facil. (Rehab, Skilled Nursing) (-7)	80 Mineral Rights (productive/non-productive)
11 Single Family 1 Res on 1 Site & Duets without Common Areas	21 Duplex	31 Commercial Stores (not Supermarkets)	41 Supermarkets (not in shopping centers)	51 Industrial Park (with structures)	61 Rural, Residential Improved 1A up to 10A	71 Churches	81 Private Roads
12 Single Family 1 Res on 2 or More Sites	22 Triplex	32 Small Grocery Stores (7-11, Mom & Pop, Quick-Stop)	42 Shopping Centers (all pcls incl vac for future shopping center)	52 Research and Development, with or without structures; flexible use	62 Rural, with or without Misc. Structures 1A up to 10A	72 Schools & Colleges (public or private, with or without improvements)	82 Pipelines and Canals
13 Single Family 2 or More Res on 1 or More Sites	23 Fourplex	33 Office Buildings	43 Financial Bldgs. (Ins. & Title Companies, Banks, S & L)	53 Light Industrial	63 Urban Acreage 10A up to 40A	73 Acute Care Hospitals, with or without imps	83 State Board Assessed Parcels
14 Single Family On other than Single Family Land	24 Combinations; e.g., Single and a Double, etc.	34 Medical; Dental	44 Motels, Hotels (-4) & Mobile Home Parks (-7)	54 Heavy Industrial (-5) Alpha	64 Urban Acreage 40A and over	74 Cemeteries (-7) & Mortuaries (-3)	84 Utilities, with or without bldgs (not assessed by SBE)
15 Miscellaneous Improvements, 1 Site	25 Apartments, 5-12 units, inclusive	35 Service Stations; Car Washes; Bulk Plants, Mini Lube	45 Theaters	55 Mini-Warehouse (Public Storage)	65 Orchards, Vineyards, Row Crops, Irrig. Past. 10A up to 40A	75 Fraternal and Service Organizations; Group Homes, Shelters	85 Public and Private Parking
16 Misc. Imps. On 2 or More Sites; includes trees & vines	26 Apartments, 13-24 units, inclusive	36 Auto Repair	46 Drive-In Restaurants (Hamburger, Taco, etc)	56 Misc. Imps. Including T&V on Light or Heavy Industrial	66 Orchards, Vineyards, Row Crops, Irrig. Past. 40A & over	76 Residential Care Facil. (Congregate Housing, Assisted Living) (-7)	86 Taxable Municipally-Owned Property (Section 11)
17 Vacant, 1 Site (includes PUD sites)	27 Apartments, 25-59 units, inclusive	37 Community Facilities; Recreational; Swim Pool Assn.	47 Restaurants (not drive-in; inside service only)	57 Unassigned	67 Dry Farming, Farming, Grazing & Pasturing 10A up to 40A	77 Cultural Uses (Libraries, Museums)	87 Common Area pcls in PUD's (Open Spaces, Rec. Facilities)
18 Vacant, 2 or More Sites	28 Apartments, 60 units or more	38 Golf Courses	48 Multiple and Commercial; Miscellaneously Improved	58 Unassigned	68 Dry Farming, Farming, Grazing & Pasturing 40A & over	78 Parks and Playgrounds	88 Manufactured Hsng. (-4) Accessories, (-7) MH on local property tax Floating Homes (-8)
19 Single Family Res, Detached, w/Common Area (normal subdiv. type PUD); Duets w/Common Area	29 Attached PUD's, Cluster Homes, Co-ops, Condos, Townhouses, etc. (-1,-2) Single Fam.	39 Bowling Alleys	49 Auto Agencies	59 Pipeline Rights-Of-Way	69 Agricultural Preserves	79 Government-owned, with or without bldgs (Fed, State, County, City, SFBART, EBRPD)	89 Other; Split parcels in different tax code areas
							90 Awaiting Assignment

RESPONSIBILITY CODES

1 Residential

2 Multiple Residential

3 Commercial/ Industrial

4 Commercial/ Industrial

5 Commercial/ Industrial

6 Land

7 Commercial/ Industrial

8 Residential (Unparcelized Condos)

(88-8 = Floating Homes)

9 Unassigned

ORDINANCE NO. 2019-29 ZONE 1007

FOR FISCAL YEAR JULY 1, 2021, THROUGH JUNE 30, 2022

EXHIBIT D

PROPERTY USE CODE CATEGORY	EXPLANATION	ANNUAL TAX PER PARCEL
11	Single Family Residence – 1 residence, 1 site	$200
12	Single Family Residence- 1 residence, 2 or more sites	$200
13	Single Family Residence- 2 residences on 1 or more sites	$200
14	Single Family Residence – other than single family land	$200
15	Misc. Improvements – 1 site	$200
16	Misc. Improvements – 2 or more sites	$200
17	Vacant – 1 site	$100
18	Vacant – 2 or more sites	$100
19	Single Family Residence - Det. w/common area	$200
20	Vacant – Multiple	$100
21	Duplex	$200
22	Triplex	$200
23	Fourplex	$200
24	Combination	$200
25	Apartments (5-12 units)	$400
26	Apartments (13-24 units)	$400
27	Apartments (25-59 units)	$600

28	Apartments (60+ units)	$800
29	Attached PUDs: Cluster Homes, Condos, Etc.	$200
30	Vacant – Commercial	$100
31	Commercial Stores – Not Supermarkets	$600
32	Small Grocery Stores (7-11, etc.)	$600
33	Office Buildings	$400
34	Medical, Dental	$400
35	Service Stations, Car Wash	$400
36	Garages	$400
37	Community Facilities (recreational, etc.)	$800
38	Golf Courses	$400
39	Bowling Alleys	$400
40	Boat Harbors	$400
41	Supermarkets (not shopping centers)	$600
42	Shopping Centers	$800
43	Financial Buildings (Ins., Title, Banks, S&L)	$400
44	Motels, Hotels & Mobile Home Parks	$600
45	Theaters	$600
46	Drive-In Theaters	$400
47	Restaurants (not drive-in)	$400
48	Multiple & Commercial	$400

49	New Car Agencies	$400
50	Vacant Land (not part of Ind. Park or P. & D.)	$100
51	Industrial Park	$800
52	Research & Development	$400
53	Light Industrial	$400
54	Heavy Industrial	$400
55	Mini Warehouses (public storage)	$600
56	Misc. Improvements	$400
61	Rural, Res. Improvement 1A-10A	$200
62	Rural, W/or w/o Structure 1A-10A	$200
70	Convalescent Hospitals/Rest Homes	$400
73	Hospitals	$400
74	Cemeteries/Mortuaries	$400
75	Fraternal & Service Organizations	$400
76	Retirement Housing Complex	$600
78	Parks & Playgrounds	$800
85	Public & Private Parking	$400
87	Common Area	$400
88	Mobile Homes	$200
89	Other (split parcels in different tax code areas)	$200
99	Awaiting Assignment	$200

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 11/05/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/609

RESOLUTION OF INTENTION TO FORM ZONE 1007 OF COUNTY SERVICE AREA P-6 IN THE PACHECO AREA

The Board of Supervisors of Contra Costa County RESOLVES:

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the Pacheco area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.

2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.

3. The formation of Zone 1007 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.

4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.

5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.

6. The name proposed for the zone is "Zone 1007" of CSA P-6.

NOW, THEREFORE, BE IT RESOLVED THAT at 9:30 a.m. on December 10, 2019, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 1007 of CSA P-6. The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

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

ATTESTED: November 5, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: HEARING TO CONSIDER ADOPTION OF PROPOSED SPECIAL TAX ORDINANCE AND AUTHORIZE ELECTION TO OBTAIN VOTER APPROVAL (DISTRICT V)

RECOMMENDATION(S):

1. OPEN hearing to consider adopting Ordinance No. 2019-28, authorizing the levy of a special tax for police protection services in Zone 2905 of County Service area P-6 in the unincorporated area of Lafayette; CONSIDER oral and written comments received; and CLOSE the public hearing.

2. ADOPT Ordinance No. 2019-28, attached hereto.

3. ADOPT Resolution No. 2019/646, attached hereto, authorizing an election in Zone 2905 of County Service Area P-6 to consider approval of Ordinance No. 2019-28.

4. DIRECT the County Clerk, Elections Division, to conduct the election required by Government Code Sections 23027 and 53978. This election shall be held on February 11, 2020.

FISCAL IMPACT:

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc: Rosa Mena

FISCAL IMPACT: (CONT'D)

The cost of establishing the Police Service District and election is paid for by the developer of the subdivision.

BACKGROUND:

Per the conditions of approval for Subdivision No. 9429 (County File #SD16-9429), prior to recording the final map for the subdivision, the subdivider is required to establish a special Police Services tax district for the purposes of providing additional funding to augment police services in the area of the subdivision. The property to be subdivided and placed within the proposed special tax district consists of a 7.68-acre site located at 3198 Gloria Terrace in the unincorporated area of Lafayette.

On November 5, 2019, the Board approved Resolution No. 2019/610, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6 in the unincorporated area of Lafayette. The proposed zone would serve as the vehicle to collect special taxes within the boundaries of the zone if a special tax measure is approved by registered voters within the zone area at the February 11, 2020, election.

The Board is scheduled to conduct a separate hearing on December 10, 2019, on the formation of the proposed zone. If the Board determines there is no majority protest to the formation of this new zone, and if the Board adopts Resolution No. 2019/645, establishing CSA P-6, Zone 2905 subject to voter approval of the special tax, the next step in the process is the hearing on the adoption of a special tax ordinance, the adoption of that ordinance and adoption of a resolution submitting the tax measure to the voters.

In this action, the Board is asked to conduct the hearing on, and adopt, the special tax ordinance (Ordinance No. 2019-28), which would authorize the levy of a special tax for police protection services on all taxable parcels in the area of Zone 2905 if a special tax ballot measure is approved by a two-thirds majority of the registered voters in the zone area. Resolution No. 2019/646, the adoption of which is also recommended, sets forth appropriate ballot language, directs the County Clerk, Elections Division, to conduct the aforementioned election as part of the February 11, 2020, election, and supplies appropriate ballot language.

CONSEQUENCE OF NEGATIVE ACTION:

The project developer would be unable to comply with the conditions of approval for the project. The developer would be unable to record the final map for the subdivision.

ATTACHMENTS

Resolution 2019/646

Exhibit A - Legal Description

Exhibit B - Plat Map

Exhibit C - Ordinance 2019-28

Resolution No. 2019/610

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 12/10/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/646

IN THE MATTER OF AUTHORIZING A SPECIAL TAX IN PROPOSED ZONE 2905 OF COUNTY SERVICE AREA P-6

WHEREAS, this Board recognizes the need for increased police protection services in the above subject zone and the difficulty of funding the current or an increased level of services. Government Code Sections 50077 and 53978 establish procedures for voter authorization of a special tax in order to provide additional funding for police protection;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Ordinance No. 2019-28, adopted on this date, is to be presented for approval of the voters of proposed Zone 2905 of County Service Area P-6 at the election to be held on February 11, 2020, according to the following ballot proposition:

> *"Shall Ordinance No. 2019-28, to provide additional funding for police protection services, be approved to authorize a special tax on property located in Zone 2905 of County Service Area P-6 in the unincorporated area of Lafayette, at an initial annual amount of $200 per parcel for single-family, residential parcels, with higher and lower amounts for properties in other use categories identified in the ordinance, commencing with the tax year beginning July 1, 2021?"*

2. The Contra Costa County Registrar of Voters is designated as the Election Official for this election, and the County Clerk, Elections Division, is hereby authorized and directed to provide all notices and take all other actions necessary to hold the election described in this resolution including, but not limited to, providing notices of times within which arguments for and against are to be submitted.

3. The County Administrator, or his designee, shall serve as the Eligible Filer for purposes of filing necessary documents with the Elections Official to facilitate listing of the above ballot proposition.

Contact: Jennifer Cruz, (925) 674-7790

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

ATTESTED: December 10, 2019

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

By: , Deputy

cc: Rosa Mena

"EXHIBIT A"

The land referred to is situated in the unincorporated area of the County of Contra Costa, State of California, and is described as follows:

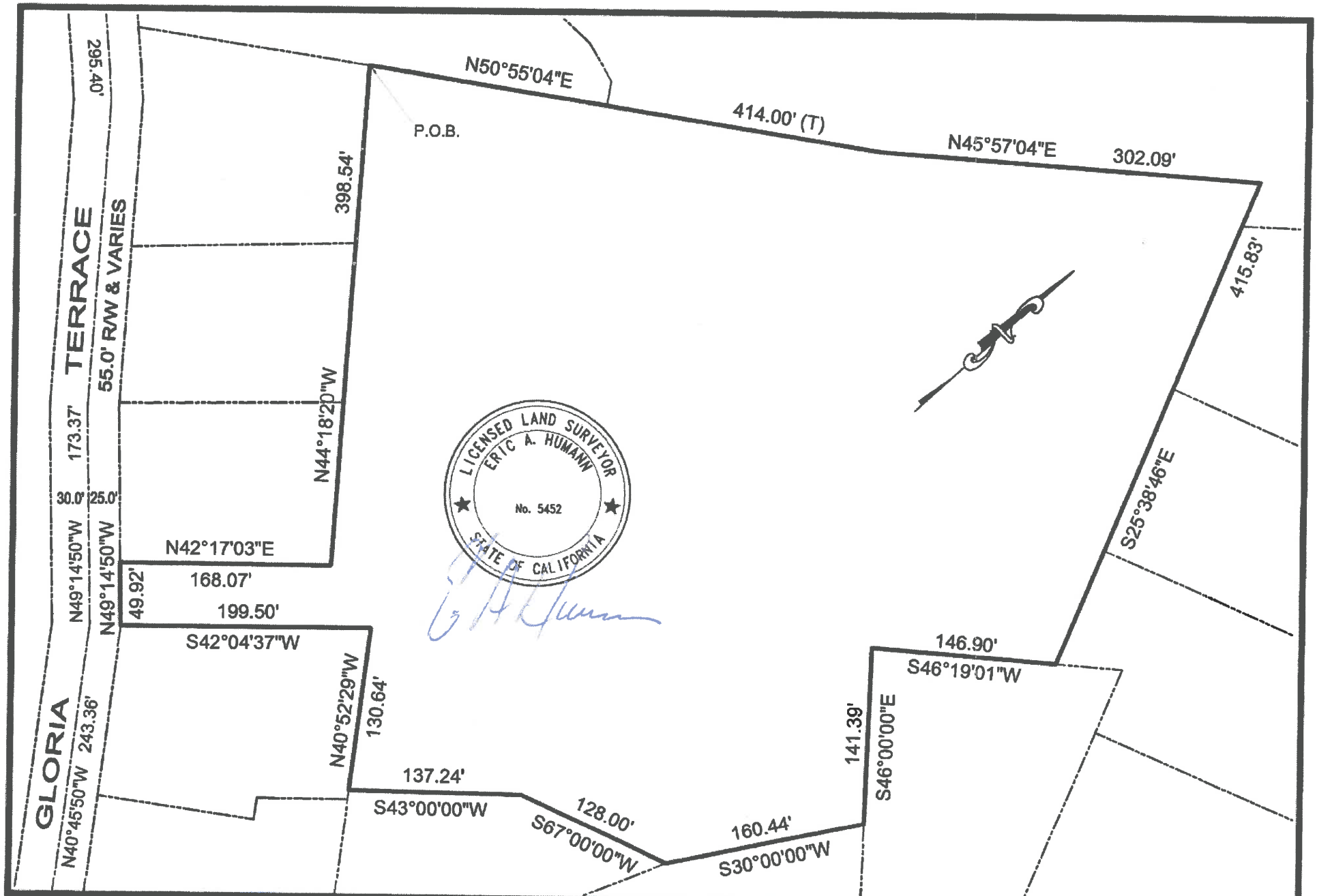
All of the parcel of land described in the deed from the Layton Family Trust to Gloria Terrace, LLC recorded August 21, 2017, under Doc 2017-0150919, Contra Costa County Official records, and all of Parcel C as shown on that certain Parcel Map filed on September 19, 1972, in the Office of County Recorder of Contra Costa County, in Book 24 of Parcel Maps, at Page 16, described as follows:

Beginning at the northwest corner of said Gloria Terrace, LLC parcel, thence along the exterior boundary of said Gloria Terrace, LLC parcel as follows: North 50°55'04" East, 414.00 ft; North 45°57'04 East, 302.09 ft; South 25°38'46" East, 415.83 ft; South 46°19'01 West, 146.90 ft to the northeast corner of said Parcel C, thence along the exterior boundary of said Parcel C as follows: South 46°00'00" East, 141.39 ft; South 30°00'00" West, 160.44 ft; South 67°00'00" West, 128.00 ft; South 43°00'00" West, 137.24 ft; North 40°52'29 West, 130.64 ft. to the South line of said Gloria Terrace LLC parcel, thence along the exterior boundary of said Gloria Terrace, LLC parcel as follows: South 42°04'37" West, 199.50 ft; North 49°14'50" West, 49.92 ft; North 42°17'03" East, 168.07 ft; North 44°18'20" West, 398.54 ft. to the **point of beginning**.

Containing 334,645 sq. ft. more or less.

Exhibit B attached hereto and by this reference made part thereof.

LICENSED LAND SURVEYOR
ERIC A. HUMANN
No. 5452
STATE OF CALIFORNIA



HUMANN COMPANY INC.
ENGINEERING – SURVEYING
1021 BROWN AVE. LAFAYETTE, CA 94549
PH (925)283-5000 FAX (925)283-3578

EXHIBIT B
GLORIA TERRACE ESTATES
APN 166-200-032 AND 166-210-008
LAFAYETTE * CONTRA COSTA COUNTY * CALIFORNIA

SCALE	1"= 100'
DATE	08/06/19
JOB NO.	15012

ORDINANCE NO. 2019-28
(Uncodified)

(An Ordinance of the Board of Supervisors of Contra Costa County)
Authorizing a Special Tax for Police Protection Services in Zone 2905
of County Service Area P-6

The Contra Costa County Board of Supervisors ORDAINS as follows:

ARTICLE I. PURPOSE AND INTENT. It is the purpose and intent of this Ordinance to authorize the levy of a tax on parcels of real property on the secured property tax roll of Contra Costa County that are within Zone 2905 of Contra Costa County Service Area No. P-6 in order to augment funding for police protection services.

This tax is a special tax within the meaning of Section 4 of Article XIIIA of the California Constitution. Because the burden of this tax falls upon property, this tax also is a property tax, but this tax is not determined according to nor in any manner based upon the value of property; this tax is levied on a parcel and use of property basis. Insofar as not inconsistent with this Ordinance or with legislation authorizing special taxes and insofar as applicable to a property tax that is not based on value, such provisions of the California Revenue and Taxation Code and of Article XIII of the California Constitution as relate to *ad valorem* property taxes are intended to apply to the collection and administration of this tax (Article IV of this Ordinance), as authorized by law.

The revenues raised by this tax are to be used solely for the purposes of obtaining, furnishing, operating, and maintaining police protection equipment or apparatus, for paying the salaries and benefits of police protection personnel, and for such other police protection service expenses as are deemed necessary.

ARTICLE II. DEFINITIONS. The following definitions shall apply throughout the Ordinance:

1. "Parcel" means the land and any improvements thereon, designated by an assessor's parcel map and parcel number and carried on the secured property tax roll of Contra Costa County. For the purposes of the Ordinance, "parcel" does not include any land or improvements outside the boundaries of Zone 2905 of County Service Area P-6 nor any land or improvements owned by any governmental entity.

2. "Fiscal year" means the period of July 1 through the following June 30.

3. Contra Costa County Service Area P-6 Zone 2905 (hereinafter called "Zone") means that portion of unincorporated area of Contra Costa County located within the Zone's boundaries described and shown in Exhibits A and B attached hereto.

4. "Use Code" means the code number assigned by the Assessor of Contra Costa County in order to classify parcels according to use for *ad valorem* property tax purposes. A copy

of the Assessor's use code classifications chart is attached hereto as Exhibit C and incorporated herein.

5. "Consumer Price Index" means the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area (1982-84=100) as published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Consumer Price Index is discontinued or revised, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Consumer Price Index had not been discontinued of revised.

6. "Constant first year dollars" shall mean an actual dollar amount which, in years subsequent to the first fiscal year the tax is levied, shall have the same purchasing power as the base amount in first fiscal year dollars as measured by the Consumer Price Index. The base amount shall be the amount of tax per parcel as specified in Article III 1A herein. The adjustment from actual to constant dollars shall be made by use of the Consumer Price Index, as specified in Section III 1B herein.

ARTICLE III. AMOUNT AND LEVEL OF TAXES

1. The tax per year on each parcel in the Zone shall not exceed the amount applicable to the parcel as specified below.

A. For First Fiscal Year:

The tax per year for the first fiscal year (July 1, 2021 through June 30, 2022) shall be the Amount of Tax per Parcel for the Property Use Code Category as set forth in Exhibit D incorporated herein.

B. For Subsequent Fiscal Years:

In order to keep the tax on each parcel in constant first year dollars for each fiscal year subsequent to the first fiscal year, the tax per year shall by adjusted as set forth below to reflect any increase in the Consumer Price Index beyond the first fiscal year a tax is levied.

In July, the Board of Supervisors of Contra Costa County shall determine the amount of taxes to be levied upon the parcels in the Zone for the then current fiscal year as set forth below.

For each Property Use Category on Exhibit C, the tax per year on each parcel for each fiscal year subsequent to the first fiscal year shall be an amount determined as follows:

Tax Per Parcel For Then Current Fiscal Year	=	Tax Per Parcel For Previous Fiscal Year	X	(Consumer Price Index for April of Immediately Preceding Fiscal Year) (Consumer Price Index For the first Fiscal Year Of Levy)

In no event shall the tax per parcel for any fiscal year be less than the amount established for the first fiscal year.

2. The taxes levied on each parcel pursuant to this Article shall be a charge upon the parcel and shall be due and collectible as set forth in Article IV, below. A complete listing of the amount of taxes on each Zone shall be maintained by the Sheriff-Coroner of the County of Contra Costa at Martinez, California, and be available for public inspection during the remainder of the fiscal year for which such taxes are levied.

ARTICLE IV. COLLECTION AND ADMINISTRATION.

1. Taxes as Liens Against the Property.

The amount of taxes for each parcel each year shall constitute a lien on such property, in accordance with Revenue and Taxation Code section 2187, and shall have the same effect as an *ad valorem* real property tax lien until fully paid.

2. Collection.

The taxes on each parcel shall be billed on the secured roll tax bills for *ad valorem* property taxes and shall be due the County of Contra Costa. Insofar as feasible and insofar as not inconsistent with this Ordinance, the taxes are to be collected in the same manner in which the County collects secured roll *ad valorem* property taxes. Insofar as feasible and insofar as not inconsistent with the Ordinance, the times and procedure regarding exemptions, due dates, installment payments, corrections, cancellations, refunds, late payments, penalties, liens, and collection for secured roll *ad valorem* property taxes shall be applicable to the collection of this tax. Notwithstanding anything to the contrary in the foregoing, as to this tax: 1) the secured roll tax bills shall be the only notices required for this tax, and 2) the homeowner and veterans exemptions shall not be applicable because such exemptions are determined by dollar amount value.

3. Costs of Administration by the County.

The reasonable costs incurred by the County officers collecting and administering this tax shall be deducted from the collected taxes.

ARTICLE V. ACCOUNTABILITY MEASURES.

1. Account.

Upon the levy and collection of the tax authorized by this ordinance, an account shall be created into which the proceeds of the tax will be deposited. The proceeds of the tax authorized by this Ordinance shall be applied only to the specific purposes identified in this Ordinance.

2. Annual Report.

An annual report that complies with the requirements of Government Code section 50075.3 shall be filed with the Board of Supervisors of Contra Costa County no later than January 1 of each fiscal year in which the tax is levied.

ARTICLE V. SEVERABILITY CLAUSE

If any article, section, subsection, sentence, phrase of clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of the Zone hereby declare that they would have adopted the remainder of the Ordinance, including each article, section, subsection, sentence phrase or clause, irrespective of the invalidity of any other article, section, subsection, sentence, phrase or clause.

ARTICLE VI. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon its confirmation by two-thirds of the voters voting within Zone 2905 in an election to be held on February 11, 2020, so that taxes shall first be collected hereunder for the tax year beginning July 1, 2021. Within 15 days of passage, this Ordinance shall be published once, with the names of the Supervisors voting for and against it, in the Contra Costa Times, a newspaper of general circulation published in this County.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors, County of Contra Costa, State of California, on December 10, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

By: _____ _____
Deputy Chair of the Board of Supervisors

[SEAL]

"EXHIBIT A"

The land referred to is situated in the unincorporated area of the County of Contra Costa, State of California, and is described as follows:

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Exhibit B attached hereto and by this reference made part thereof.

LICENSED LAND SURVEYOR
ERIC A. HUMANN
No. 5452
STATE OF CALIFORNIA

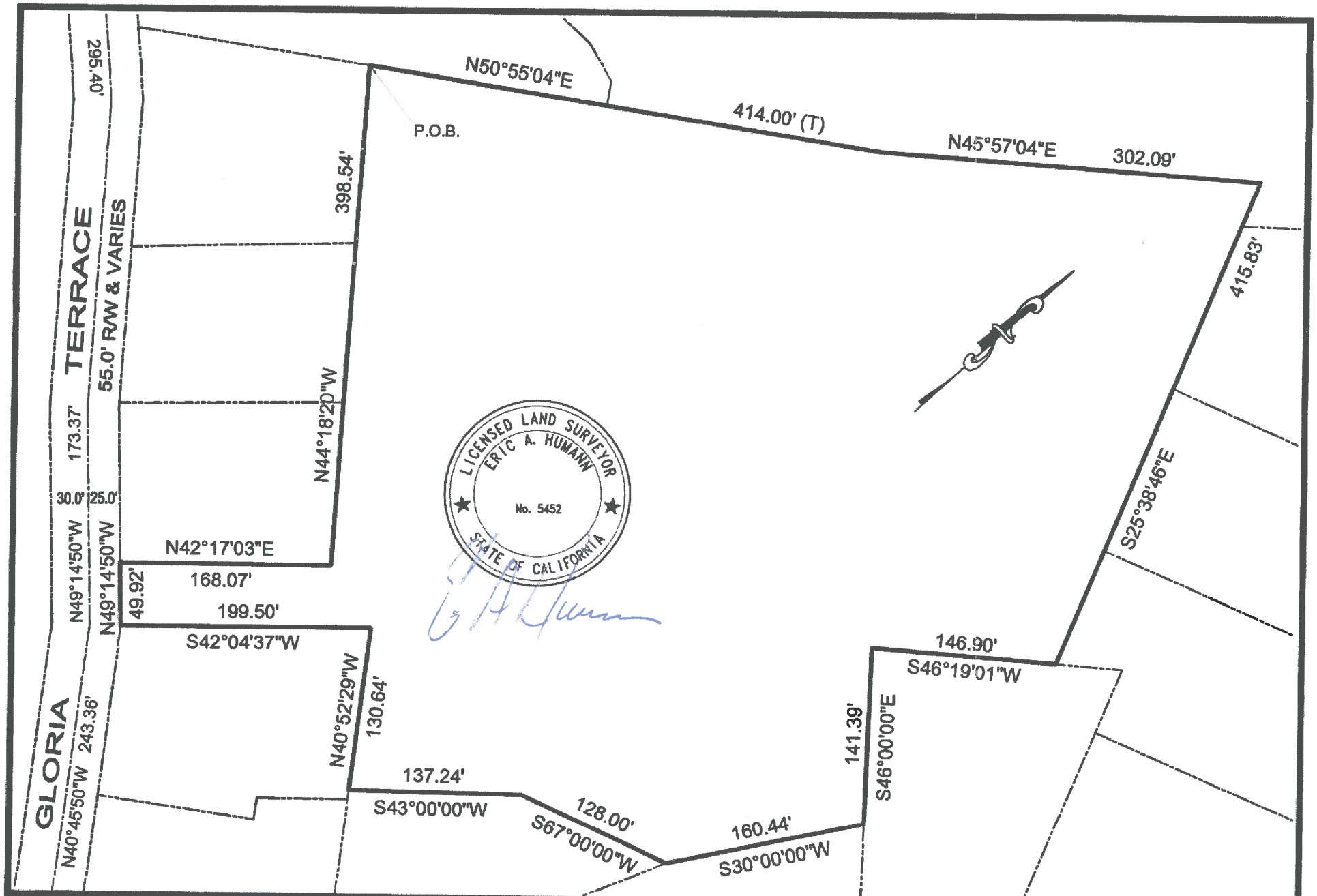

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EXHIBIT B
GLORIA TERRACE ESTATES
APN 166-200-032 AND 166-210-008
LAFAYETTE * CONTRA COSTA COUNTY * CALIFORNIA

SCALE	1"= 100'
DATE	08/06/19
JOB NO.	15012

Exhibit C Zone 2905

REJECT AND CONFIRMATION CODES

REJECT CODES

0 Normal Sale

1 Sold Part of a Split

3 Sales With Other Parcels

4 Hidden Stamps

5 Investigate Sale

7 Restricted Sale

8 Assumption

9 No Exemption Change

U Unrecorded Documents

NOTE: Reject Codes 0 & 1 "identify" sales. They do not reject them. Such sales (when confirmed) are used in statistics. Sales with other codes ARE rejected & do not enter into statistics.

CONFIRMATION CODES

Q = PCOR Received
C = SQ Received
A = ADJ
R = SQ Requested
X = SVP (Sales Verification Program)

USE CODES

RESIDENTIAL	MULTIPLE	COMMERCIAL	COMMERCIAL	INDUSTRIAL	LAND	INSTITUTIONAL	MISCELLANEOUS
10 Vacant, Unbuildable	20 Vacant	30 Vacant Land	40 Boat Harbors (-4)	50 Vacant Land	60 Unassigned	70 Intermediate Care Facil. (Rehab, Skilled Nursing) (-7)	80 Mineral Rights (productive/non-productive)
11 Single Family 1 Res on 1 Site & Duets without Common Areas	21 Duplex	31 Commercial Stores (not Supermarkets)	41 Supermarkets (not in shopping centers)	51 Industrial Park (with structures)	61 Rural, Residential Improved 1A up to 10A	71 Churches	81 Private Roads
12 Single Family 1 Res on 2 or More Sites	22 Triplex	32 Small Grocery Stores (7-11, Mom & Pop, Quick-Stop)	42 Shopping Centers (all pcls incl vac for future shopping center)	52 Research and Development, with or without structures; flexible use	62 Rural, with or without Misc. Structures 1A up to 10A	72 Schools & Colleges (public or private, with or without improvements)	82 Pipelines and Canals
13 Single Family 2 or More Res on 1 or More Sites	23 Fourplex	33 Office Buildings	43 Financial Bldgs. (Ins. & Title Companies, Banks, S & L)	53 Light Industrial	63 Urban Acreage 10A up to 40A	73 Acute Care Hospitals, with or without imps	83 State Board Assessed Parcels
14 Single Family On other than Single Family Land	24 Combinations; e.g., Single and a Double, etc.	34 Medical; Dental	44 Motels, Hotels (-4) & Mobile Home Parks (-7)	54 Heavy Industrial (-5) Alpha	64 Urban Acreage 40A and over	74 Cemeteries (-7) & Mortuaries (-3)	84 Utilities, with or without bldgs (not assessed by SBE)
15 Miscellaneous Improvements, 1 Site	25 Apartments, 5-12 units, inclusive	35 Service Stations; Car Washes; Bulk Plants, Mini Lube	45 Theaters	55 Mini-Warehouse (Public Storage)	65 Orchards, Vineyards, Row Crops, Irrig. Past. 10A up to 40A	75 Fraternal and Service Organizations; Group Homes, Shelters	85 Public and Private Parking
16 Misc. Imps. On 2 or More Sites; includes trees & vines	26 Apartments, 13-24 units, inclusive	36 Auto Repair	46 Drive-In Restaurants (Hamburger, Taco, etc)	56 Misc. Imps. Including T&V on Light or Heavy Industrial	66 Orchards, Vineyards, Row Crops, Irrig. Past. 40A & over	76 Residential Care Facil. (Congregate Housing, Assisted Living) (-7)	86 Taxable Municipally-Owned Property (Section 11)
17 Vacant, 1 Site (includes PUD sites)	27 Apartments, 25-59 units, inclusive	37 Community Facilities; Recreational; Swim Pool Assn.	47 Restaurants (not drive-in; inside service only)	57 Unassigned	67 Dry Farming, Farming, Grazing & Pasturing 10A up to 40A	77 Cultural Uses (Libraries, Museums)	87 Common Area pcls in PUD's (Open Spaces, Rec. Facilities)
18 Vacant, 2 or More Sites	28 Apartments, 60 units or more	38 Golf Courses	48 Multiple and Commercial; Miscellaneously Improved	58 Unassigned	68 Dry Farming, Farming, Grazing & Pasturing 40A & over	78 Parks and Playgrounds	88 Manufactured Hsng. (-4) Accessories, (-7) MH on local property tax Floating Homes (-8)
19 Single Family Res, Detached, w/Common Area (normal subdiv. type PUD); Duets w/Common Area	29 Attached PUD's, Cluster Homes, Co-ops, Condos, Townhouses, etc. (-1,-2) Single Fam.	39 Bowling Alleys	49 Auto Agencies	59 Pipeline Rights-Of-Way	69 Agricultural Preserves	79 Government-owned, with or without bldgs (Fed, State, County, City, SFBART, EBRPD)	89 Other; Split parcels in different tax code areas
							90 Awaiting Assignment

RESPONSIBILITY CODES

1 Residential

2 Multiple Residential

3 Commercial/ Industrial

4 Commercial/ Industrial

5 Commercial/ Industrial

6 Land

7 Commercial/ Industrial

8 Residential (Unparcelized Condos)

(88-8 = Floating Homes)

9 Unassigned

ORDINANCE NO. 2019-28 ZONE 2905

FOR FISCAL YEAR JULY 1, 2021, THROUGH JUNE 30, 2022

EXHIBIT D

PROPERTY USE CODE CATEGORY	EXPLANATION	ANNUAL TAX PER PARCEL
11	Single Family Residence – 1 residence, 1 site	$200
12	Single Family Residence- 1 residence, 2 or more sites	$200
13	Single Family Residence- 2 residences on 1 or more sites	$200
14	Single Family Residence – other than single family land	$200
15	Misc. Improvements – 1 site	$200
16	Misc. Improvements – 2 or more sites	$200
17	Vacant – 1 site	$100
18	Vacant – 2 or more sites	$100
19	Single Family Residence - Det. w/common area	$200
20	Vacant – Multiple	$100
21	Duplex	$200
22	Triplex	$200
23	Fourplex	$200
24	Combination	$200
25	Apartments (5-12 units)	$400
26	Apartments (13-24 units)	$400
27	Apartments (25-59 units)	$600

28	Apartments (60+ units)	$800
29	Attached PUDs: Cluster Homes, Condos, Etc.	$200
30	Vacant – Commercial	$100
31	Commercial Stores – Not Supermarkets	$600
32	Small Grocery Stores (7-11, etc.)	$600
33	Office Buildings	$400
34	Medical, Dental	$400
35	Service Stations, Car Wash	$400
36	Garages	$400
37	Community Facilities (recreational, etc.)	$800
38	Golf Courses	$400
39	Bowling Alleys	$400
40	Boat Harbors	$400
41	Supermarkets (not shopping centers)	$600
42	Shopping Centers	$800
43	Financial Buildings (Ins., Title, Banks, S&L)	$400
44	Motels, Hotels & Mobile Home Parks	$600
45	Theaters	$600
46	Drive-In Theaters	$400
47	Restaurants (not drive-in)	$400
48	Multiple & Commercial	$400

49	New Car Agencies	$400
50	Vacant Land (not part of Ind. Park or P. & D.)	$100
51	Industrial Park	$800
52	Research & Development	$400
53	Light Industrial	$400
54	Heavy Industrial	$400
55	Mini Warehouses (public storage)	$600
56	Misc. Improvements	$400
61	Rural, Res. Improvement 1A-10A	$200
62	Rural, W/or w/o Structure 1A-10A	$200
70	Convalescent Hospitals/Rest Homes	$400
73	Hospitals	$400
74	Cemeteries/Mortuaries	$400
75	Fraternal & Service Organizations	$400
76	Retirement Housing Complex	$600
78	Parks & Playgrounds	$800
85	Public & Private Parking	$400
87	Common Area	$400
88	Mobile Homes	$200
89	Other (split parcels in different tax code areas)	$200
99	Awaiting Assignment	$200

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 11/05/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/610

RESOLUTION OF INTENTION TO FORM ZONE 2905 OF COUNTY SERVICE AREA P-6 IN THE UNINCORPORATED AREA OF LAFAYETTE

The Board of Supervisors of Contra Costa County RESOLVES:

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the unincorporated Lafayette area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.

2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.

3. The formation of Zone 2905 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.

4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.

5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.

6. The name proposed for the zone is "Zone 2905" of CSA P-6.

NOW, THEREFORE, BE IT RESOLVED THAT at 9:30 a.m. on December 10, 2019, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 2905 of CSA P-6. The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

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

ATTESTED: November 5, 2019

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

Contact: Jennifer Cruz, 9925) 674-7790

By: , Deputy

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: HEARING TO CONSIDER ADOPTION OF PROPOSED SPECIAL TAX ORDINANCE AND AUTHORIZE ELECTION TO OBTAIN VOTER APPROVAL (DISTRICT I)

RECOMMENDATION(S):

1. OPEN hearing to consider adopting Ordinance No. 2019-30, authorizing the levy of a special tax for police protection services in Zone 3113 of County Service area P-6 in the El Sobrante area of the County; CONSIDER oral and written comments received; and CLOSE the public hearing.

2. ADOPT Ordinance No. 2019-30, attached hereto.

3. ADOPT Resolution No. 2019/648, attached hereto, authorizing an election in Zone 3113 of County Service Area P-6 to consider approval of Ordinance No. 2019-30.

4. DIRECT the County Clerk, Elections Division, to conduct the election required by Government Code Sections 23027 and 53978. This election shall be held on February 11, 2020.

FISCAL IMPACT:

The cost of establishing the Police Service District and election is paid for by the developer of the subdivision.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jennifer Cruz, (925) 674-7790

cc: Rosa Mena

BACKGROUND:

Per the conditions of approval for Subdivision No. 9465 (County File #SD17-9465), prior to recording the final map for the subdivision, the subdivider is required to establish a special Police Services tax district for the purposes of providing additional funding to augment police services in the area of the subdivision. The property to be subdivided and placed within the proposed special tax district consists of a 1.13-acre site located at 39 Kirkpatrick Drive in the El Sobrante area of the County.

On November 5, 2019, the Board approved Resolution No. 2019/611, as required by Government Code Section 25217, subdivision (b), as the first step in forming a new zone within County Service Area (CSA) P-6 in the El Sobrante area of the County. The proposed zone would serve as the vehicle to collect special taxes within the boundaries of the zone if a special tax measure is approved by registered voters within the zone area at the February 11, 2020, election.

The Board is scheduled to conduct a separate hearing on December 10, 2019, on the formation of the proposed zone. If the Board determines there is no majority protest to the formation of this new zone, and if the Board adopts Resolution No. 2019/647, establishing CSA P-6, Zone 3113 subject to voter approval of the special tax, the next step in the process is the hearing on the adoption of a special tax ordinance, the adoption of that ordinance and adoption of a resolution submitting the tax measure to the voters.

In this action, the Board is asked to conduct the hearing on, and adopt, the special tax ordinance (Ordinance No. 2019-30), which would authorize the levy of a special tax for police protection services on all taxable parcels in the area of Zone 3113 if a special tax ballot measure is approved by a two-thirds majority of the registered voters in the zone area. Resolution No. 2019/648, the adoption of which is also recommended, sets forth appropriate ballot language, directs the County Clerk, Elections Division, to conduct the aforementioned election as part of the February 11, 2020, election, and supplies appropriate ballot language.

CONSEQUENCE OF NEGATIVE ACTION:

The project developer would be unable to comply with the conditions of approval for the project. Additionally, the developer would be unable to record the final map for the subdivision.

ATTACHMENTS

Resolution 2019/648

Exhibit A - Legal Description

Exhibit B - Plat Map

Exhibit C - Ordinance No. 2019-30

Resolution No. 2019/611

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 12/10/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/648

IN THE MATTER OF AUTHORIZING A SPECIAL TAX IN PROPOSED ZONE 3113 OF COUNTY SERVICE AREA P-6

WHEREAS, this Board recognizes the need for increased police protection services in the above subject zone and the difficulty of funding the current or an increased level of services. Government Code Sections 50077 and 53978 establish procedures for voter authorization of a special tax in order to provide additional funding for police protection.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Ordinance No. 2019-30, adopted on this date, is to be presented for approval of the voters of proposed Zone 3113 of County Service Area P-6 at the election to be held on February 11, 2020, according to the following ballot proposition:

> *"Shall Ordinance No. 2019-30, to provide additional funding for police protection services, be approved to authorize a special tax on property located in Zone 3113 of County Service Area P-6 in the El Sobrante area of the County, at an initial annual amount of $200 per parcel for single-family, residential parcels, with higher and lower amounts for properties in other use categories identified in the ordinance, commencing with the tax year beginning July 1, 2021?"*

2. The Contra Costa County Registrar of Voters is designated as the Election Official for this election, and the County Clerk, Elections Division, is hereby authorized and directed to provide all notices and take all other actions necessary to hold the election described in this resolution including, but not limited to, providing notices of times within which arguments for and against are to be submitted.

3. The County Administrator, or his designee, shall serve as the Eligible Filer for purposes of filing necessary documents with the Elections Official to facilitate listing of the above ballot proposition.

Contact: Jennifer Cruz, (925) 674-7790

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

ATTESTED: December 10, 2019

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

By: , Deputy

cc: Rosa Mena

EXHIBIT "A"

Legal Description

All that certain real property situated in the County of Contra Costa, State of California, being a portion of that certain parcel described in the grant deed from William G. Norwell, ET UX, to William H. Kirkpatrick, ET UX, recorded May 14, 1956, in Book 2765 of official records, page 381; Contra Costa County Records, more particularly described as follows:

POINT OF BEGINNIN at the Westerly corner of said property; thence southerly along western boundary line, South 49° 52′ 00″ East 250 feet, thence leaving said boundary line, North 40° 08′ 00″ East 189.8 feet and thence along the following courses:

North 31° 15′ 50″ West 37.8 feet;

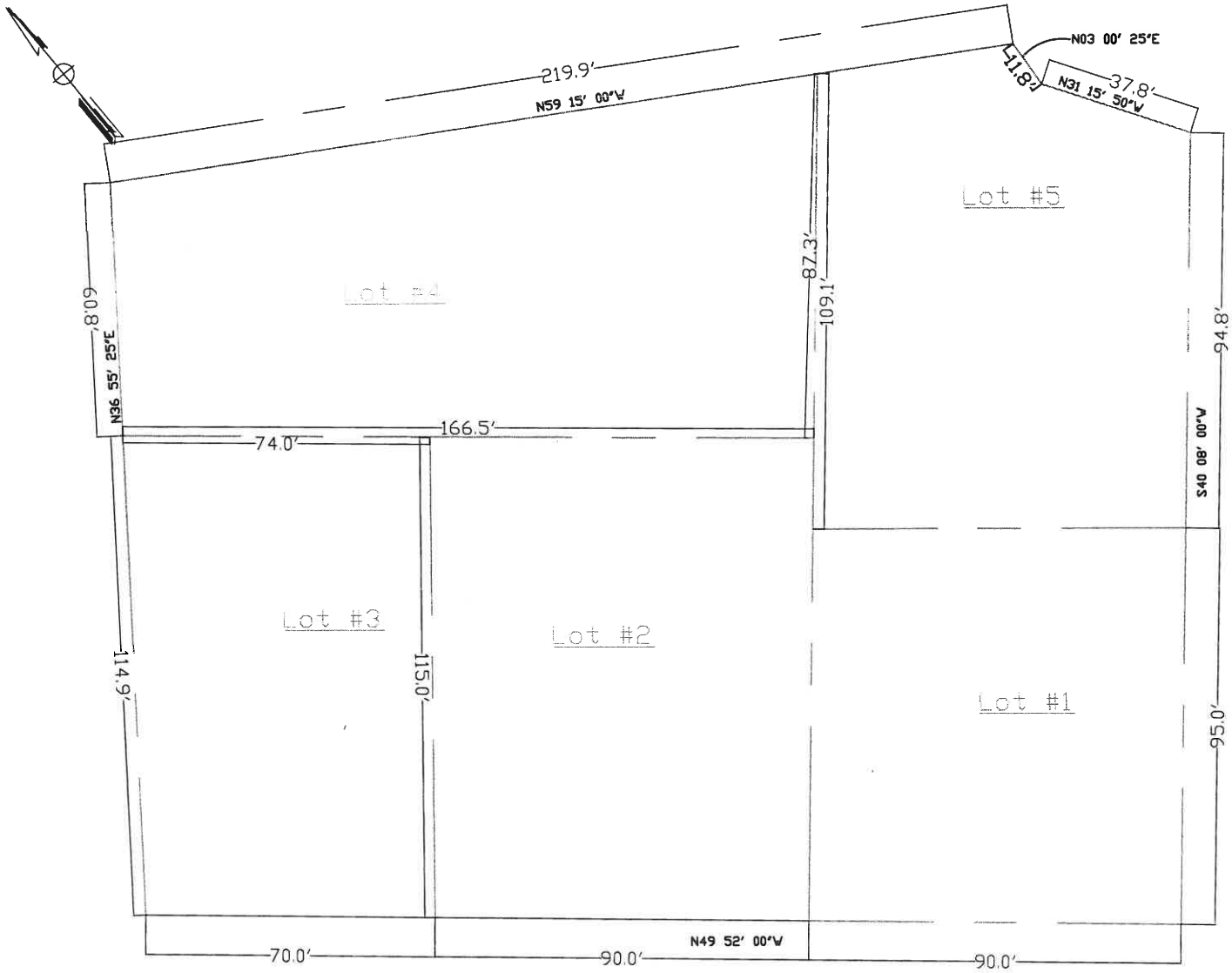
North 03° 00′ 25″ East 11.8 feet

North 59° 15′ 00″ West 219.9 feet

South 36° 55′ 25″ West 175.7 feet to the POINT OF BEGINNING.

REGISTERED PROFESSIONAL ENGINEER
JIT S. PANDHER
No. 32033
Expires: 12/31/20
CIVIL
STATE OF CALIFORNIA

EXHIBIT B



REGISTERED PROFESSIONAL ENGINEER
JIT S. PANDHER
No. 32033
Expires: 12/31/20
CIVIL
STATE OF CALIFORNIA

PANDHER SUBDIVISION

COUNTY FILE# SD17-9465
APN # 430-161-020
APN # 430-161-021
39 KIRKPATRICK DR, EL SOBRANTE, CA 94803

ORDINANCE NO. 2019-30
(Uncodified)

(An Ordinance of the Board of Supervisors of Contra Costa County)
Authorizing a Special Tax for Police Protection Services in Zone 3113
of County Service Area P-6

The Contra Costa County Board of Supervisors ORDAINS as follows:

ARTICLE I. PURPOSE AND INTENT. It is the purpose and intent of this Ordinance to authorize the levy of a tax on parcels of real property on the secured property tax roll of Contra Costa County that are within Zone 3113 of Contra Costa County Service Area No. P-6 in order to augment funding for police protection services.

This tax is a special tax within the meaning of Section 4 of Article XIIIA of the California Constitution. Because the burden of this tax falls upon property, this tax also is a property tax, but this tax is not determined according to nor in any manner based upon the value of property; this tax is levied on a parcel and use of property basis. Insofar as not inconsistent with this Ordinance or with legislation authorizing special taxes and insofar as applicable to a property tax that is not based on value, such provisions of the California Revenue and Taxation Code and of Article XIII of the California Constitution as relate to *ad valorem* property taxes are intended to apply to the collection and administration of this tax (Article IV of this Ordinance), as authorized by law.

The revenues raised by this tax are to be used solely for the purposes of obtaining, furnishing, operating, and maintaining police protection equipment or apparatus, for paying the salaries and benefits of police protection personnel, and for such other police protection service expenses as are deemed necessary.

ARTICLE II. DEFINITIONS. The following definitions shall apply throughout the Ordinance:

1. "Parcel" means the land and any improvements thereon, designated by an assessor's parcel map and parcel number and carried on the secured property tax roll of Contra Costa County. For the purposes of the Ordinance, "parcel" does not include any land or improvements outside the boundaries of Zone 3113 of County Service Area P-6 nor any land or improvements owned by any governmental entity.

2. "Fiscal year" means the period of July 1 through the following June 30.

3. Contra Costa County Service Area P-6 Zone 3113 (hereinafter called "Zone") means that portion of unincorporated area of Contra Costa County located within the Zone's boundaries described and shown in Exhibits A and B attached hereto.

4. "Use Code" means the code number assigned by the Assessor of Contra Costa County in order to classify parcels according to use for *ad valorem* property tax purposes. A copy

of the Assessor's use code classifications chart is attached hereto as Exhibit C and incorporated herein.

5. "Consumer Price Index" means the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area (1982-84=100) as published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Consumer Price Index is discontinued or revised, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Consumer Price Index had not been discontinued of revised.

6. "Constant first year dollars" shall mean an actual dollar amount which, in years subsequent to the first fiscal year the tax is levied, shall have the same purchasing power as the base amount in first fiscal year dollars as measured by the Consumer Price Index. The base amount shall be the amount of tax per parcel as specified in Article III 1A herein. The adjustment from actual to constant dollars shall be made by use of the Consumer Price Index, as specified in Section III 1B herein.

ARTICLE III. AMOUNT AND LEVEL OF TAXES

1. The tax per year on each parcel in the Zone shall not exceed the amount applicable to the parcel as specified below.

A. For First Fiscal Year:

The tax per year for the first fiscal year (July 1, 2021 through June 30, 2022) shall be the Amount of Tax per Parcel for the Property Use Code Category as set forth in Exhibit D incorporated herein.

B. For Subsequent Fiscal Years:

In order to keep the tax on each parcel in constant first year dollars for each fiscal year subsequent to the first fiscal year, the tax per year shall by adjusted as set forth below to reflect any increase in the Consumer Price Index beyond the first fiscal year a tax is levied.

In July, the Board of Supervisors of Contra Costa County shall determine the amount of taxes to be levied upon the parcels in the Zone for the then current fiscal year as set forth below.

For each Property Use Category on Exhibit C, the tax per year on each parcel for each fiscal year subsequent to the first fiscal year shall be an amount determined as follows:

Tax Per Parcel For Then Current Fiscal Year	=	Tax Per Parcel For Previous Fiscal Year	X	(Consumer Price Index for April of Immediately Preceding Fiscal Year) (Consumer Price Index For the first Fiscal Year Of Levy)

In no event shall the tax per parcel for any fiscal year be less than the amount established for the first fiscal year.

2. The taxes levied on each parcel pursuant to this Article shall be a charge upon the parcel and shall be due and collectible as set forth in Article IV, below. A complete listing of the amount of taxes on each Zone shall be maintained by the Sheriff-Coroner of the County of Contra Costa at Martinez, California, and be available for public inspection during the remainder of the fiscal year for which such taxes are levied.

ARTICLE IV. COLLECTION AND ADMINISTRATION.

1. Taxes as Liens Against the Property.

The amount of taxes for each parcel each year shall constitute a lien on such property, in accordance with Revenue and Taxation Code section 2187, and shall have the same effect as an *ad valorem* real property tax lien until fully paid.

2. Collection.

The taxes on each parcel shall be billed on the secured roll tax bills for *ad valorem* property taxes and shall be due the County of Contra Costa. Insofar as feasible and insofar as not inconsistent with this Ordinance, the taxes are to be collected in the same manner in which the County collects secured roll *ad valorem* property taxes. Insofar as feasible and insofar as not inconsistent with the Ordinance, the times and procedure regarding exemptions, due dates, installment payments, corrections, cancellations, refunds, late payments, penalties, liens, and collection for secured roll *ad valorem* property taxes shall be applicable to the collection of this tax. Notwithstanding anything to the contrary in the foregoing, as to this tax: 1) the secured roll tax bills shall be the only notices required for this tax, and 2) the homeowner and veterans exemptions shall not be applicable because such exemptions are determined by dollar amount value.

3. Costs of Administration by the County.

The reasonable costs incurred by the County officers collecting and administering this tax shall be deducted from the collected taxes.

ARTICLE V. ACCOUNTABILITY MEASURES.

1. Account.

Upon the levy and collection of the tax authorized by this ordinance, an account shall be created into which the proceeds of the tax will be deposited. The proceeds of the tax authorized by this Ordinance shall be applied only to the specific purposes identified in this Ordinance.

2. Annual Report.

An annual report that complies with the requirements of Government Code section 50075.3 shall be filed with the Board of Supervisors of Contra Costa County no later than January 1 of each fiscal year in which the tax is levied.

ARTICLE V. SEVERABILITY CLAUSE

If any article, section, subsection, sentence, phrase of clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of the Zone hereby declare that they would have adopted the remainder of the Ordinance, including each article, section, subsection, sentence phrase or clause, irrespective of the invalidity of any other article, section, subsection, sentence, phrase or clause.

ARTICLE VI. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon its confirmation by two-thirds of the voters voting within Zone 3113 in an election to be held on February 11, 2020, so that taxes shall first be collected hereunder for the tax year beginning July 1, 2021. Within 15 days of passage, this Ordinance shall be published once, with the names of the Supervisors voting for and against it, in the Contra Costa Times, a newspaper of general circulation published in this County.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors, County of Contra Costa, State of California, on December 10, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

By: _____ _____
Deputy Chair of the Board of Supervisors

[SEAL]

EXHIBIT "A"

Legal Description

All that certain real property situated in the County of Contra Costa, State of California, being a portion of that certain parcel described in the grant deed from William G. Norwell, ET UX, to William H. Kirkpatrick, ET UX, recorded May 14, 1956, in Book 2765 of official records, page 381; Contra Costa County Records, more particularly described as follows:

POINT OF BEGINNIN at the Westerly corner of said property; thence southerly along western boundary line, South 49° 52′ 00″ East 250 feet, thence leaving said boundary line, North 40° 08′ 00″ East 189.8 feet and thence along the following courses:

North 31° 15′ 50″ West 37.8 feet;

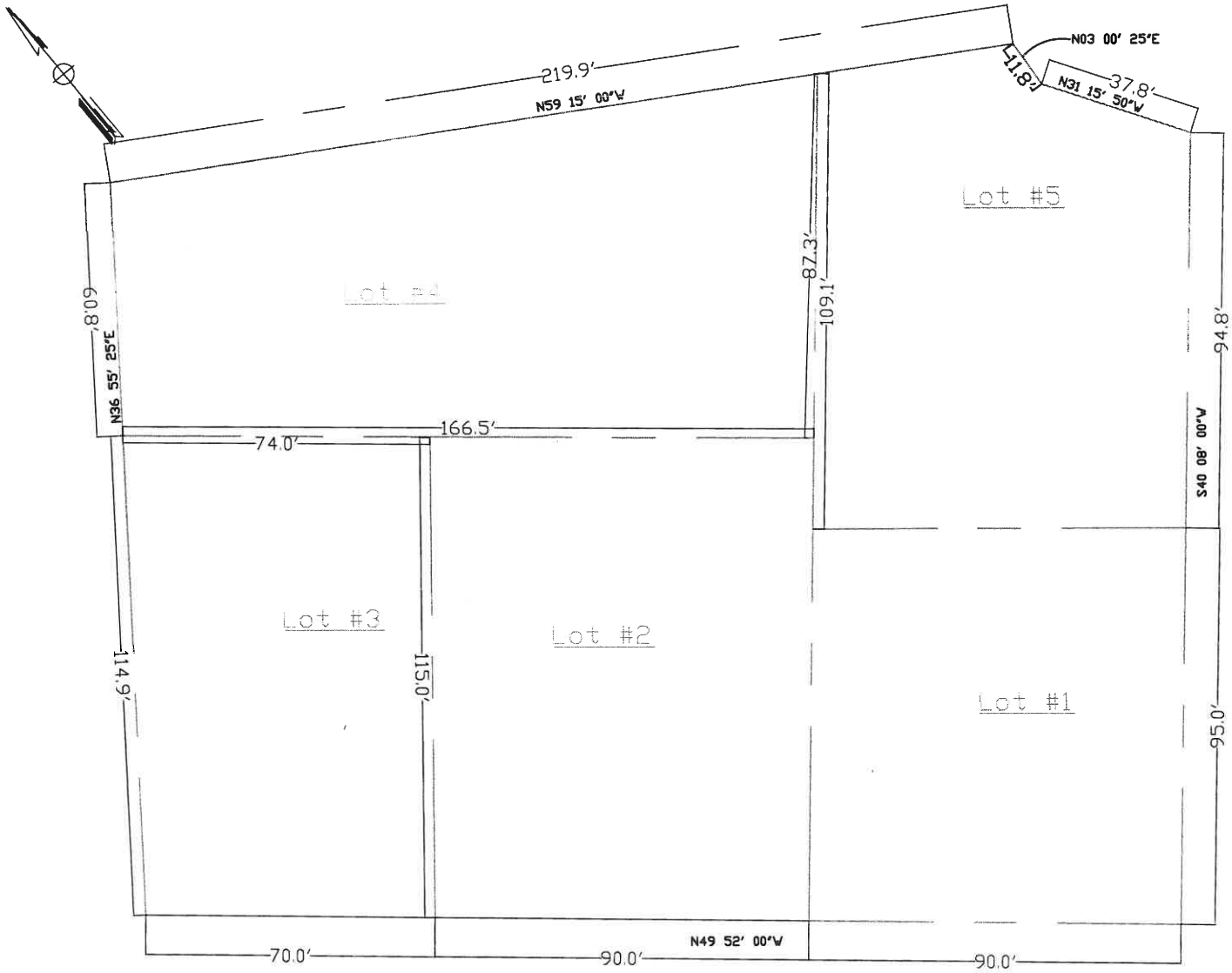
North 03° 00′ 25″ East 11.8 feet

North 59° 15′ 00″ West 219.9 feet

South 36° 55′ 25″ West 175.7 feet to the POINT OF BEGINNING.

REGISTERED PROFESSIONAL ENGINEER
JIT S. PANDHER
No. 32033
Expires: 12/31/20
CIVIL
STATE OF CALIFORNIA

EXHIBIT B



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PANDHER SUBDIVISION

COUNTY FILE# SD17-9465
APN # 430-161-020
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39 KIRKPATRICK DR, EL SOBRANTE, CA 94803

Exhibit C Zone 3113

REJECT AND CONFIRMATION CODES

REJECT CODES

0 Normal Sale

1 Sold Part of a Split

3 Sales With Other Parcels

4 Hidden Stamps

5 Investigate Sale

7 Restricted Sale

8 Assumption

9 No Exemption Change

U Unrecorded Documents

NOTE: Reject Codes 0 & 1 "identify" sales. They do not reject them. Such sales (when confirmed) are used in statistics. Sales with other codes ARE rejected & do not enter into statistics.

CONFIRMATION CODES

Q = PCOR Received
C = SQ Received
A = ADJ
R = SQ Requested
X = SVP (Sales Verification Program)

USE CODES

RESIDENTIAL	MULTIPLE	COMMERCIAL	COMMERCIAL	INDUSTRIAL	LAND	INSTITUTIONAL	MISCELLANEOUS
10 Vacant, Unbuildable	20 Vacant	30 Vacant Land	40 Boat Harbors (-4)	50 Vacant Land	60 Unassigned	70 Intermediate Care Facil. (Rehab, Skilled Nursing) (-7)	80 Mineral Rights (productive/non-productive)
11 Single Family 1 Res on 1 Site & Duets without Common Areas	21 Duplex	31 Commercial Stores (not Supermarkets)	41 Supermarkets (not in shopping centers)	51 Industrial Park (with structures)	61 Rural, Residential Improved 1A up to 10A	71 Churches	81 Private Roads
12 Single Family 1 Res on 2 or More Sites	22 Triplex	32 Small Grocery Stores (7-11, Mom & Pop, Quick-Stop)	42 Shopping Centers (all pcls incl vac for future shopping center)	52 Research and Development, with or without structures; flexible use	62 Rural, with or without Misc. Structures 1A up to 10A	72 Schools & Colleges (public or private, with or without improvements)	82 Pipelines and Canals
13 Single Family 2 or More Res on 1 or More Sites	23 Fourplex	33 Office Buildings	43 Financial Bldgs. (Ins. & Title Companies, Banks, S & L)	53 Light Industrial	63 Urban Acreage 10A up to 40A	73 Acute Care Hospitals, with or without imps	83 State Board Assessed Parcels
14 Single Family On other than Single Family Land	24 Combinations; e.g., Single and a Double, etc.	34 Medical; Dental	44 Motels, Hotels (-4) & Mobile Home Parks (-7)	54 Heavy Industrial (-5) Alpha	64 Urban Acreage 40A and over	74 Cemeteries (-7) & Mortuaries (-3)	84 Utilities, with or without bldgs (not assessed by SBE)
15 Miscellaneous Improvements, 1 Site	25 Apartments, 5-12 units, inclusive	35 Service Stations; Car Washes; Bulk Plants, Mini Lube	45 Theaters	55 Mini-Warehouse (Public Storage)	65 Orchards, Vineyards, Row Crops, Irrig. Past. 10A up to 40A	75 Fraternal and Service Organizations; Group Homes, Shelters	85 Public and Private Parking
16 Misc. Imps. On 2 or More Sites; includes trees & vines	26 Apartments, 13-24 units, inclusive	36 Auto Repair	46 Drive-In Restaurants (Hamburger, Taco, etc)	56 Misc. Imps. Including T&V on Light or Heavy Industrial	66 Orchards, Vineyards, Row Crops, Irrig. Past. 40A & over	76 Residential Care Facil. (Congregate Housing, Assisted Living) (-7)	86 Taxable Municipally-Owned Property (Section 11)
17 Vacant, 1 Site (includes PUD sites)	27 Apartments, 25-59 units, inclusive	37 Community Facilities; Recreational; Swim Pool Assn.	47 Restaurants (not drive-in; inside service only)	57 Unassigned	67 Dry Farming, Farming, Grazing & Pasturing 10A up to 40A	77 Cultural Uses (Libraries, Museums)	87 Common Area pcls in PUD's (Open Spaces, Rec. Facilities)
18 Vacant, 2 or More Sites	28 Apartments, 60 units or more	38 Golf Courses	48 Multiple and Commercial; Miscellaneously Improved	58 Unassigned	68 Dry Farming, Farming, Grazing & Pasturing 40A & over	78 Parks and Playgrounds	88 Manufactured Hsng. (-4) Accessories, (-7) MH on local property tax Floating Homes (-8)
19 Single Family Res, Detached, w/Common Area (normal subdiv. type PUD); Duets w/Common Area	29 Attached PUD's, Cluster Homes, Co-ops, Condos, Townhouses, etc. (-1,-2) Single Fam.	39 Bowling Alleys	49 Auto Agencies	59 Pipeline Rights-Of-Way	69 Agricultural Preserves	79 Government-owned, with or without bldgs (Fed, State, County, City, SFBART, EBRPD)	89 Other; Split parcels in different tax code areas
							90 Awaiting Assignment

RESPONSIBILITY CODES

1 Residential

2 Multiple Residential

3 Commercial/ Industrial

4 Commercial/ Industrial

5 Commercial/ Industrial

6 Land

7 Commercial/ Industrial

8 Residential (Unparcelized Condos)

(88-8 = Floating Homes)

9 Unassigned

ORDINANCE NO. 2019-30 ZONE 3113

FOR FISCAL YEAR JULY 1, 2021, THROUGH JUNE 30, 2022

EXHIBIT D

PROPERTY USE CODE CATEGORY	EXPLANATION	ANNUAL TAX PER PARCEL
11	Single Family Residence – 1 residence, 1 site	$200
12	Single Family Residence- 1 residence, 2 or more sites	$200
13	Single Family Residence- 2 residences on 1 or more sites	$200
14	Single Family Residence – other than single family land	$200
15	Misc. Improvements – 1 site	$200
16	Misc. Improvements – 2 or more sites	$200
17	Vacant – 1 site	$100
18	Vacant – 2 or more sites	$100
19	Single Family Residence - Det. w/common area	$200
20	Vacant – Multiple	$100
21	Duplex	$200
22	Triplex	$200
23	Fourplex	$200
24	Combination	$200
25	Apartments (5-12 units)	$400
26	Apartments (13-24 units)	$400
27	Apartments (25-59 units)	$600

28	Apartments (60+ units)	$800
29	Attached PUDs: Cluster Homes, Condos, Etc.	$200
30	Vacant – Commercial	$100
31	Commercial Stores – Not Supermarkets	$600
32	Small Grocery Stores (7-11, etc.)	$600
33	Office Buildings	$400
34	Medical, Dental	$400
35	Service Stations, Car Wash	$400
36	Garages	$400
37	Community Facilities (recreational, etc.)	$800
38	Golf Courses	$400
39	Bowling Alleys	$400
40	Boat Harbors	$400
41	Supermarkets (not shopping centers)	$600
42	Shopping Centers	$800
43	Financial Buildings (Ins., Title, Banks, S&L)	$400
44	Motels, Hotels & Mobile Home Parks	$600
45	Theaters	$600
46	Drive-In Theaters	$400
47	Restaurants (not drive-in)	$400
48	Multiple & Commercial	$400

49	New Car Agencies	$400
50	Vacant Land (not part of Ind. Park or P. & D.)	$100
51	Industrial Park	$800
52	Research & Development	$400
53	Light Industrial	$400
54	Heavy Industrial	$400
55	Mini Warehouses (public storage)	$600
56	Misc. Improvements	$400
61	Rural, Res. Improvement 1A-10A	$200
62	Rural, W/or w/o Structure 1A-10A	$200
70	Convalescent Hospitals/Rest Homes	$400
73	Hospitals	$400
74	Cemeteries/Mortuaries	$400
75	Fraternal & Service Organizations	$400
76	Retirement Housing Complex	$600
78	Parks & Playgrounds	$800
85	Public & Private Parking	$400
87	Common Area	$400
88	Mobile Homes	$200
89	Other (split parcels in different tax code areas)	$200
99	Awaiting Assignment	$200

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 11/05/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/611

RESOLUTION OF INTENTION TO FORM ZONE 3113 OF COUNTY SERVICE AREA P-6 IN THE EL SOBRANTE AREA

The Board of Supervisors of Contra Costa County RESOLVES:

1. The Board of Supervisors of Contra Costa County proposes the formation of new zone in the El Sobrante area of County Service Area (CSA) P-6, pursuant to Article 8 of Chapter 2.3 of Part 2 of Division 2 of Title 3 of the California Government Code.

2. The boundaries of the territory to be included in the zone area are described in 'Exhibit A' and shown in 'Exhibit B', both of which are attached hereto and incorporated herein by this reference.

3. The formation of Zone 3113 is proposed to provide the County of Contra Costa with a method of financing an increased level of police protection services to the area within the zone.

4. The proposed zone would provide a level of police protection services that exceeds the level of service outside the zone, and if approved by the voters, the proposed zone would generate additional revenue in the form of special taxes to fund the increase in this level of service.

5. The increase in the level of service would be financed through the levy of a voter-approved special tax on all taxable parcels within the zone.

6. The name proposed for the zone is "Zone 3113" of CSA P-6.

NOW, THEREFORE, BE IT RESOLVED THAT at 9:30 a.m. on December 10, 2019, in the Chamber of the Board of Supervisors, County Administration Building, 651 Pine Street, Martinez, CA 94553, this Board will conduct a public hearing upon the proposed formation of Zone 3113 of CSA P-6. The Clerk of the Board is hereby directed to give notice of the public hearing by (1) publishing a notice that complies with Government Code Section 25217, subdivision (d)(1), pursuant to Government Code Section 6061; (2) mailing the notice to all owners of property within the proposed zone; (3) mailing the notice to each city and special district that contains, or whose sphere of influence contains the proposed zone; and (4) verifying that the notice is posted in at least three public places within the territory of the proposed zone.

Contact: Jennifer Cruz, (925) 674-7790

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

ATTESTED: November 5, 2019

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

By: , Deputy

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: Selection of Invitees for Land Use Permit Applications for Specified Limited Commercial Cannabis Uses

RECOMMENDATION(S):

SELECT up to four cannabis retail storefront proposals and up to seven commercial cannabis cultivation proposals to invite to apply for a land use permit.

FISCAL IMPACT:

Department of Conservation and Development (DCD) staff costs for administering the selection process are included in DCD's budget and paid for out of the fees required of those who submitted proposals. The cost of reviewing future applications will be paid by applicants. Upon issuance of a land use permit and after establishment of the selected commercial cannabis businesses, the County will begin generating tax revenue in accordance with the County's Cannabis Business Tax Ordinance approved by County voters on November 6, 2018.

BACKGROUND:

On November 19, 2019 the Board held a public meeting on the selection of proposals for certain commercial cannabis uses in accordance with Section 88-28.404 of the County Code. The Department of Conservation and Development provided the Board with a presentation on the scoring and ranking of the

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Ruben Hernandez, 925-674-7785

By: , Deputy

cc:

proposals, conducted by the interdepartmental Cannabis Proposal Review Panel, and the Board accepted public comment. The staff report and attachments from the November 19 meeting may be accessed here: November 19, 2019 Cannabis RFP Report .

During the Board's discussion on this matter, the Board requested that staff provide additional information on the transferability of commercial cannabis land use permits, whether the Royal Craft proposal in the Knightsen area should be scored as a standalone proposal for cannabis manufacturing in an agricultural zone, the existing medical-only dispensary in El Sobrante, and the locations of existing or proposed cannabis storefront retailers in neighboring jurisdictions. Maps identifying the location of existing and proposed cannabis storefront retailers in neighboring jurisdictions are attached. Staff's response to the Board's other informational requests are provided below.

Transferability of Permits

Ordinance Code Chapter 88-28 does not address the transferability of cannabis land use permits or changes in ownership of cannabis businesses. To address these issues, Chapter 88-28 would have to be amended. Staff proposes amending Chapter 88-28 to provide as follows:

1. A cannabis permit is not transferable or assignable to another permittee and is issued to and covers only the permittee identified on the permit with respect to the premises identified on the permit.
2. A cannabis permit terminates if a change in ownership results in one or more new persons owning a total of 20% or more of the commercial cannabis activity.
3. Any change to the information provided to the Department of Conservation and Development in an application for a cannabis permit must be reported to the department within 14 days after the change occurs.

Chapter 88-28 and state law define “person” as any individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit.

Under the proposed amendment to Chapter 88-28, a new cannabis permit would be required if, for example, an individual who owned 50% of a cannabis business transferred half of his or her ownership interest in the business to one new person. In this case, the new person would own 25% of the business. A new permit would also be required if, for example, a person who owned 50% of a business transferred one-fifth of his or her interest to one new person and another one-fifth to another new person. In this case, two new persons would own a total of 20% of the business. A new permit would also be required if, for example, an individual who owned 100% of a corporation transferred his or her entire ownership interest to one new individual. In this case, even though the corporation is the same corporation, a new person would own more than 20% of the corporation, so a new permit would be required.

A new cannabis permit would not be required if, for example, a person who owned 50% of a business transferred one-fourth of his or her ownership interest to one new person. In this case, the new person would own 12.5% of the business. A new permit also would not be required if, for example, a person who owned 50% of a business transferred all of his or her ownership interest to a person who already owns the other 50% of the business, because there would be no transfer to a “new” person.

If a cannabis permit terminates because a change in ownership results in one or more new persons owning a total of 20% or more of the business, the business may not operate until a new permit is

obtained.

Follow-Up for Royal Craft in Knightsen (File #MJ19-0055)

At the November 19 meeting, Jasun C. Molinelli, general counsel for Royal Craft in Knightsen, provided public comment regarding the proposal submitted by Royal Craft on June 27, 2019. Prior to the meeting, Mr. Molinelli also provided the Board members with a letter dated November 18, 2019. Royal Craft was one of the applicants to submit a proposal for a vertically integrated commercial cannabis business that included commercial cultivation and manufacturing. The proposal was for a property located at 11 Pastor Lane in the Knightsen area.

According to the Commercial Cultivation scoring and ranking chart presented to the Board on November 19, 2019, the proposal for Royal Craft scored lower than 70% of the minimum required in the RFP for three separate scoring categories; location (130 pts. out of 200); business and operating plan (110 pts. out of 200) and sustainability (50 pts. out 100). The proposal also had an overall score of 860 points which is less than the minimum of 80% (880 pts.) required to be invited to apply for a land use permit. The proposal failed, in part, because it proposed outdoor commercial cultivation within one mile of the urban limit line and because it proposed the exclusive use of well water for cultivation. Neither of these key attributes is permissible under existing County code.

In his comments provided at the November 19th meeting, Mr. Molinelli indicated that the intent of Royal Craft's proposal was that it be considered as a proposal for commercial cultivation and manufacturing or for either commercial cultivation or manufacturing in an agricultural zone. Mr. Molinelli also expressed discontent with the scoring for Royal Craft and believed that the score should have been higher based on various additional considerations. Mr. Molinelli argued that it was clear in Royal Craft's letter of intent and in the proposal for Royal Craft that the submittal was for commercial cultivation and/or manufacturing in an agricultural zone.

If the intent of Royal Craft was to be considered for one of the commercial cultivation permits and one of the manufacturing permits separately, two separate letters of intent and two separate proposals (and separate filing fees) should have been submitted. Only one proposal for a vertically integrated cultivation with manufacturing was received from Royal Craft and that proposal was reviewed and scored by the interdepartmental Cannabis Proposal Review Panel where it received a failing overall score and failing scores in individual categories as discussed above.

However, to provide this proposal with every reasonable consideration, the Cannabis Proposal Review Panel met on December 4, 2019 to consider Royal Craft as a proposal for manufacturing in an agricultural zone. There was no need for Panel to review the proposal as a standalone cultivation proposal because the use proposed is inconsistent with code as discussed above.

After reviewing Royal Craft’s proposal for standalone manufacturing in an agricultural zone, the Panel rescored the proposal for this more limited use. A summary sheet is attached which shows the scoring. The Panel continued to assign a failing score in one category. Royal Craft’s proposal received a score of 100 out of 200 points in the Business and Operating Plan category. According to the RFP, any proposal that scored less than 70% in any of the individual RFP categories would not be eligible to apply for an LUP. Royal Craft scored 100 or only 50% of the maximum score for the Business and Operating Plan category, making it ineligible to apply.

In reviewing Royal Craft’s proposal for manufacturing only, the Business and Operating Plan failed to provide specific financial information as required by the RFP. Additionally, the Panel deducted points from Royal Craft’s Business and Operating Plan due to the lack of information in the proposal for

operation of the manufacturing business as a standalone operation. The panel was unable to effectively evaluate the business and operating portion of the proposal as a standalone manufacturing proposal since it was intertwined with the cultivation operation. The Panel also had additional concerns with the proposal, including a general lack of details for a manufacturing-only operation.

Therefore, based on Royal Craft's proposal receiving a score less than 70% for its Business and Operating Plan, even when reviewed for manufacturing only, the proposal does not satisfy the RFP criteria for receiving an invitation to apply for a land use permit.

Existing Medical-only Dispensary in El Sobrante

On November 19, the status of the existing medical-only dispensary in El Sobrante known as One Plant was briefly discussed. One Plant submitted a proposal (County File #MJ19-0038) to expand the current non-conforming, medical-only, dispensary to allow adult use (recreational) sales of cannabis at the existing facility. The proposal for One Plant scored 960 points, which was second to last in the Review Panel's rankings.

In the November 19 report to the Board, mention was made of what appeared to be an unpermitted expansion of the One Plant facility located at 3823 San Pablo Dam Road in El Sobrante. Staff was asked for additional information.

Staff reviewed photographic evidence found in current and past online street views of the facility, and the photos show an expansion (see attachment). The Business Plan in One Plant's proposal states the facility "...received a complete remodel just 6 months ago".

Upon review of County building and planning records for the subject property, staff could find neither any permits or approvals for a tenant improvement at the site nor a request for a land use permit to allow the expansion of a legal nonconforming use for the dispensary. Under section 82-8.006 of the Zoning Code, any expansion of a nonconforming use requires approval of a Land Use Permit. Likewise, any expansion of a commercial use would also require a building permit and approval from the Fire District.

Next Steps

Upon selection of the invitees for land use permit applications, in accordance with the Board-approved RFP, the invitees will have 90 days to submit their land use permit applications (the recommended specific deadline is Monday, March 9, 2020 at 4 p.m.).

In accordance with the RFP, the invitees are required to submit land use permit applications that are consistent with their corresponding proposal. In accordance with County Code, only applications submitted by a "qualified applicant" will be accepted. According to Section 82-6.002 of the code, a "qualified applicant" is any person having a freehold interest in land, a possessory interest entitling him to exclusive possession, or a contractual interest which may become a freehold or exclusive possessory interest and is specifically enforceable.

In order to keep the Board up to date, staff proposes to provide the Board with a report on the receipt of land use permit applications invited by the Board following the recommended March 9, 2020 deadline for submission. Staff proposes to provide the Board with a second follow-up report by the end of next year (2020). Within that second report, staff would provide the Board with a general status update on all commercial cannabis activities, as well as provide the Board with recommendations on what approach to use to fill the commercial cultivation and manufacturing in agricultural zone slots not filled through the current RFP process. In the meantime, no additional proposals for these types of uses would be accepted.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not select land use permit invitees for the limited commercial cannabis activities, no land use permits for storefront retail or commercial cultivation will be issued for the unincorporated area of the county. Failure to establish a legal and regulated cannabis market in the county unincorporated area might encourage an illicit cannabis market to flourish, and would deprive county residents of local access to tested, and properly packaged and labeled cannabis products, as well as security and restricted access to minors as provided by the legal, regulated cannabis market.

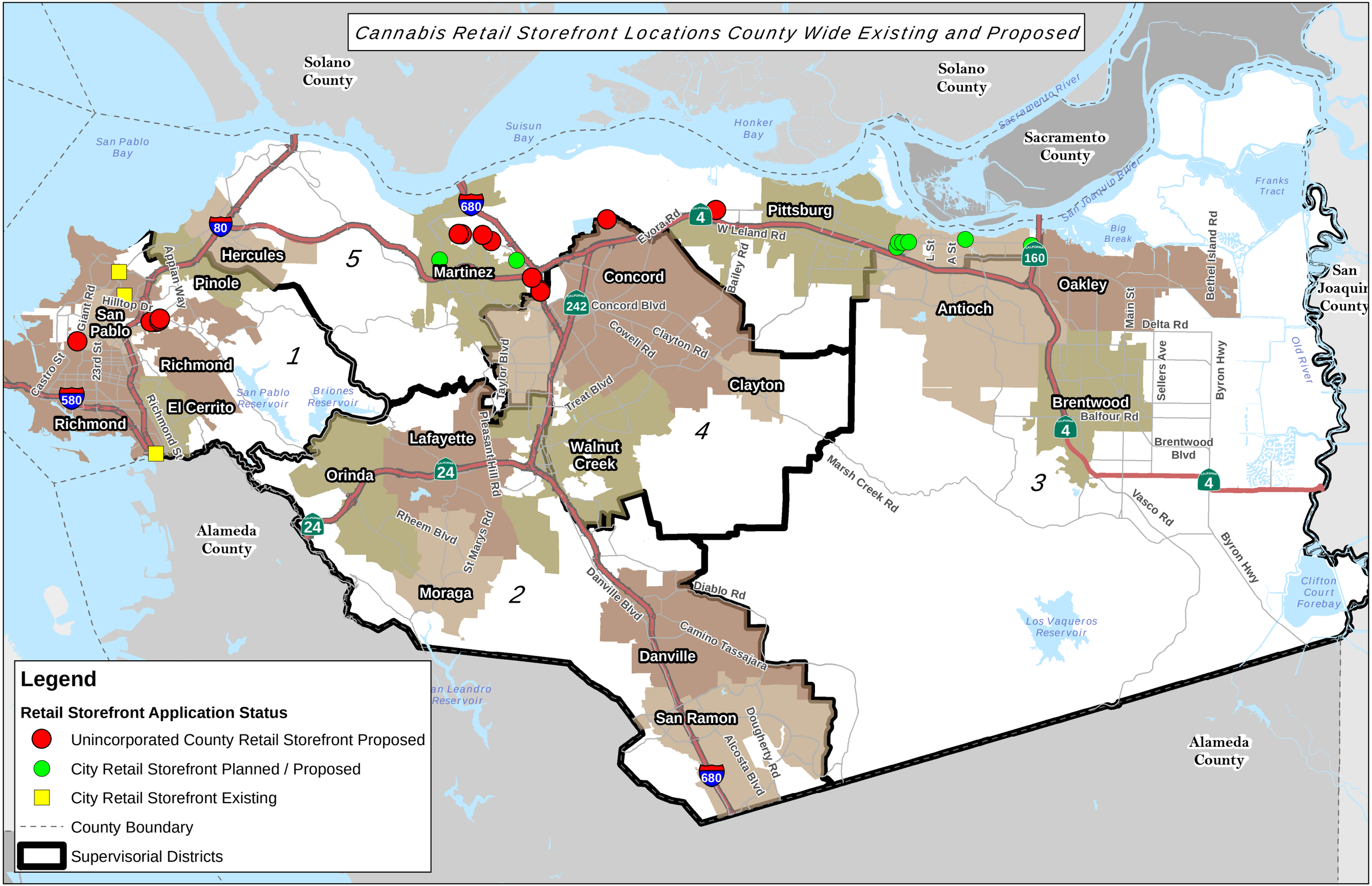
ATTACHMENTS

Maps

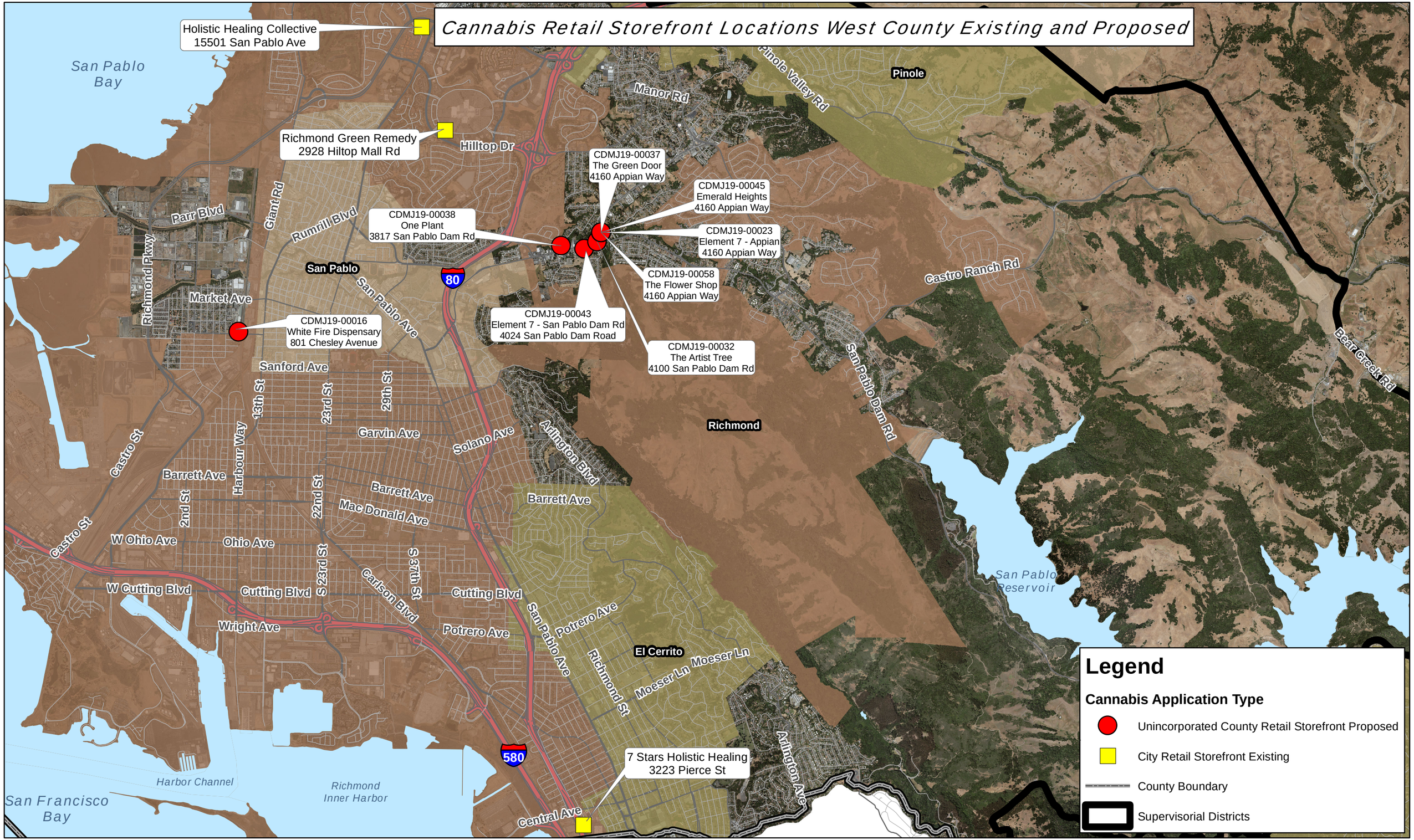
Royal Craft 2 page Summary

El Sobrante Dispensary Photos

Cannabis Retail Storefront Locations County Wide Existing and Proposed



Cannabis Retail Storefront Locations West County Existing and Proposed



Miles
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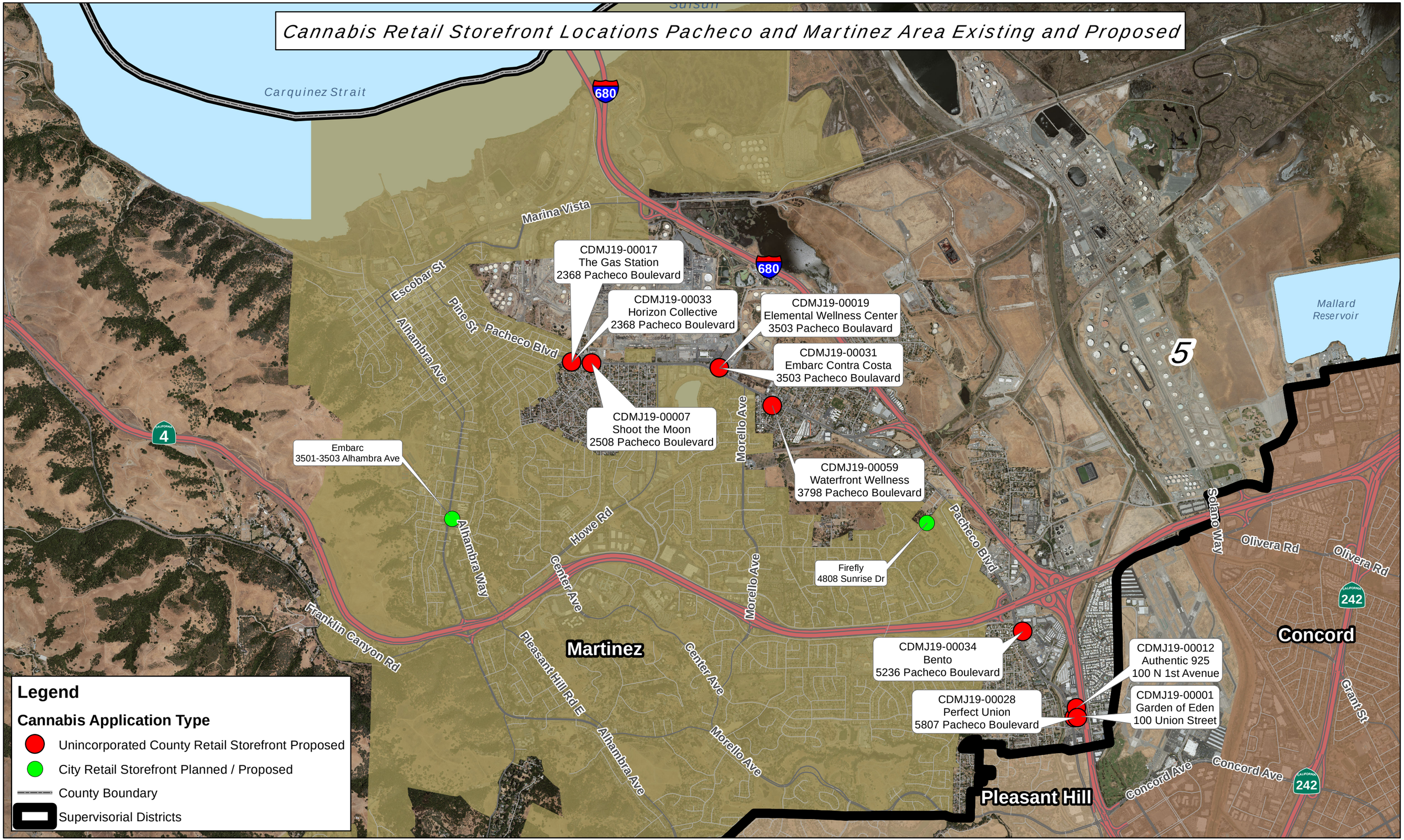
Map Created 12/3/2019
by Contra Costa County Department of
Conservation and Development, GIS Group
30 Muir Road, Martinez, CA 94553
37:59:41.791N 122:07:03.756W

This map was created by the Contra Costa County Department of Conservation and Development with data from the Contra Costa County GIS Program. Some base data, primarily City Limits, is derived from the CA State Board of Equalization's tax rate areas. While obligated to use this data the County assumes no responsibility for its accuracy. This map contains copyrighted information and may not be altered. It may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.

Cannabis Retail Storefront Locations Pacheco and Martinez Area Existing and Proposed



Miles
0 0.45 0.9 1.8

Map Created 12/3/2019
by Contra Costa County Department of
Conservation and Development, GIS Group
30 Muir Road, Martinez, CA 94553
37:59:41.791N 122:07:03.756W

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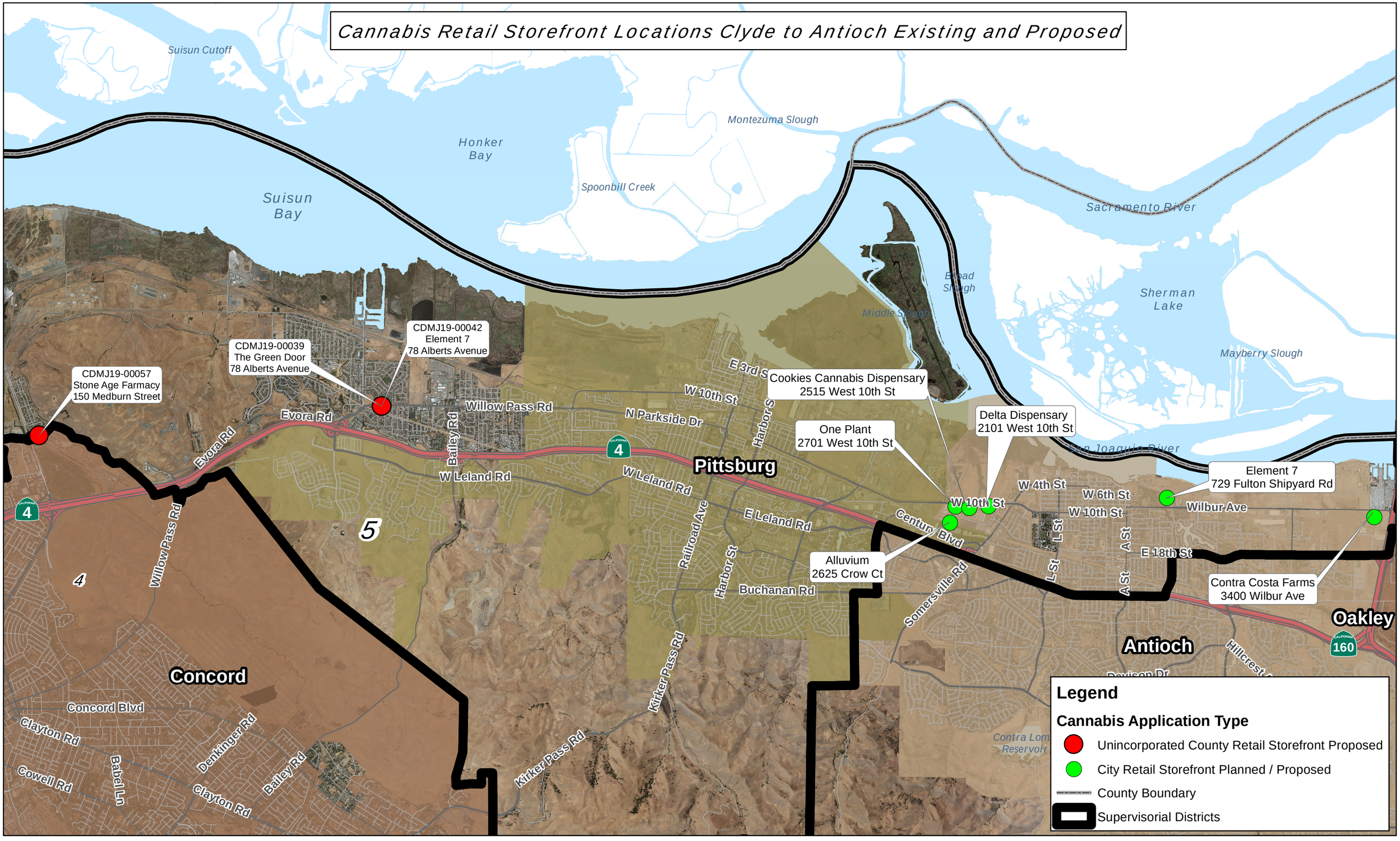
Cannabis Retail Storefront Locations Clyde to Antioch Existing and Proposed



Map Created 12/3/2019
by Contra Costa County Department of
Conservation and Development, GIS Group
30 Muir Road, Martinez, CA 94553
37:59:41.791N 122:07:03.756W

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Royal Craft, LLC – Manufacturing
MJ19-0055

Business Name: Royal Craft, LLC

Owner(s): Jacqueline Mezzetta
Jasun Molinelli
Kendall Tuffli
Mark Spilker

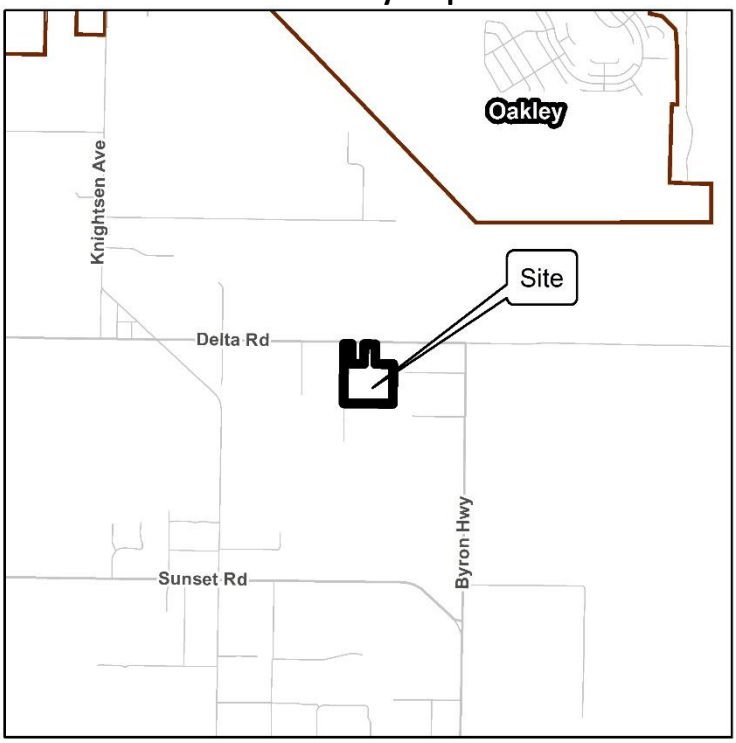
Total Score: 965/1,200

Address: 11 Pastor Lane, Knightsen

Business Type: Manufacturing

Square Footage: 8,000-s.f.

Vicinity Map



Proposal Pros and Cons

Pros	Cons
- Staff has background in manufacturing - Installation of solar panels	- No proof of capital - Financing is heavily dependent on cultivation aspect - Unable to evaluate cost/expenditures/revenue in proposal for manufacturing operations independent of cultivation

Aerial Photo

Royal Craft, LLC – Manufacturing
MJ19-0055

	Score	Comments
1. Cover Letter/ Owner Qualifications (200 pts)	**170**	- Owners are local to Contra Costa County - Staff has some background in manufacturing
2. Location (200 pts)	**175**	- Located in the Knightsen area just outside of the Knightsen Cannabis Exclusion area. - Located in a relatively dense rural area of Knightsen
3. Business and Operating Plan (200 pts)	**100**	- Did not provide proof of capital - Unable to evaluate cost/expenditures/revenue in proposal for cultivation and manufacturing operations separate from cultivation - Financials and business and operating plan are highly dependent on cultivation aspect
4. Security Plan (200 pts)	**195**	- Use of alarm system - Extensive interior and exterior camera coverage of manufacturing building - Use of security guard service
5. Sustainability (100 pts)	**85**	- Installation of Solar Panels, LED lightning - Planting of 1,000 new trees to screen manufacturing operation
6. Community and Economic Benefit (200 pts)	**140**	- Local ownership - Hire local - No community contribution specified
7. Equitable Geographic Distribution (100 pts.)	**100**	
Total (1,200 pts)	**965**	

Photos of One Plant (Before/During/After)

Street View – February 2018

Street View – February 2019

Street View – July 2019

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: APPROVE the Conveyance of Real Property to the City of Pleasant Hill.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute a Grant Deed conveying an approximately 0.762-acre portion of Santa Barbara Road right of way to the City of Pleasant Hill for city road purposes, as recommended by the Public Works Director, Pleasant Hill.

DETERMINE that the property described in the Grand Deed was acquired by the County for highway purposes and is no longer necessary for County highway purposes.

DIRECT the Real Estate Division of the Public Works Department to cause said Grant Deed and a certified copy of this Board Order to be delivered to the City for recording in the Office of the County Clerk-Recorder.

FISCAL IMPACT:

No fiscal impact.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Karen Laws, 925-957-2456

cc:

BACKGROUND:

In 1959, prior to the incorporation of the City of Pleasant Hill (City), Contra Costa County (County) accepted in fee title the real property identified as a portion of Santa Barbara Road, described and shown in Exhibit "A" and "B" attached to the Grant Deed, in Pleasant Hill (Property), for road purposes. Since its incorporation in 1961, the City has been maintaining the Property as part of their road system. The Property is not required for County road purposes but is needed for City road purposes. Conveyance of the Property is necessary to clean up the title to the City road.

CONSEQUENCE OF NEGATIVE ACTION:

The County would continue to own and have liability exposure to a City road within the City's jurisdiction.

ATTACHMENTS

Grant Deed

Recorded at the request of:
City of Pleasant Hill
100 Gregory Lane
Pleasant Hill, CA 94523

Return to:
City of Pleasant Hill
100 Gregory Lane
Pleasant Hill, CA 94523
Attn: June Catalano

EXEMPT FROM RECORDING FEES PURSUANT TO GOV'T. CODE SECTION 27383 AND DOCUMENTARY TRANSFER TAX PURSUANT TO REVENUE AND TAXATION CODE SECTION 11922.

GRANT DEED

For valuable consideration, receipt of which is hereby acknowledged,

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

Grants to CITY OF PLEASANT HILL, a municipal corporation organized under the laws of the State of California, the following described real property in the City of Pleasant Hill, State of California,

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

CONTRA COSTA COUNTY;

Dated_____ By_____
John Gioia
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

JL:
G:\realprop\Oak Park Properties\Conveyance of Ptn of Santa Barbara Rd\DE.03 Grant Deed to City of PH - Ptn of Santa Barbara Rd.doc

BKF

ENGINEERS
SURVEYORS
PLANNERS

November 19, 2019
BKF Job No. 20180984-10

EXHIBIT "A"
LEGAL DESCRIPTION

The land referred to herein is situated in the City of Pleasant Hill, County of Contra Costa, State of California, and is described as follows:

Being, (1) Parcel One and a portion of Parcel Two as described in the Grant Deed recorded July 9, 1959, in Book 3408, Page 439, Official Records of Contra Costa County, and, (2) a portion of the parcel described in the Grant Deed recorded July 9, 1959, in Book 3408, Page 565, Official Records of Contra Costa County, described as follows:

A strip of land 60 feet wide, the perimeter of which is more particularly described as follows:

BEGINNING at the southeastern corner of Lot 211, as said lot is shown on the map entitled, "El Dorado Park, Unit No. 4," filed April 1, 1952, in Book 46 of Maps, Page 16, Contra Costa County Records, said corner also being on the northern line of Santa Barbara Road (60 feet wide) as shown on said map;

THENCE, from said Point of Beginning, easterly along the northern line of said Parcel One (3408 OR 439) the following four (4) courses;

1) along a non-tangent curve to the left, having a radius of 70.00 feet, to which a radial line to said curve bears South 01°42'47" West, through a central angle of 47°20'31", an arc distance of 57.84 feet;
2) North 44°22'16" East 94.37 feet;
3) along a tangent curve to the right, having a radius of 180.00 feet, through a central angle of 47°20'31", an arc distance of 148.73 feet; and
4) South 88°17'13" East 252.53 feet, more or less, to the northeastern corner of said Parcel One (3408 OR 439);

THENCE, leaving said northeastern corner, southerly along the eastern line of said Parcels One and Two (3408 OR 439), South 01°42'47" West 60.00 feet;

THENCE, leaving said eastern line, North 88°17'13" West 252.53 feet;

THENCE, along a tangent curve to the left, having a radius of 120.00 feet, through a central angle of 47°20'31", an arc distance of 99.15 feet;

THENCE, South 44°22'16" West 94.37 feet;

THENCE, along a tangent curve to the right, having a radius of 130.00 feet, through a central angle of 47°20'31", an arc distance of 107.42 feet to the southeastern corner of Santa Barbara Road as shown on said map of El Dorado Park, Unit No. 4 (46 M 16);

THENCE, northerly along the line common with the eastern line of Santa Barbara Road as shown on said map of El Dorado Park, Unit No. 4 (46 M 16), and the western line of said parcel per 3408 OR 565 and said Parcel One per 3408 OR 439, North 01°42'47" East 60.00 feet to the **POINT OF BEGINNING.**

Containing an area of 33,209 square feet, or 0.762 acres, more or less.

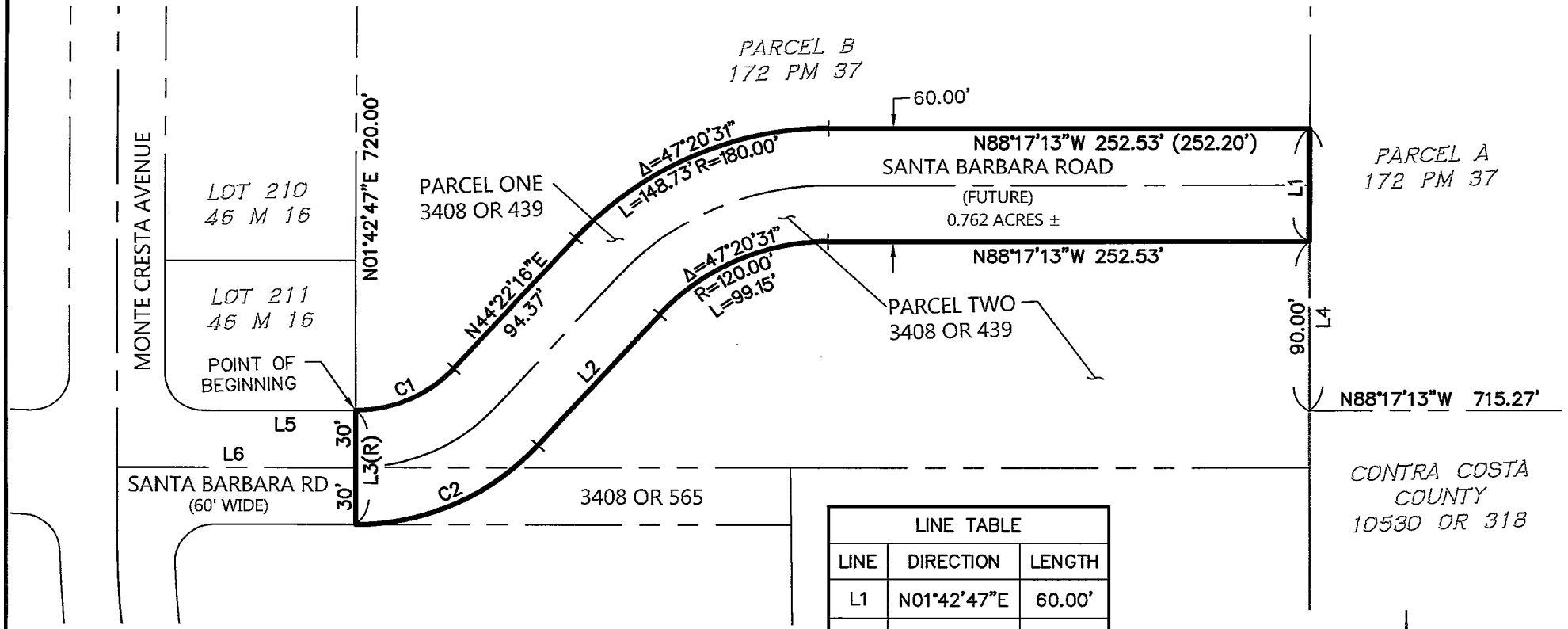
A plat showing the above described parcel is attached hereto and made a part hereof as Exhibit "B".

This description was prepared by me or under my direction for BKF Engineers and is based on record data. This legal description shall not be used in violation of the Subdivision Map Act or local ordinance.

By:_____
Paul A. Kittredge, P.L.S. No. 5790

Dated:_____

\2018\180984\DOCS\08-SURVEY\I-PLATS_AND_LEGAL_DESC\SANTA BARBARA ROAD\180984_DESC_SANTA_BARBARA_ROAD.DOCX



LINE TABLE		
LINE	DIRECTION	LENGTH
L1	N01°42'47"E	60.00'
L2	N44°22'16"E	94.37'
L3	N01°42'47"E	60.00'
L4	N01°42'47"E	150.00'
L5	N88°17'13"W	80.00'
L6	N88°17'13"W	125.00'

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	47°20'31"	70.00'	57.84'
C2	47°20'31"	130.00'	107.42'

LEGEND

———	SUBJECT PROPERTY
— — —	ADJOINING LOT LINE
— — —	CENTERLINE
M	MAPS
OR	OFFICIAL RECORDS
PM	PARCEL MAP
(252.20')	RECORD DATA PER 172 PM 37

NOTE:
ALL UNITS ARE IN US SURVEY FEET AND DECIMALS THEREOF.

N

80 40 0 80
scale 1" = 80' feet

BKF 100 YEARS
ENGINEERS . SURVEYORS . PLANNERS

1646 N. CALIFORNIA BLVD.,
SUITE 400
WALNUT CREEK, CA 94596
(925) 940-2200

EXHIBIT 'B'

Subject SANTA BARBARA ROAD (FUTURE)

Job No. 20180984-10
By RGM Date 11/19/2019 Chkd. PAK
1 OF 1

© BKF Engineers

DRAWING NAME: K:\2018\180984-Oak_Park_and_Monticello_Improvements\BMR\Mapping\Photo\Santa_Barbara_Road\180984_X-PLAT_Santa Barbara Road.dwg
PLOT DATE: 11-19-19 PLOTTED BY: MK

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: Notice of Completion for the Tara Hills Pedestrian Infrastructure Project, San Pablo area.

RECOMMENDATION(S):
ADOPT Resolution No. 2019/658 accepting as complete the contracted work performed by Pacific Infrastructure Construction LLC, for the Tara Hills Pedestrian Infrastructure Project, as recommended by the Public Works Director, San Pablo area. County Project No. 0662-6R4211 (District I)

FISCAL IMPACT:
The Project was funded by Local Road Fund 82%; Measure J Fund 9.8%; Transportation Development Act Grant Fund 8.2%.

BACKGROUND:
The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 24, 2019.

CONSEQUENCE OF NEGATIVE ACTION:
The contractor will not be paid and acceptance notification will not be recorded.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Kevin Emigh, 925.313.2233

By: , Deputy

cc:

ATTACHMENTS

Resolution No.
2019/658

Recorded at the request of: **Design/Construction**
Return To: **Design/Construction**

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

Adopted this Resolution on 12/10/2019 by the following vote:

AYE:	
NO:	
ABSENT:	
ABSTAIN:	
RECUSE:	

Resolution No. 2019/658

The Board of Supervisors RESOLVES that:

Owner (sole): Contra Costa County, 255 Glacier Drive, Martinez, CA 94553

Nature of Stated Owner: fee and/or easement

Project No.: 0662-6R4211

Project Name: Tara Hills Pedestrian Infrastructure Project

Date of Work Completion: October 24, 2019

Description: Contra Costa County on August 6, 2019 contracted with Pacific Infrastructure Construction, LLC for the work generally consisting of installing 26 curb ramps in the Tara Hills residential area. The curb ramps will be placed on Shamrock Drive, Dolan Way, and Flannery Road. Bulb-outs will be installed at the intersection of Dolan Way and Flannery Road. Other project work includes drainage modifications, sign replacement, and thermoplastic striping and pavement markings, all in accordance with the Plans, Drawings, Special Provisions and/or Specifications prepared by or for the Public Works Director and in accordance with the accepted Bid Proposal. The project was located in the San Pablo area, with Western Surety Company, as surety, for work to be 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 October 24, 2019.

Identification of real property: San Pablo area at: Shamrock Drive, Dolan Way, and Flannery Road

Fees: none

Legal References: none

Comments: none

I hereby certify that this 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: Kevin Emigh, 925.313.2233

ATTESTED: December 10, 2019

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: December 10, 2019

Subject: Development Traffic Impact Fee Annual Report for fiscal year 2018/2019 for the Contra Costa County Area of Benefit Program, Countywide.

RECOMMENDATION(S):

ACCEPT the Development Traffic Impact Fee Annual Report for fiscal year 2018/2019 for the Contra Costa County Area of Benefit (AOB) Traffic Fee Program in unincorporated Contra Costa County, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Contra Costa County imposes AOB fees on new development within 15 separate AOBs in unincorporated Contra Costa County, pursuant to Government Code sections 66000 through 66025, 66484, and 66484.7. The AOB program is a traffic mitigation fee program imposed to recover new development's proportional share of the costs of transportation improvements required to meet transportation demands within the AOB. The specific transportation improvements required within each AOB, the costs of those improvements, and new development's proportional share of those costs are more particularly described in the most recent Nexus Study report for each AOB. Nexus Studies for all AOBs are on file with the Public Works Department.

The Public Works Department prepared the attached Development Traffic Impact Fee Annual Report (Report) for fiscal year 2018/2019 to satisfy annual reporting requirements of

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Mary Halle, 925.313.2327

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Government Code section 66006(b)(1) that apply to collection and accounting of AOB fee revenues. The Report was made available at the Clerk of the Board's office at least 15 days before the Board meeting, in accordance with Government Code section 66006(b)(2). Public Works Department staff recommends that the Board accept the Report, make the findings included in the Report based on the information in the Report, and accept the fiscal year 2018/2019 information included in the Report, all in accordance with Government Code section 66006(b).

CONSEQUENCE OF NEGATIVE ACTION:

The required findings would not be made and the required information would not be provided at this time.

ATTACHMENTS

Dev. Traffic Impact Fee Annual Report 2018/2019

Development Traffic Impact Fee Annual Report

Contra Costa County Area of Benefit (AOB) Program

In Compliance with Mitigation Fee Act / Assembly Bill 1600

Fiscal Year 2018 / 2019

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Traffic Fee Schedule

Fund Balance/Revenue/Expenditures

Project Expenditures

AOB Boundary Map B

Development Traffic Impact Fee Annual Report

Contra Costa County Area of Benefit (AOB) Program

Legal Requirements for Development Traffic Impact Fees

California Government Code Section 66006 provides that each local agency that imposes development traffic impact fees must prepare an annual report that includes specific information about those fees. In addition, Assembly Bill 1600 imposes certain accounting and reporting requirements with respect to the fees collected. The fees, for accounting purposes, must be segregated from the general funds of the County and from other funds or accounts containing fees collected for other improvements. Interest on each development fund must be credited to that fund or account and used only for the purposes for which the fees were collected.

For each separate development impact fund that the local agency maintains, California Government Code Section 66006(b)(1) requires the local agency to make available to the public, within 180 days after the end of each fiscal year, the following information for that fiscal year:

A. A brief description of the type of fee in the account or fund.
B. The amount of the fee.
C. The beginning and ending balance of the account or fund.
D. The amount of the fees collected and interest earned.
E. An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement.
G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an inter-fund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan.
H. The amount of refunds made due to sufficient funds being collected to complete financing on incomplete public improvements, and the amount of reallocation of funds made due to administrative costs of refunding unexpended revenues exceeding the amount to be refunded.

Area of Benefit

An "Area of Benefit" (AOB) is a transportation mitigation program related to a specific geographic area of unincorporated Contra Costa County in which the County imposes transportation mitigation fees. This fee is a type of development traffic impact fee on new development to fund new development's share of the transportation improvements required to satisfy transportation demands within that geographic area. (See Gov. Code, §§ 66484, 66484.7.) The County has 15 areas within the AOB program. A map of the AOBs is included as Attachment B to this report. The current project list for each AOB is included in the most recent development program report for the AOB, a copy of which can be obtained from the Public Works Department.

Report Format

Attachment A to this report is a financial report that provides accounting information for fiscal year 2018/2019, as required by Government Code section 66006(b)(1). For the fiscal year the report includes three primary tables: the first table is a "Traffic Fee Schedule" Table that identifies the transportation mitigation fees imposed on new development within each AOB during the fiscal year; the second table is a "Fund Balance" Table that identifies the beginning and ending fund balance, amount of fees collected, total revenue, and total expenditures for each AOB; and the third table is a "Project Expenditures" Table that identifies each project on which fees were expended, the amount of the AOB funds expended on each project, total project expenditures, and percentage of the total project cost funded with AOB fees.

The total project cost listed in the third Table is an estimate and may be modified in future years as a project develops. The initial project estimates developed during the preparation of the Nexus Study are based upon assumptions related to the site conditions. As the project develops and data becomes available related to topography, geometry, soil conditions, environmental studies, drainage studies etc., the cost estimate becomes more refined. At close-out of project construction, the total project cost reflects the actual cost.

The *Other Expenses* column within the Fund Balance/Revenue/Expenditures Table identifies those expenses that are not identified in Table 3 but relate to any of the following activities: overall programming of projects, project development activities prior to issuance of a project specific work order, coordinating with project applicants, preparation of AOB fee calculations, coordination through the Building Permit and Application Center, and accounting administration.

Each of the AOB programs have been evaluated and it has been determined that the purpose still exists for each of the AOB programs. Therefore, the fund balance has not been refunded or re-allocated, but rather efforts continue to move forward towards full implementation of projects within the project lists.

ATTACHMENT A

Fiscal Year 2018/2019

Traffic Fee Schedule Table
Fund Balance/Revenue/Expenditures Table
Project Expenditures Table

Traffic Fee Schedule FY 2018/2019 (Start of Fiscal Year)

TRAFFIC FEE AREAS	Fund	Single Family Residential ($/DU)	Multi Family Residential ($/DU)	Office ($/SF)	Industrial ($/SF)	Commercial ($/SF)	Other* ($/Peak Hour Trip)
Alamo	1260	$12,809.00	$10,670.00	$11.83	$11.83	$11.83	$12,809.00
Baypoint	1395	$8,635.00	$5,267.00	$4.10	$2.70	$5.06	$8,635.00
Bethel Island	1290	$1,773.00	$1,082.00	$2.04	$1.61	$2.53	$1,773.00
Briones	1241	$2,300.00	$1,840.00	$3.68	$1.60	$5.75	$2,300.00
Central County	1242	$5,922.00	$5,263.00	$9.61	$4.14	$11.31	$5,922.00
Discovery Bay	1390	$9,244.00	$5,675.00	$7.37	$5.86	$9.11	$9,244.00
East County	1282	$9,656.00	$5,545.00	$6.75	$3.36	$9.73	$9,559.00
Hercules/Rodeo/Crockett	1231	$1,648.00	$1,319.00	$2.63	$1.15	$4.12	$1,648.00
Martinez	1240	$6,519.00	$5,235.00	$10.44	$4.58	$7.32	$6,519.00
North Richmond	1234	$3,761.00	$3,018.00	$6.63	$5.26	$9.53	$5,782.00
Pacheco	1399	$990.00	$990.00	$3.35	$1.35	$2.05	$990.00
Richmond/El Sobrante	1394	$3,178.00	$2,555.00	$5.05	OTHER	$7.93	$3,178.00
South County	1270	$3,239.00	$3,239.00	OTHER	OTHER	OTHER	$3,239.00
South Walnut Creek	1243	$7,666.00	$7,666.00	$12.26	OTHER	$14.57	$7,666.00
West County	1232	$5,081.00	$4,067.00	OTHER	OTHER	$9.70	$5,081.00

* "Other" refers to proposed developments which do not fit the traditional land use categories and will be assessed based upon a peak hour trip or dwelling unit equavalent basis.

Fund Balances FY 2018/2019

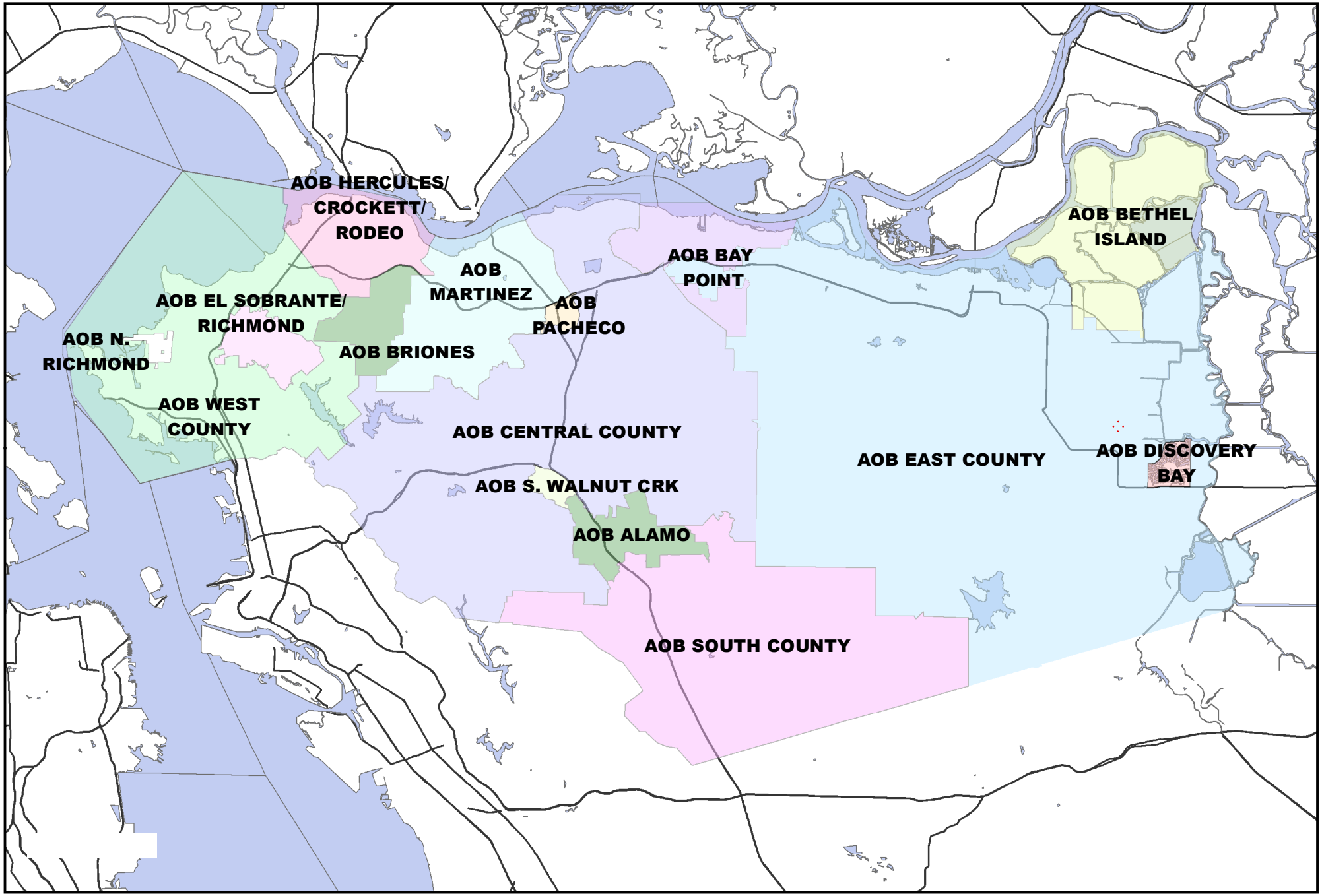
TRAFFIC FEE AREAS	Fund	Beginning Fund Bal	Developer Fees	Interest Income	Other Revenue / Transfers	Total Revenue	Project Expenditures	Other Expenses	Total Expenses	Ending Fund Bal
Alamo	1260	$744,139.68	$229,281.92	$9,901.67		$239,183.59	($22,568.62)	$946.13	($21,622.49)	$1,004,945.76
Baypoint	1395	$644,416.64	$1,077,049.65	$8,288.04		$1,085,337.69	$48,301.47	$1,184.79	$49,486.26	$1,680,268.07
Bethel Island	1290	$313,032.39	$1,787.00	$0.00		$1,787.00	$0.00	$9,970.15	$9,970.15	$304,849.24
Briones	1241	$522,786.94	$0.00	$7,068.25		$7,068.25	$0.00	$152.00	$152.00	$529,703.19
Central County	1242	$3,322,680.93	$179,922.43	$42,180.00		$222,102.43	$0.00	$23,804.58	$23,804.58	$3,520,978.78
Discovery Bay	1390	$130,469.05	$27,874.00	$2,890.68		$30,764.68	$125,894.27	$1,344.74	$127,239.01	$33,994.72
East County	1282	$4,199,430.53	$505,193.00	$48,109.88		$553,302.88	$146,576.56	$34,972.56	$181,549.12	$4,571,184.29
Hercules/Rodeo/Crockett	1231	$3,707.87	$8,900.00	$0.00		$8,900.00	$0.00	$0.00	$0.00	$12,607.87
Martinez	1240	$2,398,092.07	$78,589.00	$30,478.95		$109,067.95	$8,556.36	$1,014.14	$9,570.50	$2,497,589.52
North Richmond	1234	$2,146,496.92	$11,312.00	$26,235.85		$37,547.85	$0.00	$26,886.90	$26,886.90	$2,157,157.87
Pacheco	1399	$417,179.33	$13,167.00	$5,099.08		$18,266.08	$0.00	$2,179.90	$2,179.90	$433,265.51
Richmond/El Sobrante	1394	$353,739.98	$24,961.00	$2,861.77		$27,822.77	$0.00	$2,428.22	$2,428.22	$379,134.53
South County	1270	$2,926,904.80	$110,936.00	$37,294.13		$148,230.13	$260,347.90	$26,253.65	$286,601.55	$2,788,533.38
South Walnut Creek	1243	$102,978.24	$61,328.00	$57.80		$61,385.80	$1,093.52	$318.54	$1,412.06	$162,951.98
West County	1232	$72,301.45	$31,157.00	$144.54		$31,301.54	$0.00	$4.00	$4.00	$103,598.99
Traffic AOB Totals		**$18,298,356.82**	**$2,361,458.00**	**$220,610.64**	**$0.00**	**$2,582,068.64**	**$568,201.46**	**$131,460.30**	**$699,661.76**	**$20,180,763.70**

Project Expenditures FY 18/19

TRAFFIC FEE AREAS	Project #	Project Name		Traffic Impact Fee Expenditures (FY 18/19)	Total Project Expenditures All Funding Sources (FY 18/19)	Traffic Impact Fee Expenditures (To Date)	Total Estimated Project Expenditures All Funding Sources	Development Fees as Percentage of Total Expenditures (To Date)	Project Status (To Date)
Alamo	WO4111	Miranda Avenue Sidewalk Improvements		$1,489.49	$1,489.49	$508,657.90	$596,657.90	85%	Completed
	WO4204	Danville Boulevard/Stone Valley Road Intersection Improvements		($24,058.11)	($24,058.11)	N/A	N/A	N/A	Project Study Completed
			Total	($22,568.62)					
Baypoint	WO4121	Bailey/SR4 Interchange: Pedestrian and Bicycle Improvements		$48,301.47	$271,486.40	$220,000.00	$5,200,000.00	4%	Construct in 2020
			Total	$48,301.47					
Bethel Island			Total	$0.00					
Briones			Total	$0.00					
Central County			Total	$0.00					
Discovery Bay	WO4147	BYRON HIGHWAY/BYER SAFETY IMPROVEMENT		$125,894.27	$261,827.24	$169,493.56	$1,600,000.00	11%	Construct in 2020
			Total	$125,894.27					
East County	WO4012	Marsh Creek Road: Traffic Safety Improvements		$20,682.29	$885,934.35	$193,034.47	$1,700,000.00	11%	Construct in 2018
	WO4147	BYRON HIGHWAY/BYER SAFETY IMPROVEMENT		$125,894.27	$261,827.24	$169,493.56	$1,600,000.00	11%	Construct in 2020
			Total	$146,576.56					
Hercules/ Rodeo/ Crockett			Total	$0.00					
Martinez	WO4113	Pacheco Boulevard: Improvements Blum		$8,556.36	$50,678.97	$53,288.22	$173,720.86	31%	Construct in 2025
			Total	$8,556.36					
North Richmond			Total	$0.00					
Pacheco			Total	$0.00					
Richmond/ El Sobrante			Total	$0.00					
South County	WO4010	Camino Tassajara: Bike Lane Gap Closure		$260,347.90	$555,118.11	$754,564.91	$3,250,000.00	23%	Construct in 2019
			Total	$260,347.90					
South Walnut Creek	WO4071	Newell Ave Path Reconstruction, Parkmead Community		$1,093.52	$1,093.52	$31,825.52	$105,610.83	30%	Construct in 2018
			Total	$1,093.52					
West County			Total	$0.00					

ATTACHMENT B

AREA OF BENEFIT BOUNDARY MAP



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Contra Costa County
Public Works
Department

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

PROJECT MAP

CONTRA COSTA COUNTY
AREA OF BENEFIT

FEDERAL ID NO:	DB: LL CB: ET	DATE: March 2016	SHEET 1 OFXX

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: Approving the fifth extension of the Subdivision Agreement for subdivision SD04-08918, Bay Point area.

RECOMMENDATION(S):
ADOPT Resolution No. 2019/634 approving the fifth extension of the Subdivision Agreement for subdivision SD04-08918, for a project being developed by Thomas/DeNova, LLC, as recommended by the Public Works Director, Bay Point area. (District V)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The termination date of the Subdivision Agreement needs to be extended. The developer has not completed the required improvements and has requested more time. (Approximately 70% of the work has been completed to date.) By granting an extension, the County will allow the developer more time to complete the improvements and keep the bond current.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Randolf Sanders
(925)313-2111

By: , Deputy

cc: Jocelyn LaRocque- Engineering Services, Randolf Sanders- Engineering Services, Ronald Lai, Engineering Services, Sherri Reed, Ruben Hernandez - DCD, Thomas/DeNova, LLC, Developers Surety and Indemnity Company, T- 07/16/2020

CONSEQUENCE OF NEGATIVE ACTION:

The termination date of the Subdivision Agreement will not be extended and the developer will be in default of the agreement, requiring the County to take legal action against the developer and surety to get the improvements installed.

ATTACHMENTS

Resolution No. 2019/634

Subdivision Agreement Extension

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 12/10/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/634

IN THE MATTER OF approving the fifth extension of the Subdivision Agreement for subdivision SD04-08918, for a project being developed by Thomas/DeNova, LLC, as recommended by the Public Works Director, Bay Point area. (District V)

WHEREAS the Public Works Director having recommended that he be authorized to execute the fifth agreement extension which extends the Subdivision Agreement between Thomas/DeNova, LLC, and the County for construction of certain improvements in SD04-08918, Bay Point area, through September 19, 2020.

APPROXIMATE PERCENTAGE OF WORK COMPLETE: 70%

ANTICIPATED DATE OF COMPLETION: 2022

BOND NO: 720962S DATE: August 18, 2006

REASON FOR EXTENSION: Modifying exiting plans, and coordinating with other developers to finalize improvements.

NOW, THEREFORE, BE IT RESOLVED that the recommendation of the Public Works Director is APPROVED.

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

Contact: Randolf Sanders (925)313-2111

ATTESTED: December 10, 2019

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

By: , Deputy

cc: Jocelyn LaRocque- Engineering Services, Randolf Sanders- Engineering Services, Ronald Lai, Engineering Services, Sherri Reed, Ruben Hernandez - DCD, Thomas/DeNova, LLC, Developers Surety and Indemnity Company, T- 07/16/2020

CONTRA COSTA COUNTY

SUBDIVISION AGREEMENT EXTENSION

Development Number: SD04-08918

Developer: Thomas/DeNova, LLC

Original Agreement Date: September 19, 2006

Fifth Extension New Termination Date: September 19, 2020

Improvement Security

SURETY : Developers Surety and Indemnity Company

BOND No. 720962 S **Date: August 18, 2006**

Security Type	**Security Amount**
Cash:	**$ 11,699.00 (1% cash, $1,000 Min.)**
SURETY BOND:	**$ 415,000.00 (Performance)**
	$ 584,950.00 (Labor& Material)

The Developer and the Surety desire this Agreement to be extended through the above date; and Contra Costa County and said Surety hereby agree thereto and acknowledge same.

Dated:_____

FOR CONTRA COSTA COUNTY
Brian M. Balbas, Public Works Director

By: _____

RECOMMENDED FOR APPROVAL:

By: _____
(Engineering Services Division)

(NOTE: Developer's, Surety's and Financial Institution's Signatures must be Notarized.)

FORM APPROVED: Victor J. Westman, County Counsel

After Approval Return to Clerk of the Board

Dated: 11-4-2019

Developer's Signature(s)

Steven P. Thomas
Printed

Developer's Signature(s)

David B. Sanson
Printed

Address

Developers Surety and Indemnity Company
Surety or Financial Institution

17771 Cowan, Suite 100, Irvine, CA 92614
Address

Attorney in Facts Signature

John J. Daley, Attorney-in-Fact
Printed

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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

State of California }

County of Contra Costa

On November 1, 2019 (Date) before me, Amy K. Chan, Notary Public (Here Insert Name end Title of the Officer)

personally appeared John J. Daley (Name(s) or Signer(s))

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

AMY K. CHAN
Commission # 2143769
Notary Public - California
Contra Costa County
My Comm. Expires Feb 22, 2020

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 _____ (signature of Notary Public)

Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document

Description of Attached Document

Title or Type of Document: Bond Number: 720962S

Document Date: November 1, 2019 Number of Pages: One(01)

Signer(s) Other Than Named Above: N/A

Capacity(ies) Claimed by Signer(s)

Signer's Name: John J. Daley
__Individual
__Corporate Officer --Title(s): _____
__Partner __Limited __General
X Attorney in Fact
__Trustee
__Guardian or Conservator
Other: _____
Signer Is Representing: Developers Surety and Indemnity Company

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

Signer's Name: _____
__Individual
__Corporate Officer —Title(s): _____
__Partner __Limited __General
__Attorney in Fact
__Trustee
__Guardian or Conservator
Other: _____
Signer Is Representing: _____

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

©2007 National Notary Association • 9350 be Soto Ave.., P.0.20x 2402 ˙Chatsworth, CA. 81313-2402 • www,NatlonalNotary,org Item# 5907 Reorder: Call Toll-Free 1-800-676-6627

POWER OF ATTORNEY FOR
DEVELOPERS SURETY AND INDEMNITY COMPANY
INDEMNITY COMPANY OF CALIFORNIA
PO Box 19725, IRVINE, CA 92623 (949) 263-3300

KNOW ALL BY THESE PRESENTS that except as expressly limited, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, do each hereby make, constitute and appoint:

Amy Chan, John J. Daley, Kenneth J. Goodwin, jointly or severally

as their true and lawful Attorney(s)-in-Fact, to make, execute, deliver and acknowledge, for and on behalf of said corporations, as sureties, bonds, undertakings and contracts of suretyship giving and granting unto said Attorney(s)-in-Fact full power and authority to do and to perform every act necessary, requisite or proper to be done in connection therewith as each of said corporations could do, but reserving to each of said corporations full power of substitution and revocation, and all of the acts of said Attorney(s)-in-Fact, pursuant to these presents, are hereby ratified and confirmed.

This Power of Attorney is granted and is signed by facsimile under and by authority of the following resolutions adopted by the respective Boards of Directors of DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, effective as of January 1st, 2008.

RESOLVED, that a combination of any two of the Chairman of the Board, the President, Executive Vice-President, Senior Vice-President or any Vice President of the corporations be, and that each of them hereby is, authorized to execute this Power of Attorney, qualifying the attorney(s) named in the Power of Attorney to execute, on behalf of the corporations, bonds, undertakings and contracts of suretyship; and that the Secretary or any Assistant Secretary of either of the corporations be, and each of them hereby is, authorized to attest the execution of any such Power of Attorney;

RESOLVED, FURTHER, that the signatures of such officers may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures shall be valid and binding upon the corporations when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached.

IN WITNESS WHEREOF, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA have severally caused these presents to be signed by their respective officers and attested by their respective Secretary or Assistant Secretary this 4th day of October, 2018.

By: Daniel Young
Daniel Young, Senior Vice-President

By: _____
Mark Lansdon, Vice-President

DEVELOPERS SURETY AND INDEMNITY COMPANY INCORPORATED 1936 CALIFORNIA

INDEMNITY COMPANY OF CALIFORNIA INCORPORATED OCT. 5 1967 CALIFORNIA

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 Orange

On October 4, 2018 (Date) before me, Lucille Raymond, Notary Public (Here Insert Name and Title of the Officer)

personally appeared Daniel Young and Mark Lansdon (Name(s) of Signer(s))

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

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

WITNESS my hand and official seal.

Signature _____
Lucille Raymond, Notary Public

LUCILLE RAYMOND
Notary Public - California
Orange County
Commission # 2258185
My Comm. Expires Oct 13, 2022

Place Notary Seal Above

CERTIFICATE

The undersigned, as Secretary or Assistant Secretary of DEVELOPERS SURETY AND INDEMNITY COMPANY or INDEMNITY COMPANY OF CALIFORNIA, does hereby certify that the foregoing Power of Attorney remains in full force and has not been revoked and, furthermore, that the provisions of the resolutions of the respective Boards of Directors of said corporations set forth in the Power of Attorney are in force as of the date of this Certificate.

This Certificate is executed in the City of Irvine, California, this 1st day of November, 2019.

By: Cassie J. Berrisford
Cassie J. Berrisford, Assistant Secretary

DEVELOPERS SURETY AND INDEMNITY COMPANY INCORPORATED 1936 CALIFORNIA

INDEMNITY COMPANY OF CALIFORNIA INCORPORATED OCT. 5 1967 CALIFORNIA

ATS-1002 (10/18)

CALIFORNIA CERTIFICATE OF ACKNOWLEDGMENT

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

State of California)

County of Contra Costa)

On Nov. 4, 2019 before me, Patricia Miller, Notary Public
(here insert name and title of the officer)

personally appeared Steven P. Thomas

,

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.

PATRICIA MILLER
COMM. #2192689
Notary Public - California
Contra Costa County
My Comm. Expires May 18, 2021
NRO1 NRO1

Signature Patricia Miller

(Seal)

Optional Information

Although the information in this section is not required by law, it could prevent fraudulent removal and reattachment of this acknowledgment to an unauthorized document and may prove useful to persons relying on the attached document.

Description of Attached Document

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of Contra Costa County Subdivision Agreement Extension

containing 3 pages, and dated Nov. 4, 2019.

The signer(s) capacity or authority is/are as:

- ☐ Individual(s)
- ☐ Attorney-in-Fact
- ☐ Corporate Officer(s) _____
  Title(s)
- ☐ Guardian/Conservator
- ☐ Partner - Limited/General
- ☐ Trustee(s)
- ☐ Other: _____

representing: _____
Name(s) of Person(s) or Entity(ies) Signer is Representing

Additional Information

Method of Signer Identification

Proved to me on the basis of satisfactory evidence:
○ form(s) of identification ○ credible witness(es)

Notarial event is detailed in notary journal on:
Page # _____ Entry # _____

Notary contact: _____

Other

☐ Additional Signer(s) ☐ Signer(s) Thumbprint(s)

☐ _____

© Copyright 2007-2015 Notary Rotary, Inc. PO Box 41400, Des Moines, IA 50311-0507. All Rights Reserved. Item Number 101772. Please contact your Authorized Reseller to purchase copies of this form.

ACKNOWLEDGMENT

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

State of California
County of Contra Costa)

On 11 / 4 /2019 before me, Jessica Moraes, Notary Public
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.

Signature _____ **(Seal)**

JESSICA MORAES
Commission # 2136371
Notary Public - California
Contra Costa County
My Comm. Expires Dec 26, 2019

Contra Costa County

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: December 10, 2019

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 Richard Otto, Mike McKee and Lois McKee for a T-hangar at Buchanan Field Airport effective December 1, 2019 in the monthly amount of $370.00, Pacheco area (District IV).

FISCAL IMPACT:
The Airport Enterprise Fund will realize $4,440.00 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 responsible for the maintenance and property management of the property during the lease period.

On September 1, 2000, the ninety-three

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Beth Lee, (925) 681-4200

cc:

BACKGROUND: (CONT'D)

(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

Hanger Agmt

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES:** **December 1, 2019** ("**Effective Date**"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**Airport**"), **Richard Otto, Mike McKee and Lois McKee** ("**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 # **E-9** 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 **December 1, 2019**, 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 $ **370.00** 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

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: APPROVE the Drainage Area 29G (DA29G), Line A-Storm Drain Replacement Project and take related actions under CEQA.

RECOMMENDATION(S):

APPROVE the Drainage Area 29G (DA29G), Line A-Storm Drain Replacement Project and take related actions under the California Environmental Quality Act, and AUTHORIZE the Chief Engineer, or designee, to advertise the Project, located in Antioch area. [County Project No.0330-6W9C14, DCD-CP#19-30] (District V).

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 2(c) Categorical Exemption, pursuant to Article 19, Section 15302 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 Chief Engineer, 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: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Ave Brown, 925.313.2311

By: , Deputy

cc: Trina Torres-Environmental Services

FISCAL IMPACT:

Estimated Project cost: $212,000. (100% Flood Control Funds)

BACKGROUND:

DA29G, Line A is located on a private road (Maritime Way) within Contra Costa County Flood Control and Water Conservation District storm drain easements, near Wilbur Avenue, in the unincorporated portion of Antioch. In previous years, sections of damaged pipe have been replaced, as needed. Currently, the roadway is compromised due to two (2) sections of underlying 48-inch plastic pipe that is failing. Both sections of roadway are covered by trench plates to allow access to facilities at the end of the road.

The purpose of this Project is to replace two (2) damaged sections of plastic pipe and restore roadway integrity. The first pipe to be replaced is approximately 1,200 feet north of Wilbur Avenue. The second pipe to be replaced is behind the Sportsman Yacht Club gate, approximately 500 feet north of the first section of pipe. The Project also includes roadway excavation and replacement, dewatering and trench shoring and protection; adjusting utilities; installing construction area signs; providing a staging area; and offsite disposal of all removed material. Appropriate Best Management Practices will be implemented during construction activities.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

CEQA Document

Contra Costa County

PUBLIC WORKS DEPARTMENT INITIAL STUDY OF ENVIRONMENTAL SIGNIFICANCE

PROJECT NUMBER: **0330-6W9C14**

CP# **19-30**

PROJECT NAME: **Drainage Area 29G (DA29G), Line A- Storm Drain Replacement**

PREPARED BY: Trina Torres, Environmental Services Division **DATE:** October 17, 2019

APPROVED BY: Lala C. Co DATE: Oct. 30, 2019

RECOMMENDATIONS:

☒ **Categorical Exemption: §15302 (Class 2c)** ☐ 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 proposed Project consists of the replacement or reconstruction of existing structures or facilities in the same location and with the same purpose and capacity as the facility replaced or reconstructed involving negligible expansion of capacity, pursuant to Section 15302(c) of the CEQA guidelines. The Project will not result in the removal of any scenic resources.*

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

USGS Quad Sheet: Antioch North	**Base Map Sheet #: F-24**	**Parcel #: N/A**

GENERAL CONSIDERATIONS:

1. **Location:** Maritime Way, in unincorporated Antioch, CA in East Contra Costa County. (Figures 1-3).

2. **Project Description:**

Background: Drainage Area 29G (DA29G), Line A is located on a private road (Maritime Way) within Contra Costa County Flood Control District storm drain easements, near Wilbur Avenue, in the unincorporated portion of Antioch. In previous years, sections of damaged pipe have been replaced, as needed. Currently, roadway is compromised due to two (2) sections of underlying 48-inch plastic pipe that is failing. Both sections of roadway are covered by trench plates to allow access to facilities at the end of the road.

Purpose: The purpose of the Project is to replace two (2) damaged sections of plastic pipe; and, restore roadway integrity. The first pipe (approximately 60 linear feet (LF)) to be replaced is approximately 1,200 feet north of Wilbur Avenue. The second pipe (approximately 40 LF) to be replaced is behind the Sportsman Yacht Club gate, approximately 500 feet north of the first section of pipe.

Description: The Project consists of removing the existing plastic pipes and replacing them with 48-inch high-density polyethylene (HDPE) pipe and tie them into the existing infrastructure and attach concrete collars (rebar/concrete poured around new pipe) to restore proper drainage; roadway excavation and replacement will be completed as necessary for access and replacement of pipe. Some adjustment in pipe and/or roadway may be necessary depending on field conditions. The Project also will included dewatering and trench shoring and protection; adjusting utilities; installing construction area signs; providing a staging area; and, offsite disposal of all removed material.

The Project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented. Traffic will be detoured around construction activities. Tree branches and shrubbery may need trimming throughout the Project area. Ornamental shrubbery may need to be removed. In order to minimize damage to trees, any roots exposed during excavation will be cut cleanly. Real property transactions, including right-of-way acquisition may be necessary in support of this Project.

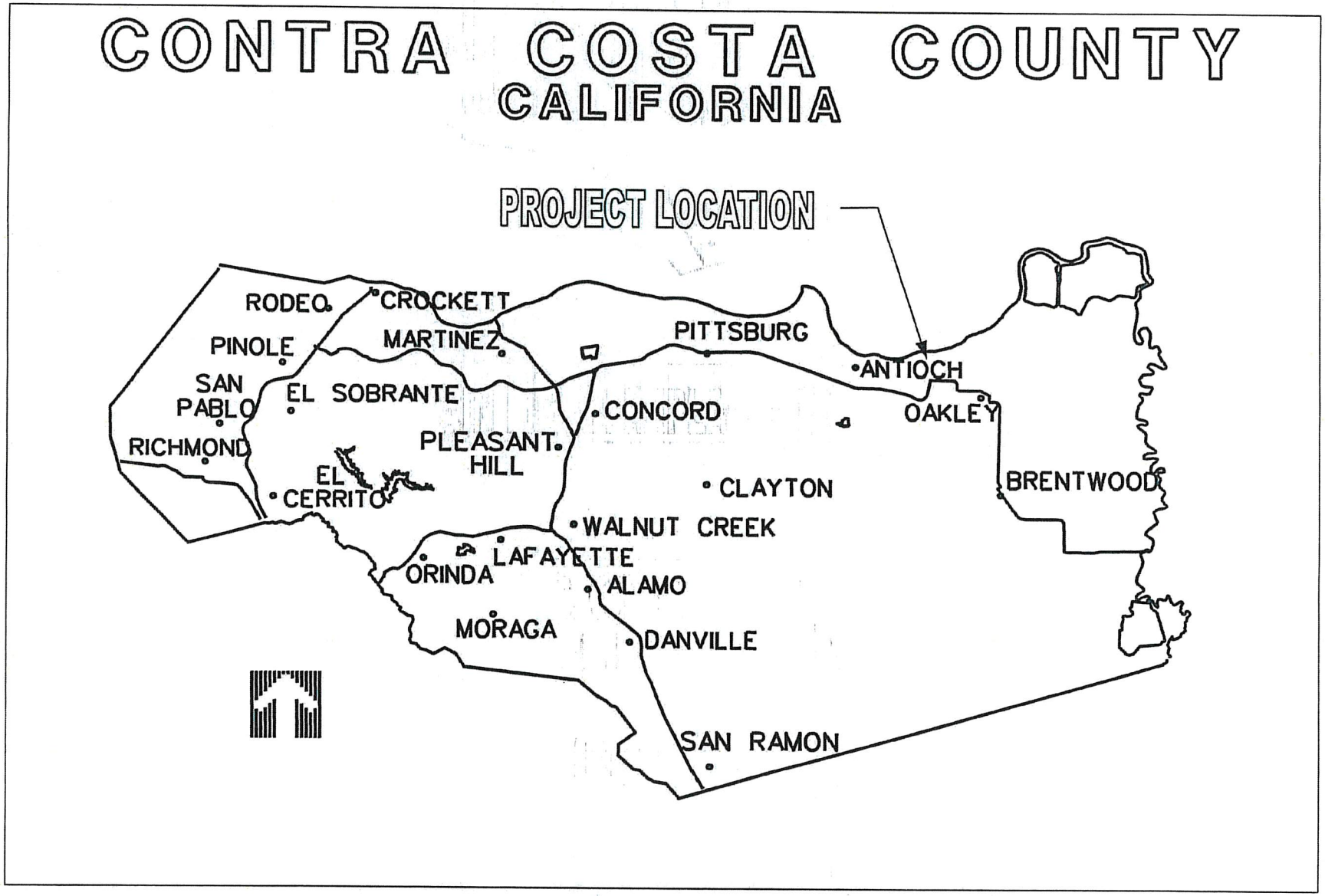
3. **Does it appear that any feature of the project will generate significant public concern?**

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

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

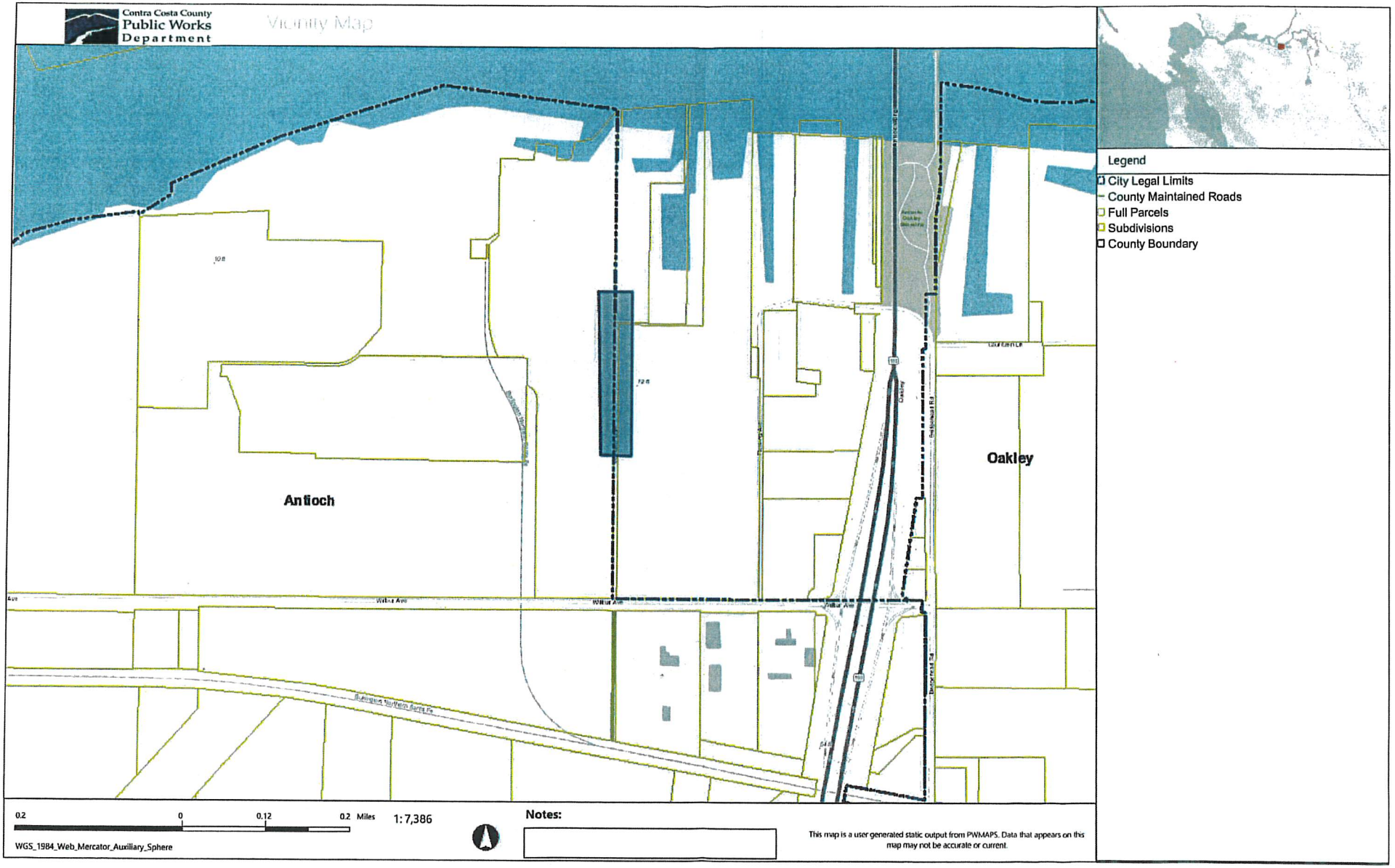
☐ Yes ☒ **No**

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

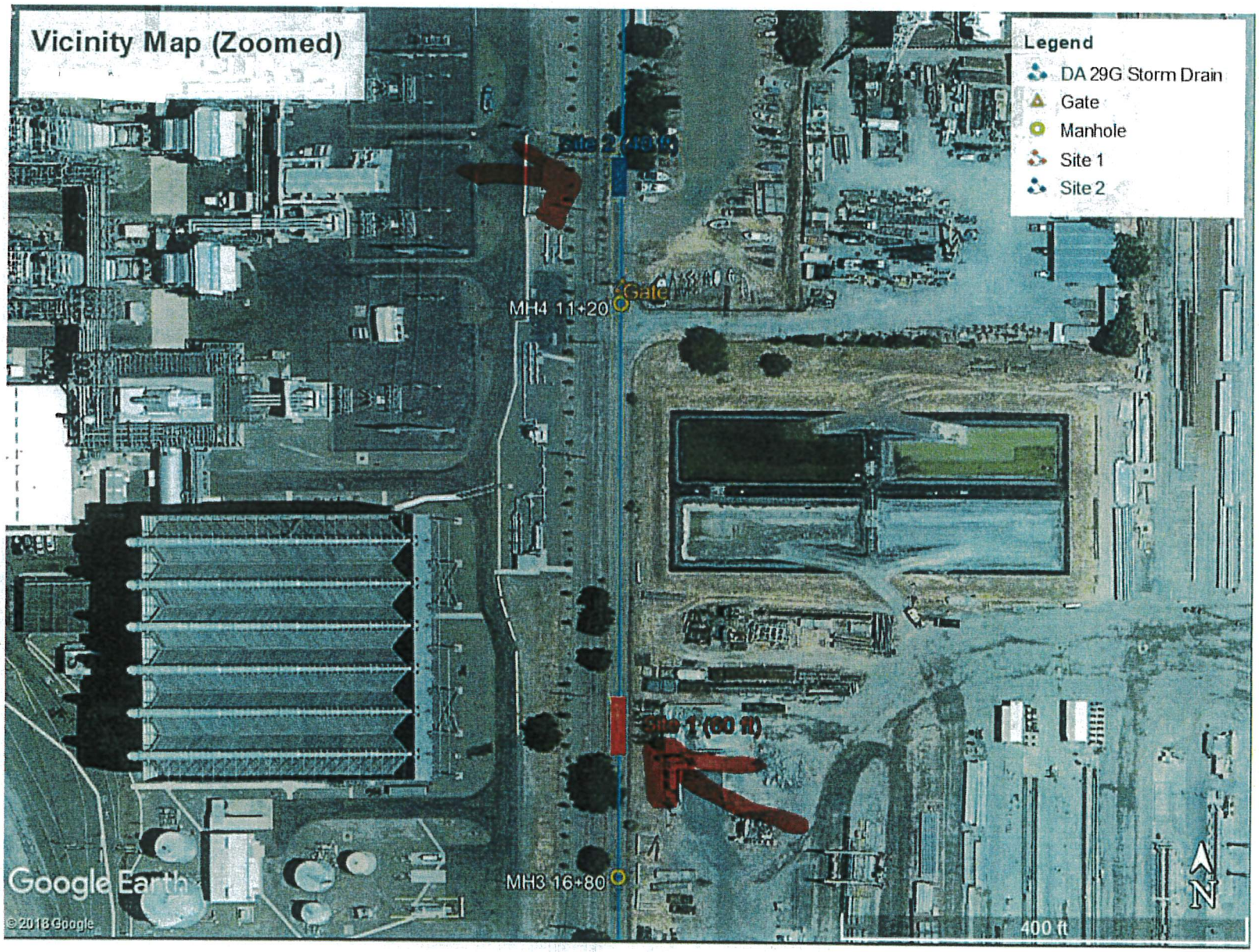


DA 29G STORM DRAIN LINE A REPLACEMENT LOCATION MAP

- Figure 1 -


Contra Costa County
Public Works
Department
Vicinity Map
Antioch
Oakley
Legend
City Legal Limits
County Maintained Roads
Full Parcels
Subdivisions
County Boundary
0.2
0
0.12
0.2 Miles
1:7,386
WGS_1984_Web_Mercator_Auxiliary_Sphere
Notes:
This map is a user generated static output from PWMAPS. Data that appears on this map may not be accurate or current.

- Figure 2 -



Vicinity Map (Zoomed)

- Figure 3 -

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Notice of Exemption

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

☒ County Clerk
County of: Contra Costa

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

Project Title: **Drainage Area 29G (DA29G), Line A-Storm Drain Replacement Project No. 0330-6W9C14, CP#19-30**

Project Applicant: **Contra Costa County Public Works Department, 255 Glacier Drive Martinez, CA 94553**

Project Location: Maritime Way, unincorporated Antioch, CA
East Contra Costa County

Lead Agency: Contra Costa County Department of Conservation and Development

Description of Nature, Purpose and Beneficiaries of Project:

Background: Drainage Area 29G (DA29G), Line A is located on a private road (Maritime Way) within Contra Costa County Flood Control District storm drain easements, near Wilbur Avenue, in the unincorporated portion of Antioch. In previous years, sections of damaged pipe have been replaced, as needed. Currently, roadway is compromised due to two (2) sections of underlying 48-inch plastic pipe that is failing. Both sections of roadway are covered by trench plates to allow access to facilities at the end of the road.

Purpose: The purpose of the Project is to replace two (2) damaged sections of plastic pipe; and, restore roadway integrity. The first pipe (approximately 60 linear feet (LF)) to be replaced is approximately 1,200 feet north of Wilbur Avenue. The second pipe (approximately 40 LF) to be replaced is behind the Sportsman Yacht Club gate, approximately 500 feet north of the first section of pipe.

Description: The Project consists of removing the existing plastic pipes and replacing them with 48-inch high-density polyethylene (HDPE) pipe and tie them into the existing infrastructure and attach concrete collars (rebar/concrete poured around new pipe) to restore proper drainage; roadway excavation and replacement will be completed as necessary for access and replacement of pipe. Some adjustment in pipe and/or roadway may be necessary depending on field conditions. The Project also will included dewatering and trench shoring and protection; adjusting utilities; installing construction area signs; providing a staging area; and, offsite disposal of all removed material.

The Project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented. Traffic will be detoured around construction activities. Tree branches and shrubbery may need trimming throughout the Project area. Ornamental shrubbery may need to be removed. In order to minimize damage to trees, any roots exposed during excavation will be cut cleanly. Real property transactions, including right-of-way acquisition may be necessary in support of this Project.

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

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

Exempt Status:

☐ Ministerial Project (Sec. 21080(b) (1); 15268;
☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
☒ **Categorical Exemption: Section 15302, Class 2c**
☐ Other Statutory Exemption, Code No.:_____
☐ Common Sense Exemption [Section 15061 (b)(3)]

Reasons why project is exempt: The proposed Project consists of the replacement or reconstruction of existing structures or facilities in the same location and with the same purpose and capacity as the facility replaced or reconstructed involving negligible expansion of capacity, pursuant to Section 15302(c) of the CEQA guidelines. The Project will not result in the removal of any scenic resources.

Lead Agency Contact Person: Trina R. Torres - Public Works Dept. Area Code/Telephone/Extension: (925) 313-2176

If filed by applicant:

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

Signature: _____ Date: _____ Title: _____

Contra Costa County Department of Conservation and Development

☐ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

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

_____ Signature _____ Title

Applicant:
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Trina R. Torres
Environmental Services Division
Phone: (925) 313-2176

Department of Fish and Game Fees Due
☐ EIR - $3,271.00
☐ Neg. Dec. - $2,354.75
☐ DeMinimis Findings - $0
☒ **County Clerk - $50**
☒ **Conservation & Development - $25**

Total Due: $75.00
Total Paid $ _____
Receipt #: _____

Contra Costa County

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: December 10, 2019

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 Greg MacCallister for a shade hangar at Buchanan Field Airport effective December 5, 2019, in the monthly amount of $140, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize $1,680.00 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 responsible for the maintenance and property management of the property during the lease period.

On September 1, 2000, the ninety-three

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Beth Lee, (925) 681-4200

cc:

BACKGROUND: (CONT'D)

(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

Hanger Agmt

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES:** **December 5, 2019** ("**Effective Date**"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**Airport**"), **Greg MacCallister** ("**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 # **B-11** 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 **December 5, 2019**, 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 $ **140.00** 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: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District

Date: December 10, 2019

Subject: Fix Public Hearing - Ordinance 2019-37 to Adopt 2019 California Fire Code with Local Amendments

RECOMMENDATION(S):

Acting in its capacity as the Contra Costa County Board of Supervisors and as the Board of Directors of the Crockett-Carquinez Fire Protection District and the Contra Costa County Fire Protection District:

1. INTRODUCE Ordinance No. 2019-37, adopting the 2019 California Fire Code, with local amendments, as the fire code within Contra Costa County, the Contra Costa County Fire Protection District, and the Crockett-Carquinez Fire Protection District; WAIVE reading; and FIX December 17, 2019, at 9:30 a.m. as the hearing date for the proposed adoption of the ordinance.

2. DIRECT the Clerk of the Board of Supervisors to publish notice of the hearing pursuant to Government Code section 6066.

3. AUTHORIZE the preparation of an ordinance summary by County Counsel and the publication of the summary in accordance with Government Code section 25124.

4. DIRECT the Clerk of the Board of Supervisors to post at its office, and each Fire District to post at its office, a copy of the full text of Ordinance No. 2019-37.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

Contact: Chris Bachman, Assistant Chief / Fire Marshal (925) 941-3300 x1520

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

ATTESTED: December 10, 2019

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

By: , Deputy

cc:

FISCAL IMPACT:

The fiscal impact is neutral. The adoption of this ordinance will provide the administrative authority to enforce the provisions of the California Fire Code as amended.

BACKGROUND:

The California Building Standards Commission has adopted and published the 2019 Building Standards Code, which includes the 2019 California Fire Code prepared and adopted by the State Fire Marshal. The statewide code becomes effective January 1, 2020.

Although the code applies statewide, Health and Safety Code sections 17958.5 and 18941.5 authorize a local jurisdiction to modify or change the statewide code and establish more restrictive standards if the jurisdiction finds that the modifications and changes are reasonably necessary because of local climatic, geological, or topographical conditions. Ordinance No. 2019-37 adopts the 2019 California Fire Code and amends it to address local conditions. There are no material changes to the local ordinance previously adopted by the Board in the 2016 code adoption process, and the amendments previously adopted by the Board are reflected in the proposed ordinance.

The attached ordinance amends the 2019 California Fire Code by establishing automatic sprinkler system requirements that are more restrictive than the sprinkler requirements in the statewide code. The attached ordinance requires the installation of automatic fire sprinkler systems in most commercial buildings greater than 5,000 square feet, and in private and charter schools greater than 2,000 square feet. New public schools are required to install fire sprinklers regardless of square footage. Reducing the sprinkler threshold to 2,000 square feet for private schools brings the requirement more in line with public schools. Several other occupancies were clarified to require sprinklers as well, including light hazard warehouse type occupancies. The more restrictive requirements are necessary due to Contra Costa County's climatic, geological, and topographical conditions, which impact fire prevention efforts and the frequency, spread, acceleration, intensity, and size of fire involving buildings. The automatic sprinkler system requirements are set forth in Section 903.2 of the attached ordinance. The automatic sprinkler system requirements specific to schools are set forth in Section 903.2.3 of the attached ordinance.

The attached ordinance also clarifies a requirement for standby EMS personnel for large events that may tax the EMS system. The clarification is necessary because the statewide code as written does not assume that a fire agency is also an ambulance providing entity.

The fire districts' existing weed abatement program is incorporated into Section 321 of the ordinance. This program authorizes the fire districts to declare certain weeds that pose a fire hazard as a public nuisance, to abate those weeds, and to recover abatement costs from property owners.

Chapter 5 and Appendix D of the ordinance establish requirements for fire apparatus access roads, including requirements for turnouts, parking on access roads, and maximum grades.

Notice of the public hearing was published in accordance with Government Code section 6066. A summary of the ordinance was prepared and published in accordance with Government Code section 25124(b).

CONSEQUENCE OF NEGATIVE ACTION:

Without the adoption of the 2019 California Fire Code (CFC) with local amendments, the Fire District will not have the legal authority to enforce any exterior hazard abatement standards or the ability to conduct fire and life safety inspections in occupancies other than high-rise buildings, schools, hotels, motels, apartments, and day care facilities. In addition, without adoption of the CFC, occupancies that conduct operations such as the production, storage, and sale of hazardous materials, places of assembly, and the review of construction documents and testing of fire protection and fire alarm systems would no longer be regulated by the Fire District.

Furthermore, adoption of the 2019 CFC is necessary to continue allowing the Fire District to collect fees to recover the costs of providing fire prevention related services. Without adoption of the CFC, as amended, the Fire District general fund revenues would be required to provide the fiscal support necessary to fund the positions currently supported by operational permit and inspection fees and new construction plan review fees. This would result in a decrease in the amount of general fund revenues available for conducting emergency response activities or critical fire prevention services and personnel would need to be reduced or eliminated.

ATTACHMENTS

Ordinance No. 2019-37

Findings ISO Ordinance No. 2019-37

ORDINANCE NO. 2019-37

FIRE CODE

ORDINANCES OF THE COUNTY OF CONTRA COSTA, THE CROCKETT-CARQUINEZ FIRE PROTECTION DISTRICT, AND THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADOPTING THE 2019 CALIFORNIA FIRE CODE WITH AMENDMENTS.

The Contra Costa County Board of Supervisors, as the Board of Supervisors for Contra Costa County and as the Board of Directors of the Crockett-Carquinez Fire Protection District and the Contra Costa County Fire Protection District, ordains as follows:

SECTION 1. ADOPTION OF THE CALIFORNIA FIRE CODE.

Contra Costa County, the Crockett-Carquinez Fire Protection District, and the Contra Costa County Fire Protection District hereby adopt the 2019 California Fire Code (California Code of Regulations, Title 24, Part, 9 [based on the 2018 International Fire Code published by the International Code Council]), including Chapters 1-10 and 12-80, Appendix B, Appendix C, Appendix D, Appendix F, Appendix H, Appendix I, Appendix J, and Appendix K, as amended by the changes, additions, and deletions set forth in this ordinance. The 2019 California Fire Code, with the changes, additions, and deletions set forth this ordinance, is adopted by this reference as though fully set forth in this ordinance. As of the effective date of this ordinance, the provisions of the fire code are controlling and enforceable within the limits of each jurisdiction.

SECTION 2. AMENDMENTS TO THE CALIFORNIA FIRE CODE.

The 2019 California Fire Code is amended by the changes, additions, and deletions set forth in this Section 2. Chapter and Section numbers used below are those of the 2019 California Fire Code.

Chapter 1. Scope and Administration.

Section 101.1 is amended to read:

> **101.1 Title.** This code is the Fire Code of Contra Costa County, the Crockett-Carquinez Fire Protection District, and the Contra Costa County Fire Protection District, and is hereinafter referred to as “this code.”

Section 102.1 is amended to add item 5, to read:

> 5. Where not otherwise limited by law, the provisions of this code shall apply to vehicles, ships, and boats that are permanently affixed to a specific location within the boundaries of this jurisdiction.

Section 105.6 is amended to read:

> **105.6 Required operational permits.** The fire code official is authorized to issue operational permits for the operations set forth in Chapter 1, Sections 105.6.1 through 105.6.62.

Section 105.6.4 is amended to read:

> **105.6.4 Carnivals, Fairs, Festivals and Exhibitions.** A permit is required to operate a carnival, fair, festival, or exhibition.

Section 105.6.31 is amended to read:

105.6.31 Motor Fuel Dispensing Facilities. An operational permit is required for the operation of automotive, marine, and fleet motor fuel dispensing facilities, including for sites that allow mobile fueling from a service provider to the general public.

Section 105.6 is amended by adding subsections 105.6.52 through 105.6.62, to read:

105.6.52 Asbestos removal. A permit is required to conduct asbestos-removal operations regulated by Section 3318.

105.6.53 Automobile Wrecking or Dismantling Yard. An operation permit is required for all automobile wrecking yards, automobile dismantling operations, and similar operations.

105.6.54 Battery systems. A permit is required to operate stationary lead-acid battery systems having a liquid capacity of more than 50 gallons (189 L) pursuant to Section 608.

105.6.55 Christmas tree sales. A permit is required to use a property for the purpose of selling cut Christmas trees.

105.6.56 Emergency Responder Radio Coverage. A permit is required for facilities with Emergency Responder Radio Coverage Systems.

105.6.57 Firework aerial display. A permit is required to conduct a firework display regulated by California Code of Regulations, Title 19 and Chapter 56 of this code.

105.6.58 Model rockets. A permit is required to sell model rocket motors or launch model rockets (in excess of 3 launches per event) pursuant to California Code of Regulations, Title 19, Division 1, Article 17. Permits issued in accordance with this section are for the site, and are effective as long as site conditions have not changed.

105.6.59 Temporary water supply. A permit is required to use a temporary water supply for construction of residential projects or subdivisions pursuant to Section 3312.1.

105.6.60 Tire storage. A permit is required to store more than 1,000 cubic feet (28.3m^3) of tires inside buildings pursuant to Chapter 34.

105.6.61 Oil Extraction Process. A permit is required to operate a process that uses a volatile solvent or Liquid Carbon Dioxide to extract oil from organic material.

105.6.62 Indoor Growing Operation. A permit is required to operate an indoor growing operation.
Exception: Agricultural Greenhouses in an agricultural zone.

Section 105.7 is amended to read:

105.7 Required construction permits. The fire code official is authorized to issue construction permits for the operations set forth in Chapter 1, Sections 105.7.1 through 105.7.31.

Section 105.7 is amended by adding Sections 105.7.26 through 105.7.31, to read:

105.7.26 Access for fire apparatus. Plans shall be submitted and a permit is required to install, improve, modify, or remove public or private roadways, driveways, and bridges for which Fire District access is required by the Fire Code. A permit is required to install a gate across a fire apparatus access road pursuant to Section 503.

105.7.27 Construction, alteration, or renovation of a building for which a building permit is required. Plans shall be submitted to the fire code official for all land developments or for the construction, alteration, or renovation of a building within the jurisdiction where a building permit is required.

Exception: Non-sprinklered Group R-3 Occupancies where work does not involve a substantial addition or expansion.

105.7.28 Medical gas systems. A construction permit is required for the installation of or modification to a medical gas system pursuant to Section 5306.

105.7.29 Refrigeration equipment. A permit is required to install a mechanical refrigeration unit or system regulated by Chapter 6 and/or the California Mechanical Code.

105.7.30 Land Development, Subdivisions. Plans shall be submitted to the fire code official for all land developments or improvements proposed within the jurisdiction that involve the subdivision of land.

105.7.31 Water supply for fire protection. Plans shall be submitted to the fire code official for the purpose of determining whether adequate water supplies, fire hydrants, and associated systems are provided for all facilities, buildings, or portions of buildings either constructed or moved into the District pursuant to Section 507.

Section 105.8 is added, to read:

105.8 Responsibility of permitee. Construction permits shall be presumed by the Fire District to incorporate all of the work that the applicant or the applicant's agent, employees, or contractors shall carry out. Work performed shall be in accordance with the approved plans and with all requirements of this code and any other laws or regulations applicable thereto. No Fire District approval shall relieve or exonerate any person from the responsibility of complying with the provisions of this code nor shall any vested rights be created for any work performed in violation of this code.

Section 109.1 is amended to read:

109.1 Board of appeals established. In order to hear and decide appeals of orders, decisions, or determinations made by the fire code official relative to the application and interpretation of this code, there is hereby created a board of appeals. The board of appeals is comprised of the Board of Directors.

Section 109.3 is deleted.

Section 110.4 is amended to read:

110.4 Violation penalties. Every person who violates any provision of this fire code is guilty of an infraction or misdemeanor in accordance with Health and Safety Code Section 13871 and Government Code Section 53069.4. The imposition of one penalty for any violation shall not excuse the violation or

permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten (10) days that prohibited conditions are maintained shall constitute a separate offense. The application of the aforesaid penalty shall not be held to prevent the enforced removal of prohibited conditions.

Section 112.4 is amended to read:

112.4 Failure to comply. Any person who continues any work after having been served with a stop work order is subject to citation, except any work that a person is directed by the fire code official to perform to remove a violation or unsafe condition.

Chapter 2. Definitions.

Section 202 is amended by adding the following definitions to that section:

Administrator. Fire Chief.

All-weather driving surface. A roadway with a minimum surface finish of one layer of asphalt or concrete that is designed to carry the imposed weight loads of fire apparatus.

Automobile Dismantling. The operation of dismantling or removing parts from salvaged vehicles including engines or engine parts.

Automobile Wrecking Yard. An area that stores or dismantles salvaged vehicles.

Board of Directors. The Contra Costa County Board of Supervisors as the governing body of the Crockett-Carquinez Fire Protection District and the Contra Costa County Fire Protection District.

Board of Fire Commissioners. An advisory commission appointed by the Board of Directors to act as set forth in this ordinance and by resolutions of the Board of Directors.

Cost of Abatement. Includes all expenses incurred by the jurisdiction in its work of abatement and administrative costs pursuant to Section 319.5 of this code.

Defensible Space. The area within the perimeter of a parcel providing the key point of defense from an approaching wildland or escaping structure fire.

Driveway. A private roadway that provides access to no more than two (2) single-family dwellings.

Fire Code Official. In the Contra Costa County Fire Protection District, the Fire Code Official is the Fire Marshal. In the Crockett-Carquinez Fire Protection District, the Fire Code Official is the Fire Chief.

Firebreak. A continuous strip of land upon and from which all rubbish, weeds, grass, or other growth that could be expected to burn has been abated or otherwise removed in order to prevent extension of fire from one area to another.

Fire trail. A graded firebreak of sufficient width, surface, and design to provide access for personnel and equipment to suppress and to assist in preventing a surface extension of fires.

Nuisance Fire Alarm. The activation of any fire protection or alarm system which results in the response of the Fire District and is caused by malfunction, improper maintenance, negligence, or misuse of the system by an owner, occupant, employee, or agent, or any other activation not caused by excessive heat, smoke, fire, or similar activating event.

Person. Includes individuals, firms, partnerships, and corporations.

Priority Hazard Zone. An area where the threat from wildfire is severe due to proximity to open space, topography, degree of space, density of homes and/or amount of vegetation (native and ornamental), and/or other conditions favorable to fast moving fires.

Reduced Fuel Zone. The area that extends from thirty (30) feet to one hundred (100) feet away from the structure, or to the property line, whichever is closer to the structure.

Response time. The elapsed time from receipt of call to the arrival of the first unit on scene.

Rubbish. Waste matter, litter, trash, refuse, debris, and dirt on streets or private property in the jurisdiction which is, or when dry may become, a fire hazard.

Rural area. An area generally designated for agricultural or open space uses with parcels more than 10 acres (4.046873ha) in size.

Rural residential area. An area generally designated for single family residential use with parcels between three (1.2140619ha) and 10 (4.046873ha) acres in size.

Running time. The calculated time difference between leaving the first-due station and arriving on the emergency scene.

Sprinkler Alarm and Supervisory System (SASS). A Dedicated Function Fire Alarm System located at the protected premise installed specifically to monitor sprinkler water-flow alarm, valve supervisory, and general trouble conditions where a Building Fire Alarm is not required.

Streets. Includes alleys, parkways, driveways, sidewalks, and areas between sidewalks and curbs, highways, public right of ways, private road, trails, easements, and fire trails.

Substantial Addition or Expansion. Addition, expansion, remodel, or renovation of any structure where the addition of new fire area exceeds fifty percent of the existing fire area. For the purposes of this definition, areas of a building in which construction elements including walls and roof assemblies were demolished and rebuilt are considered new fire area.

Temporary fire department access road for construction. An approved temporary roadway for emergency vehicle use during construction of residential subdivision projects.

Temporary fire department access road for construction of one (1) residential (R3) unit. A temporary roadway for emergency vehicle use during construction of an individual residential (R3) structure where a fire department access road is required as part of the project.

Temporary water supply. Water stored for firefighting purposes in an approved aboveground tank during combustible construction.

Tree litter. Any limbs, bark, branches, and/or leaves in contact with other vegetation or left to gather on the ground.

Weeds. All weeds growing upon streets or private property in the jurisdiction, including any of the following:

1. Weeds that bear seeds of a fluffy nature or are subject to flight.
2. Sagebrush, chaparral (including Chamise, Coyote Brush/Greasewood, Brooms, and Buckwheat), and any other brush or weeds that attain such large growth as to become, when dry, a fire menace to adjacent improved property.
3. Weeds that are otherwise noxious or dangerous.
4. Poison oak and poison sumac when the conditions of growth constitute a menace to public health.
5. Dry grass, brush, tree litter, litter, or other flammable materials that endanger the public safety by creating a fire hazard.

Chapter 3. General Precautions Against Fire.

Section 304.1.2 is amended to read:

304.1.2 Vegetation. Hazards created by the growth of weeds, grass, vines, trees, or other growth capable of being ignited and endangering property shall be mitigated in accordance with Section 321.

Section 304.3.5 is added, to read:

304.3.5 Clothes Dryers. Clothes dryers shall be frequently cleaned to maintain the lint trap, mechanical and heating components, vent duct, and associated equipment free from accumulations of lint and combustible materials.

Section 308.1.4, Exception 1 is amended to read:

Exception 1. Residential Occupancies.

Section 321 is added to Chapter 3, to read:

SECTION 321 Exterior Fire Hazard Control.

321.1 General.

321.1.1 Jurisdictional Authority. The Board of Directors, as the supervising, legislative, and executive authority of the jurisdiction, hereby delegates to the Board of Fire Commissioners of the jurisdiction all its powers, duties, and rights to act pursuant to Part 5 (commencing with Section 14875), Division 12, of the Health and Safety Code, to clear or order the clearing of rubbish, litter, or other flammable material where such flammable material endangers the public the safety by creating a fire hazard. Fire hazard abatement will be conducted in accordance with the provisions of said Part 5 and this ordinance. In the application of the provisions of said Part 5 to fire hazard abatement proceedings under this ordinance and the Fire Protection District Law of 1987, the terms “Board of Directors” or “Board,” when used in Part 5, means the Board of Fire Commissioners of this jurisdiction under this section; and the officers designated in Health and Safety Code Section 14890 are the employees of the jurisdiction.

321.1.2 Retention of Jurisdictional Authority. If no Board of Fire Commissioners has been appointed for the jurisdiction, then the Board of Directors retains its powers and rights to act pursuant to said Part 5.

321.1.3 Contract for Services. The Board of Directors reserves and retains the power to award a contract for fire hazard abatement work when the employees of the jurisdiction are not used to perform the abatement work.

321.2 Definitions. The following terms are defined in Chapter 2:

Cost of Abatement
Defensible Space
Person
Priority Hazard Zone
Reduced Fuel Zone
Rubbish
Streets
Weeds

321.3 Weeds and Rubbish a Public Nuisance. The Board hereby declares that all weeds growing upon private property or streets in this jurisdiction and all rubbish on private property or streets in this jurisdiction are public nuisances. Such weed nuisance is seasonal and recurrent.

321.4 Abatement of Hazard.

321.4.1 Prohibition. No person who has any ownership or possessory interest in or control of parcel of land shall allow to exist thereon any hazardous rubbish, weeds, trees, or other vegetation that constitutes a fire hazard. Destruction by burning within this jurisdiction is unlawful unless the written permission of the fire chief is first obtained, and all other applicable permits are obtained from appropriate governing agencies or jurisdictions.

321.4.2 Specific Requirements. The District shall develop minimum abatement standards for land in residential, rural and/or rural residential, business, industrial areas, or land which is unused or vacant. Such standards may be modified periodically as circumstances dictate.

321.4.2.1 Clearance of Weeds from Streets. The Fire Code Official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of streets which are improved, designed, or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth. The Fire Code Official is authorized to enter upon private property to do so, to the extent allowed by law.

321.5 Abatement Procedures.

321.5.1 Abatement Order. The fire code official may order the abatement of the weeds and rubbish described in Sections 304.1.2 and this Section 321. On making the order, the fire code official will mail a copy of a notice to the owners of the affected property as their names and addresses appear upon the last county equalized assessment roll, or as their names and addresses are known to the fire code official. As an alternative to mailing, the notice may be posted upon the affected property and published in the jurisdiction, not less than 15 days prior to the date of the abatement hearing. Copies of the notice will be

headed with the words “Notice to Abate Weeds and Rubbish” in letters at least one inch high. The notice will be in substantially the following form:

NOTICE TO ABATE WEEDS AND RUBBISH

You are hereby notified that weeds and rubbish constitute a fire hazard on the following described property owned by you:

(Describe property by common street designation, by metes and bounds, Assessor’s code area and parcel number, or by reference to attached map).

You must remove the weeds and rubbish within fifteen (15) days from the date of this notice. If you fail to do so, the (jurisdiction) Fire Protection District will remove it, and the cost of the abatement, including administrative costs, will be collected as property taxes and will be a lien on your property until paid.

You are further notified that the Board of Supervisors has declared that such weeds and rubbish constitute a public nuisance and that such weeds also constitute a seasonal and recurring nuisance.

You may appear before the Board of Fire Commissioners of this jurisdiction on (time and date) at (place-room, street, address, and city) to show cause why this order should not be enforced.

(Signed): (Name of fire code official of name of jurisdiction)

321.5.2 Hearing Date. A date for hearing on the notice will be sent at least 15 days after the date of the notice. The date of the notice is the date on which the notice is placed in the United States mail or the date on which it is posted on the property. At the hearing, the property owner or his agent may appear to show cause why the order should not be enforced. For good cause shown, the Board of Fire Commissioners may extend the time for compliance with the order or may rescind the order.

321.5.3 Contract Award. If the owner fails to comply with the order, the fire code official may have the weeds and rubbish abated either by employees of this jurisdiction or by contract. If a contract is awarded, it will be by public bid, awarded to the lowest responsible bidder. A contract may include work on more than one parcel. Concerning any contract previously awarded as provided in this subsection and that has been fully extended as provided in that contract, it may thereafter be extended on its same terms and conditions for a further period (not to exceed one year) by agreement of the Board of Supervisors and the involved contractor.

321.5.4 Abatement Report of Costs. The fire code official or his or her designee abating the nuisance will keep an account of the cost of abatement in front of or on each separate parcel of land and will render an itemized report in writing to the Board of Fire Commissioners showing the cost of removing the weeds and rubbish on or in front of each separate lot or parcel of land, or both. Before the report is submitted to the Board of Fire Commissioners, a copy of it will be posted for at least three days on or near the chamber door of the Board with a notice of the time and when the report will be submitted to the Board for confirmation. At the time fixed for receiving and considering the report, the Board of Fire Commissioners will hear it and any objections of any of the property owners liable to be assessed for the work of abatement. Thereupon, the Board of Fire Commissioners may make such modifications in the report as it deems necessary, after which the report will be confirmed. The amount of the cost, including administrative costs, of abating the nuisance in front of or upon the various parcels of the land mentioned in the report as confirmed will constitute special assessment against the respective parcels of land, and are a lien on the property for the

amount of the respective assessments. Such lien attaches upon recordation, in the office of the County Recorder, of a certified copy of the Resolution of Confirmation.

321.5.5 Cost Assessments. Upon confirmation of the report of cost by the Board of Fire Commissioners and the recordation of the Resolution of Confirmation, a copy of the report of cost will be sent to the County Auditor, who will enter the amount of the assessments against the parcels. Thereafter the amount of the assessments will be collected at the same time and in the same way as County taxes are collected. The owners are subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary county taxes. All laws applicable to the levy, collection, and enforcement of county taxes are applicable to these assessment taxes.

321.6 Alternate Mitigation. In lieu of ordering abatement as provided in Section 321.5.1, the fire code official of this jurisdiction may order the preparation of firebreaks/fuelbreaks around parcels of property where combustible weeds, crops, or brush are present. In determining the proper width for firebreaks/fuelbreaks, the fire code official will consider the height of the growth, weather condition, topography, and the accessibility to the property for fire protection equipment. The procedure set forth in Section 321.5.1 for the abatement of weeds and rubbish shall apply to the preparation of firebreaks/fuelbreaks.

321.7 Subsurface Fires.

321.7.1 Peat Fire. It is the duty of each person, firm, corporation, or association not to permit a peat fire or a fire involving combustible vegetable matters under the surface of the natural ground to remain upon the property. It is hereby declared that it is the duty of any person as herein defined to take all necessary precautions to extinguish any subsurface fire involving peat or vegetable material at the owner's own cost and expense.

321.7.2 Fire Suppression Costs. If there exists upon the lands or property of any person as herein defined a subsurface fire involving the burning or combustion of peat, vegetable matter, or vegetation, and the owner or occupant thereof has not taken reasonable precautions within a reasonable time to extinguish or minimize such fire or combustion, this jurisdiction may, in addition to its regular duties to extinguish or minimize such fire or combustion, go upon the lands of any person as herein defined and extinguish such fire or combustion. Any costs incurred by the Fire District in fighting the fire and for the cost of proving rescue or emergency medical services shall be a charge against the property owner. The charge shall constitute a debt of the property owner and is collectable by the jurisdiction incurring those costs in the same manner as in the case of an obligation under a contract, express or implied. (See Health and Safety Code, §13009.)

Section 322 is added to Chapter 3, to read:

322 Automobile Wrecking Yards.

322.1 General. The operation of automobile wrecking yards shall be in accordance with this section.

322.2 Definitions. The following terms are defined in Chapter 2:

Automobile Dismantling
Automobile Wrecking Yard

322.3 Requirements.

322.3.1 Permits. An operational fire code permit is required as in Section 105.6.53.

322.3.2 Fire Apparatus Access Roads. Fire apparatus access roads shall be constructed throughout the site in accordance with this code and shall be maintained clear of all vehicles and stored items.

322.3.3 Welding and cutting. Welding and cutting operations shall be conducted in an approved location, clear of all flammable liquids and combustible materials, including weeds, tires, and all other debris.

322.3.4 Housekeeping. Combustible rubbish accumulated on site shall be collected and stored in approved containers, rooms, or vaults of noncombustible materials. Combustible vegetation, cut or uncut, shall be removed when determined by the fire code official to be a fire hazard.

322.3.5 Fire Protection. Offices, storage buildings, and vehicles used for site operations shall each be provided with at least one portable fire extinguisher with not less than a 4-A: 40-B-C rating. When required by the fire code official, additional fire extinguishers shall be provided.

322.3.6 Tire storage. Tires shall be stored in racks or in a manner as approved by the fire code official.

322.3.6.1 Distance from Water Supply. Tire storage shall be located on-site and no further than 500 feet from a fire hydrant or an approved water supply as determined by the fire code official.

322.3.7 Storage Piles. Storage piles shall be located a minimum of 20 feet from property lines and shall have an unobstructed access road on all sides of not less than 20 feet.

322.3.8 Burning operations. The burning of salvaged vehicles and salvaged or waste materials is prohibited.

322.3.9 Motor vehicle fluids. Motor vehicle fluid shall be drained from salvaged vehicles when such liquids are leaking onto the ground and prior to dismantling or removing engine/motor parts.

322.3.9.1 Mitigation of leaking fluids. Precautions shall be taken to prevent fluids from salvaged vehicles from leaking onto the ground. Supplies or equipment capable of mitigating leaks from fuel tanks, crankcases, brake systems, and transmissions shall be kept available on site. Single-use plugs, diking, and absorbent materials shall be disposed of as hazardous waste and removed from the site in a manner in accordance with federal, state, and local requirements.

322.3.10 Fuel tanks. Fuel tanks of salvaged vehicles shall be emptied of all flammable (gasoline, diesel) fuels in an approved manner and stored in approved tanks.

322.3.10.1 Repair of vehicle fuel tanks. The repair of fuel tanks, including cutting, welding, or drilling of any kind, is prohibited.

322.3.11 Lead acid batteries. Lead acid batteries shall be removed from all salvaged vehicles and stored in an approved manner in a location approved by the fire code official.

Chapter 4. Emergency Planning and Preparedness.

Section 401.5.1 is added, to read:

401.5.1 Nuisance Fire Alarm Fee. A fee may be charged for false and/or nuisance fire alarms in accordance with a fee schedule adopted by the Board of Directors.

Section 403.12.1 is amended to read:

403.12.1 Standby Personnel. Where, in the opinion of the fire code official or Fire Chief, it is essential for public safety in a place of assembly, or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest, or activity, the owner, agent, or lessee shall provide standby personnel as required and approved by the fire code official or Fire Chief. If the activity requires fire watch, fire watch shall be provided in accordance with Sections 403.12.1.1 and 403.12.1.2. Standby personnel needed for EMS standby shall be provided in accordance with Contra Costa County EMS Protocols.

Chapter 5. Fire Service Features.

Section 503.1.4 is added, to read:

503.1.4 Access to Open Spaces. When existing access to open land or space, or to fire trail systems maintained for public or private use, is obstructed by new development of any kind, the developer shall provide an alternate means of access into the area that is sufficient to allow access for fire personnel and apparatus. The alternate means of access must be approved by the fire code official.

Section 503.2.1 is amended by adding the following exception:

Exception: A driveway with a minimum width of 16 feet is acceptable for access to one or two single-family dwellings.

Section 505.3 is added, to read:

505.3 Street names and addressing. Street names and addressing shall be submitted for review and approval to the fire code official, whose approval will not be unreasonably withheld. The purpose of the review is to verify that new street names and addressing will not duplicate existing street names and addressing.

Section 507.2.3 is added, to read:

507.2.3 Suburban and rural water supply storage. Swimming pools and ponds shall not be considered water storage for the purposes of Section 507.1.

Chapter 6. Building Services and Systems.

Section 603.6.6 is added, to read:

603.6.6 Sparks from chimneys. A chimney that is used with either a fireplace or heating appliances in which solid or liquid fuel is used shall be maintained with spark arresters that are required for incinerators pursuant to the 2019 California Mechanical Code.

Chapter 8. Interior Finish, Decorative Materials and Furnishings.

Section 806.1.4 is added, to read:

806.1.4 Flame retardants. Cut trees shall be treated by a California State Fire Marshal-licensed fire retardant applicator. Trees shall be properly treated with an approved flame retardant.

Section 806.1.5 is added, to read:

806.1.5 Tags. Trees shall bear a tag stating date of placement in the public building, type of flame-retardant treatment used, name of the person who applied the flame retardant, the name of the person affixing the tag, a permit expiration date, and the name of the designated individual making daily tests.

Section 806.1.6 is added, to read:

806.1.6 Daily tests. Trees shall be tested daily by a designated individual. The test shall include a check for dryness in accordance with Section 806.1.3 and for adequate watering.

Chapter 9. Fire Protection Systems.

Section 901.6.2 is amended to read:

901.6.2 Records. Records of all system inspections, tests, and maintenance required by the reference standards shall be maintained in paper form or by a third party electronic record keeping service as chosen by the fire district.

Section 902 is amended to add:

Substantial Addition or Expansion

Section 903.2.1.1 is amended to read:

903.2.1.1 Group A-1. An automatic sprinkler system shall be provided for fire areas containing Group A-1 occupancies and intervening floors of the building where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex.

Section 903.2.1.3 is amended to read:

903.2.1.3 Group A-3. An automatic sprinkler system shall be provided for fire areas containing Group A-3 occupancies and intervening floors of the building where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The structure exceeds 10,000 square feet, contains more than one fire area containing exhibition and display rooms, and is separated into two or more buildings by fire walls of less than four-hour fire resistance rating without openings.

Section 903.2.1.4 is amended to read:

903.2.1.4 Group A-4. An automatic sprinkler system shall be provided for fire areas containing Group A-4 occupancies and intervening floors of the building where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

Section 903.2.1.8 is added, to read:

903.2.1.8 Group B. An automatic sprinkler system shall be provided for Group B occupancies where the fire area exceeds 5,000 square feet.

Section 903.2.3 is amended to read:

903.2.3 Group E. An automatic sprinkler system shall be provided for new Group E occupancies as follows:

1. Throughout all Group E fire areas greater than 2,000 square feet in area.
   Exception: An automatic sprinkler system is not required in any Group E Day Care Facility less than 5,000 square feet
2. Throughout every portion of educational buildings below the lowest level of exit discharge serving that portion of the building.
   Exception: An automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area where every classroom throughout the building has at least one exterior exit door at ground level.
3. The Group E fire area has an occupant load of 300 or more.
4. In rooms or areas with special hazards such as laboratories, vocational shops, and other such areas where hazardous materials in quantities not exceeding the maximum allowable quantity are used or stored.
5. Throughout any Group E structure greater than 4,000 square feet in area, which contains more than one fire area, and which is separated into two or more buildings by fire walls of less than four-hour fire resistance rating without openings.
6. For public school state-funded construction projects, see Section 903.2.19.
7. For public school campuses, Kindergarten through 12th grade, see Section 903.2.20.

Section 903.2.4 is amended in its entirety, to read:

903.2.4 Group F

903.2.4.1 Group F-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 5,000 square feet.
2. A Group F-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group F-1 occupancy used for the manufacture of upholstered furniture or mattresses exceeding 2,500 square feet (232 m^2).

903.2.4.1.1 Woodworking operations. An automatic sprinkler system shall be provided throughout all Group F-1 occupancy fire areas that contain woodworking operations in excess of 2,500 square feet in area (232 m^2) that generate finely divided combustible waste or use finely divided combustible materials. A fire wall of less than 4-hour fire-resistance rating without openings, or any fire wall with openings, shall not be used to establish separate fire areas.

903.2.4.2 Group F-2. An automatic sprinkler system shall be provided throughout all buildings containing a Group F-2 occupancy greater than 5,000 square feet.

Section 903.2.7 is amended to read:

903.2.7 Group M. An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 5,000 square feet.
2. A Group M fire area is located more than three stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group M occupancy used for the display and sale of upholstered furniture or mattresses exceeds 5,000 square feet (464 m^2).
5. The structure exceeds 10,000 square feet, contains more than one fire area containing a Group M occupancy, and is separated into two or more buildings by fire walls of less than 4-hour fire-resistance rating without openings.

Section 903.2.8 is amended to read:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all Group R occupancies, including manufactured and mobile homes, including those located in mobile home parks.

Section 903.2.8.1.1 is added, to read:

903.2.8.1.1 Group R-3 Substantial Addition or Expansion. An automatic sprinkler system shall be provided throughout all existing Group R-3 dwellings where a substantial addition or expansion occurs and the new total fire area of the structure exceeds 3,600 square feet.

Exception: If a sprinkler system is required by the local building department regardless of the size of the addition or expansion, a sprinkler system shall be installed in accordance with the appropriate standard.

Section 903.2.9 is amended to read:

903.2.9 Group S-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 5,000 square feet.
2. A Group S-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group S-1 occupancy used for the storage of upholstered furniture or mattresses exceeding 2,500 square feet (232 m^2).

Section 903.2.9.1 is amended to read:

903.2.9.1 Repair garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the California Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 5,000 square feet.
2. Buildings not more than one story above grade plane, with a fire area containing a repair garage exceeding 5,000 square feet.
3. Buildings with repair garages servicing vehicles parked in basements.
4. A Group S-1 fire area used for the repair of commercial motor vehicles where the fire area exceeds 5,000 square feet (464 m^2).

Section 903.2.10 is amended in its entirety, to read:

903.2.10 Group S-2.

903.2.10.1 Group S-2 enclosed parking garages. An automatic sprinkler system shall be provided throughout buildings classified as enclosed parking garages in accordance with Section 406.6 of the California Building Code where either of the following conditions exists:

1. Where the fire area of the enclosed parking garage exceeds 5,000 square feet.
2. Where the enclosed parking garage is located beneath other occupancy groups.

903.2.10.2 Commercial parking garages. An automatic sprinkler system shall be provided throughout buildings used for storage of commercial motor vehicles where the fire area exceeds 5,000 square feet.

903.3.10.3 Group S-2 low hazard storage. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-2 occupancy exceeding 5,000 square feet.

Exception: Open parking garages, including canopies and photovoltaic panel systems with open parking underneath, shall meet automatic sprinkler system requirements in accordance with the 2019 California Building Code and 2019 California Fire Code without local amendment.

Section 903.3.1.1.3 is added, to read:

903.3.1.1.3 Undeclared Use. In buildings of undeclared use with floor to structure height greater than 14 feet (4256 mm), the fire sprinkler system shall be designed to conform to Extra Hazard Group I design density. In buildings of undeclared use with floor to structure height less than 14 feet (4256 mm), the fire sprinkler system shall be designed to conform to Ordinary Group II design density. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the owner and/or the occupant to upgrade the system.

Section 903.3.1.3 is amended to read:

903.3.1.3 Sprinkler Systems for One and Two family dwellings. Automatic sprinkler systems for one- and two- family dwellings shall be permitted to be installed in accordance with sections 903.3.1.3.1 through 903.3.1.3.3.

Sections 903.3.1.3.1, 903.3.1.3.2, and 903.3.1.3.3 are added, to read

903.3.1.3.1 NFPA 13D Sprinkler Systems. Automatic sprinkler systems installed in one- and two- family dwellings, Group R-3 buildings, and townhouses shall be permitted to be installed throughout in accordance with NFPA 13D as amended in Chapter 80.

903.3.1.3.2 California Residential Code Section R313. Automatic sprinkler systems shall be permitted to be installed in accordance with California Residential Code section R313.

903.3.1.3.3 Pipe limitations. Where CPVC pipe is installed above the insulation or is otherwise located in an unconditioned space, such as in an attic space, or a garage without conditioned living space above, CPVC pipe shall be adequately insulated to a minimum R-19 value, or equivalent, or pipe shall be limited to Type K or L copper, or ferrous piping.

Section 903.3.5.3 is added, to read:

903.3.5.3 Non-permissible water supply storage. Swimming pools and ponds shall not be considered water storage for the purposes of Section 903.3.5.

Section 903.3.9 is amended to read:

903.3.9. Floor control valves. Individual floor control valves and waterflow detection assemblies shall be provided for each floor in multi-floor buildings at an approved location.

Exception: Group R-3 and R-3.1 Occupancies.

Section 903.4.2 is amended to read:

903.4.2 Alarms. One approved audible and visual device shall be connected to every automatic sprinkler system at an approved location. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Audible and visual alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

Sections 903.6.1 and 903.6.2 are added, to read:

903.6.1 Substantial Addition or Expansion. An automatic sprinkler system shall be provided throughout all existing buildings where a substantial addition or expansion occurs and the total fire area of the structure exceeds 5,000 square feet. Group R-3 substantial additions or expansions shall comply with Section 903.2.8.1.1

903.6.2 Change of occupancy classification. Any existing building that undergoes a change of occupancy classification into a higher hazard category shall comply with the requirements of Section 903.2. Relative hazard categories of occupancy groups shall be established based upon the Heights and Areas Hazard Categories of Table 1012.4 of the current edition of the International Existing Building Code, as published by the International Code Council. The requirements of Section 903.2 shall not be required when a change of occupancy classification is made to an equal or lesser hazard category. Group L occupancies shall be considered a relative hazard of 1 (highest hazard). Group R-3 occupancies shall be considered a relative hazard of 4 (lowest hazard).

Section 907.4.4 is added, to read:

907.4.4 Monitoring of other fire systems. In buildings equipped with a fire alarm system or sprinkler alarm and supervisory service (SASS) system, where other fire suppression or extinguishing systems are installed in the building (including but not limited to commercial kitchen suppression systems, pre-action fire suppression systems, dry chemical systems, and clean agent systems), these other suppression systems shall be monitored by the SASS dedicated function fire alarm system and transmitted as a specific signal to the Central Station. The system shall be monitored in compliance with Section 907.6.6.

Section 907.5.2.3.1 is amended to read:

907.5.2.3.1 Public and common areas. Visible alarm notification appliances shall be provided in public use areas and common use areas, including but not limited to:

1. Sanitary facilities including restrooms, bathrooms, shower rooms, and locker rooms.
2. Corridors, hallways, and aisles with shelving and/or fixtures obstructing the required light intensity for that area.
3. Music practice rooms.
4. Band rooms.
5. Gymnasiums.
6. Multipurpose rooms.
7. Occupational shops.
8. Occupied rooms where ambient noise impairs hearing of the fire alarm.
9. Lobbies.
10. Meeting/Conference rooms.
11. Classrooms.
12. Medical exam rooms.
13. Open office areas.
14. Sales floor areas.
15. Break or lunch rooms
16. Copy or work rooms.
17. Computer server rooms exceeding 200 sq. ft.
18. File or Storage rooms exceeding 200 sq. ft.

Section 907.6.6 is amended to read:

907.6.6 Monitoring of fire alarm systems. A fire alarm system required by this chapter, or by the California Building Code, shall be monitored by a UL-listed Central Station service in accordance with NFPA 72 and this code.

Exception: Monitoring by a UL-listed central station is not required for:

1. Single- and multiple-station smoke alarms required by Section 907.2.10.
2. Group I-3 occupancies shall be monitored in accordance with Section 907.2.6.3.
3. Residential Day Care Facilities (occupancy load of 14 or less).
4. One- and two-family dwellings.
5. Residential Care Facilities licensed by the state with an occupant load of 6 or less.
6. Occupancies with a local fire alarm system that will give an audible and visible signal at a constantly attended location, as approved by the Fire Code Official.

Section 907.8.6 is added, to read:

907.8.6 Certification. New fire alarm systems shall be UL-Certified. A Certificate of Completion and other documentation as listed in NFPA 72 shall be provided for all new fire alarm system installations. It is the responsibility of the building owner or owner's representative to obtain and maintain a current and valid Certificate.

Section 907.8.6.1 is added, to read:

907.8.6.1 Posting of Certificate. The UL Certificate shall be posted in a durable transparent cover within three feet of the fire alarm control panel within 45 days of the final acceptance test/inspection.

Chapter 10. Means of Egress.

Section 1028.5.1 is added, to read:

1028.5.1 Exit discharge surface. Exterior exit pathway surfaces shall be suitable for pedestrian use in inclement weather, and shall terminate at a public way as defined in the California Building Code.

Chapter 33. Fire Safety During Construction and Demolition.

Section 3301.3 is added, to read:

3301.3 Permits. Permits shall be obtained for asbestos removal operations, temporary fire department access roads for construction, and temporary water supplies as set forth in sections 105.6 and 105.7.

Section 3318 is added, to read:

Section 3318 Asbestos removal.

3318.1 General. Operations involving removal of asbestos or asbestos-containing materials from buildings shall be in accordance with Section 3318.

Exception: Section 3318 does not apply to the removal of asbestos from:

1. Pumps, valves, gaskets and similar equipment.
2. Pipes, ducts, girders or beams that have a length less than 21 linear feet (6400 mm).
3. Wall or ceiling panels that have an area of less than 10 square feet (0.93 m^2) or a dimension of less than 10 linear feet (3048 mm).
4. Floor tiles when their removal can be completed in less than four hours.
5. Group R-3 occupancies.

3318.2 Notification. The fire code official shall be notified 24 hours prior to the commencement and closure of asbestos-removal operations. The permit applicant shall notify the building official when asbestos abatement involves the removal of materials that were used as a feature of the building's fire resistance.

3318.3 Plastic Film. Plastic film that is installed on building elements shall be flame resistant as required for combustible decorative material, in accordance with Section 807.

3318.4 Signs. Approved signs shall be posted at the entrance, exit and exit-access door, decontamination areas, and waste disposal areas for asbestos-removal operations. The signs shall state that asbestos is being

removed from the area, that asbestos is a suspected carcinogen, and that proper respiratory protection is required. Signs shall have a reflective surface. Lettering shall be a minimum of 2 inches (51 mm) high.

Chapter 50. Hazardous Materials – General Provisions.

Section 5001.5.3 is added, to read:

5001.5.3 Emergency response support information. Floor plans, material safety data sheets, Hazardous Materials Management Plans (HMMP), Hazardous Material Inventory Statements (HMIS), and other information must be stored at a readily accessible location, as determined by the fire code official. This location may be in cabinets located outside of facilities or buildings. Information may be required to be maintained in a specific electronic media format to facilitate computer aided dispatching.

Section 5003.9.1.2 is added, to read:

5003.9.1.2 Documentation. Evidence of compliance with provisions of this chapter as well as with state and federal hazardous material regulations shall be maintained on site and available for inspection by fire department personnel.

Chapter 56. Explosives and Fireworks.

Section 5601.1.3 is amended to read:

5601.1.3 Fireworks. The possession, manufacture, storage, sale, handling, and use of fireworks are prohibited within the jurisdiction of the District.

Exceptions:

1. The use of fireworks for fireworks displays, pyrotechnics before a proximate audience, pyrotechnic special effects in motion pictures, television, theatrical, or group entertainment productions as allowed by Title 19, Division 1, Chapter 6 Fireworks reprinted in Section 5608 and the Health and Safety Code Division 11.
2. Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

Section 5601.2.2 is amended to read:

5601.9 Sale and retail display. No person shall construct a retail display or offer for sale any explosives, explosive materials, or fireworks within the jurisdiction.

Exception: Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

Section 5601.2.4 is amended as follows:

5601.2.4 Financial responsibility. Before a permit is issued pursuant to Section 5601.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of $2,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The fire code official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

Exception: Fireworks in accordance with California Code of Regulations, Title 19, Division 1, Chapter 6. See Section 5608.

Section 5601.9 is added, to read:

5601.9 Prohibited and Limited Acts. The storage of explosive materials is prohibited in all zoning districts except districts zoned for industrial or agricultural uses. In districts where the storage of explosive materials is permitted, the quantities of explosives and distances shall be in accordance with California Fire Code Section 5601.8.

Chapter 57. Flammable and Combustible Liquids.

Section 5704.2.9.6.1 is amended to read:

5704.2.9.6.1 Locations where above-ground tanks are prohibited. The storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited in all zoning districts except districts zoned for commercial, industrial, or agricultural uses.

Exception: Protected above-ground tanks for the purpose of emergency power generator installations in areas zoned commercial, industrial, agricultural, central business district, rural or rural residential, and for facilities on an individual basis consistent with the intent of this provision. Tank size shall not exceed 500 gallons (1892.706L) for Class I or II liquids, or 1,000 gallons (3785.412L) for Class III liquids.

Section 5706.2.4.4 is amended to read:

5706.2.4.4 Locations where above-ground tanks are prohibited. Storage of Class I and II liquids in above-ground tanks is prohibited in all zoning districts except district zoned for commercial, industrial, or agricultural use.

Chapter 58. Flammable Gases and Flammable Cryogenic Fluids.

Section 5806.2 is amended to read:

5806.2 Limitation. The storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited in any area which is zoned for other than industrial use.

Exception: Liquid hydrogen fuel systems in compliance with Section 5806.3 or 5806.4.

Chapter 61. Liquefied Petroleum Gases.

Section 6103.2.1.7 is amended to read:

6103.2.1.7 Use for food preparation. Individual portable L-P containers used, stored, or handled inside a building classified as a Group A, Group B, or Group M occupancy for the purposes of cooking, food display, or a similar use, shall be limited in size to one quart capacity and shall be of an approved type. The number of portable containers permitted will be at the discretion of the fire code official. LP-gas appliances used for food preparation shall be listed for such use in accordance with the California Mechanical Code and NFPA 58.

Section 6104.2 is amended to read:

6104.2 Maximum capacity within established limits. The storage of liquefied petroleum gas is prohibited in any central business district and in all zoning districts except districts zoned for commercial, industrial, rural, or agricultural uses. The aggregate capacity of any one installation used for the storage of liquefied petroleum gas shall not exceed a water capacity of 2,000 gallons (7570 L).

Chapter 80. Referenced Standards.

Chapter 80 is amended by adding the following referenced standards:

NFPA 3 (2015): Recommended Practice for Commissioning of Fire Protection and Life Safety Systems

NFPA 850 (2015): Recommended Practice for Fire Protection for Electric Generating Plants and High Voltage Direct Current Converter Stations

Chapter 80 is further amended by amending the NFPA 13D (2016) (Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes) standard as follows:

Section 7.7.1 is added, to read:

7.7.1 Where CPVC pipe is installed above the normal insulation in an unconditioned space, such as in an attic space, or a garage without conditioned living space above, CPVC pipe shall be adequately insulated to a minimum R-19 value, or equivalent, or pipe shall be limited to Type K or L copper, or ferrous piping.

Section 8.3.5.1.2 is amended to read:

8.3.5.1.2 Where fuel-fired equipment is below or on the same level as occupied areas of the dwelling unit, at least one quick-response intermediate temperature sprinkler shall be installed above the equipment or at the wall separating the space with the fuel-fired equipment from the occupied space. In unconditioned spaces, CPVC pipe shall be adequately insulated to a minimum R-19 value, or equivalent, or pipe shall be limited to Type K or L copper, or ferrous piping.

Appendix B. Fire-Flow Requirements for Buildings.

Table B105.2 is amended to read:

TABLE B105.2

Required Fire-Flow for Buildings Other Than One- and Two-Family Dwellings, Group R-3 and R-4 Buildings and Townhouses

AUTOMATIC SPRINKLER SYSTEM (DESIGN STANDARD)	MINIMUM FIRE-FLOW (GALLONS PER MINUTE)	FLOW DURATION (HOURS)
No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2)
Section 903.3.1.1 of the California Fire Code	50% of the value in Table B105.1(2)[a]	Duration in Table B105.1(2) at the reduced flow rate

Section 903.3.1.2 of the California Fire Code	50% of the value in Table B105.1(2)[a]	Duration in Table B105.1(2) at the reduced flow rate

For SI: 1 gallon per minute = 3.785 L/m

a. The reduced fire-flow shall be not less than 1,500 gallons per minute.

Section B105.2 is amended by amending the exception to read:

Exceptions:

1. Group B, S-2, and U occupancies having a floor area not exceeding 1,000 square feet, primarily constructed of noncombustible exterior walls with wood or steel roof framing, having a Class A roof assembly, with uses limited to the following or similar uses:
- **1.1.** California State Parks buildings of an accessory nature (restrooms).
- **1.2.** Safety roadside rest areas, (SRRA), public restrooms.
- **1.3.** Truck inspection facilities, (TIF), CHP office space and vehicle inspection bays.
- **1.4.** Sand/salt storage buildings, storage of sand and salt.

2. A reduction in required fire-flow of 50 percent, as approved by the fire code official, when the building is provided with an approved automatic sprinkler system and installed in accordance with Section 903.3.1.1. The resulting fire-flow shall be not less than 1,500 gallons per minute (5678L/min) for the prescribed duration as specified in Table B105.1.

Appendix C. Fire Hydrant Locations and Distribution.

Table C102.1 is amended as follows:

The title of Table C102.1 is amended to read:

TABLE C102.1[j]

The heading of the fourth column of Table C102.1 is amended to read:

MAXIMUM DISTANCE FROM ANY POINT ON STREET OR ROAD FRONTAGE TO A HYDRANT[d,f,g,i]

Footnotes “i” and “j” are added to Table C102.1, to read:

i. A fire hydrant shall be provided within 250 feet of a fire trail access point off a public or private street.

j. For infill projects within existing single-family residential developments, Section 507.5.1 applies.

Appendix D. Fire Apparatus Access Roads.

Section D102.1 is amended to read:

D102.1 Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt, concrete, or other approved all-weather driving surface capable of supporting the imposed load of fire apparatus weighing at least 74,000 pounds (33 566 kg) in accordance with CalTrans Design Standard HS-20-44.

Exception: Driveways serving one or two single-family dwellings may be constructed of an alternate surface material, providing the imposed weight load design minimums are met and the grade does not exceed 10 percent.

Section D103.1 is deleted.

Section D103.2 is amended to read:

D103.2 Grade. Fire department access roadways having a grade of between 16 percent and 20 percent shall be designed to have a finished surface of grooved concrete sufficient to hold a 44,000 pound (19 958 kg) traction load. The grooves in the concrete surface shall be ½ inch (13 mm) wide by ½ inch (13 mm) deep and 1 ½ inch (38 mm) on center and set at a 30 to 45 degree angle across the width of the roadway surface. No grade shall exceed 20 percent, nor shall the cross slope exceed 8%, unless authorized in writing by the fire code official.

Section D103.2.1 is added, to read:

D103.2.1 Angles of approach and departure. The angles of approach and departure for any means of access shall not exceed 10 percent at 10 feet of the grade break.

Section D103.3 is amended to read:

D103.3 Turning radius. Based on a minimum unobstructed width of 20 feet, a fire apparatus access roadway shall be capable of providing a minimum standard turning radius of 25 feet (7620 mm) inside and 45 feet (13 716 mm) outside.

Table D103.4 is amended to read:

Table D103.4
REQUIREMENTS FOR DEAD-END FIRE APPARATUS ACCESS ROADS

LENGTH (feet)	MINIMUM WIDTH (feet)	TURNAROUNDS REQUIRED
0 – 150	20[a]	None required
151 – 750	20[a]	100-foot Hammerhead, 50-foot "Y", 75-foot Shunt or 90-foot-diameter cul-de-sac in accordance with figure D103.1
Over 750	Special approval required[b]	

a. A driveway with a minimum width of 16 feet is acceptable for access to no more than two single-family dwellings.

b. Any fire apparatus access roadway or driveway that is approved to be less than 20 feet wide and to exceed 750 feet in length shall have outsets or turnouts every 300 feet along the length of the road or driveway, or at locations approved by the fire code official. Each outset or turnout shall be of the following dimensions: an 8-foot-wide turnout that extends at least 40 feet in length.

///
///
///
///

Figure D103.1 is amended to read:

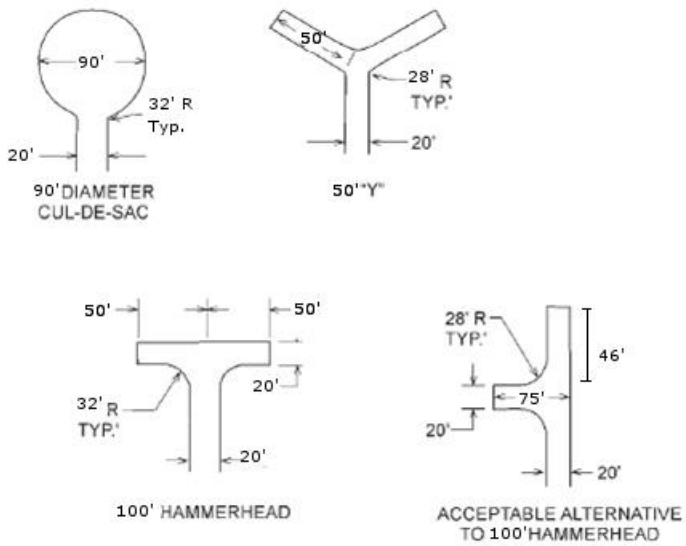


Figure D103.1

Dead-end Fire Apparatus Access Road Turnaround

Section D103.5 is amended as follows:

Criteria 1 of Section D103.5 is amended to read:

1. The minimum clear width shall be 20 feet (6096mm).
   Exception: For access to one or two single-family dwellings, 16 feet clear width is acceptable.

Criteria 9 is added to Section D103.5, to read:

9. All gates shall be installed and located a minimum of 30 feet off the street.

Section D103.6.1 is amended to read:

D103.6.1 Roads less than 28 feet in width. Fire apparatus access roads less than 28 feet wide shall be posted on both sides as a fire lane.

Section D103.6.2 is amended to read:

D103.6.2 Roads 28 feet in width or greater, but less than 36 feet in width. Fire apparatus access roads 28 feet wide or greater, but less than 36 feet wide, shall be posted on one side of the road as a fire lane.

Section D106.1 is amended by deleting the exception and to read:

D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads and shall meet the requirements of Section D104.3.

Section D106.2 is deleted in its entirety.

SECTION 3. REPEAL OF FIRE CODE.

Ordinance No. 2016-23, adopting the 2016 California Fire Code with amendments, is hereby repealed.

SECTION 4. REFERENCES TO PRIOR CODE.

Unless superseded and expressly repealed, references in City forms, documents, and regulations to the chapters and sections of the Fire Code of Contra Costa County, the Crockett-Carquinez Fire Protection District, and the Contra Costa County Fire Protection District, 2016, shall be construed to apply to the corresponding provisions contained within the Fire Code of Contra Costa County, the Crockett-Carquinez Fire Protection District, and the Contra Costa County Fire Protection District, 2019. Ordinance 2016-23 and all other ordinances or parts of ordinances in conflict herewith are hereby superseded and expressly repealed.

SECTION 5. VALIDITY.

The Contra Costa County Board of Supervisors declares that if any section, paragraph, sentence, or word of this ordinance or of the 2019 California Fire Code as adopted and amended herein is declared for any reason to be invalid, it is the intent of the Contra Costa County Board of Supervisors that it would have passed all other portions or provisions of this ordinance independent of the elimination here from any portion or provision as may be declared invalid.

SECTION 6. MORE RESTRICTIVE REQUIREMENTS.

If requirements more restrictive than those in this fire code are adopted by the city of Antioch, Clayton, Concord, Lafayette, Martinez, Pittsburg, Pleasant Hill, San Pablo, or Walnut Creek, or the County of Contra Costa, those requirements will apply only within the jurisdiction adopting those requirements.

SECTION 7. EFFECTIVE DATE.

This ordinance becomes effective on January 1, 2020 or 30 days after passage, whichever is later. Within 15 days of passage, this ordinance shall be published once 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 supervisors voting for and against it.

Passed on _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

_____
Board Chair

By: _____
Deputy

[SEAL]

KCK:
H:\Client Matters\2019\CCCFPD\Ordinance No. 2019-37 Fire Code Adoption Ord - final.docx

CONTRA COSTA COUNTY, CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT, AND CROCKETT-CARQUINEZ FIRE PROTECTION DISTRICT FINDINGS IN SUPPORT OF AMENDMENTS TO THE 2019 CALIFORNIA BUILDING STANDARDS CODE, TITLE 24, PART 9, CALIFORNIA FIRE CODE

The California Building Standards Commission has adopted and published the 2019 California Fire Code. The purpose of the code is to regulate and govern the safeguarding of life and property from fire and explosion hazards arising from the storage, handling, and use of hazardous substances, materials, and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises.

Health and Safety Code section 17958.5 and 18941.5 authorize a local jurisdiction to modify or change the statewide codes and establish more restrictive building standards if the jurisdiction finds that the modifications and changes are reasonably necessary because of local climatic, geological, or topographical conditions.

Ordinance No. 2019-37 adopts the 2019 California Fire Code and amends it to address local conditions. Pursuant to Sections 17958.5 and 17958.7 of the Health and Safety Code, the Contra Costa County Board of Supervisors, in its capacity as the Board of Supervisors and the Board of Directors of the Contra Costa County Fire Protection District and the Crockett-Carquinez Fire Protection District, finds that the more restrictive standards contained in Ordinance No. 2019-37 are reasonably necessary because of certain local climatic, geological, and topographic conditions that are described below.

Local Conditions

A. Climatic

1. Precipitation and Relative Humidity

(a) Conditions

Precipitation ranges from 15 to 24 inches per year with an average of approximately 20 inches per year. 96% of precipitation falls during the months of October through April and four percent from May through September. This is a dry period of at least five months each year. Additionally, the area is subject to occasional drought. Relative humidity remains in the middle range most of the time. It ranges from 45-65% during spring, summer, fall, and from 60-90% in the winter. It occasionally falls as low as 15%.

(b) Impact

Locally experienced dry periods cause extreme dryness of untreated wood shakes and shingles on buildings and non-irrigated grass, brush, and weeds, which are often near buildings with wood roofs and sidings. Such dryness causes these materials to ignite very readily and burn rapidly and intensely.

Because of dryness, a rapidly burning grass fire or exterior building fire can quickly transfer to other buildings by means of radiation or flying brands, sparks, and embers. A small fire can rapidly grow to a magnitude beyond the control capabilities of the Fire District resulting in an excessive fire loss.

2. Temperature

(a) Conditions

Temperatures have been recorded as high as 114° F. Average summer highs are in the 90° range, with average maximums of 105° F.

(b) Impact

High temperatures cause rapid fatigue and heat exhaustion of firefighters, thereby reducing their effectiveness and ability to control large building and wildland fires.

Another impact from high temperatures is that combustible building material and non-irrigated weeds, grass, and brush are preheated, thus causing these materials to ignite more readily and burn more rapidly and intensely. Additionally, the resultant higher temperature of the atmosphere surrounding the materials reduces the effectiveness of the water being applied to the burning materials. This requires that more water be applied, which in turn requires more Fire District resources in order to control a fire on a hot day. High temperatures directly contribute to the rapid growth of fires to an intensity and magnitude beyond the control capabilities of the Fire District.

3. Winds

(a) Conditions

Prevailing winds in the area are from the south or southwest in the mornings and from the north or northwest in the afternoons. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the 14 mph to 23 mph ranges, gusting to 25 to 35 mph. 40 mph winds are experienced occasionally and winds up to 55 mph have been registered locally. During the winter half of the year, strong, dry, gusty winds from the north move through the area for several days creating extremely dry conditions.

(b) Impact

Winds such as those experienced locally can and do cause fires, both interior and exterior, to burn and spread rapidly. Fires involving non-irrigated weeds, grass, and brush can grow to a magnitude and be fanned to intensity beyond the control capabilities of the Fire District very quickly even by relatively moderate winds. During wood shake and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire and causing conflagrations. When such

fires are not controlled, they can extend to nearby buildings, particularly those with untreated wood shakes or shingles. In building fires, winds can literally force fires back into the building and can create a blow torch effect, in addition to preventing "natural" ventilation and cross-ventilation efforts.

Winds of the type experienced locally also reduce the effectiveness of exterior water streams used by the Fire District on fires involving large interior areas of buildings, fires which have vented through windows and roofs due to inadequate built-in fire protection and fires involving wood shake and shingle building exteriors. Local winds will continue to be a definite factor towards causing major fire losses to buildings not provided with fire resistive roof and siding materials and buildings with inadequately separated interior areas or lacking automatic fire protection systems. National statistics frequently cite wind conditions, such as those experienced locally, as a major factor where conflagrations have occurred.

B. Geological and Topographic

1. Seismicity

(a) Conditions

Contra Costa County is located in Seismic Risk Zone 4, which is the worst earthquake area in the United States. Buildings and other structures in Zone 4 can experience major seismic damage. Contra Costa County is in close proximity to the San Andreas Fault and contains all or portions of the Hayward, Calaveras, Concord, Antioch, Mt. Diablo, and other lesser faults. A 4.1 earthquake with its epicenter in Concord occurred in 1958, and a 5.4 earthquake with its epicenter also in Concord occurred in 1955. The Concord and Antioch faults have a potential for a Richter 6 earthquake and the Hayward and Calaveras faults have the potential for a Richter 7 earthquake. Minor tremblers from seismic activity are not uncommon in the area.

The fire environment of a community is primarily a combination of two factors: the area's physical geologic characteristics and a historic pattern of urban-suburban development. These two factors, alone and combined, create a mixture of environments which ultimately determines the area's fire protection needs. The Fire District has 3 distinct areas. They are: the West, which includes the City of San Pablo and the communities of North Richmond, El Sobrante, and East Richmond Heights: the Central, which includes the Cities of Lafayette, Martinez, Pleasant Hill, Concord, Walnut Creek, Clayton, and the communities of Clyde, Pacheco, Alhambra Valley, and Alamo; and the East, which includes the Cities of Antioch and Pittsburg and the community of Bay Point.

Because of the size of the Contra Costa County Fire Protection District (304 square miles), the characteristics of the fire environment changes from one location to the next. Therefore the District has not one, but a number of fire environments, each of which has its individual fire protection needs from two major oil refineries, to heavy industrial facilities, freeways, rail lines, waterways, port facilities, wildland areas, urban and suburban town settings, and major downtown areas.

Interstates 80 and 680, State Highways 4, 24, and 242, Bay Area Rapid Transit District (BART), and major thoroughfares travel throughout the District. There are 2 major rail lines which run through the District. An overpass or underpass crossing collapse would alter the response route and time for responding emergency equipment. This is due to the limited crossings of the major highways and rail lines.

Earthquakes of the magnitude experienced locally can cause major damage to electrical transmission facilities, which, in turn, cause power failures while at the same time starting fires throughout the Fire District. The occurrence of multiple fires will quickly deplete existing fire district resources; thereby reducing and/or delaying their response to any given fire. Additionally, without electrical power, elevators, smoke management systems, lighting systems, alarm systems, and other electrical equipment urgently needed for building evacuation and fire control in large buildings without emergency generator systems would be inoperative, thereby resulting in loss of life and/or major fire losses in such buildings.

(b) Impact

A major earthquake could severely restrict the response of the Fire District and its capability to control fires involving buildings of wood frame construction, with ordinary wood shake and shingle exteriors, or with large interior areas not provided with automatic smoke and fire control systems.

2. Soils

(a) Conditions

The area is replete with various soils, which are unstable, clay loam and alluvial fans being predominant. These soil conditions are moderately to severely prone to swelling and shrinking, are plastic, and tend to liquefy.

Throughout the Fire District, the topography and development growth has created a network of older, narrow roads. These roads vary from gravel to asphalt surface and vary in percent of slope, many exceeding twenty (20) percent. Several of these roads extend up through the winding passageways in the hills providing access to remote, affluent housing subdivisions. Many of these roads are private with no established maintenance program. During inclement weather, these roads are subject to rock and mudslides, as well as down trees, obstructing all vehicle

traffic. It is anticipated that during an earthquake, several of these roads would be practically impassable.

3. Topographic

(a) Conditions

(i) Vegetation

The service area of the Contra Costa County Fire Protection District has a varied topography and vegetative cover. A conglomeration of flat lands, hills, and ridges make up the terrain. Development has occurred on the flat lands in the District and in the past 15 years development has spread into the hills, valleys, and ridge lands of the District.

Highly combustible dry grass, weeds, and brush are common in the hilly and open space areas adjacent to built-up locations six to eight months of each year. Many of these areas frequently experience wildland fires, which threaten nearby buildings, particularly those with wood roofs, or sidings. This condition can be found throughout the Fire District, especially in those fully developed areas and those areas marked for future development.

(ii) Surface Features

The arrangement and location of natural and manmade surface features, including hills, creeks, canals, freeways, housing tracts, commercial development, fire stations, streets, and roads, combine to limit efficient response routes for Fire District resources into and through many areas.

(iii) Buildings, Landscaping and Terrain

Many of the “newer” large buildings and building complexes have access and landscaping features or designs which preclude, or greatly limit, efficient approach or operational access to them by Fire District vehicles. In addition, the presence of security gates, roads of inadequate width and grades which are too steep for Fire District vehicles create an adverse impact on fire suppression efforts.

When Fire District vehicles cannot gain access to buildings involved with fire, the potential for complete loss is realized. Difficulty reaching a fire site often requires additional fire personnel and resources to successfully and safely mitigate the event. Access problems often result in severely delaying, misdirecting, or making fire and smoke control efforts unsuccessful.

(b) Impact

The above local geological and topographical conditions increase the magnitude, exposure, accessibility problems, and fire hazards presented to the Contra Costa County Fire Protection District. Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself. Hazardous materials, particularly toxic gases, could pose the greatest threat to the largest number, should a significant seismic event occur. Public Safety resources would have to be prioritized to mitigate the greatest threat, and may likely be unavailable for smaller single dwelling or structure fires.

Other variables may intensify the situation:

1. The extent of damage to the water system.
2. The extents of isolation due to bridge and/or freeway overpass collapse.
3. The extent of roadway damage and/or amount of debris blocking the roadways.
4. Climatic conditions (hot, dry weather with high winds).
5. Time of day will influence the amount of traffic on roadways and could intensify the risk to life during normal business hours.
6. The availability of timely mutual aid or military assistance.
7. The large portion of dwellings with wood shake or shingles coverings could result in conflagrations.

Necessity for More Restrictive Standards

Because of the conditions described above, the Contra Costa County Board of Supervisors, in its capacity as the Board of Supervisors and the Board of Directors of the Contra Costa County Fire Protection District and the Crockett-Carquinez Fire Protection District, finds that there are building and fire hazards unique to Contra Costa County that requires the increased fire protection requirements set forth in Ordinance No. 2019-37.

The ordinance amends Chapter 1 (Scope and Administration) of the statewide Fire Code by requiring a permit for certain activities and operations that pose fire hazards. The ordinance amends the statewide Fire Code by incorporating into Chapter 3 (General Precautions Against Fire) the fire districts' existing weed abatement program that authorizes the fire districts to declare certain weeds that pose a fire hazard as a public nuisance and to abate those weeds. The ordinance amends Chapter 4 of the statewide Fire Code (Emergency Planning and Preparedness) to require standby EMS personnel for large events as well as standby fire personnel to account for the fact that the fire district is both the local fire and EMS provider. The ordinance amends the statewide Fire Code by reducing the square footage thresholds found in Chapter 9 (Fire Protection Systems) for installation of automatic fire sprinkler systems in most commercial buildings and in private and charter schools. The ordinance amends Chapter 5 (Fire Service Features) and Appendix D (Fire Apparatus Access Roads) of the statewide Fire Code to establish requirements for fire apparatus access roads.

Contra Costa County

To: Board of Supervisors

From: Sharon L. Anderson, County Counsel

Date: December 10, 2019

Subject: Public report of litigation settlement agreements that became final during the period of October 1, 2019, through October 31, 2019

RECOMMENDATION(S):
RECEIVE public report of litigation settlement agreements that became final during the period of October 1, 2019, through October 31, 2019, as recommended by County Counsel.

FISCAL IMPACT:
Settlement amounts are listed below.

BACKGROUND:
One agreement to settle pending litigation, as defined in Government Code section 54956.9, became final during the period of October 1, 2019, through October 31, 2019.

Aguilera v. Contra Costa County Sheriff's Office, et al., USDC Case No. C17-07261 JD (N.D. Cal.). On September 17, 2019 the Board of Supervisors approved settlement of this employment lawsuit. The Board authorized settlement in the amount of $150,000, inclusive of attorneys' fees and costs, in closed session by a 5-0 vote. The settlement agreement was fully executed on October 1, 2019. The funding source is the Risk Management Liability Internal Service Fund.

This report includes final settlements of litigation matters handled by the Office of the County

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Thomas Geiger, (925) 335-1800

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Counsel. This report does not include litigation settlements that were reported by the Risk Management Division of the County Administrator's Office as a consent item on the Board's open session agenda.

CONSEQUENCE OF NEGATIVE ACTION:

The report would not be accepted.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: Claims

RECOMMENDATION(S):
DENY claims filed by Jose Chim, Lucia Suarez, and children, Siming Deng, Geico a/s/o Francisco Martorel, Alondra Gomez, Christopher J. Mains, David Rivera, Bev Sousa, and Camille Stanton.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Jose Chim, Lucia Suarez, and children: Personal injury claim for damages arising out of automobile accident in an undisclosed amount.
Siming Deng: Property claim for damage to vehicle arising out of motor vehicle accident in an amount to be determined.
Geico a subrogee of Francisco Martorel: Property claim for damage to vehicle arising out of motor vehicle accident involving a County employee in the amount of $10,595.78
Alondra Gomez: Property claim for damage to vehicle arising out of motor vehicle accident involving a County employee in the amount of $1,600.
Christopher J. Mains: Personal injury claim for damages arising out of motor vehicle accident involving a County employee

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jami Napier, 925-335-1908

cc:

BACKGROUND: (CONT'D)

in the amount of $25,000.

David Rivera: Personal injury claim for damages arising out of motor vehicle accident involving a County employee in an amount not yet determined.

Bev Sousa: Property claim for damage to vehicle arising out of motor vehicle accident involving a County employee in an amount not listed.

Camille Stanton: Property claim for damage to vehicle due to roadway in the amount of $2,000.

Contra
Costa
County

To: Board of Supervisors

From: John Gioia, District I Supervisor

Date: December 10, 2019

Subject: ADOPT Resolution No. 2019/650 recognizing Sean Casey for his many years of service with First 5 on the occasion of his retirement, as recommended by S

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Sonia
(510)231-8689

By: , Deputy

cc:

ATTACHMENTS

Resolution
2019/650

The Board of Supervisors of
Contra Costa County, California

In the matter of: **Resolution No. 2019/650**

Honoring Sean Casey for his many years of leadership of First 5 Contra Costa on behalf of children and their families in Contra Costa County.

Whereas, Mr. Casey has been the Executive Director of First 5 for 14 of his 19 years with the agency, overseeing an 18-member Commission, 32 staff, a $12 million budget, and developing and implementing strategic vision for the Commission; and
Whereas, Mr. Casey has been instrumental in bringing attention to young children and their families through the many programs funded and operated by First 5; and
Whereas, Sean Casey has overseen the development of First 5 Centers throughout the county serving over 500 families providing them with the resources and parenting skills they need to support their children's healthy development; and
Whereas, Mr. Casey was instrumental in championing quality early learning programs in the county, overseeing the development of a countywide preschool planning process that led Contra Costa to be one of 16 counties to pioneer implementation of Quality Rating and Improvement System metrics to rate and improve child care quality; and
Whereas Mr. Casey has championed equity and policy change on behalf of children and families, supporting the development of parent leadership and 3 parent advocacy Regional Groups to address community-identified issues such as safe neighborhood parks, affordable housing and immigrant and racial justice; and
Whereas Mr. Casey helped to establish Contra Costa's Help Me Grow system to assist in the identification of children's developmental challenges and help parents find appropriate services; and
Whereas Mr. Casey understands the importance of addressing community needs, sponsoring an immigration forum to address concerns and provide resources and support, developing Ready Kids in east county to help young children thrive and be prepared for kindergarten and future academic and life success; and
Whereas Mr. Casey understands the value of community-wide partnerships and played a key role in the establishment of the Children's Leadership Council, the Family Economic Security Partnership, the Early Learning Leadership Group, the Budget Justice Coalition, and the Contra Costa Funders Forum; and
Whereas Mr. Casey has overseen the collection and dissemination of relevant data to inform First 5's work, share outcomes, refine strategies, and communicate to partners the importance of First 5's work; and
Whereas, Mr. Casey has played a leading role throughout the state to raise the level of public enthusiasm and support for services and policies that help young children and their families, serving as the Chair of the First 5 Association, meeting with state legislators, attending meetings in Sacramento to champion funding for critical programs such as early intervention, home visiting, quality child care, earned income tax credit, housing security and more; and

The Contra Costa County Board of Supervisor do hereby honor and thank Sean Casey for his many years of leadership to improve the lives of children and their families in Contra Costa County.

_____

JOHN GIOIA
Chair, District I Supervisor

_____
CANDACE ANDERSEN
District II Supervisor

_____
DIANE BURGIS
District III Supervisor

_____
KAREN MITCHOFF
District IV 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: December 10, 2019

David J. Twa,

By: _____, Deputy

Contra
Costa
County

To: Board of Supervisors

From: John Gioia, District I Supervisor

Date: December 10, 2019

Subject: Honoring Whitney Dotson, Retiring Board Member, East Bay Regional Park District

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☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Kate Rauch
510-231-8691

By: , Deputy

cc:

ATTACHMENTS

Resolution
2019/656

The Board of Supervisors of
Contra Costa County, California

In the matter of: **Resolution No. 2019/656**

Honoring Whitney Dotson, Retiring Board Member of the East Bay Regional Park District

Whereas, Whitney Dotson, a long-term resident of Parchester Village, Richmond, was elected to the Board of Directors of the East Bay Regional Park District in November 2008; and

Whereas Director Dotson is a well-known community activist who served as president and currently vice-president of his neighborhood council; president of North Richmond Shoreline Open Space Alliance, a group of community and environmental organizations and individuals working to save access to the open space along the northern shoreline of Richmond; associate director of the Neighborhood House of North Richmond, a non-profit agency that provided services to North Richmond residents; and vice chair of the Community Advisory Group monitoring the cleanup of Campus Bay and UC Berkeley Richmond Field Station; and

Whereas, Prior to being elected to the board, Mr. Dotson served as an appointed member of the Park District Park Advisory Committee; and

Whereas, Director Dotson represents Albany, Berkeley, El Cerrito, El Sobrante, Kensington, part of Pinole, Richmond and San Pablo. Parks in his ward include Brooks Island, Kennedy Grove, McLaughlin Eastshore, Miller/Knox, Point Isabel, Point Pinole, Sobrante Ridge, Tilden, and Wildcat Canyon; and

Whereas, In his time on the board, Director Dotson supported several significant projects in his ward, including the Atlas Road Bridge at Pt. Pinole, completion of the Bay Trail between Pinole Shores and Bayfront Park, restoration of Albany Beach, restoration of the now-named Dotson Family Marsh at Point Pinole, and the soon-to-be-completed Bay Trail segment between Berkeley and Albany; and

Whereas, After a decade of dedicated service, Director Dotson is retiring from the board of the East Bay Regional Park District;

"Director Dotson has been a champion for parks and their public health benefits," said Park District General Manager Robert Doyle. "He has been a tireless advocate for protecting the shoreline, expanding shoreline access, and environmental justice, with a career spanning over 60 years."

That the Board of Supervisors of Contra Costa County does hereby thank Director Whitney Dodson for his inspirational service to the people and environment of the East Bay Regional Park District and wish him the very best on future endeavors.

_____

JOHN GIOIA
Chair, District I Supervisor

_____ _____

CANDACE ANDERSEN **DIANE BURGIS**
District II Supervisor District III Supervisor

_____ _____

KAREN MITCHOFF
District IV 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: December 10, 2019

David J. Twa,

By: _____, Deputy

Contra
Costa
County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: Resolution Recognizing Arthur Walenta as Member of the Assessment Appeals Board

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☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Laura Cassell
925-335-1920

By: , Deputy

cc:

ATTACHMENTS

Resolution
2019/657

The Board of Supervisors of
Contra Costa County, California

In the matter of: **Resolution No. 2019/657**

Expressing appreciation of Mr. Arthur W. Walenta, for his nine years of Outstanding Service as a Member of the Assessment Appeals Board

WHEREAS, Arthur W. Walenta served with distinction as a member of the Assessment Appeals Board to which he was appointed in November 2009; and
WHEREAS, Mr. Walenta earned a Bachelor of Science in Business from the University of California, Berkeley and a law degree from Harvard Law School; and
WHEREAS, Mr. Walenta retired after a 37-year career as an attorney in the Office of the Contra Costa District Attorney and the Office of Contra Costa County Counsel; and
WHEREAS, Mr. Walenta was assigned as counsel to the Contra Costa County Assessment Appeals Board for a decade during his tenure with County Counsel; and
WHEREAS, Arthur W. Walenta served as the Contra Costa County Assistant County Counsel prior to his retirement; and
WHEREAS, Mr. Walenta received numerous awards for his accomplishments throughout his long history of professional and community service; and
WHEREAS, Mr. Walenta has earned the respect of County staff members, his colleagues on the Board, and the many appeal applicants who have come before him; and
WHEREAS, Arthur W. Walenta provided invaluable contributions to the assessment appeals process with his background and experience.
NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County hereby expresses its sincere gratitude to Mr. Arthur W. Walenta for his exemplary contributions.

JOHN GIOIA
Chair, District I Supervisor

CANDACE ANDERSEN
District II Supervisor

DIANE BURGIS
District III Supervisor

KAREN MITCHOFF
District IV 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: December 10, 2019

David J. Twa,

By: _____, Deputy

Contra Costa County

To: Board of Supervisors

From: Karen Mitchoff, District IV Supervisor

Date: December 10, 2019

Subject: Recognizing the Contra Costa Watershed Forum on its 20th Anniversary

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☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Lia Bristol, (925) 521-7100

By: , Deputy

cc:

ATTACHMENTS

Resolution
2019/662

The Board of Supervisors of
Contra Costa County, California

In the matter of: **Resolution No. 2019/662**

In the matter of recognizing the Contra Costa Watershed Forum on their 20th Anniversary

Whereas, The Contra Costa Watershed Forum has been meeting every other month for 20 years and provides a valuable forum for discussion between government agencies, special districts, and community groups concerning the health of our watersheds and creeks; and

Whereas, the history and success of the Watershed Forum is an intertwined story of the County Water Agency, County Flood Control District, and local creek groups, and

Whereas, in the early 1980s interest in and advocating for creek protection and restoration began to emerge in the County, and creek groups were formed by residents passionate about their local creeks; and

Whereas, this advocacy resulted in the Board of Supervisors appointing a Citizens Advisory Committee in late 1984, consisting of community members interested in the project; and

Whereas, in 1998 the Committee expressed concern about regional coordination of activities related to creek and watershed issues; and

Whereas, the Committee began to explore the idea of a symposium, an all-day gathering of interested individuals and agencies from throughout the County to discuss watershed issues and improve coordination; and

Whereas, the Committee formed a planning subcommittee staffed by the County Water Agency which organized and convened the first Contra Costa Watershed Symposium; and

Whereas, the first symposium in April 1999, like all subsequent symposia, attracted over 300 attendees. Everyone on the planning committee felt strongly about somehow continuing the good work of the symposium and suggested bi-monthly meetings as a forum to discuss watershed issues and learnings; and

Whereas, a separate planning effort ensued, defining the Forum's mission, participation and representation, operating procedures, and key topic areas to focus on. The County Water Agency agreed to provide staff support for such meetings and the Contra Costa Watershed Forum was born; and

Whereas, today the Contra Costa Watershed Forum still meets and a symposium is held every four years since that first one 20 years ago; and

Whereas, over the years the Forum has been led by the Contra Costa County Department of Conservation and Development, the Contra Costa County Flood

Control & Water Conservation District, and now by the Contra Costa Resource Conservation District; and

Whereas, there would be no Forum without community interest in gathering together every other month to share experiences and hear the latest in creek and watershed restoration; and

Whereas, the success of the Contra Costa Watershed Forum can be attributed to the hard work and commitment of agencies, staff, and community in the region.

Now, therefore, be it resolved that the Board of Supervisors of Contra Costa County do hereby congratulate the Contra Costa Watershed Forum on its 20 years of connecting people and working to make our water resources healthy, functional, attractive and safe community assets.

_____

JOHN GIOIA

Chair, District I Supervisor

_____

CANDACE ANDERSEN

District II Supervisor

_____

DIANE BURGIS

District III Supervisor

_____

KAREN MITCHOFF

District IV 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: December 10, 2019

David J. Twa,

By: _____, Deputy

Contra
Costa
County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: Resolution recognizing James D. Giacoma as member of the Assessment Appeals Board

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☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Laura Cassell
925-335-1920

By: , Deputy

cc:

ATTACHMENTS

Resolution
2019/651

James D. Giacoma

The Board of Supervisors of
Contra Costa County, California

In the matter of: **Resolution No. 2019/651**

Expressing appreciation of Mr. James D. Giacoma for his 15 years of Outstanding Service as a Member of the Assessment Appeals Board

WHEREAS, James D. Giacoma has served with distinction as a member of the Assessment Appeals Board for fifteen years; and

WHEREAS, Mr. Giacoma graduated from San Francisco State College with a degree in Public Administration; and

WHEREAS, Mr. Giacoma served eight years in the National Guard; and

WHEREAS, Mr. Giacoma was a 37-year employee of the Contra Costa County Assessor's office; and

WHEREAS, James D. Giacoma retired from the Contra Costa County Assessor's office as the Assistant County Assessor; and

WHEREAS, Mr. Giacoma served as President for both the Contra Costa County Appraisal Association and the Society of Government Appraisers; and

WHEREAS, Mr. Giacoma has enjoyed fishing, camping with his family, abalone fishing, and traveling to numerous foreign counties, including an annual January-to-April visit to their condominium in Mexico; and

WHEREAS, James D. Giacoma brought to the Board hearings not only his expertise, but also a wonderful sense of humor, a steadfast fairness, and a kind and gentle demeanor.

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors of Contra Costa County hereby expresses its sincere gratitude to Mr. James D. Giacoma for his outstanding public service.

JOHN GIOIA
Chair, District I Supervisor

CANDACE ANDERSEN
District II Supervisor

DIANE BURGIS
District III Supervisor

KAREN MITCHOFF
District IV 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: December 10, 2019

David J. Twa,

By: _____, Deputy

The Board of Supervisors of Contra Costa County, California

Resolution 2019/651

In Recognition of James D. Giacoma

WHEREAS, James D. Giacoma has served with distinction as a member of the Assessment Appeals Board for fifteen years; and

WHEREAS, Mr. Giacoma graduated from San Francisco State College with a degree in Public Administration; and

WHEREAS, Mr. Giacoma served eight years in the National Guard; and

WHEREAS, Mr. Giacoma was a 37-year employee of the Contra Costa County Assessor's office; and

WHEREAS, James D. Giacoma retired from the Contra Costa County Assessor's office as the Assistant County Assessor; and

WHEREAS, Mr. Giacoma served as President for both the Contra Costa County Appraisal Association and the Society of Government Appraisers; and

WHEREAS, Mr. Giacoma has enjoyed fishing, camping with his family, abalone fishing, and traveling to numerous foreign counties, including an annual January-to-April visit to their condominium in Mexico; and

WHEREAS, James D. Giacoma brought to the Board hearings not only his expertise, but also a wonderful sense of humor, a steadfast fairness, and a kind and gentle demeanor.

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors of Contra Costa County hereby expresses its sincere gratitude to Mr. James D. Giacoma for his outstanding public service.

PASSED AND ADOPTED by a unanimous vote of the Board of Supervisors members present this 10th day of December 2019.

_____
JOHN GIOIA
Chair,
District I Supervisor

_____
CANDACE ANDERSEN
District II Supervisor

_____
DIANE BURGIS
District III Supervisor

_____
KAREN MITCHOFF
District IV 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: 2019

DAVID TWA, Clerk of the Board of Supervisors and County Administrator

By _____, Deputy

Contra
Costa
County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: Resolution recognizing Harold J. D'Ambrogia as member of the Assessment Appeals Board

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☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Laura Cassell
925-335-1920

By: , Deputy

cc:

ATTACHMENTS

Resolution 2019/652

Harold J.
D'Ambrogia

The Board of Supervisors of
Contra Costa County, California

In the matter of: **Resolution No. 2019/652**

Expressing appreciation of Mr. Harold J. D'Ambrogia, for his 18 years of Outstanding Service as a Member of the Assessment Appeals Board

WHEREAS, Harold J. D'Ambrogia has served with distinction as a member of the Assessment Appeals Board since 2001; and

WHEREAS, Mr. D'Ambrogia attended both the University of San Francisco and Golden Gate University, earning a degree in Business (Accounting) and Management, respectively; and

WHEREAS, Mr. D'Ambrogia studied Executive Education at Stanford University Graduate School of Business; and

WHEREAS, Mr. D'Ambrogia served as the San Francisco-area Assistant Regional Manager during his 30-year career with the U.S. General Accounting Office; and

WHEREAS, Harold J. D'Ambrogia was the Senior Audit Manager at KPMG (formerly Peat Marwick), with whom he was employed for over twelve years; and

WHEREAS, Mr. D'Ambrogia is a former President and life member of the Association of Government Accountants' San Francisco chapter, and was a Certified Public Accountant for over three decades; and

WHEREAS, Mr. D'Ambrogia has earned the respect of County staff members, his colleagues on the Board, and the many appeal applicants who have come before him; and

WHEREAS, Harold J. D'Ambrogia displayed an unwavering strength of character, leadership, and impartiality throughout his many years of service to the community.

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors of Contra Costa County hereby expresses its sincere gratitude to Mr. Harold J. D'Ambrogia for his exemplary contributions.

JOHN GIOIA
Chair, District I Supervisor

CANDACE ANDERSEN
District II Supervisor

DIANE BURGIS
District III Supervisor

KAREN MITCHOFF
District IV 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: December 10, 2019

David J. Twa,

By: _____, Deputy

The Board of Supervisors of Contra Costa County, California

Resolution 2019/652

In Recognition of Harold J. D'Ambrogia

WHEREAS, Harold J. D'Ambrogia has served with distinction as a member of the Assessment Appeals Board since 2001; and

WHEREAS, Mr. D'Ambrogia attended both the University of San Francisco and Golden Gate University, earning a degree in Business (Accounting) and Management, respectively; and

WHEREAS, Mr. D'Ambrogia studied Executive Education at Stanford University Graduate School of Business; and

WHEREAS, Mr. D'Ambrogia served as the San Francisco-area Assistant Regional Manager during his 30-year career with the U.S. General Accounting Office; and

WHEREAS, Harold J. D'Ambrogia was the Senior Audit Manager at KPMG (formerly Peat Marwick), with whom he was employed for over twelve years; and

WHEREAS, Mr. D'Ambrogia is a former President and life member of the Association of Government Accountants' San Francisco chapter, and was a Certified Public Accountant for over three decades; and

WHEREAS, Mr. D'Ambrogia has earned the respect of County staff members, his colleagues on the Board, and the many appeal applicants who have come before him; and

WHEREAS, Harold J. D'Ambrogia displayed an unwavering strength of character, leadership, and impartiality throughout his many years of service to the community.

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors of Contra Costa County hereby expresses its sincere gratitude to Mr. Harold J. D'Ambrogia for his exemplary contributions.

PASSED AND ADOPTED by a unanimous vote of the Board of Supervisors members present this 10th day of December 2019.

JOHN GIOIA
Chair,
District I Supervisor

CANDACE ANDERSEN
District II Supervisor

DIANE BURGIS
District III Supervisor

KAREN MITCHOFF
District IV 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: 2019

DAVID TWA, Clerk of the Board of Supervisors and County Administrator

By _____, Deputy

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: Introduce Ordinance No. 2019-39, to establish an expedited, streamlined permitting process for electric vehicle charging stations

RECOMMENDATION(S):
INTRODUCE Ordinance No. 2019-39, to establish an expedited, streamlined permitting process for electric vehicle charging stations, WAIVE reading and FIX December 17, 2019 for adoption.

FISCAL IMPACT:
None.

BACKGROUND:
State law requires that all cities and counties in California adopt an ordinance describing the city or county's streamlined process for permitting electric vehicle charging stations. The attached ordinance satisfies this requirement.

The adoption of the proposed ordinance will facilitate the installation of electric vehicle charging stations within the County's jurisdiction by making the building permitting process more transparent and accessible to the public. Increasing the number of electric vehicle charging stations within the County is consistent with the policy direction previously established by the Board of Supervisors to lower greenhouse gas emissions within the County.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Jason Crapo/925-674-7722

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If the recommended actions are not approved, the County will not adopt the proposed ordinance and will not be in compliance with the statutory requirement to adopt such an ordinance.

ATTACHMENTS

Ordinance No. 2019-39

EVCS Expedited Checklists

ORDINANCE NO. 2019-39

ELECTRIC VEHICLE CHARGING STATIONS

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

SECTION I. SUMMARY. This ordinance adds Chapter 718-14 to the County Ordinance Code to establish an expedited, streamlined permitting process for electric vehicle charging stations, pursuant to Government Code section 65850.7.

SECTION II. Chapter 718-14 is added to the County Ordinance Code, to read:

Chapter 718-14
ELECTRIC VEHICLE CHARGING STATIONS

718-14.002 Building permit required. A building permit is required to install an electric vehicle charging station. "Electric vehicle charging station" has the meaning set forth in Government Code section 65850.7. (Ord. 2019-39 § 2.)

718-14.004 Application.

(a) The building official will make the following available on the County website:

(1) The County's standard building permit application form.

(2) The County's standard electric vehicle charging station checklist, which will substantially conform to the checklist in the most current version of the Zero-Emission Vehicles in California: Community Readiness Guidebook published by the Governor's Office of Planning and Research. The checklist will include all requirements that an electric vehicle charging station must meet to be eligible for review and approval under this chapter.

(b) An application to install an electric vehicle charging station may be submitted electronically. (Ord. 2019-39 § 2.)

718-14.006 Expedited review of applications.

(a) An application will be deemed complete if the building official determines that the application includes all of the information and documents required by the standard application form and the standard checklist. If an application is deemed incomplete, the building official will notify the applicant in writing of the additional information needed

to complete the application.

(b) After an application is deemed complete, the building official will perform an expedited review of the application.

(c) A building permit will be issued following the building official's confirmation that an application and supporting documents meet the requirements of the checklist and after all required fees have been paid. If the application was submitted electronically, the permit may be issued electronically. (Ord. 2019-39 § 2.)

718-14.008 Inspection and authorization to operate. As soon as practicable after the applicant notifies the building official that an electric vehicle charging station has been installed under a building permit, the building official will inspect the station to verify compliance with the building permit. If the building official determines that a station was not installed in compliance with a building permit, the building official will notify the permittee of the actions needed to comply with the building permit and will conduct additional inspections as necessary. No electric vehicle charging station may be operated unless the building official verifies in writing that it complies with the building permit. (Ord. 2019-39 § 2.)

718-14.010 Requirements cumulative. The requirements of this chapter are in addition to any other applicable requirements of this Code, and any requirements of a utility provider, that must be satisfied before an electric vehicle charging station may be installed or operated. (Ord. 2019-39 § 2.)

718-14.012 Appeal. The decision of the building official to approve or deny a building permit for an electric vehicle charging station may be appealed to the planning commission in the time allowed and in the manner prescribed in Article 26-2.24. (Ord. 2019-39 § 2.)

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

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PASSED on _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

_____
Board Chair

By: _____
Deputy

[SEAL]

KCK:
H:\Client Matters\2019\DCD\Ordinance No. 2019-39 Electric Vehicle Charging Stations.wpd

Contra Costa County
Department of Conservation and Development
30 Muir Road, Martinez, CA
Office: (925) 674-7200 Fax: (925) 674-7244

Eligibility Checklist for Expedited Electric Vehicle Charging Station Residential Permitting

In order for your application to be eligible for expedited EVCS processing, all questions requiring code compliance must be answered yes

Type of Charging Station(s) Proposed	Power Levels (proposed circuit rating)	Check one
Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps	☐
Level 2 - 3.3 kilowatt (kW) (low)	208/240 VAC at 20 or 30 Amps	☐
Level 2 – 6.6kW (medium)	208/240 VAC at 40 Amps	☐
Level 2 – 9.6kW (high)	208/240 VAC at 50 Amps	☐
Level 2 – 19.2kW (highest)	208/240 VAC at 100 Amps	☐
Other (provide detail):_____	Provide rating:_____	☐

PERMIT APPLICATION

A. Is the application complete with the following information: Project address, parcel #, builder/owner name, contractor name, valid contractor's license #, phone numbers, etc.?	☐Y	☐N
B. Does the application include EVCS manufacturer's specs and installation guidelines?	☐Y	☐N

ELECTRIC LOAD CALCULATION WORKSHEET

A. Is an electrical load calculation worksheet included? (CEC 220)	☐Y	☐N
B. Based on the load calculation worksheet, is a new electrical service panel upgrade required?	☐Y	☐N
1) If yes, do plans include the electrical service panel upgrade?	☐Y	☐N
C. Is the charging circuit appropriately sized for a continuous load? (125%) (CEC 210.20)	☐Y	☐N
D. If charging equipment proposed is a Level 2 – 9.6 kW station with a circuit rating of 50 Amps or higher, is a completed circuit card with electrical calculations included with the single line diagram?	☐Y	☐N

SITE PLAN & SINGLE LINE DRAWING

A. Is a site plan and electrical plan with a single-line diagram included with the permit application?	☐Y	☐N
1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.52), is a mechanical plan included with the permit application?	☐Y	☐N
B. Is the site plan fully dimensioned and drawn to scale?	☐Y	☐N
1) Showing location, size, and use of all structures	☐Y	☐N
2) Showing location of electrical panel to charging system	☐Y	☐N
3) Showing type of charging system and mounting	☐Y	☐N

COMPLIANCE WITH 2019 CALIFORNIA ELECTRICAL CODE (TITLE 24, PART 3)

A. Does the plan include EVCS manufacturer's specs and installation guidelines?	☐Y	☐N
B. Does the electrical plan identify the amperage and location of existing electrical service panel?	☐Y	☐N
1) If yes, does the existing panel schedule show room for additional breakers?	☐Y	☐N
C. Is the charging unit rated more than 60 amps or more than 150V to ground?	☐Y	☐N
1) If yes, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS? (CEC 625.43)	☐Y	☐N
D. Does the charging equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing Mark? (UL 2202/UL 2200)	☐Y	☐N
E. If trenching is required, is the trenching detail called out?	☐Y	☐N
1) Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225)	☐Y	☐N
2) Is the trenching in compliance with minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300)	☐Y	☐N

Contra Costa County
Department of Conservation and Development
30 Muir Road, Martinez, CA
Office: (925) 674-7200 Fax: (925) 674-7244

Eligibility Checklist for Expedited Electric Vehicle Charging Station Multi-Unit Dwelling Permitting

In order for your application to be eligible for expedited EVCS processing, all questions requiring code compliance must be answered yes

Type of Charging Station(s) Proposed	Power Levels (proposed circuit rating)	Check one
Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps	☐
Level 2 - 3.3 kilowatt (kW) (low)	208/240 VAC at 20 or 30 Amps	☐
Level 2 – 6.6kW (medium)	208/240 VAC at 40 Amps	☐
Level 2 – 9.6kW (high)	208/240 VAC at 50 Amps	☐
Level 2 – 19.2kW (highest)	208/240 VAC at 100 Amps	☐
Other (provide detail):_____	Provide rating:_____	☐

PERMIT APPLICATION

A. Is the application complete with the following information: Project address, parcel #, builder/owner name, contractor name, valid contractor's license #, phone numbers, etc.?	☐Y	☐N
B. Does the application include EVCS manufacturer's specs and installation guidelines?	☐Y	☐N

ELECTRIC LOAD CALCULATION WORKSHEET

A. Is an electrical load calculation worksheet included? (CEC 220)	☐Y	☐N
B. Based on the load calculation worksheet, is a new electrical service panel upgrade required?	☐Y	☐N
1) If yes, do plans include the electrical service panel upgrade?	☐Y	☐N
C. Is the charging circuit appropriately sized for a continuous load? (125%) (CEC 210.20)	☐Y	☐N
D. If charging equipment proposed is a Level 2 – 9.6 kW station with a circuit rating of 50 Amps or higher, is a completed circuit card with electrical calculations included with the single line diagram?	☐Y	☐N

SITE PLAN & SINGLE LINE DRAWING

A. Is a site plan and electrical plan with a single-line diagram included with the permit application?	☐Y	☐N
1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.52), is a mechanical plan included with the permit application?	☐Y	☐N
B. Is the site plan fully dimensioned and drawn to scale?	☐Y	☐N
1) Showing location, size, and use of all structures	☐Y	☐N
2) Showing location of electrical panel to charging system	☐Y	☐N
3) Showing type of charging system and mounting	☐Y	☐N
4) Showing accessible space(s) and route(s) per CBC sections 11B-228.3 and 11B-812?	☐Y	☐N

COMPLIANCE WITH 2019 CALIFORNIA ELECTRICAL CODE (TITLE 24, PART 3)

A. Does the plan include EVCS manufacturer's specs and installation guidelines?	☐Y	☐N
B. Does the electrical plan identify the amperage and location of existing electrical service panel?	☐Y	☐N
1) If yes, does the existing panel schedule show room for additional breakers?	☐Y	☐N
C. Is the charging unit rated more than 60 amps or more than 150V to ground?	☐Y	☐N
1) If yes, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS? (CEC 625.43)	☐Y	☐N
D. Does the charging equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing Mark? (UL 2202/UL 2200)	☐Y	☐N
E. If trenching is required, is the trenching detail called out?	☐Y	☐N
1) Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225)	☐Y	☐N
2) Is the trenching in compliance with minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300)	☐Y	☐N

Contra Costa County
Department of Conservation and Development
30 Muir Road, Martinez, CA
Office: (925) 674-7200 Fax: (925) 674-7244

Eligibility Checklist for Expedited Electric Vehicle Charging Station Non-Residential Permitting

In order for your application to be eligible for expedited EVCS processing, all questions requiring code compliance must be answered yes

Type of Charging Station(s) Proposed	Power Levels (proposed circuit rating)		**Check one**
Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps	Commercial/Office Building	☐
Level 2 – 3.3 kilowatt (kW) (Low)	208/240 VAC at 20 or 30 Amps	Multi-Unit dwelling	☐
Level 2 – 6.6 kW (medium)	208/240 VAC at 40 Amps	Commercial Office Building	☐
Level 2 – 9.6 kW (high)	208/240 VAC at 50 Amps	Public Access	☐
Level 2 – 19.2 kW (highest)	208/240 VAC at 100 Amps		☐
DC Fast Charging	440 or 480 VAC	Public Access/Large Com. Office Building or parks Hospitality & Recreation	☐
Other (Provide Detail):	Provide Ratings:		☐

PERMIT APPLICATION

A. Is the application complete with the following information: Project address, parcel #, builder/owner name, contractor name, valid contractor's license #, phone numbers, etc.?	☐Y	☐N
B. Does the application include EVCS manufacturer's specs and installation guidelines?	☐Y	☐N

ELECTRIC LOAD CALCULATION WORKSHEET

A. Is an electrical load calculation worksheet included? (CEC 220)	☐Y	☐N
B. Based on the load calculation worksheet, is a new electrical service panel upgrade required?	☐Y	☐N
1) If yes, do plans include the electrical service panel upgrade?	☐Y	☐N
C. Is the charging circuit appropriately sized for a continuous load? (125%) (CEC 210.20)	☐Y	☐N
D. If charging equipment proposed is a Level 2 – 9.6 kW station with a circuit rating of 50 Amps or higher, is a completed circuit card with electrical calculations included with the single line diagram?	☐Y	☐N

SITE PLAN & SINGLE LINE DRAWING

A. Is a site plan and electrical plan with a single-line diagram included with the permit application?	☐Y	☐N
1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.52), is a mechanical plan included with the permit application?	☐Y	☐N
B. Is the site plan fully dimensioned and drawn to scale?	☐Y	☐N
1) Showing location, size, and use of all structures	☐Y	☐N
2) Showing location of electrical panel to charging system	☐Y	☐N
3) Showing type of charging system and mounting	☐Y	☐N
4) Showing accessible space(s) and route(s) per CBC sections 11B-228.3 and 11B-812?	☐Y	☐N

COMPLIANCE WITH 2019 CALIFORNIA ELECTRICAL CODE (TITLE 24, PART 3)

A. Does the plan include EVCS manufacturer's specs and installation guidelines?	☐Y	☐N
B. Does the electrical plan identify the amperage and location of existing electrical service panel?	☐Y	☐N
1) If yes, does the existing panel schedule show room for additional breakers?	☐Y	☐N
C. Is the charging unit rated more than 60 amps or more than 150V to ground?	☐Y	☐N
1) If yes, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS? (CEC 625.43)	☐Y	☐N
D. Does the charging equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing Mark? (UL 2202/UL 2200)	☐Y	☐N
E. If trenching is required, is the trenching detail called out?	☐Y	☐N
1) Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225)	☐Y	☐N
2) Is the trenching in compliance with minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300)	☐Y	☐N

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: INTRODUCE Ordinance No. 2019-35, and FIX December 17, 2019 for adoption, Countywide.

RECOMMENDATION(S):
INTRODUCE Ordinance No. 2019-35, authorizing the Public Works Director, until January 1, 2025, to acquire real property if the purchase price does not exceed $100,000, WAIVE reading and FIX December 17, 2019 for adoption, Countywide.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Government Code Section 25350.60 authorizes the board of supervisors of a county to authorize, by ordinance, a county officer to perform any and all acts necessary to approve and accept for the county the acquisition of any interest in real property, provided the authorization specifies procedures for the exercise of the authority and establishes a dollar limit on any purchase price. Government Code Section 25350.60(c) specifies that the authority granted by ordinance under Government Code Section 25350.60 may not be effective for more than five years.

On December 16, 2014, the Board of Supervisors adopted Ordinance No. 2014-18, which amended

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jessica Dillingham, 925-957-2453

cc:

BACKGROUND: (CONT'D)

section 1108-8.002 of the Ordinance Code to authorize the Public Works Director, or designee, to acquire any interest in real property if the purchase price does not exceed one hundred thousand dollars ($100,000). In accordance with Government Code section 25350.60, Ordinance Code section 1108-8.002 will expire January 1, 2020, unless renewed by the Board.

The attached Ordinance No. 2019-35 amends Ordinance Code section 1108-8.002 to authorize the Public Works Director, until January 1, 2025, to acquire any interest in real property where the purchase price of the property does not exceed $100,000.

CONSEQUENCE OF NEGATIVE ACTION:

Ordinance Code section 1108-8.002 will expire.

ATTACHMENTS

Ordinance No. 2019-35

ORDINANCE NO. 2019-35

(Acquisition of Real Property)

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

SECTION I. SUMMARY. Pursuant to Government Code section 25350.60, this ordinance amends Ordinance Code section 1108-8.002 to authorize the Public Works Director, until January 1, 2025, to acquire any interest in real property where the purchase price of the property does not exceed $100,000.

SECTION II. Section 1108-8.002 of the County Ordinance Code is amended to read:

1108-8.002 Authority of Public Works Director.

(a) The board of supervisors authorizes the public works director or his or her designated deputy to perform all acts necessary to approve and accept for the county the acquisition of any interest in real property where the purchase price for the real property interest does not exceed $100,000.

(b) The acquisition of any interest in real property pursuant to subsection (a) of this section will be in accordance with the following procedures and requirements:

(1) The public works director shall comply with all applicable laws and regulations pertaining to the property acquisition, including purchase offer and environmental assessment requirements.

(2) Funding for the real property acquisition is appropriated and available.

(3) The public works director shall report semi-annually to the board of supervisors on each acquisition done pursuant to this section, including the interest acquired, its price, and the necessity for the purchase.

(c) The authority granted by this section expires January 1, 2025, unless renewed by the board of supervisors. (Ords. 2019-35 § 2, 2014-18 §2, 2009-35 §2, 94-95 §2: Gov. Code, § 25350.60.)

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

PASSED on _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

_____
Board Chair

By: _____
Deputy

[SEAL]

TLG:
H:\2019\Public Works\property acquisition ord 2019 -- final.wpd

Contra Costa County

To: Board of Supervisors

From: John Gioia, District I Supervisor

Date: December 10, 2019

Subject: Appoint Monica Norris to the Appointee Seat 3 of the El Sobrante Municipal Advisory Council

RECOMMENDATION(S):
APPOINT Monica Norris to the Appointee Seat III on the El Sobrante Municipal Advisory Council (ESMAC) to a term ending on 12/31/2022.

FISCAL IMPACT:
None

BACKGROUND:
The El Sobrante Municipal Advisory Council shall advise the Board of Supervisors on 1) Services which are or may be provided to unincorporated El Sobrante by the County or other local governmental agencies. Such services include, but are not limited to, public health, safety, welfare, public works, and planning, 2) the feasibility of organizing the existing special districts serving unincorporated El Sobrante in order to more efficiently provide public services such as, but not limited to, water, sewer, fire, and parks and recreation, 3) representing unincorporated El Sobrante before the Local Agency Formation Commission on proposed boundary changes affecting the community, 4) representing unincorporated El Sobrante before the County Planning Commission(s) and the Zoning Administrator on land use and other planning matters affecting the community. In this regard, the Council shall cooperate with

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: James Lyons, 510-231-8692

By: , Deputy

cc:

BACKGROUND: (CONT'D)

any other planning advisory bodies in unincorporated El Sobrante in order to avoid duplication and delay in the planning process, 5) Provide input and reports to the Board of Supervisors, County staff, or any other County hearing body on issues of concern to unincorporated El Sobrante, and 6) representing unincorporated El Sobrante before other public entities and agencies. It is understood that the Board of Supervisors is the final decision-making authority concerning issues concerning unincorporated El Sobrante and that the Council shall solely in an advisory capacity.

Monica Norris
El Sobrante, CA 94803

Supervisor Gioia advertises his open advisory body seats in numerous ways including through his website, e-blasts, and newsletters, as well as with the traditional media.

ATTACHMENTS

Monica_Norris_Application

RECEIVED
SEP 26 2019
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

Print Form

Contra Costa County

Please return completed applications to:
Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Monica "Mikki"
Last Name Norris
Home Address - Street 205 Regency Ct.
City El Sobrante
Zip Code 94803
Phone (best number to reach you) 510-215-8326
Email mikki@hr95.org
Resident of Supervisorial District: 1

EDUCATION *Check appropriate box if you possess one of the following:*

☑ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
UCLA	Sociology	■ Yes ☐ No
CSULA	Education	■ Yes ☐ No
		☐ Yes ☐ No

Other Training Completed: Multiple Subjects and Special Education Teaching Credentials

Board, Committee or Commission Name El Sobrante Municipal Advisory Council
Seat Name Member or Second Alternate

Have you ever attended a meeting of the advisory board for which you are applying?
☐ No ■ Yes If yes, how many? 5?

Please explain why you would like to serve on this particular board, committee, or commission.
I would like to get more involved in my community, and I see the ESMAC as a good way to make this commitment. Specifically, I am interested in doing more about illegal dumping, neighborhood watch, the environment, and making El Sobrante the best it can be. I participate on Next Door regarding local issues, but I think I can be more effective as an ESMAC participant. I belong to Lakeridge Athletic Club and network with some people there. *

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)
I have been involved with drug policy issues for the last 30 years, following a time as a Special Education and ESL teacher with LAUSD. I have been a successful and respected advocate for social justice, human rights, cannabis legalization and harm reduction. Along with my husband, Chris Conrad, we have produced public education materials, published a newspaper (the West Coast Leaf), and consulted on campaigns. I like to get things done. I have a bio I can send upon request.

I am including my resume with this application:
Please check one: ☐ Yes ■ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: ■ Yes ☐ No

* In addition, Xina Ash and Melinda Mclain have encouraged me to apply for this position.

THIS FORM IS A PUBLIC DOCUMENT

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ Yes ■ No

List any volunteer and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ Yes ■ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ■ No

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 publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: Monica "Mikki" Norris **Date:** 09/22/2019

Submit this application to: Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).

2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.

3. Members of certain 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.

4. Meetings may be held in various locations and some locations may not be accessible by public transportation.

5. Meeting dates and times are subject to change and may occur up to two (2) days per month.

6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.

8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

Monica M. Norris
205 Regency Ct.
El Sobrante, CA 94803

OAKLAND CA 945
24 SEP 2019 PM 7 L

Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

94553-129399

Contra Costa County

To: Board of Supervisors

From: Federal D. Glover, District V Supervisor

Date: December 10, 2019

Subject: Resignation of Harold Burnett from the Crockett-Carquinez Fire Protection District Fire Advisory Commission

RECOMMENDATION(S):
ACCEPT the resignation of Harold Burnett, DECLARE a vacancy on the Crockett-Carquinez Fire Protection District Advisory Commission Alternate 1, effective immediately, and direct the Clerk of the Board to post a vacancy, as recommended by Supervisor Glover.

FISCAL IMPACT:
NONE

BACKGROUND:
The Crockett-Carquinez Fire Protection District Fire Advisory Commission reviews and advises on the annual operations and capital budgets; reviews Fire District expenditures; advises the Fire Chief on district service matters; and serves as a liaison between the Board of Supervisors and the community served by the Fire District.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Dominic Aliano
925-608-4200

cc:

Contra Costa County

To: Board of Supervisors

From: Federal D. Glover, District V Supervisor

Date: December 10, 2019

Subject: Resignation of Richard Zampa from the Crockett-Carquinez Fire Protection District Fire Advisory Commission

RECOMMENDATION(S):
ACCEPT the resignation of Richard Zampa, DECLARE a vacancy on the Crockett-Carquinez Fire Protection District Advisory Commission Appointee 4, effective immediately, and direct the Clerk of the Board to post a vacancy, as recommended by Supervisor Glover.

FISCAL IMPACT:
NONE

BACKGROUND:
The Crockett-Carquinez Fire Protection District Fire Advisory Commission reviews and advises on annual operations and capital budgets; reviews Fire District expenditures; advises the Fire Chief on district service matters; and serves as a liaison between the Board of Supervisors and the community served by the Fire District.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Dominic Aliano
925-608-4200

cc:

Contra Costa County

To: Board of Supervisors

From: Russell Watts, Treasurer-Tax Collector

Date: December 10, 2019

Subject: DECLARE A VACANCY ON THE TREASURY OVERSIGHT COMMITTEE

RECOMMENDATION(S):
ACCEPT the resignation of Robert Leete, DECLARE a vacancy in the Contra Costa Special Districts Association Alternate seat on the Treasury Oversight Committee effective immediately, and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The purpose of the Treasury Oversight Committee 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. The membership of seven comprises: (1) One representative (or Member) appointed by the Board of Supervisors; (2) The County Superintendent of Schools, or his or her designee; (3) One representative selected by a majority of the presiding officers of the governing bodies of the school districts and the community college district in the County; (4) One representative selected by a majority of the presiding officers of the legislative bodies of the special districts in the County that

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

Contact: Ronda Boler, 925-957-2806

By: , Deputy

cc:

BACKGROUND: (CONT'D)

are required or authorized to deposit funds in the County Treasury; and (5-7) Three members of the public, a majority of whom shall have expertise in, or an academic background in, public finance and who shall be economically diverse and bipartisan in political registration. (May have no fewer than three nor more than 11 members, additional restrictions are on members).

Robert Leete, who was an alternate elected by a majority of Contra Costa Special Districts and has served the Treasury since September 11, 2018, has notified our office of his decision to step down effective immediately. The term of his seat ends April 30, 2022. A new nomination to finish out Mr. Leete's term will come from the special districts of the County.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to declare the vacancy before making a new appointment will cause the County to be out of compliance with State law.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

TOC Alternate Resignation_RLeete 11.2019

Ronda Boler

From: Robert Leete <rjleete@comcast.net>
Sent: Wednesday, November 13, 2019 4:22 PM
To: Ronda Boler; Russell Watts; Stan Caldwell
Subject: Re: TOC Meeting For Tuesday, 11/19/19 - RSVP

Ronda: I have spoken with Stan Caldwell and I will be stepping back from this position. The commute to Discovery Bay after the meetings is almost 1.5 hours or longer. A bit too long for me. I enjoyed my brief time on the TOC. Best wishes, Bob Leete

On Nov 12, 2019, at 5:13 PM, Ronda Boler <Ronda.Boler@tax.cccounty.us> wrote:

Treasury Oversight Committee Members:

Attached is the TOC Meeting Packet for the **TOC Meeting on Tuesday, November 19, 2019 @ 3:00 PM**. Please let me know whether you will be able to attend the meeting by Thursday, November 14th, 2019.

MEETING LOCATION: 625 Court Street, Room B001 (off Main Street entrance), Martinez, CA 94553

Thank you.

Warm regards,

Ronda Boler, Executive Secretary, Treasurer-Tax Collector
625 Court Street, Room 100, Martinez CA 94553
County of Contra Costa--Website: www.cctax.us
925-957-2806
Ronda.Boler@tax.cccounty.us

Confidentiality Notice: The information found in this document is confidential. It is intended for use of the name recipient.
If you are not the intended recipient, please notify us immediately at 925-957-2888.
The contents of this document must not be disclosed to any other person, nor copies made.

<November 19, 2019 TOCM Packet.pdf>

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Appointment to the Emergency Medical Care Committee

RECOMMENDATION(S):
APPOINT Michael Lyons to the Emergency Medical Care Committee (EMCC) seat C4 – Private Provider Field Paramedic, as recommended by Health Services Director, with a term expiration date of September 30, 2020.

Private Provider Field Paramedic Authorized Representative: Michael Lyons, 5535 Maryland Drive, Concord, CA 94521.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The EMCC is a multidisciplinary committee appointed by the County Board of Supervisors, to provide advice and recommendations on EMS-related matters to the Board, Health Services Director and its EMS Agency. Membership consists of consumer representatives, and representatives of EMS-related organizations and groups.

In September 2018, the EMCC two-year membership began a new term. The C4 seat has been vacant since the start of the 2018-2020 term. AMR nominated Michael Lyons in September 2019.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: David Goldstein, 925-608-5454

By: , Deputy

cc: Marcy Wilhelm, Rachel Morris

CONSEQUENCE OF NEGATIVE ACTION:

If this Board Order is not approved, this position on the EMCC will not be filled.

Contra Costa County

To: Board of Supervisors

From: FAMILY & HUMAN SERVICES COMMITTEE

Date: December 10, 2019

Subject: RECOMMENDATION FOR APPOINTMENTS TO THE ADVISORY COUNCIL ON AGING

RECOMMENDATION(S):
RE-APPOINT Jagjit Bhambra to the At Large 11 seat, Dennis Yee to At Large 14 seat, Brian O'Toole to At Large 16 seat, and Jill Kleiner to At Large 19 seat, with terms expiring September 30, 2021, on the Advisory Council on Aging.

FISCAL IMPACT:
There is no fiscal impact.

BACKGROUND:
On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors committee.

The Advisory Council on Aging provides a means for countywide planning, cooperation and coordination for individuals and groups interested in improving and developing services and opportunities for the older residents of this County. The Council provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging.

- [x] APPROVE
- [ ] OTHER
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [x] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc: AAA Staff, CAO-Muni Svcs Deputy

BACKGROUND: (CONT'D)

The Advisory Council on Aging consists of 40 members serving two-year staggered terms, each ending on September 30. The Council consists of representatives of the target population and the general public, including older low-income and military persons; at least one-half of the membership must be made up of actual consumers of services under the Area Plan. The Council includes: 19 representatives recommended from each Local Committee on Aging, 1 representative from the Nutrition Project Council, 1 Retired Senior Volunteer Program, and 19 Members at-Large.

There are currently 30 seats filled on the Advisory Council on Aging and 10 vacancies. These vacant seats include: Local Committee Oakley, Local Committee San Pablo, Local Committee Lafayette, Local Committee Moraga, Local Committee San Ramon, Local Committee Martinez, Local Committee Pinole, Local Committee Pittsburg, Local Committee Pittsburg, and Member-At-Large seat 8.

These re-appointment recommendations will not change the membership count of the Council, because the candidates are all incumbents.

CONSEQUENCE OF NEGATIVE ACTION:

Inaction or negative action will increase the number of vacant seats on the Council to 14, decrease community at large representation, and negatively impact the Council's ability to achieve a meeting quorum.

ATTACHMENTS

AAA Reappointments Request to FHS

Candidate Application_B. O'Toole_AAA

Candidate Application_D. Yee_AAA

Candidate Application_J. Kleiner_AAA

Candidate Application_J. Bhambra_AAA

Contra Costa County California
Employment & Human Services
Kathy Gallagher, Director
40 Douglas Dr., Martinez, CA 94553 ✶ Phone: (925) 313-1579 ✶ Fax: (925) 313-1575 ✶ www.cccounty.us/ehsd.

MEMORANDUM

DATE: 10/09/2019

TO: Family and Human Services Committee

CC: Tracy Murray, Director Aging and Adult Services

FROM: Anthony Macias, Area Agency on Aging Senior Staff Assistant

SUBJECT: Advisory Council on Aging – Appointment Requested

The Contra Costa Area Agency on Aging (AAA) recommends the following four individuals for reappointment to At-Large Seats assigned to the Contra Costa Advisory Council on Aging (ACOA) with terms expiring on September 30, 2021:

- At-Large Seat #11: Jagjit Bhambra
- At-Large Seat #14: Dennis Yee
- At-Large Seat #16: Brian O'Toole
- At-Large Seat #19: Jill Kleiner

Recruitment is handled by both the Area Agency on Aging, the ACOA Membership Committee and the Clerk of the Board using CCTV. The Contra Costa County Employment and Human Services Department website contains dedicated web content where interested members of the public are encouraged to apply. The website provides access to the Board of Supervisors official application with instructions on whom to contact for ACOA related inquiries, including application procedure.

Members of the ACOA Membership Committee interviewed all Membership At-Large (MAL) applicants recommended for reappointment. The Membership Committee and the Council's current President, Susan Frederick, recommends the reappointment of the above list of MAL members who are interested in serving an additional term. Please find copies of the members' applications provided as separate attachments.

Thank You

Print Form

Contra Costa County

Please return completed applications to:
Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Brian
Last Name: O'Toole
Home Address - Street: [redacted]
City: [redacted] Walnut Creek
Zip Code: [redacted]
Phone (best number to reach you): [redacted]
Email: [redacted]m
Resident of Supervisorial District:

EDUCATION *Check appropriate box if you possess one of the following:*

☑ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
UC Davis	Dual degree: Genetics and Philosophy	■ Yes ☐ No
UC Hastings	Law	■ Yes ☐ No
		☐ Yes ☐ No

Other Training Completed:

Board, Committee or Commission Name: ACOA
Seat Name: MAL

Have you ever attended a meeting of the advisory board for which you are applying?
☐ No ■ Yes If yes, how many? 8

Please explain why you would like to serve on this particular board, committee, or commission.

I am an elder law attorney and would like to learn and participate in matters related to Medi-Cal long-term care programs.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am an attorney and work with the senior population.

I am including my resume with this application:
Please check one: ☐ Yes ■ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: ☐ Yes ■ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ Yes ☐ No

List any volunteer and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ Yes ■ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ■ No

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 publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: Brian O'Toole /s/ **Date:** 9/20/2019

Submit this application to: Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

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4. Meetings may be held in various locations and some locations may not be accessible by public transportation.

5. Meeting dates and times are subject to change and may occur up to two (2) days per month.

6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.

8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

Print Form

Contra Costa County

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Clerk of the Board of Supervisors
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Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name DENNIS
Last Name YEE
Home Address - Street [redacted]
City [redacted] Pleasant Hill
Zip Code [redacted]
Phone (best number to reach you) [redacted]
Email [redacted]
Resident of Supervisorial District:

EDUCATION *Check appropriate box if you possess one of the following:*

[X] High School Diploma [ ] CA High School Proficiency Certificate [ ] G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
UNIVERSITY OF CALIFORNIA	BIOLOGY BA	[X] Yes	[ ] No
SAN FRANCISCO STATE	BUSINESS MBA	[X] Yes	[ ] No
		[ ] Yes	[ ] No

Other Training Completed:

Board, Committee or Commission Name ACOA
Seat Name MEMBER AT LARGE

Have you ever attended a meeting of the advisory board for which you are applying?
[ ] No [X] Yes If yes, how many? 14

Please explain why you would like to serve on this particular board, committee, or commission.

AS OUR POPULATION AGES, RESOURCES FOR THE ELDERLY SEEM INCREASINGLY SCARCE AS THEIR NEEDS INCREASE WE NEED TO HELP THE ELDERLY, MOST OF WHOM CONTRIBUTED GREATLY TO OUR SOCIETY, WHEN THEY ARE AT THEIR MOST VULNERABLE

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

ANALYTICAL AND NO PRE CONCEPTIONS OR ALLEGIANCES TO PRIOR METHODS.

I am including my resume with this application:
Please check one: [X] Yes [ ] No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: [ ] Yes [X] No

THIS FORM IS A PUBLIC DOCUMENT

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☑ Yes ☐ No

List any volunteer and community experience, including any boards on which you have served.

EAST BAY ARTIST GUILD – TREASURER

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ Yes ☑ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ☑ No

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 publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: _____ **Date:** 9/13/19

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Martinez, CA 94553

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5. Meeting dates and times are subject to change and may occur up to two (2) days per month.

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Contra Costa County

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Clerk of the Board of Supervisors
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Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Jill
Last Name: Kleiner
Home Address - Street: [redacted]
City: [redacted] MORAGA
Zip Code: [redacted]
Phone (best number to reach you): [redacted]
Email: [redacted]
Resident of Supervisorial District: 2

EDUCATION *Check appropriate box if you possess one of the following:*

☑ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
University of CA, Berkeley	Statistics	☒ Yes ☐ No
		☐ Yes ☐ No
		☐ Yes ☐ No

Other Training Completed:

Board, Committee or Commission Name: Advisory Council on Aging
Seat Name: Member at Large

Have you ever attended a meeting of the advisory board for which you are applying?
☐ No ☒ Yes If yes, how many? 11

Please explain why you would like to serve on this particular board, committee, or commission.

Having become a member at large of the ACOA in December 2018, I look forward to continuing getting more involved and expanding my knowledge. I'm excited to be part of the newly formed Technology work group.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

In January 2018, I retired from a 30+ year career as a Retirement Plan consultant at Willis Towers Watson advising Fortune 500 companies as well as volunteering for 20+ years for the Western Pension and Benefits Council, including being president of their governing board of 11 chapters.

I am including my resume with this application:
Please check one: ☐ Yes ☒ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

List any volunteer and community experience, including any boards on which you have served.

CONTRA COSTA COUNTY ADVISORY COUNCIL ON AGING

WESTERN PENSION & BENEFITS COUNCIL - SF CHAPTER & GOVERNING BOARD

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ☒ No

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 publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: Jim Klemm **Date:** 9-12-19

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Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: JAGJIT
Last Name: BHAMBRA
Home Address - Street: [redacted]
City: [redacted] HERCULES
Zip Code: [redacted]
Phone (best number to reach you): [redacted]
Email: [redacted]
Resident of Supervisorial District: 5

EDUCATION *Check appropriate box if you possess one of the following:*

☑ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
Delhi University, Delhi, India	BS Physics, Chemistry & Mathematics	■ Yes	☐ No
National University, San Diego	Master of Public Administration	■ Yes	☐ No
		☐ Yes	☐ No

Other Training Completed: Leadership Contra Costa, Administrator - Senior Living

Board, Committee or Commission Name: Advisory Council on Aging
Seat Name: MAL #11

Have you ever attended a meeting of the advisory board for which you are applying?
☐ No ■ Yes If yes, how many? Last two years as MAL #11

Please explain why you would like to serve on this particular board, committee, or commission.

* As an Advocate for Seniors, act as an advisory body to the Board of Supervisors in the development and implementation of the County's Area Plan by the Department of Aging and Adult Service.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

* An active Senior Citizen of Contra Costa County
* An Administrator of Senior Living (RCFE)
* Current at-large member of Advisory Council on Aging
* Retired Contra Costa County Management Employee with in depth knowledge of human needs & services, legislative procedures

I am including my resume with this application:
Please check one: ☐ Yes ■ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: ☐ Yes ■ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ■ Yes ☐ No

List any volunteer and community experience, including any boards on which you have served.

City of Hercules, Community Service Commission
Contra Costa Community College Citizens' Bond Oversight Committee
Contra Costa County Advisory Council on Aging
Helping ethnic & immigrant residents with resources.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ Yes ■ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ■ No

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 publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: _____ **Date:** 10/08/2019

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Contra Costa County

To: Board of Supervisors

From: FAMILY & HUMAN SERVICES COMMITTEE

Date: December 10, 2019

Subject: RECOMMENDATION FOR APPOINTMENTS TO THE COUNCIL ON HOMELESSNESS

RECOMMENDATION(S):
APPOINT Dan Peddycord (Concord) to the Health Care Representative seat to complete the current term expiring on December 31, 2021; and Shawn Ray (San Pablo) to the Public Safety Representative seat and Patrice Guillory (Antioch) to the Reentry Representative seat on the Council on Homelessness to complete the current terms expiring on December 31, 2019 and to new two-year terms expiring on December 31, 2021.

FISCAL IMPACT:
There is no fiscal impact.

BACKGROUND:
On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors committee. Review of appointments to Countywide and At Large seats on the Council on Homelessness are assigned to the FHS Committee.

Please see the attached memo from the Council on Homelessness, which details their request to fill the 3 vacancies on the 17-member council. FHS reviewed and approved the recommendations for appointment

- [x] APPROVE
- [ ] OTHER
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [x] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc:

BACKGROUND: (CONT'D)

on November 13, 2019. All applications that were considered are also attached for the Board's information.

ATTACHMENTS

Council on Homelessness Transmittal Letter_Recommendations for Appointments

Candidate Application_Adams, Roshawn_Homeless

Candidate Application_Broussard Eric_Homeless

Candidate Application_Guillory, Patrice_Homeless

Candidate Application_Peddycord, Dan_Homeless

Candidate Application_Poe, Adam_Homeless

Candidate Application_Ramirez, Leonard_Homeless

Candidate Application_Ray, Shawn_Homeless

Candidate Application_Richards, Avery_Homeless

Candidate Application_Serrano, Kristina_Homeless

Candidate Application_Teshager, Adey_Homeless

Candidate Application_Trowbridge, Linda_Homeless

Candidate Application_Walker, Michelle_Homeless

Candidate Application_Worley, James_Homeless

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR

LAVONNA MARTIN, MPH, MPA
DIRECTOR OF HEALTH, HOUSING & HOMELESS SERVICES

CONTRA COSTA
HEALTH SERVICES

CONTRA COSTA
HEALTH HOUSING &
HOMELESS SERVICES

2400 Bisso Lane, Suite D, 2nd Floor
Concord, California 94520

Ph (925) 608-6700
Fax (925) 608-6741

Date: November 13, 2019
To: Family and Human Services Committee
Supervisor John Gioia, District I, Chair
Supervisor Candace Anderson, District II, Co-Chair
From: Lavonna Martin, Director, Health, Housing and Homeless Services Division
CC: Anna Roth, RN, MS, MPH Health Services Director
Subject: Council on Homelessness Seat Membership Recommendation Process

The Director of Health, Housing and Homeless Services, Lavonna Martin, respectfully requests that the Family and Human Services Committee accepts the recommendation to appoint three (3) individuals for open seats on the Contra Costa Council on Homelessness (aka the Homelessness Advisory Board).

PURPOSE OF COUNCIL ON HOMELESSNESS

The Contra Costa Continuum of Care is governed by the Contra Costa Council on Homelessness (hereinafter referred to as the Council). The Council is appointed by the Contra Costa County Board of Supervisors to assist and provide guidance in the development and implementation of long-range planning and policy formulation of homeless issues in Contra Costa County.
The Contra Costa Council on Homelessness provides a forum for communication and coordination of the County's Strategic Plan to End Homelessness, educate the community on homeless issues, and advocate on federal, state and local policy issues affecting people who are homeless or at-risk of homelessness.

Governance

The Council on Homelessness is appointed by the Board of Supervisors and consists of 17 seats representing homeless or formerly homeless persons, community members, educational/vocational services, health care, housing providers, law enforcement, local government, the faith community, and homeless service providers including the Veterans Administration. All Council members reside in or are employed in Contra Costa County, demonstrate a professional interest in or personal commitment to addressing and alleviating the impact of homelessness, and be able to contribute unique expertise, opinions and viewpoints on homeless issues. Candidates will serve two-year terms.

SUMMARY OF RECRUITMENT EFFORTS/NOMINEES FOR MEMERSHIP

The Council on Homelessness continues to make every effort to fill its vacant seats. These efforts include sending a targeted email solicitation via the Continuum of Care mailing list (800+ contacts that include each Supervisor's office), announcing vacancies at public Council on Homelessness meetings and posting information about the vacancies and application materials on the Council on Homelessness website.

A nominating committee consisting of three seated Council on Homelessness members reviewed applications and supplemental information including optional letters of interest for all seats. The committee used a rubric to evaluate the applicants that included capacity to meet the functions and tasks of the Council on Homelessness as stated in the Council's bylaws and evaluating the diversity of current and potential Council members to ensure that a diverse population contributes to deliberations and decision-making—including consumers and community members—as well as gender, ethnic, cultural, and geographical representation.

Following a close review of applications and interviews with the candidates by a nominating committee, the Council on Homelessness recommends appointing the following three (3) nominees:

1. *Health Care Representative*
   Daniel Peddycord, RN, MPA: HA
   Director of Public Health/Assistant Health Services Director
   Contra Costa Health Services
   Martinez, CA

2. *Public Safety Representative #2*
   Shawn Ray
   Lieutenant
   San Pablo Police Department
   San Pablo

3. *Reentry Services Representative*
   Patrice Guillory
   Reentry Network Manager
   HealthRIGHT 360
   Antioch, CA

The candidates have expressed a sincere interest in serving on the Council and are dedicated to fulfilling the mission and goals as outlines in the Council on Homelessness by-laws.

Based on the above information, the Director of Health, Housing and Homeless Services Division, on behalf of the Council on Homelessness respectfully recommends that the FHS Committee appoint the above listed people to the Council on Homelessness.

Application Form

Profile

Roshawn
First Name

Middle Initial

Adams
Last Name

Home Address

Suite or Apt

vallejo
City

CA
State

94590
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

None Selected

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

Diablo valley College

Degree Type / Course of Study / Major

Addiction studies/ Counseling

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

John F. Kennedy University

Degree Type / Course of Study / Major

Psychology (current attendance)

Degree Awarded?

○ Yes ◉ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other schools / training completed:

Course Studied

CCAPP

Hours Completed

Certificate Addiction counseling

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Not Submitted

Seat Name

Reentry Services Representative:

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

I would like to participate in the advisory board due to my own life experiences, studies, and current direct care in working with this population of individuals. I would further like to develop, strengthen, and extend my career skills with knowledge of all working systems within contra costa county. After successfully going through my own challenges with homelessness, legal, and traumatic events in life I can relate to lots of the challenges and trials in which individuals are faced with. My motivational interviewing skills have proven to encourage many towards choosing a better direction for their lives and future.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

( ) Yes (•) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Vallejo Community Action board for health care in Vallejo CA

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

see attachment

New_Resume.docx

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

N/A

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

N/A

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

- [x] I Agree

ROSHAW N ADAMS

Vallejo CA 94590 -

Licenses/Certifications

Certified by California Consortium of Addiction Programs and Professionals Substance Abuse Counselor CADCI Ci10601217

Education

- John F. Kennedy University- 10/2017 to Current (Bachelor of Art - Psychology)
- Diablo Valley College- 9/2013 to 9/2016 (Associate in Science Addiction Studies & Counseling)
- Milwaukee Technical College- 9/1994 to 6/1996 (General Education/ Practical Nursing)

Professional Experience

Contra Costa County (Public Health Department) Substance Abuse Counselor
Concord, CA 10/2017 - Current

Apply current substance use disorder treatment methods to individuals and families. Make referrals to available community resources while providing physiological, sociological and psychological education. Assist with advocacy and linkages to other agencies within the county and beyond. Interview individuals to determine the appropriateness of program services while communicating effectively with people experiencing anxiety, stress and depression. Write, type, and maintain detailed accurate records while evaluating clients. Rehabilitation progress, behaviors, and implement suggested re-directives using Motivational Interviewing and Stages of Change model. Recognized and collaborated with Contra Costa County communications department in implementing two program videos honoring patient center care, community connect program and honored in the Directors Report of Contra Costa County. Received two awards one with the collaboration of substance use disorder team members and The Brightest Star award of community connect program.

House of Acts – Substance Abuse Counselor
Vallejo, CA 04/2015 - Current

Give full active listening and attention to individuals who are experiencing Substance Use disorder and Mental Health disorder symptoms. Accurately keep records according to Drug Medical, stakeholders and the county partners policies, procedures and regulations. Documented reactions to interventions, changes in behaviors, strengths, weaknesses, and suggest alternative solutions to treatment. Encourage through logical reasoning.

Anka Behavioral Health – Program Administrator
Vallejo, CA 12/2013 - 7/2017

Responsibilities include close consultation with Director of Alcohol and Other Drug Services (AOD), Interview, train, supervise, evaluate, and discipline/discharge clinicians and counselors in an intensive outpatient substance abuse, mental health,

and co-occurring disorder treatment program. Responsible for all daily aspects, operations, and functions of program. Responsibilities include annual budgeting and reporting, occasional assistance with renewal grant applications and ensuring that the program adhere to all regulatory requirements while providing the highest quality of care. Regularly monitor timeliness, accuracy and quality of all charts and documentation according to policy and procedures required by partnered stake holders. Received an award for 100% compliance in monthly billing productivity of highest ever reached for a program by ensuring all billable services where accessed and offered. In addition, I received an award for most valued employee. Attend internal and external administrative meetings, coordination and facilitation of staff trainings, staff meetings while implementing most the efficient procedures and protocols

Youth and Family Services/ Mission Solano – Mentor
10/2013 - 04/2016

Responsibilities included visitation, encouragement and empowerment of incarcerated women through Solano County Sheriff's Department. Assist addressing employment barriers and economic independence. Build effective social skills, reinforce participant’s confidence and self-esteem. Advocate and mediate towards reunification back into society and families

SCI Consulting
12/2012 - 12/2014

Confer with customers by telephone in to provide information about services, cancel accounts, or obtain details of complaints and check to ensure that appropriate changes were made to resolve customers problems.

Application Form

Profile

Eric
First Name

A
Middle Initial

Broussard
Last Name

Home Address

Suite or Apt

Brentwood
City

CA
State

94513
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

None Selected

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

- [ ] Yes
- [ ] No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

○ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: For Review

Seat Name

Public Safety #2:

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

I am a police officer with Contra Costa County College Dist. Police Department, and serve as the Homeless Liaison Officer for our three (3) campuses: Diablo Valley, LMC, and Contra Costa College. This would be a great opportunity to share ideas in our endeavor to improve quality of life issues challenging our growing homeless citizens.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

- (●) Yes
- ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

- ( ) Yes
- (●) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Police Officer, serving as the Homeless Liaison Officer for the Contra Costa County Community College District.

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

- ( ) Yes
- (●) No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

- ( ) Yes
- (●) No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Application Form

Profile

Patrice
First Name

Middle Initial

Guillory
Last Name

Home Address

Suite or Apt

Antioch
City

CA
State

94531
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

None Selected

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

Northwestern University

Degree Type / Course of Study / Major

Public Policy & Administration

Degree Awarded?

- [ ] Yes
- [x] No

College/ University B

Name of College Attended

Spelman College

Degree Type / Course of Study / Major

Comparative Women's Studies

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

○ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Appointed

Seat Name

Reentry Services

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

I am a current Board member occupying the Reentry Services seat. I wish to continue in this role and support both the Council and H3's efforts to educate the community about challenges and potential housing solutions for County residents impacted by the criminal justice system. With my knowledge and background in implementing reentry-focused programs in the county that often include opportunities to reduce homelessness and/or prevent homelessness among the reentry population, I believe I'm well-positioned to continue to bring forth a perspective highlighting the unique needs and challenges faced by this particular community. I'm also adept in the policy changes and actions that have been taken by our local system actors, and partnerships and collaborations between criminal justice reform and reentry stakeholders throughout the County to better enhance service delivery for individuals returning home from incarceration.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

○ Yes ○ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

○ Yes ○ No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

• Managed direct service coordination and communications between contracted service providers as they offer reentry services in Antioch and far East Contra Costa County with a specific emphasis on clients with low-level, drug-related felonies. • Develop local mentoring and community-responsive programs to enhance service navigation as a support mechanism for jail-to-community transitions into the far East Contra Costa region. • Worked collaboratively with County agencies, local CBOs and FBOs, and local law enforcement agencies to implement the County adopted Plan for an East & Central County Networked System of Services for Returning Citizens

PatriceG_RESUME-2.2019.pdf

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

◉ Yes ○ No

If Yes, please identify the nature of the relationship:

Employer has contracts with CCC Office of Reentry & Justice and CCHS-Behavioral Health Division.

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Patrice L. Guillory

SUMMARY OF QUALIFICATIONS

With over 10 years of comprehensive professional experience in strategic planning, program development and management, community engagement, coalition- and consensus-building, and research and analysis of federal, state, and local policies, I have a broad and extensive background in areas relating to community development, housing, public health, education, and criminal justice and reentry fields. I have excellent interpersonal skills and have experience building collaborative partnerships which allows me to work well across diverse constituencies and agencies.

I demonstrate leadership with an acumen that is results-driven and favorable for engaging both public and non-profit sectors. I am uniquely qualified to effectively and collaboratively manage, motivate and inspire stakeholders as evidenced by my distinctive professional journey. My strong critical thinking, problem solving and decision making abilities, including experience with budget oversight, will make me a great asset to any team.

Education

MASTER OF ARTS, PUBLIC POLICY & ADMINISTRATION | CANDIDATE | NORTHWESTERN UNIVERSITY, EVANSTON, IL

BACHELOR OF ARTS, COMPARATIVE WOMEN'S STUDIES | MAY 2008 | SPELMAN COLLEGE, ATLANTA, GA

Experience

MANAGING DIRECTOR, CONTRA COSTA COUNTY PROGRAMS & SERVICES | HEALTHRIGHT 360 | FEBRUARY 2019 - PRESENT

- Provide oversight, coordination, support, and quality management to the agency's programs and services in the Contra Costa County region.
- In coordination with the V.P. of Community and After Care Services, responsible for implementation of community-based reentry services and criminal justice partnerships with the Contra Costa Health Services-Behavioral Health & Health, Housing and Homeless Services Divisions, the City of Antioch's Police Department, Contra Costa County Probation Department, and the Contra Costa County Office of Reentry and Justice.
- Manage a staff of 14 with expertise in case management, service coordination, project management and administration, peer support and outreach, information coordination, community outreach and volunteer coordination.
- Monitor contract compliance, assurance, and reporting among subcontractors, and establish and maintain program policies and procedures.

NETWORK MANAGER, CONTRA COSTA REENTRY NETWORK | HEALTHRIGHT 360 | NOVEMBER 2016 – JANUARY 2018

- Manage day to day operations of the Contra Costa Reentry Network (a collaborative system of services), including project budget management, assessing reentry service quality and efficiency, and monitoring system and client outcomes.
- Supervise a dedicated direct service and administrative staff, and responsible for coordination of program activities with community-based partners and County agencies.
- Work in coordination with the V.P. of Community and After Care Services to ensure service delivery is in accordance with contract deliverables.

FIELD OPERATIONS COORDINATOR (CONTRACTOR) | CONTRA COSTA COUNTY | AUGUST 2015 - SEPTEMBER 2016

- Managed direct service coordination and communications between contracted service providers as they offer reentry services in Antioch and Far East Contra Costa County with a specific emphasis on clients with low-level, drug-related felonies.
- Develop local mentoring and community-responsive programs to enhance service navigation as a support mechanism for jail-to-community transitions into the Far East Contra Costa region.
- Worked collaboratively with County agencies, the County Reentry Coordinator, the County Administrator's Office, local CBOs and FBOs, and local law enforcement agencies to implement the County adopted Plan for an East & Central County Networked System of Services for Returning Citizens.

PROGRAM MANAGER | CONTRA COSTA HEALTH SERVICES | APRIL 2015 – AUGUST 2015

- Managed strategic planning process of emerging local community health project that promote chronic disease prevention, healthy built environment, and reducing health inequities in east Contra Costa County.
- Managed a multi-sectoral collaborative in partnership with healthcare providers, social service agencies, business leaders, FBOs and CBOs, elected officials and public sector agencies to implement the Healthy and Livable Pittsburg Action Plan.
- Oversaw program budget, grant management duties, and provide technical assistance to local CBOs.

EXTERNAL RELATIONS ASSOCIATE| THE EDUCATION TRUST-WEST | JANUARY 2014 – MARCH 2015

- Sustained and established strategic partnerships with local CBOs across five regions (Bay Area, L.A., San Diego, Inland Empire, and Central Valley).
- Facilitated statewide coalition of 50+ civil rights, education reform, and base-building organizations to influence the state's regulatory process and implementation of the Local Control Funding Formula law.
- Administered statewide education program (FairShare4Kids.org) including monitoring and evaluating program activities and budget expenditures, and creating community resources and training curriculum and videos.
- Provided technical assistance to CBOs regarding their local education advocacy campaigns/initiatives; and represented and presented ETW's work at over 20 public events and meetings.

POLICY RESEARCH ASSISTANT| PROMISE NEIGHBORHOODS INSTITUTE AT POLICYLINK | JUNE 2012 – JANUARY 2014

- Managed the Institute's advocacy campaign for AB 1178 - The California Promise Neighborhoods Initiative — including overseeing consultant deliverables, drafting bill language, and coordinating support among California child advocacy stakeholders.
- Drafted model legislation for establishing state or local level cradle to career program.
- Served as a member of the Federal Policy Team and provided research assistance and analysis of national and state level community revitalization and "place-based" efforts while coordinating the Institute's federal policy advocacy work and network of over 61 Promise Neighborhood grantees.

Boards/Commissions

- Community-Based Organization Representative to the Contra Costa County Community Corrections Partnership (June 2018 - present)
- Member (Reentry Services Representative), Contra Costa County's Council on Homelessness (Continuum of Care governing body) (March 2018 - present)
- Vice Chair of the Community Advisory Board (Chair of Policy and Budget Subcommittee) to the Contra Costa County Community Corrections Partnership (Jan 2016 - Dec 2018)
- Member, Contra Costa County's Reentry System Strategic Planning Steering Committee (July 2017 - June 2018)
- Member, Contra Costa County's Local Advisory Committee to the State of California's Board of State and Community Corrections' Proposition 47 Grant Award (Jan 2017 - present)
- Member, Board of Directors of Urban Habitat (Sept. 2017 - Present)

Application Form

Profile

Daniel
First Name

W
Middle Initial

Peddycord
Last Name

Home Address

Suite or Apt

Concord
City

CA
State

94519
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

- [x] District 4

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

Washington State University

Degree Type / Course of Study / Major

Bachelor in Nursing

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

Portland State University

Degree Type / Course of Study / Major

Master in Public Administration/Health Admin

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

○ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Health Sector

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If you have attended, how many meetings have you attended?

1

Please explain why you would like to serve on this particular board, commitee, or commission.

Homelessness is a critical social determinant of health that impacts far too many individuals, families and even youth. In addition I seek to further align efforts across CCHS and with community partners in working with and providing services to persons who are homeless. This includes looking for ways to help coordinate and align efforts between Whole Person Care, Health Care for the Homeless, H3, School Based Health Servcies, and the suite of Maternal Child Health Services.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

○ Yes ◉ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

◉ Yes ○ No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

I currently serve on the Contra Costa Juvenile Justice Coordinating Council and have previously served on numerous boards and commissions. This includes serving on local Health Plan Boards, FQHC Boards, Regional Health Boards, AB 109/Re-entry Commission and local non-profit.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

25+ years of senior/executive level management experience in health and health care. Significant policy experience in the health field, including bringing new policy forward to policy makers for formal consideration/adoption.

DWP_resume_2019_Contra_Costa_.doc

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

DANIEL W. PEDDYCORD, RN, MPA:HA

An experienced, visionary Health Administrator with strong leadership skills who consistently produces significant and tangible results by understanding and aligning the critical interests of diverse groups in order to build collaborative relationships and inspired work teams.

Summary of professional strengths and experience:

- **Team building & relationship management**
- **Quality & performance improvement**
- **Empowering staff to achieve excellence**
- **Budgeting & capital planning**
- **Project management & implementation**
- **Strategic planning & organizational development**
- **Legislative advocacy & policy development**
- **Vision setting & comprehensive community health planning**
- **Public relations & program marketing**
- **Comprehensive cost & value analysis**
- **Program planning & development**
- **Dashboarding & data for decision-making**
- **Human resources & personnel development**

PROFESSIONAL EXPERIENCE

8/15 – Current **ASSISTANT HEALTH SERVICES DIRECTOR, DIRECTOR of PUBLIC HEALTH**
Contra Costa County Health Services, Martinez, CA
Director of Public Health for Contra Costa County, California with a population of nearly 1.2 million residents. With the recent addition of Whole Person Care, the Department has an annual budget in excess of $84 million and approximately 625 FTE. The department offers a broad and typical array of public health services and programs ranging from the control of reportable diseases to public health nursing and case management, to maternal child and adolescence health programs as well as a suite of HIV services, WIC, CCS and community wellness and prevention that is inclusive of tobacco control and the promotion of physical activity and healthy nutrition. In addition, the department provides an extensive array of direct clinical services to special and/or at-risk populations including homeless health care services, mobile health and dental services, reproductive and STD health services, Medication Assisted Treatment for opioid use disorder, as well as school-based health services at more than 40 K-12 school locations. The department has embraced a focus on the social determinants of health and has developed special programs aimed at educational attainment, foster youth, and pregnant women who are incarcerated. In addition, the department operates the County's Senior Nutrition, Meals on Wheels program, and operates a Public Health Lab. The department also houses a comprehensive suite of linguistic access services on behalf of the entire Contra Costa Health System and supports the Hazardous Materials Ombudsman program.

- **Completed a first ever Strategic Plan for Public Health with an emphasis on system integration across divisions and agencies to address priority health issues.** This effort seeks to leverage and align efforts that touch not only various public health priorities but also reflects on larger health system efforts being addressed under the 1115 Medicaid Waiver, as well as priorities that have surfaced via community health assessments conducted by area hospitals and/or health systems.

- Operate the **Whole Person Care Initiative** for Contra Costa Health Services. This 40 million dollar annual project is aimed at addressing many of the underlying social determinants and factors effecting the over and/or mis-utilization of health care services. Included within the scope of work for this project is the development of an enterprise wide data warehouse comprised of clinical, population, behavioral health, EMS and social service information with the intent of aligning care and case management efforts across multiple divisions. In addition, a sobering center and enhanced housing support services are being developed.

- Led the County's efforts to develop a **Safe Drug Disposal Ordinance**. This policy was formally adopted by the Board of Supervisors in December of 2016. In addition, the PH Division launched a dedicated Medication Assisted Treatment program, called Choosing Change, and has partnered with Emergency Departments, Homeless Health Care, EMS, schools and the Corrections System to develop MAT-related services in those venues.

- Brought forward a comprehensive update and revision of the County's tobacco prevention policies and **smoke free ordinance** to include a **ban on flavored tobacco products, a ban on vaping** and a moratorium on the establishment of any new tobacco retailer in **proximity to youth sensitive areas.**

- Championed the inclusion of a **medical home for foster youth** as part of the PRIME Medicaid Waiver objectives. In addition, facilitated a series of high-level strategy meetings to strengthen an integrated cross agency approach to case managing and monitoring health needs of foster youth, including the use of **psychotropic medication.**

- Regularly address community concerns regarding **environmental incidents involving air and soil toxins and impacts to human health.**

12/08 – 7/15 **DIRECTOR, PUBLIC HEATH**

Santa Clara County Public Health Department, San Jose, CA

Director of Public Health for Santa Clara County, California, with a population of over 1.8 million residents and an annual budget in excess of $92 million. With over 430 employees the department offered a wide array of public health and direct service programs ranging from Communicable Disease control, Tuberculosis control, HIV Prevention, Immunizations, Public Health Preparedness, Public Health Nursing, WIC, and Vital Records. In addition, the Department provided comprehensive Emergency Medical Services (EMS) regulatory oversight, a strong epidemiology, planning and health policy division, and a robust suite of chronic disease and injury prevention programming, including a focus on tobacco, obesity, nutrition and physical activity. The Department also acted as the fiscal and administrative agent for the California Children Services (CCS) program, including the operation of a medical therapy unit for CCS eligible children. The Department participated in the Comprehensive Perinatal Service Program (CPSP) delivering services to high-risk mothers and newborns, and recently launched the Nurse Family Partnership Program (NFP). Added to this were programs in Black Infant Health, Lead Poisoning Prevention, and special services for children in Foster Care. The Department also offered comprehensive Public Health Pharmacy services and operated a Public Health Lab, with Special Agent designation, capable of processing many of the of the most complex clinical and environmental samples.

- **Produced Community Health Profile Reports with the intention of engaging the diverse communities served in this County.** The Department produced a series of Community Health Profiles, including special features on Health Inequity and reports on the health of our Vietnamese and Latino communities. This activity forged and refreshed partnerships with the non-profit and academic community as well as a wide array of clinical care systems and partners, such as the Hospital Council.

- **Developed a 3-year Strategic Plan with an emphasis on high priority health issues and intended to rebuild capacity and financial stability to the local public health system.** This effort included the addition of core infrastructure to enable robust community health assessment, health planning, and policy development. The plan adopts the CDC's "Winnable Battles" concept, as well as the tenants of National Public Health Accreditation. In addition, the plan emphasizes Health Equity and the role that policy plays in shaping the social, economic, and environmental influences on health. Lastly, the plan is also framed around the 18 public health capacities.

- **Developed strong stakeholder support for the concept of a Community Health Agenda** and **Community Health Improvement Plan.** These actions led to the development of a Community Health Improvement Plan that is strategically tied to both the Department's Strategic Plan and the lager Health and Human Services vision and strategic road map.

- **Assembled and supported a core team of staff and mangers to drive a journey towards National Public Health Accreditation.** The Department achieved accreditation in the fall of 2015**.** By engaging and truly listening to staff input we fashioned a highly inspired work team that developed a framework for a culture of quality and performance improvement together with a staff engagement committee and a data for decision making process.

- **Successfully invested in Chronic Disease Prevention and a 'Health In All Policies' approach across all programs and initiatives.** Worked with staff to develop a Health Element in the County General Plan and across 10 city jurisdictions to advance a policy approach to addressing environmental conditions that are conducive to better health. This included tobacco retail licensing, smoke free multi-residential housing, school and workplace nutritional initiatives, clean water-bottle refilling stations along park trails and in urban environments, as well as many other policy and system change initiatives. Even in the wake of a weak economy we were very successful in adding a number of new FTE and initiatives aimed at chronic disease prevention. This, in larger part, is due to an acute focus on the **Return on Investment** gained from this focus area.

- **Conceived and Developed the EpiCenter for Population Health Management and Improvement**. Designed to leverage powerful new health data tools with public health practice, the center intends to drive an alignment of focus and strategy between the healthcare delivery system and the prevention community.

- **Advanced a collaborative partnership with local community agencies, Social Services, Public and Behavioral Health, and local Corrections staff** to develop a comprehensive suite of re-entry supports for the AB-109 corrections population, leading to lower recidivism and more successful reentry into local society.

2/98 – 11/08 **DIRECTOR, PUBLIC HEATH**
Deschutes County Health Department, Bend, OR
Executive Director of Health Services for Deschutes County, Oregon, with a population of 165,000 residents. The Department had an annual budget of $ 7.8 million. With nearly 75 employees, the department offered a wide array of public health services ranging from family planning to immunizations, communicable disease control, chronic disease programs, tobacco prevention, WIC nutritional support, suicide prevention, maternity case management, primary prenatal care, home visiting, disaster planning, environmental health services, vital records, and health information and statistics.

- **Enhanced the clinical and fiscal operations of the department to achieve significant service, program and financial improvement** through vision setting and strategic planning linked to program and service outcome benchmarks, quality indicators, enhanced customer service, community partnerships and resource acquisition. Acquired and implemented the Department's first clinical management software system with a fully integrated Accounts Receivable System.

- **Embraced the concept of community** by fostering strong collaborations and meaningful partnerships with citizen groups, the business community, state and local agencies, schools, hospitals, public officials, and by supporting staff participation in coalitions, boards and advisory committees.

- **Improved the operational efficiency** of the department by **establishing a strategic business plan** designed to enhance service level benchmarks, program outcome measures and financial performance indicators.

- **Improved customer service** by reallocating resources and revising clinic schedules to reduce wait times, reduce no-shows and **by empowering the staff** to embrace a philosophy of "**customer service excellence.**"

- **Developed consensus** for a **7 million dollar construction project** to build a new Health and Human Services Building in Bend, Oregon. This project was completed in early 2001. In addition, 3 satellite clinics were developed in surrounding communities.
    - Community Wellness Center – Redmond, Oregon, opened in 2001
    - School Based Health Center – La Pine Oregon, opened in 2005
    - Teen Health Center – Downtown Bend, Oregon, opened in 2006

- **Improved** community awareness of and **support for public health** by engaging key members of agencies and the public in a collaborative discussion about community health needs and local capacity to address these needs.

- **Developed a local Public Health Advisory Board** to engage the community and local health leaders in shaping and advocating for a strong viable public health system and as a mechanism to bring focus and action to local health issues.

- **Developed a comprehensive community-based health and wellness agenda** for the county by engaging local partners, state and local agencies and private non-profits in a process to prioritize key needs for high risk or socially/medically challenged populations and developed a strategy to enhance the local capacity to address these needs.

- **Enhanced the ability** of the Department to address a wide variety of **Environmental Health Concerns** through staff training, community involvement, the adoption of a National model for Environmental Public Health Tracking (EPHT) and identifying a network of environmental consultants and toxicologists. The department also fostered a close collaboration with the Department of Environmental Quality, developed a network of environmental consultants and toxicologist, and worked closely with private business.

EDUCATION

Master of Public Administration / Health Administration: Portland State University: Portland, Oregon

Bachelor of Science, Nursing: Washington State University: Spokane, Washington

Bachelor of Science, Physical Education: Washington State University: Pullman, Washington

Continuing Professional Education:

- Average 30 CEUs/year, Nursing Education
- Executive Series: Rapid Transformation, Stanford University
- Ethics in Leadership, Santa Clara County
- Incident Command Training ICS - 100, 200, 300,400, 700, FEMA/National Incident Management System
- CQI Training, Juran Group
- Multiple Supervisor Workshop Series
- Project Management, Vancorp, Inc.
- Leading Effective Meetings, Cumulus Group
- Managing Change & Transition, OHSU
- Creative Thinking, Dr. Edward De Bono
- Lean Six Sigma

MEDICAL / LEGAL CONSULTATIONS

4/94 – 4/98 **Medical - Legal Case Review and Consultation**

For attorneys and insurance providers of local and regional Health Care Systems

- Hoffman, Hart & Wagner: Portland, Oregon
- Brisbee & Stockton: Hillsboro, Oregon
- Avera & Avera: Gainesville, Florida
- The St. Paul Fire and Marine Insurance Company: Vancouver, Washington

LICENSURE / CREDENTIALS

- California State Board of Nursing: Registered Nurse License No: 804590 (10/31/2020)
- Oregon State Board of Nursing: Registered Nurse License No. 87-006073 (9/19/2021)
- Washington State Board of Nursing: Registered Nurse License No. 2850083210 (9/19/87)

AFFILIATIONS and MEMBERSHIPS

- County Health Executive Association of California (CHEAC)
- Association of Bay Area Health Officials
- Bay Area Regional Health Inequities Initiative (BARHII)
- American Public Health Association (APHA)
- National Association of City and County Health Officials (NACCHO)

SELECTED COMMITTEES and ACTIVITIES

- Co-Chair BARHII, Bay Area Regional Health Inequity Initiative
- Member, CHEAC Executive Committee.
- Member, CHEAC Legislative Committee.
- Member, Healthy Richmond Steering and Executive Committees
- Member, ACCMA East-Bay Safe Prescribing Coalition.
- Past President: California Health Executives Assoc. of California (CHEAC)
- Past Board Member: Santa Clara Family Health Plan, Governing Authority
- Past Board Member: Corrections System Re-Entry Network Governing Authority
- Past Board Member: Heath Reform Advisory Committee, Santa Clara County
- Past Board Member: Diabetes Society of Santa Clara County
- Past Board Chair: Tri County Rural Health Counsel (501c3) Oregon
- Past Chair: Local Advisory Committee to the Commission on Children and Families
- Past Chair: Legislative Committee of the Conference of Local Health Officials, Oregon
- Past Board Officer: Ochoco Federally Qualified Health Center (501c3), Oregon
- Past Board Officer: Central Oregon Health Collaborative (501c3), Oregon

- Founding Board Member: Volunteers in Medicine Clinic of the Cascades (501c3)
- Past Appointed Member: Governors Task Force on Tobacco Reduction, Oregon
- Past Member: Oregon State Cancer Reduction Advisory Committee
- Past Member: Oregon State Public Health Quality Standards Committee

Application Form

Profile

Poe
First Name

Middle Initial

Adam
Last Name

Home Address

Suite or Apt

Oakland
City

CA
State

94602
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

None Selected

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

Michigan State University (E. Lansing, MI)

Degree Type / Course of Study / Major

B.A. Political Science

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

DePaul University College of Law (Chicago, IL)

Degree Type / Course of Study / Major

Juris Doctorate

Degree Awarded?

(•) Yes ( ) No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

( ) Yes ( ) No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

( ) Yes ( ) No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Reentry

Have you ever attended a meeting of the advisory board for which you are applying?

(•) Yes ( ) No

If you have attended, how many meetings have you attended?

3-4x

Please explain why you would like to serve on this particular board, commitee, or commission.

I have been involved in reentry planning and system building in Contra Costa since approximately 2010-2011 as a contributor to the County's reentry strategic plan, the reentry Community Advisory Board (CAB) and as a member of the steering committee of the Reentry Success Center. I am an attorney with 12 years experience representing formerly incarcerated individuals at the intersection of reentry and housing and care deeply about and feel I can contribute my expertise to the Council's important work.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

○ Yes ○ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

○ Yes ◉ No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Contra Costa Sparkpoint/United Way Steering Commitee (2018) Contra Costa Alliance to End Domestic Violence, Core Planning Team (2018) Reentry Success Center (Richmond, CA), Steering Committee (2017) Contra Costa Community Corrections Partnership Community Advisory Board ("CAB") Contra Costa Youth Justice Initiative ("YJI") Steering Committee (2015)

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am currently the managing attorney at Bay Area Legal Aid and our staff of 15 attorneys providing free legal services to low-income individuals in Contra Costa. I started at BayLegal in 2008 as a staff housing attorney, primarily litigating eviction cases in subsidized housing programs. I have represented hundreds of Contra Costa households in court and know well the impacts of gentrification and displacement that have steadily displaced many of our low-income communities of color. In 2011 I started our dedicated reentry practice to serve individuals and families impacted by the criminal justice system. Our attorneys work closely with community partners, probation and health care providers to provide wrap-around legal services to mitigate our clients' barriers to housing and employment, support family connections, ensure access to mental health care and substance abuse treatment, and public benefits programs that provide stability and the opportunity for success. I have expertise in the housing rights of individuals with criminal records and have frequently presented on and litigated fair housing and consumer/credit rights, HUD regulations, "crime-free" and nuisance ordinances and the rights of 290s in navigating Jessica's Law and Megan's law issues while seeking housing. I have been involved in efforts to expand "Fair Chance" housing protections in the City of Richmond, as well as in Oakland and Berkeley . I care immensely about preventing and building paths from homelessness, which I see as the primary barrier to individuals returning from incarceration. I consider myself knowledgeable as to the rights of individuals with criminal records to access low-income housing and fair housing rights and have advocated for dozens of individuals seeking permanent housing. I have also assisted individuals with issues pertaining to traffic court/suspended drivers' licenses, consumer credit issues, family law, employment and professional licensing and criminal records remedies. I am looking to contribute to the Council's work and to help strengthen the system of care for individuals with criminal records and all unhoused persons in Contra Costa.

A_Poe_resume_2018.pdf

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

ADAM POE

Oakland, CA 94602 ♦ ♦

E-mail:

EXPERIENCE

BAY AREA LEGAL AID, Richmond, CA (2008-Present)

MANAGING ATTORNEY (2018)

- Lead case review for Housing, Reentry, Medical-Legal Partnership, Family Law/IPV practice area, supervise and provide technical and strategic support to 12 attorneys
- Meet with individual attorneys for check-ins to assess capacity, work-flow and professional development
- Coordinate with funders and development staff to negotiate budgets, scope of work and deliverables
- Oversee office budget and operations

REGIONAL REENTRY COORDINATOR (2016)

- Support staff of 6 attorneys and legal services performed under reentry contracts in Alameda, Contra Costa and Santa Clara counties
- Collaborate with county and community-based agencies to design and implement system of care for individuals returning from incarceration
- Assist development staff in tracking and reporting monthly and quarterly deliverables
- Provide technical assistance to local, state and national reentry and housing advocates

REENTRY PROJECT COORDINATOR (2013)

- Conduct pre and post-release client interviews; advise, assist and represent individuals on probation regarding housing rights, public benefits access/retention, consumer law rights and criminal records remedies
- Develop and present series of "Know your Rights" workshops in English and Spanish for individuals on probation and community partners

STAFF ATTORNEY, HOUSING UNIT (2008)

- Defend low-income and disabled tenants in all stages of civil and administrative proceedings including pleadings, negotiations, discovery, trial, appeals and writs of mandate
- Litigate "one strike" public housing evictions and corollary criminal prohibitions in subsidized, tax-credit and Section 8 housing programs
- Review and comment on policy relating to housing authority plans and Admissions and Occupancy Policy ("ACOP").
- Develop, coordinate and conduct outreach in English and Spanish to low-income communities regarding housing rights
- Supervise high-volume housing clinics providing legal assistance to low-income tenants
- Supervise and coordinate law clerks, volunteer attorneys and paralegals

COMMITTEES

- Member, Steering Committee, Contra Costa Sparkpoint/United Way (2018)
- Member, Core Planning Team, Contra Costa Alliance to End Domestic Violence (2018)

- Member, Steering Committee, Richmond Reentry Success Center (2017)
- Member, Community Advisory Board, Contra Costa Community Corrections Partnership, (2017)
- Member, Steering Committee, Contra Costa Youth Justice Initiative ("YJI") (2015)

EDUCATION

- DePaul University College of Law, Juris Doctorate, 2007
- Michigan State University, Bachelor's Degree, 1999

SELECTED SPEAKING ENGAGEMENTS

- Guest Speaker, "*Mitigating Legal Barriers to Permanent Housing*" Contra Costa Council on Homelessness, Antioch, CA (2018)
- Panelist, "*Representing the Pro Bono Client: Advocacy Skills for Administrative Hearings*", presented at Practising Law Institute, San Francisco, CA, September 2018
- Guest Speaker, "*Spotting and Addressing Barriers to Permanent Housing*", presented at Project HomeStretch Housing Navigator workshop, San Leandro, CA, November 2017
- Panelist, "*Finding Housing with a Record or in Reentry*", presented at "Civil Rights for People and Families Impacted by Incarceration", Oakland, CA, January 2017
- Panelist, "*Fair Housing Advocacy and Eviction Defense*", presented at "Re-Envisioning Re-entry" Law Conference, San Jose, CA, October 2016
- Panelist, "*Representing the Pro Bono Client: Advocacy Skills for Administrative Hearings*", presented at Practising Law Institute, San Francisco, CA September 2016
- Panelist, "*Reentry in California – Overcoming Legal Barriers to Community Integration* ", presented at Practising Law Institute, San Francisco, CA, June 2016
- Moderator, "*Reentry Roundtable: Exploring Advocacy Strategies for Reducing Criminal Records Barriers*", presented at Housing Justice Network Conference, Oakland, CA December 2015
- Panelist, "*Cutting Edge of Fair Housing*" presented at Project Sentinel's Fair Housing Symposium, Mountain View, CA, May 2015
- Panelist, "*Basic Negotiation Skills*," presented at Practising Law Institute, San Francisco, CA, January 2015
- Panelist, "*Strategies to Improve Housing Access for Individuals with Criminal Records*," presented at "Seize the Moment" Reentry Law Conference," Riverside, CA, June 13, 2014
- Panelist, "*Busting Down Barriers to Economic Security: New Strategies for Old Problems*," presented at AOC Family Law and Self-Help Conference, San Francisco, CA March 5, 2014
- Panelist, "*Improving Reentry Outcomes Through County Community Partnership*," presented at NLADA, Los Angeles, CA, November 2013

Application Form

Profile

Leonard
First Name

C
Middle Initial

Ramirez
Last Name

Home Address

Suite or Apt

Concord
City

CA
State

94521
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

- [x] District 5

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

Los Medanos College

Degree Type / Course of Study / Major

Psychology

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

CSUEB

Degree Type / Course of Study / Major

Human Development/ Sociology

Degree Awarded?

○ Yes ◉ No

College/ University C

Name of College Attended

Diablo Valley College

Degree Type / Course of Study / Major

A.A

Degree Awarded?

○ Yes ◉ No

Other schools / training completed:

Course Studied

San Diego College

Hours Completed

300

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Reentry Services Representative

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If you have attended, how many meetings have you attended?

One

Please explain why you would like to serve on this particular board, commitee, or commission.

I believe my background lends me a unique perspective on the needs and approaches to delivery of Reentry Service. I have worked with the target service population most of my career. I have demonstrated competency and effectiveness in developing strategies to service care for persons seeking reentry services.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

(•) Yes ( ) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Served two years on the County Juvenile Justice Delinquency Prevention Commission.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have worked in the County Probation Department for 10 years; served as a consultant and was appointed as a member of the Juvenile Justice Delinquency Prevention Commission. I retired from the SF Sheriff's Department, where I worked in the Detention Alternative Unit and acted as a independent consultant to law enforcement. I worked with the Veterans Affairs serving as a group facilitator and liaison to the County Veterans Justice Court. I currently am contracted with the SF Pre-Trial Diversion Program and teach a Corrections course at Los Medanos College. I am the Founder of the Veterans Accession House, where 80 percent of the residents are on Court Probation.

2018_Resume.docx

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

LEONARD C. RAMIREZ

Concord CA 94521
Cell:

EMPLOY HIST

Jan 2018 Present **LOS MEDANOS COMMUNITY COLLEGE**
ADJUNCT INSTRUCTOR, ADMINISTRATION OF JUSTICE

Responsible for course development and design for the Administration of Justice courses Department. Courses taught are Introduction to Corrections, and Investigations. Select course textbook create or edit course PowerPoint presentations, present course work, administer tests and assign grades and upload to school web-posting site. Hold office hours and counsel students. Attend faculty and Dean of Administration of Justice Department meetings.

May 2015 Present **SAN FRANCISCO VETERANS AFFAIRS – CWT**
VOCATIONAL REHABILITATION SPECIALIST / GROUP FACILITATOR

Serve as the Community Based Employment Specialist for the Community Based Employment Services program. Receive consults and meet with veterans on a one to one basis to evaluate eligibility for supportive employment services. Conduct Vocational Assessment and work with veterans to design individualized career development plans. Participate in weekly staff meetings for supervision, to present cases and develop veterans' treatment plans. Manage targeted caseloads, aimed at preparing homeless veterans, those with substance use and or chronic mental illness, for the competitive work force. Promotes the development of community employment opportunities. Works closely with VA, community based and State services organizations to assist veterans to competitive employment.

Split duties: Serving as a Group Facilitator for the Veterans Affairs, At Ease - Batterer's Intervention Program (BIP). I am responsible for leading a 52-week program for veterans mandated by the court to attend a BIP training program, designed to address and resolve belief system-based issues of domestic violence. I maintain a liaison relationship with the local Probation Department's Domestic Violence Unit, and County Superior Court, for the purpose of accounting for participants' course attendance and performance. I am responsible for writing participants' evaluations, and progress reports. I screen referrals, review and assess arrest reports to determine suitability, sign contracts, and orient new prospects to the program. Curriculum focuses on theory and causes of conflict in relationships, legal consequences, types of

violence, skills and alternative approaches to managing the emotions of anger, and how to nurture relationships.

Jun 2016
Dec 2017

Served on the Mental Health Intensive Case Management Team as a Peer Specialist. Provide direct monitoring of program participant at their residences through regular visitation. Assist in application of VA entitlement benefits through local VSO offices. Accompany participants to their medical and public appointments. Coordinate the Group and individual outing. Attend weekly staff meetings and write CPRS case notes.

Jun 1994
Feb 2015

SAN FRANCISCO SHERIFF'S DEPARTMENT
DEPUTY SHERIFF, INSTRUCTOR

Assigned to the Sheriff's Custody Division performing direct supervision, and Alternative Program, conducted Electronic Monitoring. Worked in Field Services performing patrol duties at the County General Hospital. Duties included site security, criminal Investigations, arrests and report writing. Served in the Custody Division, Intake and Release Unit. Served on Department's Special Response Team as a tactical team member. I have served on the Sheriff's Warrant Services Team, assisting the SFPD/ DOJ/CDC's Fugitive Recovery Enforcement Teams to execute warrants. Served as a Department's Training Cadre, teaching Arrest Procedures, the Use of Force, Defensive Tactics/ Impact Weapons and the M26 Air Taser.

Oct 2001
Jan 2004

RAM'S CONSULTING
COURSE DESIGNER AND INSTRUCTOR

I served as a private provider to law enforcement agencies teaching officer involved, and general public related domestic violence, stress and conflict resolution, communication skills and relationship building strategies. I am a program analyst, and Master Instructor with the State of California's offices of Peace Officers Standards and Training (POST)/ Standards & Training for Corrections (STC); specializing in instructional systems design, geared to the Specific needs of an interested department requiring course development and instruction. I have held prior course certifications and taught in the areas of Laws of Arrest, the Use of Force, Special Emergency Tactics, Special Team Tactics, The Yawara Stick and Conflict Resolution, Stress in Law Enforcement, Anger Management and a Train the Trainer course on Family Conflict Training for Peer Support in Law Enforcement.

Sept 2000
Dec 2001

LOS MEDANOS COMMUNITY COLLEGE
INSTRUCTOR, PUBLIC SAFETY TRAINING CENTER

Formerly employed on call, assisting in the Basic Police Academy. Co-Taught Defensive Tactics and Impact Weapons Skills. I assisted in the operation of the Use of Force Simulator System for In-Service Officers. I assisted in running the pistol range for students attending the Patrol Operations and

Enforcement Tactics course. I have co-taught courses on domestic violence and conflict resolution to students in the Administration of Justice Department.

Mar 1992 **<u>NABER TECHNICAL ENTERPRISES</u>**
Jun 1994 **CONTRACT CONSULTANT**

Private Consultant and instructor to Bill Naber Enterprises. Co-Taught instructional training courses titled: Training the Facility Trainer, Direct Supervision, Crisis Resolution and Controlling Special Emergencies. These courses were taught to City Jail, County Sheriff and Probation Department personnel. All courses were certified and complied with Standards for Training in Corrections and Peace Officers Standards in Training.

Sept 1984 **<u>CONTRA COSTA COUNTY PROBATION DEPARTMENT</u>**
Jun 1994 **DEPUTY COUSELOR/ INSTRUCTOR**

Served as a lead Probation Counselor supervising the operation of the Juvenile detention admitting unit. Supervised booking and release of custodies. Conducted computerized warrant searches and entered bookings. Monitored building operations through a computerized console system which controlled all interior/exterior doors, cameras intercom systems. Served as a lead counselor in a direct supervision setting. Assigned to the transportation unit making custody pick-ups, and deliveries to court appearances. Served as a department Defensive Tactics and Crisis Management Instructor. I also, served on the Use of Force review board. Assisted in the development of the Department's Use of Force policy.

EDUCATION:
Los Medanos Junior College, AA Degree in Psychology/Certificate Admin of Justice
California State University Hayward, Pending BA in Human Development/ Sociology
San Francisco Police Academy, POST Instructor Certification Course
San Diego Regional Training Center, Master Instructor Development Certificate
Santa Rosa Junior College, POST Police Basic Academy
Santa Rosa Junior College, STC Probation Basic Academy

SPECIALIZED TRAINING:
Robert Presley Institute of Criminal Investigations: Investigator Core Course
Institute of Criminal Investigations: Domestic Violence Training
San Diego Reg. Trng Center: Domestic Violence for Crisis Negotiators
Institute of Criminal Investigations: Domestic Violence Investigations
San Diego Reg Training Center: Domestic Violence Expert Witness
San Diego Reg Training Center: Domestic Violence-Officer Involved
Eslinger & Associates: Sexual Assault and Domestic Violence
San Francisco Police Academy: Instructor Development Trainer
San Diego Reg. Trng Center: Master Instructor Development Prog.
Federal Law Enforcement Training Center: Domestic Violence Instructor Trng.
Veterans Affairs Administration – Motivational Interviewing certification

Veterans Affairs Administration – Whole Health Facilitator
Veterans Affairs Administration - Whole Health Coaching
R.I. International - Peer Support Specialist certification

INSTRUCTOR EXPERIENCE:
Defensive Tactics, San Francisco Sheriff's Department
Use of Force and Arrest Procedures, San Francisco Sheriff's Department
Total Army Instructor Training Program: US Army
Domestic Violence in Law Enforcement: RAMS Consulting
Anger Management, RAMS Consulting
Stress in Law Enforcement, RAMS Consulting
Conflict Resolution Skills, RAMS Consulting
Domestic Violence and Patrol Procedures, Los Medanos College Police Science
Administration of Justice and Corrections, Los Medanos College Police Science

Application Form

Profile

Shawn
First Name

Middle Initial

Ray
Last Name

.
Home Address

Suite or Apt

San Pablo
City

CA
State

94806
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

- [x] District 2

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

California State University Hayward

Degree Type / Course of Study / Major

Bachelors of Science, Criminal Justice

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other schools / training completed:

Course Studied

Police Academy

Hours Completed

1040

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Public Safety #2

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

As the Watch Commander overseeing the Patrol Division for the San Pablo Police Department we see the impact people experiencing homelessness have on the community and we see the value in serving those experiencing homelessness to better their lives. To properly address homelessness in our community law enforcement must be a part of the solution and have input on the means of serving everyone in our community.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

( ) Yes (•) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

I am a member of the San Pablo Traffic, Engineering and Safety committee.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have been employed as a sworn Police Officer with the San Pablo Police Department for 19 years. My rank is Lieutenant and my current assignment is Division Commander of the Patrol Division. Throughout my career I have initiated several city beautification projects. In many of these projects, serving people experiencing homelessness was part of the project. It became incumbent upon me to determine the needs of the affected people and find resources to address whatever was causing their homelessness. It was through these interactions that I gained insight from people experiencing homelessness, the communities perception of homelessness and the resources available to people experiencing homelessness. Working with outreach organizations such as CORE, Rubicon, the Richmond shelter, the Lao Family Community Center was invaluable in bettering the lives of people experiencing homelessness, but also our community as a whole. As a police representative for the Contra Costa Council on Homelessness I would bring my experience in assisting people experiencing homelessness, the perspective of law enforcement officers that have daily interactions with people experiencing homelessness and a reasonable expectation of what role law enforcement can take in addressing this issue.

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Application Form

Profile

Avery
First Name

H
Middle Initial

Richards
Last Name

Home Address

Suite or Apt

El Cerrito
City

CA
State

94530
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

- [x] District 1

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

English Literature

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

UC Berkeley Extension

Degree Type / Course of Study / Major

Counseling and Psychology Professions

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

UC Berkeley

Degree Type / Course of Study / Major

Master of Public Heath (degree in progress)

Degree Awarded?

○ Yes ◉ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

○ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Heath Care Representative

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

I am a formerly homeless individual, who lives in El Cerrito and works with a medical non-profit providing supportive housing services in Alameda and Contra Costa County. I feel that homelessness is a social health issue that is extremely relevant to our local and regional communities. Beyond access to affordable housing, I seek to create solutions to mitigate negative impact and severity of the homeless epidemic we are experiencing in California.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

( ) Yes (•) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have 8+ years experience working to help homeless individuals and populations in Alameda and San Francisco county, and have a robust understanding of differences and similarities of clinical approach to policy, social determinants, and regional geography of the bay area's homeless epidemic. I understand the qualitative physiological impact, as well as the social dynamics around those experiencing homelessness, including the experience of housed communities where homelessness exists.

Avery_Richards_Resume.pdf

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

- (•) Yes
- ( ) No

If Yes, please identify the nature of the relationship:

I work at a data coordination role at Lifelong Medical Care (LMC) in the Supportive Housing Program (SHP) department. LMC has economic relations with Contra Costa County.

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

- [x] I Agree

Avery Hastings Richards

Oakland, Ca.

Profile

Leader with strong background in program policy, program development, and applied technology.

Experience:

RESIDENT SERVICES TEAM LEAD, COMMUNITY HOUSING PARTNERSHIP – 2017-PRESENT

• Deployed Resident Services program model at site migrating to supportive housing.
• Collaborated with agency leadership to support design of specialized Salesforce database.
• Trained and supervised Resident Services staff.

PROGRAM COORDINATOR, COMMUNITY HOUSING PARTNERSHIP – 2015-2017

• Established program structure and operational guidelines to restorative community.
• Partnered with Learning and Evaluation department to develop CRM database service.
• Facilitated liaison activity to represent agency to civic and external partners.

OUTREACH COORDINATOR, SWORDS TO PLOWSHARES – 2015

• Collaborated with program oversight to bridge service gaps in program expansion.
• Conducted intake screening assessment for new participants at local office.
• Developed organizational database to expand reach of program service network.

Education:

UC Berkeley Extension, Berkeley, Ca. - Post-Baccalaureate, Behavioral Science.
San Francisco State University, San Francisco, Ca – Bachelor of Arts, English Literature.
UC Berkeley D-Lab, Berkeley, CA. – Data science workshops.
The Social Saturation Project – UCB Extension.

Skills:

Microsoft Excel, Salesforce CRM, StatCrunch, IBM SPSS

Application Form

Profile

Kristina
First Name

Middle Initial

Serrano
Last Name

Home Address

Suite or Apt

Orinda
City

CA
State

94563
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

- [x] District 2

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

University California Davis

Degree Type / Course of Study / Major

BS Human Development

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

University California Davis

Degree Type / Course of Study / Major

Masters Education/Teaching

Degree Awarded?

(•) Yes ( ) No

College/ University C

Name of College Attended

John F Kennedy

Degree Type / Course of Study / Major

MA Clinical Psychology/

Degree Awarded?

(•) Yes ( ) No

Other schools / training completed:

Course Studied

Addiction Studies Certification/Art Therapy Certification

Hours Completed

Certification completed for both

Certificate Awarded?

(•) Yes ( ) No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Council on Homelessness

Have you ever attended a meeting of the advisory board for which you are applying?

( ) Yes (•) No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

As an employee with Contra Costa Health Services and direct service provider and Social Service Supervisor in both Psychiatric Emergency Services and Inpatient Psychiatry at CCRMC, I have a lived appreciation for the complexities our community faces, including homelessness. In my line of work and expertise, I encounter persons daily who are struggling with multiple challenges and roadblocks in their path of recovery and growth. Often those persons we serve are faced with lack of stable housing combined psychiatric crisis and lack of social support. I would like to be a part of an advisory board that works towards active solutions and provides direct support to those we serve.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

( ) Yes (•) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Please see attachment.

Kristina_Serranomanagerres.doc

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

- [x] I Agree

Kristina Serrano **Orinda, CA 94563**

Summary

Licensed mental health clinician particularly talented in the areas of acute and persistent mental health service delivery with diverse populations in public health settings. Experience in inpatient, outpatient and forensic settings with over seventeen years of practical experience. Well-organized and dependable with excellent leadership skills.

Highlights of Qualifications

- Mental Health Program Supervisor
- PES State licensing recertification project manager
- Forensic treatment provider
- CIT presenter
- Program development
- Change Agent Fellow
- Safety Improvement Project
- Staff development
- Clinical Supervision
- Medi-Cal regulations
- Rapid Improvement projects
- IHI quality and safety certified
- Policy review and development
- Mental Health Law, LPS, involuntary holds and probable cause hearings
- 5150 Summit presenter
- Progressive Discipline
- Model for Improvement

Experience

Mental Health Program Supervisor 9/2015-Present
Contra Costa Regional Medical Center Martinez, California

Responsible for day to day supervision and general direction of psychiatric social services in hospital based setting including 24-hour psychiatric emergency and inpatient psychiatric unit. Fulfill all administrative, fiscal, supervisory and community relations responsibilities required for delivering patient and family centered care within a diverse public health care system. Develop and implement standardization of social service documentation in electronic medical record. Monitor productivity, audit medical and DOJ records, and State regulatory compliance for fiscal responsibility. Adherence to State Core Measures, coordination of Short Doyle funding for inpatient hospitalizations with contract providers, train and orient social service staff. Oversight and management of clerical staff including implementation of ShareCare billing system. Change agent Fellowship graduate with emphasis on patient safety and quality improvement. Participate in Psychiatric Leadership. Liaison with outpatient Behavioral Health and community mental health services including Children's, Forensic and Transition team services. Implement improvement projects. Provide clinical supervision. Generate reports, analyze data and present information under the direction of Mental Health Program Chief.

Mental Health Clinical Specialist 8/2011-9/2015
Contra Costa Regional Medical Center Martinez, California

Executed social and therapeutic services for adults in an acute psychiatric hospital setting including completing psychosocial assessments, LPS conservatorship and long term placement applications, facilitated family psychoeducation and therapeutic groups. Worked with interdisciplinary team to deliver care to patients with severe and persistent mental illness. Performed social services duties in psychiatric emergency department as needed including providing services psychosocial assessments to minors and older adults. Code Gray and Behavioral Health Care Partnership participant. Provided on-call relief in Psychiatric Emergency setting.

Mental Health Clinician/Sites Coordinator 9/2006-3/2011
Sharper Future, Inc. San Francisco, California

Provide comprehensive individual, group and family substance abuse and mental health clinical treatment services with a forensic population including dual diagnosis/triple diagnosis assessments and intake evaluations; sex offender treatment, DSM-IVTR diagnosis and treatment plan development. Provided staff training and supervision to enhance staff development. Successfully managed two clinical sites with over 100 patients, including monitoring of clinical productivity, completion of monthly service utilization reports, scheduling, meeting federal and state standards of treatment, coordination of treatment services with federal probation officers and federal pretrial services, collaboration with community based resources, housing and prevocational development. Consistently recognized by management for providing superior collaboration and timely written evaluations. Consistently received positive feedback from clients, Federal Probation Officers and Contract Supervisors on performance reviews.

Mental Health and Addictions Specialist 2/2002-9/2006
Weyland Consultation Services, Inc. Walnut Creek, California

Comprehensive substance abuse and mental health treatment service provider. Facilitated individual, group, couple and family therapy in clinical setting. Collaborated with psychiatric providers and community based resources to ensure the delivery of high-quality and effective treatment services. Promoted individualized treatment planning, relapse prevention and recovery skills for dually diagnosed clients. Provided pre-vocational and housing assistance/case management services. Enhanced company reputation by consistently receiving excellent audit reviews of charting, client services and written documentations. Organized and facilitated luncheon education series and performed case presentations and didactic services

Day Program Coordinator 5/2001-8/2002
Bonita House, Inc. Oakland, California

Development and coordination of inpatient Day Program services for adults with severe and persistent mental illness and co-existing substance abuse/dependency. Implemented and facilitated Seeking Safety Curriculum and Expressive Art Therapy program. Developed and coordinated Expressive Arts Therapy event which included community outreach and recognition from city officials and management. Provided on-going crisis intervention, individual and group treatment, 5150 hospitalization, community outreach, monitoring state licensing requirements, maintaining client charts, drug screening, medication monitoring, and coordination and facilitation of didactic and clinical process content. Facilitated family education group. Supervision of day program staff and relief staff. Collaborated with various county and private treatment facilities in order to ensure comprehensive care for clients.

Dual Diagnosis Counselor I/II 4/1999-5/2001
Bonita House, Inc. Oakland, California

Facilitation of therapeutic treatment groups and individual therapy within an inpatient psychosocial rehabilitation model. Worked with inpatient consumers to develop individualized treatment plans and transition goals. Conducted intake assessments, case presentations, and chart documentation. Facilitated family education group, expressive arts therapy and didactic recovery based therapeutic process groups. Worked collaboratively with psychiatric providers, community resources and managed health care providers. Worked directly with consumers to develop personalized WRAP as well as improve daily living skills, communication skills and develop pro-social coping tools to improve management of psychiatric symptoms.

School Based Counselor 8/1997-6/1998
New Connections, Inc. Concord, California

Performed mental health intake and assessments with adolescents in school based which resulted in providing didactic class room presentations regarding substance abuse, gang awareness, self-esteem and team building. Provided brief individual mental health counseling. Facilitated weekly co-ed team building and conflict resolution student group which resulted in improving students' ability to problem solve and utilize assertive communication tools. Provided family therapy services for families involved with CPS.

Education/Professional Development

Change Agent Fellow, Contra Costa Health Services, 2017
Art of Managing and Supervising People, Contra Costa Risk Management, 2017
Quality and Safety Certificate, Institute of Healthcare Improvement, 2017
M.A. Clinical Psychology, John F. Kennedy University, 1999
Addiction Studies and Expressive Arts Therapy Certification, John F. Kennedy University, 1999
M.A. Education: Multiple Subject Teaching Credential, University of California-Davis, 1991
B.S. Human Development, University of California-Davis, 1990

References

References available upon request.

Application Form

Profile

Adey
First Name

Middle Initial

Teshager
Last Name

Home Address

Suite or Apt

San Pablo
City

CA
State

94806
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

- [x] District 1

Education

Select the option that applies to your high school education *

- [x] G.E.D. Certificate

College/ University A

Name of College Attended

Adey Teshager

Degree Type / Course of Study / Major

Fidm

Degree Awarded?

- [ ] Yes
- [x] No

College/ University B

Name of College Attended

Contra Costa college

Degree Type / Course of Study / Major

General

Degree Awarded?

○ Yes ◉ No

College/ University C

Name of College Attended

Merritt, college

Degree Type / Course of Study / Major

General

Degree Awarded?

○ Yes ◉ No

Other schools / training completed:

Course Studied

Alpha program

Hours Completed

8 weeks

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

To better serve my community and having experienced homeless ness I have insight on the issues

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

○ Yes ◉ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

○ Yes ◉ No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Cab

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Currently in the Richard Boyd fellowship

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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☑ I Agree

Application Form

Profile

Linda
First Name

P
Middle Initial

Trowbridge
Last Name

Center for Elders' Independence
Home Address

Suite or Apt

Oakland
City

CA
State

94612
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

None Selected

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

MBA, Business Information and Computing Systems

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

University of Colorado, Boulder

Degree Type / Course of Study / Major

BA, Economics

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

○ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: For Review

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

I feel strongly these types of services need to be available to a broader population including financing mechanisms similar to other countries that enable individuals to remain housed in their communities.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

( ) Yes (•) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

On Lok Inc (Secretary, Treasurer, Vice Chairperson) On Lok Senior Health Services, Chairperson Boy Scout Committee Chair, Eagle Advisor (37 Eagle Scouts) ABL Organization CalPACE Chairperson

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am a Health Care Executive with more than 30 years of experience in managing population health, acute care facilities, Medical Groups, Community and Home Based Services as well as Medical Groups and all services for long term care in the continuum. I have worked with large health systems including Kaiser Permanente, Dignity, St. Joseph's of Orange, and Providence Health Systems. I have served on multiple boards including On Lok a PACE provider and originator of the PACE model and total integrated systems. For the past six years I have served as the CEO of Center for Elders' Independence a PACE system serving Alameda and Contra Costa Counties. In addition we are a HCBS waiver agency for the same counties. For the past 5 years I have served in the role of Chair for the California PACE association. My goal is to provide seamless care that includes appropriate determinants of health as well as medical interventions for all those in need, but especially vulnerable populations. I have significant experience in the areas where I have shown interest in the work groups. For the past 15 years my focus has been the continuum including long term care and supports as well as finding ways to fund these services. I served on the board of ON LOK for 17 years and have led CEI a PACE program for the past 6 years.

Resume_LPT.pdf

Upload a Resume

Conflict of Interest and Certification

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( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

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☑ I Agree

LINDA P TROWBRIDGE

Piedmont, CA 94611

SUMMARY

Senior Health Care Executive with extensive experience in Strategy and Operations for the largest National and Regional Health Care Systems, including Hospitals, Continuum, Health Plan, Physician Groups and Managed Care. **Creative Change Agent** in the Health Care field with a record of designing new organizational structures and models of care to improve efficiency, save costs, raise quality and meet the desires and needs of those served. **Committed Leader** with the ability to create and communicate a passionate vision and align varied stakeholders including union leaders, front line staff, physicians, and outside partners to realize excellence and achieve organizational goals.

PROFESSIONAL EXPERIENCE

HEALTH MANAGEMENT ASSOCIATES, INC. **2012**

Principal (4/2012- 12-2012), Independent Subcontractor (12/2012-current)

Served as part of a multidisciplinary team providing support for the transformation of a newly formed health system including a public/private partnership that is rationalizing service for acute care and related service to form an integrated system. Performed due diligence for a multi-billion dollar health plan acquisition. Provided consultation with teams for Health Plans submitting applications to serve dual eligible members. Provided consultation on roles for community based health care providers in home care, long-term care and other related services, including giving in person presentations and seminars. Provided consultation on the intersection of affordable housing and health care, created a business case (in the Bay Area); and supported national meetings for a large housing association. Led an environmental scan of capital needs for safety net providers for a new formed Social Impact Lending Organization. Provided leadership and content expertise in creating the HMA Accountable Care Institute and Practice Innovation center. Was active as part of a team in responding to and winning engagements through request for proposals and other business development activities.

KAISER PERMANENTE Northern CA **2004-2011**

Executive Director of the Continuum for Northern California

Chosen to lead a major reorganization of the Continuum and Resource Management services in a newly created position with expanded responsibilities for Northern California. Accountable for establishing strategic, financial and operational direction and performance for services managed through the Continuum and for efficiencies in the hospitals. Responsibilities spanned national, regional and local committees such as Kaiser Permanente Aging Network as well as developing new models of care and continually improving quality while meeting existing and new regulations. Managed a $2.2 Billion dollar budget and led a team of 2,000 to serve 10,000 patients per day at 21 Medical centers, 19 Home Health and Hospice agencies and hundreds of outside contracted providers. Accountable for access to services, quality and contract oversight including services in contracted settings, i.e. hospitals, clinics, dialysis centers, skilled nursing, internal operations Home Care and Hospice, Case Management, Palliative Care and Health Plan operations.

- Increased patient volume in Home Health and Hospice by 20% and in Skilled Nursing by 20% as well as implementing new services, improving quality and satisfaction while maintaining a flat budget of $2.2 Billion dollars.

- Built highly performing team of 15 direct reports through motivation, coaching, recruitment and promotion that consistently met goals for quality and expense reduction. Achieved strong reputation for breeding leaders, while maintaining very low turnover rates.
- Launched evidence based/industry first Palliative Care and Advance Care programs in hospital and clinic settings by obtaining funding from leadership, bringing labor on board and creating new roles within clinical disciplines.
- Co-Sponsored the largest readmission/transition diagnostic project in the nation. Project included reengineering processes and designing system based rather than disease focused programs. Resulted in reduced readmissions and higher patient satisfaction and has elicited requests for national presentations and a paper submission to Medical Care (Official publication section for Medical Care for National Public Health Association).
- Developed and implemented a vision for improving Resource Management functions across Northern California. Drove cultural change, based on a strong business case, ultimately achieving 17% improvement in Patient Day Rates and improved quality of care by traditional measures and by member satisfaction.
- Worked with labor partners to create hospital and clinic efficiencies by consolidating six Hubs for ordering DME and Ambulance services. Established new claims processing functions for SNF, DME, Ambulance, Home Health and Hospice.
- Realigned existing resources to build new infrastructure to support after hours operations in Skilled Nursing, Home Health and Hospice, reducing patient returns to Hospital and Emergency Department for care.
- Wrote business case and gained executive support for $17Million dollars for hiring and on boarding additional Home Health staff to meet rapidly growing demands and regulatory requirements. Implemented project, outstripping original business case estimates for new members served and offsetting costs.
- Successfully designed and hard-wired in routine practices that met new regulatory requirements from DMHC, CMS, DPH, Joint Commission and NCQA and also improved efficiencies, met the needs of members and met the regulations routinely without additional staff being added to facilitate a survey.
- As Special Needs Plan Director, collaborated with MD partners to create and implement a new model of care that met drastically shifting regulations within a six-month time window as measured by HEDIS and Medicare Stars, preserving $40 Million dollars in revenue while reducing hospital utilization. Model will be expanded to other populations.

KAISER PERMANENTE Northern CA **2001-2004**

Continuing Care Leader for the North East Bay (2001 – 2004)

Scope of responsibilities as listed above for the North East Bay (Diablo and Napa Solano). In the NEB served 600,000 members, with a budget of $310 million and approximately 500 employees reporting through the Continuum. In Home Health and Hospice, our agencies served approximately 600 Home Health patients per day and 200 Hospice patients per day. In Skilled Nursing Facilities, we cared for an average of 200 skilled patients per day and 1,500 custodial patients. Accountable for Strategic Planning and Resource Management in the Hospital.

- Completed the year under budget by 2-10% annually
- Led a team in writing and presenting the Business Case for the Antioch and Vacaville Hospitals, ultimately gaining board approval to build new hospitals in Antioch and Vacaville creating capacity to serve up 300 more people per day at Kaiser Permanente hospitals, meeting the Health Plan promise and commitment and improving financial performance.
- Mentored, created and leveraged a Highly Performing Team in the areas of service, employee pride and operational outcomes and appropriate use of resources. Achieved low turnover rates,

had several team members promoted within the organization and achieved outstanding operational results hitting all goals.

- Reduced outside claims' volume through improved reporting, strategies to address admission patterns, length of stay and appropriate case management as well as physicians' support.
- Improved Hospital Utilization year over year improving member satisfaction, creating needed capacity in the hospital and continuum settings, and improving financial performance.
- Successfully supported my team to pass NCQA at a level of "Excellence, "as well as JCAHO and multiple DHS and CMS surveys in Home Health.
- Represented Kaiser Hospitals and Health Plans on the MediCal partnership Health Plan in Solano County, the Trauma Steering Committee for Napa and Solano Counties and the Economic Advisory Committee for the City of Walnut Creek.

ST. JOSEPH HEALTH SYSTEM Northern CA 1998-2000
Regional V.P., Strategic Planning and Business Development, CEO St. Joseph Home Care
Reported to the COO of the most profitable health care system in CA ($2.4 Billion dollars in assets). Managed all regional functions for Northern CA, including business development, Managed Care, marketing, strategic planning and other operations. Region included six hospitals, seven Home Health agencies and several medical groups.

- Won formal recognition for consolidating seven home care corporations ($20M revenue, 110,000 visits into a single entity reducing prior year $4M losses to $1M in year one as part of three-year plan for profitability.
- Nominated for award by staff for positive treatment of all 500 employees affected by merger, simultaneous work process redesign and introduction of performance based compensation system.
- Led efforts to create a new partnership with major academic center to jointly build and operate a Neonatal Intensive Care Unit targeted to generate $2M per year.
- Co-led one of the first major scenario planning processes in the health care industry that changed decision-making system wide on critical long-term capital and strategic investment, with organizational impacts of up to 30 years.
- Created and implemented strategic and turn around plans for two hospitals which reduced losses by $10M year one, as part of a three year plan for profitability.

KAISER PERMANENTE Oakland, CA 1996-1998
Project Manager New Ventures Group
Directed all phases in creating revenue generating business ventures, policy development, revenue and expense allocation, legal and regulatory matters, recruitment, marketing and managing start up operations.

- Created Laser Vision Correction Program in multiple sites generating $1M in new revenue.
- Generated partnership opportunities for two large laboratories to serve new markets, utilize excess capacity and reduce operating costs for their internal customers.

ST FRANCIS HOSPITAL/ST MARYS MEDICAL CENTER, CHW, S.F. 1992-1996
Vice President Managed Care and Physician Organizations, CHW (1994-1996)
Director, Marketing and Planning Services Saint Francis Hospital & Medical Groups (1992-1994)
Hired to identify and work with the Board of Directors to find/negotiate with a partner, resulting in a merger of the hospital and associated Medical Groups while the organization was in a position of strength with outstanding profits and capital. Directed business development, strategic planning and marketing, legislative and public affairs, key corporate and government contracts, managed care,

medical group and senior program operations for existing and new service industry organizations ($2Billion dollars in assets) that were created through mergers.

- Formally recognized for instituting managed care best practices for business acquisition, contract management and operational systems for a statewide health care system.
- Built a case for Board approval to pursue a merger with one of the largest California health care systems, while in a position of strength and profitability, which created one of the first financially successful mergers in the industry.
- Negotiated a merger that linked a single provider with large health care system, resulting in unprecedented terms including maintenance of a local board with reserve powers and unencumbered capital assets.
- Led three professional service organizations from pre-merger through post-merger integration, avoiding insolvency.
- Created new corporate identity and marketing program, maintaining market share while reducing marketing staff and expenditures by 70%.
- Led the Board of a San Francisco health care provider to adopt a new structure immediately improving its ethnic diversity, winning commendations from the San Francisco Human Rights Commission and maintenance of key contracts with the city.
- Developed innovative partnerships with competitors in three areas, avoiding loss of the business and preserving annual revenue of $3M.

SUMMIT MEDICAL CENTER & PROVIDENCE HOSPITAL Oakland, CA 1983-1992
Director of Contracting & Strategic Planning (Winter 1991-1992) Summit
Director of Marketing & Public Relations (1983-1992) Providence
Led new venture activities, as member of a 4-person senior management group, including opening 90,000 square foot professional office building, with immediately profitable occupancy levels.

- Developed partnership with key competitor, still in place 10 years later, reducing operating costs by using excess capacity, and facilitating acquisition of equipment with a one year ROI.
- Co- led re-design service structure to enhance customer satisfaction and financial viability, shifting a facility to outpatient use within hours of the "deal closing".
- Created the first managed care department and functions, including acquisition of new business, pricing, marketing, balanced revenue sources and generating a profit while most of the industry was losing money.
- Led several business ventures including obstetrics, outpatient surgery & freestanding health clinics.
- Co- led founding a public policy group of competitors that pooled money and staff to create a perinatal program serving women and children.
- Oversaw crisis management efforts as chief spokesperson for major East Bay health care provider, which resulted in uniformly positive political and media relationships & coverage.

EDUCATION

MBA, Business Information and Computing Systems, San Francisco State, S.F., CA
BA, Economics, University of Colorado, Boulder, Colorado

PROFESSIONAL EDUCATION

Advanced Leadership Program Kaiser Permanente University of North Carolina
Managed Care Leadership Program Northwestern University
Formal Performance Improvement Models

BOARDS AND COMMUNITY INVOLVEMENT (Current and Past)

On Lok Inc. (Secretary, Treasurer, Vice Chairman)
On Lok Senior Health Services – Chairman
Boy Scout Committee Chair, Eagle Advisor (37 Eagle Scouts)
Girls Scout Troop Leader
Board of Elders, College Avenue Presbyterian Church (Finance Committee Chairperson)
Lake School Board – Treasurer

Application Form

Profile

Michelle
First Name

Middle Initial

Walker
Last Name

Home Address

Suite or Apt

richmond
City

CA
State

94804
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

- [x] District 1

Education

Select the option that applies to your high school education *

- [x] G.E.D. Certificate

College/ University A

Name of College Attended

Michelle Walker

Degree Type / Course of Study / Major

Degree Awarded?

- [ ] Yes
- [x] No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ◉ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ◉ No

Other schools / training completed:

Course Studied

Rubicon

Hours Completed

2yrs

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted
Commission for Women: Submitted
Housing Authority - BOS Appointees: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

Homeless council for reentry To help my community thrive

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

○ Yes ◉ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

○ Yes ◉ No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Fellow in the Richard Boyd fellowship Feed the homeless at grip Mom's against Violence Alpha program

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am currently homeless

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

- [x] I Agree

Application Form

Profile

James
First Name

Middle Initial

Worley
Last Name

Home Address

Suite or Apt

Danville
City

CA
State

94526
Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?

☑ District 2

Education

Select the option that applies to your high school education *

☑ G.E.D. Certificate

College/ University A

Name of College Attended

Franciscan University

Degree Type / Course of Study / Major

BS/Business Admin

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Cal State East Bay

Degree Type / Course of Study / Major

Home Inspection

Degree Awarded?

○ Yes ◉ No

College/ University C

Name of College Attended

DVC

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ◉ No

Other schools / training completed:

Course Studied

Pittsburgh Appraisal Institute

Hours Completed

75

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

◉ Yes ○ No

If you have attended, how many meetings have you attended?

3

Please explain why you would like to serve on this particular board, commitee, or commission.

I would like the opportunity to network and share ideas to confront the homelessness and reentry issues here in Contra Costa County.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

( ) Yes (•) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have 12 years of experience in the non profit field, specifically concerning homelessness and related issues. Of those 12 years 4 of these years have been spent in the reentry field.

James_Worley_Resume_2019.docx

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

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☑ I Agree

James Worley

4526

Objective: I am seeking a position with a firm that will continually challenge my knowledge and engage me with a constant flow of project based work. My prior work has always involved a high degree of troubleshooting to accompany any processes we engage in. I greatly enjoy working with people and an ideal work environment includes a close knit team working on projects with a technical focus.

Work Experience:

Shelter, inc Concord, CA **April 2019 – Present**

Program Director

This position develops and manages multiple housing, employment and services programs designed to increase residential stability for individuals and families experiencing or at risk of homelessness who meet program eligibility requirements.

- Manage programs and staff to achieve all program and contractual deliverables.
- Develop and maintain policies/procedures manual for assigned programs.
- Participate in obtaining funds and or grants, including writing of grants.
- Develop, implement and manage overall budgets for programs.
- Manage service-related expenditures and overall approved program budget according to established policies/procedures.
- Manage public and private contracts related to program(s), develop and accomplish applicable scope(s) of work and serve as point-of-contact for funders. Assist with grant applications and contract negotiations. Research, identify, and coordinate within agency to obtain new funding, support, and partnerships.
- Conduct periodic case reviews with case managers to monitor applicant’s needs assessment, eligibility confirmation processes, monitor progress, and fine-tune intervention strategies and techniques.
- Continually evaluate the overall quality and effectiveness of program design and services; recommend adjustments to improve outcomes and contractual obligations; prepare for and present program reviews
- Provide top quality external and internal customer service with an emphasis on responsiveness, confidentiality, consistency, and non-discrimination.
- Establish and develop initiatives, partnerships, services, and programs.
- Establish and monitor caseloads and work activities of direct reports to ensure service delivery and contract outcomes.
- Actively engage in staff development through agency performance management process, ongoing feedback (including regular One-on-Ones), and identification of training opportunities.
- Quickly identify and address performance-related concerns, following agency policies and procedures. Ensure staff knowledge of, and adherence to, all applicable laws and regulations, professional standards, and agency Code of Conduct.
- Promote internal collaboration through service coordination meetings, committees, and leadership initiatives to ensure agency outcomes, effective services, good communication,

James Worley

4526

кplace safety and overall staff development.

Abode Services, Fremont, CA **Dec 07 – April 2019**

Housing Specialist - for County Referred Residential Housing

- Supervise the provision of housing services for various housing
- Supervise housing specialists, case managers, compliance specialists and data specialists.
- Assign point person on housing staff for each referred household, and monitor overall case load assignments to ensure evenness and manageability.
- Maintain a small case load of participants of RAP and TBRA participants - conduct housing search and location, inspections, and other housing.
- Conduct landlord outreach and engagement.
- Troubleshoot housing issues and challenges.
- Ensure timely completion of annual HQS inspections, income certifications, exit documentation, and any other necessary housing paperwork by coordinating closely with case management partners.
- Track housing placements and other important data points, provide reports as needed.
- Create legal documentation for both client and landlord based disputes

Decision One Mortgage (HSBC Division), Modesto, CA **May 05 – Nov 07**

Residential Home Loan Underwriter

- Fully reviewed residential loans in accordance with underwriting guidelines
- Computed debt-to-income and loan-to-value ratios for each loan
- Reviewed credit reports and property appraisals to complete loan packages

National Real Estate Information Services, Pittsburgh PA **Feb 03 – Nov 04**

Residential Review Appraiser

- Reviewed Field Appraiser property appraisals for accuracy and relevance
- Verify adherence to company quality standards and metrics
- Investigated and resolved any questions or problems with appraisals

Education:

Franciscan University, Steubenville OH

Bachelors of Science; Business Administration

James Worley

4526

Certifications and Continuing Education:

- “Build it Green” - Green Building Certification
- CSUEB – Home Inspector Certification Program
- Pittsburgh Realtors Institute: Real Estate Appraisal
- Certified Home Inspector
- Certified Green Building Professional
- Certified HUD HQS Inspector

Contra Costa County

To: Board of Supervisors

From: FAMILY & HUMAN SERVICES COMMITTEE

Date: December 10, 2019

Subject: RECOMMENDATION FOR APPOINTMENT TO THE WORKFORCE DEVELOPMENT BOARD

RECOMMENDATION(S):
APPOINT Joshua Anjar to the Workforce #2 seat on the Workforce Development Board to a term ending June 30, 2020.

FISCAL IMPACT:
There is no fiscal impact.

BACKGROUND:
On December 13, 2011, The Board of Supervisors adopted Resolution No. 2011/498 adopting policy governing appointments to independent boards, committees, and commissions, and special districts. Included in this resolution was a requirement that independent bodies initially conducting interviews for At Large/Countywide seats provide appointment recommendations to a Board Committee for further review. The FHS Committee screens nominations for appointment to countywide seats of the Workforce Development Board.

The Workforce Development Board implements federal requirements for programs to address the education, skills, and employment needs for a skilled workforce, and that lead to an increase in the skills and earnings of Contra Costa residents.

- [x] APPROVE
- [ ] OTHER
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [x] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc: CAO-Muni Svcs Deputy, WDB Staff

BACKGROUND: (CONT'D)

On March 14, 2016, the Family and Human Services Committee (FHS) accepted the Employment and Human Services Department's recommendation to decertify the then-current Workforce Investment Act local Board and re-certify a new board structure in compliance with the new Workforce Innovation and Opportunity Act (WIOA). FHS approved these recommendations, and the Board did the same at its March 29, 2016 meeting.

Under new standards in WIOA (2016) and as adopted by the Board on March 29, 2016, the new Workforce Development Board structure is: a total of 23 required seats and 2 "optional seats", consisting of: 13 Business representatives, 5 Workforce representatives, and 5 Education and Training representatives as follows: (1) Adult Education/Literacy; (2) Higher Education; (3) Economic & Community Devl; (4) Wagner Peyser representative; (5) Vocational Rehabilitation. Also two additional/ "optional" seats that may be filled from any of the 3 categories above.

The Workforce Development Board (WDB) currently has 21 filled seats and 4 vacancies. Please see attached memo recommending Joshua Anjar (of Martinez) to Workforce #2 seat and his letter of nomination from Contra Costa Labor Council. Also attached is the appointee's application. The FHS Committee approved the recommendation for appointment on November 13, 2019.

ATTACHMENTS

WDB Appointment Request to FHS

Contra Costa County Labor Council Nomination Letter

J. Anjar Application

DONNA VAN WERT
EXECUTIVE DIRECTOR

MEMORANDUM

DATE: November 1, 2019
TO: Family and Human Services Committee
CC: Enid Mendoza, CAO Sr. Deputy County Administrator
FROM: Donna Van Wert, Executive Director
SUBJECT: **Appointment to Workforce Development Board**

This memorandum requests the Family and Human Services Committee recommend to the Contra Costa County Board of Supervisors the appointment of the following candidates to the new WIOA compliant Workforce Development Board of Contra Costa County.

Background:

Local board structure and size:

Compared to predecessor legislation, the Workforce Innovation and Opportunity Act (WIOA) substantially changes Local Board composition by reducing local workforce development board size while maintaining a business and industry majority and ensuring representation from labor and employment and training organizations.

The Executive Committee of the local WIOA board met January 21, 2016 and approved a recommended WIOA Board configuration, subsequently approved by the Board of Supervisors on March 29, 2016. To meet the categorical membership percentages, the WDB recommended a board of twenty-five (25) members. This option represents the minimum required local board size under WIOA plus an additional six (6) optional representatives in the following enumerated categories: 1) business; 2) workforce; 3) education and training.

Category – Representatives of Business (WIOA Section 107(b)(2)(A))

- Thirteen (13) representatives (52%)

Category – Representatives of Workforce (WIOA Section 107(b)(2)(A))

- Five (5) representatives (20%)

Category – Representatives of Education and Training (WIOA Section 107(b)(2)(C))

- One (1) Adult Education/Literacy Representative (WIOA title II)
- One (1) Higher Education Representative
- One (1) Economic and Community Development Representative
- One (1) Wagner Peyser Representative
- One (1) Vocational Rehabilitation Representative

Two (2) additional seats from the above categories, including constituencies referenced in Attachment III of Training Employment & Guidance Letter (TEGL) 27-14.

Recommendation:

a) Recommend approval of local board candidates for the vacant Workforce & Labor Seat #2- to the new WIOA-compliant board *(Attached application & board roster)*

- Interview Date – August 22, 2019
- Joshua Anijar - Approved on October 15, 2019 at the Executive Committee Meeting
- No other candidate competed for the vacant Workforce & Labor Seat # 2

NEW APPOINTMENT

Seat	Last Name	First Name	Address & District #	Term of Expiration	District (Resident)
Workforce & Labor Seat # 2	Anijar	Joshua	[redacted] Martinez, CA 94553 District # 5	6/30/2023	District #5

Thank you

DVW/rms
attachment

Central Labor Council Contra Costa County AFL-CIO

Executive Officers

Steve Older, *IAMAW President*

Kevin Van Buskirk, *SMART Vice-President*

Dan Jameyson, *SEIU Secretary-Treasurer*

Bambi Marien, *UFCW Sergeant-at-Arms*

Executive Board

Rebecca Band, *IBEW*

Brian Fealy, *IAMAW*

Sue Guest, *IFPTE*

Gabriel Haaland, *SEIU*

Felix Huerta, *IUOE*

Tim Jefferies, *IBB*

Anita Johnson, *CTA*

Doug Jones, *SEIU*

Tom Lawson, *UA*

Michael Nye, *CARA*

Nadine Peyrucain, *AFSCME*

Tracy Scott, *USW*

Rachel Shoemake, *IBEW*

Vince Wells, *IAFF*

Jonathan Wright, *IFPTE*

Council Staff

Josh Anijar
Executive Director

Jervon Graves
Community Organizer

July 9th, 2019

Supervisor John Gioia, Chair;
Supervisor Federal Glover;
Supervisor Karen Mitchoff;
Supervisor Diane Burgis;
Supervisor Candace Andersen;
Contra Costa County Board of Supervisors
651 Pine Street, Room 106
Martinez, California 94553-1292

Dear Chairman Gioia and Supervisors,

The Contra Costa Labor Council, AFL-CIO nominates Joshua Anijar, Executive Director of the Contra Costa Labor Council, AFL-CIO to replace Margaret Hanlon-Gradie on the County's Workforce Development Board.

If you or your staff would like to discuss this issue, you may contact me at [redacted].

We look forward to being an active partner with you and the local board to promote and implement a high road workforce development agenda that focuses on quality jobs, accountability, innovation, and shared prosperity.

Sincerely,

[redacted]

Steve Older
President
Contra Costa Labor Council, AFL-CIO

CC: Donna Van Wert, Executive Director. Workforce Development Board of Contra Costa
Bill Whitney, Contra Costa Building Trades
John Brauer, California Labor Federation Workforce and Economic Development

Contra Costa County Boards & Commissions

Submit Date: Jun 13, 2019

Application Form

Profile

Joshua
First Name

A
Middle Initial

Anijar
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

[redacted]
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 5

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Arizona State University
Name of College Attended

Political Science
Degree Type / Course of Study / Major

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

University of Massachusetts, Amherst
Name of College Attended

M.S. Labor Studies
Degree Type / Course of Study / Major

Degree Awarded?

- [x] Yes
- [ ] No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

- [ ] Yes
- [ ] No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

- [ ] Yes
- [ ] No

Board and Interest

Which Boards would you like to apply for?

Workforce Development Board: Submitted

Central Labor Council Seat

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

- [x] Yes
- [ ] No

1

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, commitee, or commission.

I have replaced Margret as the Executive Director of the Contra Costa Central Labor Council.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

- [x] Yes
- [ ] No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

- [ ] Yes
- [x] No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have worked for the AFL-CIO in different capacities since 2006. I am the executive officer of the Labor Federation representing Contra Costa County.

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

- [ ] Yes
- [x] No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

- [ ] Yes
- [x] No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Contra Costa County

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Date: December 10, 2019

Subject: APPOINTMENT TO THE ASSESSMENT APPEALS BOARD

RECOMMENDATION(S):
APPOINT the following individual to the District II Seat of the Assessment Appeals Board for a three-year term with an expiration date of September 5, 2022, as recommended by Supervisor Candace Andersen:
Clark Anderson
Danville, CA 94526

FISCAL IMPACT:
NONE

BACKGROUND:
Established May 29, 1973 by Ordinance 73-45, the Assessment Appeals Board is the Board of Equalization for the County, with the power to equalize the valuation of the taxable property in the County for the purpose of taxation and review, as well as equalize and adjust penal and escaped assessments on the roll. There are five Appeals Board Members, and five Alternate Members. To be eligible for these positions, a person must meet the following qualifications: 1. Be knowledgeable in the area of property appraisal and taxation. 2. Have a minimum of five years professional experience in California as one of the following: Certified Public Accountant, Public Accountant, Licensed Real Estate Broker, Attorney, or Property Appraiser accredited by a national professional organization. 3. Five years experience in California as an appraiser certified by the State Board of Equalization. Assessment Appeals Board members serve staggered three year terms.

☑ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Jill Ray, 925-957-8860

By: , Deputy

cc: District 2 Supervisor, Maddy Book, Assessment Appeals Board, Appointee

BACKGROUND: (CONT'D)

Supervisor Andersen advertised the vacancy, interviewed Mr. Clark, his credentials have been verified, and she feels he will make a positive addition to the Board.

CONSEQUENCE OF NEGATIVE ACTION:
The seat will remain vacant.

CHILDREN'S IMPACT STATEMENT:
NONE

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Medical Staff Appointments and Reappointments – November, 2019

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 November 18, 2019 meeting, and by the Health Services Director.

FISCAL IMPACT:
There is no fiscal impact for this action.

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 Contra Costa Health Centers' medical staff would not be appropriately credentialed and not be in compliance with The Joint Commission.

- [x] APPROVE
- [ ] OTHER
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jaspreet Benepal, 925-370-5101

cc: Marcy Wilhelm, James Ham

ATTACHMENTS

November 2019 Appointments, Reappointments

A. New Medical Staff Members

Sandegard, Erik, MD	Psychiatry/Psychology
Stanger, Michael, MD	Psychiatry/Psychology

B. Travis Residents-Family Medicine

Balogun, Rukayat, MD
Chang, Li-ing, MD
Wendt, Erin, MD

C. Request for Additional Privileges

	Department	Requesting
Hollander, Kaitlin, MD	Hospital Medicine	Hospital Medicine

G. Advance to Non-Provisional

Giri, Vasanta, MD	Psychiatry/Psychology
Gonzalez, Erik, MD	DFAM
Hummos, Ali, MD	Psychiatry/Psychology
Jaye, Lyssa, FNP	OB/GYN
Norton, David, DO	Psychiatry/Psychology

H. Biennial Reappointments

Agnost, Victoria, MD	Pediatrics	A
Baker, Michael, MD	Surgery-General	C
Berrios, Margarita, MD	Pediatrics	C
Callister, Devin, MD	Internal Medicine	C
Chandler, Alex, MD	Psychiatry/Psychology	P
Eisert, Christian, MD	Surgery-ENT	A
Haglund, Kimberly, MD	Hospital Medicine	A
Hearst, David, MD	DFAM	A
Johnson, Kermit, MD	Psychiatry/Psychology	A
Krivan, David, MD	Anesthesia	A
Leon, Ronald, MD	Psychiatry/Psychology	A
Levin, Michael, MD	Psychiatry/Psychology	A
May, Daniel, MD	Psychiatry/Psychology	A
McCoy, Thomas, DO	Emergency Medicine	A
Mogel, Greg, MD	Diagnostic Imaging	C
Pehling, James, MD	DFAM	A
Roux, Joan, MD	Pediatrics	A
Samman, Antoine, MD	Internal Medicine	A
Taylor, Stephen, MD	Surgery	C
Vance, Ashley, MD	OB/Gyn	A
Wadle, Dawn, MD	DFA	

I. Biennial Renew of Privileges

Adona, Lolita, NP	Pediatrics	AFF
Dulan, Nilka, CNM	OB/GYN	P
Sealey-Nott, Chere, FNP	DFAM	AFF
Westerman, Jennifer, NP	DFAM	AFF
Williams, Cynthia, CNM	OB/GYN	AFF
Witten, Elizabeth, CNM	OB/GYN	AFF

J. Voluntary Resignations

Al-Mufti, Jenan, MD	Psychiatry/Psychology
Hans, Laura, MD	Pediatrics
Tornabene, Felicia, MD	Hospital Medicine
Unemori, Patrick, MD	Internal Medicine
Wilson, Emma, PHD	Psychiatry/Psychology

K. Voluntary Teleradiologist(vRad) Resignations

Santa Maria, Jed, MD	Diagnostic Imaging (vRad)

Contra Costa County

To: Board of Supervisors

From: Federal D. Glover, District V Supervisor

Date: December 10, 2019

Subject: APPOINT Logan Campbell to the Alcohol and Other Drugs Advisory Board

RECOMMENDATION(S):
APPOINT the following to the District V Seat on the Contra Costa County Alcohol and Other Drugs Advisory Board, with a term to expire June 30, 2022, as recommended by Supervisor Federal D. Glover.

FISCAL IMPACT:
None.

BACKGROUND:
The Alcohol and Other Drugs Advisory Board provides input and recommendations to the Board of Supervisors and the Health Services Department concerning family and community needs regarding prevention and treatment of alcohol and drug related problems.

The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding treatment and prevention of alcohol and drug abuse problems. The board reports their findings and recommendations to the Contra Costa Health Services Department, the Board of Supervisors and the communities they serve.

The Alcohol and Other Drugs Advisory Board works in collaboration with the Alcohol and Other Drugs Services of Contra Costa Health Services.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Vincent Manuel (925) 608-4200

cc:

BACKGROUND: (CONT'D)

The board provides input and recommendations as they pertain to alcohol and other drugs prevention, intervention, and treatment services.

CONSEQUENCE OF NEGATIVE ACTION:

The position would remain vacant.

CHILDREN'S IMPACT STATEMENT:

None.

Contra Costa County

To: Board of Supervisors

From: Federal D. Glover, District V Supervisor

Date: December 10, 2019

Subject: APPOINT Richard S. Nakano to the Fire Advisory Board, District V Seat

RECOMMENDATION(S):
APPOINT the following individual to the District V Representative Seat on the Contra Costa County Fire Protection District's Fire Advisory Commission, with a term expiring December 31, 2023, as recommended by Supervisor D. Glover.

Richard S. Nakano

FISCAL IMPACT:
None.

BACKGROUND:
The Contra Costa County Fire Protection District - Advisory Fire Commission serves to review and advise on annual operations and capital budgets, review Fire District expenditures; advise the Fire Chief on district service matters; and serve as liaison between the Board of Supervisors and the community served by the fire district.

CONSEQUENCE OF NEGATIVE ACTION:
Position would remain vacant.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Vincent Manuel (925) 608-4200

cc:

CHILDREN'S IMPACT STATEMENT:
None.

Contra Costa County

To: Board of Supervisors

From: John Gioia, District I Supervisor

Date: December 10, 2019

Subject: Reappoint Dale Roberts to the District 1 seat of the Aviation Advisory Committee

RECOMMENDATION(S):
Reappoint Dale Roberts to the District 1 seat of the Aviation Advisory Committee to a term ending on 2/28/2023, as recommended by Supervisor Gioia.

FISCAL IMPACT:
None

BACKGROUND:
To provide advice and recommendations to the Board of Supervisors on the aviation issues related to the economic viability and security of airports in Contra Costa County. The Committee may initiate discussions, observations, or investigations, to make its recommendations to the Board. The Committee may hear comments on airport and aviation matters from the public or other agencies for consideration and possible recommendations to the Board of Supervisors or their designees. The Aviation Advisory Committee shall cooperate with local, state, and national aviation interests for the safe and orderly operation of airports. The Aviation Advisory Committee shall advance and promote the interests of aviation and protect the general welfare of the people living and working near the airport and the County in general. In conjunction with all of the above, the Aviation Advisory Committee shall provide a forum for the Director of Airports regarding policy matters at and around the airports.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: James Lyons, 510-231-8692

cc:

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: Appointments to the Alcohol and Other Drugs Advisory Board of Contra Costa County

RECOMMENDATION(S):
APPOINT the following individuals to the Alcohol and Other Drugs Advisory Board of Contra Costa County for terms with an expiration date of June 30, 2022.

Member-at-Large Seat III Talia Moore, El Sobrante, CA
Member-at-Large Seat IV Guita Bahramipour, Moraga, CA
Member-at-Large Seat VI Erika Sheranko, Antioch, CA

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding treatment and prevention of alcohol and drug abuse problems. They report their findings and recommendations to the Contra Costa Health Services Department, the Board of Supervisors, and the communities

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Fatima Matal Sol, (925) 335-3307

cc: Isabelle Kirske, Emlyn Struthers

BACKGROUND: (CONT'D)

they serve. The Alcohol and Other Drugs Advisory Board works in collaboration with the Alcohol and Other Drugs Services Division of Contra Costa Health Services. They provide input and recommendations as they pertain to alcohol and other drugs prevention, intervention, and treatment services

At-Large Seats for this Advisory Body are usually screened through the Family & Human Services (FHS) Committee; however, these appointment recommendations are being made to the Board of Supervisors to ensure that the Advisory Body has the greatest representation during the annual transition. The FHS Committee has no further meetings in 2019.

CONSEQUENCE OF NEGATIVE ACTION:

These seats will remain vacant.

ATTACHMENTS

Recommendation for Appointment- Sheranko, E.

Recommendation for Appointment- Moore, T.

Recommendation for Appointment- Bahramipour, G.

Application-Sheranko, E.

Application-Moore, T.

Application- Bahramipour, G.

Contra Costa County Alcohol and Other Drugs Advisory Board
1220 Morello Avenue, Suite 101
Martinez, CA 94553
(925) 335–3307; fax (925) 335–3318

"The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding prevention and treatment of alcohol and other drug-related problems. Resultant findings and recommendations are forwarded to the Health Services Department and the Board of Supervisors. The Board also serves as an advocate for these findings and recommendations to the communities that we serve."

District I
Antwon Cloird

District 2
Catherine Taughinbaugh

District 3
Cynthia Chavez

District 4
Tom Aswad

District 5
Vacant

At- Large Member
Jonathan Ciampi
Victor Ortiz
Vacant
Vacant
Michael Collins
Vacant

At- Large Alternate
Vacant
Vacant
Vacant

Date: November 13, 2019
To: Internal Operations Committee, Contra Costa Board of Supervisors

From: Fatima Matal Sol, Staff contact for the Alcohol and Other Drugs Advisory Board

RE: Alcohol and Other Drugs Advisory Board – At Large Appointments

---

The Alcohol and Other Drugs Advisory Board (AODAB), in its continued efforts to recommend board members that are able to articulate the Board's mission as well as represent the diverse community in our county, hereby makes the following recommendation for appointment to the AODAB.

NOMINEE	SEAT	TERM EXPIRATION
Erika Sheranko [redacted] **Antioch, CA, 94531**	**Member-at-Large 6**	**Seat Term expire 6/30/2022** **Three years**

There was one other application received for open AODAB member at large or at large alternate seats, however, they are in the process of being interviewed to fill the District 5 vacancy.

Erika's application is attached.

Multiple outreach effort's for diverse community representation was conducted prior to receiving applications. The Alcohol and Other Drugs Advisory Board's Executive Committee supports this recommendation with a unanimous vote at the November 4, 2019 meeting. Should you have any questions, please contact me at:

Phone: 925-335-3307
Email: Fatima.MatalSol@hsd.cccounty.us

Thank you in advance for your kind consideration in this matter.

CCCAODS will provide reasonable accommodations for persons with disabilities planning to attend the meetings who should contact staff at least 24 hours before the meeting at (925) 335-3307.

The Contra Costa County Alcohol and Other Drugs Advisory Board welcomes and encourages public participation at each meeting. Public comments on the agenda or any item of interest within the jurisdiction of the Contra Costa County Alcohol and Other Drugs Advisory Board are restricted to a maximum of three minutes per speaker. Topics not posted on the agenda may be addressed by the general public, however, California Law prohibits a Board or Commission from taking action on matters which are not on the agenda, unless in specific instances as stated under the Brown Act. Any person wishing to address this Board on matters not posted on the agenda should bring their request to the attention of the Chair, Vice Chair or Staff of the Board. Thank you. For more information, contact Fatima Matal Sol (925) 335-3307.

Contra Costa County Alcohol and Other Drugs Advisory Board
1220 Morello Avenue, Suite 101
Martinez, CA 94553
(925) 335–3307; fax (925) 335–3318

"The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding prevention and treatment of alcohol and other drug-related problems. Resultant findings and recommendations are forwarded to the Health Services Department and the Board of Supervisors. The Board also serves as an advocate for these findings and recommendations to the communities that we serve."

District I
Antwon Cloird

District 2
Catherine Taughinbaugh

District 3
Cynthia Chavez

District 4
Tom Aswad

District 5
Sunita Frey

At- Large Member
Jonathan Ciampi
Victor Ortiz
Vacant
Guita Bahramipour
Michael Collins
Vacant

At- Large Alternate
Kevin Orozco
Vacant
Vacant

Date: July 25, 2018
To: Family and Human Services Committee, Contra Costa Board of Supervisors
Susan Smith, County Administrator's Office

From: Fatima Matal Sol, Staff contact for the Alcohol and Other Drugs Advisory Board

RE: Alcohol and Other Drugs Advisory Board – At Large Appointment

---

The Alcohol and Other Drugs Advisory Board (AODAB), in its continued efforts to recommend board members that are able to articulate the Board's mission as well as represent the diverse community in our county, hereby make the following appointment recommendation for reappointment to the AODAB.

NOMINEE	SEAT	TERM EXPIRATION
Talia Moore E.D.D. [redacted] **El Sobrante, CA, 94803**	**Member-at-Large 3**	**Seat Term expire** **6/30/2022** **Three years**

There were no other applications received for open AODAB member at large seats at this time.

Talia Moore E.D.D.'s updated application is attached.

Should you have any questions, please contact me at:

Phone: 925-335-3307
Email: Fatima.MatalSol@hsd.cccounty.us

Thank you in advance for your kind consideration in this matter.

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Vacant
Michael Collins
Vacant

At- Large Alternate
Kevin Orozco
Vacant
Vacant

Date: October 25, 2019

To: Internal Operations Committee, Contra Costa Board of Supervisors

From: Fatima Matal Sol, Staff contact for the Alcohol and Other Drugs Advisory Board

RE: Alcohol and Other Drugs Advisory Board – At Large Appointment

---

The Alcohol and Other Drugs Advisory Board (AODAB), in its continued efforts to recommend board members that are able to articulate the Board's mission as well as represent the diverse community in our county, hereby makes the following reappointment recommendation for the AODAB.

NOMINEE	SEAT	TERM EXPIRATION
Guita Bahramipour [redacted] **Moraga, CA, 94556**	**Member-at-Large 4**	**Seat Term expire** **6/30/2022** **Three years**

The aforementioned individual has been an ongoing board member who has requested reappointment. Due to the reorganization of the AODAB structure there is a need for additional At-Large members to support a broader county geographical representation. In accordance to the recruitment policy of the Board of Supervisors a media advisory and a Tweet was released by Health Services Department of 10/1/19. The media advisory is still posted on AODAB's homepage. We received multiple calls and received 2 applications. (Attached) AODS maintains an internal system to monitor countywide geographical and culturally representation.

Should you have any questions, please contact me at:

Phone: 925-335-3307
Email: Fatima.MatalSol@hsd.cccounty.us

Thank you in advance for your kind consideration in this matter.

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Application Form

Profile

Erika
First Name

K
Middle Initial

Sheranko
Last Name

[redacted]
Home Address

Suite or Apt

Antioch
City

CA
State

94531
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 3

Education

Select the option that applies to your high school education *

- [x] High School Dipoloma

College/ University A

Name of College Attended

Axia College

Degree Type / Course of Study / Major

AA Communications

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

Liberty University

Degree Type / Course of Study / Major

Religion

Degree Awarded?

○ Yes ◉ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

○ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Alcohol and Other Drugs Advisory Board: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

○ Yes ◉ No

If you have attended, how many meetings have you attended?

(plan to attend 10/23)

Please explain why you would like to serve on this particular board, commitee, or commission.

I have been sober since March 30, 2015. I love recovery and see so much hurt and the cycle of addiction within our community, I want to do something to help on a bigger scale.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

(•) Yes ( ) No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

( ) Yes (•) No

List any volunteer or cummunity experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Sober since 2015, attend 12 step, live n the community, have used drugs and alcohol as well as been sober in the community.

Upload a Resume

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

( ) Yes (•) No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

- [x] I Agree

Print Form

Contra Costa County

Please return completed applications to:
Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Talia
Last Name Moore
Home Address - Street [redacted]
City El Sobrante
Zip Code 94803
Phone (best number to reach you) [redacted]
Email [redacted]
Resident of Supervisorial District: One

EDUCATION *Check appropriate box if you possess one of the following:*

☑ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
University of California at Berkeley	Social Welfare, African- American Studies & Psychology	■ Yes ☐ No
Golden Gatee University	Psychology	■ Yes ☐ No
Argosy University	Psychology, Forensic Psychology	■ Yes ☐ No

Other Training Completed:

Board, Committee or Commission Name Alcohol and Other Drug Services
Seat Name Advisory Board Member District One

Have you ever attended a meeting of the advisory board for which you are applying?
■ No ☐ Yes If yes, how many? I attended meetings during my previous term.

Please explain why you would like to serve on this particular board, committee, or commission.

I enjoy participating on the Alcohol and Other Drug Advisory Board. In this position, I am able to moniitor the amount of substance availability within my community, work with people dedicated to protecting the interest of children and the community overall from the over saturation of alcohol and other drugs dispensing businesses, and align efforts to help support organizations dedicated to helping in recovery efforts.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am a former Deputy Probation Officer, and worked within the law enforcement community for over a decade. In this capacity, I witnessed the joys of recovery and the dire consequences associated with its use. Currently, I am a criminologist and college professor. I educate people aspiring to enter law enforcement of adjacent helping positions.

I am including my resume with this application:
Please check one: ■ Yes ☐ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: ☐ Yes ■ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ■ Yes ☐ No

List any volunteer and community experience, including any boards on which you have served.

Alcohol and Other Drugs Advisory Board

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ Yes ■ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ■ No

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 publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: _____ **Date:** _____

Submit this application to: Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).

2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.

3. Members of certain 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.

4. Meetings may be held in various locations and some locations may not be accessible by public transportation.

5. Meeting dates and times are subject to change and may occur up to two (2) days per month.

6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.

8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

[redacted]

Talia Moore, Ed.D.

Education

Argosy University American School of Professional Psychology, San Francisco Bay Area
Alameda, CA
Educational Doctorate in Counseling Psychology
Forensic Psychology concentration
Completion Date: July 2013

Golden Gate University
San Francisco, CA
Masters of Arts in Psychology
Marriage, Family and Children Counseling concentration
Completion Date: May 2005

University of California at Berkeley
Berkeley, CA
Bachelors of Arts in Social Welfare emphasis in Psychology
Minor: African-American Studies
Completion Date: December 2003

Teaching Experience

08/18-Present

Assistant Professor of Criminology, Holy Names University
Provide undergraduate and graduate students with pertinent information regarding the juvenile and criminal justice system. Research variance among those engaged in criminal activities, identify criminogenic factors, impart academic and career knowledge regarding supervising, interacting and being a part of the justice system. Create course material, lectures and test that promote learning, ensure rigor and develop students' understanding and overall learning experience.

06/17-Present

Psychology Adjunct Professor, Chabot Community College
Introduce students to basic concepts and principles within the field of psychology. Engage with and instruct traditional and non-traditional student learners. Develop course curriculum, tests materials, utilize online learning modalities and facilitate in-class discussions to cultivate a greater working knowledge of psychology. Create a safe environment that encourages student participation and fosters learning.

03/14- 06/17 **Adjunct Professor, John F. Kennedy- Criminal Justice Leadership College of Undergraduate Studies**

Provide traditional and non-traditional student learners information regarding various components of the criminal justice system to include problem focused enforcement, community policing and community courts and corrections. Utilize an e-learning format. Keep students connected and engaged in the work. Demonstrate the importance of ethics, cultural sensitivity, social justice and service to the community.

08/13- Present **Administration of Justice Adjunct Professor, Chabot Community College**

Provide traditional and non-traditional student learners with pertinent criminal justice information. Develop course curriculum, tests materials and facilitate in-class discussions to cultivate a greater working knowledge of criminal justice for those interested in pursuing a degree in the field. Facilitate learning in a safe environment and encourage student participation. Incorporate on-line learning into class curriculum.

08/12- 09/16 **Associate Faculty, University of Phoenix**

Teach students from various educational and life backgrounds pertinent information relating to law enforcement, psychology, social welfare and behavioral science. Develop course curriculum, tests materials and facilitate in-class discussions to cultivate a greater working knowledge for those interested in pursuing careers in various mental health, law enforcement and social welfare disciplines. Utilize online learning materials and references.

9/10- 2/11 **Adjunct Criminal Justice Instructor, Heald College**

Facilitate learning to students. Provide real-world knowledge of the criminal justice field. Develop lesson plans, test materials and grade submitted work.

06/05-02/06 **Parent Project Program Facilitator, San Mateo County Probation Department**

Provide structured parental support to aid in the rearing of strong-willed, adjudged minors. Facilitate activity based sessions. Monitored and maintain group cohesion and progress.

08/03-05/04 **Parent Education Program Facilitator, San Mateo County Probation Department**

Devised curriculum geared towards educating parents of adjudged minors. Researched relevant topics applicable to adolescent culture. Maintain client case log and notify probation officers of progress.

Administrative Experience

03/15- 09/16 **Lead Faculty Area Chair, Securities and Criminal Justice College, University of Phoenix, Bay Area Campus**
Conduct faculty reviews and assessments, provide mentoring and coaching to develop effective teaching methods. Perform faculty consultation, certification and training. Report to periodic, monthly and weekly trainings and meetings. Provide support to adjunct faculty and ensure that teaching practices adhere to institutional standards and compliance requirements.

03/14- 09/16 **Campus Faculty Assessment Liaison, University of Phoenix- Bay Area Campus**
Provide leadership and support in the implementation of student learning outcome assessment initiatives. Inform faculty of assessment process, data collection measures, outcomes and aid in the facilitation and generation of ideas to benefit student learning and achievement.

Research Experience

06/14- 09/16 **Research Fellow, University of Phoenix- Center for Workplace Diversity**

Under the supervision of a principal investigator, independently research criminal justice issues, disparities in education and access to determine the correlation between these social deficits and recidivism. Research various models of probation utilized nationwide to determine a best-practices approach for specific populations within the criminal justice system.

Supervised Clinical Experience

09/04- 08/05 **Youth and Family Enrichment Services, Therapist Trainee**
Provide therapeutic psycho-educational counseling to adolescents with drug and alcohol abuse issues. Administer ASI assessment and other substance abuse test batteries to determine level of client risk factors and prevalent treatment concerns. Administer urine analysis and submit client case summaries and status reports to the court to report on client progress and program participation. Attend mandatory trainings and weekly individual and group supervision meetings. Provide individual, group and

cognitive-behavioral counseling to women dealing with drug and alcohol addictions. Lead group activities. Maintain updated client case notes. Work with probation officer in developing treatment plan and client support.

Professional Experience

09/16- Present

Want Moore, Owner and Operator
Want Moore is a space to create and facilitate transformative learning in criminal justice, education and within the community, by providing a competent, informed and culturally aware media platform to host progressive discussions, challenge ideals and move forward an agenda that promotes fair, equal and protective services for ALL within the justice system.

9/04- 5/13

Deputy Probation Officer, San Mateo County Probation Department
Ensure that adjudicated and convicted law violators released on probation adhere to orders of the court. Issue probation violations, bench warrants and impose client sanctions. Protect the interest of the community by monitoring out of custody probationers. Utilize department supported assessment tools to determine need and appropriate level of supervision. Supervise juvenile and adult populations inclusive of the severely mentally ill; convicted drug offenders mandated to complete counseling; juveniles removed and returned to the home; and first-time offenders on local high school campuses. Coordinate and facilitate meetings, work with different community agencies and incorporate a wrap-around treatment modality. Respond to crisis situations, attend emergency family meetings and provide case management.

11/01-09/04

Group Supervisor, San Mateo County Juvenile Probation Department
Provide temporary detention care of youth under the jurisdiction of the juvenile court. Develop and offer therapeutic programming. Maintain client case log. Ensure safety and security of detained minors.

08/02-05/04

Home Supervision Officer, San Mateo County Probation Department
Supervise minors released from juvenile hall on probation. Make visits to minors' home and school and check their academic progress and attendance. Administer urine analysis.

08/03-02/04

Early Academic Outreach Program, Outreach Coordinator
Provide academic support to minority and underrepresented high school students and prepare these students academically to meet State

Universities and University of California admission requirements.

08/01-05/02 **"I Have a Dream" Mentoring Program, Program Coordinator**
Coordinate an after-school, structured tutorial program for 7th and 8th grade underprivileged, middle school students. Supervise ten mentors. Facilitate monthly meetings and obtain student assessment reports from teachers and mentors. Establish strong working relationships with teachers, parents and mentors.

Presentations

March 2011 **Spoken Word Event**
Argosy University

December 2013 **Faculty Scholarship Showcase**
University of Phoenix
Specialized Treatment Courts: Are they more successful than traditional courts for juvenile female probationers?

June 2014 **Bay Area Authors Speak Out:**
The World as Seen Through the Eyes of Black Authors
San Francisco Alumnae Chapter Delta Sigma Theta Sorority, Inc.
Discussion and Presentation of Poetry Book and Work

November 2014 **Community Conversation on Law Enforcement – Know Your Rights Forum**
Berkeley Bay Area Alumnae Chapter Delta Sigma Theta Sorority, Inc.

February 2015 **Faculty Scholarship Showcase**
University of Phoenix
Transitional Age Youth to Opportunity Youth: Probation Best Practice Methods.

February 2015 **Know Your Rights Panel: Black History Month Panel and Community Discussion**
Chabot Community College

May 2016 **Police Week Law Enforcement Symposium Panel Moderator**
University of Phoenix, Bay Area Campus

April 2019 **Human Trafficking Forum Coordinator**
Holy Names University, Criminology Department

Honors and Awards

2019 CPSY Annual Teaching Award, Holy Names University- Graduate Psychology Counseling and Forensic Program

2015 Distinguished Faculty of the Year, University of Phoenix- Bay Area Campus, Securities and Criminal Justice

Incentive Award Scholar, University of California, Berkeley

Affiliations

Contra Costa County Juvenile Justice Commission
Contra Costa County Alcohol and Other Drugs Advisory Board Member
Golden Gate University Alumni Association Board Member
University of California Alumni Association
University of California, Berkeley Incentive Award Alumni Association
Delta Sigma Theta Sorority, Incorporated
Girl Scouts of Northern California
Parent Teacher Association

Publications

Doctoral Dissertation: Specialized Treatment Courts: Are they more successful than traditional courts for juvenile female probationers?

Dawn of My Next Decade, 2011, Self-Published

References

References and letters of recommendation available upon request.

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Guita
Last Name Bahramipour
Home Address - Street [redacted]
City Moraga
Zip Code 94556
Phone (best number to reach you) [redacted]
Email [redacted]
Resident of Supervisorial District: 2

EDUCATION *Check appropriate box if you possess one of the following:*

☑ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
University of Houston	Fine Arts	■ Yes ☐ No
		☐ Yes ☐ No
		☐ Yes ☐ No

Other Training Completed:

Board, Committee or Commission Name Alcohol and Other Drugs Advisory Board
Seat Name At-Large

Have you ever attended a meeting of the advisory board for which you are applying?
☐ No ■ Yes If yes, how many? 100+

Please explain why you would like to serve on this particular board, committee, or commission.

I have a desire to learn and serve my community.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Active member of AODAB member for several years and serve as the Chair of the Community Awareness Committee. Serve as liaison for the Mental Health Commission and the Contra Costa Council on Homelessness.

Serve as a Board Member of Contra Costa Crisis Center (211).

I am including my resume with this application:
Please check one: ☐ Yes ■ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: ☐ Yes ■ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ■ Yes ☐ No

List any volunteer and community experience, including any boards on which you have served.

I have been a member of Contra Costa County's Alcohol and other Drugs Advisory Board (AODAB) for approximately 10 years.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ Yes ■ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one: ☐ Yes ■ No

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 publicly accessible. I understand and agree that misstatements and/or ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: _____ **Date:** 10/7/19

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Martinez, CA 94553

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5. Meeting dates and times are subject to change and may occur up to two (2) days per month.

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7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.

8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

Contra Costa County

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Date: December 10, 2019

Subject: Appropriation Adjustment-California Office of Emergency Services Public Safety Power Shutoff Allocation

RECOMMENDATION(S):
APPROVE Appropriation and Revenue Adjustment No. 005017 authorizing new revenue in the amount of $648,181 in the Office of the Sheriff (0362) and appropriating it for the purchase of equipment for emergency public safety protection due to the public safety power shutoffs affecting residents of County Costa County.

FISCAL IMPACT:
This action increases revenue and appropriations by $648,181.00 with no change in Net County Cost. The new revenue is from the California Office of Emergency Services. (100% State Funded; no County match)

BACKGROUND:
On October 25, 2019, Governor Newsom and the State Legislature approved a one-time General Fund appropriation in the 2019 Budget Act to support state and local government efforts to protect public safety, vulnerable populations and individuals and improve resiliency in response to utility-led PSPS actions. The funding will focus on jurisdictions where there is heightened PSPS vulnerability. Half of the funds will be allocated to local governments – at least $150,000 will be awarded to all 58 counties with additional funding based on county size and experience

- [x] APPROVE
- [ ] OTHER
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Alycia Rubio, 925-335-1529

cc:

BACKGROUND: (CONT'D)

with PSPS. Contra Costa County has been awarded $648,181.

The funding can be used to secure equipment, such as generators and/or generator connections, fuel storage or other backup energy sources for essential facilities, such as fire stations, community centers, health facilities and other facilities that are critical to communities' function during energy interruptions, backup emergency communications equipment, and developing and conducting plans that better prepare communities for PSPS events, including risk assessment for critical infrastructure and equipping resource centers for the public to access. The grants will be administered by the Governor's Office of Emergency Services. Reports on expenditure of funds will be required. Approval will enable the Office of the Sheriff to participate in the grant program.

CONSEQUENCE OF NEGATIVE ACTION:

Estimated revenue and appropriations will not be reflected in the current year budget for the purpose of acquiring equipment.

ATTACHMENTS

TC27/24 AP005017

CONTRA COSTA COUNTY

ESTIMATED REVENUE ADJUSTMENT

T/C 24

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
- [x] BOARD OF SUPERVISORS
- [ ] COUNTY ADMINISTRATOR
- [ ] AUDITOR-CONTROLLER

ACCOUNT CODING

BUDGET UNIT: (0362) Sheriff's Office

ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>	
3623	9340	ST AID FOR CIVIL DEFENSE	648,181	00		
		TOTALS	648,181	00	0	00

APPROVED

AUDITOR-CONTROLLER:

BY: [signature] DATE 11/21/19

COUNTY ADMINISTRATOR:

BY: [signature] DATE 12/4/19

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

To adjust appropriations for purchase of power safety shutoff equipment as needed by the Sheriffs Office of Emergency Services

[signature] Fiscal Officer 11/20/2019

SIGNATURE TITLE DATE

REVENUE ADJ. JOURNAL NO. RAOO 5017

(M 8134 Rev. 2/86)

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:

- [x] BOARD OF SUPERVISORS
- [ ] COUNTY ADMINISTRATOR
- [ ] AUDITOR-CONTROLLER

ACCOUNT CODING — BUDGET UNIT: Sheriff's Office (0362)

ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE	
3623	2479	OTHER SPECIAL DPMTAL EXP			648,181	00
		TOTALS	0	00	648,181	00

APPROVED

AUDITOR-CONTROLLER:

BY: _____ DATE 11/21/19

COUNTY ADMINISTRATOR:

BY: _____ DATE 12/4/19

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

To adjust appropriations for purchase of power safety shutoff equipment as needed by the Sheriffs Office of Emergency Services

Fiscal Officer — SIGNATURE — TITLE — 11/20/2019 DATE

APPROPRIATION ADJ. JOURNAL NO. APOO 5017

(M129 Rev 2/86)

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: EHSD, Community Services Bureau Appropriation and Revenue Adjustments - Alternative Payment Childcare Program

RECOMMENDATION(S):
APPROVE Appropriations and Revenue Adjustment No.005020 authorizing new revenue from the California Department of Education in the amount of $179,692 (Amendment #1) and $452,756 (Amendment #2) in the Employment and Human Services Department, Community Services Bureau (0589), for the Alternative Payment Childcare Program.

FISCAL IMPACT:
This action is to adjust estimated revenues and appropriated expenditures based on additional funding approved by the California Department of Education.

The funding is 58% Federal pass through and 42% State. The Federal funds are passed through the State's Department of Education.

BACKGROUND:
This board order is to approve the estimated revenues and appropriated expenditures based on additional funding approved by the California Department of Education.

CONSEQUENCE OF NEGATIVE ACTION:
Appropriations and estimated revenues will not be properly reflected in the FY19/20 budget.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: V. Wetzel, (925) 681-4268

cc:

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.

ATTACHMENTS

TC24/27 AP#005020

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV-DEPT		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
1862	9421	ST AID CHILD DAY CARE	179,692.00	
		TOTALS	179,692.00	0.00

APPROVED

AUDITOR – CONTROLLER

By: _____ Date 12/2/19

COUNTY ADMINISTRATOR

By: _____ Date 12/4/19

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust estimated revenues based on additional funding approved by CDE for EHSD-CSB Alternative Payment Childcare Programs.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

REVENUE ADJ. JOURNAL NO. RAOO 5020

(M 129 Rev. 6/09 CAO)

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV DEPT		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
1862	3318	CHILD DAY CARE AID		179,692.00
			0.00	179,692.00

APPROVED

AUDITOR - CONTROLLER
By: [signature] Date 12/2/19

COUNTY ADMINISTRATOR
By: [signature] Date 12/4/19

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust appropriated expenditures based on new funding for EHSD-CSB Alternative Payment Childcare Programs.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

APPROPRIATION ADJ. JOURNAL NO. APOO 5020

(M 129 Rev. 6/09)

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV-DEPT		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
1862	9421	ST AID CHILD DAY CARE	452,756.00	
		TOTALS	452,756.00	0.00

APPROVED

AUDITOR – CONTROLLER

By: [signature] Date 12/2/19

COUNTY ADMINISTRATOR

By: [signature] Date 12/4/19

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust estimated revenues based on additional funding approved by CDE for EHSD-CSB Alternative Payment Childcare Programs.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

REVENUE ADJ. JOURNAL NO. RAOO 5020

(M 129 Rev. 6/09 CAO)

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV DEPT		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
1862	3318	CHILD DAY CARE AID		452,756.00
			0.00	452,756.00

APPROVED

AUDITOR – CONTROLLER
By: [signature] Date 12/2/19

COUNTY ADMINISTRATOR
By: [signature] Date 12/4/19

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust appropriated expenditures based on new funding for EHSD-CSB Alternative Payment Childcare Programs.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

APPROPRIATION ADJ. JOURNAL NO. APOO 5020

(M 129 Rev. 6/09)

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: EHSD, Community Services Bureau Appropriation and Revenue Adjustments - General Child Care & Dev Programs

RECOMMENDATION(S):
APPROVE Appropriations and Revenue Adjustment No.005018 authorizing new revenue from the California Department of Education in the amount of $121,732 (Amendment #1) in the Employment and Human Services Department, Community Services Bureau (0589), for the General Child Care & Dev Programs.

FISCAL IMPACT:
This action is to adjust estimated revenues and appropriated expenditures based on additional funding approved by the California Department of Education.

BACKGROUND:
This board order is to approve the estimated revenues and appropriated expenditures based on additional funding approved by the California Department of Education.

CONSEQUENCE OF NEGATIVE ACTION:
Appropriations and estimated revenues will not be properly reflected in the FY19/20 budget.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: V. Wetzel, (925) 681-4268

cc:

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.

ATTACHMENTS

TC24/27 AP#005018

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV-DEPT		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
1822	9432	ST AID SEOO PROG	121,732.00	
		TOTALS	121,732.00	0.00

APPROVED

AUDITOR – CONTROLLER

By: _____ Date 12/2/19

COUNTY ADMINISTRATOR

By: _____ Date 12/4/19

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust estimated revenues based on additional funding approved by CDE for EHSD-CSB General Child Care & Dev Programs.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

REVENUE ADJ. JOURNAL NO. RAOO 5018

(M 129 Rev. 6/09 CAO)

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV DEPT		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
1822	2310	NON CNTY PROF SPCLZD SVCS		121,732.00
			0.00	121,732.00

APPROVED

AUDITOR – CONTROLLER
By: _____ Date 12/2/19

COUNTY ADMINISTRATOR
By: _____ Date 12/4/19

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust appropriated expenditures based on new funding for EHSD-CSB General Child Care & Dev Programs.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

APPROPRIATION ADJ. JOURNAL NO. APOO 5018

(M 129 Rev. 6/09)

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: EHSD, Community Services Bureau Appropriation and Revenue Adjustments - CA State Preschool Program

RECOMMENDATION(S):
APPROVE Appropriations and Revenue Adjustment No.005019 authorizing new revenue from the California Department of Education in the amount of $305,652 (Amendment #1) in the Employment and Human Services Department, Community Services Bureau (0589), for the California State Preschool Program.

FISCAL IMPACT:
This action is to adjust estimated revenues and appropriated expenditures based on additional funding approved by the California Department of Education.

BACKGROUND:
This board order is to approve the estimated revenues and appropriated expenditures based on additional funding approved by the California Department of Education.

CONSEQUENCE OF NEGATIVE ACTION:
Appropriations and estimated revenues will not be properly reflected in the FY19/20 budget.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: V. Wetzel, (925) 681-4268

cc:

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.

ATTACHMENTS

TC24/27 AP#005019

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV-DEPT		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
1802	9432	ST AID SEOO PROG	305,652.00	
		TOTALS	305,652.00	0.00

APPROVED

AUDITOR – CONTROLLER

By: [signature] Date 12/2/19

COUNTY ADMINISTRATOR

By: [signature] Date 12/4/19

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust estimated revenues based on additional funding approved by CDE for EHSD-CSB CA State Preschool Program.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

REVENUE ADJ. JOURNAL NO. RAOO 5019

(M 129 Rev. 6/09 CAO)

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☒ COUNTY ADMINISTRATOR
☒ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: DEPT. 0589:EHSD-CSB-CHILD DEV DEPT		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
1802	2310	NON CNTY PROF SPCLZD SVCS		305,652.00
			0.00	305,652.00

APPROVED

AUDITOR – CONTROLLER
By: _____ Date 12/2/19

COUNTY ADMINISTRATOR
By: _____ Date 12/4/19

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To adjust appropriated expenditures based on new funding for EHSD-CSB CA State Preschool Program.

PREPARED BY: Vickie Wetzel
TITLE: CSB Fiscal Officer
DATE: 11/25/2019

APPROPRIATION ADJ. JOURNAL NO. APOO 5019

(M 129 Rev. 6/09)

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: APPROPRIATE ONE-TIME STATE SUBSIDY FOR ILLEGAL DUMPING ENFORCEMENT

RECOMMENDATION(S):
APPROVE Appropriation and Revenue Adjustment No. 5024 authorizing new revenue from the State of California in the amount of $375,000 and appropriating it to the Board's Unfunded Mandates Program for the illegal dumping pilot project to enforce dumping laws, in accordance with the allocations approved by the Board on June 11, 2019 (Item D.10).

FISCAL IMPACT:
$375,000 State subsidy to be allocated: $365,000 to the General Fund and $10,000 to the Land Development Fund.

BACKGROUND:
On June 11, 2019, the Board approved recommendations of the County's Illegal Dumping Task Force to allocate $378,000 to the Conservation and Development, Public Works, Sheriff, and Health Services Departments for pilot illegal dumping enforcement activities. The Board directed staff to return to the Board with a proposal to authorize the expenditure of $378,000 to fund implementation of the recommended new or expanded strategies that cannot be covered within existing approved budgets.

The State of California Budget Act provides $375,000 to Contra Costa County for the illegal dumping pilot project to enforce dumping laws. The attached budget adjustment would recognize this one-time subsidy

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc:

BACKGROUND: (CONT'D)

and make it available to fund all but $3,000 of the $378,000 expenditures previously approved by the Board for this purpose. The remaining $3,000 will be provided with existing General Fund appropriations.

Strategy & Funding Amount
Strategy # 5 – Public outreach campaign(s): $10,000
Strategy # 12 – Mandatory Subscription Ordinance: $58,000
Strategy # 26 – Street Signs (initial phase: 50 signs): $10,000
Strategy # 27 – Street Lights (initial phase: 10 lights): $100,000
Strategy # 45 – Dedicated Per Diem Deputies: $150,000
Strategy # 46 – Surveillance Cameras (6 month pilot: 5 cameras): $50,000

ATTACHMENTS

TC27/24 5024

CONTRA COSTA COUNTY
REVENUE ADJUSTMENT
T/C-24

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		BUDGET UNIT: 0001 Board of Supervisors / 0280 DCD		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
1110	9435	Misc. State Aid	375,000	
2625	9956	Transfers Gov/Gov	10,000	
		TOTALS	385,000	

AUDITOR-CONTROLLER

By: _____ Date 12/5/19

COUNTY ADMINISTRATOR

By: _____ Date 12/3/19

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

Recognize State of CA one-time subsidy for illegal dumping task force activities – General and Land Development Funds.

PREPARED BY: Julie DiMaggio Enea
TITLE: Sr. Deputy CAO
DATE: 12/3/19

REVENUE ADJ. JOURNAL NO. RAOO 5024

(M 129 Rev. 6/09 CAO)

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT
T/C-27

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
- ☒ BOARD OF SUPERVISORS
- ☐ COUNTY ADMINISTRATOR
- ☐ AUDITOR-CONTROLLER

ACCOUNT CODING		BUDGET UNIT: 0001 Board of Supervisors / 0280 DCD		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
1110	5016	Transfers Gov/Gov		375,000.00
2625	5016	Transfers Gov/Gov		10,000.00
			0.00	385,000.00

APPROVED

AUDITOR – CONTROLLER
By: _____ Date 12/5/19

COUNTY ADMINISTRATOR
By: _____ Date 12/3/19

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

Appropriate State of CA one-time subsidy for illegal dumping task force activities – General and Land Development Funds.

PREPARED BY: Julie DiMaggio Enea
TITLE: Sr. Deputy CAO
DATE: 12/3/19

APPROPRIATION ADJ. JOURNAL NO. APOO 5024

SEE INSTRUCTIONS ON REVERSE SIDE

(M 129 Rev. 6/09)

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: Add One Social Work Supervisor I to Workforce Services and Cancel One Social Services Program Assistant

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22524 to add one (1) Social Work Supervisor I (X0HB) (represented) full time position at Salary Plan and Grade 215 1582 ($6,326.29 - $7,689.64) and cancel one (1) Social Services Program Assistant (X0SA) (represented) full time position number 5221 at Salary Plan and Grade 255 1384 ($5,027.10 - $6,110.48) in the Employment and Human Services Department, Workforce Services Bureau.

FISCAL IMPACT:

This Board action will incur an additional cost of $17,628 annually, which will be funded by 100% by Federal CalWORKS Single Allocation funding.

BACKGROUND:

The Workforce Services Bureau has determined there is a need to add one Social Work Supervisor I and cancel one vacant Social Service Program Assistant, position number 5221, in order to timely engage clients and assign them to the appropriate work and training activities. Workforce Services have been working to implement CalWORKs 2.0 over the past two (2) years. CalWORKs 2.0 is a holistic service model streamlining CalWORKs and Welfare to Work (WTW) services to our participants.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Lisa Harris (Thomas)
(925) 608-5030

cc: Lisa Harris (Thomas)

CONSEQUENCE OF NEGATIVE ACTION:

If the Social Work Supervisor I position is not approved, the Department will not have the internal resources required to provide administrative support to critical services affecting families. Client services will be delayed, impacting the ability of the current staff to meet state and federal mandates.

ATTACHMENTS

P300 22524 - Add SW Sup Cancel SSPA

POSITION ADJUSTMENT REQUEST

NO. 22524
DATE 8/23/2019

Department Employment and Human Services — Department No./ Budget Unit No. 0504 Org No. 5450 Agency No. 19

Action Requested: Add one (1) Social Work Supervisor I (XOHB) (represented) full time position at Salary Plan and Grade 215 1582 ($6,115.89 – $7,433.91) and cancel one (1) Social Services Program Assistant (X0SA (represented) full time position at Salary Plan and Grade 255 1384 ($5,027.10 - $6,110.48) position #5221 in the Workforce Services Bureau of the Employment and Human Services AR #50336

Proposed Effective Date: 9/10/2019

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost $17,628.00 Net County Cost $0.00

Total this FY $10,283.25 N.C.C. this FY $0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Federal

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Lisa Harris 925-608-5030

_____
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor — 10/31/2019

_____ _____
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 11/8/2019

Add one (1) Social Work Supervisor I (XOHB) (represented) full time position at Salary Plan and Grade 215 1582 ($6115.89 – $7433.91) and cancel one (1) Social Services Program Assistant (X0SA (represented) full time position at Salary Plan and Grade 255 1384 ($5027.10 - $6110.48) position #5221 in the Workforce Services Bureau of the Employment and Human Services Department

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.
☐ _____(Date)

Amanda Monson — 11/8/2019

_____ _____
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE _____

☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

_____
(for) County Administrator

BOARD OF SUPERVISORS ACTION:
Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____ BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION
Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____ Date 12/3/2019 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: Russell Watts, Treasurer-Tax Collector

Date: December 10, 2019

Subject: Position Adjustment Resolution #22548 to establish the classification of Business Tax Specialist and add 1 FTE position

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22548 to establish the classification of Business Tax Specialist (S5TA) (represented) at Salary Plan and Grade 3R5-1323 ($4,733 - $5,753) and add one position in the Treasurer-Tax Collector Department. (100% General Fund)

FISCAL IMPACT:
The total annual cost of the new position will be $93,890, including $17,392 in pension costs. This will be partially covered by funding from a vacant Accounting Technician position. The balance will be an increased appropriation of general purpose revenue. Future increased costs will be covered by increases in business tax revenue.

BACKGROUND:
With the onboarding of the Board of Supervisor's new cannabis business tax and the continuous growth of other types of businesses and short-term rentals in the unincorporated area of the County, the County's business tax operations have become more sophisticated and technical. Greater knowledge and higher skills are required to accomplish the work. In order to be successful in hiring and retaining persons with such expertise, a new position is required -

☐ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact:

By: , Deputy

cc: Russell Watts, Treasurer-Tax Collector, Dianne Dinsmore, Human Resources Director, Sylvia Wong

BACKGROUND: (CONT'D)

a Business Tax Specialist position. This new position would be similar to two other single position technical classifications in the Treasurer-Tax Collector's Office, Property Tax Subdivision Specialist and Tax-Defaulted Real Property Specialist. It would be distinguished by its specialized responsibility to manage day-to-day activities independently within established guidelines and procedures of the Business License Tax, Transient Occupancy Tax and Cannabis Tax programs.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Treasurer-Tax Collector's Office would not be able to fully implement the Cannabis Tax program and at the same time successfully fulfill all the requirements of the Business License and Transient Occupancy Tax programs. Consequently, the Office would be out of compliance with related county ordinances, and, more importantly, could experience significant opportunity losses in the collection of business tax revenue.

ATTACHMENTS

P300 No. 22548

POSITION ADJUSTMENT REQUEST

NO. 22548
DATE 10/21/2019

Department Trearurer-Tax Collector

Department No./
Budget Unit No. 0015 Org No. 0015 Agency No. A15

Action Requested: Establish the classification of Business Tax Specialist (S5TA) (represented) at Salary Plan and Grade 3R5-1323 ($4,733 - $5,753) and add one position in the Treasurer-Tax Collector Department.

Proposed Effective Date: 1/1/2020

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	$93,890.00	Net County Cost	$93,890.00
Total this FY	$46,945.00	N.C.C. this FY	$46,945.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Russell V. Watts, Treasurer-Tax Coll
_____
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Lisa Driscoll, County Finance Director — 10/21/2009
_____ _____
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 11/25/2019
Establish the Business Tax Specialist classification and add one position in the Treasurer-Tax Collector Department

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.
☐ _____(Date)

Alycia Leach — 11/25/2019
_____ _____
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE 11/27/2019
☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

L.Strobel
_____
(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:

P300 (M347) Rev 3/15/01

REQUEST FOR PROJECT POSITIONS

Department Treasurer-Tax Collector Date 11/27/2019 No. 22548

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: December 10, 2019

Subject: Increase and decrease hours of two (2) positions in the Health Services Department.

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22651 to increase the hours of (1) Occupational Therapist (V5VH) position #7592 from 28/40 to 36/40 at salary level TC5-1746 ($7,195.53-$8,746.21) and decrease hours of (1) Occupational Therapist (V5VH) position #16885 from 40/40 to 32/40 at salary level TC5-1746 ($7,195.53-$8,746.21) in the Health Services Department. (Represented)

FISCAL IMPACT:
There is no financial impact for this action. (100% cost offset)

BACKGROUND:
Occasionally, incumbents of certain positions submit a request to their manager to reduce or increase their position hours. The manager then evaluates the request based on division operation requirements and program service needs. CCRMC Rehabilitation Therapy Psychiatric Unit received said requests from two Occupational Therapists. The incumbents requested their position hours be adjusted-position #7592 increased from 28/40 to 36/40, while position #16885 to be decreased from 40/40 to 32/40. There is no cost associated with the position hours adjustments.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Sabrina Pearson, (925) 957-5240

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the department will not be able to fulfill the request of the incumbents and support the operational needs of the Rehabilitation Therapy Psychiatric Unit.

ATTACHMENTS

P300 No. 22561

POSITION ADJUSTMENT REQUEST

NO. 22561
DATE 12/2/2019

Department Health Services Department

Department No./
Budget Unit No. 0540 Org No. 6371 Agency No. A18

Action Requested: Increase the hours of one Occupational Therapist (V5VH) position #7592 from 28/40 to 36/40 and its incumbent and decrease hours of one Occupational Therapist (V5VH) position #16885 from 40/40 to 32/40 an its incumbent in the Health Services Department.

Proposed Effective Date: _____

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost $0.00 Net County Cost _____

Total this FY $0.00 N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT No impact to funding .

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Sabrina Pearson
_____
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for 12/2/2019
_____ _____
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE _____

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 12/2/2019

☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

Timothy M. Ewell
_____
(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:

P300 (M347) Rev 3/15/01

REQUEST FOR PROJECT POSITIONS

Department _____ Date 12/2/2019 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: Sharon L. Anderson, County Counsel

Date: December 10, 2019

Subject: Add one full-time Legal Assistant and cancel one Clerk Senior Level

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22552 to add one (1) full-time Legal Assistant (2Y7B) (represented) position at salary plan and grade ZB5 1337 ($4799.41-$5833.72) and cancel one (1) vacant full-time Clerk Senior Level (JWXC) (represented) position # 5782 at salary plan and grade 3RX 1033 ($3542.74-$4524.23) in the Office of the County Counsel.

FISCAL IMPACT:
This action will result in an annual cost of approximately $24,900, including $4,600 in pension costs - all recovered by charges for legal services.

BACKGROUND:
The Legal Assistant position will help the office achieve greater efficiency by utilizing someone skilled in litigation matters, document management systems, document and pleading assembly and review, as well as other critical legal functions that fall between the clerical and attorney level of assignments. The addition of a Legal Assistant will best serve the current needs of the office and the County.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Wanda McAdoo, (925) 335-1811

cc: Wanda McAdoo

CONSEQUENCE OF NEGATIVE ACTION:

Denial of this request will result in work inefficiencies and delays.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

AIR 40064 P300 22552

POSITION ADJUSTMENT REQUEST

NO. 22552
DATE 11/19/2019

Department Office of the County Counsel — Department No./ Budget Unit No. 0030 Org No. 1700 Agency No. 17

Action Requested: ADD one (1) full-time Legal Assistant (2Y7B) (represented) position at salary level ZB5 1337 ($4,799.41) and CANCEL one (1) full-time Clerk Senior Level (JWXC) (represented) vacant position No. 5782 at salary level 3RX 1033 ($3,905.84) in the Office of the County Counsel.

Proposed Effective Date: 11/20/2019

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 $24,914.00 Net County Cost $0.00

Total this FY $14,533 N.C.C. this FY $0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Charges for Legal Services

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Sharon L. Anderson
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel — 11/4/2019
Deputy County Administrator — Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 11/4/2019
Add one Legal Assistant (2Y7B) (represented) position at salary plan and grade ZB5 1337 (4,799 - $5,833) and cancel one Clerk Senior Level (JWXC) (represented) position #5782

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.
☐ _____(Date)

Gladys Scott Red — 11/4/2019
(for) Director of Human Resources — Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE _____
☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:
Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____ BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION
Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _ Date 11/12/2019 No. __

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
   Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost

   a. Salary & Benefits Costs: _____

   b. Support Costs: _____
   (services, supplies, equipment, etc.)

   c. Less revenue or expenditure: _____

   d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
   a. potential future costs
   b. legal implications
   c. financial implications
   d. political implications
   e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
   - ☐ a. Competitive examination(s)
   - ☐ b. Existing employment list(s) Which one(s)? _____
   - ☐ c. Direct appointment of:
     - ☐ 1. Merit System employee who will be placed on leave from current job
     - ☐ 2. Non-County employee

   Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services

Date: December 10, 2019

Subject: Cancel Information Systems Assistant II and Add Clerk-Senior Level

RECOMMENDATION(S):
ADOPT Position Adjustment Resolution No. 22653 to add one (1) Clerk-Senior Level (JWXC) at salary plan and grade 3RX-1033 ($3,542.75 - $4,524.24) and cancel one (1) vacant Information Systems Assistant II (LTVH) position number 14329 at salary plan and grade 3R5-1005 ($3,454.82 - $4,199.36) in the Health Services Department. (Represented)

FISCAL IMPACT:
This action will have an annual increase in cost of $6,021.36 with $1,484.58 in pension. (100% CCHP Member Premium Payments)

BACKGROUND:
With recent Medi-Cal expansion and a surge in membership for health care programs such as Contra Costa CARES, the Membership Maintenance Unit of the Contra Costa Health Plan (CCHP) Division has realized a significant increase of member calls into their busy call center.

Currently, the Membership Maintenance Unit has a vacancy for an Information Systems Assistant II. However, the primary role of the Information Systems Assistant II in the Membership Maintenance Unit is data entry, and not phone coverage.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Mary Jane De Jesus-Saepharn, 925-957-5275

cc:

BACKGROUND: (CONT'D)

>

With increased enrollment, the Membership Maintenance Unit has a greater need to recruit for a Clerk-Senior Level as opposed to an Information Systems Assistant II. In comparison to the Information Systems Assistant II, the Clerk-Senior Level will be able to perform higher level clerical duties by providing phone coverage and clerical back-up.

All in all, to better serve their members more effectively and efficiently, the Membership Maintenance Unit is in need of a Clerk-Senior Level to route and direct clients phone inquiries. This Clerk-Senior Level will also provide much needed back-up for other clerical staff and functions.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Membership Maintenance Unit of the Contra Costa Health Plan (CCHP) will not have adequate phone coverage and back-up coverage for clerical staff and functions in their provider call center.

ATTACHMENTS

P300 No. 22563

POSITION ADJUSTMENT REQUEST

NO. 22563
DATE 11/21/2019

Department Health Services-CCHP

Department No./
Budget Unit No. 0860 Org No. 6117 Agency No. A18

Action Requested: Add one Clerk-Senior Level and Cancel one Information Systems Assistant II position #14329 in the Health Services Department

Proposed Effective Date: 12/11/2019

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	$6,144.15	Net County Cost	$0.00
Total this FY	$3,584.09	N.C.C. this FY	$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% CCHP Member Premiums

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Mary Jane De Jesus-Saepharn
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for — 12/2/2019
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 12/2/2019
☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

Timothy M. Ewell
(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 12/2/2019 No. _____

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
   Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost

   a. Salary & Benefits Costs: _____

   b. Support Costs: _____
   (services, supplies, equipment, etc.)

   c. Less revenue or expenditure: _____

   d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
   a. potential future costs
   b. legal implications
   c. financial implications
   d. political implications
   e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
   - ☐ a. Competitive examination(s)
   - ☐ b. Existing employment list(s) Which one(s)? _____
   - ☐ c. Direct appointment of:
     - ☐ 1. Merit System employee who will be placed on leave from current job
     - ☐ 2. Non-County employee

   Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: APPROVE a lease amendment for Health Services Department - Public Health Nursing at 3220 Blume Drive, Suites 140 & 145, Richmond.

RECOMMENDATION(S):

APPROVE a first amendment to the lease with STG Blume, LLC, for 3,804 square feet of office space at 3220 Blume Drive, Suites 140 & 145, Richmond, for occupancy by the Health Services Department – Public Health Nursing at a monthly rent of $6,657 with 3% annual increase thereafter and extend the term through November 30, 2024.

AUTHORIZE the Public Works Director, or designee, to execute a first amendment to lease on behalf of Contra Costa County, and any renewal options under the terms and conditions in the lease.

FISCAL IMPACT:

100% General Fund - Public Health Clinic

BACKGROUND:

The Health Services Department - Public Health Nursing for West County has occupied this office since September 2013. This lease will provide for the continued use of this office space through November 30, 2024.

This space has served the Public Health

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julin Perez, 925-957-2460

cc:

BACKGROUND: (CONT'D)

Nurses group for the West County which continues to meet their needs and requirements. By extending the lease term and allowing the Public Health Nurses group to continue their operation at this location the County will save money in relocation expenses.

CONSEQUENCE OF NEGATIVE ACTION:

If the lease amendment is not approved, the Public Health Nurses group for West County will have to find a new space to relocate to which will incur greater expenses.

ATTACHMENTS

Lease Amendment

FIRST AMENDMENT TO LEASE

3220 Blume Drive, Suites 140 & 145
Richmond, California

This first amendment is dated December 1, 2019, and is between STG Blume, LLC, a limited liability company ("**Lessor**"), and the County of Contra Costa, a political subdivision of the State of California ("**County**").

Recitals

A. Lessor and the County are parties to a lease dated May 14, 2013, under which the County is leasing Suite 140 & 145 in the building located at 3220 Blume Drive, Richmond, California (the "**Lease**").

B. On October 26, 2016, County exercised its one and only option to extend the term beginning December 01, 2016 and ending November 30, 2019. The parties desire to extend the term of the Lease and update the rent payable under the Lease.

The parties therefore agree as follows:

Agreement

1. Section 2. Term is deleted in its entirety and replaced with the following:

   2. Term. The "**Term**" of this lease is 134 months, commencing on September 1, 2013 (the "**Commencement Date**") and ending November 30, 2024.

2. Section 3. Rent is deleted in its entirety and replaced with the following:

   3. Rent. County shall pay rent ("**Rent**") to Lessor monthly in advance beginning on the Commencement Date. Rent is payable on the tenth day of each month in the amounts set forth below:

Period	Monthly Rent
September 1, 2013 – November 30, 2013	$0
December 1, 2013 – November 30, 2014	$4,755
December 1, 2014 – November 30, 2015	$4,830
December 1, 2015 – November 30, 2016	$4,910
December 1, 2016 – November 30, 2019	$5,200
December 1, 2019 – November 30, 2020	$6,657
December 1, 2020 – November 30, 2021	$6,857
December 1, 2021 – November 30, 2022	$7,062
December 1, 2022 – November 30, 2023	$7,274
December 1, 2023 – November 30, 2024	$7,493

Rent for any fractional month will be prorated and computed on a daily basis with each day's rent equal to one-thirtieth (1/30) of the monthly Rent.

3. All other terms of the Lease remain unchanged.

The parties are executing this first amendment as of the date set forth in the introductory paragraph.

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

By: _____
Brian M. Balbas
Director of Public Works

STG BLUME, LLC
a limited liability company

By: _____
John S. Ziegler
Member 3220 Blume Associates, LLC, Member
STG Blume, LLC, Member
STG 3220 Blume, LLC

RECOMMENDED FOR APPROVAL:

By: _____
Jessica L. Dillingham
Principal Real Property Agent

By: _____
Julin Perez
Senior Real Property Agent

APPROVED AS TO FORM
SHARON L. ANDERSON, COUNTY COUNSEL

By: _____
Kathleen M. Andrus
Deputy County Counsel

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: APPROVE a lease amendment for 11780 San Pablo Avenue, El Cerrito – District 1 Supervisor.

RECOMMENDATION(S):

APPROVE a lease amendment with MG Garden View Apartments L.P., Rancho Pointe Apartments L.P., and Malibu Terrace Apartments L.P., for 2,674 square feet of office space at 11780 San Pablo Avenue, Suite D, El Cerrito, for occupancy by District 1 Supervisor, at a monthly rent of $5,886 with 3% annual increases, including tenant improvements and replace Exhibit B with Exhibit B-1, and extend the term from December 31, 2019 to December 31, 2024.

AUTHORIZE the Public Works Director, or designee, to execute the lease amendment on behalf of Contra Costa County, and any renewal options under the terms and conditions set forth in the lease.

FISCAL IMPACT:

100% General Fund

BACKGROUND:

This space has served as the office for the District 1 Supervisor since 1999. The space continues to meet the requirements of the Supervisor's office. By extending the lease term and allowing District 1 to continue its operation at this location, the County will save money in relocation expenses.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julin Perez, 925. 957-2460

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If the lease amendment is not approved, District 1 Supervisor's operation will have to find a new location which will incur greater expenses.

ATTACHMENTS

Lease Amendment

SECOND AMENDMENT TO LEASE

11780 San Pablo Avenue, Suite D,
El Cerrito, CA 94530

This second amendment is dated December 10, 2019, and is between MG GARDEN VIEW APARTMENTS L.P., a California limited partnership; RANCHO POINTE APARTMENTS L.P., a California limited partnership; and, MALIBU TERRACE APARTMENTS L.P., a California limited partnership (the "**Lessor**") and COUNTY OF CONTRA COSTA, a political subdivision of the State of California (the "**County**").

Recitals

A. The Lessor and County are parties to a lease dated January 15, 2008, as amended on July 31, 2012 (the "**Lease**"), under which the County is leasing approximately 2,674 rentable square feet in the building commonly known as 11780 San Pablo Avenue, Suite D, El Cerrito, California.

B. The parties desire to amend the Lease to, among other things, extend the term, modify rent, include tenant improvements and replace Exhibit B with Exhibit B-1.

The parties therefore amend the Lease as follows:

Agreement

1. Section A.3. Term of the lease is deleted in its entirety and replaced with the following:

   Term. The "**Term**" of this lease is 17 years, commencing on January 1, 2008 (the "**Commencement Date**"), and ending December 31, 2024.

2. Section A.4. of the Lease, Rent, is deleted in its entirety and replaced with the following:

   Rent. County shall pay rent ("**Rent**") to Lessor monthly in advance beginning on the Commencement Date. Rent is payable on the tenth day of each month during the Term.

   a. Four Thousand Nine Hundred Seventeen and No/100 Dollars ($4,917.00) per month for the period commencing January 1, 2008 and ending December 31, 2008.

   b. Five Thousand Sixteen Dollars and No/100 ($5,016.00) per month for the period commencing January 1, 2009 and ending December 31, 2009.

c. Five Thousand One Hundred Nineteen Dollars and No/100 ($5,119.00) per month for the period commencing January 1, 2010 and ending December 31, 2010.

d. Five Thousand Two Hundred Twenty-Four Dollars and No/100 ($5,224.00) per month for the period commencing January 1, 2011 and ending December 31, 2011.

e. Five Thousand Eighty Dollars and No/100 ($5,080.00) per month for the period commencing January 1, 2012 and ending December 31, 2013.

f. Five Thousand One Hundred Eighty Dollars and No/100 ($5,180.00) per month for the period commencing January 1, 2014 and ending December 31, 2014.

g. Five Thousand Two Hundred Eighty-Five Dollars and No/100 ($5,285.00) per month for the period commencing January 1, 2015 and ending December 31, 2015.

h. Five Thousand Three Hundred Ninety Dollars and No/100 ($5,390.00) per month commencing January 1, 2016 and ending December 31, 2017.

i. Five Thousand Five Hundred Fifty Dollars and No/100 ($5,550.00) per month commencing January 1, 2018 and ending December 31, 2018.

j. Five Thousand Seven Hundred Fifteen Dollars and No/100 ($5,715.00) per month commencing January 1, 2019 and ending December 31, 2019.

k. Five Thousand Eight Hundred Eighty-Six Dollars and No/100 ($5,886.00) per month commencing January 1, 2020 and ending December 31, 2020.

l. Six Thousand Sixty-Three Dollars and No/100 ($6,063.00) per month commencing January 1, 2021 and ending December 31, 2021.

m. Six Thousand Two Hundred Forty-Five Dollars and No/100 ($6,245.00) per month commencing January 1, 2022 and ending December 31, 2022.

n. Six Thousand Four Hundred Thirty-Two Dollars and No/100 ($6,432.00) per month commencing January 1, 2023 and ending December 31, 2023.

o. Six Thousand Six Hundred Twenty-Five Dollars and No/100 ($6,625.00) per month commencing January 1, 2024 and ending December 31, 2024.

3. Section A.9. of the Lease, Notices, is deleted in its entirety and replaced with the following:

Notices. Any notice required or permitted under this lease shall be in writing and sent by overnight delivery service or registered or certified mail, postage prepaid and directed as follows:

To Lessor:	MG Properties, Inc. 10505 Sorrento Valley Road, Suite 300 San Diego, CA 92121 Attn: Chief Operating Officer
To County:	Contra Costa County Public Works Department 255 Glacier Drive Martinez, CA 94553 Attn: Principal Real Property Agent

4. Section C.3. of the Lease, Services by Lessor, is deleted in its entirety and replaced with the following:

a. Services by Lessor. If County determines that the Premises are in need of maintenance, construction, remodeling or similar service that is beyond Lessor's responsibilities under this lease, at County's request, Lessor shall perform such service at County's expense. In performing the service, Lessor shall consult with County and use either licensed insured contractors or employees of Lessor. Lessor shall obtain County's prior written approval of the scope, terms, and cost of any contracts. County may, by giving Lessor thirty (30) days prior written notice, change the level of service, terminate any or all service, or require that a service be performed by a different contractor.

b. Janitorial. Lessor shall provide the janitorial services as shown on Exhibit B-1 attached hereto ("**Janitorial Service**"). County shall reimburse Lessor for the full cost of Janitorial Service, up to $668.79 per month (the "**Monthly Janitorial Service Cost**") beginning January 1, 2020. The Monthly Janitorial Service Cost may increase 3% every January beginning January 1, 2021.

c. Tenant Improvements. Lessor shall provide the following tenant improvements to the interior of the Premises at its sole cost as soon as possible but in no event later than June 30, 2020:

i. Interior painting of the Premises in the same or similar colors that currently exist.

ii. Steam cleaning or other form of deep cleaning of the carpet throughout the interior of the Premises.

5. In negotiating this lease amendment, neither Lessor nor County are represented by a real estate broker, and no commission is owed to any broker or County in connection with this lease amendment.

6. All other terms of the Lease remain unchanged.

The parties are executing this second amendment as of the date set forth in the introductory paragraph.

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

LESSOR
See signatures on page 5.

By: _____
Brian M. Balbas
Director of Public Works

RECOMMENDED FOR APPROVAL:

By: _____
Jessica L. Dillingham
Principal Real Property Agent

By: _____
Julin Perez
Senior Real Property Agent

APPROVED AS TO FORM
SHARON L. ANDERSON, COUNTY COUNSEL

By: _____
Kathleen M. Andrus
Deputy County Counsel

WLP266 / T00140

\\PW-DATA\grpdata\realprop\Julin\New Leases 2019\El Cerrito\11780 San Pablo Ave_ V5.docx

Signature of LESSOR:

MG GARDEN VIEW APARTMENTS L.P., a California Limited Partnership
By: Gleiberman Investments, Inc., a California Corporation
its: General Partner

By:_____
Paul Kaseburg, Vice President

By: Pacific Housing, Inc., a California Non-Profit Public Benefit Corporation
its: Managing General Partner

By:_____
Mark Weise, President

MALIBU TERRACE APARTMENTS L.P., a California Limited Partnership
By: Gleiberman Investments, Inc., a California Corporation
its: General Partner

By:_____
Paul Kaseburg, Vice President

By: Pacific Housing, Inc., a California Non-Profit Public Benefit Corporation
its: Managing General Partner

By:_____
Mark Weise, President

RANCHO POINTE APARTMENTS L.P., a California limited partnership
By: Gleiberman Investments, Inc., a California Corporation,
its: General Partner

By:_____
Paul Kaseburg, Vice President

By: Pacific Housing, Inc.,
a California Non-Profit Public Benefit Corporation
its: Managing General Partner

By:_____
Mark Weise, President

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: APPROVE a lease amendment for 2020 North Broadway, Suite 203A, Walnut Creek – Contra Costa Juvenile Advocates.

RECOMMENDATION(S):

APPROVE a first amendment to lease with Contra Costa Juvenile Advocates (CCJA) at the County-owned building located at 2020 North Broadway, Suite 203A, Walnut Creek, and extend the lease term from June 30, 2019 to June 30, 2020, with no change to the rent.

AUTHORIZE the Public Works Director, or designee, to execute on behalf of the County, the first amendment to lease with CCJA.

FISCAL IMPACT:

100% General Fund.

BACKGROUND:

CCJA has been a County tenant in this building since September 2017. CCJA provides services for the Superior Courts with operations in the building. CCJA coordinates experienced counsel to zealously, and ethically represent indigent parents, children and other parties in the dependency proceedings. CCJA has increased the services provided for this Superior Court location.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julin Perez, 925-957-2460

cc:

CONSEQUENCE OF NEGATIVE ACTION:

CCJA must be in close proximity to the Juvenile Court in order to provide services to the families and children in need of their legal expertise.

CHILDREN'S IMPACT STATEMENT:

In order to assign Counsel to children and parents in juvenile dependency proceedings, CCJA administrative assistant is present in court to make the assignments, to check the financial eligibility of adults and to determine any conflicts of interests that may exist due to prior representation by attorneys involved in the cases. It is very efficient to have a CCJA representative in Court to assign Counsel immediately as requested per the Court.

ATTACHMENTS

Lease Amendment

WLP266

FIRST AMENDMENT TO LEASE

2020 North Broadway, Suite 203A
Walnut Creek, CA 94596

This first amendment is dated July 1, 2019, and is between COUNTY OF CONTRA COSTA, a political subdivision of the State of California (the "**County**") and CONTRA COSTA JUVENILE ADVOCATES, INC., a nonprofit public benefit corporation ("**Lessee**").

Recitals

A. The County and Lessee are parties to a lease dated October 1, 2017, (the "**Lease**") under which the Lessee is leasing Suite 203A in the building located at 2020 North Broadway, Walnut Creek, CA (the "**Building**").

B. The parties desire to amend the Lease to extend its term.

The parties therefore agree as follows:

Agreement

1. Section 2. Term is deleted in its entirety and replaced with the following:

   2. Term. The "**Term**" of this lease is 34 months, commencing on September 1, 2017 (the "**Commencement Date**") and ending June 30, 2020.

[Remainder of Page Intentionally Left Blank]

2. All other terms of the Lease remain unchanged.

The parties are executing this first amendment as of the date set forth in the introductory paragraph.

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

By: _____
Brian M. Balbas
Director of Public Works

CONTRA COSTA JUVENILE ADVOCATE, a nonprofit public benefit corporation

By: _____
Rhonda Wilson-Rise
Vice President

By: _____
Brian Stern
Treasurer

RECOMMENDED FOR APPROVAL:

By: _____
Jessica L. Dillingham
Principal Real Property Agent

By: _____
Julin Perez
Senior Real Property Agent

APPROVED AS TO FORM
SHARON L. ANDERSON, COUNTY COUNSEL

By: _____
Kathleen M. Andrus
Deputy County Counsel

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: Additional 2018 grant application submission for the Kirker Pass Road Traffic Safety Project, Concord and Pittsburg areas.

RECOMMENDATION(S):
APPROVE the supplemental 2018 submission of the grant application for the Kirker Pass Road Traffic Safety Project to the State of California, Department of Transportation (Caltrans) under the Highway Safety Improvement Program (HSIP), as recommended by the Public Works Director, Concord and Pittsburg areas. (Districts IV & V)

FISCAL IMPACT:
If approved, the grant would provide funding from the State – Department of Transportation to Contra Costa County. (100% Highway Safety Improvement Program Funds)

BACKGROUND:
The HSIP is a core federal-aid program to States for the purpose of achieving a significant reduction in fatalities and serious injuries on all public roads. The Division of Local Assistance (DLA) at Caltrans manages California's local agencies' share of HSIP funds. California's Local HSIP focuses on infrastructure projects with nationally recognized crash reduction factors (CRFs). Local HSIP projects must be identified on the basis of crash experience, crash potential, crash rate, or other data-supported means.

On August 14, 2018, the Board of Supervisors approved the submission of grant applications to the HSIP. The following projects were approved for submission:

- Appian Way Complete Street – Roundabout at Valley View

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Mary Halle, 925.313.2327

By: , Deputy

cc:

- Bailey Road Bicycle and Pedestrian Improvement
- Deer Valley Road Safety Enhancement
- Norris Canyon Road Safety Enhancement
- Guardrail Upgrades Countywide

After this approval, staff identified another project that would be competitive with the program and submitted an application for the Kirker Pass Road Traffic Safety Project. However, the short turnaround time did not allow staff to seek Board approval before submitting.

The result of the HSIP grant cycle is that the Kirker Pass Road Traffic Safety Project and the Guardrail Upgrades Countywide were awarded HSIP funding.

A description of the additional project recommendation is provided below.

BACKGROUND: (CONT'D)

ADDITIONAL PROJECT RECOMMENDATIONS

Kirker Pass Road Traffic Safety Project (Additional Grant Application)

The project is located along Kirker Pass Road between the City of Concord and the City of Pittsburg. The application included improvements to improve driver safety and awareness and reduce the severity of collision events along this rural section of roadway. This section of Kirker Pass Road with its winding curves and steep grades ranks as one of the County's highest rate of severe injury collisions. This section experienced 117 accidents over a five-year prior with five being fatal collisions.

CONSEQUENCE OF NEGATIVE ACTION:

If the additional submission is not approved, the grant funding will not be available and must be returned to Caltrans, which will delay the design and construction of these projects.

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Amendment Agreement #29-502-46 with the California Department of Health Care Services

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Standard Amendment Agreement #29-502-46 (State #17-94124, A03) with the California Department of Health Care Services, to amend Standard Agreement #29-502-42 (as amended by Amendment Agreements #29-502-43 and #29-502-44) to increase the amount payable to County by $128,697 from $23,770,229 to a new payment limit not to exceed $23,898,926, with no change in the original term of July 1, 2017 through June 30, 2020, for continuing Drug Medi-Cal Substance Abuse Treatment Services.

FISCAL IMPACT:
Approval of this amendment agreement will result in an increase of $128,697 for Drug Medi-Cal Federal Participation. (No County match required.)

BACKGROUND:
The California Department of Health Care Services (DHCS) provides funding to counties for Substance Abuse Disorder (SUD) prevention and treatment services through a contractual mechanism. This contract is supported by State General Fund, Federal Substance Abuse Prevention and Treatment (SAPT) Block Grant and the Federal share of reimbursement claimed for Drug Medi-Cal services.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano PhD., 925-957-5212

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

On December 5, 2017, the Board of Supervisors approved Standard Agreement #29-502-42 (as amended by Amendment Agreements #29-502-43 and #29-502-44) with the Department of Health Care Services, for the period from July 1, 2017 through June 30, 2020, to provide SUD prevention and treatment services.

Approval of this Standard Amendment Agreement #29-502-46, will increase funding for the Drug Medi-Cal Substance Abuse Treatment Services, with no change in the original term through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved the County will not be able to continue to receive funds to support the Substance Abuse Services, Prevention and Treatment Program.

Contra Costa County

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Date: December 10, 2019

Subject: Accept a 2019 California Office of Emergency Services Public Safety Power Shutoff Allocation

RECOMMENDATION(S):
ADOPT Resolution No. 2019/655 approving and authorizing the Sheriff-Coroner, or designee, to accept the Public Safety Power Shut off grant allocation funding from the California State Office of Emergency Services in an initial amount of $648,181 for support of public safety protection for the period of July 1, 2019 through October 31, 2022.

FISCAL IMPACT:
$648,181.00 (100% State Funded; no County match)

BACKGROUND:
On October 25, 2019, Governor Newsom and the State Legislature approved a one-time General Fund appropriation in the 2019 Budget Act to support state and local government efforts to protect public safety, vulnerable populations and individuals and improve resiliency in response to utility-led Public Safety Power Shutoffs (PSPS) actions. The funding will focus on jurisdictions

- [x] APPROVE
- [ ] OTHER
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Mary Jane Robb, 925-335-1557

By: , Deputy

cc:

BACKGROUND: (CONT'D)

where there is heightened PSPS vulnerability. Half of the funds will be allocated to local governments – at least $150,000 will be awarded to all 58 counties with additional funding based on county size and experience with PSPS. Contra Costa County has been awarded $648,181.

The funding can be used to secure equipment, such as generators and/or generator connections, fuel storage or other backup energy sources for essential facilities, such as fire stations, community centers, health facilities and other facilities that are critical to communities' function during energy interruptions, backup emergency communications equipment, and developing and conducting plans that better prepare communities for PSPS events, including risk assessment for critical infrastructure and equipping resource centers for the public to access. The grants will be administered by the Governor's Office of Emergency Services. Reports on expenditure of funds will be required. Approval will enable the Office of the Sheriff to participate in the grant program.

CONSEQUENCE OF NEGATIVE ACTION:

The Office of the Sheriff will be unable to accept the grant funds from the California Office of Emergency Services.

ATTACHMENTS

Resolution 2019/655

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 12/10/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/655

IN THE MATTER OF Accepting grant allocation funding from the California Office of Emergency Services as fiscal agent, in an initial amount of $648,181 to protect public safety due to the public safety power shutoffs affecting residents of County Costa County.

Whereas, the County of Contra Costa will be accepting grant allocation funding from the California Office of Emergency Services to protect public safety due to the public safety power shutoffs.

Now, Therefore, Be It Resolved that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to request for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any action necessary for the purpose of expending funds allocated for public safety power shutoffs provided by the California Office of Emergency Services.

Contact: Mary Jane Robb, 925-335-1557

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

ATTESTED: December 10, 2019

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: December 10, 2019

Subject: Amendment Agreement #29-208-84 with the California Department of Public Health, Immunization Branch

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment Agreement #29-208-84 (#17-10316, A01), with the California Department of Public Health, Immunization Branch, effective July 1, 2019, to amend Agreement #29-208-83, to decrease the amount payable to the County by $57,360, from $1,593,320 to a new amount of $1,535,960 with no change in the original term of July 1, 2017 through June 30, 2022.

FISCAL IMPACT:

Approval of this amendment agreement by the California Department of Public Health will reflect a change in the Immunization Branch State local assistance general funds to a new amount of $1,535,960. No County funds required.

BACKGROUND:

The County's Immunization Program makes immunizations available to all persons in need of such service in order to prevent the occurrence and transmission of childhood diseases; and under the terms of this Contract, the State provides free vaccine to the County. The Program monitors the compliance of

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Dan Peddycord, 925-313-6712

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

preschools, elementary schools, and secondary schools in meeting State-mandated immunization requirements through in-service programs and limited technical assistance. An adverse reaction monitoring system and outbreak control team are also included in the Program.

On March 27, 2018, the Board of Supervisors approved Grant Agreement #29-208-83 with the California Department of Public Health, Immunization Assistance Program, for the period from July 1, 2017 through June 30, 2022 for continuation of the Immunization Assistance Program.

Approval of Amendment Agreement #29-208-84 will allow the County to continue to receive funds at a reduced amount through June 30, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment agreement is not approved, County's financial records will not match the State Agreement.

ATTACHMENTS

Contra Costa County

To: Board of Supervisors

From: Marc Shorr, Chief Information Officer

Date: December 10, 2019

Subject: APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, to enter into an agreement with the City of El Cerrito

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to enter into an agreement with the City of El Cerrito, to pay the County an amount not to exceed $75,000, to provide Geographic Information System (GIS) services for the period of January 1, 2020 through December 31, 2021.

FISCAL IMPACT:
This agreement will provide revenue for the GIS Division of the Department of Information Technology (DoIT) (100% General Fund).

BACKGROUND:
The City of El Cerrito Fire Department has expressed a need to create GIS data that includes the locations of fire hydrants, hospitals, police stations, Assessor designated parcels, parks and roads, and digital maps capable of being printed in portable document format (PDF) identifying the location of these sites. The DoIT GIS Division has agreed to assist the City of El Cerrito with the creation of the digital mapping utilizing software from ESRI Global, Inc.

CONSEQUENCE OF NEGATIVE ACTION:
If this agreement is not approved, revenue for the GIS Division will not be received and the City of El Cerrito Fire Department will not have up-to-date digitized maps

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Marc Shorr, (925) 608-4071

cc:

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher

Date: December 10, 2019

Subject: 2020 Community Services Block Grant Revenue Contract

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a revenue agreement with California Department of Community Services and Development, in an amount not to exceed $850,578, for Community Services Block Grant program services for the period January 1, 2020 through December 31, 2020.

FISCAL IMPACT:
The County will receive a pass-through of federal funding from the California Department of Community Services and Development. There is no county match requirement.

CFDA # 93.569
State Contract Number: 20F-3007
County Contract Number: 39-813-49

BACKGROUND:
The Employment and Human Services Department (Department) received notification of funding from the California Department of Community Services and Development on November

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: CSB (925) 681-6308

cc: Nancy Sparks, Sam Mendoza

BACKGROUND: (CONT'D)

7, 2019. As the County's Community Action Agency, the Department's Community Services Bureau regularly receives Community Services Block Grant (CSBG) funding to operate self-sufficiency programs under the advisement of the County's Economic Opportunity Council. The self-sufficiency programs have the goal of ameliorating poverty in Contra Costa County through programs that address housing, economic development and food security. Examples of programs to receive funding include those that provide employment training, housing payment assistance and food distribution.

This board order is to accept the County's allocation of $850,578 for the 2020 program year. The funding amount is based on the County's low-income population, which meets federal poverty guidelines.

CONSEQUENCE OF NEGATIVE ACTION:

The Department will be hampered in its ability to operate self-sufficiency programs in the community, and to establish partnerships with community based agencies and public organizations.

Contra Costa County

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Date: December 10, 2019

Subject: California Wildfires Cost Recovery

RECOMMENDATION(S):
ADOPT Resolution No. 2019/654 approving and authorizing the Sheriff-Coroner, or designee, to enter into a Memorandum of Understanding (MOU) with the County of Sonoma for cost recovery associated with the emergency mutual aid response to the October 2019 California Kincade Wildfire, Federal Emergency Disaster Fund, FEMA (FM-5295).

FISCAL IMPACT:
The Office of the Sheriff-Coroner will recover costs from providing mutual aid to Sonoma County with FEMA funds.

BACKGROUND:
On October 24, 2109, the State of California submitted a request for a Fire Management Assistance Grant (FMAG). The States request for federal funds through the Federal Emergency Management Agency (FEMA) was accepted on October 24, 2019 for the Kincade Fire burning in Sonoma County. Contra Costa County Office of the Sheriff provided law enforcement mutual aid to the neighboring county of Sonoma. Federal Funds are now available for reimbursement of actual costs associated with providing mutual aid services. In order for the Office of the Sheriff to participate in the cost recovery program, FEMA requires counties to enter into a Memorandum of Understanding with those entities that provided mutual aid during the disaster. Approval of the MOU will enable the Office of the Sheriff to participate in the cost recovery program.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [x] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Mary Jane Robb (925) 335-1557

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Office of the Sheriff will be unable to apply for reimbursement of costs associated with the mutual aid response.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

Resolution 2019/654

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 12/10/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2019/654

In The Matter Of: Entering into a Memorandum of Understanding (MOU) with the County of Sonoma for cost recovery associated with the emergency mutual aid response to the October 2019 California Kincade Wildfire, Federal Emergency Disaster Fund, FEMA (FM-5295).

Whereas, the County of Contra Costa will be seeking cost recovery with the County of Sonoma associated with the emergency mutual aid response due to the October 2019 California Kincade Wildfire.

Now, Therefore, Be It Resolved that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to request for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any action necessary for the purpose of obtaining cost recovery associated with the emergency mutual aid response to the October 2019 California Kincade Wildfire, Federal Emergency Disaster Fund, FEMA (FM-5295)

Contact: Mary Jane Robb (925) 335-1557

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

ATTESTED: December 10, 2019

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: December 10, 2019

Subject: 2019-20 CA Department of Education Alternative Payment Childcare Services Revenue Contract Amendment

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Department Director, or designee, to execute a revenue agreement amendment with California Department of Education for alternative payment childcare programs operated by the County, to increase the payment limit by $452,756 from $3,213,055 to a new payment limit of $3,665,811 with no change to the term July 1, 2019 through June 30, 2020.

FISCAL IMPACT:
This agreement is funded by the California Department of Education and no County match is required. The State funding number is CAPP 9010 / Amendment #2; the County number is 29-212-36.

The funding is is 58% ($2,125,714) a Federal pass through with CFDA #93.596 and 42% ($1,540,097) is State. The Federal funds are passed through the State's Department of Education.

BACKGROUND:
The Department was notified by the California Department of Education on June 3, 2019 of the County's 2019-20 allocation for the Alternative Payment childcare services

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: CSB (925) 681-6334

cc:

BACKGROUND: (CONT'D)

program. Through this program, CSB administers subsidized childcare through a vendor approach, providing full or partial payments for childcare of eligible families. These programs are designed to maximize parental choice in selecting childcare. Parents may select childcare services from licensed centers and preschools, licensed family childcare homes, or licensed-exempt providers. Priority is given to families who interface with Child Protective Services, families with children at-risk of abuse and neglect, low-income families, and families with children who have special needs. Approval of this board order will allow the continued provision of these childcare services.

The board approved execution of the revenue agreement on June 18, 2019 (c.49). The board approved an amendment on November 5, 2019 (c.35). The state routinely adds funding to these agreements throughout the program year. This board order is to approve the execution of another revenue agreement to provide additional funds for the operation of the alternative payment childcare program.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County will not receive additional funding to operate this childcare program.

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.

ATTACHMENTS

Agreement amendment

CCC: 29-212-36

CALIFORNIA DEPARTMENT OF EDUCATION
1430 N Street
Sacramento, CA 95814-5901

***F.Y.* 19 - 20**

Amendment 02

DATE: July 01, 2019

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

Budget Act Amendment - Prop 64 Funds

CONTRACT NUMBER: CAPP-9010
PROGRAM TYPE: ALTERNATIVE PAYMENT
PROJECT NUMBER: 07-02207-00-9

CONTRACTOR'S NAME: CONTRA COSTA COUNTY EMPLOYMENT & HUMAN SERVICES DEPARTMENT

This agreement with the State of California dated July 01, 2019 designated as number CAPP-9010 and Amendment #01 (Budget Act/Add Pilot Language) shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to $3,213,055.00 and inserting $3,665,811.00 in place thereof.

SERVICE REQUIREMENTS

Minimum Days of Operation (MDO) Requirement shall be 252. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

STATE OF CALIFORNIA	CONTRACTOR
BY (AUTHORIZED SIGNATURE)	BY (AUTHORIZED SIGNATURE)
PRINTED NAME OF PERSON SIGNING Jaymi Brown,	PRINTED NAME AND TITLE OF PERSON SIGNING Kathy Gallagher, Director
TITLE Contract Manager	ADDRESS 40 Douglas Drive, Martinez, CA 94553

AMOUNT ENCUMBERED BY THIS DOCUMENT $ 452,756	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT $ 3,213,055	(OPTIONAL USE) See Attached				
	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
TOTAL AMOUNT ENCUMBERED TO DATE $ 3,665,811	OBJECT OF EXPENDITURE (CODE AND TITLE) 706				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.			T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER See Attached			DATE		

CONTRACTOR'S NAME: CONTRA COSTA COUNTY EMPLOYMENT & HUMAN SERVICES DEPARTMENT

CONTRACT NUMBER: CAPP-9010

Amendment 02

AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
$ 0	Child Development Programs			Federal
PRIOR AMOUNT ENCUMBERED	(OPTIONAL USE) 0656	FC# 93.596		PC# 000322
$ 428,860	13694-2207			
TOTAL AMOUNT ENCUMBERED TO DATE	ITEM 30.10.020.007	CHAPTER	STATUTE	FISCAL YEAR
$ 428,860	6100-194-0890	B/A	2019	2019-2020
	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	706	SACS: Res-5050 Rev-8290		

AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
$ 0	Child Development Programs			Federal
PRIOR AMOUNT ENCUMBERED	(OPTIONAL USE) 0656	FC# 93.596		PC# 000321
$ 425,585	14153-2207			
TOTAL AMOUNT ENCUMBERED TO DATE	ITEM 30.10.020.007	CHAPTER	STATUTE	FISCAL YEAR
$ 425,585	6100-194-0890	B/A	2019	2019-2020
	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	706	SACS: Res-5050 Rev-8290		

AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
$ 0	Child Development Programs			General
PRIOR AMOUNT ENCUMBERED	(OPTIONAL USE) 0656			
$ 1,087,341	23186-2207			
TOTAL AMOUNT ENCUMBERED TO DATE	ITEM 30.10.020.007	CHAPTER	STATUTE	FISCAL YEAR
$ 1,087,341	6100-194-0001	B/A	2019	2019-2020
	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	706	SACS: Res-6040 Rev-8590		

AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
$ 0	Child Development Programs			Federal
PRIOR AMOUNT ENCUMBERED	(OPTIONAL USE) 0656	FC# 93.575		PC# 000324
$ 1,271,269	15400-2207			
TOTAL AMOUNT ENCUMBERED TO DATE	ITEM 30.10.050.007	CHAPTER	STATUTE	FISCAL YEAR
$ 1,271,269	6100-194-0890	B/A	2019	2019-2020
	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	706	SACS: Res-5050 Rev-8290		

AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
$ 452,756	Child Development Programs			General
PRIOR AMOUNT ENCUMBERED	(OPTIONAL USE) 0656			
$ 0	25467-2207			
TOTAL AMOUNT ENCUMBERED TO DATE	ITEM 30.10.020.007	CHAPTER	STATUTE	FISCAL YEAR
$ 452,756	6100-196-0001	B/A	2019	2019-2020
	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	706	SACS: Res-6040 Rev-8590		

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER	DATE	

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Amendment #29-805-3 with the City of Antioch

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment Agreement #29-805-3 with the City of Antioch, including agreeing to indemnify the City, to amend Agreement #29-805-1 (as amended by Amendment Agreement 29-805-2), to increase the amount payable to the County by $30,000, from $60,000 to a new amount not to exceed $90,000, and to extend the termination date from June 30, 2019 to June 30, 2020 for the provision of homeless outreach services for the Coordinated Outreach, Referral and Engagement (CORE) Program.

FISCAL IMPACT:
Approval of this amendment will allow the County to receive an additional amount not to exceed $30,000 from the City of Antioch to provide homeless outreach services. No additional County funds are required.

BACKGROUND:
The CORE Program locates and engages homeless residents throughout Contra Costa County. CORE teams serve as an entry point into the County's coordinated entry system for unsheltered persons and work to locate, engage, stabilize and house chronically homeless individuals

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Lavonna Martin
925-608-6701

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)
and families.

On February 6, 2018, the Board of Supervisors approved Grant Agreement #29-805-1, as amended by Amendment Agreement #29-805-2, with the City of Antioch to receive funds to provide homeless outreach services for the CORE program from July 1, 2017 through June 30, 2019. This Agreement included agreeing to indemnify and hold harmless the City for claims arising out of County's performance under this Contract.
Approval of Amendment Agreement #29-805-3 will allow County to receive additional funds from the City of Antioch through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:
If this agreement is not approved, County will not receive additional funding and without such funding, the CORE program may have to operate at a reduced capacity.

ATTACHMENTS

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: Department of Energy / Weatherization Assistance Program Contract Amendment 2

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development, to decrease the payment limit to the County by $74,000 to $402,486 for the U.S. Department of Energy Weatherization Assistance Program for low-income households, with no change to the term June 1, 2018 to June 30, 2020.

FISCAL IMPACT:
This grant is funded 100% by Federal funds from the U.S. Department of Health and Human Services, passed though the California Department of Community Services and Development Department. There is no net County cost.

CFDA No. 84.042. The Contra Costa County contract number for this grant is 39-800-22.

BACKGROUND:
The County routinely receives funds from the California Department of Community Services and Development to manage a Department of Energy Weatherization Assistance program.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Nelly Ige (925) 681-6334

cc: Nelly Ige, Sam Mendoza

BACKGROUND: (CONT'D)

Contra Costa County has received funding from the State Department of Community Services and Development for 23 years, wherein the County provides energy bill assistance payments and weatherization services to County residents who are income-eligible to receive these services. The funding source is Federal funding from the Department of Energy, passed through by the California Department of Community Services and Development. The County receives the money via the Employment and Human Services Department (EHSD). In turn, EHSD partners with the County's Department of Conservation and Development to provide direct services to clients through energy saving home improvements.

Energy saving measures may provide homes with hot water heaters, furnaces, refrigerators, microwaves, doors, windows, florescent 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 carbon monoxide alarms. The program uses income-based eligibility as per the Federal poverty guidelines for that program year. 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. Services are then based on clients with the lowest income, highest energy burden, and those with one household member who is considered in the vulnerable population.

The board approved the original agreement on May 22, 2018 (c.43) and approved an amendment on May 7, 2019 (c.59). This board order to to approve a second amendment to decrease the payment limit. The State has requested that all funded agencies voluntarily reduce their contract allocation for agencies that need the additional Department of Energy funds.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Department will not be able to execute the agreement amendment for operation of the weatherization assistance program in Contra Costa County.

CHILDREN'S IMPACT STATEMENT:

The Employment and 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: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: Extension of Term for Contract with Urban Tilth

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Conservation and Development (DCD) Director, or designee, to execute a contract amendment with Urban Tilth to extend the term of the contract from December 31, 2019 through December 31, 2021, to complete the design phase and begin construction of the first phase of the North Richmond Farm.

FISCAL IMPACT:
No impact to the General Fund. The project is funded by Park Dedication and Park Impact Fees.

BACKGROUND:
On March 19, 2019, the Board approved DCD a contract (C.36) with Urban Tilth to complete the Design Phase and begin Phase I Construction at the North Richmond Farm.

However, the Board Order indicated the term of the contract as January 1, 2019 through December 31, 2019. The contract term was intended to be January 1, 2019 through December 31, 2021. Amending the contract through December 31, 2021 will align the term with Measure WW funding requirements and the anticipated project completion date.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Kristine Solseng (925) 674-7809

cc:

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #27-689-8 with Epic Care

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-689-8 with Epic Care, a corporation, in an amount not to exceed $7,000,000, to provide hematology, oncology, otolaryngology, primary care physician, gastric bypass surgery, diagnostic imaging and laboratory services to Contra Costa Health Plan (CCHP) members, for the period December 1, 2019 through November 30, 2020.

FISCAL IMPACT:
This Contract is funded 100% CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:
On December 5, 2017, the Board of Supervisors approved Contract #27-689-6 (as amended by Amendment Agreement #27-689-7) with Epic Care for the provision of hematology, oncology and gastric bypass surgery services to CCHP members, for the period December 1, 2017 through November 30, 2019.

Approval of Contract #27-689-8 will allow Contractor to provide hematology, oncology, otolaryngology primary care physician, bypass surgery, diagnostic imaging and laboratory services through November 30, 2020.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Sharron Mackey, 925-313-6104

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services will not be provided.

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: CONTRACT AMENDMENT WITH ENVIRONMENTAL SCIENCE ASSOCIATES, INC., FOR TECHNICAL CONSULTING SERVICES FOR WASTE DIVERSION PROGRAMS (CONTRACT C45074-01)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Environmental Science Associates, Inc., to extend the term from December 31, 2019 through December 31, 2022 and increase the payment limit by $200,000 to a new payment limit of $500,000 for continued technical consulting services associated with waste diversion programs.

FISCAL IMPACT:

No impact to the General Fund. The work performed under this contract will be funded by Solid Waste and Recycling Collection Franchise Fees and City/County Beverage Container Funding. There are no matching funds required.

BACKGROUND:

The proposed contract amendment will allow Environmental Science Associates, Inc. (ESA) to continue to provide Conservation & Development Department (DCD) staff with technical consulting services that are needed to assist with solid waste diversion programs in the unincorporated areas of the County. ESA will continue to provide assistance with a variety of state-mandated implementation, outreach, monitoring and reporting activities under this contract, including but not limited to:

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Justin Sullivan, (925) 674-7812

cc:

BACKGROUND: (CONT'D)

1. Programs/activities targeting recyclable and compostable waste streams generated by businesses and schools as mandated by AB 341 and AB 1826. For example, ESA will conduct waste assessments, analyze waste stream and prepare customized recommendations targeting opportunities to divert waste being generated by each business.

2. Programs/activities funded or required under the State funded Used Oil, Oil Filter and Beverage Container Recycling Programs.

3. Activities related to diversion and disposal reporting required to comply with State laws and regulations. For example, ESA will design and update, as needed, a custom CalGreen Construction Waste Management Plan and Report Tool, which calculates project-specific estimates based on average waste generation / composition as well as actual diversion rate for the project, to facilitate higher compliance rates for Building Permit applicants / property owners.

CONSEQUENCE OF NEGATIVE ACTION:

ESA would be unable to continue technical consulting services associated with waste diversion programs for the County, which may result in uncompleted tasks needed to comply with state laws.

Contra Costa County

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Date: December 10, 2019

Subject: California Office of Emergency Services – California Specialized Training Institute

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with California Office of Emergency Services California Specialized Training Institute, in the amount not to exceed $250,000 for emergency management and public information officer training for the term of December 1, 2019 through June 30, 2022.

FISCAL IMPACT:
$250,000 grant funds; State Homeland Security and Bay Area Urban Areas Security Initiative.

BACKGROUND:
The Office of the Sheriff-Coroner was awarded grant funding through the Bay Area UASI and State Homeland Security Grant Program to fund emergency management training for Emergency Operations Center (EOC) and field incident managers. The courses being contracted are foundational courses for EOC personnel and Public Information Officers for crisis management. Contra Costa cannot conduct these certified State courses internally. Contracting with CSTI will ensure local personnel receive these core trainings necessary to respond proficiently in times of disaster.

CONSEQUENCE OF NEGATIVE ACTION:
The Office of the Sheriff-Coroner will not be able to expend awarded grant money and would have to de-obligate these funds.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Sandra Brown, 925-335-1553

By: , Deputy

cc:

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Novation Contract #74-577-1 with Seneca Family of Agencies

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #74-577-1 with Seneca Family of Agencies, a non-profit corporation, in an amount not to exceed $3,312,864, to provide mobile crisis response and community-based mental health services for Seriously Emotionally Disturbed (SED) children for the period from July 1, 2019 through June 30, 2020. This Contract includes a six-month automatic extension through December 31, 2020, in an amount not to exceed $1,656,432.

FISCAL IMPACT:
This Contract is funded by 34% Federal Medi-Cal, 40% Mental Health Realignment, and 26% Mental Health Services Act.

BACKGROUND:
On October 23, 2018, the Board of Supervisors approved Contract #74-577 with Seneca Family of Agencies to provide mobile crisis response and children's specialty mental health services for SED children, for the period July 1, 2018 through June 30, 2019, which included a six-month automatic extension through December 31, 2019.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano, Ph.D., 925-957-5212

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

Approval of Novation Contract #74-577-1 will allow Contractor to continue to provide mobile crisis response and children's specialty mental health services through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children throughout the County will not have access to Contractor's mobile crisis and community-based mental health services, possibly resulting in the need for higher levels of care.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #26-699-8 with Semon Bader, M.D.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-699-8 with Semon Bader, M.D., an individual, in an amount not to exceed $288,000, to provide orthopedic services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from January 1, 2020 through December 31, 2020.

FISCAL IMPACT:
This Contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:
On November 6, 2018, the Board of Supervisors approved Contract #26-699-7, with Semon Bader, M.D., for the provision of orthopedic services, including consultation, training, on-call coverage and medical/surgical procedures at CCRMC and Health Centers, for the period from January 1, 2019 through December 31, 2019.

Approval of Contract #26-699-8 will allow the Contractor to continue to provide orthopedic services at CCRMC and Health Centers through December 31, 2020.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Samir Shah, M.D., 925-370-5525

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this Contract is not approved, patients requiring orthopedic services at CCRMC and Health Centers will not have access to Contractor's orthopedic services.

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #23-638-1 with Cactus Healthcare Resources, LLC

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-638-1 with Cactus Healthcare Resources, LLC, a limited liability company, in an amount not to exceed $1,180,000, to provide consultation, training and technical support to the Department's Information Systems Unit with regard to information technology analytics, for the period January 1, 2020 through December 31, 2021.

FISCAL IMPACT:
This Contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:
On June 26, 2018, the Board of Supervisors approved Contract #23-638 with Cactus Healthcare Resources, LLC, for the provision of consultation, training and technical support to the Department's Information Systems Unit, including information technology analytics and assisting with project management and implementation of new systems, applications and technologies for the period June 1, 2018 through December 31, 2019.

Approval of Contract #23-638-1 will allow Contractor to continue providing services through December 31, 2021.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Patrick Wilson, 925-335-8777

cc: F Carroll, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this Contract is not approved, the County will not have consultation, training and technical assistance for the Information Technology Analytics Unit.

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Purchase Order for the procurement of two mobile medical vehicles

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Department, a purchase order with CT Coachworks, LLC, in an amount not to exceed $764,492.32, to purchase two mobile medical vehicles for the department's mobile medical clinic fleet.

FISCAL IMPACT:
This purchase order will be funded 100% by Hospital Enterprise Fund I.

BACKGROUND:
Public Health Clinic Services operates multiple mobile medical clinics serving youth and the homeless population throughout Contra Costa County five days a week. The populations served by the mobile medical vehicles often face multiple barriers to accessing care including transportation barriers. The new mobile medical clinics will replace two (2) vehicles in the fleet. One (1) mobile clinic is currently not operational (Vehicle #6872) and one (1) mobile clinic will be pulled from services January 2020 due to emissions standards (Vehicle #6864).

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Dan Peddycord, (925)313-6712

cc:

BACKGROUND: (CONT'D)

>These new mobile medical clinics will be designed to provide medical services that can accommodate both pediatric and adult populations allowing flexibility in clinic coverage and staffing. Public Health Clinic Services has extensive experience operating mobile clinics and is well prepared to operate a new mobile medical clinic.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not purchase the replacement mobile medical vehicle and current clinic services will be impacted due to not having adequate mobile clinics to serve all planned sites and will result in closure of clinics that serve low income youth and homeless population in Contra Costa County.

ATTACHMENTS

Contra Costa County

To: Board of Supervisors

From: LEGISLATION COMMITTEE

Date: December 10, 2019

Subject: State Legislative Advocacy Contract

RECOMMENDATION(S):
APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with Nielsen Merksamer Parrinello Gross & Leoni LLP in an amount not to exceed $540,000 to provide state legislative and regulatory advocacy services for the period January 1, 2020 through December 31, 2022, subject to approval as to form by County Counsel.

FISCAL IMPACT:
The annual cost of the contract is $180,000. The total cost of the three-year contract is $540,000. Funding for these services is appropriated in the County Administrator's Office budget, as approved by the Board of Supervisors.

BACKGROUND:
At the October 3, 2019 meeting of the Legislation Committee, Chair Burgis and Vice Chair Mitchoff considered the matter of the state advocacy services contract and recommended that the Board of Supervisors authorize a contract with Nielsen Merksamer Parrinello Gross & Leoni LLP ("Nielsen Merksamer") for a three-year period, as specified in the Request for Qualifications (RFQ) issued on March 27, 2019.

- [x] APPROVE
- [ ] OTHER
- [ ] RECOMMENDATION OF CNTY ADMINISTRATOR
- [x] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

Contact: L. DeLaney, 925-335-1097

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Nielsen Merksamer is currently in contract to provide advocacy services through December 31, 2019 at a rate of $15,000 per month. This contract was offered on an interim basis, pending the resolution of the matters regarding advocacy contractor performance measures and Delta/water expertise. These matters have been resolved to the satisfaction of the Committee members. The Committee recommends, therefore, by unanimous vote, that the Board award and authorize a contract to Nielsen Merksamer for the three-year period specified in the RFQ. (Note, the RFQ anticipated that a contract would commence at the start of the fiscal year and could be extended for two (2) additional one-year terms at agreed prices with all other terms and conditions remaining the same, by mutual agreement.)

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: Contract with Seneca Family of Agencies for Child Welfare Family Finding Services for Foster Youth

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Seneca Family of Agencies, a non-profit corporation, in an amount not to exceed $250,000 to provide family finding services for foster youth for the period January 1, 2020 through December 31, 2020.

FISCAL IMPACT:
This will increase department expenditures by $250,000 funded by 50% State and 50% Federal funds.

BACKGROUND:
Family Finding is an intensive research and engagement process for the Children and Family Services (CFS) youth in support of the California Continuum of Care Reform (AB403). The purpose of Family Findings is to offer lifelong connections to foster youth by locating the most appropriate stable family or non-related extended family members, supporting the resource family approval process, identifying a placement, or discovering relatives of the children in care. Seneca Family of Agencies (Contractor) was selected from a competitive bid process in Fiscal 2019-2020. The Contractor works closely with CFS staff to deliver Family Finding services to ensure Contra Costa County foster youth reside in a safe and nurturing environment.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Gina Chenoweth
8-4961

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County foster youth will have less access to family finding and supportive services to locate and transition into appropriate stable permanent placements.

CHILDREN'S IMPACT STATEMENT:

This contract supports four of the five community outcomes established in the Children's Report Card: 1) Children Ready for and Succeeding in School; 2) Children and Youth Healthy and Preparing for Productive Adulthood; 3) Families that are Safe, Stable and Nurturing; and 4) Communities that are Safe and Provide a High Quality of Life for Children and Families by placing foster youth into appropriate, stable and permanent placements.

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #25-046-20 with Shelter, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #25–046–20 with Shelter, Inc., a non-profit corporation, in an amount not to exceed $534,000, to provide support services for County residents in the Supportive Housing Program, for the period from December 1, 2019 through November 30, 2020.

FISCAL IMPACT:
This Contract is funded by 62% Federal McKinney-Vento Homeless funds, 35% Department of Housing and Urban Development and 3% Mental Health Services Act. (No Rate Increase)

BACKGROUND:
This Contract meets the social needs of County's population by providing support services to County residents that are homeless with a diagnosis of mental illness, or a dual-diagnosis of mental illness and substance abuse.

On January 22, 2019, the Board of Supervisors approved Contract #25-046-19 with Shelter, Inc., to provide support services to County residents in the Supportive Housing Program that are homeless and have a diagnosis of mental illness or dual-diagnosis of mental illness and substance abuse, for the period from December 1, 2018 through November 30, 2019.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Lavonna Martin
925-608-6701

cc: L Walker

BACKGROUND: (CONT'D)

Approval Contract #25-046-20, will allow the Contractor to continue to provide support services through November 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's residents who are homeless with a disability and are receiving services in the Support Housing Program will not receive services from this contractor.

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #27-896-4 with Serramonte Pulmonary Asthma Sleep Clinic, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-896-4 with Serramonte Pulmonary Asthma Sleep Clinic, Inc., a corporation, in an amount not to exceed $1,000,000, to provide pulmonary and sleep study services to Contra Costa Health Plan (CCHP) members, for the period from December 1, 2019 through November 30, 2021.

FISCAL IMPACT:
This Contract is funded 100% by CCHP Enterprise Fund II.

BACKGROUND:
In May 2017, the County Administrator approved and the Purchasing Services Manager executed Contract #27-896-2 (as amended by Amendment Agreement #27-896-3) with Serramonte Pulmonary Asthma Sleep Clinic, Inc., to provide pulmonary and sleep study services to CCHP members, for the period from December 1, 2016 through November 30, 2019.

Approval of Contract #27-896-4 will allow Contractor to continue to provide pulmonary and sleep study services to CCHP members through November 30, 2021.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Sharron Mackey, 925-313-6104

cc: Kimberley Mullen, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Contractor's specialized pulmonary and sleep study services for CCHP members will not be provided.

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #77-008-3 with Mission Hills Eye Center Medical Associates, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-008-3 with Mission Hills Eye Center Medical Associates, Inc., a corporation, in an amount not to exceed $1,250,000, to provide ophthalmology and optometry services for Contra Costa Health Plan (CCHP) members, for the period from January 1, 2020 through December 31, 2021.

FISCAL IMPACT:
This Contract is funded 100% by CCHP Enterprise Fund II.

BACKGROUND:
On January 9, 2018, the Board of Supervisors approved Contract #77-008-1 (as amended by Amendment Agreement #77-008-2) with Mission Hills Eye Center Medical Associates, Inc., for the period from January 1, 2018 through December 31, 2019, for the provision of ophthalmology and optometry services for CCHP members.

Approval of Contract #77-008-3 will allow Mission Hills Eye Center Medical Associates, Inc. to continue to provide ophthalmology and optometry services for CCHP members through December 31, 2021.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

Contact: Sharron Mackey, 925-313-6104

By: , Deputy

cc: Kimberley Mullen, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCHP members will not receive the benefits of ophthalmology and optometry services from the Contractor.

Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: Contract with Central Coast Energy Services, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an agreement with Central Coast Energy Services, Inc. in an amount not to exceed $75,000 to provide a software application and database management services for the term August 1, 2019 through July 31, 2021.

FISCAL IMPACT:
The $75,000 contract is funded entirely by a federal grant passed through the California Department of Community Services and Development. The CFDA Number is 93.568. No County match is required.

BACKGROUND:
The Employment and Human Services Department (EHSD) operates the County's Low Income Home Energy Assistance Program through the Community Services Bureau. The energy payments are processed through a software and database management system, ServTraq©, to link the payments and reports to roll up directly to the State of California.

This contractor was identified by a State Request for Proposal process and selected to provide the software and on-going maintenance services. The software application

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

Contact: CSB, 681-6304

By: , Deputy

cc: Nelly Ige, Sam Mendoza

BACKGROUND: (CONT'D)

and platform was developed by Central Coast Energy Services, which makes it available to the County via internet on a pay-per-agency basis. The Contractor may also provide custom data, consulting and training services.

Approval of this board order will allow the execution of the agreement. The agreement contains a mutual indemnification clause.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, EHSD will not be able to process low income energy service payments more efficiently through this database management system.

ATTACHMENTS

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Purchase Order with US Foods, Inc. dba U.S. Foodservice, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a Purchase Order with US Foods, Inc. doing business as U.S. Foodservice, Inc., in an amount not to exceed $1,000,000 for the purchase of all food categories, chemicals, paper products, kitchen supplies and equipment for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from January 1, 2020 through December 31, 2020.

FISCAL IMPACT:
100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:
CCRMC is replacing its primary food vendor Sysco and Food Service Partners with US Foods, Inc., which offers more food options at a lesser price and will allow existing staff to cook patient meals that Food Services currently provides.

CONSEQUENCE OF NEGATIVE ACTION:
If this Purchase Order is not approved, CCRMC will continue to use Sysco as our primary food vendor which has a daily delivery delay. CCRMC will have to continue purchasing daily patient meals from Food Service Partners.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jaspreet Benepal, 925-370-5501

cc: Marcy Wilhelm, Jasmine Campos

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #23-668 with United Language Group, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-668 with United Language Group, Inc., a corporation, in an amount not to exceed $705,000 to translate written documents for County's Health Services Department for the period from December 1, 2019 through November 30, 2022.

FISCAL IMPACT:
This Contract is funded 100% Hospital Enterprise Fund I.

BACKGROUND:
Under Contract #23-668, Contractor will provide written language translation services for County's Health Services Department for the period from December 1, 2019 through November 30, 2022.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract is not approved, patients requiring written translation services will not have access to Contractor's services.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

Contact: Pat Godley, 925-957-5405

By: , Deputy

cc: L Walker, M Wilhelm

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Amendment #26-777-6 with Stephen Arnold, M.D.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #26-777-6 with Stephen Arnold, M.D., an individual, effective December 1, 2019, to amend Contract #26-777-3 (as amended by Contract Amendment Agreements #26-777-4 and #26-777-5) to increase the payment limit by $87,000, from $1,402,000 to a new payment limit of $1,489,000, with no change in the term of March 1, 2017 through February 29, 2020.

FISCAL IMPACT:
This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:
On February 7, 2017, the Board of Supervisors approved Contract #26-777-3 (as amended by Contract Amendment Agreements #26-777-4 and #26-777-5) with Stephen Arnold, M.D., to provide cardiology services including clinic coverage, inpatient care, reading cardiology studies and on-call services at CCRMC and Contra Costa Health Centers for the period March 1, 2017 through February 29, 2020.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Samir Shah, M.D., 925-370-5475

cc: A Floyd, M Wilhelm

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #26-777-6 will allow the Contractor to provide additional cardiology services due to an increase in workload, volume and utilization at CCRMC and Contra Costa Health Centers, through February 29, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients requiring cardiology services at CCRMC and Contra Costa Health Centers will not have access to Contractor's services.

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Novation Contract #24-717-7 with Portia Bell Hume Behavioral Health and Training Center

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #24-717-7 with Portia Bell Hume Behavioral Health and Training Center, a non-profit corporation, in an amount not to exceed $4,147,691, to provide Mental Health Services Act (MHSA) Full Service Partnership (FSP) Services to adults with serious mental illness who are homeless or at serious risk of homelessness, for the period from July 1, 2019 through June 30, 2020, which includes a six-month automatic extension through December 31, 2020, in an amount not to exceed $2,073,845.

FISCAL IMPACT:
This Contract is funded by 20% Federal Medi-Cal and 80% Mental Health Services Act. (Rate increase)

BACKGROUND:
This Contract meets the social needs of County's population by providing a FSP Program funded by the MHSA, providing a comprehensive range of services and supports in West, Central and East Contra Costa County to adults with serious mental illness who are homeless or at serious risk of homelessness.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano, Ph.D, 925-957-5212

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

On October 23, 2018, the Board of Supervisors approved Contract #24-717-6 with Portia Bell Hume Behavioral Health and Training Center for the provision of MHSA FSP Program services for adults with serious mental illness who are homeless or at serious risk of homelessness for the period from July 1, 2018 through June 30, 2019, which included a six-month automatic extension through December 31, 2019.

Approval of Novation Contract #24-717-7 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, mentally ill adults who are homeless will not have access to Contractor's mental health services, leading to reduced levels of service to the community and potential placement in higher levels of care.

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Novation Contract #74–322–16 with Youth Homes Incorporated

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #74–322–16 with Youth Homes Incorporated, a non-profit corporation, in an amount not to exceed $4,083,868, to provide residential treatment and Therapeutic Behavioral Services (TBS) to children who are Seriously Emotionally Disturbed (SED), for the period from July 1, 2019 through June 30, 2020, which includes a six-month automatic extension through December 31, 2020, in an amount not to exceed $2,041,934.

FISCAL IMPACT:
This Contract is funded by 50% Federal Medi-Cal and 50% Mental Health Realignment Funds. (Rate increase)

BACKGROUND:
On September 11, 2018, the Board of Supervisors approved Novation Contract #74–322–15 with Youth Homes Incorporated for the provision of residential treatment and TBS to SED children for the period from July 1, 2018 through June 30, 2019, which included a six month automatic extension through December 31, 2019. Approval of Novation Contract #74-322-16 replaces the automatic extension under the prior Contract allowing the Contractor to continue providing services through June 30, 2020.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano, Ph.D, 925-957-5212

cc: E Suisala , 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: December 10, 2019

Subject: Novation Contract #74-593-2 with Mental Health Systems, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #74-593-2 with Mental Health Systems, Inc., a non-profit corporation, in an amount not to exceed $303,673, to provide socialization and vocational rehabilitative services to adults with severe and persistent mental illness for the period from July 1, 2019 through June 30, 2020, which includes a six-month automatic extension through December 31, 2020, in an amount not to exceed $151,836.

FISCAL IMPACT:
This Contract is funded 100% by Mental Health Realignment Funds. (Rate increase)

BACKGROUND:
On March 12, 2019, the Board of Supervisors approved Novation Contract #74-593 (as amended by Assignment #74-593-1) with Mental Health Systems, Inc. for the provision of socialization and vocational rehabilitative services to adults with severe and persistent mental illness, including specific technical training and hands-on instruction for trades, certifications, or diplomas for the period from January 1, 2019 through June 30, 2019, which included a six-month automatic extension through December 31, 2019.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano, Ph.D, 925-957-5212

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

Approval of Novation Contract #74-593-2 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services, through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, adults with severe and persistent mental illness will not receive vocational services provided by this contractor.

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #25-079-3 with Portia Bell Hume Behavioral Health and Training Center

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #25-079-3 with Portia Bell Hume Behavioral Health and Training Center, a non-profit corporation, in an amount not to exceed $445,000, to provide case management and homelessness Rapid Resolution counseling to County residents who are homeless or at risk of becoming homeless for the period from October 1, 2019 through June 30, 2021.

FISCAL IMPACT:

This Contract is funded by 39% Federal Housing and Urban Development Fund, 56% Adult Protective Services Home Safe Program and 5% Housing Security. (No rate increase)

BACKGROUND:

In November 2018, the County Administrator approved and Purchasing Services Manager executed Contract #25-079-1, (as amended by Contract Amendment Agreement #25-079-2) with Portia Bell Hume Behavioral Health and Training Center to provide case management and homelessness

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Lavonna Martin, 925-608-6701

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

diversion counseling to County residents who are homeless or at risk of becoming homeless for the period from October 1, 2018 through September 30, 2019.

Approval of Contract #25-079-3 will allow the Contractor to continue providing services through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County residents and families that are homeless or at risk of being homeless will not have access to Contractor's 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).

ATTACHMENTS

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #25–042–27 with Greater Richmond Inter-Faith Program

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #25-042-27 with Greater Richmond Inter-Faith Program, a non-profit corporation, in an amount not to exceed $788,041, to provide emergency shelter services at the Emergency Family Shelter and operate the West County CARE/Warming Center for the Homeless Coordinated Entry System of Care for the period October 1, 2019 through June 30, 2021.

FISCAL IMPACT:
This Contract is funded by 29% Housing and Urban Development, 17% County General Funds, 50% Mental Health Realignment and 4% Homeless Emergency Aid Program. (No Rate Increase)

BACKGROUND:
This Contract meets the social needs of County's population by providing emergency shelter services, twenty-four hours per day, seven days per week, to homeless adults in Central and West County, and respite services to homeless adults in Central County. Contractor is taking over services to operate the West County CARE Center for the Homeless Coordinated Entry System of Care providing support services to Contra Costa County families that are homeless, including case management, day shelter services,

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Lavonna Martin, 925-608-6701

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

transportation needs, mental health assessment and crisis intervention.

On October 23, 2018, the Board of Supervisors approved Contract #25-042-25 (as amended by Contract Amendment Agreement #25-042-26) with Greater Richmond Inter-Faith Program to provide emergency shelter services at the Emergency Family Shelter for homeless families and operate the West County CARE/Warming Center for the Homeless Coordinated Entry System of Care, for the period from October 1, 2018 through September 30, 2019.

Approval of Contract #25-042-27 will allow the Contractor to continue to provide homeless services through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's homeless clients will not receive supportive services from care centers.

ATTACHMENTS

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Contract #76-681 with GE Precision Healthcare, LLC

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-681 with GE Precision Healthcare, LLC, a limited liability company, in an amount not to exceed $3,938,350, to provide maintenance and repair services for medical imaging equipment and systems located at Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period December 1, 2019 through November 30, 2024.

FISCAL IMPACT:
This Contract is funded by 100% Hospital Enterprise Fund I.

BACKGROUND:
Under Contract #76-681, the Contractor will provide maintenance and repair services to various medical imaging equipment and systems located at CCRMC, West County Health Center, Pittsburg Health Center and Antioch Health Center for the period December 1, 2019 through November 30, 2024.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract is not approved, County will not have access to Contractor's services for maintenance and repair services of medical imaging equipment and systems.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Jaspreet Benepal, 925-957-5741

cc: E Suisala , M Wilhelm

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: Amendment No. 1 with Smith, Watts & Company, LLC, (d/b/a Smith, Watts & Hartmann) for Legislative Services.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Contract Amendment No. 1 with Smith, Watts & Company, LLC, (d/b/a Smith, Watts & Hartmann) to increase the payment limit by $96,000 to a new payment limit of $261,000 and extend the term from December 31, 2019 to a new term of December 31, 2021 to provide additional legislative advocacy services.

FISCAL IMPACT:
The contract will be 100% funded by Local Road Funds.

BACKGROUND:
The Public Works Department entered into a contract with Smith, Watts & Company, LLC d/b/a Smith, Watts & Hartmann to provide legislative advocacy and monitoring services in January 2017. They have provided these types of services on retainer to the County since 2005. It is the recommendation of the Public Works Department that Smith, Watts & Company continue to be retained for the 2020-2021 calendar years due to the complexities involved with legislative advocacy and monitoring services. Additional time and funding are required for Smith, Watts & Company, LLC d/b/a Smith, Watts & Hartmann to provide needed legislative services.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

Contact: Nancy Wein, 925.313.2275

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without Board of Supervisors' approval, the Public Works Department will not have legislative advocacy and monitoring services in Sacramento for the 2020 and 2021 calendar years. This will leave the Department at a great disadvantage in the areas of growth management, infrastructure finance, planning and zoning (including transportation planning), public works contracting, community development, energy restructuring, and associated administrative issues in relation to State legislative, state executive and regulatory agencies.

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: Amendment No. 2 with Mark Thomas & Company, Inc. for the Kirker Pass Road Northbound Truck Climbing Lane Project, Concord area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Contract Amendment No. 2 with Mark Thomas & Company, Inc. to increase the payment limit by $185,000 to a new payment limit of $1,535,000 and extend the term from December 31, 2019 to a new term of June 30, 2021 to provide additional professional engineering services, including construction support for the Kirker Pass Road Northbound Truck Climbing Lane Project, Concord area. (Project No. 0662-6R4052) (District IV)

FISCAL IMPACT:

The Consulting Services Agreement will be funded by the Measure J Transportation Sales Tax (Measure J) Program (85%) and local road funds (15%).

BACKGROUND:

On April 1, 2014, the Board of Supervisors approved a Consulting Services Agreement with Mark Thomas & Company, Inc. to provide professional engineering services for the Kirker Pass Road Northbound Truck Climbing Lane Project. Professional engineering services include preparing plans, specifications, and estimates, including geological and hydraulic studies, and on-call construction support during the project's construction.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

Contact: Nancy Wein, 925.313.2275

By: , Deputy

cc:

BACKGROUND: (CONT'D)

On May 2, 2017 the Board of Supervisors approved Amendment #1 to the Consulting Services Agreement to provide additional professional engineering services by increasing the payment limit to $1,350,000, and extending the term to a new termination date of December 31, 2019. During the course of preliminary design, additional exploration, design work, and project management were identified in order to complete the design of the project. In addition, an asphalt concrete overlay was added to the scope of the project in order to improve the pavement condition of the existing roadway, which required additional effort by Mark Thomas.

The project started construction in May of this year and is expected to be complete by September of 2020. Additional time and funding are now required to allow Mark Thomas & Company, Inc. to continue to provide needed professional engineering services, including civil and structural design support throughout the project's construction, and final close-out activities. In addition, there was additional design effort due to the redesign of Retaining Wall #1 because of field conditions encountered.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board of Supervisors' approval, the lack of construction support for the project will jeopardize the federal funding programmed for construction of the Kirker Pass Road Truck Climbing Lane project, and may also result in substantial additional project costs.

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Amendment #77-217-1 with Healthrisk Resource Group, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #77-217-1, with Healthrisk Resource Group, Inc., a corporation, effective January 1, 2020, to amend Contract #77-217, to increase the payment limit by $300,000, from $300,000 to a new payment limit of $600,000, with no change in the original term of March 1, 2019 through February 28, 2021.

FISCAL IMPACT:
This amendment is funded 100% by Contra Costa Health Plan (CCHP) Enterprise Fund II. (No rate increase)

BACKGROUND:
On March 12, 2019, the Board of Supervisors approved Contract #77-217 with Healthrisk Resource Group, Inc., for the provision of claims processing and negotiation services for CCHP members, for the period from March 1, 2019 through February 28, 2021.

Approval of Contract Amendment Agreement #77-217-1 will allow the Contractor to provide additional claims processing and negotiation services for CCHP members through February 28, 2021.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Sharron Mackey, 925-313-6104

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, Contactor will not be able to provide additional claims processing and negotiation services.

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Amendment #24-429-67 with Ujima Family Recovery Services

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #24-429-67 with Ujima Family Recovery Services, a non-profit corporation, effective July 1, 2019, to amend Contract #24-429-66, to increase the payment limit by $146,198, from $3,138,633 to a new payment limit of $3,284,831, with no change in the term of July 1, 2019 through June 30, 2020.

FISCAL IMPACT:
This Amendment is funded by 70% Drug Medi-Cal, 16% Substance Abuse Prevention and Treatment (SAPT) Perinatal Set-Aside, 10% SAPT Block Grant and 4% Assembly Bill (AB) 109. (Rate increase)

BACKGROUND:
On September 24, 2019, the Board of Supervisors approved Contract #24–429–66 with Ujima Family Recovery Services, to provide residential and outpatient treatment for pregnant and parenting women and their small children for the period from July 1, 2019 through June 30, 2020.

Approval of Amendment #24-429-67 will allow Contractor to increase the rates under the Drug Medi-Cal Organized Delivery Service (DMC-ODS) waiver, which have been significantly lower for residential

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano, Ph.D., 925-957-5212

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

facilities than initially anticipated. The Department of Health Care Services (DHCS) approved the rate increase to be retroactive to July 1, 2019 and will allow the Contractor to provide additional services through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this Amendment is not approved, pregnant and parenting women will not receive the alcohol and drug treatment services they need which may result in perinatal substance abuse and additional risk to their babies.

CHILDREN'S IMPACT STATEMENT:

This Alcohol and Drug Abuse program supports the Board of Supervisors' "Families that are Safe, Stable, and Nurturing" community outcome by providing parenting education, stability, and safety for mothers (and their children) and pregnant women who are alcohol and drug dependent, while they are in substance abuse treatment. Expected outcomes include delivery of drug-free babies, decreased use of alcohol, tobacco and other drugs, reduction in the number of relapses, and creation of a sober social network.

ATTACHMENTS

Contra
Costa
County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Amendment #24-979-38 with Addiction Research and Treatment, Inc.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #24-979-38 with Addiction Research and Treatment, Inc., a corporation, effective July 1, 2019, to amend Contract #24-979-37, to increase the payment limit by $221,113, from $7,037,933 to a new payment limit of $7,259,046, with no change in the term of July 1, 2019 through June 30, 2020.

FISCAL IMPACT:
This Amendment is funded by 50% Federal Drug Medi-Cal and 50% State Drug Medi-Cal (Rate increase)

BACKGROUND:
On July 23, 2019, the Board of Supervisors approved Contract #24-979-37 with Addiction Research and Treatment, Inc., for the provision of methadone treatment services through its Methadone Maintenance Clinics Program (Medi-Cal Drug Abuse Treatment Services) in East and West County, for the period from July 1, 2019 through June 30, 2020.

Due to the delay in the release of the Medication Assisted Treatment (MAT) rates, Alcohol and Other Drugs Services (AODS) Division was forced to submit a contract renewal utilizing the approved rates

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano Ph.D, 925-957-5212

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

from the previous fiscal year. The State Department of Health Care Services released the current rates in August 2019 and an amendment was submitted to update the service and dosing rates to align with the requirements.

Approval of Contract Amendment Agreement #24-979-38 will allow the Contractor to provide additional methadone maintenance services through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, County patients will not receive additional drug abuse prevention and treatment services from the Contractor's facility.

ATTACHMENTS

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Amendment #24-243-68 with R.E.A.C.H. Project

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #24-243-68 with R.E.A.C.H. Project, a non-profit corporation, effective October 1, 2019, to amend Contract #24-243-66, to increase the payment limit by $41,831, from $1,053,743 to a new payment limit of $1,095,574, to modify the rates to continue to provide drug abuse prevention and treatment services to youth and adults in East County, with no change in the original term of July 1, 2019 through June 30, 2020.

FISCAL IMPACT:
This Contract is funded by 24% Substance Abuse Prevention and Treatment (SAPT) Block Grant, 69% Drug Medi-Cal Realignment, 5% Probation Department and 2% CalWORKS. (Rate increase)

BACKGROUND:
On July 23, 2019, the Board of Supervisors approved Contract #24-243-66 with R.E.A.C.H. Project, to provide drug abuse prevention and treatment services at Contractor's facilities throughout East County for the period from July 1, 2019 through June 30, 2020. Approval of Contract Amendment Agreement #24-243-68 will allow the Contractor to continue to provide additional drug abuse prevention and treatment services, through June 30, 2020.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Suzanne Tavano, Ph.D., 925-957-5212

cc: E Suisala , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, youth and adults in East County will not have access to Contractor's services.

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: Kathy Gallagher, Employment & Human Services Director

Date: December 10, 2019

Subject: 2019-20 Aspiranet Childcare Services Contract

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Aspiranet, a nonprofit corporation, in an amount not to exceed $1,306,120 to provide Early Head Start Program Enhancement and CalWORKS Initiative services for the period July 1, 2019 through June 30, 2020.

FISCAL IMPACT:
The contract is 62% federally funded by the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start. The CFDA Number is 93.600.

The remaining 38% is State funded by the California Department of Social Services via the County's Employment and Human Services Department's (EHSD), Workforce Services Bureau. County match is not required.

BACKGROUND:
Contra Costa County receives funds from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start, to provide Early Head Start program

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: CSB (925) 681-6346

cc: Nasim Eghlima, Haydee Ilan

BACKGROUND: (CONT'D)

services to program eligible County residents. EHSD, in turn, contracts with a number of community-based organizations to provide a wider distribution of services. This Board order establishes a contract with Aspiranet to provide coordination services of Home-based Early Head Start programs throughout the County. Aspiranet will provide services to 134 pregnant women and/or children ages birth to three years old enrolled in the Early Head Start program. The contract also funds the CalWORKS Home Visiting Initiative to provide weekly home visits and regular group socialization activities for families enrolled in the program.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, fewer eligible families will be served by the County's Early Head Start Enhancement program and CalWORKS Initiative.

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 pregnant women and families throughout Contra Costa County.

Contra Costa County

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Date: December 10, 2019

Subject: Law Search Associates

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Law Search Associates, LLC (dba Legal Research Associates), in an amount not to exceed $288,000 for law services to adult inmates housed in County detention facilities for the period January 1, 2020 through December 31, 2022.

FISCAL IMPACT:
No County Costs. $288,000; 100% Inmate Welfare Fund. Budgeted.

BACKGROUND:
Law Search Associates provide legal services to those incarcerated in Contra Costa Office of the Sheriff-Coroner Detention Facilities (Martinez Detention Facility, West County Detention Facility, and Marsh Creek Detention Facility). Law Search Associates will conduct legal research and meet with those incarcerated to facilitate their access to the Courts. This service is legally mandated under the laws of the State of California.

CONSEQUENCE OF NEGATIVE ACTION:
Should the Board of Supervisors deny this action the County will be out of compliance with State law.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [x] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Sandra Brown, (925) 335-1553

cc:

Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 10, 2019

Subject: ACCEPT the 2019 Annual Report for the Iron Horse Corridor Management Program Advisory Committee. (District II and District IV)

RECOMMENDATION(S):
ACCEPT the 2019 Annual Report for the Iron Horse Corridor Management Program Advisory Committee, as recommended by the Public Works Director. (District II and District IV)

FISCAL IMPACT:
No Fiscal Impact.

BACKGROUND:
On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the Iron Horse Corridor Advisory Committee.

CONSEQUENCE OF NEGATIVE ACTION:
The committee will not be in compliance with Resolution No. 2002/377.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Carl Roner (925) 313-2213

By: , Deputy

cc: Carrie Ricci- Duty, Slava Gospodchikov - Engineering Services , Carl Roner- Special Districts

ATTACHMENTS

2019 Annual Report for Iron Horse Corridor Management Program Advisory Committee

Iron Horse Corridor Management Program Advisory Committee
2019 Annual Report

Advisory Body Name: Iron Horse Corridor (IHC) Management Program Advisory Committee

Advisory Body Meeting Time/Locations:
Committee meets quarterly at 4:30 p.m., Walnut Creek Library.

Chair: Andrew Bryant

Staff Person: Carl J. Roner, Senior Civil Engineer

Reporting Period: January 2019 through December 2019

Activities
The Committee met three times between January 1, 2019, and December 31, 2019. The Committee reviewed on a number of potential corridor projects, and monitored the IHC Trust Fund financials.

Meeting and Working Session Attendance/Representation

Representative	Name(s)	Attendance
District II At-Large	Robert Combs	67% - 2 meetings
District IV At-Large	Andrew Bryant	67% - 2 meetings
Alamo	Ann Struthers	100% - 3 meetings
Concord	Dan Mackay	100% - 3 meetings
Danville	Stewart Proctor	100% - 3 meetings
EBRPD	Dan Cunning	100% - 3 meetings
Pleasant Hill	Shana Holden	100% - 3 meetings
San Ramon	Sabina Zafar (newly appointed)	33% - 1 meeting
Walnut Creek	Lesley Hunt	100% - 3 meetings

Work Program

Task 1: Review and comment on the Iron Horse Corridor Budget
The committee receives a quarterly update of Iron Horse Corridor Trust Fund revenues and expenditures. The committee will review the budget and make recommendations.
Suggested completion date: ongoing

Task 2: Review and comment on Project Status Log
The committee receives a log of active projects in the Iron Horse Corridor and their status at quarterly advisory committee meetings. The committee will review the log and provide comments.

Suggested completion date: ongoing

Task 3: Miscellaneous Items

During 2019 the committee reviewed the following proposed items:

- AB 1025/change in transit designation.
- PG&E vegetation management program.
- Maintenance/update of Walden Green II.
- City of San Ramon Bollinger Canyon Road Overcrossing.
- Iron Horse Corridor Active Transportation Study.
- EBRPD E-Bike Pilot Program.

Suggested completion date: ongoing

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Contra Costa County

To: Board of Supervisors

From: FAMILY & HUMAN SERVICES COMMITTEE

Date: December 10, 2019

Subject: HEALTH CARE FOR THE HOMELESS ANNUAL UPDATE

RECOMMENDATION(S):
ACCEPT report prepared by the Health Services Department on the health status of the homeless population in Contra Costa County, and DIRECT the Health Services Department to continue to provide annual status updates to the Family and Human Services (FHS) Committee.

FISCAL IMPACT:
There is no fiscal impact. This is an informational report only.

BACKGROUND:
Since 1990, the Health Care for the Homeless (HCH) Program has provided health care services to the homeless population in Contra Costa County through mobile clinics, stationary health centers, the Concord Medical Respite facility, street medical outreach clinics and the medication-assisted treatment program. Health care services provided by the HCH team include routine physical assessments, basic treatment of primary health problems such as minor wounds and skin conditions, respiratory problems, TB screening, acute communicable disease screening, coordination and referrals for follow up treatment of identified health care needs, dental services, health education, behavioral health services, medication assisted treatment for opioid addiction, and outreach and enrollment services. A significant portion of the homeless patients seen by the HCH team have chronic diseases, including asthma, hypertension, diabetes, and mental

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☑ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Julie DiMaggio Enea
(925) 335-1077

By: , Deputy

cc: Health Care for the Homeless Medical Director, Health Care for the Homeless Project Director, CAO-Muni Svcs Deputy

BACKGROUND: (CONT'D)

health/substance abuse issues. They also have disproportionately more dental, substance abuse and mental health needs than the general population.

At the last report to the FHS Committee one year ago, Dr. Joseph Mega, presented the staff report on health care services for the homeless, including opioid addiction treatment, and the number of clients and encounters with clients. The data showed that homeless Medi-Cal patients were more than twice as likely to have a chronic health condition and drastically more likely to visit hospital emergency than general Medi-Cal patients. Dr. Mega highlighted the gap in services for elderly people with conditions such as dementia, incontinence, and mental illness, citing that such conditions are often barriers to private board and care placement. He suggested that County-operated board and care might fill that gap and for less cost than long term County Hospital stays.

Supervisor Andersen had asked Dr. Mega what research had been done on county-run skilled nursing programs and if the County would realistically take on that service within the Health Care budget? She suggested that it might be more cost effective to contract out for these services. She asked about what other counties might be doing in this area and what, if any, contractors they use and how they fund the program. Dr. Mega had commented that only preliminary discussions had occurred but he would work to develop a proposal.

The attached presentation was presented to the FHS Committee on November 13, 2019, and includes program updates from the last report. It also highlights the increasing needs of the rapidly growing senior homeless population and provides an update on the increase in Medication Assisted Treatment for homeless patients with Opioid Use Disorder. Dr. Mega noted that the number of patient visits is trending upward, male patients outnumber female patients at a rate of 2:1, and the median age of patients is 45. He described the four service models: ambulatory clinics, street outreach, mobile clinics, and shelter-based care, noting that the mobile clinics operate mostly in central and east county where fixed services are scarce. He clarified that two mobile vans rotate on a consistent schedule across seven locations. He estimated that 80% use field (mostly mobile clinic) services and 20% use clinic services. He identified key ongoing challenges including the aging homeless population and the reticence of certain jurisdictions to provide appropriate sites for permanent and mobile clinics. He clarified that once housed, the County may provide health services for up to one year. He also verified that the County will issue N95 masks to unsheltered individuals when the air quality is deemed harmful.

ATTACHMENTS

Healthcare for the Homeless Powerpoint Report

Health Care for the Homeless Annual Report

November 2019

CONTRA COSTA
HEALTH SERVICES

Health Care for the Homeless

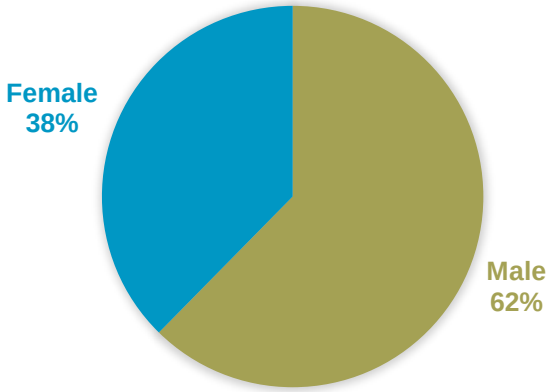
Mission: to improve the health of the homeless population in Contra Costa County by increasing access to health care with a team-oriented approach that focuses on harm reduction and integration of behavioral and medical services.

CONTRA COSTA HEALTH SERVICE

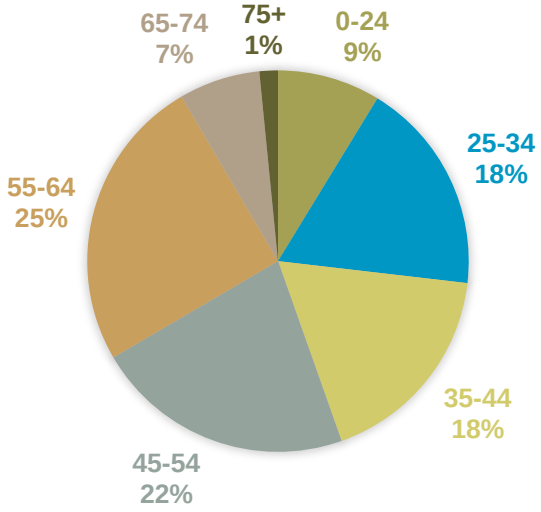
Health Care for the Homeless FY18/19

- 2,500 unique patient visits
- 8,343 total visits

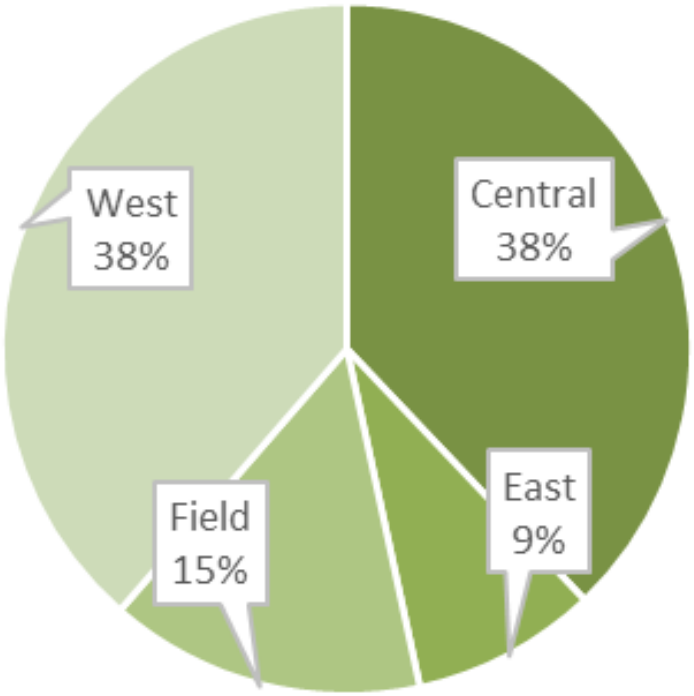
HCH PATIENTS BY GENDER



HCH PATIENTS BY AGE



Patients Served by Region



CONTRA COSTA
HEALTH SERVICE

HCH Services

Primary Medical Care

Behavioral Health

Dental

Medical Respite

Transportation

Substance Use Disorder Treatment

CCRMC Consult Services

Health Education

Benefit Enrollment

CONTRA COSTA HEALTH SERVICE

Service Models

Ambulatory Clinics

West County Health Center – San Pablo

Miller Wellness Center - Martinez

CONTRA COSTA HEALTH SERVICE

Street Outreach Team

- Chronic disease management
- Addiction treatment
- Narcan dispensing
- Wound care
- Ultrasound
- HIV, Hep C, syphilis testing
- STI screening/treatment
- BH services/linkages
- Medications
- Linkage to services
- Calfresh application assistance

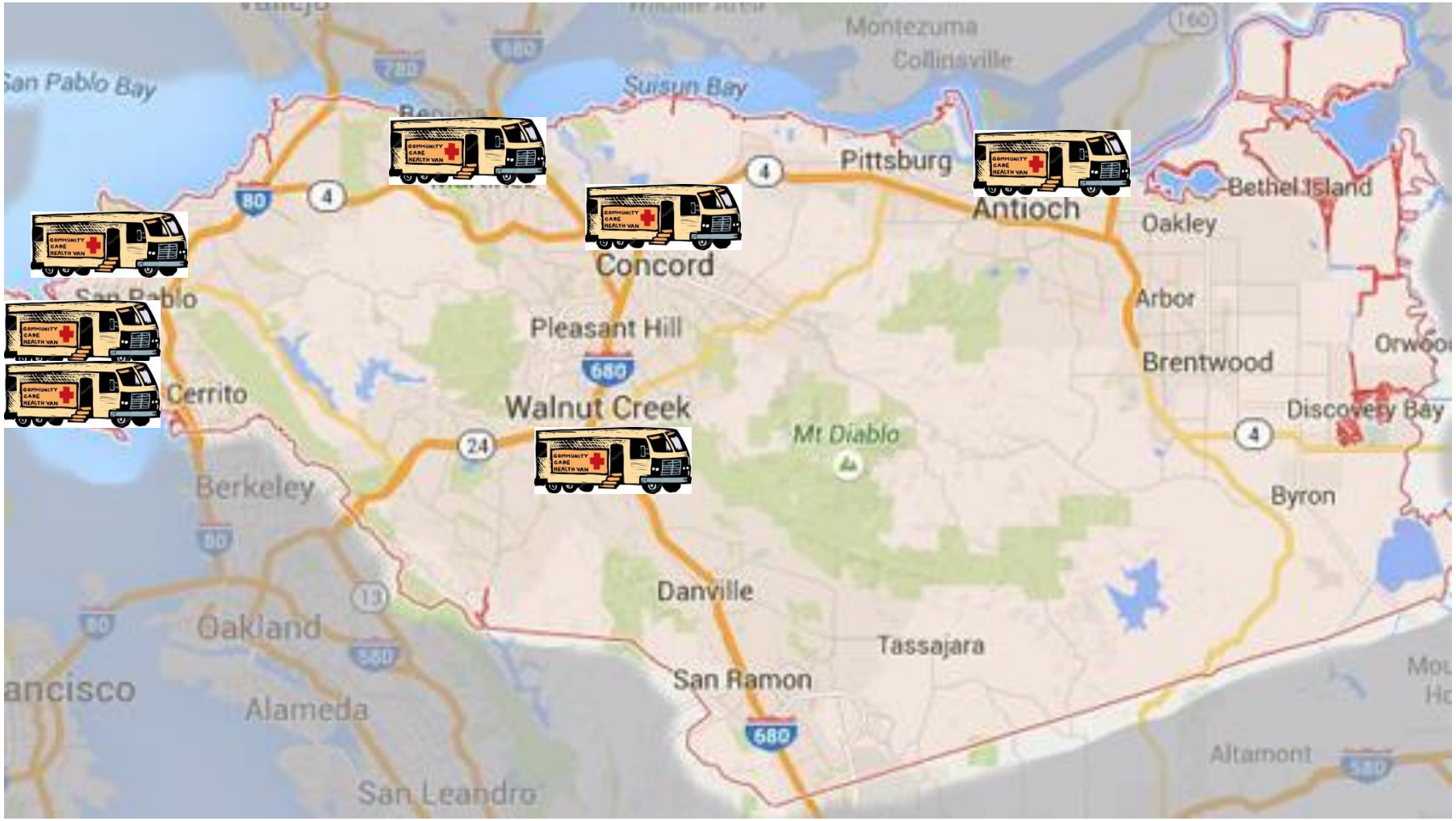
CONTRA COSTA
HEALTH SERVICES

“Mobile” Clinics

Fixed (one location) vans on regular days across Contra Costa County

CONTRA COSTA HEALTH SERVICE

Mobile Van Sites



CONTRA COSTA HEALTH SERVICE

Shelter Based Care

Concord Shelter

Brookside Shelter- San Pablo

CONTRA COSTA
HEALTH SERVICE

Philip Dorn Medical Respite Shelter

- 26 Bed Shelter
- Targets the medically vulnerable needing recuperative medical services and long term treatment
- Referrals from hospitals, Skilled Nursing, Street team
- On site Federally Qualified Health Center M-F
- M-F nursing services

CONTRA COSTA
HEALTH SERVICE

2018-2019 HCH PROGRAM UPDATES

1. Dental Van
2. Homeless Mentally Ill Outreach and Treatment (HMIOT)
3. Fulton Shipyard
4. New HRSA funding for expansion of SUD/MH Treatment
5. Diabetes Management Recognition

CONTRA COSTA HEALTH SERVICES

CONTRA COSTA HEALTH SERVICES

It Takes a Village…

- Collaboration with Martinez PD, City of Martinez, Bay Church Shower program
- Community Connect
- “Coco Leads Plus”- HR360, Forensics, Antioch PD, BH
- CORE
- Homeless Mentally Ill Outreach and Treatment (HMIOT)
  - Health Housing and Homelessness, CORE, Behavioral Health
- Data exchange – HMIS/ccLink

CONTRA COSTA HEALTH SERVICE

CHOOSING CHANGE PROGRAM

Medication Assisted Treatment (MAT)
for Opioid Addiction

- **FY 2018-2019, we had 749 patients enrolled in the program, 46% of them were homeless or at risk of homelessness.**

- We currently have Choosing Change clinics in 6 CCHS Health Centers.

CONTRA COSTA
HEALTH SERVICES

CONTRA COSTA
HEALTH SERVICES

HCH Street MAT for Opioid Addiction

- From Jan 2018 to June 2019:
  - 89 patients received a buprenorphine (Suboxone) prescription
  - 76 (85%) filled that initial prescription
  - 63 (71%) filled multiple prescriptions
  - Patients averaged 100 total prescription days
  - Several patients have remained in treatment since first prescription
- Of patients lost to care, 51.8% ultimately returned for follow up
- One documented overdose
- NO DEATHS
- New Public Health Nurse started July 2019 to help coordinate follow up

CONTRA COSTA HEALTH SERVICE

Recent Health Trends and Our Solutions

- Communicable Diseases
  - Dramatic increase in Syphilis Cases in CoCo County
  - Low Barrier Hepatitis C Treatment
- Substance Use
  - Street MAT, Narcan, Education
  - Choosing Change
- Diabetes
  - Community Health Worker Case Management
- Preventative Care Screenings
  - Self-Pap Collection Pilot

CONTRA COSTA HEALTH SERVICE

Recent Health Trends

- 21% increase in all patients seen since 2016/2017
- **47% increase in 60+ population**
  - New to homelessness
  - Different health issues, needs in senior population

CONTRA COSTA HEALTH SERVICE

Mrs. Smith

CONTRA COSTA
HEALTH SERVICE

Challenges

CONTRA COSTA
HEALTH SERVICE

Contra Costa County

To: Board of Supervisors

From: FAMILY & HUMAN SERVICES COMMITTEE

Date: December 10, 2019

Subject: Continuum of Care Plan for the Homeless

RECOMMENDATION(S):
ACCEPT report prepared by the Health Services Department on the effort to end homelessness and on the activities of Contra Costa Council on Homelessness, and DIRECT the Health Services Department to provide an annual status update to the Family and Human Services Committee.

FISCAL IMPACT:
There is no fiscal impact. This is an informational report.

BACKGROUND:
On November 2014, the Board approved "Forging Ahead Towards Preventing and Ending Homelessness: An Update to Contra Costa's 2004 Strategic Plan", that renewed the County's 2004 plan with the latest data, best practices, and community feedback and reaffirmed the County's commitment to the Housing First approach. As such, "Forging Ahead" establishes this guiding principle:

"Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through shared responsibility, accountability, and transparency of the community."

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☑ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc: Continuum of Care Planning and Policy Manager, CAO-Muni Svcs Deputy

BACKGROUND: (CONT'D)

The Strategic Plan Update identifies two goals: 1) Decrease the length of time people experience homelessness by focusing on providing Permanent Housing and Services and; 2) Decrease the percentage of people who become homeless by providing Prevention activities. To achieve these goals, three strategies emerged:

1. Implement a coordinated entry/assessment system to streamline access to housing and services while addressing barriers, getting the right resources to the right people at the right time;
2. Use best, promising , and most effective practices to give the consumer the best possible experience through the strategic use of resources; and
3. Develop the most effective platforms to provide access, support advocacy, and connect to the community about homelessness and available resources.

The Homeless Program of the Health, Housing and Homeless Services Division partners with the Homeless Advisory Board and Continuum of Care to develop and carry out an annual action plan that identifies the objectives and benchmarks related to each of the goals and strategies of Forging Ahead. Further, the Homeless Program incorporates the strategic plan goals into its own delivery system of comprehensive services, interim housing and permanent supportive housing as well as contracting with community agencies to provide additional homeless services and housing with the goal of ending homelessness in our community.

At the previous report to FHS one year ago, Jaime Jenett, HSD Continuum of Care Planning and Policy Manager, presented a data summary of the 2018 Point In Time Count of the homeless population and described the Built for Zero Campaign and the recent addition of warming centers, which targeted veterans and the chronically homeless. Supervisor Gioia asked for a status of the Richmond housing site and expressed frustration over the lack of progress. He requested of staff that future statistical reports detail the number of people who actually received permanent housing. Supervisor Andersen praised the work of staff and suggested the 211 resource as a way to connect the homeless to needed services. She also suggested having the Youth Action Council work on engaging more youth.

The attached Homeless Continuum of Care Report for 2018 and supporting documents were presented by Jaime Jenett to the FHS Committee on November 13, 2019. Supervisor Gioia stressed that we are in a crisis situation and should not become complacent. He observed that Contra Costa County frequently gets overlooked for HUD funding in favor of counties with large cities. He asked staff to research opportunities to work with builders to obtain discounts for homeless housing projects. Supervisor Andersen commented that San Francisco is leasing housing in East Contra Costa County to house some of its homeless population, thereby exacerbating Contra Costa's problem.

The Committee accepted the report and acknowledged that homelessness will be a topic scheduled for discussion at the Board retreat in 2020.

ATTACHMENTS

HSD Homelesss Continuum of Care Annual Report

Homeless Continuum of Care Annual Report 2018

Homeless Continuum of Care FHS Presentation

Contra Costa Homeless Services System Map

Homeless Services Race & Ethnicity Assessment

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR

LAVONNA MARTIN, MPH, MPA
DIRECTOR OF HEALTH, HOUSING & HOMELESS SERVICES

CONTRA COSTA
HEALTH HOUSING &
HOMELESS SERVICES

2400 Bisso Lane, Suite D, 2nd Floor
Concord, California 94520

Ph (925) 608-6700
Fax (925) 608-6741

TO: Family and Human Services Committee, Contra Costa County Board of Supervisors
FROM: Lavonna Martin, MPH, MPA, Health, Housing, and Homeless Services (H3) Director
RE: Annual Report on the Homelessness Continuum of Care
DATE: November 13, 2019

RECOMMENDATIONS

1. Accept this report from the Health Services Department; and
2. Forward this report to the Board of Supervisors for acceptance; and,
3. Direct Staff to continue to report on an annual basis to the FHS Committee regarding progress of the effort to end homelessness and the activities of Contra Costa Council on Homelessness.

BACKGROUND

Health, Housing and Homeless Services (H3) Division, in collaboration with the Council on Homelessness determines the most effective strategies for the Contra Costa Continuum of Care to ensure that homelessness is a uncommon, short lived and non-recurring experience for people in Contra Costa.

Overview of Data

Annual Service data shows that in 2018, 1,091 people accessed prevention services, 6,924 people accessed crisis response services and 899 people utilized supportive housing programs. Trends between 2014 and 2018 show increases in adults with disabling conditions, single adults and adults age 62 and older utilizing homeless services and a decrease in transition aged youth (18-24), families and veterans utilizing homeless services. Of those surveyed in the 2019 Point in Time Count, the majority of people experiencing homelessness reported losing their housing in East County and, on the night of the count, the majority of people reported they slept in Central County.

Outcomes and Accomplishments

- Our Continuum of Care has seen a 32% increase in funding from the department of Housing and Urban Development (HUD) over last three years.
- In 2018, 1,450 households exited to permanent housing and 97% of households in permanent supportive housing maintained their housing.
- In addition, our community's crisis response system added 60 additional beds/cots in FY 18/19 and added more than 40 mainstream Housing Choice Vouchers.
- Based on 2018 average monthly in-flow and out-flow, the system of care only gained an additional 36 individuals per year overall. H3's Coordinated Outreach Referral and Engagement (CORE) outreach program won the 2019 Challenge Award from the California State Association of Counties (CSAC) for diverting 53 tons of trash from Contra Costa waterways by working with encampampments in those areas.

Right-sizing the System of Care

In the last year, the CoC has also been focused on assessing the entire homeless system of care to identify the system's strengths and opportunities to better meet the growing and changing needs of persons experiencing homelessness in Contra Costa. First, Contra Costa's Continuum of Care (CoC) expanded a number of services available to people experiencing homelessness. Second, the CoC identified and implemented the most effective and efficient uses of new resources coming from the state. Third, utilizing state sponsored technical assistance,

our CoC has developed a System Map that provides data-based guidance and strategies for understanding our system resources and methods for right sizing it to suit the community's needs.

The system mapping process resulted in a number of key findings, which include:

- Contra Costa has approximately 50% of the permanent housing resources needed to meet the average need per year. To fill that gap, about 2,900 more permanent housing interventions per year are needed.
- The average length of time from first accessing homeless services until being housed has increased from 15 months to 17 months in one year and 28% of persons experiencing increased lengths of time homeless are chronically homeless.
- 5,800 households experience literal homelessness in Contra Costa annually and 58% of those households are living unsheltered.
- 17% of households who exit permanent housing return to the system within two years.

Additionally, the system map provided multiple strategies to support building and maintaining resources for the system. Per the System Map, the CoC should:

- add temporary shelter beds;
- continue scaling Rapid Resolution services to route persons in need to alternate safe housing destinations;
- increase the amount of Permanent Supportive Housing;
- reduce inflow by redirecting individuals to stable resources outside of the homeless system of care;
- reduce length of time homeless by increasing temporary bed turnover rates at shelters and reducing wait times for other resources available through the community queue; and
- maximize use of resources based on an enhanced prioritization method that targets those with the highest vulnerability and length of time homeless.

New and Pending Opportunities

Funding

There are a number of state funding opportunities for homelessness related services and projects on the horizon including:

- California's Homeless Housing Assistance and Prevention (HHAP) funding competition (to be announced Fall 2019)
- California's Housing for a Healthy California (HFCA) funding (awards pending)
- California's No Place Like Home (NPLH) Round 2 funding competition (to be announced)
- California's California Emergency Solutions and Housing (CESH) (Rounds 1 and 2 awarded) local project selection process
- California's Emergency Solutions Grant (ESG) annual funding competition
- Department of Housing & Urban Development (HUD) annual CoC funding competition ("CoC NOFA")

As the CoC's lead agency, Administrative Entity, and Collaborative Applicant, H3 will facilitate the application and disbursement process for these funds based on identified system and program needs, recommendations and direction from the Council on Homelessness, and with input from community partners and stakeholders.

Capacity & System Building

H3 has been building capacity in the CoC by taking full advantage of state sponsored one-time technical assistance offered in 2019 and opportunities for technical assistance provided by the Kaiser Community Foundation. H3 used technical assistance to support the growth of the system, implement best practices, launch an equity initiative, improve the system's ability to measure and monitor program and system performance and regulatory compliance, and to support H3 and Council on Homelessness data-based decision making.

Specifically, that technical assistance was used to:

- Integrate Rapid Rehousing into the Coordinated Entry System, per phase III of the coordinated entry system rollout and the CoC's Strategic Plan to End Homelessness
- Develop a dynamic prioritization process to maximize system resources
- Implement Housing First principles, including monitoring for compliance to ensure barrier free access to housing for consumers
- Launch of an Equity Initiative led by expert consultants to provide the CoC with an extensive assessment and system-wide education and implementation of equitable practices and values (across multiple intersections, such as race/ethnicity, health, ability, and other characteristics)
- Enhancement and development of System and Project Performance Metrics
- HMIS system buildout to accommodate new and expanded projects, new providers, and enhanced performance metrics and monitoring capability

H3 is also increasing staffing to keep pace with the demands of the growing system and support planning for the future of the system. The new staffing includes a Research, Data and Evaluation Manager, a Systems, Strategy and Planning Administrator and a Coordinated Entry Specialist.

Program Development

Upcoming Program and Service improvements include:

- expanding diversion/rapid resolution services;
- Central County CARE Center capital improvement and expansion;
- added $650,000 to the Housing Security Fund;
- new CORE teams for youth;
- new Rapid Rehousing program for TAY;
- new site for Trinity CARE Center; and
- a Safe Park program in Walnut Creek

Attachments

1. Contra Costa County Homelessness Continuum of Care 2018 Annual Report
2. Contra Costa Homeless Service System Map
3. System Map Summary
4. Race & Ethnicity Equity Assessment

Contra Costa County
Homeless Continuum of Care
2018 Annual Report

CONTRA COSTA HEALTH SERVICES
HEALTH, HOUSING & HOMELESS SERVICES

CONTRA COSTA
HEALTH HOUSING & HOMELESS
A Division of Contra Costa Health Services

August 2019

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Contra Costa Homeless Continuum of Care (CoC)
2018 Annual Report - Summary

2018 Service Data and 2019 PIT Data

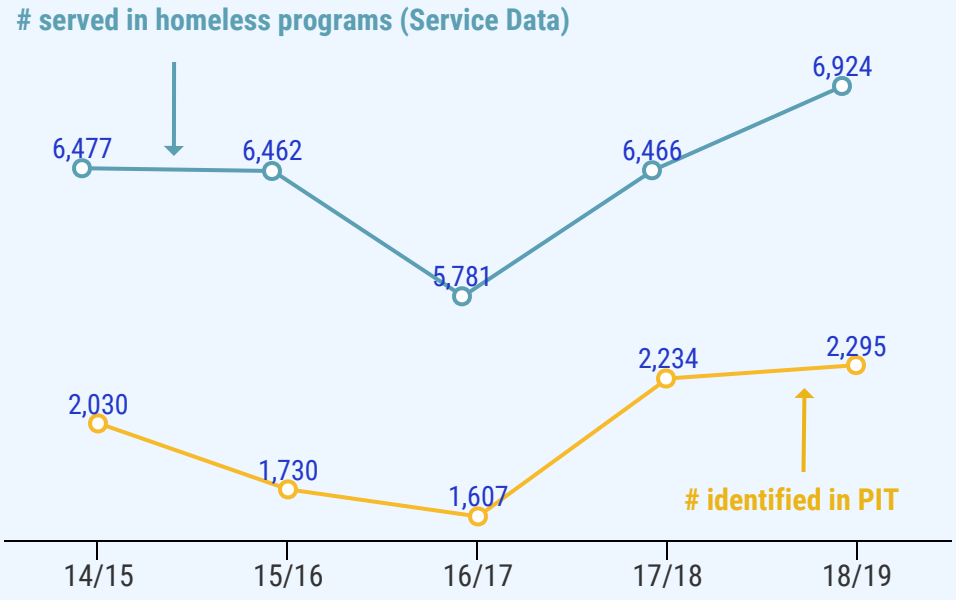
The 2018 CoC Annual Report compiles data from the Point in Time (PIT) count, Service data from Homeless Management Information System (HMIS), and consumer surveys and interviews. Using these data sources allows the CoC to identify significant successes and inform future programming. In 2018 the CoC experienced increases in:

- Resources
- People served
- People housed
- Income earned
- Vulnerable populations served
- Community partnerships

The 2019 Point in Time Count was conducted in January 2019, immediately after the 2018 calendar year ended, making the annual PIT count a valuable indicator of program impacts or community trends that took place during the previous calendar year.

Five-Year Trends in PIT and Service Data

The 5-year trend in the number of people identified in PIT and number of people served in the CoC reflect a decrease in 2016 when outreach and service centers were lost due to organizational changes in the CoC. As these crisis services were restored across the county in 2017, the number of people served and identified increased significantly. Service data below reflects calendar year and PIT counts are conducted every year in January.



Sub-Populations Trends

Some sub-populations have experienced increases in the CoC, others have had decreases over the past five years.

- Adults w/ disabilities: 22% ↑
- Single adults: 26% ↑
- Seniors (62+): 97% ↑
- Veterans: 11% ↓
- Families: 16% ↓
- Transition Age Youth: 25% ↓

2019 PIT Count

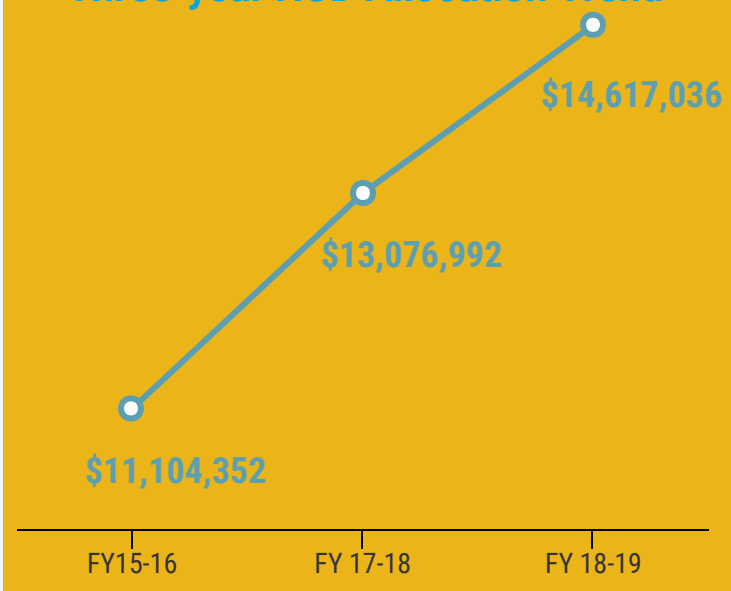
668 sheltered individuals:
62 families, 476 single adults

1,627 unsheltered individuals:
37 families, 1,499 single adults

114 veterans
191 children in families
129 transition age youth (18-24)
165 seniors (62+)

CONTRA COSTA HEALTH HOUSING & HOMELESS
A Division of Contra Costa Health Services

Three-year HUD Allocation Trend



32% increase in HUD funding over three years

CoC Monthly In-flow and Out-flow

Service Data helps identify how many people are served each month, including how many are enrolling into the system (in-flow) and how many exit (out-flow).

2,450 Average Served per Month

415 Average Monthly In-flow > **412** Average Monthly Out-flow

+36 Based on 2018 average monthly in-flow and out-flow, the system of care would gain an additional 36 individuals per year

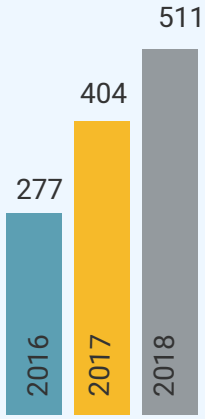
2018 Outcomes and Performance Measures

2019 Point in Time Count -- City Count Representation

97% **retention rate** in Permanent Supportive Housing programs

58% of CORE **outreach consumers had a positive outcome** (entered shelter, warming center and/or SUD treatment)

Avg # Days Homeless prior to Permanent Housing



Exits to Permanent Housing

In 2018, 58% of persons served in temporary and rapid rehousing exited to permanent housing

Contra Costa County Homeless Continuum of Care

Contra Costa County's Health, Housing & Homeless Services Division prepares annual reports for the County's Homeless Continuum of Care (CoC). The report summarizes program utilization and outcomes for consumers accessing services in the CoC. This summary incorporates data from four key sources: Service data, Point in Time count data, consumer surveys and interviews, and County Office of Education data.

Health, Housing & Homeless Services (H3)

Health, Housing, and Homeless Services (H3) is the administrator for the Contra Costa Homeless Continuum of Care (CoC), a collaborative of local agencies that addresses housing and homelessness in the county. As the administrator, H3 provides strategic direction, coordination of funding, and programmatic oversight of CoC programs. H3 generated this comprehensive annual report to provide information about the CoC and the people who are served. As the CoC lead agency, H3 is responsible for:

- advancing partnerships with service providers, community leaders, and stakeholders;
- building capacity with local and federal resources;
- implementing and managing CoC initiatives;
- administering the Coordinated Entry System (CES);
- maintaining the Homeless Management Information System (HMIS);
- coordinating CoC funding and programmatic oversight; and,
- measuring and reporting outcomes through HUD Performance Measures and evaluation efforts.

Homeless Continuum of Care

In 1997, the United States Department of Housing and Urban Development (HUD) required that communities seeking HUD homeless funding apply as a collaborative of local agencies, called a Homeless Continuum of Care (CoC). A CoC is designed to 1) promote community-wide planning and strategic use of resources to address homelessness; 2) improve coordination and integration with mainstream resources and other programs serving people experiencing homelessness; 3) improve data collection and performance measurement; and, 4) allow each community to tailor their programs to the particular strengths and challenges in assisting homeless individuals and families within that area.

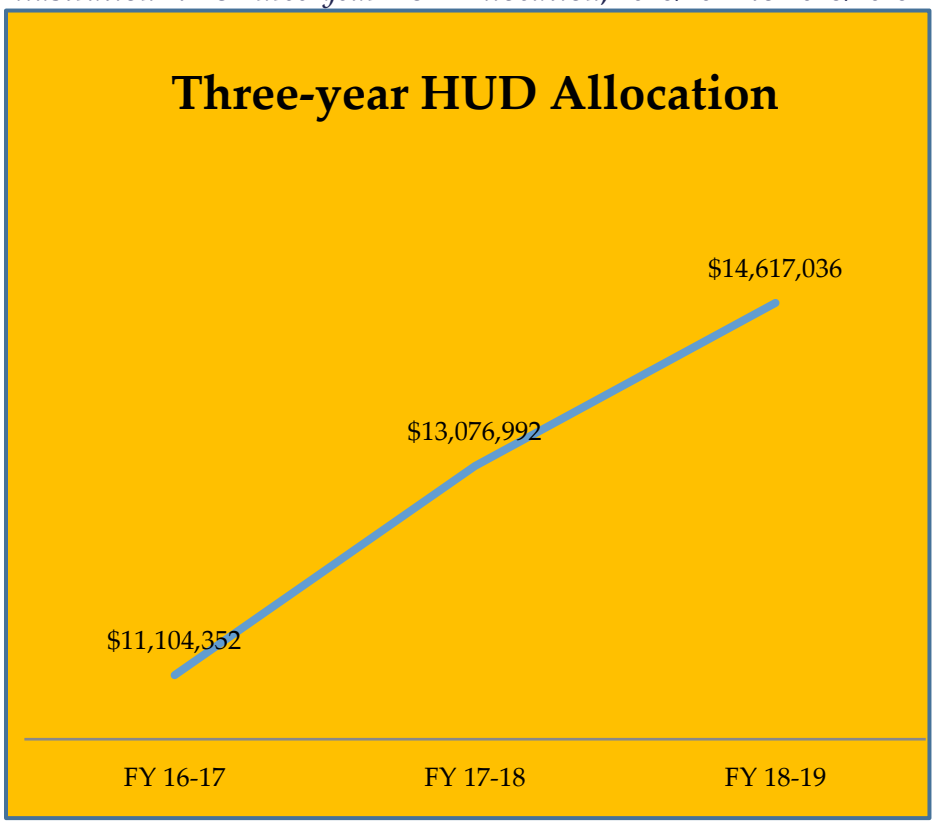
Contra Costa County's CoC is comprised of multiple partners, including service providers, members of the faith community, businesses, private and public funders, community members, education systems, and law enforcement, who are working collaboratively to end homelessness. The Council provides

guidance for the development and implementation of long-range planning and policy decisions regarding homeless issues in the county. The CoC is governed by the Council on Homelessness (Council), a group of volunteer members appointed by the Contra Costa County Board of Supervisors. Council members' professional and personal backgrounds reflect the wide range of CoC service providers, and geographic and demographic diversity of the county.

Three-year HUD Funding Trend

HUD is the largest funding provider of Contra Costa's CoC. Annual HUD funding allocations reflect the need of a given community and their outcomes on HUD Annual Performance Measures. In the last three years, Contra Costa County has received an increase in HUD funds. These funds have resulted in additional Permanent Supportive Housing units, Rapid Rehousing slots, and infrastructure to develop the Coordinated Entry System across the county.

Illustration 1: H3 Three-year HUD Allocation, 2016/2017 to 2018/2019



32% increase in HUD funding over three years.

Contra Costa Data Sources

The CoC uses a variety of data sources to describe the community. In this report, both quantitative and qualitative data is presented to provide a more accurate reflection of the homeless community.

This report focuses primarily on literally homeless consumers who utilized homeless services in the CoC. However, to describe other populations who are housing insecure, do not utilize homeless services, and/or do not meet the strict definition of homelessness as defined by HUD, this report also includes Service data for those using prevention programming and permanent housing programs. Other data sources that capture at-risk but not literally homeless are also incorporated to paint a more comprehensive picture of people in this community struggling with housing needs.

Contra Costa County uses the following data sources to identify needs, guide programming, describe the community, and identify successes:

- Service data
- Annual Point in Time count data
- Qualitative data from Consumer Surveys and Interviews
- County Office of Education data
- Coroner's Office data

Service Data

All HUD-funded CoCs are required to maintain a Homeless Management Information System (HMIS) to produce an unduplicated count of persons accessing and utilizing CoC services (such as prevention services, programs for those with a housing crisis, and previously homeless consumers who are now in Permanent Supportive Housing programs). This Service data collected in HMIS allows the CoC to analyze patterns of service use and measure program impacts and outcomes. CoC partners in Contra Costa County enter data in HMIS for all consumers accessing homeless programming upon enrollment and continue to track program utilization and exit destinations.

HUD System Performance Measures

Service data is used to track HUD-mandated Annual Performance Measures. The McKinney-Vento Homeless Assistance Act requires that communities receiving HUD funding collect data for their HUD System Performance Measures, submitted every fiscal year of funding. These Performance Measures determine system-wide successes and needs, focusing on income and housing outcomes for consumers. System Performance Measures inform annual HUD CoC-funding allocations.

By Name Lists

Service data is also used to create lists of consumers' names on a monthly basis (By Name Lists) for the CoC and for various sub-populations. By Name Lists track the number of people in a

given subpopulation utilizing the system of care each month and the in-flow and out-flow into the system of care.

In-flow includes people who are new to the system of care (have not been entered into HMIS in the previous two years) or who have returned after becoming inactive or after being housed. Out-flow includes those who were housed or simply "disappear" because they moved out of county or stopped using CoC services.

Annual Point in Time (PIT) Count

HUD requires that communities who are receiving federal funds for CoC Homeless Grants conduct an annual count of all sheltered people in the last week of January, and a biennial count for unsheltered individuals. The Point in Time (PIT) count only identifies those consumers who are literally homeless per the HUD definition (in shelters, in rapid rehousing, or sleeping in uninhabitable locations).

During PIT counts, communities must identify people experiencing homelessness, demographics including age, race and ethnicity, and household configuration. Communities must also identify whether a person is chronically homeless (as defined by experiencing long-term or repeated episodes of homelessness and presence of a disability).

PIT counts are just one of many important tools to help establish the dimensions of the problem of homelessness and help policymakers and program administrators track progress toward the goal of ending homelessness. PIT counts have been conducted since 2005 allowing for almost 15 years of tracking. Collecting data on homelessness and monitoring progress can inform public opinion, increase public awareness, and identify effective resources to meet challenges with reducing homelessness. PIT data also informs the HUD funding allocation to CoCs across the United States.

PIT PERSPECTIVE

"Rather than understand that the PIT count represents only a portion of the homeless population, many interpret the count as a comprehensive depiction of the crisis and rely on it to inform policy design and implementation decisions. This can lead to policies that fail to address the homeless crisis or may even exacerbate it."

National Law Center on Homelessness and Poverty

At the local level, PIT counts help communities plan services and programs to appropriately address local needs, measure progress in decreasing homelessness, and identify strengths and gaps in a community's current homelessness assistance system[1].

[1] National Law Center on Homelessness and Poverty, DON'T COUNT ON IT: How the HUD Point-in-Time Count Underestimates the Homeless Crisis in America, 2017, https://nlchp.org/wp-content/uploads/2018/10/HUD-PIT-report2017.pdf

PIT Methodology

Although HUD only requires biennial unsheltered PIT counts, Contra Costa County conducts the count every year to support planning and policy decisions for the CoC. The PIT count is collected the last week in January each year, immediately after the calendar year, making the annual count a valuable indicator of program impacts or community trends that took place during the previous year. Therefore 2019 PIT data is incorporated into this 2018 calendar year annual report.

Contra Costa County has utilized the same data collection methods since 2016, which are approved by the CoC Board Members. The sheltered count was obtained via HMIS data for all shelter sites. Data for the unsheltered population was collected with a community-wide canvas by CORE Outreach, almost 100 volunteers, and partnering agency staff. A detailed description of PIT methodology is provided in Appendix A.

Consumer Surveys and Interviews

There are multiple opportunities to obtain qualitative feedback and input from consumers throughout the year. Bringing consumer voices to the center of the CoC's work is crucial in how the system of care works to continuously improve to meet the community's needs.

CORE Outreach Interviews

Coordinated Outreach, Referral, and Engagement (CORE) Outreach teams conducted consumer interviews in April 2018 with 137 consumers across the county. This qualitative data allows for more in-depth dialogue about the backgrounds and struggles many people face when living on the streets. These surveys also help the CoC understand which sub-populations within the community access specific crisis and housing placement services.

Youth and Family Needs Assessment

Families and youth are often considered the "hidden homeless," because they are less likely to access traditional homeless services and thus become identified as homeless consumers. Families and youth might "double-up" or "couch-surf" as an alternative to utilizing shelters or sleeping in uninhabitable locations. In an effort to identify the needs of youth and families who are unstably housed, H3 worked with community agencies and service providers to conduct interviews of families, youth in families, and unaccompanied youth. This summary includes both literally homeless as well as those who are unstably housed, providing a unique glimpse into the at-risk population that is not captured via CoC Service data or PIT data. During 2018, surveys were conducted on Transition Age Youth (TAY, 18-24 years of age) and families, capturing data for 320 minors, 184 TAY, and 120 adult parents in a variety of living arrangements.

Photovoice

Call for Change is a photovoice project that debuted in November 2018 during Homeless Awareness Month. This project featured nearly 20 photographic works of art, created by Contra Costa residents living without housing.

Photovoice offered a unique glimpse into the daily lives of its creators. The gallery of powerful images and messages of hope are displayed throughout this report.

Homelessness in Contra Costa County

Nearly 2,300 people were identified through the PIT count as literally homeless, but almost 7,000 consumers in need of housing services were identified throughout the year in CoC services. PIT data collection captures about 1/3 of the number of people served by the CoC during the calendar year. This highlights one reason the PIT count may not be the best indicator of need in the community.

However, both PIT and Service data demonstrated a modest increase in the number of homeless people identified throughout the county. Five-year trend data is presented in greater detail later in this report.

Illustration 2: 2018 Service Data and 2019 PIT Data Overview

2018 Service Data

6,924 people accessing homeless services in 2018

5,246 adult-only households and **600** families

An additional **899** people were served in Permanent Supportive Housing and **1,091** were served by prevention programs

2019 PIT Data

2,295 people identified in 2019 PIT count

668 sheltered individuals (62 families and 476 adults)

1,627 unsheltered individuals (37 families, 1,499 single adults)

- The 2019 PIT count reflects a **3% increase** in persons experiencing homelessness on any given night in January since 2018.
- 2018 Service data reflects a **7% increase** in persons utilizing homeless services since 2017.

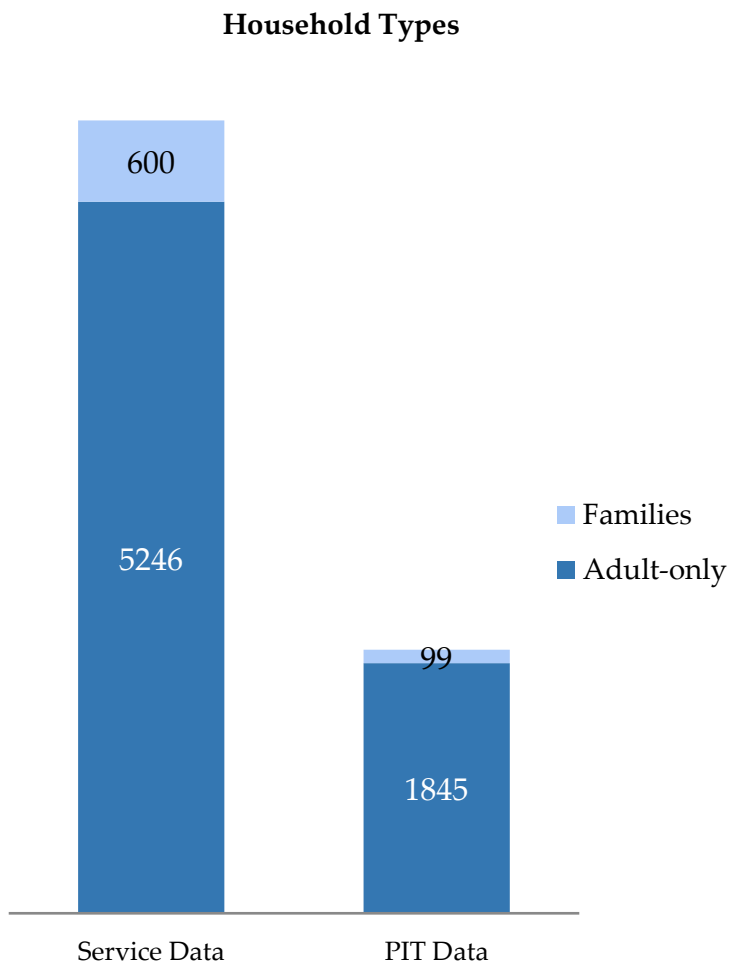
Demographic Data

The 6,924 people who engaged in homeless services in the county in 2018 represent a wide variety of demographic groups. In an effort to better understand the demographic make-up of those experiencing homelessness, details about household type, age, race, ethnicity, Veteran status, chronicity, disability status, and exposure to interpersonal violence are provided below.

Household Types

Most people experiencing literal homelessness (per the HUD definition) are single adults. Service data shows that 10% (n=600) of the households served were families with minor children, whereas 5% of the PIT data comprised of families (n=99). This discrepancy in family representation in PIT and Service data is due to the "snapshot" nature of PIT, which can under-represent certain sub-populations. Families are generally more difficult to identify via a general census or count of homeless individuals.

Illustration 3: Household Types (2018 Service Data and 2019 PIT Data)



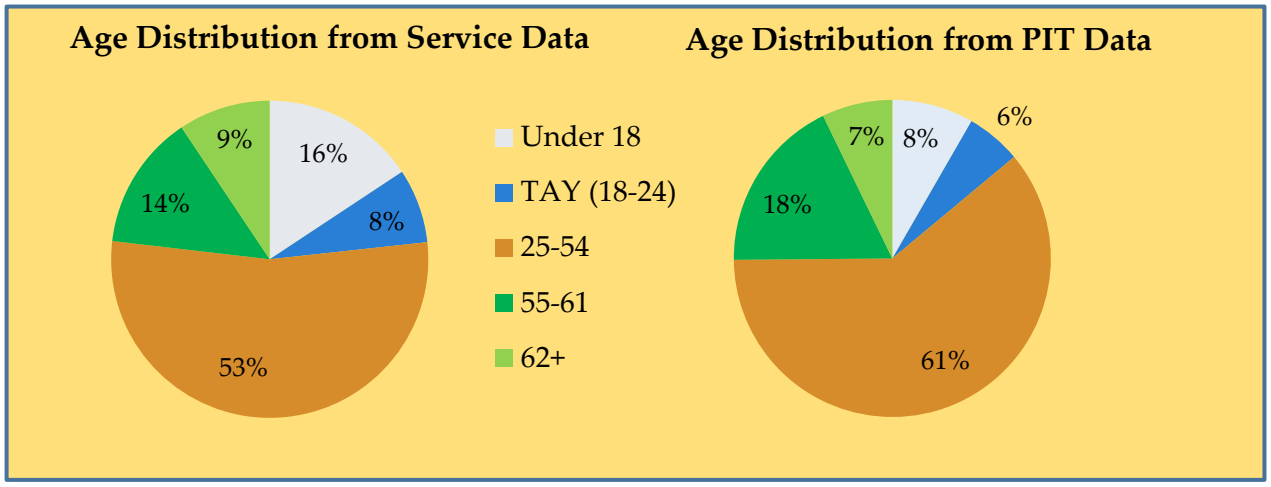
More families are identified as needing homeless related services each year in CoC than are identified during the Point in Time counts.

Age

Adults between the ages of 25 and 54 made up just over half of the consumers who accessed homeless programming during 2018 (as illustrated in Service data tables below), but constituted 2/3 of those identified in the 2019 PIT count. The comparison of Service data and PIT data shows slight variation in demographics between the two data sources, with a higher percentage of adults 25 to 54 identified in the PIT count.

Illustration 4: Age Distribution (2018 Service Data and 2019 PIT Data)

Age Group	Age Range	2018 Service Data	2019 PIT Data
Children in Families	<18	1,103	191
Transition Age Youth (TAY)	18-24	532	129
Adults	25-54	3,762	1,398
Emerging Seniors	55-61	968	412
Seniors	62+	659	165



The homeless system of care captures only persons who are using services provided by the CoC, which is comprised of mostly homeless services for those who have no permanent location to sleep. The County Office of Education collects data on students accessing homeless services under the McKinney Vento Homeless Assistance Act. Due to confidentially for the both CoC consumers and for those using school programs, it is not possible to de-duplicate and determine which of these students also used CoC programs.

	Sleeping arrangement	# of students
County Office of Education, McKinney Vento Assistance Act, January 2018	Unsheltered	95
	Sheltered	330
	Doubled-up	1,809

Race and Ethnicity

Race and ethnicity data are collected for all consumers accessing homeless services. Race and ethnicity are reported as separate categories, per HUD data collection requirements. More information about the utilization of housing and homeless programs and outcomes by race and ethnicity is provided later in this report.

Illustration 5: Race in Contra Costa County CoC (2018 Service Data)

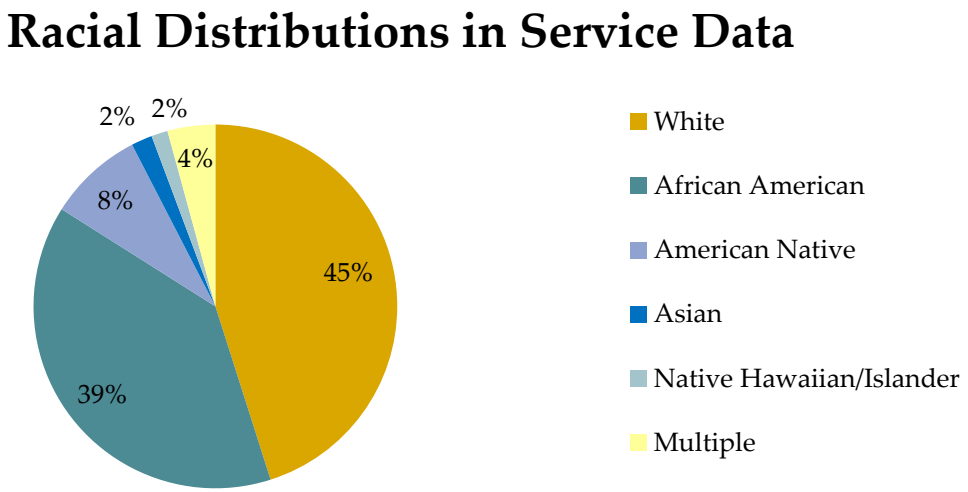
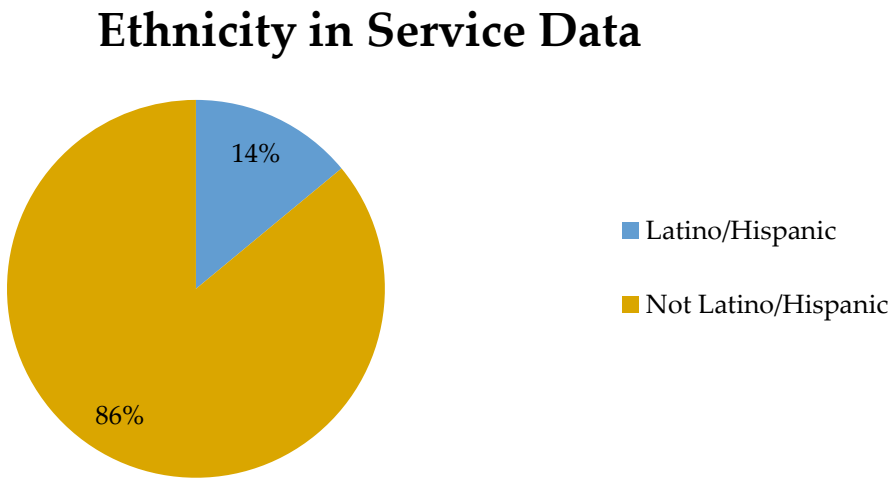


Illustration 6: Ethnicity in Contra Costa County CoC (2018 Service Data)

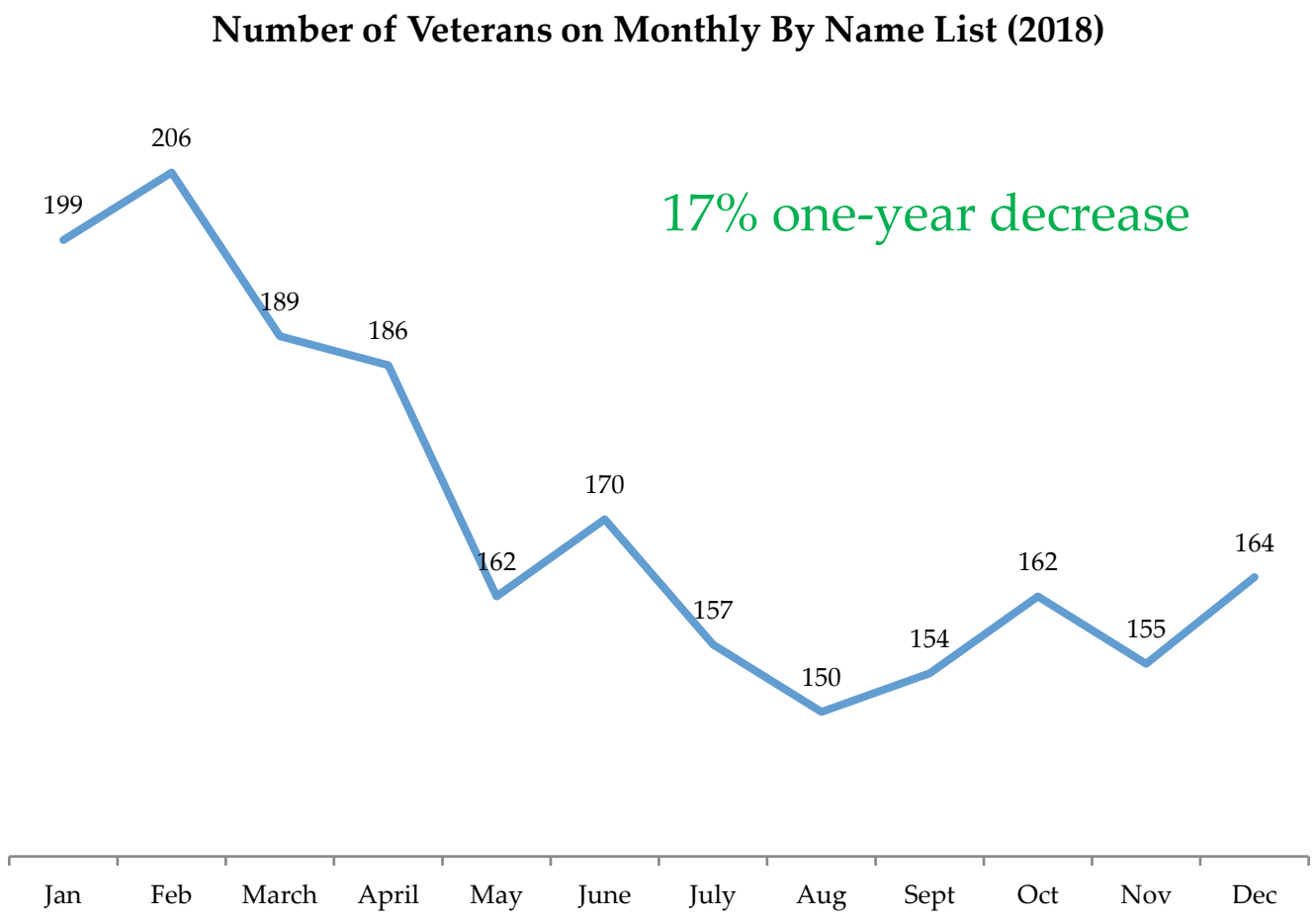


Veterans

The PIT count identified 114 Veterans and Service data identified 496 Veterans served in homeless programming during 2018. Thirty-six percent of Veterans served in the CoC are chronically homeless.

Contra Costa County tracks in-flow and out-flow of Veterans on a monthly basis using a By Name List. This list captures all Veterans who have used a homeless service during the three months prior to the report period and who have not had a program exit (this captures all "active" consumers). During 2018, the number of Veterans identified on the monthly By Name List decreased 17% from 199 Veterans in January to 164 in December. The Veteran population utilizing CoC services has decreased during 2018 due to more robust case management using the By Name List and dedicated permanent supportive housing for Veterans.

Illustration 7: Veteran By Name List (2018 Service Data)



Chronically Homeless

Chronically homeless consumers are generally the most difficult to move from the streets and back into housing. Chronic consumers are those experiencing homelessness for at least a year, or repeatedly over the last three years, while also struggling with a disabling condition such as serious mental illness, substance use disorder, or a physical or cognitive disability.

HUD Definition of Chronic Homelessness:

Homeless >12 consecutive months + disability

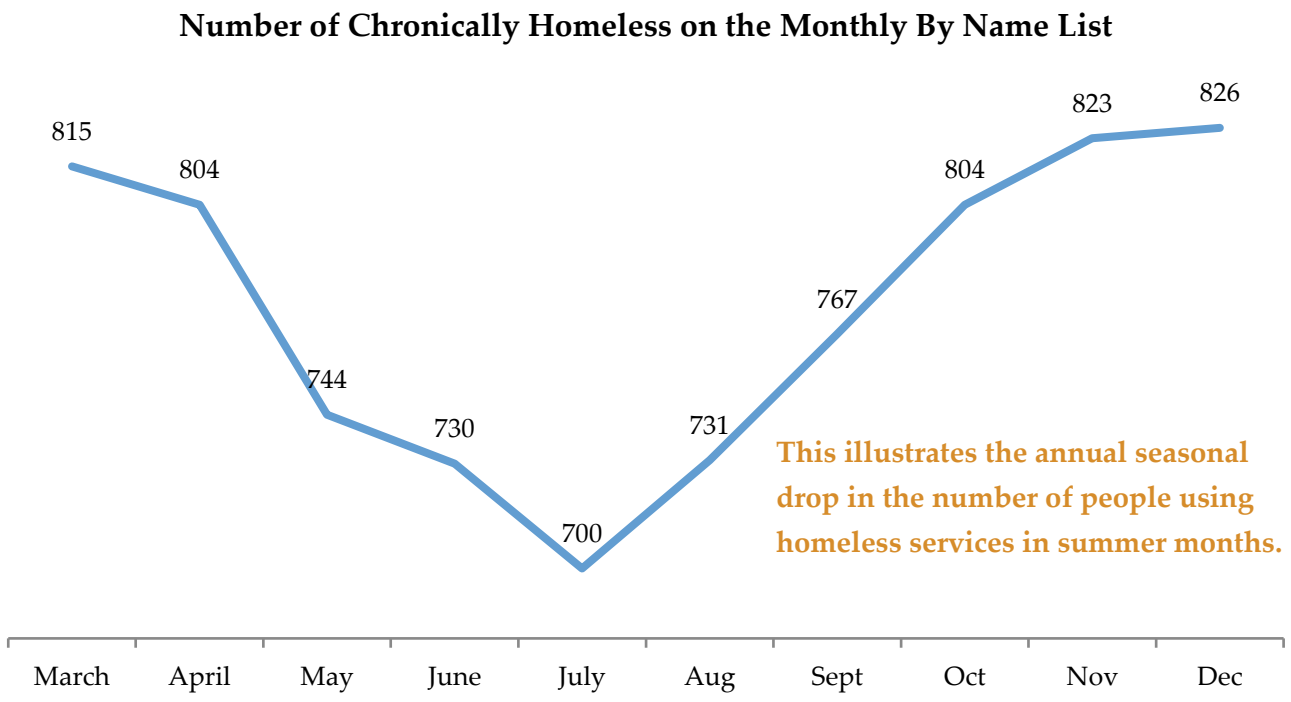
OR

Homeless >3 episodes in last 3 years + disability

Almost 1/3 (n=1,800 households) of adults in the homeless system of care are chronically homeless. PIT data is a less reliable indicator of chronic homelessness because it is based on self-report during data collection; consumers are more likely to report characteristics of chronic homelessness to service providers because of their rapport with staff and because staff have been trained to seek information using best practices for trauma-informed care. Only 27% of PIT respondents reported both a disability and experiencing homelessness for at least a year.

The county began tracking chronicity in a By Name List in March of 2018, allowing for ten months of analysis. Below, the trend line illustrates a decrease in the number of chronically homeless consumers during the summer of 2018 and an increase in the fall and winter months. Monthly in-flow of chronically homeless individuals ranged from 104 in November to 159 in March. This large in-flow and low housing placements results in an increasing number of chronically homeless consumers on the monthly Chronic By Name List.

Illustration 8: Chronically Homeless By Name List (2018 Service Data)

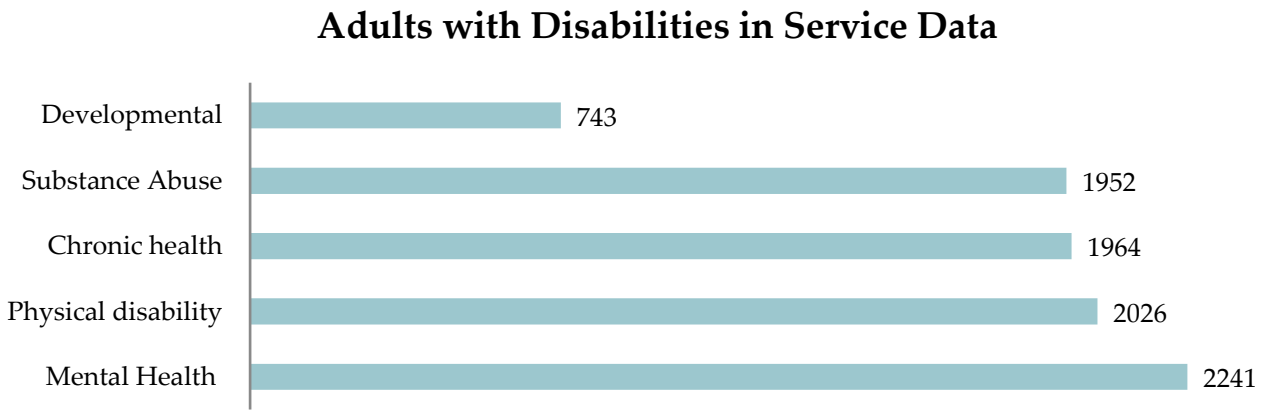


Many of the chronically homeless consumers became homeless in their youth; eight percent of CORE consumers who were interviewed reported becoming homeless as minors. The length of time respondents experienced homelessness ranged from two weeks to 28 years.

People with Disabilities

Two out of three adults who received homeless services in 2018 self-reported having a disability.

Illustration 9: Adults with Disabilities (2018 Service Data)



Almost half (46%) of the TAY respondents in the Youth and Family Needs Assessment reported having a disability.

Over ¼ of CORE interviewees reported that substance abuse, and 20% reported that an illness or health condition led to their homelessness.

Interpersonal Violence

Over 1,000 adults served in the CoC had experienced interpersonal violence in the twelve months prior to enrolling into homeless programming; 43% of these reported fleeing domestic violence at the time they enrolled into a homeless service. While the CoC has a domestic violence shelter, the majority of consumers who report interpersonal violence did not access those services.

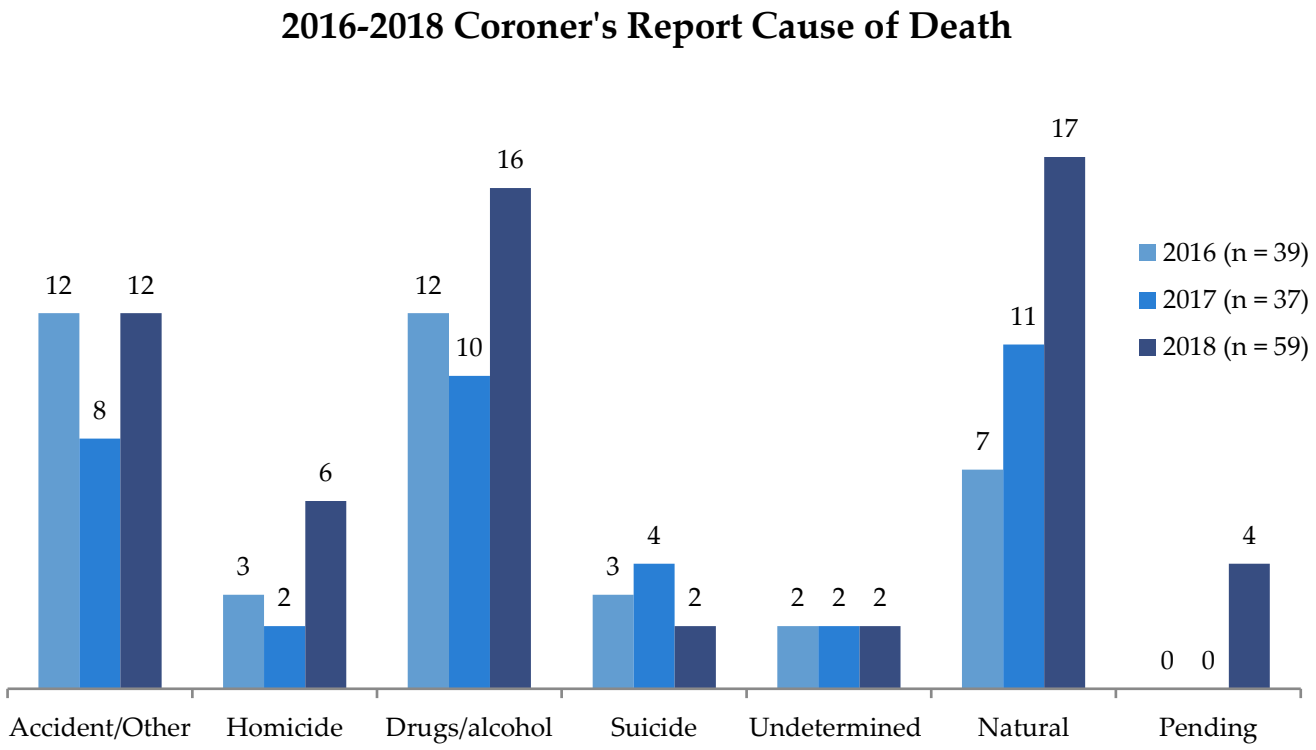
Victims of domestic violence are more likely to access general-population services, including emergency shelters, CARE Centers, and CORE Outreach; just over half of the CORE consumers who were interviewed reported having experienced emotional abuse in their lifetime; 41% reported physical abuse; and 25% reported sexual abuse.

Coroner's Data

Data from the Coroner's offer helps the CoC understand whether people are dying while living on the streets and the causes of those deaths. The Coroner's Division is notified when someone passes away in a location without medical staff to report the cause of death.

The Coroner reported 59 people from the homeless community who passed away during calendar year 2018. This reflects a 34% increase in the number of homeless deaths reported by the Coroner since 2016.

Illustration 10: 2016-2018 Coroner's Report on Cause of Death in the Homeless Community

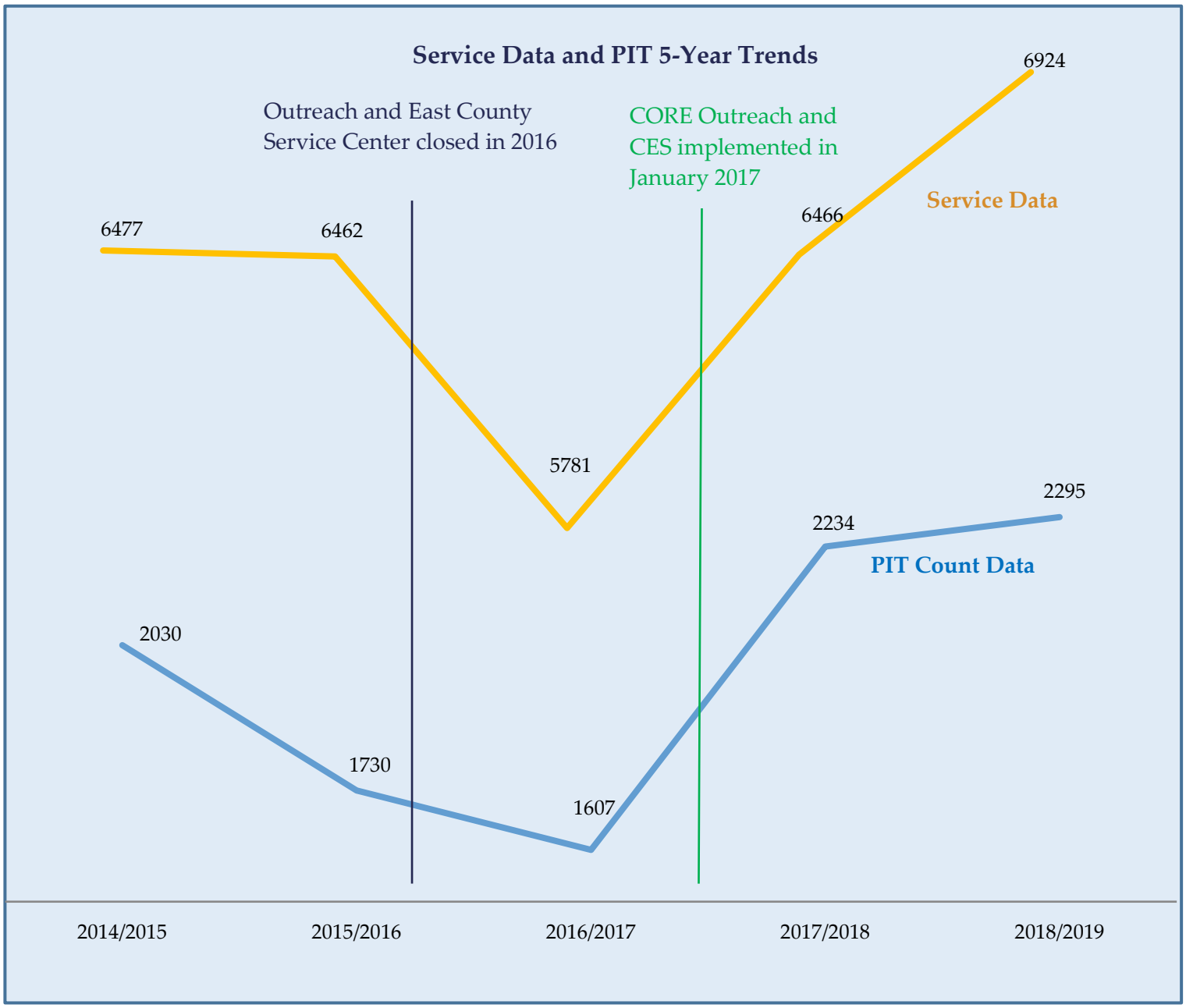


The Coroner's Homeless Report has identified a decrease in suicides over the past year and an increase in deaths from homicide, drugs/alcohol, and natural causes between 2017 and 2018.

TRENDS IN POPULATION SERVED

The five-year trends in data demonstrate consumer identification and utilization of services when available. Substantial decreases were identified in 2016 Service data and 2017 PIT data when outreach and service centers were closed due to organizational changes in the CoC. As these crisis services were restored across the county in 2017 and the CES was rolled-out, the number of people served and identified in 2017 Service data and 2018 PIT increased. The Service data below summarizes calendar year and PIT counts are conducted in January following each calendar year (reflecting trends from previous calendar years).

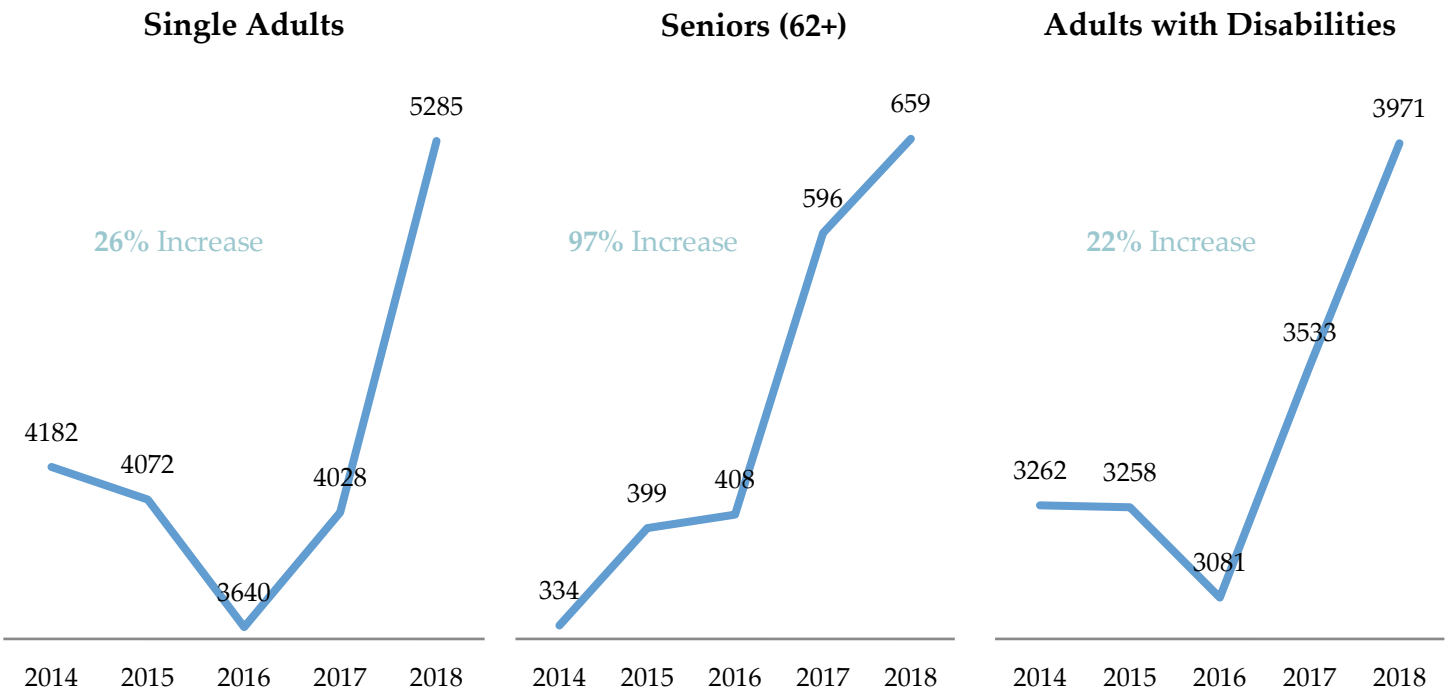
Illustration 11: Trends in Homeless Consumers Identified (2014-2018 Service Data & 2015-2019 PIT Data)



The increase in people entering the system of care is also a reflection of the strong partnerships with other county agencies including Public Health, Behavioral Health, Employment and Human Services, and the criminal justice system. These partnerships improve access to services for certain sub-populations, including some of the most vulnerable populations facing roadblocks when obtaining housing.

In 2016 when the CoC lacked outreach and an East County CARE Center, there were significant decreases in access to services. With the implementation of CORE outreach teams in 2017, more people gained access to services resulting in an increase in the numbers of persons represented in the service data.

Illustration 12: Sub-Populations with Increases Over Time (2014-2018 Service Data)



Many consumers in these sub-populations feel there are limited options for them, as depicted in their interviews:

"There is no place I can go. Everything is full or I don't qualify. [I am] feeling frustrated."

-CORE Consumer

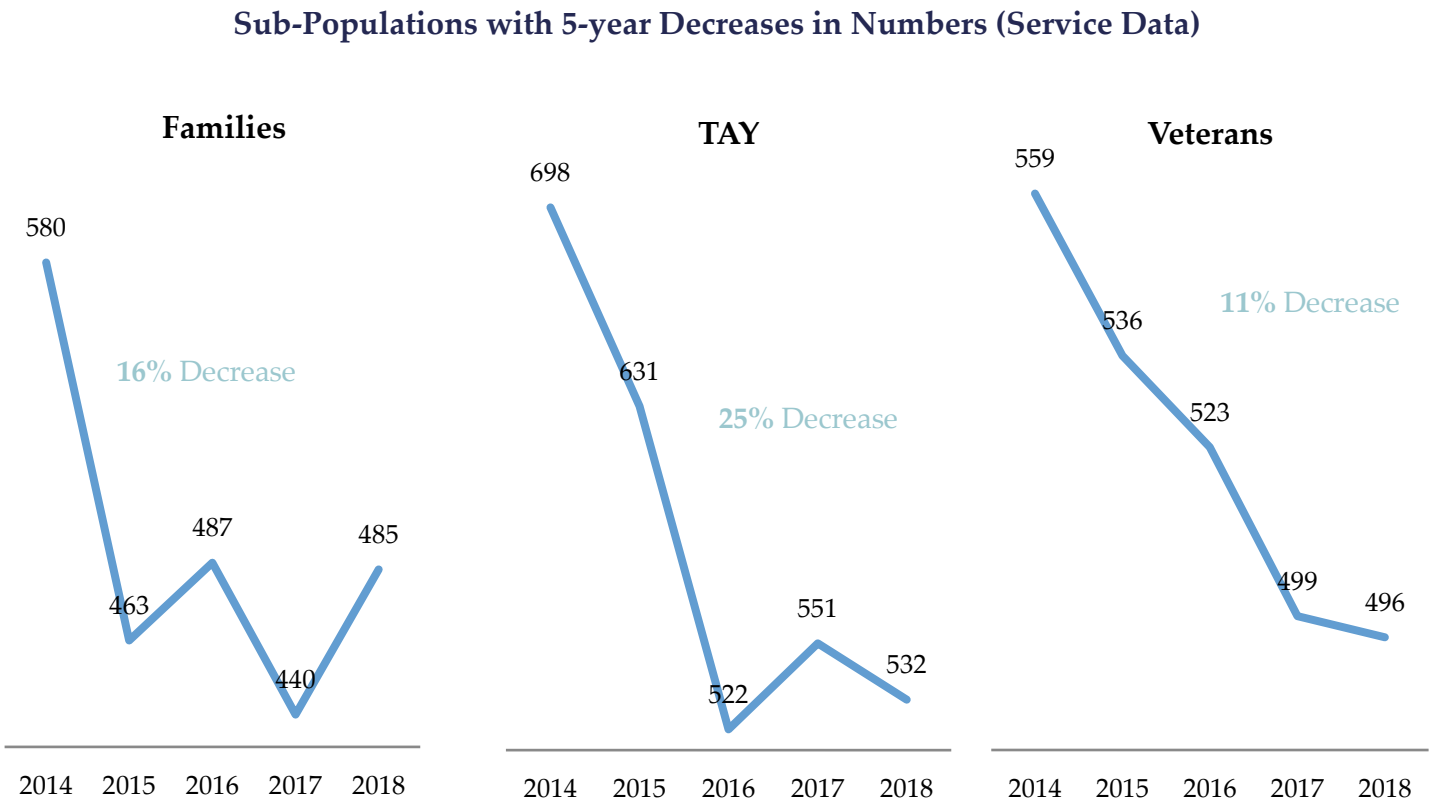
"There are all of these different shelters for everyone else—domestic violence victims, women with children, pregnant youth. There are only two things for youth and they're full because they're small…It's like you need a kid to get into a shelter."

-TAY Consumer

Decreases in sub-populations can be a sign of programmatic impacts or simply a reflection of the way certain consumers do, or do not, use CoC services. Three sub-populations experienced a decrease in CoC utilization in recent years. As mentioned previously, the CoC has implemented better system-wide case management and has dedicated Permanent Supportive Housing units to Veterans.

There were decreases in families and TAY engaging with the system. It is likely that many are choosing to stay doubled up instead of entering the homelessness system of care.

Illustration 13: Sub-Populations with Decreases Over Time (2014-2018 Service Data)



Being housed boosted my self-esteem and has given me the motivation to go back to school so I can provide for my family.
-Ashley

Transition Age Youth who are doubled-up and/or couch-surfing report experiencing stress and anxiety about their precarious housing situation.

"I stay with a family or friend so I don't have to go to a shelter."

-TAY Consumer

"Your friends kind of get tired if you're at their house all the time. Once two weeks pass, you go. You gotta move around so that people aren't just like 'ok, stop showing up at my house.'"

-TAY Consumer

"That sucks to check into a shelter for just one day; sleep there, get some rest and then restart the whole thing over again. [It's better] to stay at someone's house for two weeks."

-TAY Consumer

"I work two jobs and go to school. I live with working people yet [losing] housing is still a fear."

-TAY Consumer

The Youth and Family Needs Assessment identified that many TAY became homeless before hitting adulthood. **More than 2/3 of TAY respondents reported living in foster care at one point during their childhood**, and many felt that having a poor transition plan from foster care contributed to their homelessness as young adults.

Illustration 14: Monthly CoC In-Flow and Out-Flow (2018 Service Data)

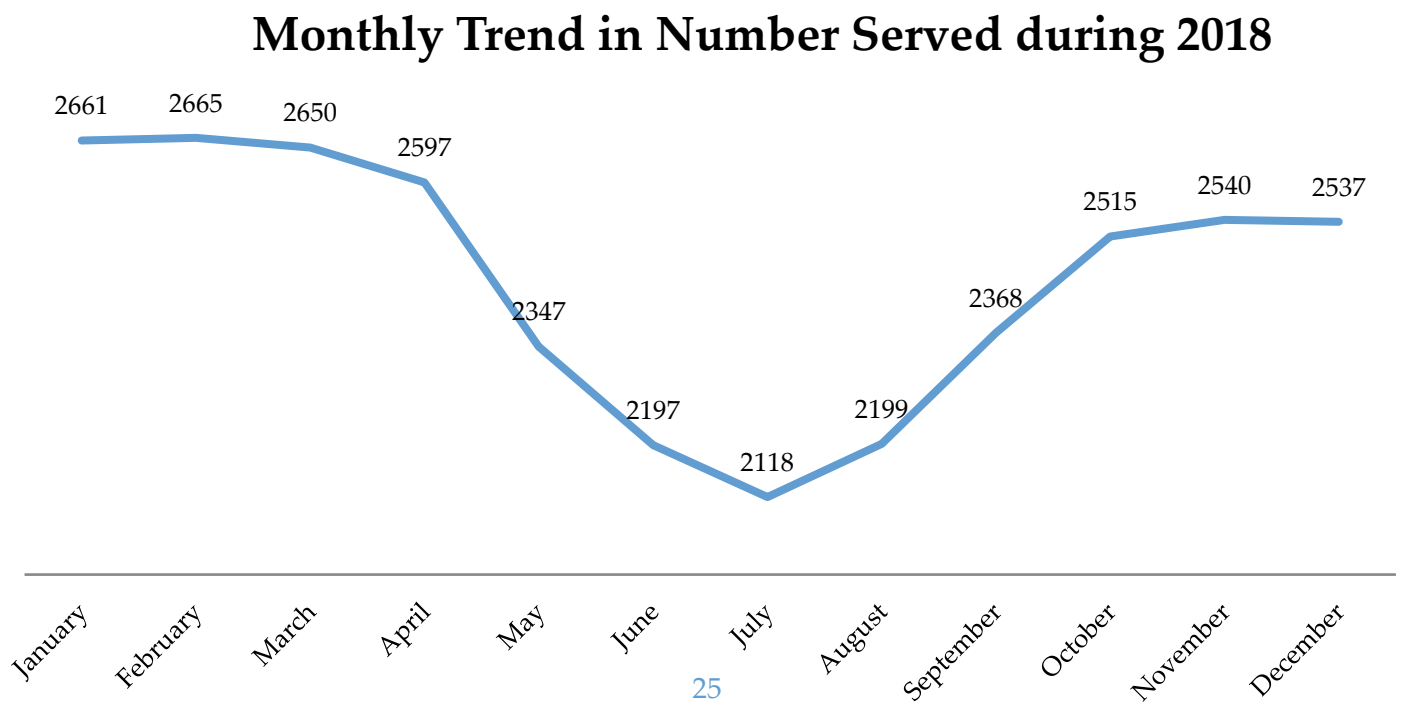
It is important to understand the ways in which people utilize the system of care at a given time, as well as monthly in-flow (the number entering) and out-flow (the number of people leaving the system of care). The average monthly in-flow of consumers was three less than out-flow, resulting in a decrease over the year from 2,661 to 2,537 on the By Name List. However, as demonstrated below, the trend shifts may be seasonal with people accessing services in colder and wetter months.

2018 Monthly CoC-wide In-Flow and Out-Flow

415 average monthly in-flow > **412** average monthly out-flow

+36 Based on 2018 average monthly in-flow and out-flow, the system of care would gain an additional 36 individuals per year

Illustration 15: Average Number of People Served in CoC per Month (2018 Service Data)



Coordinated Entry System

Contra Costa County adopted a Coordinated Entry System (CES) which allows service providers to efficiently and effectively connect people to interventions which aim to rapidly resolve their housing crisis. CES aims to help the sub-set of consumers with fewer roadblocks and fewer vulnerabilities obtain housing with short-term supports while connecting the highest needs, and most vulnerable persons in the community to the limited housing and supportive services.

CES is comprised of a variety of programs to serve those at-risk of homelessness, currently homeless, and formerly homeless people now housed in permanent supportive housing. The goal of CES it to move people from access points, and for those with higher needs, to housing services. Each type of service is described below:

Emergency Shelters provide temporary shelter for people that have no safe and healthy sleeping arrangements. Consumers generally come from uninhabitable locations (encampments, streets, or vehicles), are fleeing domestic violence, or lost temporary housing.

CARE (and CARE-capable) Centers provide basic health and hygiene services, housing navigation, and financial and benefits programs.

Transitional Housing in Contra Costa County's CoC provides short-term housing for Transition Age Youth to get them off the streets and into more stable living environments until permanent housing can be established.

Rapid Rehousing programs provide short-term financial assistance and services to help those who are experiencing homelessness to get quickly re-housed and stabilized.

Permanent Supportive Housing links long-term, safe, affordable, community-based housing with flexible, voluntary support services to help the individual or family stay housed and healthy.

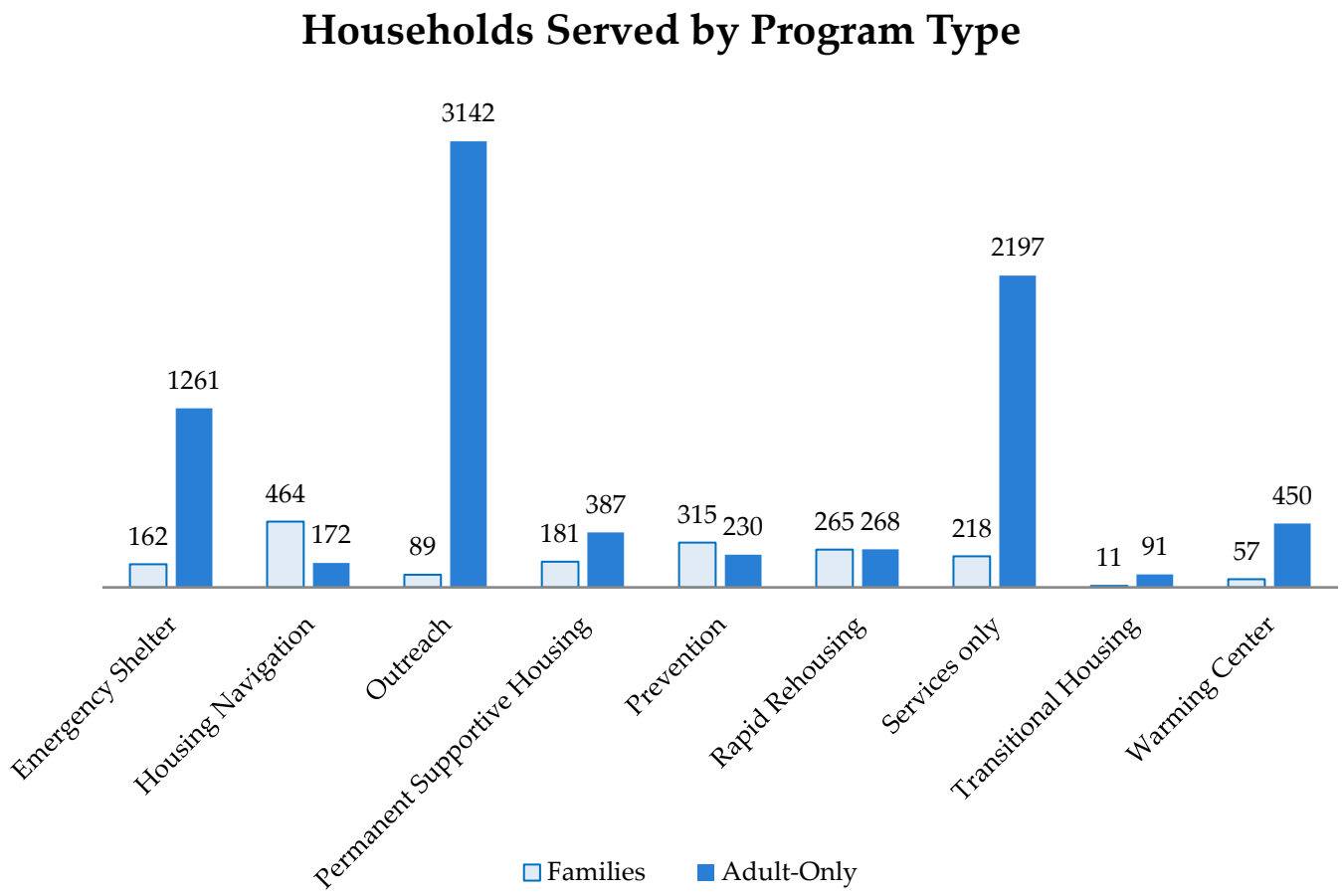
CORE Street Outreach provides basic hygiene supplies, food, and water, and referrals for health, housing, and benefits.

Warming Center is a night-by-night shelter for the most vulnerable individuals identified by CORE Outreach.

Prevention Programs are designed to help families and individuals stay in their homes and avoid entering homelessness by providing one-time financial assistance, legal aid, or landlord engagement.

Families and adult-only households tend to use different program types, with families using fewer crisis services, such as outreach and CARE Centers, and instead using housing services such as Rapid Rehousing and Permanent Supportive Housing. Families are also more likely to use prevention services than single adults.

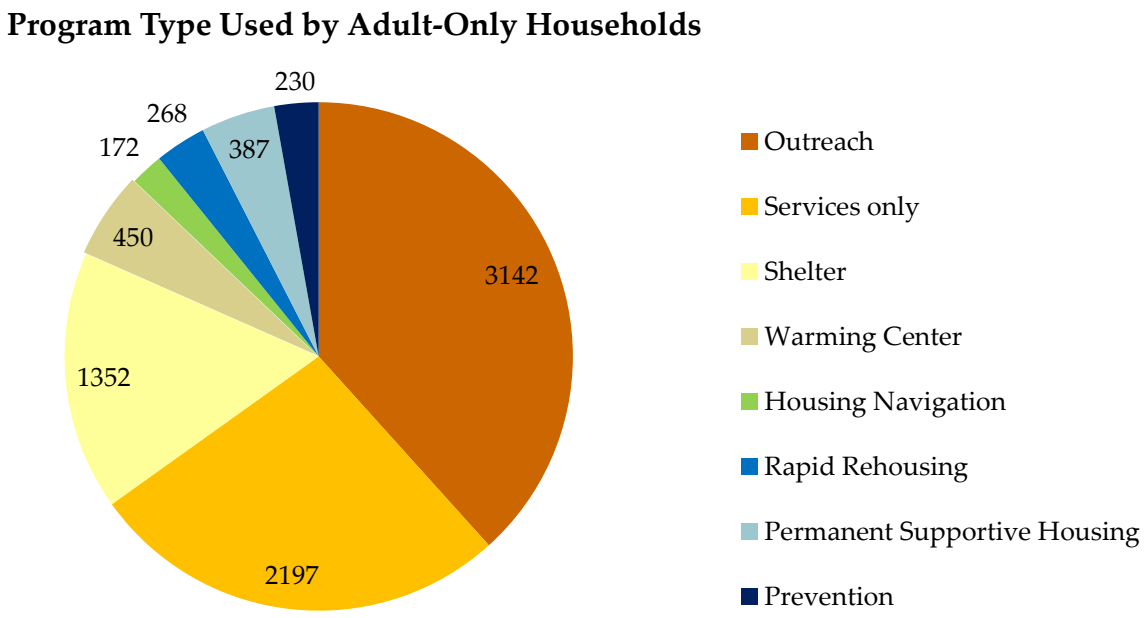
Illustration 16: Households Served by Program Type (2018 Service Data)

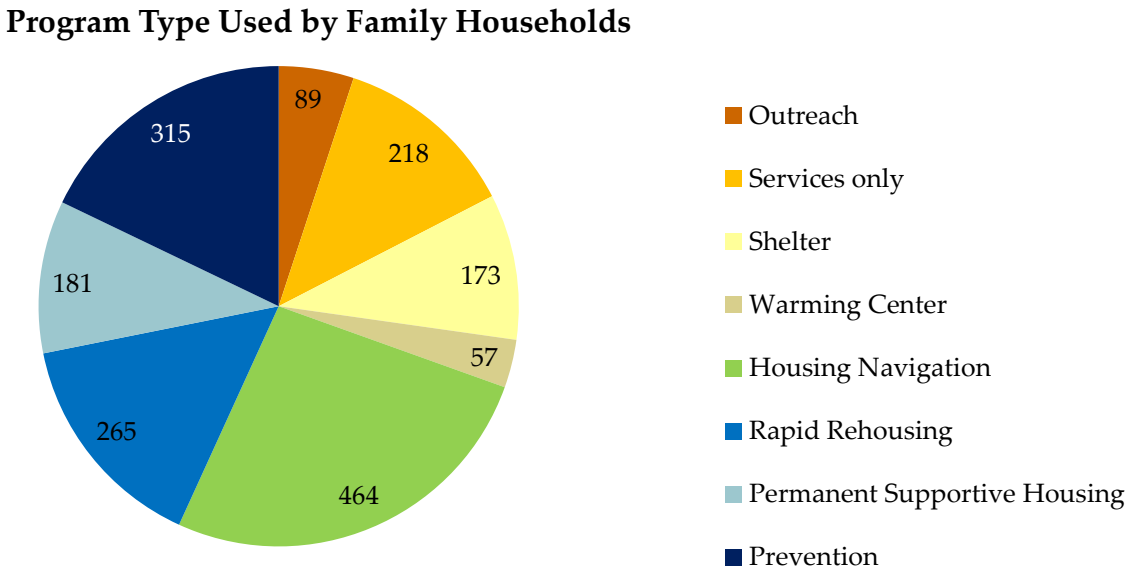


Families are more likely to utilize housing placement services such as Housing Navigation and Rapid Rehousing compared to single adults.

The charts below illustrate that the majority of adult-only households use crisis services (outreach, shelters, and service-only sites, illustrated in orange and yellow colors in the graphics below) and very little housing or prevention services (blue and green, respectively). Most families use housing and prevention and fewer use crisis services.

Illustration 17: Program Utilization by Household Type (2018 Service Data)

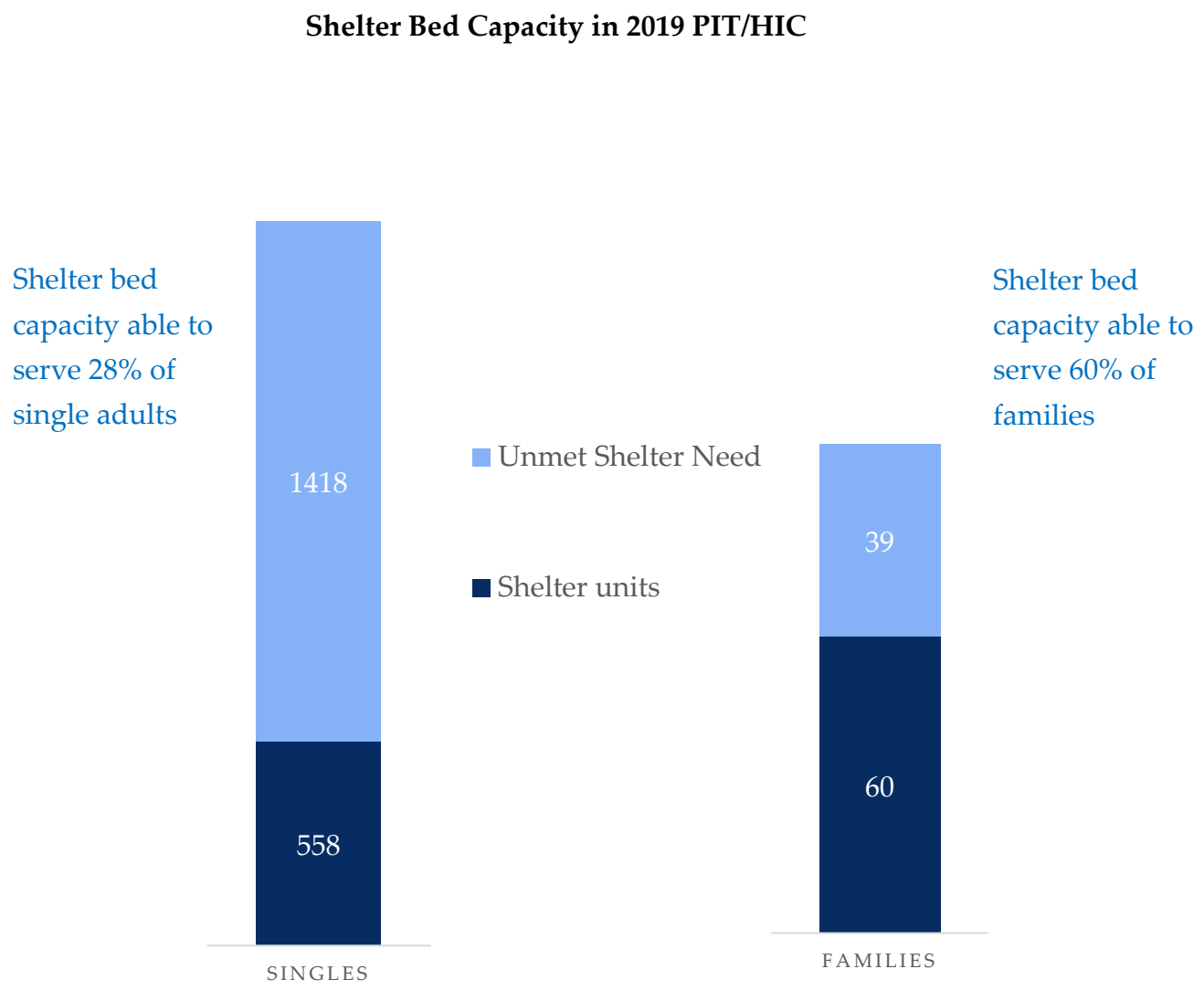




Emergency Shelter Capacity

During the PIT count the county identifies all of the shelter beds available for single adults and families to assess the CoC's capacity to serve the unsheltered population. The shelter bed count is called the Housing Inventory Count (HIC) and is conducted the same night as the PIT count.

Illustration 18: Shelter Bed Capacity (2019 PIT/HIC Data)



Capacity of permanent housing is more challenging to identify than temporary housing capacity because many housing opportunities are outside of the system of care. Permanent Supportive Housing in the CoC is a small portion of the housing opportunities for those in housing crisis. The Housing Inventory Count, conducted the same night of the PIT count, identified 291 Permanent Supportive Housing for single adults and 557 units for families.

Service Impact and Outcomes

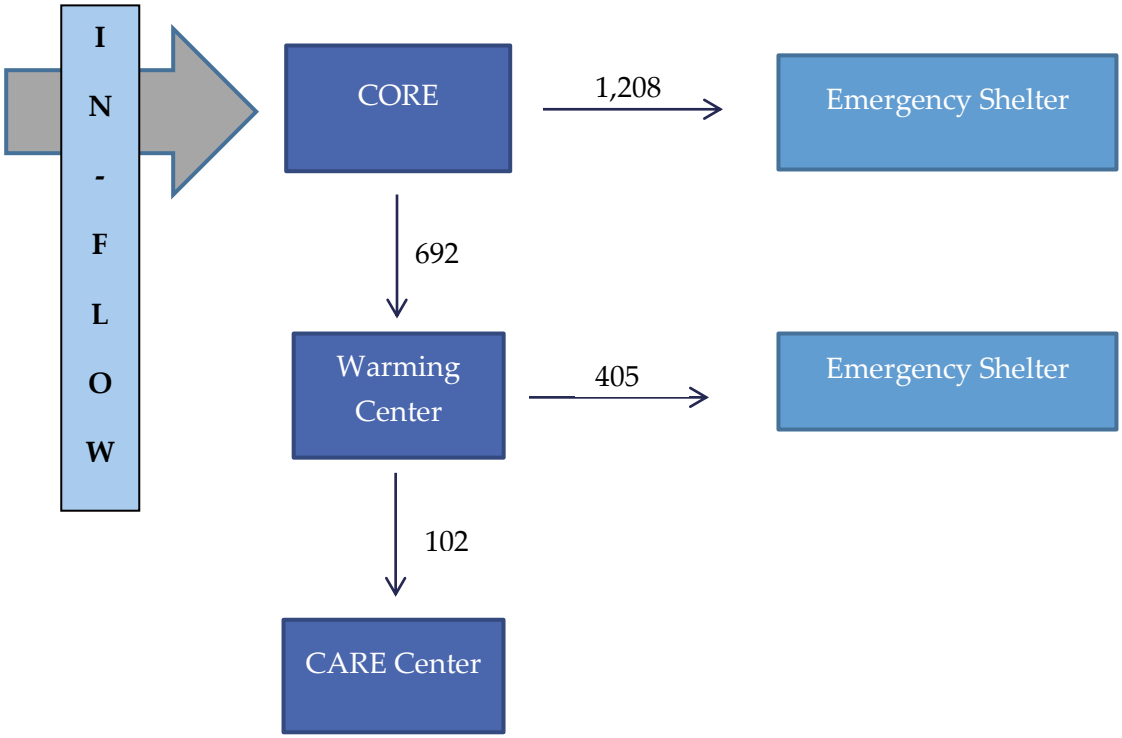
Contra Costa County uses a CES to ensure fair access to limited housing resources in the CoC and the larger community. The purpose of CES is to provide the right support, the right amount, and at the right time given consumers' needs and degree of crisis. Access points are designed to triage consumers to identify immediate needs, avert crisis, and refer them to necessary resources.

Successful housing outcomes require moving people from CoC access points (CORE Outreach and CARE Centers) to shelters and/or housing programs (Rapid Rehousing and Permanent Supportive Housing) or to their own unsubsidized housing.

Access Points

Consumers enter the CoC by calling 211, walking into a CARE Center, or engaging with CORE Outreach. Currently, consumers may access Rapid Rehousing directly without entering CES. However this will change in 2019 with the next phase of CES implementation and service prioritization. "CES Flow" from CORE and CARE can be described as someone entering the system of care via CORE Outreach or CARE Centers and later enrolling in other programs. The number of consumers who entered the system of care through CORE and then accessed a service point that provides housing navigation and/or case management, such as shelters and CARE Centers, is represented below.

Illustration 19: Flow from CES Access Points



There was a one-year 12% increase from 2017 to 2018 in the number of people served in emergency shelters, and many shelters have been serving over capacity. Length of stay at shelters increased slightly when CES was first implemented because CORE Outreach began referring people with more severe needs to emergency shelters. In 2018, however, there was a 10% percent decrease in the average number of bed-nights utilized.

Illustration 20: Emergency Shelter Utilization (2016-2018 Service Data)

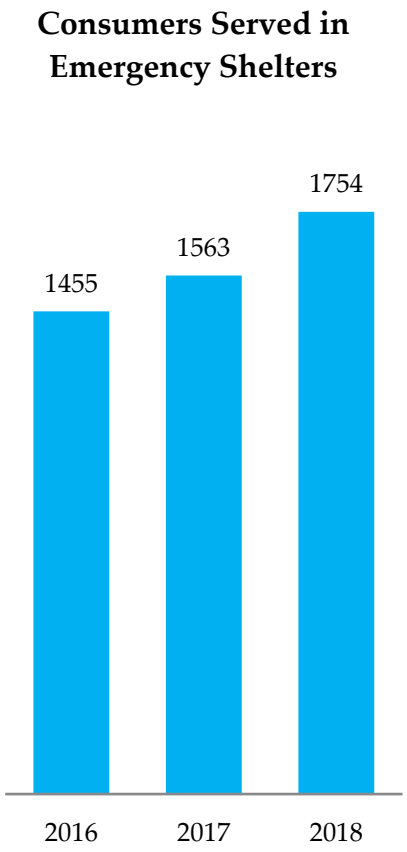
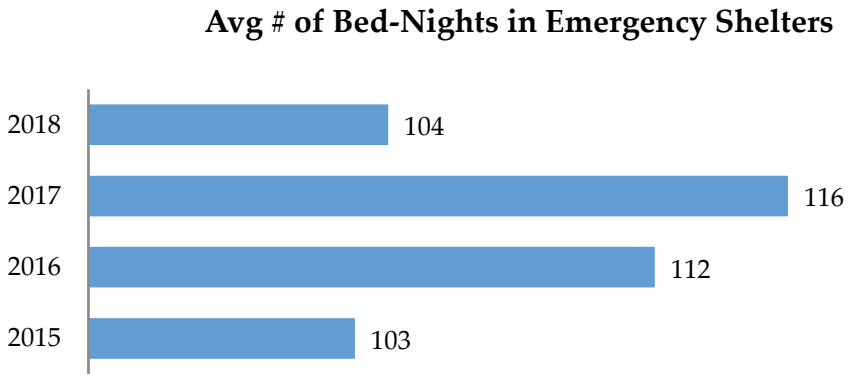


Illustration 21: Shelter Bed-Nights (2015-2018 Service Data)



As an access point, CORE Outreach also partners with Public Works to assist in waterway clean up. This partnership stemmed out of a concern that encampments were polluting waterways. CORE teams provided 1,811 trash bags which resulted in 53 tons of trashed picked up by consumers along waterways. Some of the CORE consumers reported feeling a sense of community engagement by helping to clean up their encampment areas.

Performance Measures Summary

Annual Performance Measures focus on the outcomes for consumers who access the system of care and are required and monitored by HUD. The high-level findings of the 2018 Performance Measures is summarized below:

Since the implementation of CES, Contra Costa County experienced an increase in the number of people accessing the CoC, specifically the more vulnerable populations including chronically homeless, seniors, and people with disabilities. This increase contributed to more people being identified in the PIT counts (Measure Three) and a longer length of time persons experienced homelessness (Measure One).

However, the number of people who exited to housing increased as well (Measure Two). Earned income for both system-stayers and system-leavers increased (Measure Four). Little to no difference was found in the number of consumers using shelter or housing programs who were newly homeless (Measure Five). During the last three years, there has been a high proportion of consumers who were hitting the system of care for the first time.

There were far more successful exits from outreach (Measure Seven) because there were far more people served and the greater linkages between CORE Outreach and emergency shelter programs. Housing retention rates in permanent supportive housing remained above 96% the last three years (Measure Seven).

Performance Measures

Annual Performance Measures focus on the outcomes for consumers who access the system of care. HUD pulls data each year from every CoC's Homeless Management Information System (HMIS) Database to generate Systems Performance Measures results. These measures are used to track progress across all HUD-funded programs and to determine funding for each CoC for the following year. The Performance Measures are run for Fiscal Years, October 1 to September 30.

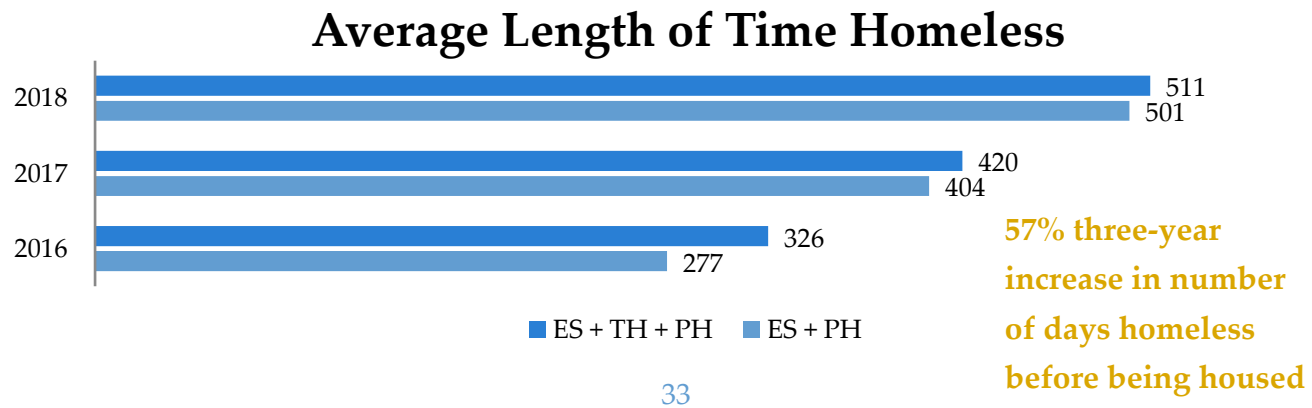
HUD has developed the following seven system-level performance measures to help communities gauge their progress in preventing and ending homelessness:

1. Length of time persons remain homeless;
2. The extent to which persons who exit homelessness to permanent housing destinations return to homelessness;
3. Number of homeless persons;
4. Jobs and income growth for homeless persons in CoC;
5. Number of persons who become homeless for the first time;
6. Homelessness prevention and housing placement of persons defined by Category 3 of HUD's homeless definition for CoC Program-funded projects; and,
7. Successful housing placement.

Measure 1-Length of time persons remain homeless

HUD measures episodes of homelessness to determine how long people remain homeless before obtaining housing. The length of time homeless counts the number of bed nights a consumer is utilizing Emergency Shelters, Transitional Housing, and Permanent Housing projects and begins from the time consumers enter the CES to the time to their housing move-in date. This measure is only assessed for those who ***exit*** to permanent housing during the report period from an emergency shelter, transitional housing, or a rapid rehousing program (this measurement does not include consumers using only CES access points). The average length of time homeless has increased 57% since 2016, from 326 days in 2016 to 511 days in 2018.

Illustration 22: Performance Measure—Length of Time Homeless (2018 Service Data)

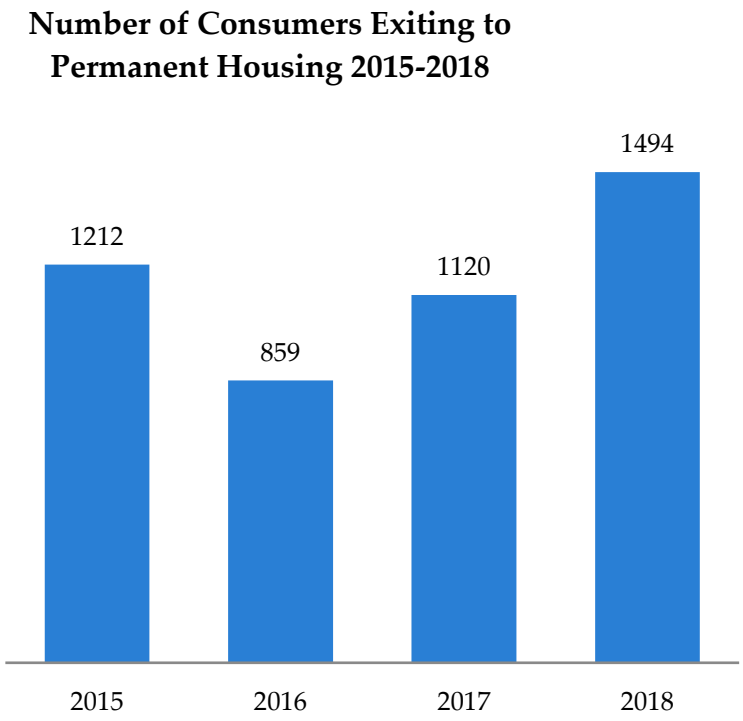


Coordinated Entry's emphasis on prioritization of the most vulnerable persons and increased CORE Outreach efforts have created greater access for the most vulnerable population. These consumers are older, have more disabilities, and little or no income, making housing placements more challenging. This shift in population served is demonstrated in the demographics portion of this report.

Measure 2-Exits to permanent housing and return to homelessness

Performance Measure Two assesses two objectives: 1) the number of people exiting CES to a permanent housing program 24 months prior to the report period (housing rates), and 2) how many of those who exited to permanent housing re-entered homeless programs during the report period (recidivism).

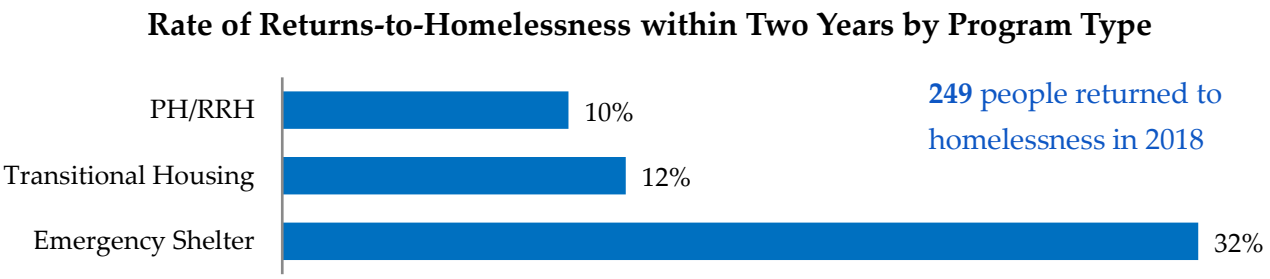
Illustration 23: Performance Measure--Exits to Permanent Housing (2015-2018 Service Data)



The increase in exits during the previous 24 months is likely due to an increase in the number of people utilizing services and an increase in housing opportunities through Rapid Rehousing programs.

The graphic below illustrates the Rate of Returns to Homelessness, or how many people entered any homeless program in the CoC during 2018 who had exited from a homeless project within the previous 24 months. In 2018, 17% of consumers who exited to permanent housing in prior 24 months returned to homelessness (279 people); 41% of those consumers return within six months, and two-thirds returned to homelessness within one year.

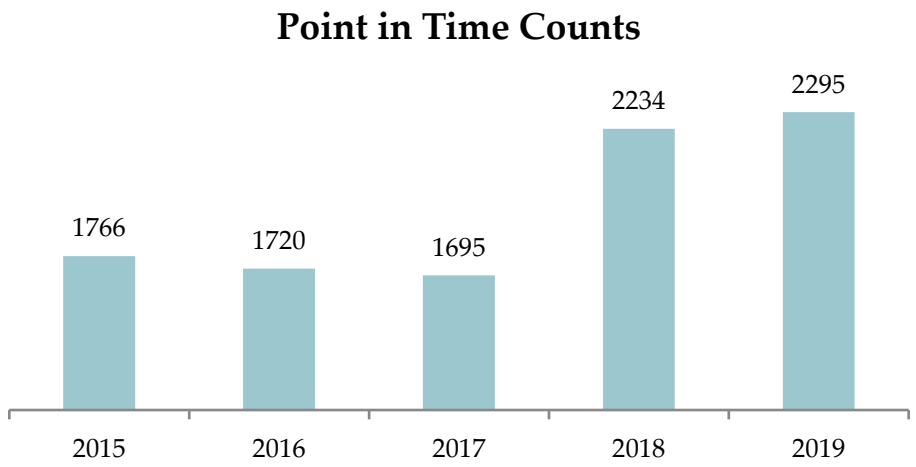
Illustration 24: Performance Measure--Returns to Homelessness (2018 Service Data)



Measure 3- Number of people identified in Point in Time Count

This measurement is pulled from the HUD PIT reports conducted annually. Contra Costa County conducts both sheltered and unsheltered counts every year.

Illustration 25: Performance Measure-PIT Counts (2015-2019 PIT Data)



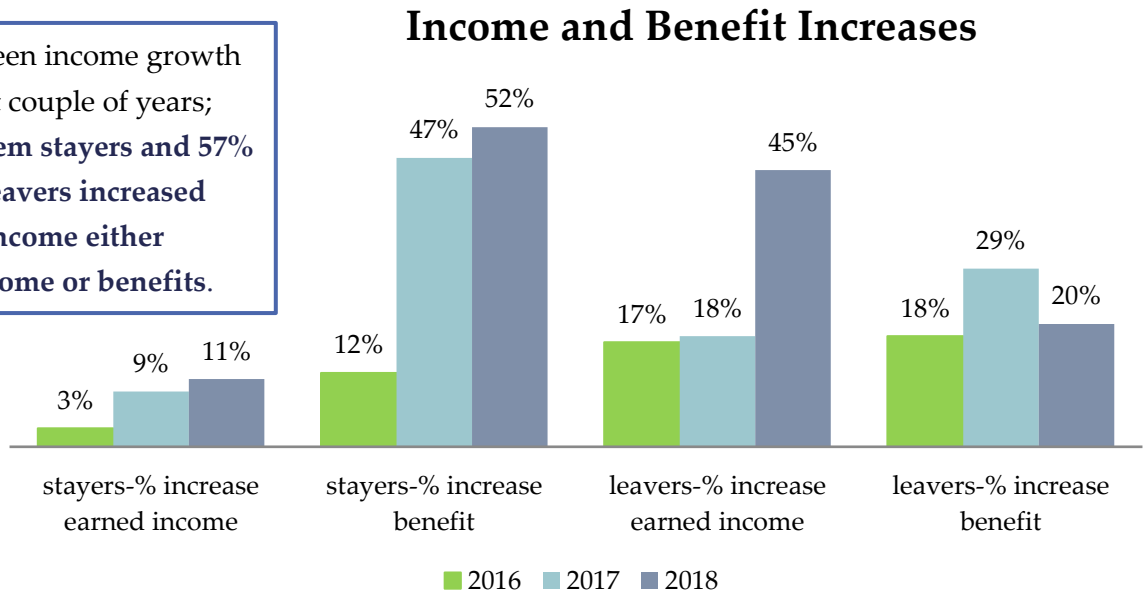
PIT count increased by 33% after CORE Outreach was initiated in 2017. Integration of CORE Outreach in PIT data collection has improved unsheltered data collection methods.

Measure 4-Jobs and income growth

This measurement assesses income growth through employment or benefits for consumers who stay in the system (did not exit to housing during the report period) as well as those who exit to housing during the report period.

Illustration 26: Performance Measure—Income Increases (2016-2018 Service Data)

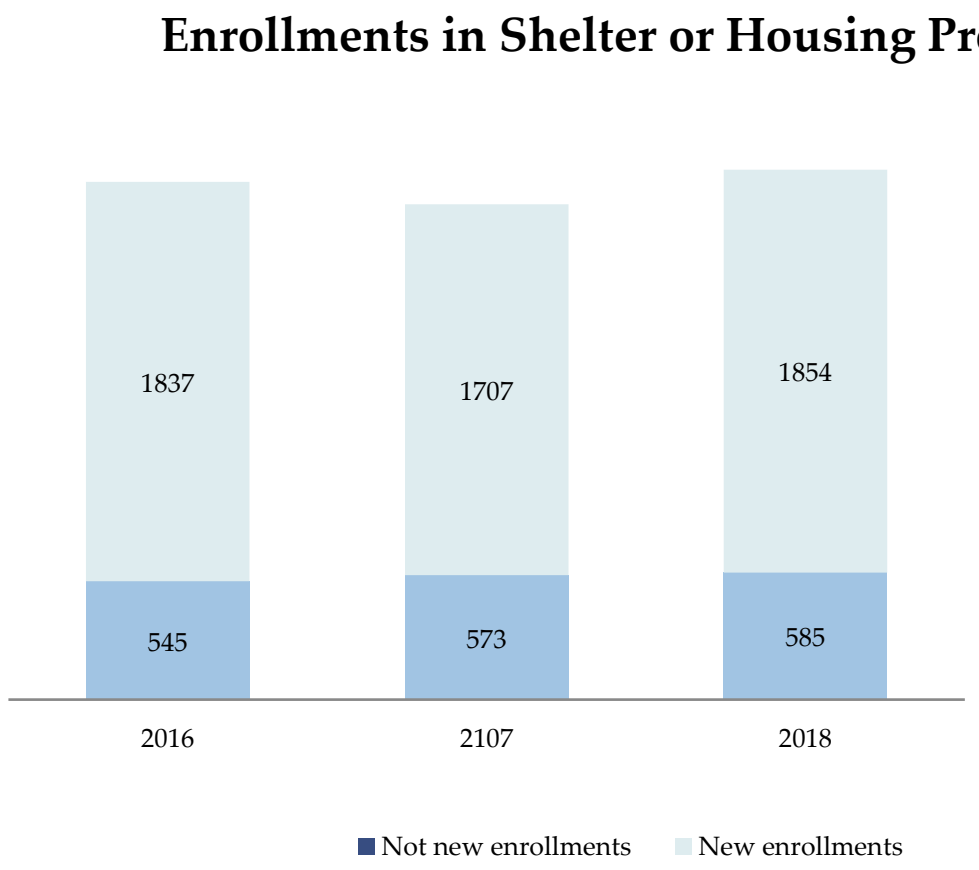
There has been income growth over the last couple of years; **60% of system stayers and 57% of system leavers increased their total income either through income or benefits**.



Measure 5-People experiencing homelessness for first time

People who had their first enrollment in HMIS within the last 24 months into emergency shelter, transitional housing, rapid rehousing or permanent supportive housing during the report period are considered newly homeless (although they may have been homeless and simply new to these programs). This measurement does not include new enrollments into CORE Outreach or CARE Centers. The percentage of new enrollments was consistent over the last three years (77% were new enrollments in 2016; 75% in 2017; and 76% in 2018).

Illustration 27: Performance Measure-New Enrollments in HMIS (2016-2018 Service Data)

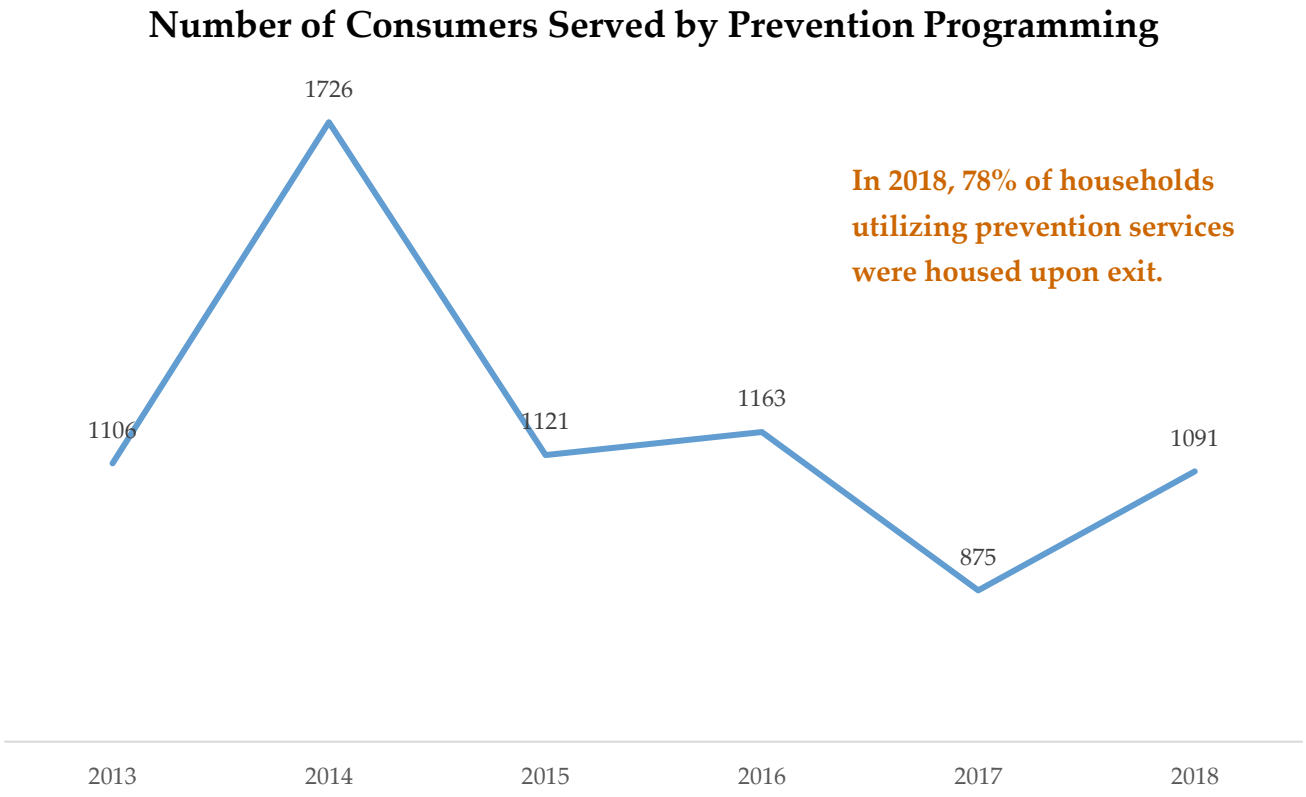


76% percent of people using shelters or permanent housing programs are new to the CoC.

Measure 6-Homeless prevention service utilization

Performance Measure Six was not required or analyzed for the 2108 Fiscal Year by HUD. Measure Six assesses whether consumers who utilized Prevention Programs 12 months prior to the report period returned back to the homeless system of care as literally homeless. The CoC does not currently track longer-term outcomes for those utilizing prevention services. However, Service data reflects the number of people utilizing prevention programs and their exit destinations.

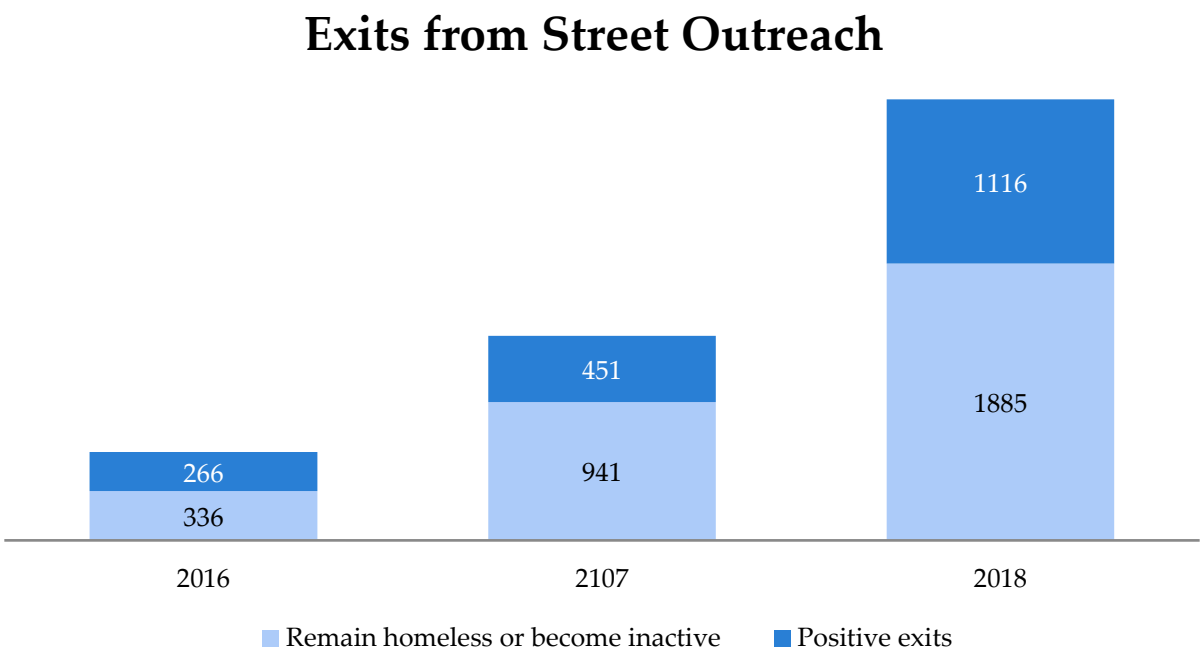
Illustration 28: Number of Consumers Served by Prevention Programming (2013-2018 Service Data)



Measure 7-Successful placements and retention of permanent housing

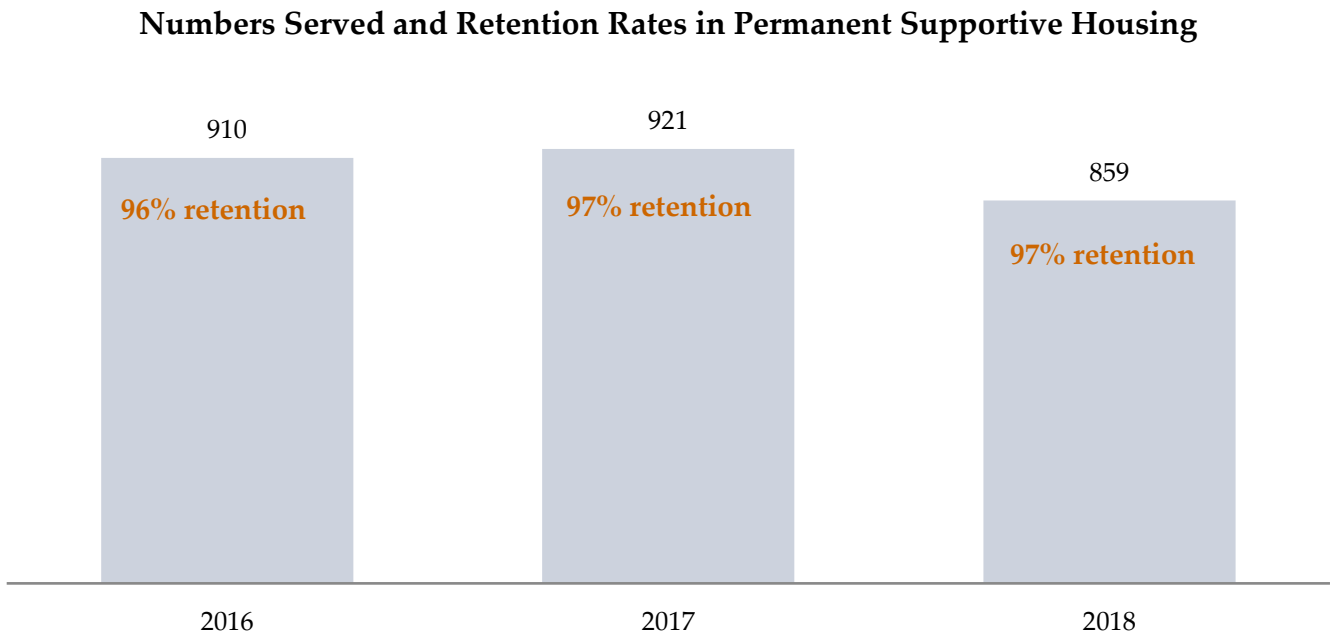
Successful or positive placements from Outreach include emergency shelters, transitional housing, Rapid Rehousing or temporary stay with family or friends. Many people simply "disappear" from services (become inactive). The CoC lost outreach programming in 2016 and implemented new services in 2017, thus the large increase in people served during the last two years.

Illustration 29: Performance Measure-Successful Placements from Outreach (2016-2018 Service Data)



Housing retention rates are determined by the proportion of consumers in permanent supportive housing who remain in their homes for at least a year or exit to other types of permanent housing.

Illustration 30: Performance Measure-Housing Retention Rates in PSH (2018 Service Data)

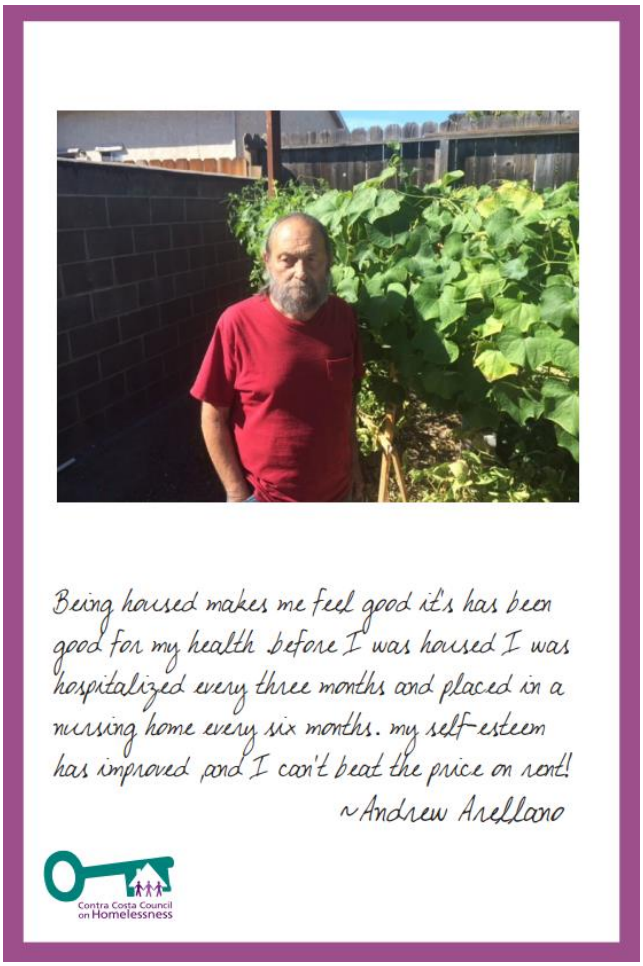


Photovoice

In preparation for Homeless Awareness Month in 2018, H3 conducted a Photovoice project to bring together photos and messages from people experiencing homelessness in Contra Costa County. Participants took photos of themselves, their possessions, their dwellings, or nature and provided quotes or context about the meaning of the photos. The art opens a window into the daily lives of its creators, as they work to secure housing, or on to the housing they have.

"I have cried a lot of tears over the years, but in this last year, I've had more wins than I can possibly imagine. True resiliency!"
-Roxie

Participants were identified through programming with the following agencies: Health, Housing & Homeless Services Emergency Shelters, Shelter Inc. Permanent Supportive Housing Programs, and Trinity CARE Center. The final images are displayed in the H3 offices.



I have a big heart. People realize I AM A HUMAN BEING.

~Polly

My favorite memory is when I first met Jesus Christ. Most of my life I was a mess, always in and out of prison, not only physically but spiritually lost. Not anymore! Praise God, through my Christ, I am a new man.

~Thomas

Contra Costa Council on Homelessness

People need to understand the real issues of homelessness. We are no different from them. If it wasn't for the grace of God, they could be right where we are.

~Bob

Contra Costa Council on Homelessness

"Sleeping in a tent was one of the hardest things I ever had to do, but I made it look fabulous and overcame it.
-Roxie

Homelessness Across the County

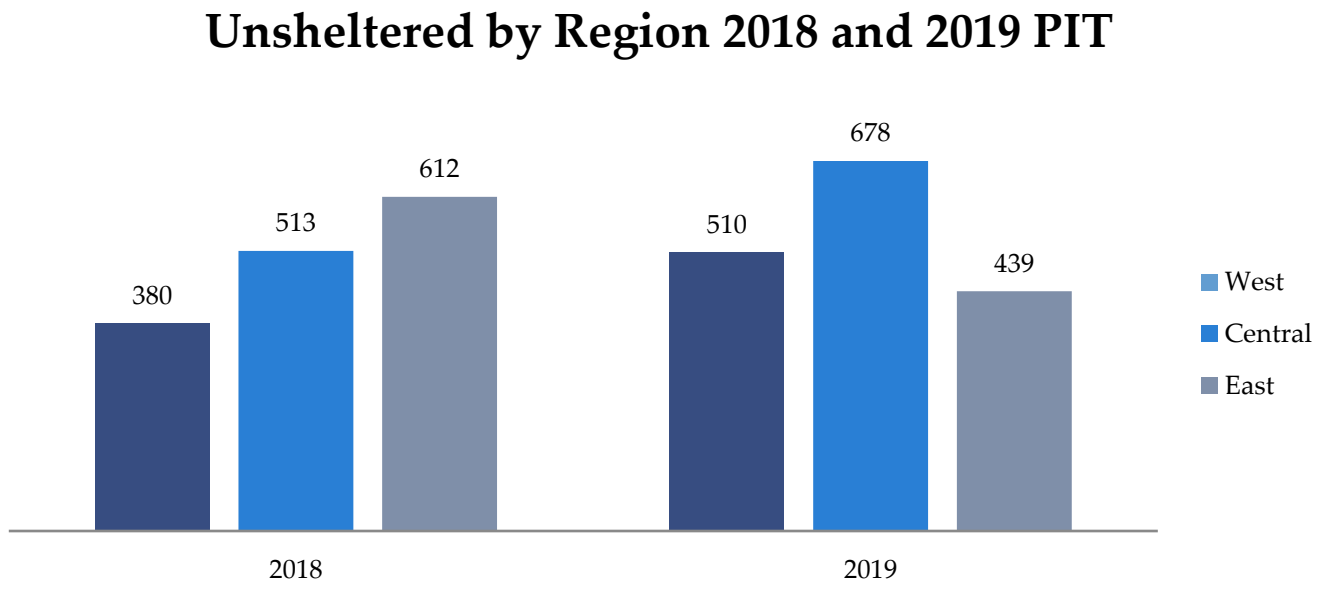
Every community in the county is affected by homelessness. People lose housing from every city, and some people stay in those cities while others "move around" closer to shelters and services. Service data collects information about where people lost housing, and PIT data identifies where unsheltered people sleep and live after becoming homeless.

Illustration 31: City and Region Where Unsheltered Slept Night of PIT (2018-2019 PIT Data)

2018 and 2019 Point in Time Count City Data

West County			Central County			East County		
	2018	2019		2018	2019		2018	2019
Crockett	0	12	Concord	252	350	Antioch	350	226
El Cerrito	14	8	Lafayette	0	3	Bay Point	61	57
El Sobrante	10	16	Martinez	117	156	Bethel Island	7	1
Hercules	2	1	Pacheco	16	10	Brentwood	35	14
Pinole	0	3	Pleasant Hill	85	59	Oakley	49	13
N. Richmond	24	38	San Ramon	1	1	Pittsburg	110	128
Richmond	270	333	Walnut Creek	42	99			
Rodeo	14	41						
San Pablo	46	58						
TOTAL	380	510	TOTAL	513	678	TOTAL	612	439

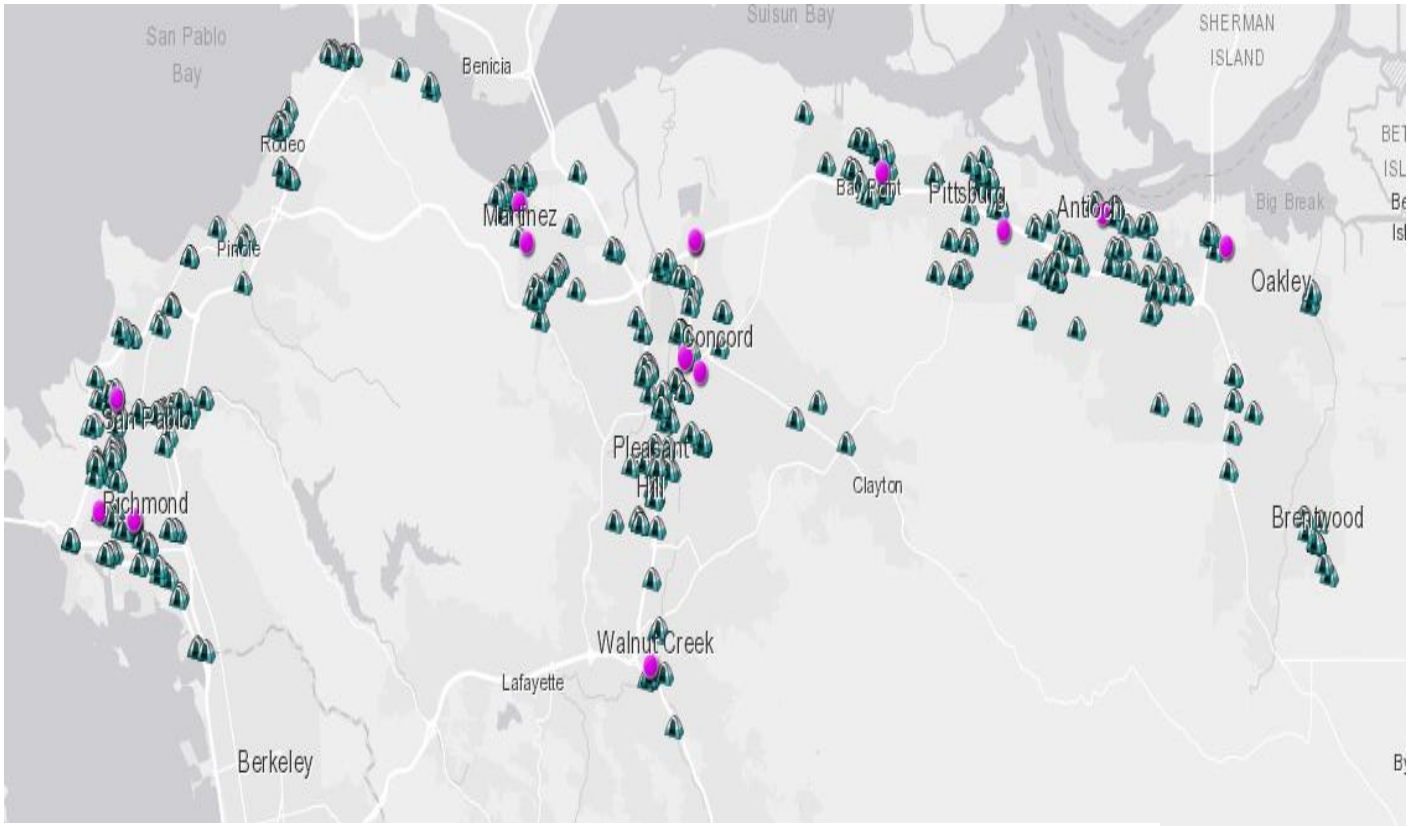
Illustration 32: PIT Numbers by Region (2018-2019 PIT Data)



Locations where people were surveyed for the PIT count were tracked via GPS on ArcGIS and are presented in the map below. The purple markers indicate where CoC providers and community agencies provide services to low income and homeless community members (including soup kitchens, shelters, and CARE Centers). The green symbols represent at least one encampment (there may have been more than one at each location).

Illustration 33: PIT Unsheltered Map (2019 PIT Encampment Map Data)

2019 Point In Time Count Map of Encampments and Service Sites

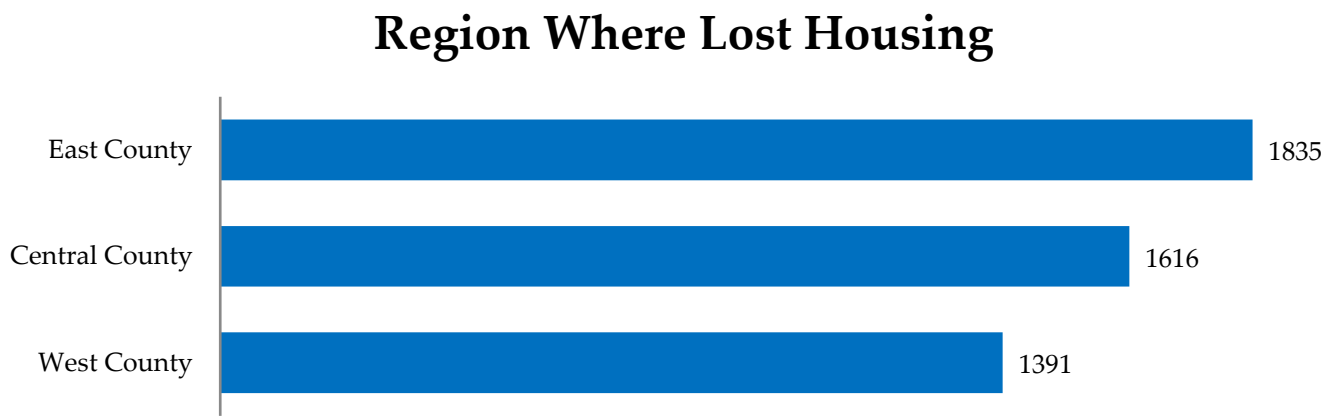


* Green symbols are encampment areas; pink symbols are service sites

Service Data-Where Lost Housing

PIT data captures a subset of those who lose housing in Contra Costa County. Service data is more comprehensive as it identifies all consumers utilizing the homeless system of care. The data below identifies where people self-report their lost housing upon most recently entering a homeless program in Contra Costa.

Illustration 34: PIT—Region of Unsheltered (2018 Service Data)



The number of people who lost their housing in each Contra Costa city is provided in the table below. The PIT count identified an additional 1,437 people who lost housing outside of the county.

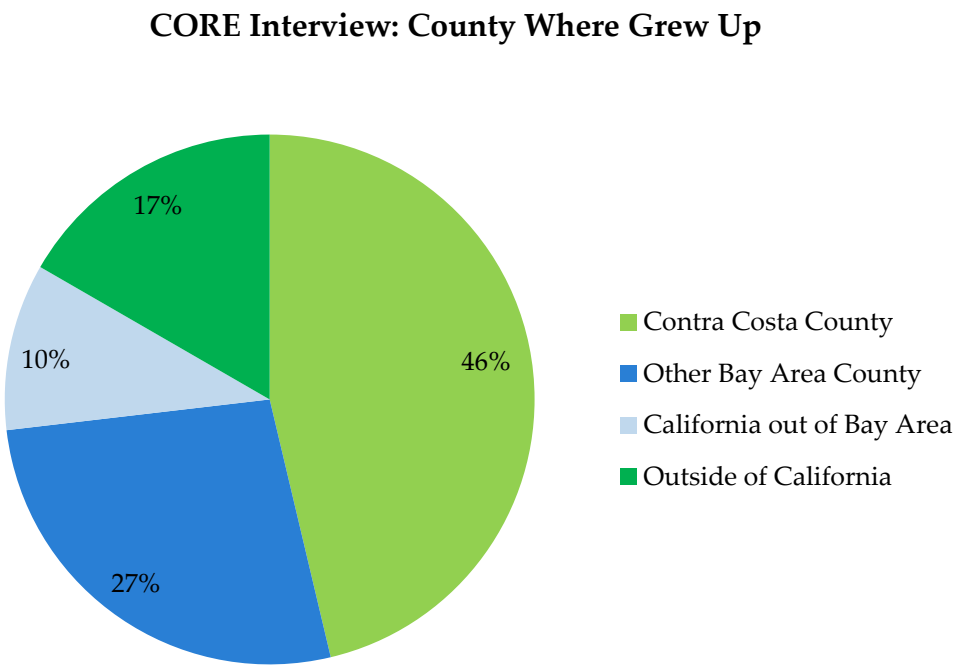
Illustration 35: Service Data—City Lost Housing (2018 Service Data)

City Where Lost Housing (from Service Data)

West County		Central County		East County	
Crockett	17	Alamo	12	Antioch	964
El Cerrito	19	Blackhawk	1	Bay Point	204
El Sobrante	56	Clayton	1	Bethel Island	18
Hercules	25	Concord	882	Brentwood	90
Pinole	30	Danville	17	Clyde	8
N. Richmond	55	Lafayette	25	Discovery Bay	11
Richmond	1,119	Martinez	292	Oakley	97
Rodeo	57	Clayton	13	Pittsburg	443
San Pablo	13	Orinda	7		
		Pacheco	26		
		Pleasant Hill	115		
		San Ramon	27		
		Walnut Creek	198		
TOTAL	1,391	TOTAL	1,616	TOTAL	1,835

CORE respondents were also asked where they grew up. Almost 80% were from the Bay Area, and 46% were from Contra Costa County. Almost 70% of respondents lived in Contra Costa County for at least 20 years.

Illustration 36: CORE Interview—Where Consumers "Grew Up" (2018 CORE Surveys)

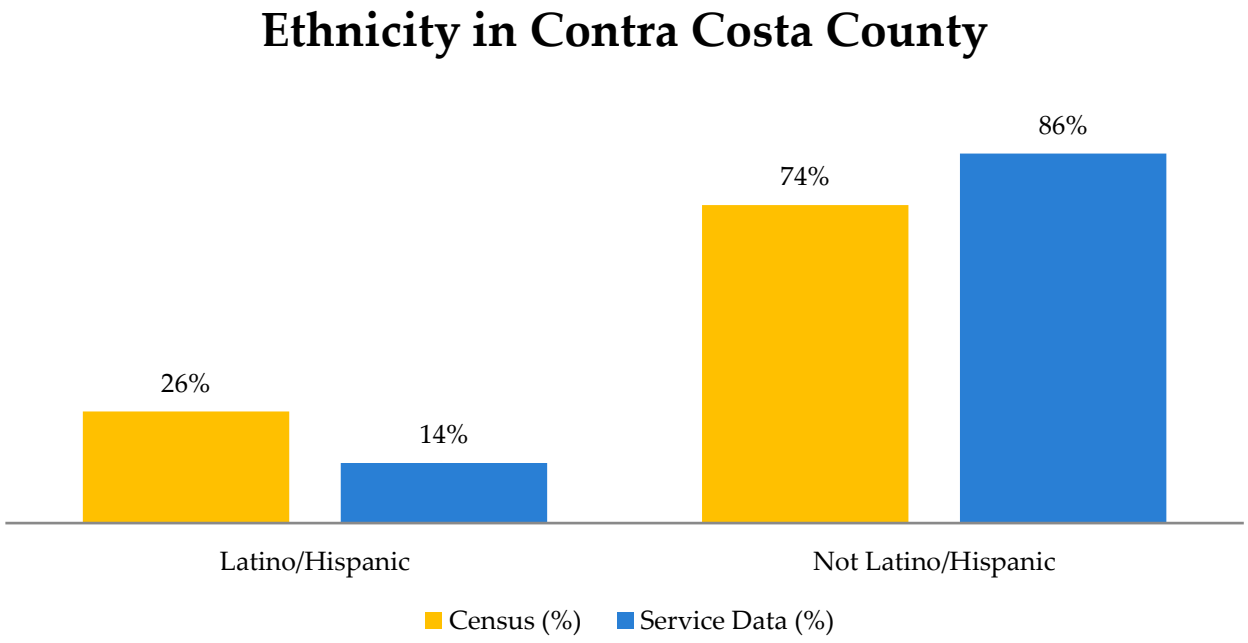


Racial Equity Assessment

As part of our forthcoming Equity Initiative, Contra Costa began a racial equity assessment. The assessment is based in part on data from HUD's CoC Analysis Tool, which draws on PIT and American Community Survey data to assist with identifying areas of racial and ethnic disparities among certain populations in the county and our system of care. The data allows us to compare racial distributions between persons experiencing homelessness and persons experiencing poverty. In doing so, we may identify racial disparities in homelessness and system utilization that poverty alone cannot account for.

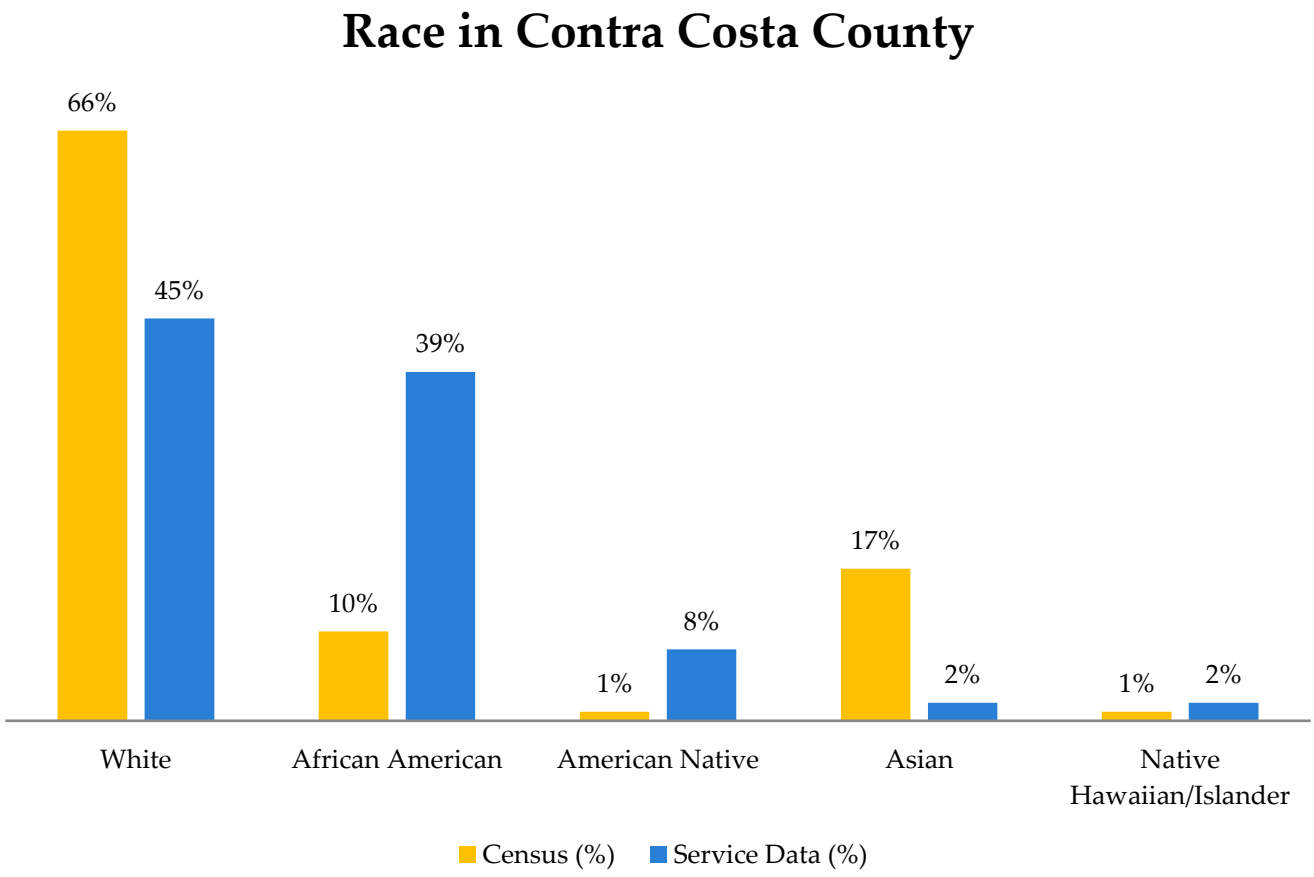
The graphic below illustrates that while African American's constitute only 10% of the county population based on census data, they represent 39% of persons using homeless services in the County. Similarly, American Indians represent only 1% of the county population, but comprise 8% of consumers using homeless services. This data also indicates that White and Asian consumers are underrepresented in the homeless system of care relative to census data. The data below represents both racial and ethnicity (Hispanic and Non-Hispanic only) categories as HUD (and other federal and state agencies) defines those groups and proscribes for data collection. Race and ethnicity data are based on self-report.

Illustration 37: Ethnicity for Census Population and Homeless Population (Contra Costa County Census Data[2], 2018 Service Data)



[2] QuickFacts, United States Census Bureau, Contra Costa County Population Estimates July 1, 2018, https://www.census.gov/quickfacts/contracostacountycalifornia

Illustration 38: Race for Census Population and Homeless Population (Contra Costa County Census Data[3], 2018 Service Data)



Race by Household Type

On the surface, the data appears to indicate that African Americans are more likely to use homeless services than other racial and ethnic groups. The data also appears to indicate that African American families are served at higher rates than other racial and ethnic groups. However, household data can be misleading as it reflects only the race of the head of household, which for multiracial or multi-ethnic households means that the race or ethnicity of the remaining household or family members is not accounted for. Without deeper analysis, this may artificially skew the demographic results and how the system responds to the needs of the households and the individuals within the household. The "Other" category in the graphics below include the communities that make up less than 5% of the CoC; individuals who report multiples races (4%), Asian (2%), and Native Hawaiian/Pacific Islander (2%).

[3] QuickFacts, United States Census Bureau, Contra Costa County Population Estimates July 1, 2018, https://www.census.gov/quickfacts/contracostacountycalifornia

Illustration 39: CoC Ethnicity by Household Type (2018 Service Data)

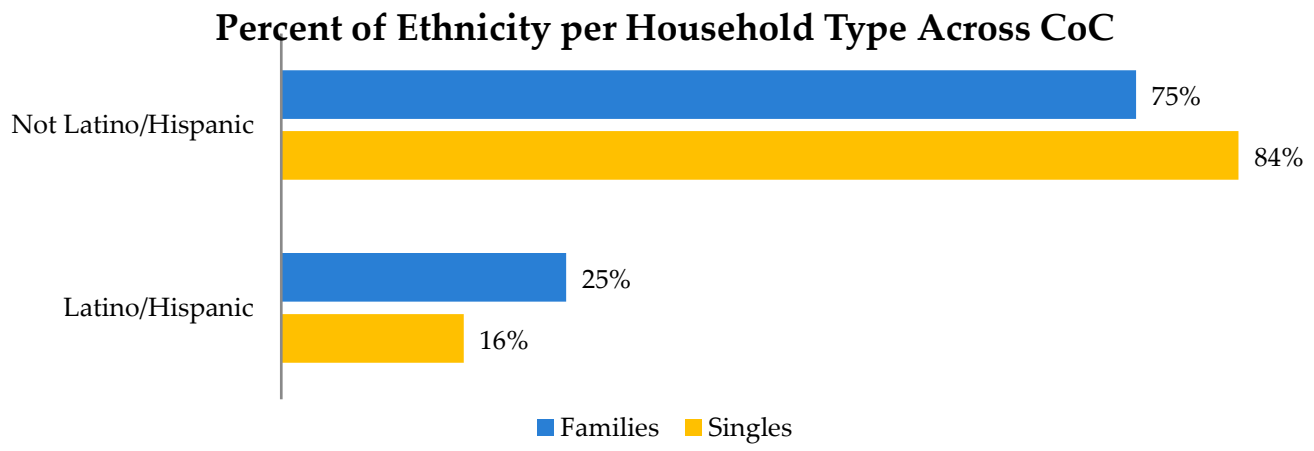
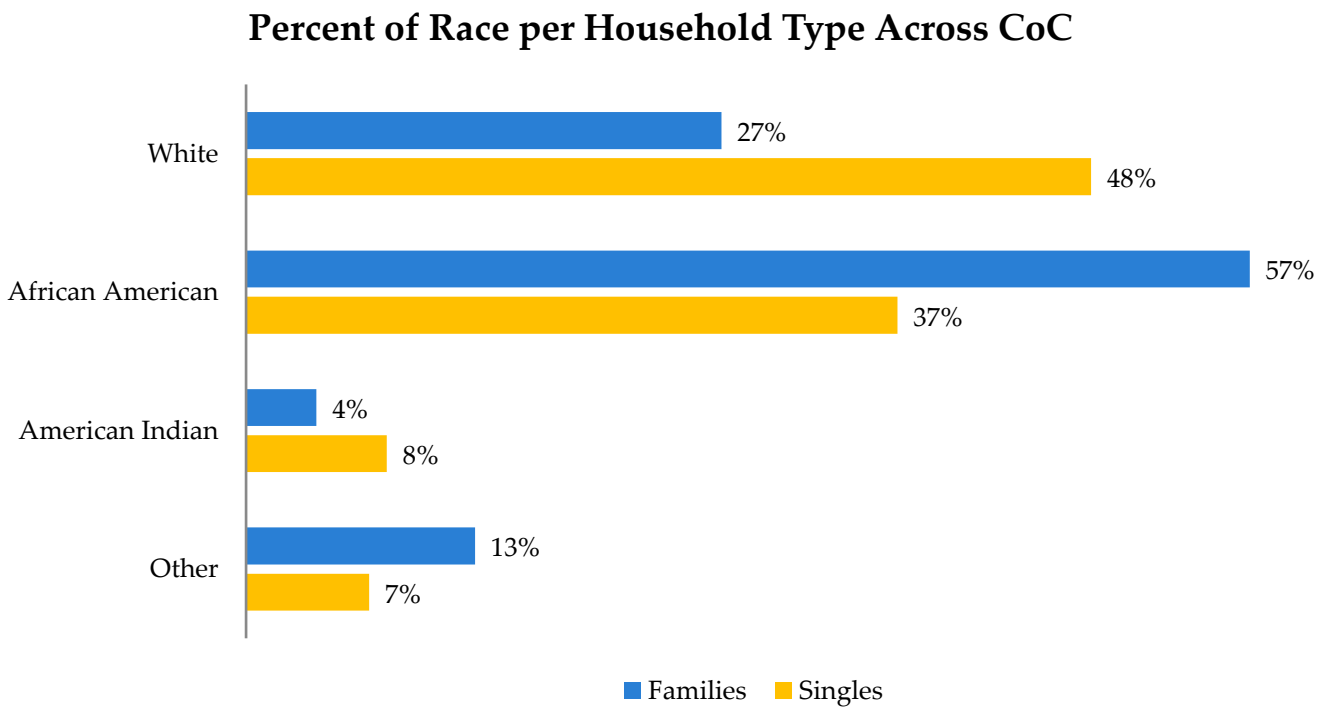
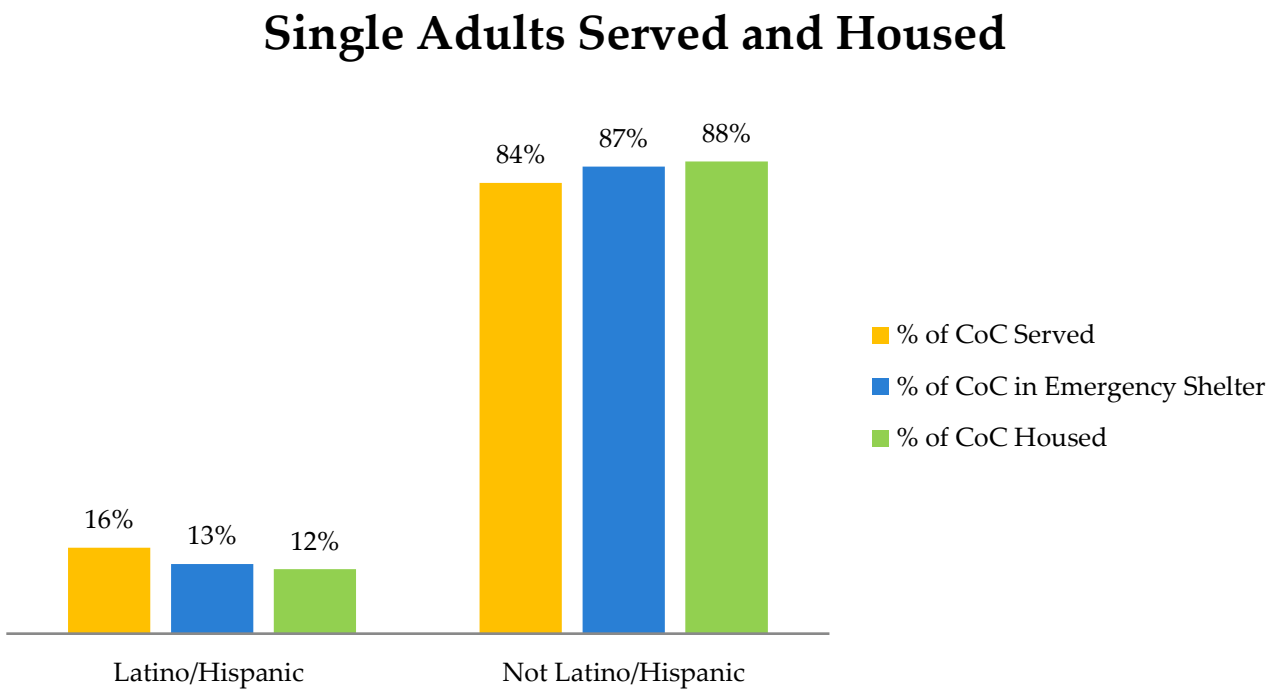


Illustration 40: CoC Race by Household Type (2018 Service Data)



The two graphics below illustrate the rates at which adult only households and family households access services and obtain housing by race. This data illustrates that there are notable disparities in the rates of homelessness across race and ethnicity. However, single adults in the system of care are served and housed proportionally to the rates at which they enter the system. The data, which does not yet account for multiracial or multiethnic households, also appears to indicate that households comprised of families are also served and housed proportionally to the rate at which they enter the system.

Illustration 41: CoC Representation, Shelter Utilization, and Housed Rates by Ethnicity and Household Type (2018 Service Data)



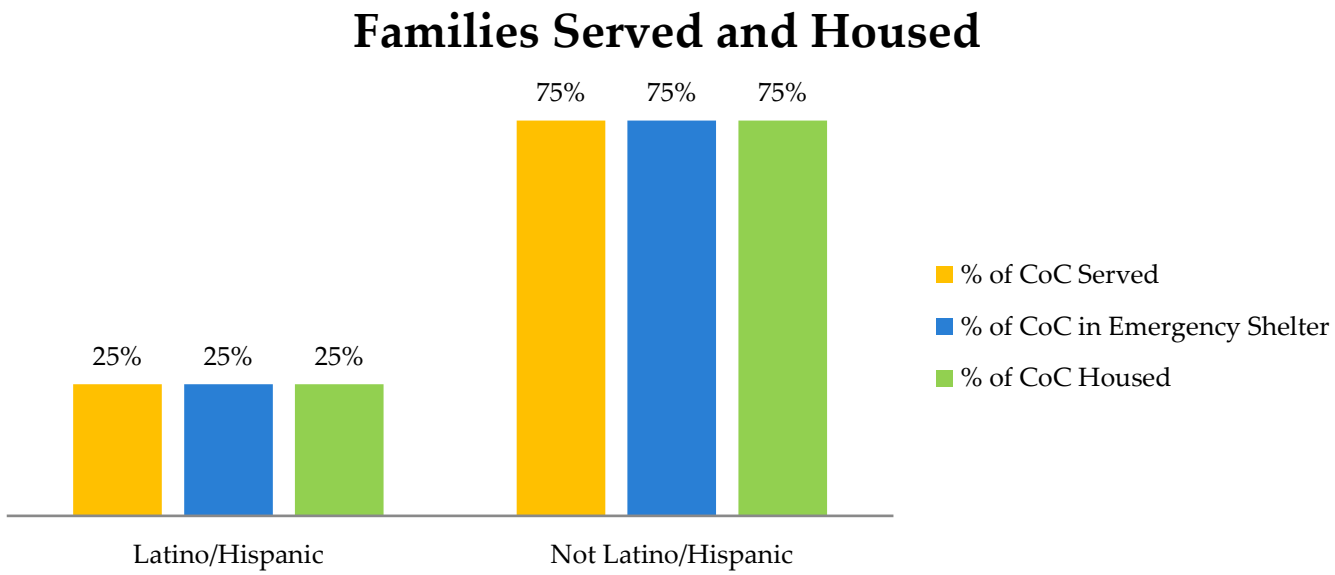
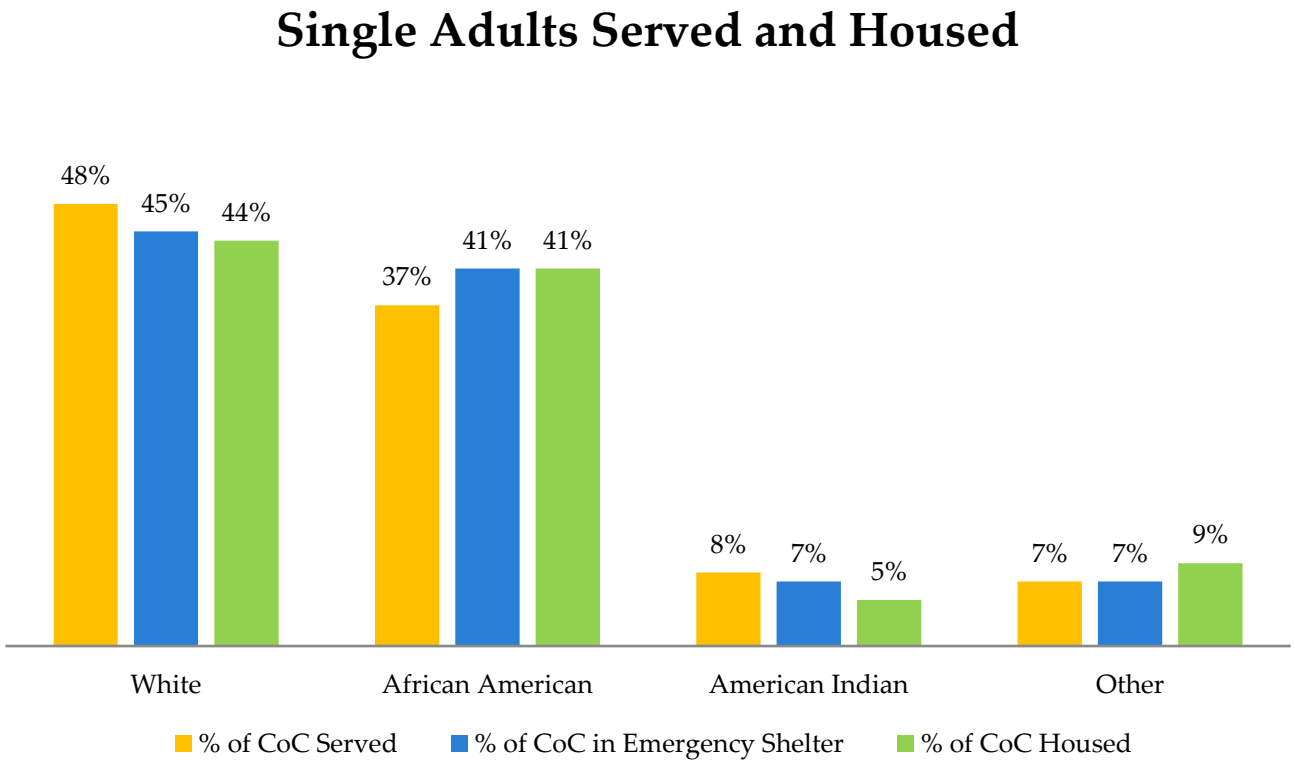
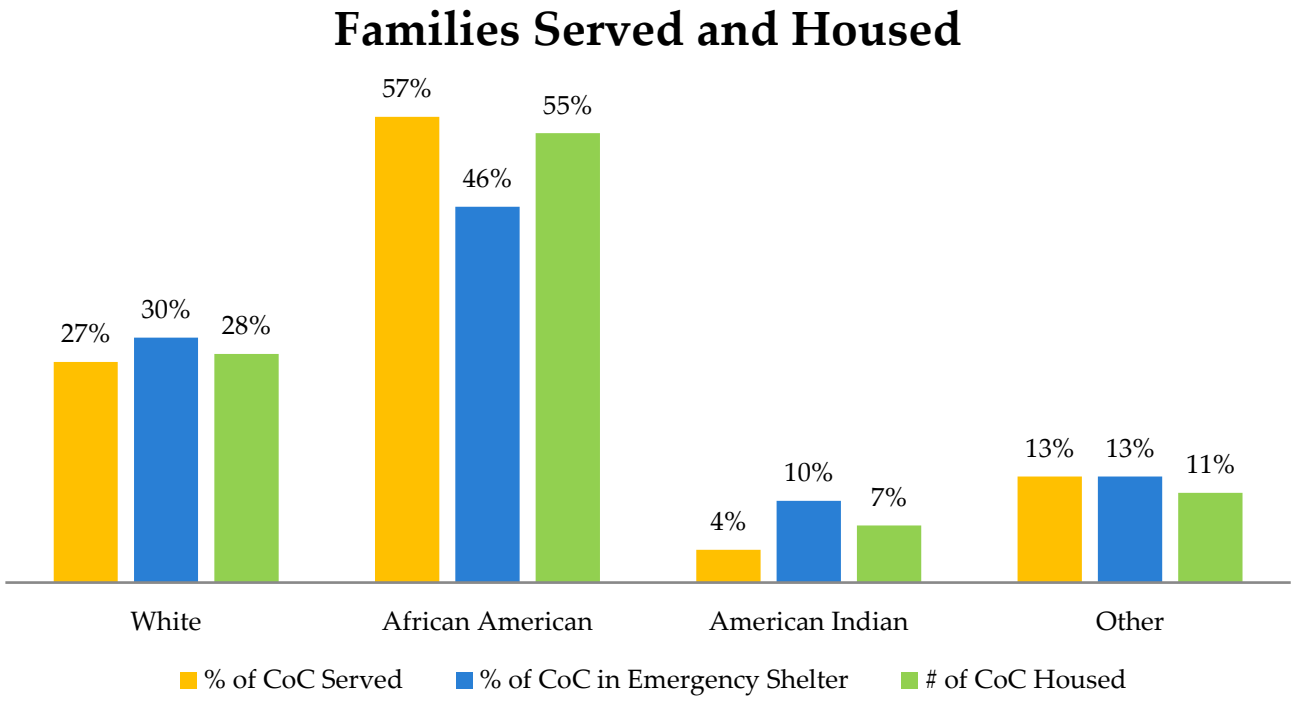


Illustration 42: CoC Representation, Shelter Utilization, and Housed Rates by Race and Household Type (2018 Service Data)





Appendix A

2019 Point in Time Methodology

Per the California Department of Conservation and Development, Contra Costa County is 716 square miles with a population estimated at 1.1 million. This broad geography requires significant resources and a concerted strategy to conduct an annual count of sheltered (persons residing in emergency shelters and transitional housing) and unsheltered (persons sleeping outside or in other places not meant for human habitation) persons experiencing homelessness.

Every year, during the last week of January, Contra Costa County conducts a comprehensive count of the local population experiencing homelessness. The PIT count captures an annual snapshot of the prevalence of homelessness in the community and collects information on sheltered and unsheltered persons experiencing homelessness. This information is required to be collected and reported to the U.S. Department of Housing and Urban Development ("HUD") every two years. However, Contra Costa's CoC conducts the PIT count annually.

This information is used by HUD to make determinations about federal funding allocations for the provision of housing and services for individuals and families experiencing homelessness. At the local level, annual PIT counts help Contra Costa plan services and programs to appropriately address local needs measure progress in decreasing homelessness and identify strengths and gaps in the community's current homelessness response system.

Methodology

The 2019 PIT was a community effort built on best practices, tested strategies, and the traditional street count model. Contra Costa utilizes various best practices, a growing body of local partnerships, and multiple modalities that exist as part of its high functioning system of care in its annual data collection efforts.

The process begins with a substantive planning process to ensure the success and integrity of the count. Multiple local government and community organizations collaborated on outreach, recruitment, training, logistics, safety, coordination, best practices, problem solving, and the methodology.

The PIT methodology generally has been the same since 2016 but with some enhancements. The 2019 Count followed an established, HUD-approved methodology. The PIT count was conducted over two nights by a large team over a very short period of time (i.e., "blitz count") resulting in an observation-based count and survey of persons experiencing homelessness. This was the second year the community significantly expanded its partnerships for this purpose and used new technology to enhance its ability to comprehensively count across its broad geography. This has allowed for increased accuracy and identification of sheltered and unsheltered persons experiencing homelessness.

Data on sheltered individuals is obtained via the CoC's Homeless Management Information System (HMIS). This year (2019) was the first year Contra Costa had full HMIS coverage for the PIT sheltered count. Meaning, this year every shelter in the CoC, including those who are not active participants in the County's Coordinated Entry System, entered data about the persons sheltered by their programs into HMIS. This allowed for significant improvement in the accuracy and thoroughness of the sheltered count.

Data for the unsheltered population was collected using a community-wide canvas by the street outreach teams, almost 100 volunteers, multiple partners, local government officials, and collaborating government agency staff (ranging from the Public Defender's Office to the local benefits offices among others).

Surveys for unsheltered consumers were included in the analysis when names were provided. This ensured effective de-duplication and allowed the CoC to limit observations to only those collected during the first 12-hour period of data collection to ensure people were not counted, surveyed, or entered into HMIS multiple times. This approach was tested in 2018 and refined for broader use in 2019.

This year the street outreach teams deployed ArcGIS maps and Homeless Service Locator applications to monitor the results of the PIT count observations. This allowed for the creation of "heat maps" for use in pinpointing the location and size of homeless encampments—a significant part of the CoC's unsheltered population. Additionally, the tools allowed for mapping the location of system resources, such as emergency shelters and day centers that provide critical services and supports, to locations where people experiencing homelessness were identified, such as encampments and along waterways. This technology is used regularly by the CoC's street outreach teams to support identification of the need and scope of services across the geography. By integrating this tool and data into the CoC's annual PIT counts, Contra Costa is now able to leverage the HUD model surveys (also using similar technology), which reflect best practices and input from leading survey and methodology experts.

Additionally, in 2019 the CoC leveraged its partnerships with the County Office of Education and local colleges to enhance its PIT count coverage of youth and families that are typically "hidden." This data was further complimented by the Youth and Family Needs Assessment conducted over the same period. This "hidden" population of youth and families are often difficult to identify and locate because they do not access typical services that identify persons experiencing homelessness. Instead, families and youth may live "doubled up" or "couch surf" as an alternative to utilizing shelters or sleeping in uninhabitable locations. The Youth and Family Needs Assessment sought to identify the needs of youth and families that are unstably housed and experiencing homelessness by working with various local government and community-based organizations and service providers to conduct interviews of families, minors in family households, and unaccompanied youth. The CoC's Youth Action Council (YAC) spearheaded this effort, including providing input on survey questions and methodology and participating in the administration of the assessment.

ADDRESSING HOMELESSNESS IN CONTRA COSTA COUNTY

Annual Presentation to the Family and Human Services Committee of the Contra Costa Board of Supervisors

11/13/19

Today's Presentation

Overview of Local Homeless Population

Outcomes and Accomplishments

Right-sizing the System of Care

Opportunities Ahead

2,295

Individuals experienced homelessness on January 29, 2019

CONTRA COSTA HEALTH SERVICES

2019 Point in Time

Annual snapshot of Homelessness in Contra Costa County

3% 61 more persons counted in 2019 than in 2018.

Total Persons Served in 2018

PREVENTION

- 1,091
- PERSONS

CRISIS RESPONSE SERVICES

- 6,924
- PERSONS
- =
- 5,846 HH
- (10% are families)

SUPPORTIVE HOUSING

- 899
- PERSONS

Comparing PIT and Service Data

Point in Time Count

- Reflects one-third of population served annually
- 3% increase between 2018 and 2019
- Geographic distribution reflects service locations and unsheltered populations

Annual Service Data

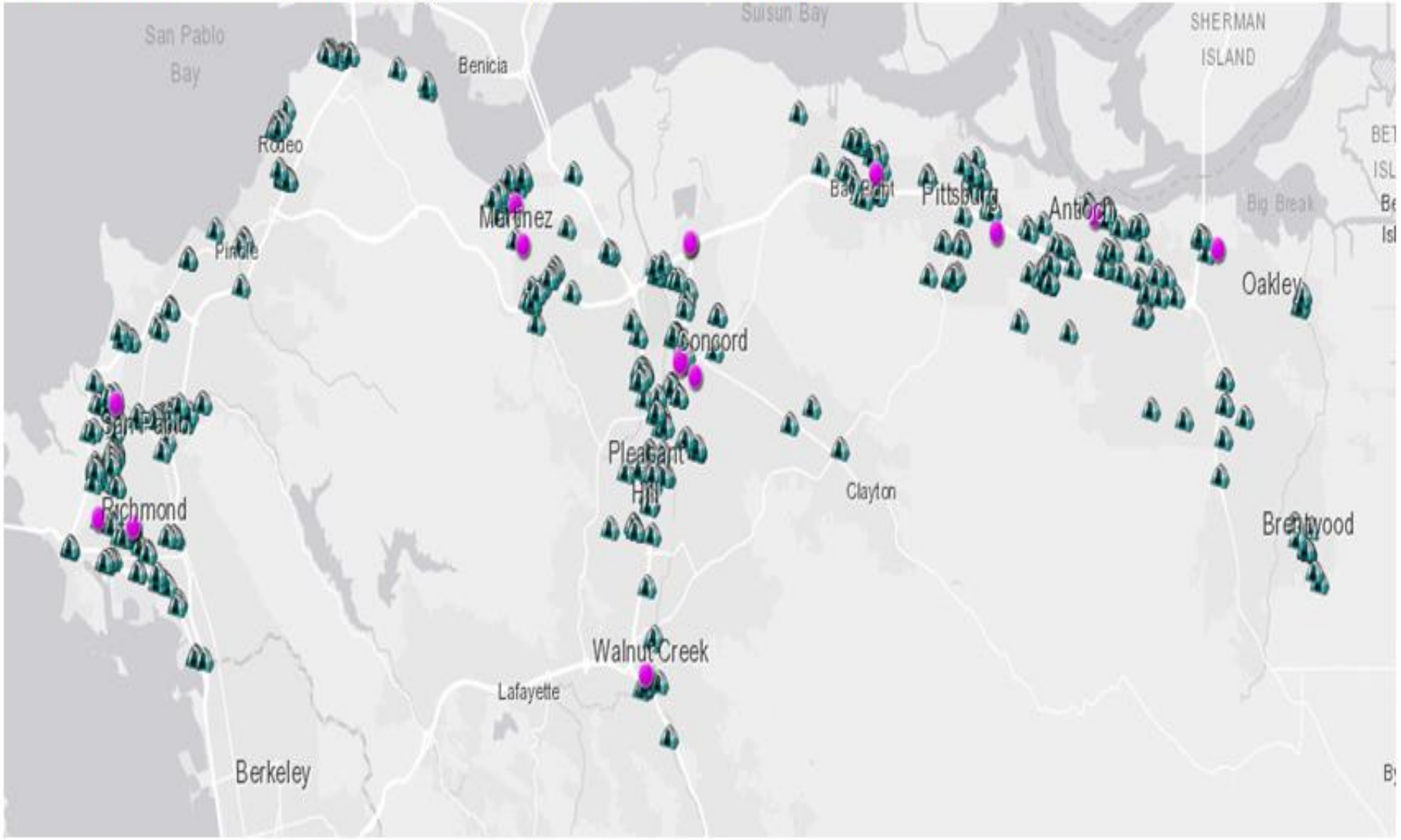
- Higher percentage of families and youth
- 7% increase in persons accessing services between 2017 and 2018
- City where lost housing remains consistent
- Can better capture persons at-risk of homelessness

Sub-Population Trends

- ↑ Increase in adults with disabling conditions
- ↑ Increase in single adults
- ↑ Increase in older adults 62+
- ↓ Decrease in transition-age youth 18-24
- ↓ Decrease in families
- ↓ Decrease in veterans

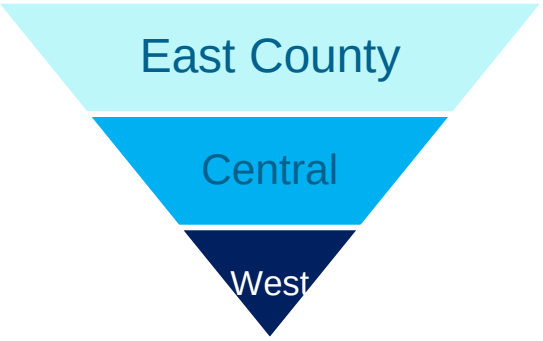
Geographic Distribution

2019 Point In Time Count Map of Encampments and Service Sites

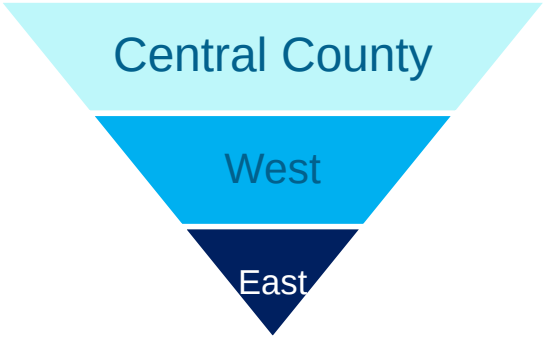


* Green symbols are encampment areas; pink symbols are service sites

Where Lost Housing:



Where Unsheltered Slept Night of PIT:



Outcomes and Accomplishments

- 1,450 Households Exited to PH in CY 2018
- 97% retention rate in PSH
- 32% increase in HUD funding over last three years
- 60 additional beds/cots added to crisis response system FY 18/19
- 40+Mainstream Housing Choice Vouchers

+36

Based on 2018 average monthly in-flow and out-flow, the system of care would gain an additional 36 individuals per year

I will never give up.
~Kellione

Accomplishments

2019 Challenge Award Recipient
CORE Creek Team

53 tons of trash from encampments diverted from Contra Costa waterways

CONTRA COSTA
HEALTH HOUSING & HOMELESS
A Division of Contra Costa Health Services

CONTRA COSTA COUNTY PUBLIC WORKS
WATERSHED PROGRAM

Right-sizing the System of Care

Committed to making homelessness an uncommon occurrence in Contra Costa County.

Rare

Brief

Non-recurring

CONTRA COSTA
HOMELESS SERVICE SYSTEM

Meeting the Need

5,800 HH experience literal homelessness annually

26% leave to permanent housing (1450 HH)

There are PH resources to meet about **50%** of the need/year*

The average length of time homeless increased from **15 to 17 months** in one year (2017-2018). **28% are chronically homeless.**

At least **2,900 more PH interventions** are needed to meet the need in a year

*Assumes common rate of 25% self-resolve

EMERGENCY SHELTER
573 BEDS- 84% UTILIZATION RATE
Individual, Family, Youth and Veteran Beds
Serve 1700 people/year
Average LOS - 4 months
58% of exits --> Permanent Housing

ES

AT RISK OF HOMELESSNESS
The top reasons for homelessness for people homeless for the first time include:
1. Low income
2. Job loss
3. Asked to leave

START HERE

211 - Basic needs information & referral

PREVENTION & RAPID RESOLUTION
In 2018: 90% of HH who exited prevention went to a permanent housing destination (455 HH).

COORDINATED ENTRY (CE) FRONT DOOR
ACCESS POINTS 211 OR PROVIDER STAFF FROM:
211 Phone; CARE Centers; CORE Team

CE

OUTREACH
CORE Team

DENIED SHELTER ENTRY OR EXITED
Under the influence of drugs/alcohol
Other non-compliance

UNSHELTERED/LITERALLY HOMELESS
About 5,800 households experience literal homelessness in Contra Costa in a year.

51% (2,978 HH) experience unsheltered homelessness

The top reasons for homelessness among people who have previous homeless episodes include:
1. Low income
2. Job loss
3. Substance Use

ALTERNATIVE TO SHELTER OPTIONS
Warming Centers
Capacity: 70 cots/night

CE WAIT TIME
1,400 people assessed for CE; avg wait-time: 11+ mos.
Of those assessed on the current queue:
40%: High Vulnerability
48%: Medium Vulnerability
12%: Low/No Vulnerability

RRH CAPACITY
Meets 47% of the need of people waiting in CE (1,400 HH)

CES

RAPID RE-HOUSING
Family Units, Individual Units
DV Units, Vets
Projected to serve 656 HH annually
Avg Financial Assistance: $6,000/HH

PH

TRANSITIONAL HOUSING 136 BEDS
84% utilization rate
Family Units, Youth, DV, Individual Units, Veteran
97 people exited/yr; 70% went to permanent housing destinations

TH

PSH CAPACITY
About 36 PSH units open/year, which houses about 5% of the chronic population on the current chronic by name list (800 HH).
Average wait time for those referred is 10 months.

CES

PERMANENT SUPPORTIVE HOUSING - 494 BEDS
Family Units, Youth, Individual Units, Veterans, Chronic

PH

BRIDGE HOUSING
New bridge and transitional housing-rapid re-housing (TH/RRH) beds coming on-line in the next year

X

17% WHO EXIT PH
return to homelessness within 2 years

MARKET RATE HOUSING
About 1/3 of people served in all programs, including HP and RRH, transitioned to market rate or other affordable housing as a permanent destination

REGULATED AFFORDABLE HOUSING & NATURALLY OCCURRING AFFORDABLE HOUSING
3.7% rental vacancy rate

LEGEND

Populations:
- Family
- Individual
- Youth
- Veteran
- Domestic Violence Provider

Housing Types:
- Permanent Housing
- Transitional Housing
- Emergency Shelter
- Coordinated Entry

Acronyms:
- HH: Households
- LOS: Length of Stay
- LOT: Length of Time
- PH: Permanent housing destination

Data Sources: 2019 System Performance Measure Report, 2018 Point in Time Count, and HMIS reports run between 10/17-9/18.
Coordinated Entry data reflected is in real-time and reflects the current state between 1/2018-8/2019.
Note on vulnerability of score scale: High vulnerability = 10-20 scores; medium vulnerability = 5-9 scores; low-no vulnerability = 0-4 scores

Key Findings

There are PH resources to meet only 50% of the need/ year.

Avg length of time homeless increased from 15 months to 17 months in one year.

28% are chronically homeless

2900 more PH interventions are needed to meet the need in a year

17% who exit PH return within 2 years

5800 HH experience literal homelessness annually.

58% are living unsheltered.

Building and Maximizing Resources

Add Shelter Beds

Providing temporary shelter for every unsheltered person requires 400 more shelter beds.

Scale Rapid Resolution Services

Increase efforts to route the 400+ individuals/mo that enter the system of care to alternate safe housing destinations.

Increase Permanent Supportive Housing

In order to offer every chronically homeless person housing, we would need approximately 1700 more PSH units.

Reduce Inflow

Whenever possible, re-direct individuals to other stable housing resources outside the homeless system of care

Reduce Length of time Homeless

Reduce wait times for persons in the community queue for resources and increase bed turnover rates at shelters.

Enhance Prioritization Strategies

Maximize use of all housing resources based on highest vulnerability and length of time homeless.

What's Ahead – FY 2019 and 2020

Funding Opportunities

- Homeless Housing Assistance and Prevention (HHAP)
- Housing for a Healthy CA
- No Place Like Home
- CESH Rounds 1&2 Request for Proposal

Building Capacity

Technical Assistance

- Rapid Rehousing Integration into Coordinated Entry
- Dynamic Prioritization
- Housing First for Affordable Housing Developers
- Racial and Health Equity Assessment
- Updated System Performance Measures

Staffing

- Research, Data, Evaluation Manager
- Systems Strategy and Planning
- Coordinated Entry Specialist

Programs and Services

- Expanded Homelessness Diversion Services (Rapid Resolution Services)
- Cap. Improvement & Expansion Central County CARE Center
- Added $650K in Housing Security Funds

Programs and Services

- CORE teams for youth
- Rapid Rehousing for TAY
- New site for Trinity CARE Center
- Safe Park Walnut Creek

Questions?

Jaime Jenett, MPH
Community Engagement Specialist
Jaime.Jenett@cchealth.org

CONTRA COSTA
HOMELESS SERVICE SYSTEM

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Individual, Family, Youth and Veteran Beds

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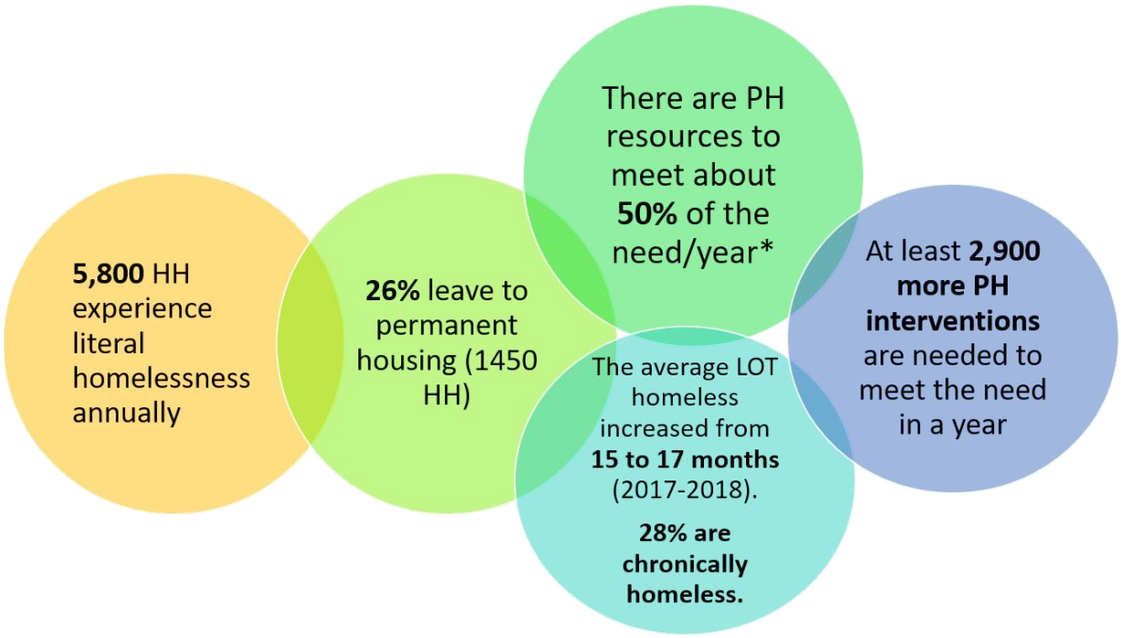
Understanding What It Takes

Using the System Map to right-size Contra Costa's homeless system of care



Bring resources into the system

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Enhance Prioritization Strategies

Maximize use of all housing resources based on highest vulnerability and length of time homeless.

Race & Ethnicity Equity Assessment:

Review of consumer's 2018 demographic and service utilization data by race and ethnicity across the Continuum of Care.

Published September 2019

CONTRA COSTA
HEALTH HOUSING & HOMELESS
A Division of Contra Costa Health Services

Summary

Who: Individuals in the homeless system of care who are at-risk of homelessness, literally homeless, and/or receiving housing services within the Continuum of Care (CoC).

What: Race and ethnicity service data from the Homeless Management Information System (HMIS), United States Census Bureau, and 2019 Point in Time Count.

When: Consumers who were actively utilizing services during calendar year 2018.

Where: Contra Costa County, California.

Why: The findings of this report will support a better understanding of differences in demographics, service utilization, and outcomes by race and ethnicity to improve equitable opportunities within the coordinated entry system (CES).

2018 Notable Findings:

⇒ **Census vs CoC**: Fewer Hispanic/Latinx (19%) were in the homeless system of care, compared to the general Hispanic/Latinx population in the County (26%). Forty percent of consumers were African American; 4x higher than the overall population in the County (10%).

⇒ **Age**: Many racial/ethnic differences can be found within select age groups. More than a 1/3 of Native Islanders and persons of multiple races were minors; there were no notable differences among transition age youth; more than half of Asians, American Indians, Whites and Hispanic/Latinx, were adults ages 25-54; and Asians and Whites had the greatest proportion of seniors 62 and older (11% each).

⇒ **Chronicity**: Native Islander/Hawaiians (10%) experienced the lowest rates of chronic homelessness (homeless for at least 12 months and self-reported disability); more than 1 in 4 White consumers experienced chronic homelessness.

⇒ **Domestic Violence**: Asians (24%), American Indians (21%), and Whites (21%) reported experiencing higher rates of domestic violence compared to all consumers (17%).

⇒ **Mental Health**: White consumers had the highest rates of a self-reported mental health disability (36%) and Native Islander/Hawaiian had the lowest rates (13%).

⇒ **Program Utilization**: Service utilization varied by program type and race. African Americans were the highest utilizers of prevention and rapid resolution (50%), emergency shelter (50%), transitional housing (40%), and rapid-rehousing (53%). Whites were the highest utilizers of outreach (46%), CARE Center (40%), and permanent supportive housing (41%).

⇒ **Positive Housing Exits:** Nearly half of all African Americans (47%) and persons of multiple races (48%) exited to housing in 2018.

Race & Ethnicity Equity Assessment: 2018

This assessment is intended to identify areas where there may be racial and ethnic disparities among certain populations who access the County's Homeless Continuum of Care (CoC). The findings of this assessment will allow for the comparison of racial and ethnic distributions within demographics, service utilization, and outcomes to improve our knowledge of disparities within the homeless system and to prompt action and policy decisions to address inequities.

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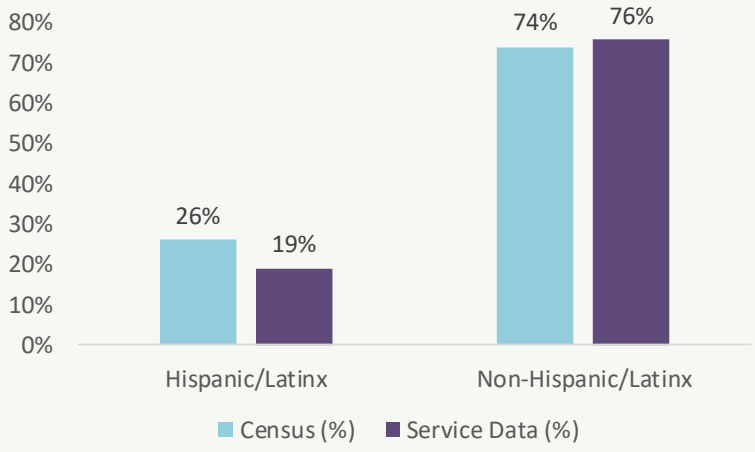
VII. In-Flow and Out-Flow 14

Comparing Consumers in the CoC to the Contra Costa County Population

Figure 1. Comparison of Census Ethnicity Population Estimates to the Individual CoC Consumers[1,2]

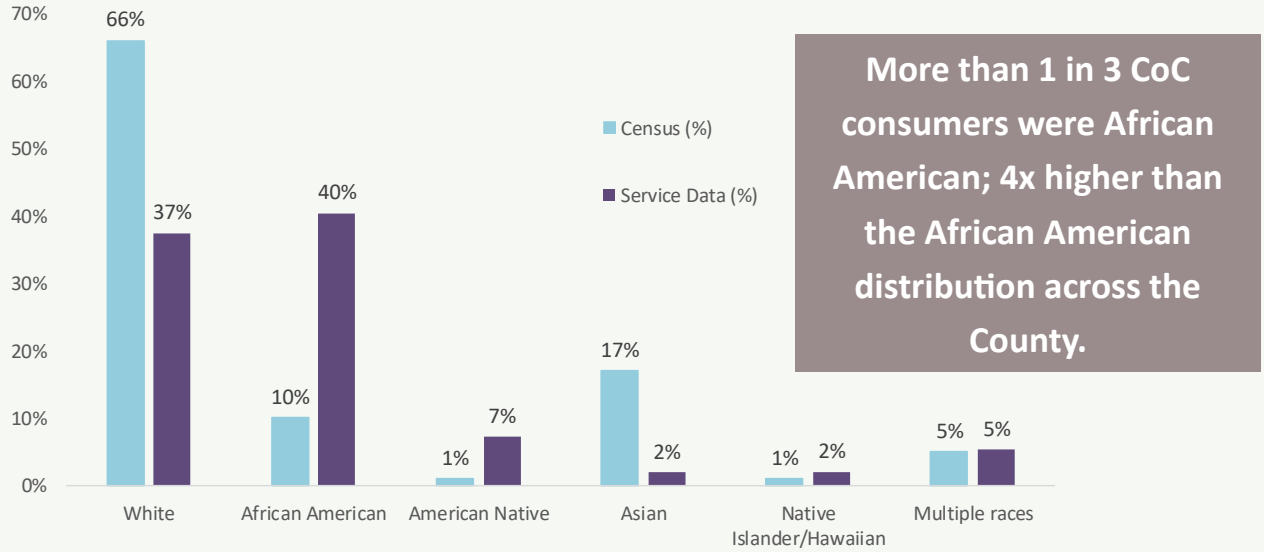


Note: Missing ethnicity service data not shown. Numbers may not sum to 100.

In 2018, 26% of Contra Costa County residents were of the Hispanic/Latinx cultural and racial identity, and 74% were non-Hispanic/Latinx. Nineteen percent of all CoC consumers identified as Hispanic/Latinx (Figure 1) in 2018. In general, there were fewer Hispanic/Latinx consumers in the homeless system of care compared to the Hispanic/Latinx composition throughout the County.

There were also differences in racial composition across the population in the County compared to consumers in the CoC (Figure 2). About 45% of CoC consumers were White, compared with 66% White in the County. While African Americans accounted for 10% of the County population, 40% of all consumers utilizing CoC services were African American. A higher percent of Native Americans in the CoC (8%) were served compared to Native Americans in the County (1%), and served a lower percent of the Asian population (2%) compared to Asians in the County (17%).

Figure 2. Comparison of Census Race Population Estimates to the Individual CoC Consumers[2]



Note: Racial distributions in Figure 2 includes both Hispanic/Latinx and non-Hispanic/Latinx ethnicities. Missing race service data is not included; numbers may not sum to 100.

Consumer's Self-Identified Race by Ethnicity

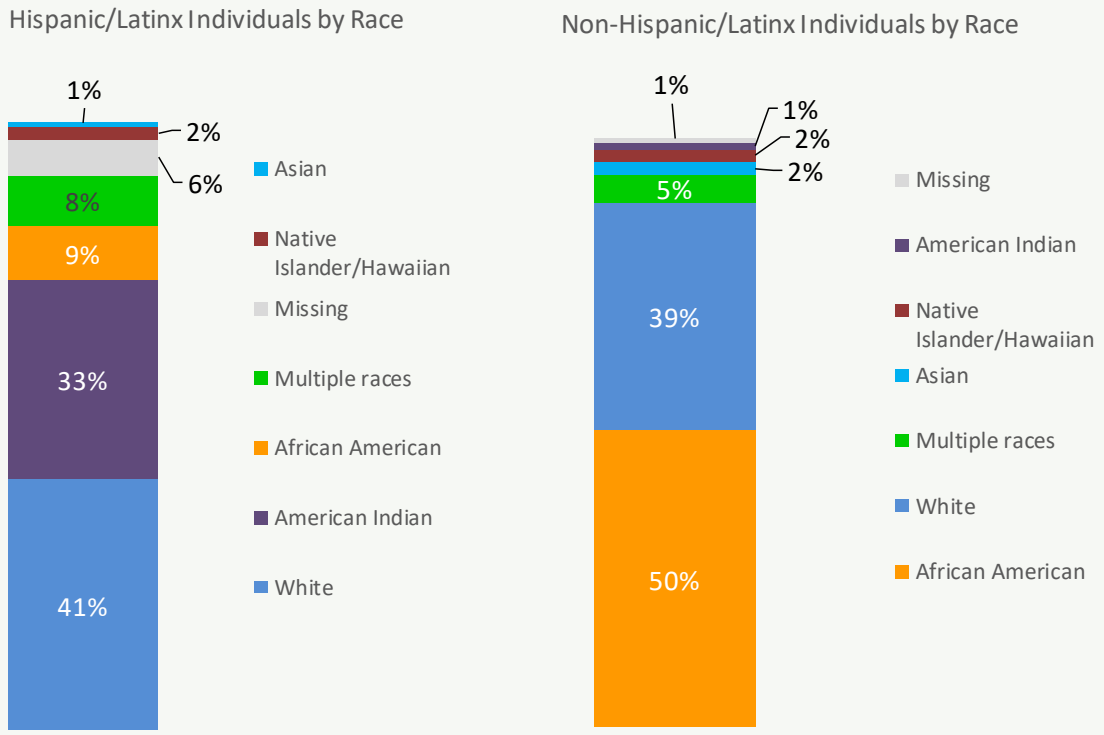
Table 1. Counts of Hispanic/Latinx and Non-Hispanic/Latinx by Race

	Hispanic/Latinx	Not H/L	Missing	**Total**
African American	139	3,152	32	3,323
White	648	2,424	7	3,079
American Indian	513	79	1	593
Multiple races	131	297	1	429
Native Islander/Hawaiian	34	129	0	163
Asian	9	141	1	151
Missing	93	40	357	490
Total	1,474	6,262	399	8,228

Table 1 above displays the number of individual consumers in the CoC, broken down by ethnicity and race, and Figure 3 shows the proportion of each race among Hispanic/Latinx and non-Hispanic/Latinx.

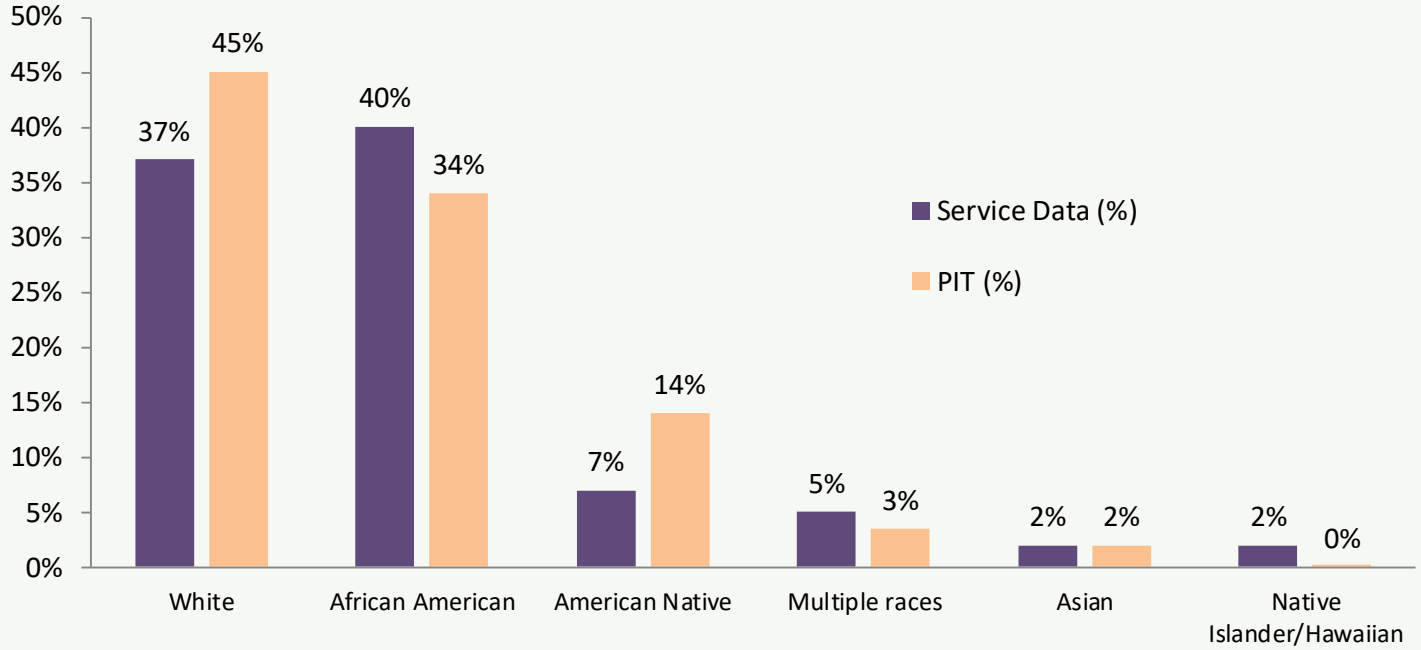
- Among Hispanic/Latinx, 41% were White, 33% American Indian, and 9% African American.
- Among Non-Hispanic/Latinx, 50% were African American, followed by 39% White and 5% of multiple races.

Figure 3. Individual Consumer Race by Ethnicity, Hispanic/Latinx compared to Non-Hispanic/Latinx[2]



Service Data vs. Point In Time (PIT) Count

Figure 4. Racial Distributions in 2018 Service Data[2] Compared to *2019 PIT Data*[3]



Note: Racial distributions in Figure 4 include both Hispanic/Latinx and non-Hispanic/Latinx ethnicities. Missing race service data is not included; numbers may not sum to 100.

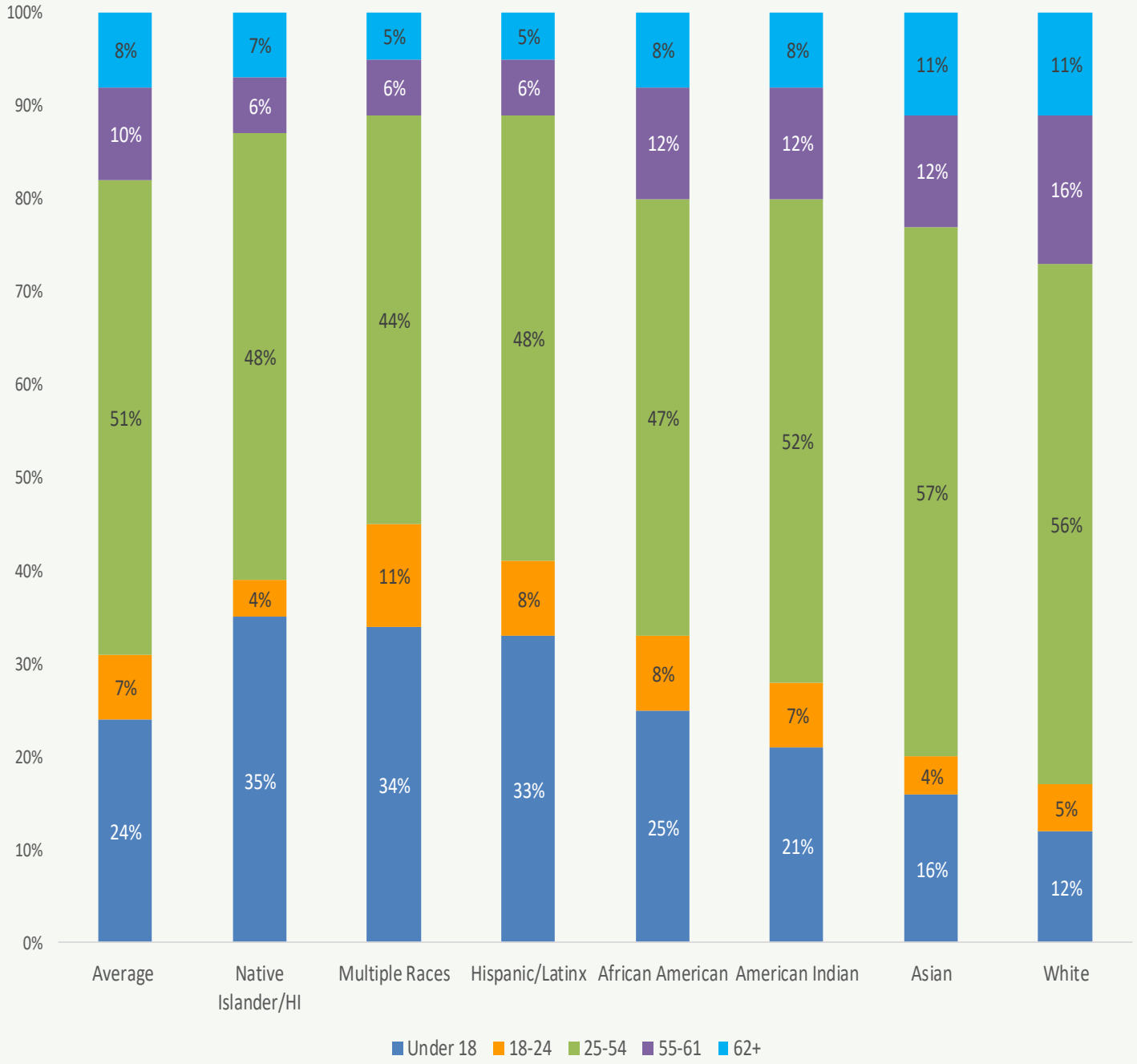
Few differences in race also exist between Service data and the Point in Time (PIT) count data (Figure 4). A lower percent of African Americans were identified in the PIT (34%) compared to Service data (40%). A higher percent of Whites (45%) and American Natives (14%) were identified in the PIT. There were no notable differences in ethnicity (data not shown).[3]

Race & Ethnicity by Select Age Groups

Figure 5 on the following page shows age groups broken down over five categories:

- **Under 18:** 1 out of 3 persons identifying as Native Islanders (35%), multiple races (34%), and Hispanic/Latinx (33%) were minors, far more than Asians (16%) and Whites (12%).
- **18 to 24 years (Transition Age Youth; TAY):** 11% of persons identifying as multiple races were TAY, although there were mostly an even distribution of races and ethnicities among TAY.
- **25-54 years**: Over half of Asians (57%), Whites (56%), and American Indians (52%) were adults.
- **55-61 years**: Whites had the highest proportion of older adults ages 55-61 (16%). Six percent of persons identifying as Multiple Races, Native Islanders, and Hispanic/Latinx were 55-61.
- **62+:** Whites (11%) had the greatest proportion of seniors 62+, while persons identifying as multiple races (5%) and Hispanic/Latinx (5%) had the lowest.

Figure 5. Individual Consumer Race and Ethnicity by Select Age Groups[2]



**Note: Figure 5 includes both race and ethnicity distributions; race distributions represent non-Hispanic/Latinx by race. Therefore, the categories are not mutually exclusive. For more information about race by ethnicity breakdown, see page 5.*

Select Sub-populations

Race and ethnicity were analyzed within sub populations to identify vulnerable characteristics.

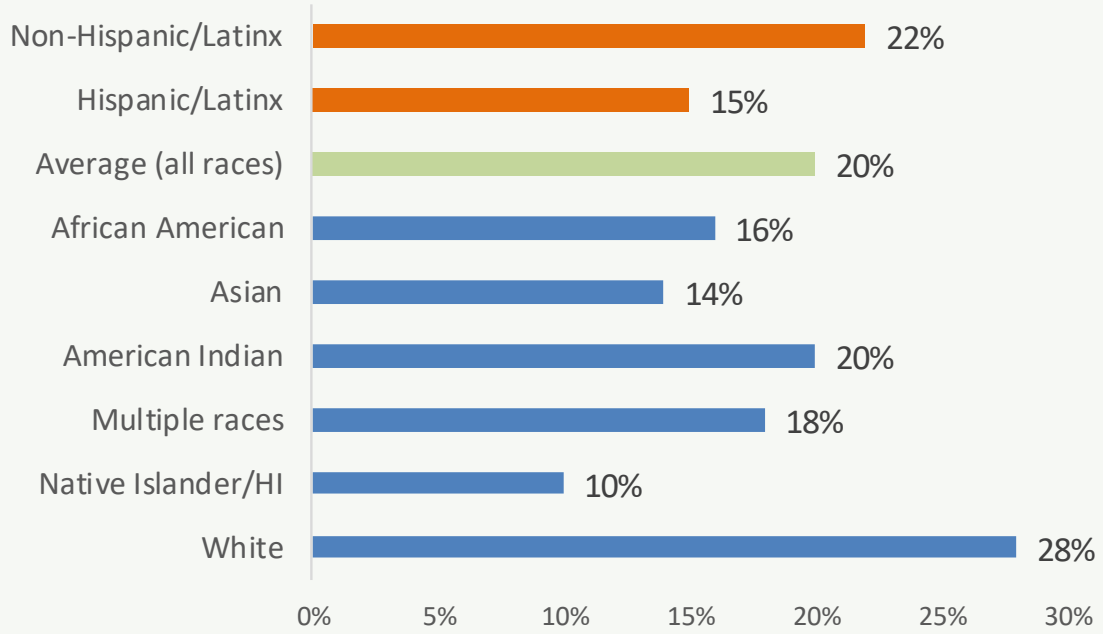
Chronic Homeless

The U.S. Department of Housing and Urban Development (HUD) defines a chronically homeless individual as someone who has experienced homelessness for at least a year—or who has experienced repeated episodes of homelessness in the last three years—and also has a disabling condition that prevents them from maintaining work or housing.[4] On average, in 2018 approximately 1 in 5 of all CoC consumers experienced chronic homelessness (Figure 6). A higher proportion of Whites experienced chronic homelessness (28%) and Native Islander/ Hawaiians (10%) experienced the lowest rates of chronic homelessness.

Native Islander/Hawaiians experienced the lowest rates of chronic homelessness.

More than 1 in 4 White CoC consumers experienced chronic homelessness.

Figure 6. Chronic Homelessness by Race & Ethnicity[2]

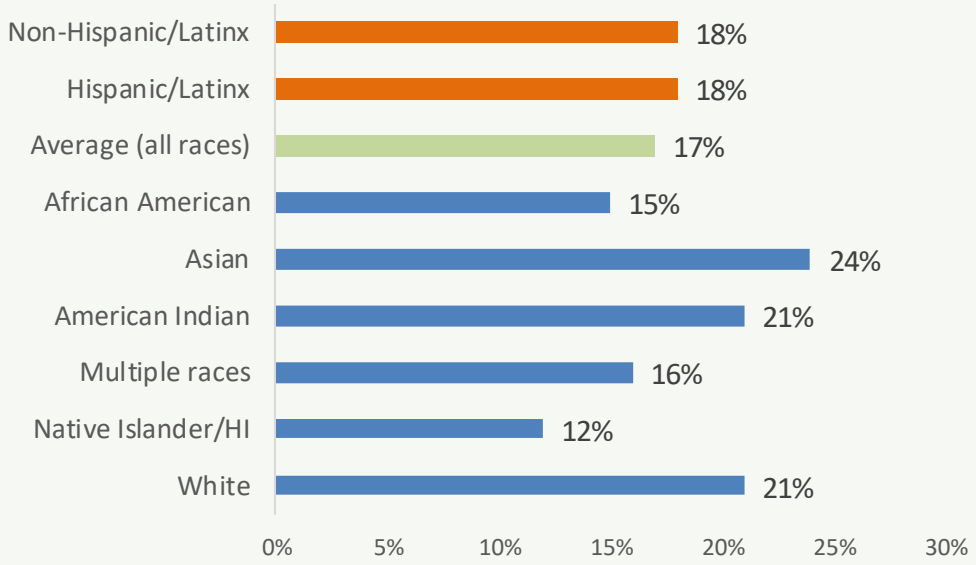


**Note: Figure 6 includes both race and ethnicity distributions and race distributions represent non-Hispanic/Latinx by race. Therefore, the categories are not mutually exclusive. For more information about race by ethnicity breakdown, see page 5.*

Domestic Violence

On average, 17% of CoC consumers have experienced domestic violence (DV) at some point in their lifetime (Figure 7). Nearly 1 in 4 (24%) Asians, and 1 in 5 American Indians (21%), and Whites (21%) reported experiencing DV.

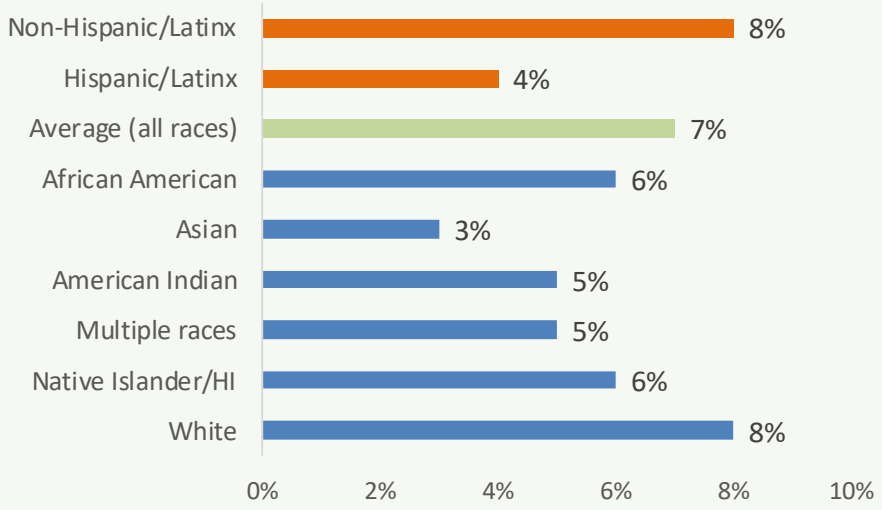
Figure 7. Domestic Violence by Race & Ethnicity



Veterans

In 2018, veterans made up approximately 7% of all CoC consumers (Figure 8). Asian consumers had the lowest percent of Veterans by race (3%). Overall, the few differences in Veterans by various race and ethnicities were not notable.

Figure 8. Veterans by Race & Ethnicity

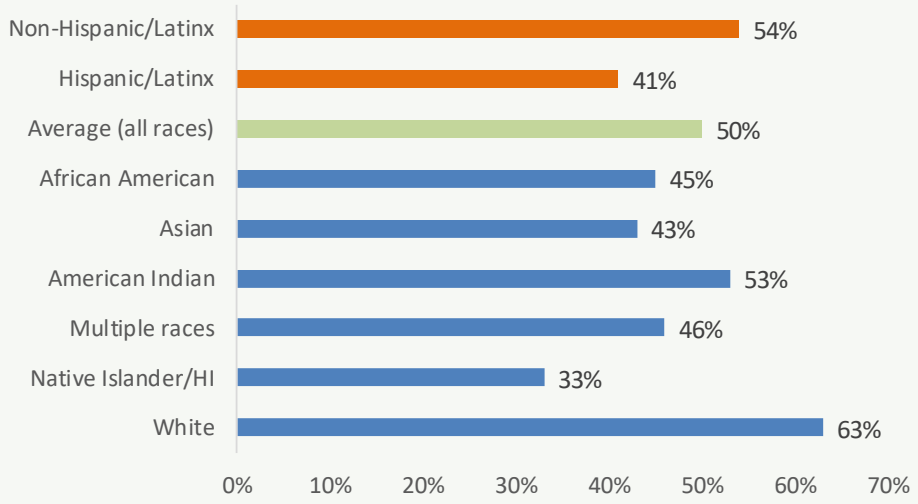


**Note: The above figures include both race and ethnicity distributions and race distributions represent non-Hispanic/Latinos by race. Therefore, the categories are not mutually exclusive. For more information about race by ethnicity breakdown, see page 5.*

Disability Status

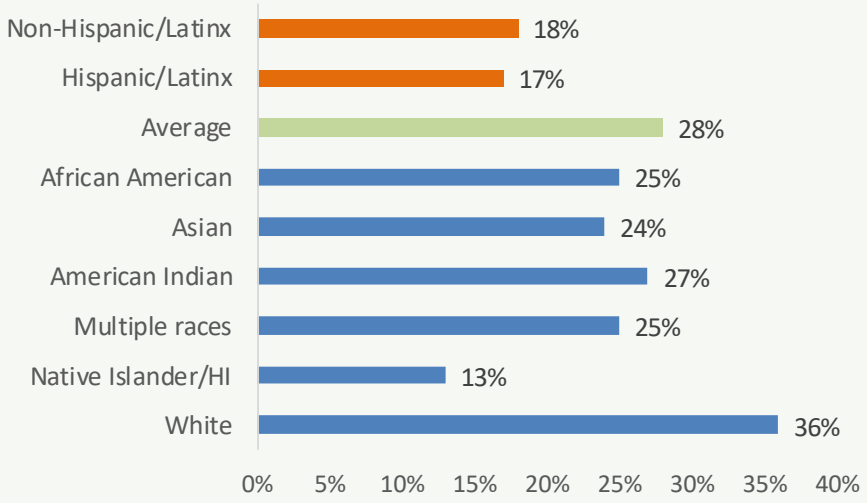
Half (50%) of all CoC consumers reported experiencing at least one disability (mental health, physical health, developmental, substance use, and/or chronic health) (Figure 9). White consumers had the highest rates of disability (63%) and Native Islander/Hawaiian had the lowest (33%).

Figure 9. CoC Consumers with any Self-Reported Disability by Race & Ethnicity[2]



Mental health disabilities in particular are important to identify and understand, as they impact the types of services, referrals, and care CoC consumers need. More than 1 in 4 CoC consumers reported experiencing a mental health disability overall (Figure 10). Similar to the patterns seen for any disability, White consumers had the highest rates of a mental health disability (36%) and Native Islander/Hawaiian had the lowest (13%).

Figure 10. CoC Consumers with a Self-Reported Mental Health Disability by Race & Ethnicity[2]



**Note: The above figures include both race and ethnicity distributions and race distributions represent non-Hispanic/Latinx by race. Therefore, the categories are not mutually exclusive. For more information about race by ethnicity breakdown, see page 5.*

Program Utilization

There are a variety of programs to serve persons at risk of and currently experiencing homelessness, and for persons who previously experienced homelessness in permanent housing. The goal of CES is to move people from access points, and for those with higher needs, to housing services. Each type of service is described below:

Prevention/Rapid Resolution Programs are designed to help families and individuals stay in their homes and avoid entering homelessness by providing one-time financial assistance, legal aid, or landlord engagement.

CORE Street Outreach provides basic hygiene supplies, food, and water, and referrals for health, care coordination, housing, and benefits.

Emergency Shelters provide temporary shelter for people that have no safe and healthy sleeping arrangements.

CARE (and CARE-capable) Centers provide basic health and hygiene services, housing navigation, and financial and benefits programs.

Transitional Housing provides short-term housing for consumers to get them off the streets and into more stable living environments until permanent housing can be established.

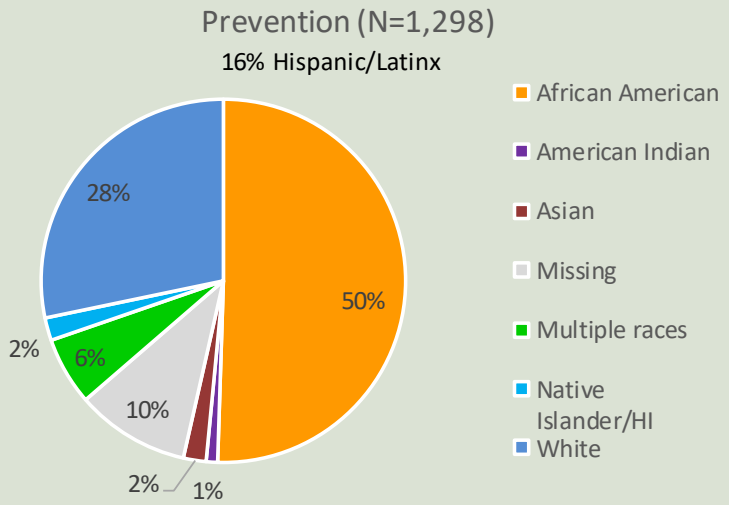
Rapid Rehousing/Permanent Housing programs provide short-term financial assistance and services to help those who are experiencing homelessness to get quickly re-housed and stabilized.

Permanent Supportive Housing links long-term, safe, affordable, community-based housing with flexible, voluntary support services to help the individual or family stay housed and healthy.

Figure 11. Prevention/Rapid Resolution Utilization by Race & Ethnicity[2]

Prevention/Rapid Resolution

Half of prevention/rapid resolution program consumers were African American (50%), followed by White (28%) consumers, and Multiple races (6%) (Figure 11).

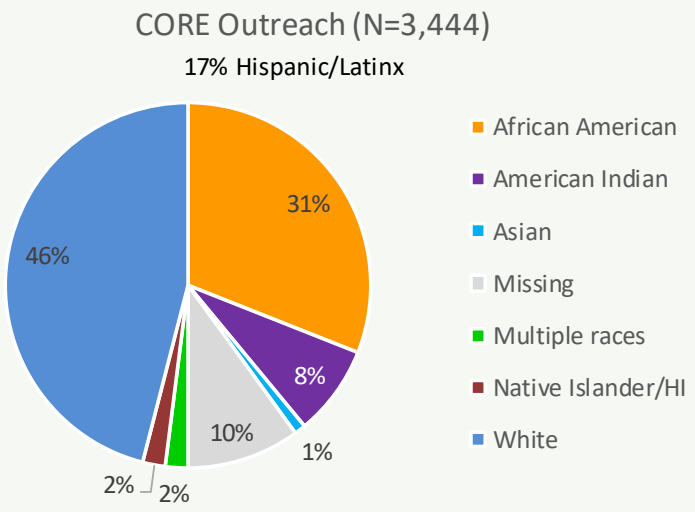


Note: Racial distributions above figure includes both Hispanic/Latinx and non-Hispanic/Latinx ethnicities. Missing race service data is not included; numbers may not sum to 100.

Outreach Services (CORE)

The majority of outreach services were utilized by Whites (46%), followed by African Americans (31%), and American Indians (8%) (Figure 12).

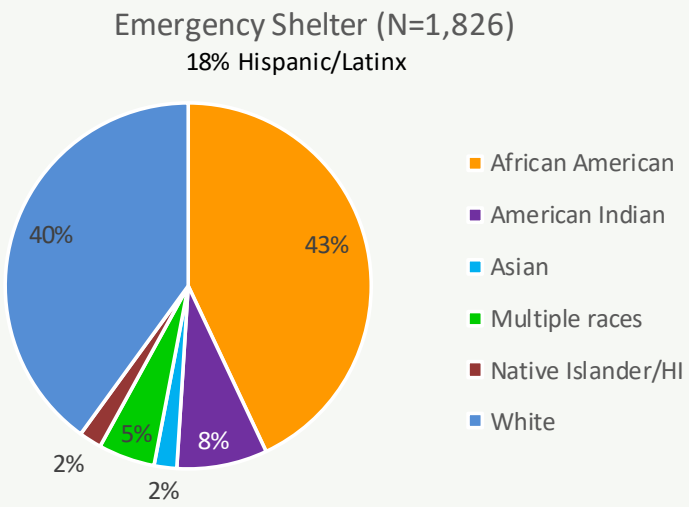
Figure 12. Outreach (CORE) Utilization by Race & Ethnicity[2]



Emergency Shelters

Forty-three percent of emergency shelter consumers were African American, followed by White (40%), and American Indians (8%) (Figure 13).

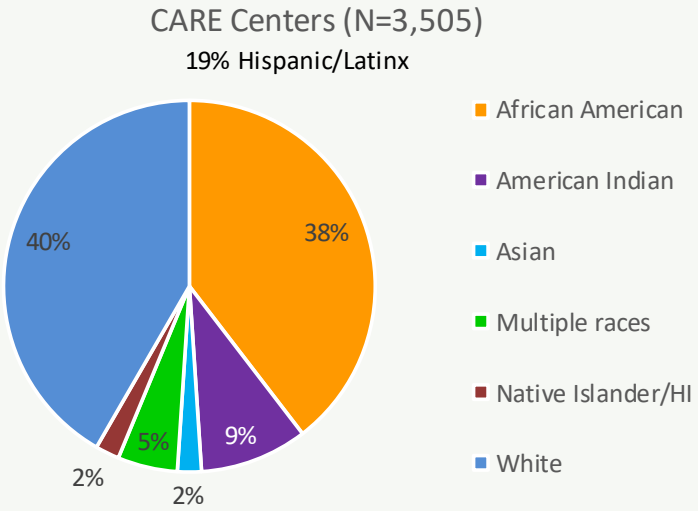
Figure 13. Emergency Shelter Utilization by Race & Ethnicity[2]



CARE Centers

CARE Center services are the most utilized service within the CoC. The majority of CARE Center utilization was among White (40%) and African American (38%) consumers, followed by American Indians (9%) (Figure 14).

Figure 14. CARE Center Utilization by Race & Ethnicity[2]

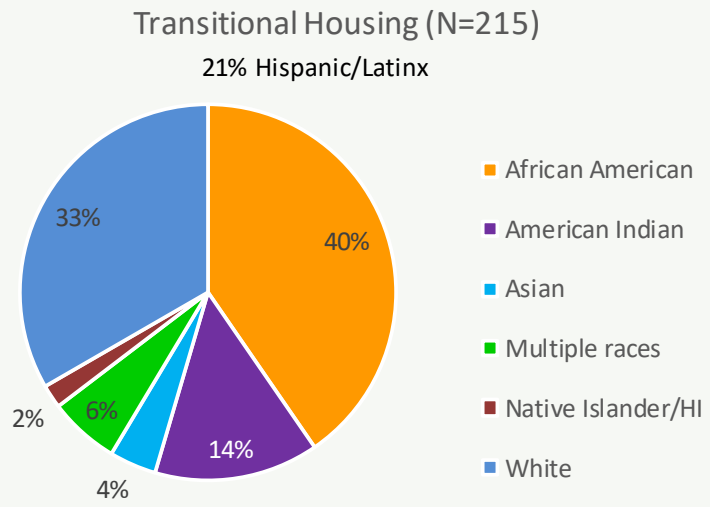


Note: Racial distributions above figures include both Hispanic/ Latinx and non-Hispanic/Latinx ethnicities. Missing race service data is not included; numbers may not sum to 100.

Transitional Housing

Forty percent of transitional housing consumers are African American, followed by White (33%) and American Indian (14%) (Figure 15).

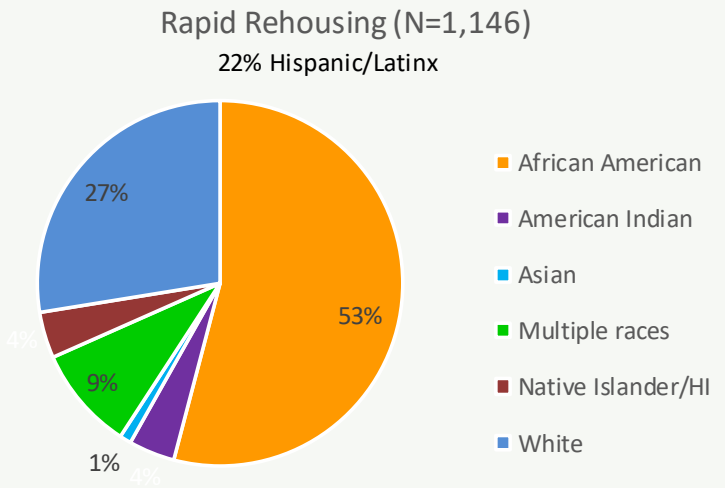
Figure 15. Transitional Housing Utilization by Race &



Rapid Rehousing/Permanent Housing

More than half of Rapid-Rehousing/Permanent Housing consumers were African American (53%), more than 1 in 4 consumers were White (27%), and nearly 1 in 10 consumers were of Multiple Races (9%) (Figure 16).

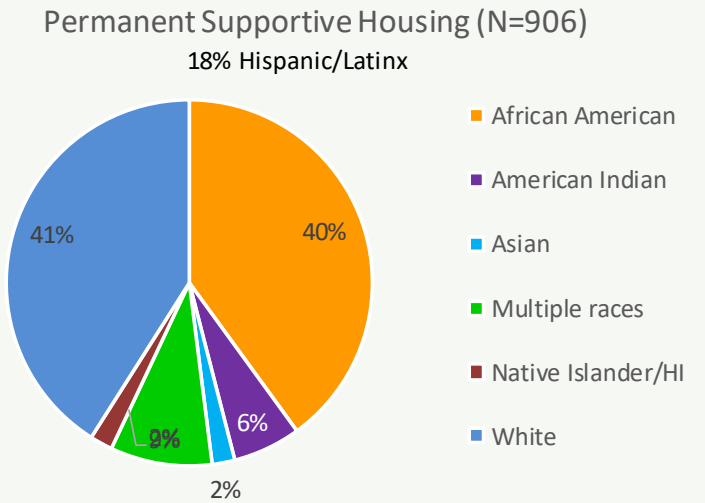
Figure 16. Rapid Rehousing Utilization by Race & Ethnicity[2]



Permanent Supportive Housing

White (41%) and African American (40%) consumers had approximately the same utilization of Permanent Supportive Housing services (Figure 17).

Figure 17. Permanent Supportive Housing Utilization by Race & Ethnicity[2]



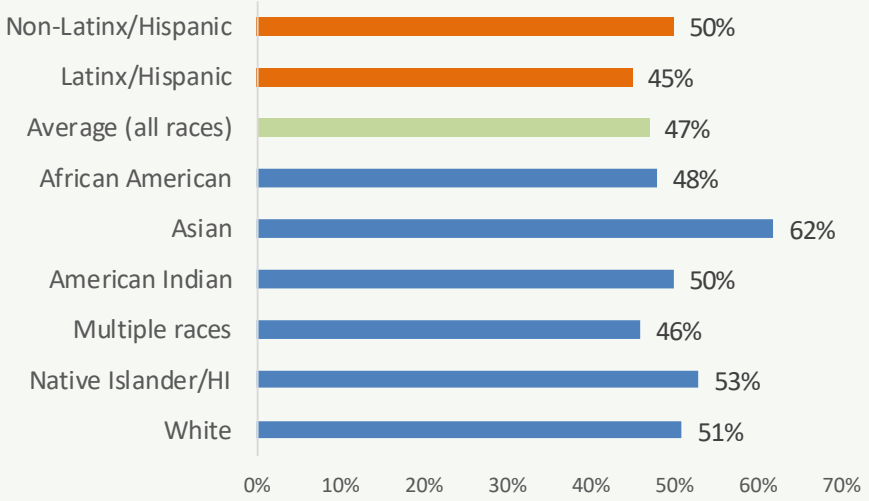
Note: Racial distributions above figures include both Hispanic/Latinx and non-Hispanic/Latinx ethnicities. Missing race service data is not included; numbers may not sum to 100.

In-Flow and Out-Flow

In 2018, nearly half (47%) of all consumers experienced homelessness for 12 months or less (Figure 18). Asian consumers experienced the highest rates of new homelessness (62%). Across races and ethnicities, there were minor differences in the rates of new homelessness.

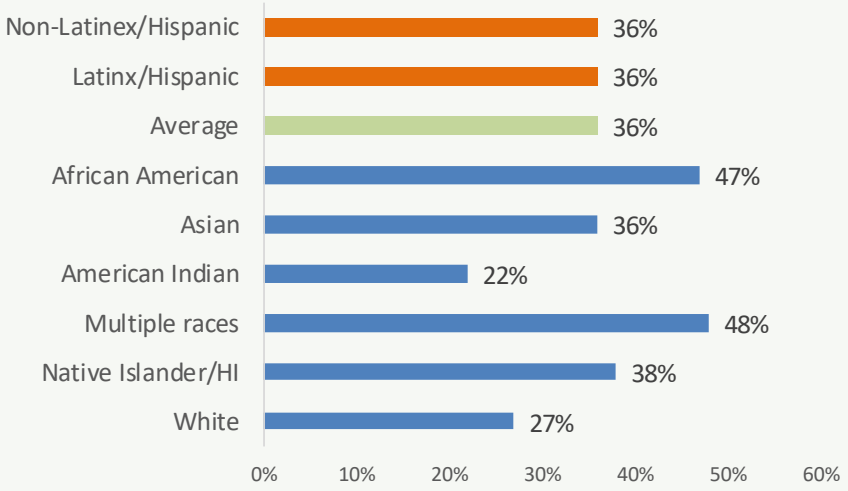
A little more than one-third (36%) of all consumers utilizing services in 2018 exited to housing (Figure 19). African Americans (47%) and multiple races (48%) had higher rates of exits to housing compared to all other races. American Indians (22%) and Whites (27%) had the lowest rates of housing on exit.

Figure 18. Twelve Months of Homelessness or Less by Race & Ethnicity[2]



Nearly half of all African Americans (47%) and persons of Multiple races (48%) who utilized services exited to housing in 2018.

Figure 19. Housed on Exit by Race & Ethnicity[2]



**Note: The above figures include both race and ethnicity distributions and race distributions represent non-Hispanic/Latinos by race. Therefore, the categories are not mutually exclusive. For more information about race by ethnicity breakdown, see page 5.*

Data Sources

1. QuickFacts, United States Census Bureau, Contra Costa County Population Estimates July 1, 2018, https://www.census.gov/quickfacts/contracostacountycalifornia . Retrieved on 9/18/2019.
2. Homeless Management Information System (HMIS) Service Data, Contra Costa County, 2018.
3. Point in Time (PIT) Count, Contra Costa County, January 2019.
4. The U.S. Department of Housing and Urban Development (HUD). Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH): Defining "Chronically Homeless" Final Rule. https://www.hudexchange.info/resource/4847/hearth-defining-chronically-homeless-final-rule/. Retrieved on 9/18/2019.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: County Service Area M-16 Citizens' Advisory Committee

RECOMMENDATION(S):
ABOLISH the County Service Area M-16 Citizens' Advisory Committee and DIRECT the Clerk of the Board to remove the County Service Area M-16 Citizens' Advisory Committee from the Local Appointments List, as recommended by the Internal Operations Committee.

FISCAL IMPACT:
None.

BACKGROUND:
The County Service Area M-16 was established on December 14, 1971 by Resolution No. 71/849. California County Service Area law allows, but does not require, the Board of Supervisors to appoint one or more advisory committees to give advice to the board of supervisors regarding a county service area's services and facilities. County Service Area M-16 Citizens Advisory Committee may advise the Board of Supervisors and County departments regarding the desires of the Clyde community in street lighting, recreation and park services.

On April 8, 2019, Internal Operations Committee conducted Phase II of the Triennial Sunset Review (Referral IOC 19/7) and found that the M-16 Citizens' Advisory

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Emlyn Struthers, 925-335-1919

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Committee has no active appointees and has not conducted public meetings in over five years. The last appointments made to the M-16 Citizen Advisory Committee expired December 31, 2014, and no reappointments have been made. The Board of Supervisors accepted the Triennial Review Report on April 16, 2019, which recommended discontinuing the M-16 Citizen Advisory Committee and removing it from the County's Local Appointments List (Maddy Book). Recognizing that the Committee is inactive, the Committee should be removed from the Local Appointments List and related materials. In order to maintain an accurate listing of the County's advisory bodies and related opportunities for resident participation, the Clerk of the Board shall remove the County Service Area M-16 Citizens' Advisory Committee from the Local Appointments List.

CONSEQUENCE OF NEGATIVE ACTION:

The County Service Area M-16 Citizens' Advisory Committee will continue to be listed as an active committee in the County's Local Appointments List and other materials, leading to confusion for County staff and members of the public.

Contra Costa County

To: Board of Supervisors

From: Russell Watts, Treasurer-Tax Collector

Date: December 10, 2019

Subject: ADOPTION OF THE QUARTERLY INVESTMENT REPORT AS OF 9/30/2019

RECOMMENDATION(S):
ACCEPT the Treasurer's Quarterly Investment Report (the "Report") as of September 30, 2019, 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 July 1, 2019 through September 30, 2019.

As of September 30, 2019, the par value, cost, and market value of Contra Costa County Investment Pool were $2,987,049,501.07, $2,974,164,435.68 and $2,989,942,424.20 respectively. The weighted yield to maturity was 2.25% and the weighted average days to maturity were 183 days.

As of September 30, 2019, The Treasurer's investment portfolio was in compliance with Government Code 53600 et. seq. and with the Treasurer's current investment

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Ronda Boler, (925) 957-2806

cc:

BACKGROUND: (CONT'D)

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.

ATTACHMENTS

Q3_2019 Quarterly Investment Report

CONTRA COSTA COUNTY

TREASURER'S QUARTERLY INVESTMENT REPORT

AS OF SEPTEMBER 30, 2019

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*No investment in the CalTRUST Short Term fund currently.

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 9/30/19, the fair value of the Treasurer's investment portfolio was 1.0053% of the cost. More than 81 percent of the portfolio or over $2.43 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	$2,987,049,501.07
Cost	$2,974,164,435.68
Market Value	$2,989,942,424.20
Weighted Yield to Maturity	2.25%
Weighted Average Days to Maturity	183 days
Weighted Duration	0.48 year

Notes:

1. All reporting information is unaudited but due diligence was utilized in its preparation.
2. There may be slight differences between the investment pool summary pages and the attached statements and exhibits from time to time. The variances are largely due to the timing difference in recording and/or posting transactions, interests, security values, etc.
3. All securities and amounts reported are denominated in U.S. Dollars.

CONTRA COSTA COUNTY INVESTMENT POOL
As of September 30, 2019

TYPE	PAR VALUE	COST	FAIR VALUE	PERCENT OF TOTAL COST
A. Investments Managed by Treasurer's Office				
1. U.S. Treasuries (STRIPS, Bills, Notes)	$2,670,000.00	$2,625,773.80	$2,629,171.20	0.09%
2. U.S. Agencies				
Federal Home Loan Banks	182,832,000.00	181,995,187.57	183,440,650.29	6.12%
Federal National Mortgage Association	42,639,000.00	42,362,525.04	43,013,520.67	1.42%
Federal Farm Credit Banks	109,682,000.00	109,572,829.89	110,155,595.54	3.68%
Federal Home Loan Mortgage Corporation	74,231,000.00	72,919,774.39	74,152,848.34	2.45%
Subtotal	409,384,000.00	406,850,316.89	410,762,614.84	13.68%
3. Supranationals - International Government	226,400,000.00	225,386,618.00	227,029,484.00	7.58%
4. Money Market Instruments				
Commercial Paper	874,496,000.00	869,436,652.60	872,065,882.83	29.23%
Negotiable Certificates of Deposit	513,010,000.00	513,010,000.00	513,071,349.50	17.25%
Time Deposit	3,397.22	3,397.22	3,362.36	0.00%
Subtotal	1,387,509,397.22	1,382,450,049.82	1,385,140,594.69	46.48%
5. Corporate Notes	385,291,000.00	381,307,091.36	387,229,591.19	12.82%
TOTAL (Section A.)[1]	2,411,254,397.22	2,398,619,849.87	2,412,791,455.92	80.65%
B. Investments Managed by Outside Contractors				
1. PFM	103,361,749.55	103,248,006.45	104,133,974.01	3.47%
2. Local Agency Investment Fund (LAIF)	228,542,891.27	228,542,891.27	228,918,345.42 [2]	7.68%
3. Wells Capital Management	44,385,207.72	44,248,432.78	44,593,393.54 [3]	1.49%
4. CalTRUST (Short-Term Fund)	-	-	-	0.00%
5. CalTRUST (Liquidity Fund)	102,610,805.75	102,610,805.75	102,610,805.75	3.45%
6. Other				
a. EBRCS Bond	1,602,439.52	1,602,439.52	1,602,439.52	0.05%
TOTAL (Section B.)	480,503,093.81	480,252,575.77	481,858,958.24	16.15%
C. Cash	95,292,010.04	95,292,010.04	95,292,010.04	3.20%
[4]GRAND TOTAL (FOR A , B, & C)	$2,987,049,501.07	$2,974,164,435.68	$2,989,942,424.20	100.00%

Notes:

1. Excludes funds managed by PFM retained by Contra Costa School Insurance Group and Community College District

2. Estimated Fair Value

3. Base Market Value plus Accrued Interest

4. 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 September 30, 2019

CONTRA COSTA COUNTY INVESTMENT POOL - EARNING STATISTICS

	Fiscal Year To Date	Quarter To Date
Average Daily Balance ($)	2,996,202,560.10	2,996,202,560.10
Net Earnings ($)	17,816,054.91	17,816,054.91
Earned Income Yield	2.33%	2.33%

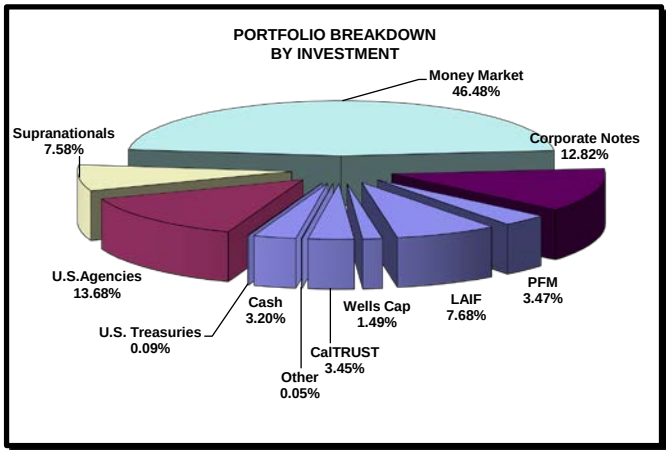
CONTRA COSTA COUNTY INVESTMENT POOL - PORTFOLIO STATISTICS

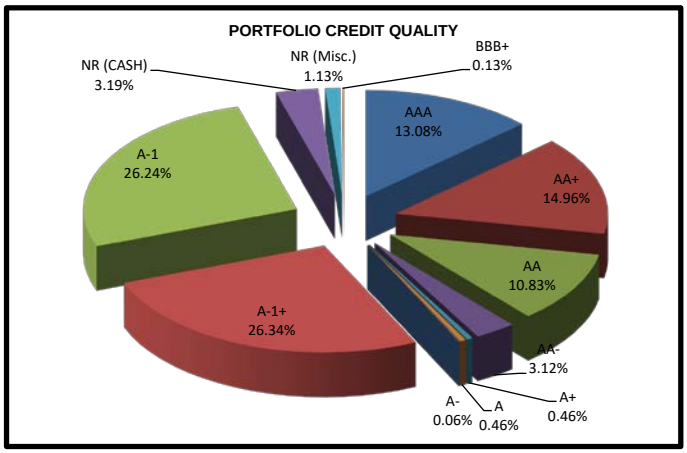
Investment Type	Par Value ($)	Fair Value ($)	YTM (%)	WAM (days)	Percentage of Portfolio
U.S. Treasury	2,670,000.00	2,629,171.20	1.76	393	0.09%
Agencies	409,384,000.00	410,762,614.84	2.19	331	13.74%
Commercial Paper	874,496,000.00	872,065,882.83	2.13	48	29.17%
NCD/YCD	513,010,000.00	513,071,349.50	2.14	53	17.16%
Corporate Notes	385,291,000.00	387,229,591.19	2.66	498	12.95%
Time Deposit	3,397.22	3,362.36	0.40	237	0.00%
Supranationals	226,400,000.00	227,029,484.00	2.39	271	7.59%
PFM	103,361,749.55	104,133,974.01	2.34	720	3.48%
LAIF	228,542,891.27	228,918,345.42	2.34	1	7.66%
CalTRUST (Short Term)	-	-	0.00	1	0.00%
CalTRUST (Liquidity)	102,610,805.75	102,610,805.75	2.21	0	3.43%
Wells Cap	44,385,207.72	44,593,393.54	1.98	277	1.49%
Misc.[1]	1,602,439.52	1,602,439.52	0.00	N/A	0.05%
Cash	95,292,010.04	95,292,010.04	1.95	0	3.19%
Total Fund[3]	**2,987,049,501.07**	**2,989,942,424.20**	**2.25**	**183**	**100.00%**

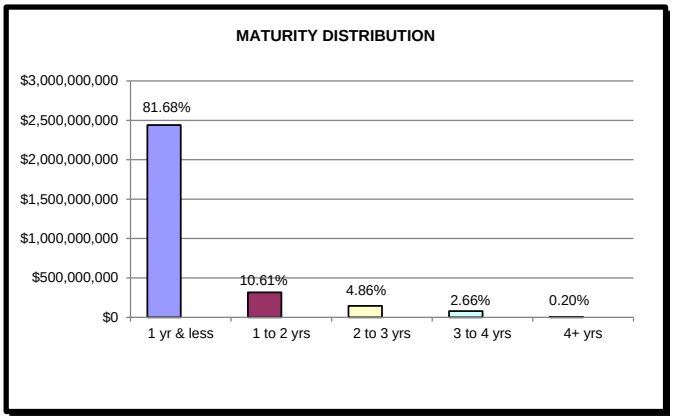
1. East Bay Regional Communications System Authority.
2. Average Earning Allowance for this quarter.
3. Excludes the Futuris Public Entity Trust of the CCCCD Retirment Board of Authority.

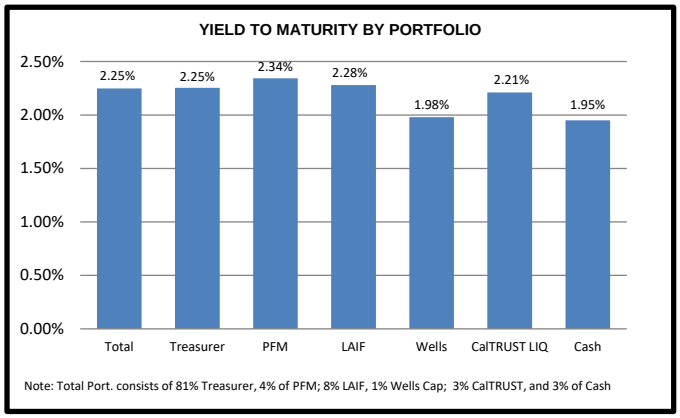
CONTRA COSTA COUNTY
INVESTMENT POOL
AT A GLANCE

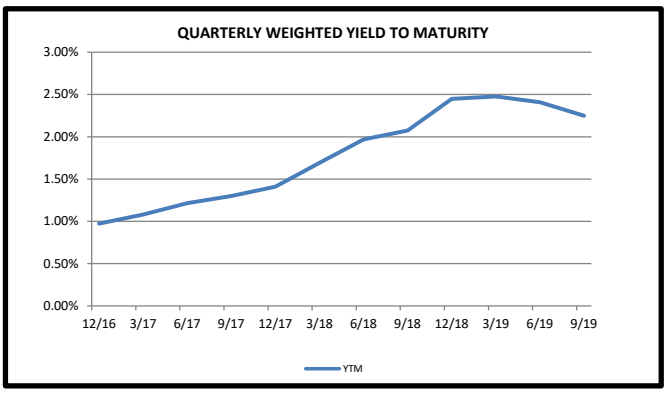
As of September 30, 2019

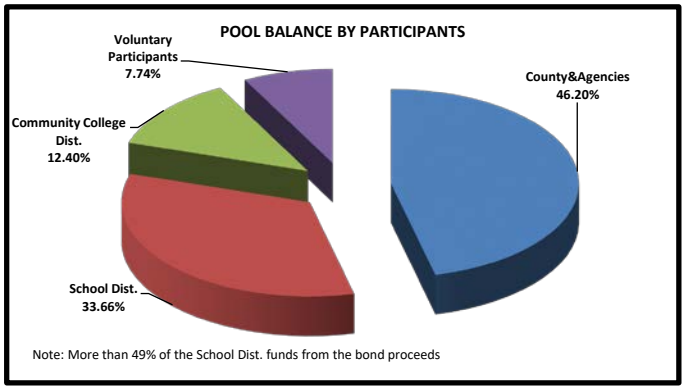










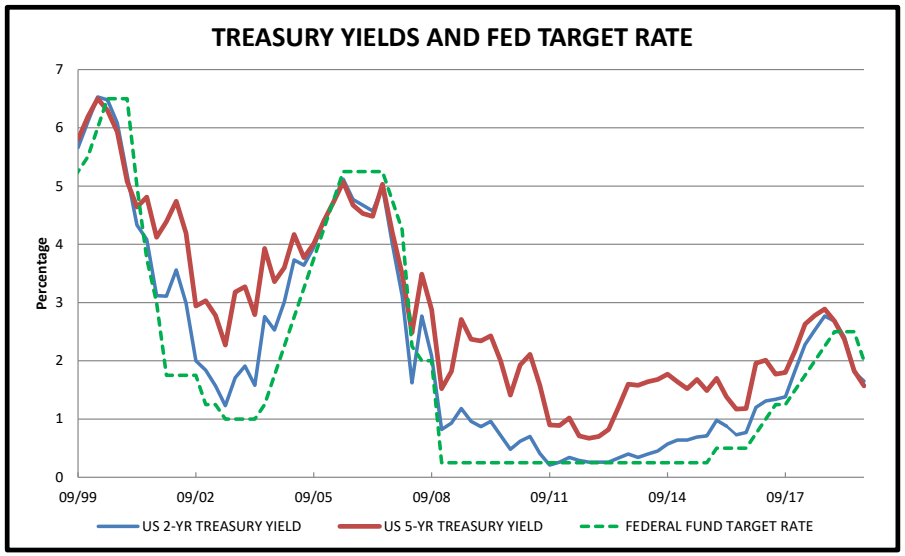


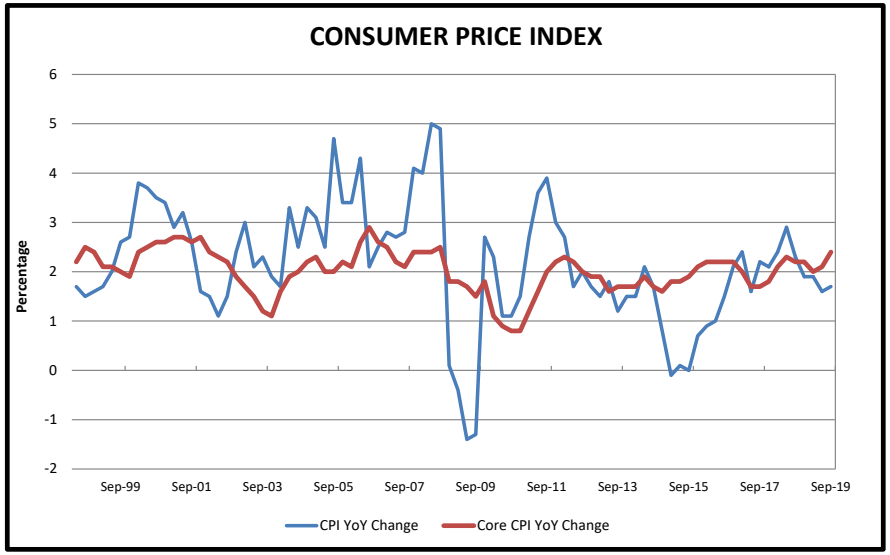
NOTES TO INVESTMENT PORTFOLIO SUMMARY AND AT A GLANCE AS OF SEPTEMBER 30, 2019

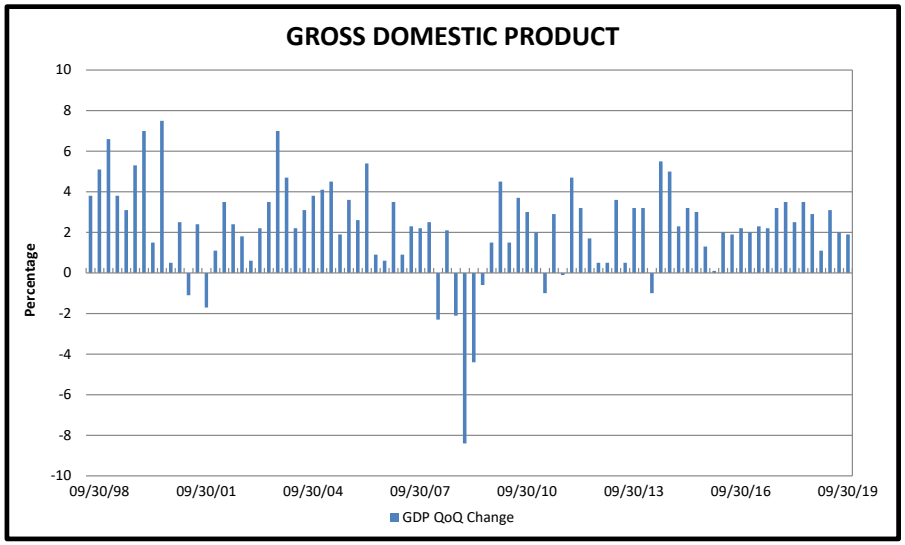
1. All report information is unaudited but due diligence was utilized in its preparation.
2. There may be slight differences between the portfolio summary page and the attached exhibits and statements for investments managed by outside contractors or trustees. The variance is due to the timing difference 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 81% of the portfolio will mature in less than a year with a weighted average maturity of 183 days.

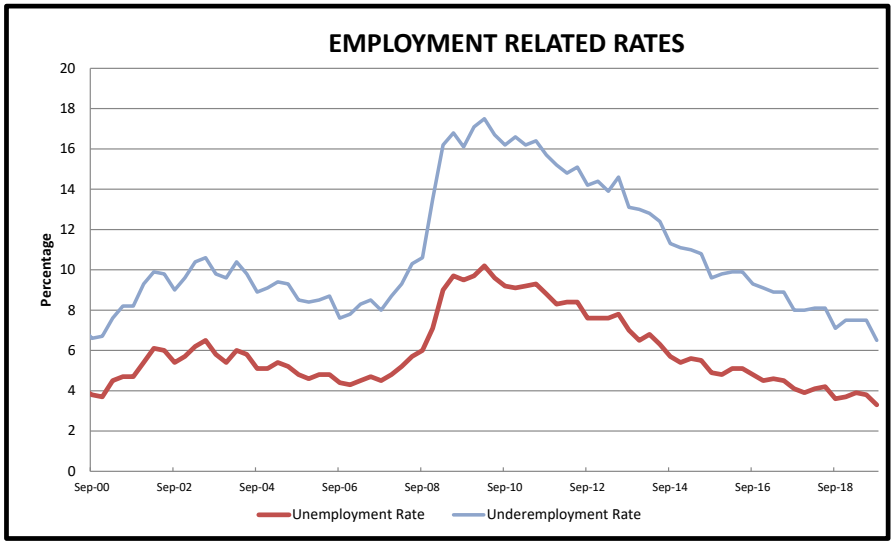
MAJOR MARKET AND ECONOMIC DATA

AS OF SEPTEMBER 30, 2019









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: 09/30/2019

Date Basis: Settlement

Run: 10/03/2019 10:38:19 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
Inv Type: 1 SUPRANATIONALS								
83435	SUPRA INTL BK RECON	459058FS7	11/29/2016	1.126000	10,000,000.00	9,985,700.00	38,784.96	123,800.00
			11/27/2019	1.832388	9,861,900.00	99.857000	IDC-FIS	0.00
83686	SUP INTL BK RECON &	459058FA6	04/07/2017	1.376000	20,000,000.00	19,934,000.00	764.44	65,400.00
			03/30/2020	1.602582	19,868,600.00	99.670000	IDC-FIS	0.00
84187	SUP INTL BK RECON A	45905US96	02/08/2018	2.400000	10,000,000.00	10,000,000.00	35,333.33	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	20,114,200.00	82,500.00	164,200.00
			01/25/2021	2.336839	19,950,000.00	100.571000	IDC-FIS	0.00
84507	SUPRA IFC NOTE	45950KCM0	06/26/2018	2.250000	20,000,000.00	20,114,200.00	82,500.00	351,600.00
			01/25/2021	2.729079	19,762,600.00	100.571000	IDC-FIS	0.00
84589	SUPRA INTL FINANCE	45950VMJ2	09/06/2018	2.750000	30,000,000.00	30,200,400.00	52,708.26	200,400.00
			09/08/2020	2.750000	30,000,000.00	100.668000	IDC-FIS	0.00
84623	SUPRA INTL FINANCE	45950VMJ2	09/20/2018	2.750000	20,000,000.00	20,133,600.00	35,138.85	177,640.00
			09/08/2020	2.865525	19,955,960.00	100.668000	IDC-FIS	0.00
84693	SUPRA INTL FINANCE	45950VMQ6	11/13/2018	3.000000	30,000,000.00	30,316,500.00	345,000.00	316,500.00
			11/13/2020	3.000000	30,000,000.00	101.055000	IDC-FIS	0.00
			Subtotal	2.378784	160,000,000.00	160,798,600.00	672,729.84	1,399,540.00
				2.535459	159,399,060.00	100.499125		0.00
Inv Type: 5 SUPRANATIONALS DISC								
85081	PW SUPRA IBRD DISC	459052PD2	06/03/2019	2.340000	4,300,000.00	4,290,583.00	33,540.00	2,322.00
			11/12/2019	2.364902	4,254,721.00	99.781000	IDC-FIS	0.00
85082	PW SUPRA IBRD DISC	459052PD2	06/03/2019	2.340000	1,100,000.00	1,097,591.00	8,580.00	594.00
			11/12/2019	2.364902	1,088,417.00	99.781000	IDC-FIS	0.00
85083	PW SUPRA IBRD DISC	459052PD2	06/03/2019	2.340000	1,000,000.00	997,810.00	7,800.00	540.00
			11/12/2019	2.364902	989,470.00	99.781000	IDC-FIS	0.00
85187	SUPRA IBRD DISC	459052PK6	08/08/2019	2.010000	30,000,000.00	29,924,700.00	90,450.00	5,100.00
			11/18/2019	2.021513	29,829,150.00	99.749000	IDC-FIS	0.00
85188	SUPRA IBRD DISC	459052PN0	08/09/2019	2.010000	30,000,000.00	29,920,200.00	88,775.00	5,625.00
			11/21/2019	2.021740	29,825,800.00	99.734000	IDC-FIS	0.00
			Subtotal	2.041669	66,400,000.00	66,230,884.00	229,145.00	14,181.00
				2.054570	65,987,558.00	99.745307		0.00

Inventory by Market Value

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Run: 10/03/2019 10:38:19 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
Inv Type: 11 TREASURY BILLS								
85230	RM GOV TREASURY BIL	912796TJ8	09/13/2019	1.740000	2,500,000.00	2,459,025.00	2,175.00	712.50
			09/10/2020	1.771073	2,456,137.50	98.361000	IDC-FIS	0.00
			Subtotal	1.740000	2,500,000.00	2,459,025.00	2,175.00	712.50
				1.771073	2,456,137.50	98.361000		0.00
Inv Type: 12 TREASURY NOTES								
83893	WT GOV US TREASURY	9128282S8	09/11/2017	1.625000	170,000.00	170,146.20	235.27	509.90
			08/31/2022	1.670000	169,636.30	100.086000	IDC-FIS	0.00
			Subtotal	1.625000	170,000.00	170,146.20	235.27	509.90
				1.670000	169,636.30	100.086000		0.00
Inv Type: 22 FEDERAL HOME LOAN BANKS								
82929	KFPD GOV FHLB NOTES	313381CA1	01/27/2016	1.375000	250,000.00	248,775.00	1,050.35	397.50
			12/11/2020	1.513574	248,377.50	99.510000	IDC-FIS	0.00
82930	KFPD GOV FHLB NOTES	313381C94	01/27/2016	1.250000	250,000.00	249,650.00	937.50	367.50
			12/13/2019	1.326075	249,282.50	99.860000	IDC-FIS	0.00
82931	KFPD GOV FHLB NOTES	3130A3UQ5	01/25/2016	1.875000	250,000.00	250,105.00	1,432.29	0.00
			12/11/2020	1.570027	253,565.00	100.042000	IDC-FIS	-3,460.00
83167	RM GOV FHLB NOTES	3133834H1	06/10/2016	1.375000	1,865,000.00	1,858,714.95	7,764.36	0.00
			06/12/2020	1.180179	1,879,174.00	99.663000	IDC-FIS	-20,459.05
83168	RM GOV FHLB NOTES	3133834H1	06/10/2016	1.375000	5,265,000.00	5,247,256.95	21,919.29	0.00
			06/12/2020	1.180179	5,305,014.00	99.663000	IDC-FIS	-57,757.05
83434	GOV FHLB NOTES	3130AA2H0	11/29/2016	1.125000	20,000,000.00	19,976,400.00	76,250.00	0.00
			11/29/2019	1.165139	19,976,400.00	99.882000	IDC-FIS	0.00
83629	WT GOV FHLB NOTES	3130AABG2	03/08/2017	1.875000	170,000.00	170,691.90	1,080.21	2,028.10
			11/29/2021	2.050128	168,663.80	100.407000	IDC-FIS	0.00
83728	RM GOV FHLB NOTES	3130AB5A0	04/27/2017	1.750000	5,000,000.00	5,002,200.00	42,291.67	0.00
			04/07/2021	1.723000	5,005,108.25	100.044000	IDC-FIS	-2,908.25
83924	GOV FHLB NOTES	3130ACLS1	10/11/2017	1.550000	20,000,000.00	19,989,200.00	146,388.89	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	4,518,990.00	26,015.63	57,865.50
			12/10/2021	2.100994	4,461,124.50	100.422000	IDC-FIS	0.00
84190	RM GOV FHLB NOTES	3130ADME9	02/08/2018	2.375000	3,500,000.00	3,528,420.00	12,237.85	28,420.00

Inventory by Market Value

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Contra Costa County

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			02/08/2021	2.375000	3,500,000.00	100.812000	IDC-FIS	0.00
84420	WT GOV FHLB NOTE	3130AE3Q1	05/21/2018	2.735000	165,000.00	169,588.65	2,018.20	5,630.79
			04/20/2022	2.906513	163,957.86	102.781000	IDC-FIS	0.00
84459	RM GOV FHLB NOTE	3130AEEQ9	06/01/2018	2.650000	2,500,000.00	2,566,250.00	24,843.75	68,567.50
			05/16/2022	2.675015	2,497,682.50	102.650000	IDC-FIS	0.00
84460	RM GOV FHLB NOTE	3130AEEP1	06/01/2018	2.550000	2,500,000.00	2,536,000.00	21,781.25	37,070.00
			05/28/2021	2.565000	2,498,930.00	101.440000	IDC-FIS	0.00
84480	RM FHLB NOTE	3130AEEP1	06/08/2018	2.550000	5,000,000.00	5,072,000.00	43,562.50	92,230.00
			05/28/2021	2.692494	4,979,770.00	101.440000	IDC-FIS	0.00
84489	RM FHLB NOTE	3130AEBM1	06/08/2018	2.750000	5,000,000.00	5,145,750.00	42,395.66	161,425.00
			06/10/2022	2.832511	4,984,325.00	102.915000	IDC-FIS	0.00
84581	GOV FHLB NOTES	3130AEU65	08/29/2018	2.625000	20,000,000.00	20,141,000.00	58,333.33	172,160.00
			08/21/2020	2.706385	19,968,840.00	100.705000	IDC-FIS	0.00
84637	GOV FHLB NOTES	3130AF2D8	10/01/2018	2.860000	20,000,000.00	20,202,600.00	263,755.56	211,040.00
			10/15/2020	2.881030	19,991,560.00	101.013000	IDC-FIS	0.00
84712	RM GOV FHLB NOTES	3130ABCV6	11/27/2018	1.690000	5,000,000.00	4,995,550.00	30,983.33	140,650.00
			05/19/2021	2.912372	4,854,900.00	99.911000	IDC-FIS	0.00
84713	RM GOV FHLB NOTES	3130AEV80	11/27/2018	2.750000	5,000,000.00	5,156,350.00	9,548.61	195,655.00
			09/06/2022	2.965325	4,960,695.00	103.127000	IDC-FIS	0.00
84835	RM GOV FHLB NOTES	3130A3KM5	01/16/2019	2.500000	2,000,000.00	2,050,500.00	15,555.56	59,328.00
			12/09/2022	2.619519	1,991,172.00	102.525000	IDC-FIS	0.00
85034	CLT GOV FHLB NOTES	3130AGBN4	04/26/2019	2.375000	250,000.00	250,690.00	2,622.39	838.75
			04/22/2020	2.435975	249,917.22	100.276000	IDC-FIS	0.00
85182	RM GOV FHLB NOTES	313379Q69	08/06/2019	2.125000	980,000.00	992,416.60	6,421.04	0.00
			06/10/2022	1.617030	997,015.30	101.267000	IDC-FIS	-1,359.26
85183	RM GOV FHLB NOTES	313379Q69	08/06/2019	2.125000	2,920,000.00	2,956,996.40	19,132.09	0.00
			06/10/2022	1.617030	2,970,698.67	101.267000	IDC-FIS	-4,050.04
			Subtotal	2.084858	132,365,000.00	133,276,095.45	878,321.31	1,233,673.64
				2.155736	132,145,373.10	100.688321		-89,993.65

Inv Type: 23 FEDERAL NATIONAL MORTGAGE ASSO

82436	WT GOV FNMA NOTES	3135G0A78	03/16/2015	1.625000	170,000.00	169,852.10	537.15	0.00
			01/21/2020	1.627650	169,977.90	99.913000	IDC-FIS	-125.80
83000	RM GOV FNMA NOTES	3136G1C98	03/28/2016	1.420000	4,000,000.00	3,993,040.00	8,835.56	0.00
			02/05/2020	1.286438	4,020,000.00	99.826000	IDC-FIS	-26,960.00
83210	RM GOV FNMA NOTES	3136G16D6	07/12/2016	1.350000	2,465,000.00	2,455,559.05	8,781.56	0.00

Inventory by Market Value

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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
			06/26/2020	1.070378	2,491,622.00	99.617000	IDC-FIS	-36,062.95
83474	RM GOV FNMA NOTES	3136G04H1	12/07/2016	1.700000	4,998,000.00	4,988,503.80	32,570.30	0.00
			11/13/2020	1.720219	4,994,151.54	99.810000	IDC-FIS	-5,647.74
83810	RM GOV FNMA NOTES	3135G0J20	06/29/2017	1.375000	4,000,000.00	3,978,440.00	5,347.22	17,080.00
			02/26/2021	1.648008	3,961,360.00	99.461000	IDC-FIS	0.00
84217	GOV FNMA NOTES	3135G0S38	03/01/2018	2.000000	5,000,000.00	5,035,800.00	23,888.89	143,215.00
			01/05/2022	2.590321	4,892,585.00	100.716000	IDC-FIS	0.00
84248	RM GOV FNMA NOTES	3135G0S38	03/07/2018	2.000000	5,000,000.00	5,035,800.00	23,888.89	138,165.00
			01/05/2022	2.564557	4,897,635.00	100.716000	IDC-FIS	0.00
84836	KFPD GOV FNMA NOTES	3135G0T60	01/16/2019	1.500000	504,000.00	502,629.12	1,281.00	6,919.92
			07/30/2020	2.597150	495,709.20	99.728000	IDC-FIS	0.00
84892	RM GOV FNMA NOTES	3135G0T94	02/28/2019	2.375000	6,000,000.00	6,149,100.00	28,500.00	186,402.00
			01/19/2023	2.543456	5,962,698.00	102.485000	IDC-FIS	0.00
84909	RM GOV FNMA NOTES	3135G0T94	03/08/2019	2.375000	5,000,000.00	5,124,250.00	23,750.00	141,765.00
			01/19/2023	2.470220	4,982,485.00	102.485000	IDC-FIS	0.00
85023	RM GOV FNMA NOTES	3135G0T29	04/15/2019	1.500000	252,000.00	251,571.60	346.50	1,632.20
			02/28/2020	2.455755	249,939.40	99.830000	IDC-FIS	0.00
85033	RM GOV FNMA NOTES	3135G0V59	04/30/2019	2.250000	5,000,000.00	5,079,900.00	52,812.50	88,450.00
			04/12/2022	2.310093	4,997,075.00	101.598000	IDC-FIS	0.00
85058	KFPD GOV FNMA NOTE	3136G12H1	04/25/2019	1.400000	250,000.00	249,075.00	1,127.78	1,788.00
			06/05/2020	2.394907	247,287.00	99.630000	IDC-FIS	0.00
			Subtotal	1.925489	42,639,000.00	43,013,520.67	211,667.35	725,417.12
				2.124023	42,362,525.04	100.878352		-68,796.49

Inv Type: 27 FEDERAL FARM CREDIT BANKS

82683	WT GOV FFCB NOTES	3133EE5Z9	09/11/2015	1.750000	170,000.00	169,915.00	471.04	0.00
			08/04/2020	1.730194	170,156.40	99.950000	IDC-FIS	-241.40
82946	WT GOV FFCB NOTES	3133EC6Z2	02/12/2016	1.400000	155,000.00	154,190.90	644.97	0.00
			12/14/2020	1.320066	155,578.15	99.478000	IDC-FIS	-1,387.25
82986	RM GOV FFCB NOTES	3133EFK63	03/15/2016	1.250000	4,061,000.00	4,051,091.16	3,807.19	18,233.89
			03/04/2020	1.430176	4,032,857.27	99.756000	IDC-FIS	0.00
83007	RM GOV FFCB NOTES	3133EFV20	03/30/2016	1.490000	4,000,000.00	3,993,280.00	165.56	0.00
			03/30/2020	1.490000	4,000,000.00	99.832000	IDC-FIS	-6,720.00
83344	RM GOV FFCB NOTES	3133EGUT0	09/28/2016	1.170000	4,690,000.00	4,661,578.60	1,524.26	0.00
			09/21/2020	1.110242	4,700,880.80	99.394000	IDC-FIS	-39,302.20
83725	GOV FFCB NOTES	3133EHFL2	04/26/2017	1.550000	10,000,000.00	9,985,300.00	72,333.33	0.00

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			04/13/2020	1.578010	9,991,900.00	99.853000	IDC-FIS	-6,600.00
83813	GOV FFCB NOTES	3133EHQB2	07/06/2017	1.550000	10,000,000.00	9,980,000.00	36,597.22	0.00
			07/06/2020	1.560960	9,996,800.00	99.800000	IDC-FIS	-16,800.00
84191	RM GOV FFCB NOTES	3133EH6X6	02/08/2018	2.200000	3,500,000.00	3,540,215.00	16,897.22	73,468.50
			01/12/2022	2.455479	3,466,746.50	101.149000	IDC-FIS	0.00
84218	GOV FFCB NOTES	3133EJCE7	03/01/2018	2.350000	5,000,000.00	5,035,350.00	15,993.06	53,795.00
			02/12/2021	2.480332	4,981,555.00	100.707000	IDC-FIS	0.00
84249	RM GOV FFCB NOTES	3133EJCE7	03/07/2018	2.350000	5,000,000.00	5,035,350.00	15,993.06	51,495.00
			02/12/2021	2.464582	4,983,855.00	100.707000	IDC-FIS	0.00
84289	RM GOV FFCB NOTES	3133EJHC6	03/29/2018	2.600000	5,000,000.00	5,112,950.00	3,611.11	115,350.00
			03/21/2022	2.612688	4,997,600.00	102.259000	IDC-FIS	0.00
84547	KFPD GOV FFCB BOND	3133EJUM9	07/25/2018	2.600000	500,000.00	503,075.00	2,708.33	4,111.50
			07/16/2020	2.708286	498,963.50	100.615000	IDC-FIS	0.00
84636	GOV FFCB NOTES	3133EJB81	09/27/2018	2.730000	18,000,000.00	18,081,360.00	8,190.00	100,530.00
			03/25/2020	2.803194	17,980,830.00	100.452000	IDC-FIS	0.00
84849	KFPD GOV FFCB NOTES	3133EJ4Q9	01/22/2019	2.550000	250,000.00	252,255.00	1,416.67	2,727.75
			01/11/2021	2.648926	249,527.25	100.902000	IDC-FIS	0.00
84918	GOV FFCB NOTES	3133EKCW4	03/13/2019	2.510000	28,500,000.00	28,586,925.00	35,767.50	96,957.00
			03/13/2020	2.545874	28,489,968.00	100.305000	IDC-FIS	0.00
85077	RM GOV FFCB NOTE	3133EFN29	05/30/2019	1.650000	3,000,000.00	2,998,890.00	2,200.00	35,637.00
			03/15/2022	2.103694	2,963,253.00	99.963000	IDC-FIS	0.00
85078	RM GOV FFCB NOTE	3133EKKT2	05/30/2019	2.250000	2,900,000.00	2,960,088.00	9,606.25	44,715.10
			02/08/2023	2.100114	2,915,372.90	102.072000	IDC-FIS	0.00
85102	RM GOV FFCB NOTES	3133EKPG5	06/14/2019	2.125000	4,956,000.00	5,053,781.88	7,606.09	56,795.76
			09/05/2023	1.920504	4,996,986.12	101.973000	IDC-FIS	0.00
			Subtotal	2.159633	109,682,000.00	110,155,595.54	235,532.86	653,816.50
				2.207922	109,572,829.89	100.431790		-71,050.85

Inv Type: 28 FHLMC DISCOUNT NOTES

84721	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	250,000.00	249,778.06	5,464.59	82.64
			10/18/2019	2.640946	244,230.83	99.911222	IDC-FIS	0.00
84722	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	2,300,000.00	2,297,958.11	50,274.16	760.28
			10/18/2019	2.640944	2,246,923.67	99.911222	IDC-FIS	0.00
84723	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	20,000,000.00	19,982,244.44	437,166.66	6,611.11
			10/18/2019	2.640944	19,538,466.67	99.911222	IDC-FIS	0.00
84724	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	150,000.00	149,866.83	3,278.76	49.58

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			10/18/2019	2.640952	146,538.49	99.911222	IDC-FIS	0.00
84725	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	250,000.00	249,778.06	5,464.59	82.64
			10/18/2019	2.640946	244,230.83	99.911222	IDC-FIS	0.00
84726	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	400,000.00	399,644.89	8,743.34	132.22
			10/18/2019	2.640945	390,769.33	99.911222	IDC-FIS	0.00
84727	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	300,000.00	299,733.67	6,557.50	99.17
			10/18/2019	2.640944	293,077.00	99.911222	IDC-FIS	0.00
84728	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	4,100,000.00	4,096,360.11	89,619.16	1,355.28
			10/18/2019	2.640944	4,005,385.67	99.911222	IDC-FIS	0.00
84729	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	450,000.00	449,600.50	9,836.25	148.75
			10/18/2019	2.640944	439,615.50	99.911222	IDC-FIS	0.00
84730	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	4,800,000.00	4,795,738.67	104,920.00	1,586.67
			10/18/2019	2.640944	4,689,232.00	99.911222	IDC-FIS	0.00
84731	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	150,000.00	149,866.83	3,278.75	49.58
			10/18/2019	2.640944	146,538.50	99.911222	IDC-FIS	0.00
84732	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	2,000,000.00	1,998,224.44	43,716.66	661.11
			10/18/2019	2.640944	1,953,846.67	99.911222	IDC-FIS	0.00
84733	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	150,000.00	149,866.83	3,278.75	49.58
			10/18/2019	2.640944	146,538.50	99.911222	IDC-FIS	0.00
84734	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	800,000.00	799,289.78	17,486.66	264.45
			10/18/2019	2.640944	781,538.67	99.911222	IDC-FIS	0.00
84735	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	7,100,000.00	7,093,696.78	155,194.16	2,346.95
			10/18/2019	2.640944	6,936,155.67	99.911222	IDC-FIS	0.00
84736	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	200,000.00	199,822.44	4,371.66	66.11
			10/18/2019	2.640942	195,384.67	99.911222	IDC-FIS	0.00
84737	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	2,000,000.00	1,998,224.44	43,716.66	661.11
			10/18/2019	2.640944	1,953,846.67	99.911222	IDC-FIS	0.00
84738	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	600,000.00	599,467.33	13,115.00	198.33
			10/18/2019	2.640944	586,154.00	99.911222	IDC-FIS	0.00
84739	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	700,000.00	699,378.56	15,300.84	231.39
			10/18/2019	2.640945	683,846.33	99.911222	IDC-FIS	0.00
84740	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	400,000.00	399,644.89	8,743.34	132.22
			10/18/2019	2.640945	390,769.33	99.911222	IDC-FIS	0.00
84741	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	350,000.00	349,689.28	7,650.41	115.70
			10/18/2019	2.640943	341,923.17	99.911222	IDC-FIS	0.00
84742	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	1,200,000.00	1,198,934.67	26,230.00	396.67
			10/18/2019	2.640944	1,172,308.00	99.911222	IDC-FIS	0.00

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84743	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	500,000.00	499,556.11	10,929.16	165.28
			10/18/2019	2.640943	488,461.67	99.911222	IDC-FIS	0.00
84744	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	1,100,000.00	1,099,023.44	24,044.16	363.61
			10/18/2019	2.640944	1,074,615.67	99.911222	IDC-FIS	0.00
84745	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	850,000.00	849,245.39	18,579.59	280.97
			10/18/2019	2.640945	830,384.83	99.911222	IDC-FIS	0.00
84746	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	300,000.00	299,733.67	6,557.50	99.17
			10/18/2019	2.640944	293,077.00	99.911222	IDC-FIS	0.00
84747	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	1,300,000.00	1,298,845.89	28,415.84	429.72
			10/18/2019	2.640944	1,270,000.33	99.911222	IDC-FIS	0.00
84748	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	150,000.00	149,866.83	3,278.75	49.58
			10/18/2019	2.640944	146,538.50	99.911222	IDC-FIS	0.00
84749	PW GOV FHLMC NOTES	313396NC3	11/30/2018	2.580000	350,000.00	349,689.28	7,650.41	115.70
			10/18/2019	2.640943	341,923.17	99.911222	IDC-FIS	0.00
85076	CCCSD GOV FHLMC DIS	313396PD9	05/28/2019	2.310000	5,000,000.00	4,989,033.33	40,425.00	2,508.33
			11/12/2019	2.335173	4,946,100.00	99.780667	IDC-FIS	0.00
85195	PW GOV FHLMC DISC	313396SY0	08/15/2019	1.830000	450,000.00	446,891.13	1,075.13	0.00
			02/11/2020	1.846899	445,882.50	99.309139	IDC-FIS	-66.50
			Subtotal	2.550890	58,650,000.00	58,588,694.68	1,204,363.44	20,093.90
				2.608408	57,364,303.84	99.895473		-66.50

Inv Type: 29 FHLMC NOTES

82762	RM GOV FHLMC NOTES	3137EADM8	10/26/2015	1.250000	6,000,000.00	5,999,820.00	37,291.67	13,620.00
			10/02/2019	1.310124	5,986,200.00	99.997000	IDC-FIS	0.00
82927	KFPD GOV FHLMC NOTE	3137EADM8	01/25/2016	1.250000	250,000.00	249,992.50	1,553.82	712.50
			10/02/2019	1.330187	249,280.00	99.997000	IDC-FIS	0.00
83039	GOV FHLMC NOTES	3134G8W21	04/08/2016	1.375000	5,000,000.00	4,993,400.00	17,378.49	0.00
			12/30/2019	1.375000	5,000,000.00	99.868000	IDC-FIS	-6,600.00
83345	WLT GOV FHLMC NOTES	3137EAEC9	09/28/2016	1.125000	173,000.00	171,211.18	264.91	0.00
			08/12/2021	1.250127	171,979.30	98.966000	IDC-FIS	-768.12
83809	RM GOV FHLMC NOTES	3134GBTQ5	06/29/2017	1.500000	4,000,000.00	3,988,600.00	12,666.66	0.00
			07/15/2020	1.567587	3,992,000.00	99.715000	IDC-FIS	-3,400.00
84250	WT GOV FHLMC NOTES	3134GBA69	03/07/2018	2.375000	158,000.00	161,129.98	542.03	5,118.73
			08/09/2022	2.678470	156,011.25	101.981000	IDC-FIS	0.00
			Subtotal	1.364237	15,581,000.00	15,564,153.66	69,697.58	19,451.23
				1.410432	15,555,470.55	99.891879		-10,768.12

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Inv Type: 43 FHLB DISCOUNT NOTES								
84812	PW GOV FHLB DISC	313384PZ6	12/19/2018	2.560000	512,000.00	510,342.26	10,412.94	599.61
			12/02/2019	2.624958	499,329.71	99.676222	IDC-FIS	0.00
84940	AUHSD GOV FHLB DISC	313384TU3	03/21/2019	2.400000	377,000.00	374,035.84	4,875.87	881.24
			03/02/2020	2.456836	368,278.73	99.213750	IDC-FIS	0.00
84941	AUHSD GOV FHLB DISC	313384TU3	03/21/2019	2.400000	6,959,000.00	6,904,284.86	90,003.06	16,266.66
			03/02/2020	2.456835	6,798,015.14	99.213750	IDC-FIS	0.00
84960	CCCSD GOV FHLB DISC	313384MK2	04/03/2019	2.380000	5,000,000.00	5,000,000.00	59,830.56	0.00
			10/01/2019	2.408824	4,940,169.44	100.000000	IDC-FIS	0.00
85022	PW GOV FHLB DISC	313384NA3	04/18/2019	2.375000	1,000,000.00	999,216.67	10,951.39	206.25
			10/16/2019	2.403702	988,059.03	99.921667	IDC-FIS	0.00
85055	PW GOV FHLB DISC	313384NN5	05/01/2019	2.390000	1,500,000.00	1,497,885.00	15,236.25	573.75
			10/28/2019	2.418906	1,482,075.00	99.859000	IDC-FIS	0.00
85101	CCCSD GOV FHLB DISC	313384QJ1	06/13/2019	2.145000	5,000,000.00	4,981,461.11	32,770.84	2,613.19
			12/11/2019	2.168385	4,946,077.08	99.629222	IDC-FIS	0.00
85105	CCCSD GOV FHLB DISC	313384PK9	06/21/2019	2.020000	5,000,000.00	4,987,466.67	28,616.66	933.34
			11/18/2019	2.037146	4,957,916.67	99.749333	IDC-FIS	0.00
85117	AUHSD GOV FHLB DISC	313384YA1	06/25/2019	1.910000	1,500,000.00	1,481,193.75	7,799.17	1,487.50
			06/12/2020	1.946455	1,471,907.08	98.746250	IDC-FIS	0.00
85118	AUHSD GOV FHLB DISC	313384YA1	06/25/2019	1.910000	530,000.00	523,355.13	2,755.70	525.59
			06/12/2020	1.946454	520,073.84	98.746250	IDC-FIS	0.00
85125	RM GOV FHLB DISC	313384RG6	07/05/2019	2.040000	1,000,000.00	995,143.33	4,986.67	413.33
			01/02/2020	2.061141	989,743.33	99.514333	IDC-FIS	0.00
85140	PW GOV FHLB DISC	313384SC4	07/18/2019	1.910000	1,000,000.00	994,098.89	3,979.16	94.17
			01/22/2020	1.929242	990,025.56	99.409889	IDC-FIS	0.00
85142	PW GOV FHLB DISC	313384NG0	07/18/2019	2.050000	350,000.00	349,616.17	1,494.79	34.71
			10/22/2019	2.061265	348,086.67	99.890333	IDC-FIS	0.00
85184	RM GOV FHLB DISC	313384A82	08/06/2019	1.750000	296,000.00	291,527.44	805.78	0.00
			08/05/2020	1.781610	290,748.06	98.489000	IDC-FIS	-26.40
85186	PW GOV FHLB DISC	313384NS4	08/06/2019	2.000000	900,000.00	898,543.00	2,800.00	93.00
			11/01/2019	2.009714	895,650.00	99.838111	IDC-FIS	0.00
85237	CCCSD GOV FHLB DISC	313384UN7	09/18/2019	1.850000	4,000,000.00	3,964,850.00	2,672.22	0.00
			03/20/2020	1.867660	3,962,177.78	99.121250	IDC-FIS	0.00
85238	CCCSD GOV FHLB DISC	313384UN7	09/18/2019	1.850000	5,000,000.00	4,956,062.50	3,340.28	0.00
			03/20/2020	1.867660	4,952,722.22	99.121250	IDC-FIS	0.00
85239	CCCSD GOV FHLB DISC	313384UL1	09/18/2019	1.860000	4,000,000.00	3,965,261.11	2,686.67	187.77

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			03/18/2020	1.877656	3,962,386.67	99.131528	IDC-FIS	0.00
85240	CCCSD GOV FHLB DISC	313384UL1	09/18/2019	1.860000	5,000,000.00	4,956,576.39	3,358.33	234.73
			03/18/2020	1.877656	4,952,983.33	99.131528	IDC-FIS	0.00
85249	PW GOV FHLB DISC	313384NK1	09/27/2019	1.820000	543,000.00	542,319.44	109.81	0.00
			10/25/2019	1.822588	542,231.35	99.874667	IDC-FIS	-21.72
85250	PW GOV FHLB DISC	313384UL1	09/27/2019	1.840000	1,000,000.00	991,315.28	204.44	0.00
			03/18/2020	1.856414	991,157.78	99.131528	IDC-FIS	-46.94
			Subtotal	2.073473	50,467,000.00	50,164,554.84	289,690.59	25,144.84
				2.099971	49,849,814.47	99.400707		-95.06

Inv Type: 71 COMMERCIAL PAPER DISCOUNT

85113	CP EXXON MOBIL CORP	30229BXA0	06/24/2019	2.250000	30,000,000.00	29,984,250.00	185,625.00	1,125.00
			10/10/2019	2.265291	29,797,500.00	99.947500	IDC-FIS	0.00
85116	CP EXXON MOBIL CORP	30229BXH5	06/25/2019	2.240000	30,000,000.00	29,972,000.00	182,933.33	1,866.67
			10/17/2019	2.256003	29,787,200.00	99.906667	IDC-FIS	0.00
85120	CP MUFG BANK	62479MXQ1	06/26/2019	2.240000	30,000,000.00	29,959,750.00	181,066.67	2,683.33
			10/24/2019	2.256851	29,776,000.00	99.865833	IDC-FIS	0.00
85129	CP MUFG BANK	62479MX40	07/09/2019	2.310000	25,000,000.00	24,995,625.00	134,750.00	437.50
			10/04/2019	2.322968	24,860,437.50	99.982500	IDC-FIS	0.00
85131	CP TOYOTA MOTOR CRE	89233HXR0	07/11/2019	2.220000	30,000,000.00	29,958,000.00	151,700.00	2,400.00
			10/25/2019	2.234607	29,803,900.00	99.860000	IDC-FIS	0.00
85132	CP CREDIT SUISSE	2254EBXW6	07/11/2019	2.210000	30,000,000.00	29,949,250.00	151,016.74	2,658.36
			10/30/2019	2.225164	29,795,574.90	99.830833	IDC-FIS	0.00
85133	CP CREDIT SUISSE	2254EBXV8	07/11/2019	2.190000	30,000,000.00	29,951,000.00	149,650.07	2,100.03
			10/29/2019	2.204755	29,799,249.90	99.836667	IDC-FIS	0.00
85135	CP STANDARD CHARTER	85324UYC1	07/12/2019	2.240000	25,000,000.00	24,938,750.00	126,000.00	4,083.33
			11/12/2019	2.257276	24,808,666.67	99.755000	IDC-FIS	0.00
85137	CP CREDIT SUISSE	2254EBXU0	07/15/2019	2.220000	30,000,000.00	29,952,750.00	144,300.00	2,700.00
			10/28/2019	2.234468	29,805,750.00	99.842500	IDC-FIS	0.00
85138	CP CREDIT SUISSE	2254EBY70	07/15/2019	2.220100	30,000,000.00	29,935,250.00	144,300.68	3,700.32
			11/07/2019	2.235867	29,787,249.00	99.784167	IDC-FIS	0.00
85153	CP CREDIT AGRICOLE	22533UXJ7	07/24/2019	2.200000	30,000,000.00	29,970,250.00	126,500.11	1,416.69
			10/18/2019	2.211625	29,842,333.20	99.900833	IDC-FIS	0.00
85157	CP TOYOTA MOTOR CRE	89233HYD0	07/26/2019	2.160000	30,000,000.00	29,924,750.00	120,600.00	2,150.00
			11/13/2019	2.174351	29,802,000.00	99.749167	IDC-FIS	0.00
85159	CP SOCIETE GENERALE	83369CY65	08/01/2019	2.200000	30,000,000.00	29,937,000.00	111,833.33	3,000.00

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			11/06/2019	2.213119	29,822,166.67	99.790000	IDC-FIS	0.00
85179	HR CP TOYOTA MOTOR	89233HY40	08/06/2019	2.110000	2,501,000.00	2,496,039.68	8,208.84	23.62
			11/04/2019	2.121190	2,487,807.22	99.801667	IDC-FIS	0.00
85180	HR CP TOYOTA MOTOR	89233HY40	08/06/2019	2.110000	1,644,000.00	1,640,739.40	5,395.97	15.53
			11/04/2019	2.121189	1,635,327.90	99.801667	IDC-FIS	0.00
85181	HR CP TOYOTA MOTOR	89233HY40	08/06/2019	2.110000	7,801,000.00	7,785,528.02	25,604.61	73.68
			11/04/2019	2.121189	7,759,849.73	99.801667	IDC-FIS	0.00
85193	CP MUFG BANK LTD NY	62479MZB2	08/16/2019	2.040000	25,000,000.00	24,895,965.28	65,166.67	0.00
			12/11/2019	2.053615	24,834,250.00	99.583861	IDC-FIS	-3,451.39
85197	CP MUFG BANK LTD NY	62479MZ48	08/15/2019	2.060000	30,000,000.00	29,887,466.67	80,683.38	0.00
			12/04/2019	2.073169	29,809,449.90	99.624889	IDC-FIS	-2,666.61
85198	CP MUFG BANK LTD NY	62479MYS6	08/14/2019	2.120000	30,000,000.00	29,902,000.00	84,800.00	933.33
			11/26/2019	2.133064	29,816,266.67	99.673333	IDC-FIS	0.00
85202	CP TOYOTA MOTOR CRE	89233HZA5	08/19/2019	2.010000	30,000,000.00	29,876,916.67	72,025.00	0.00
			12/10/2019	2.022762	29,810,725.00	99.589722	IDC-FIS	-5,833.33
85204	CP MUFG LTD	62479MZD8	08/26/2019	2.050000	30,000,000.00	29,871,641.67	61,499.96	0.00
			12/13/2019	2.062802	29,813,791.80	99.572139	IDC-FIS	-3,650.09
85207	CP CREDIT SUISSE NY	2254EBZD6	08/27/2019	2.020000	30,000,000.00	29,871,641.67	58,916.67	0.00
			12/13/2019	2.032316	29,818,200.00	99.572139	IDC-FIS	-5,475.00
85220	CP CREDIT SUISSE	2254EBZD6	09/09/2019	2.030021	30,000,000.00	29,871,641.67	37,217.05	0.00
			12/13/2019	2.040954	29,839,290.00	99.572139	IDC-FIS	-4,865.38
85221	CP MUFG BANK LTD	62479MZD8	09/09/2019	2.080000	30,000,000.00	29,871,641.67	38,133.33	0.00
			12/13/2019	2.091480	29,835,333.33	99.572139	IDC-FIS	-1,824.99
85222	CP CREDIT AGRICOLE	22533UZA4	09/10/2019	2.070000	30,000,000.00	29,876,916.67	36,225.00	0.00
			12/10/2019	2.080888	29,843,025.00	99.589722	IDC-FIS	-2,333.33
85223	CP MUFG BANK LTD	62479MZC0	09/10/2019	2.080000	30,000,000.00	29,873,400.00	36,400.00	0.00
			12/12/2019	2.091237	29,838,800.00	99.578000	IDC-FIS	-1,800.00
85224	CP EXXON MOBIL CORP	30229BX28	09/12/2019	2.030000	30,000,000.00	29,998,250.00	32,141.66	0.00
			10/02/2019	2.032292	29,966,166.67	99.994167	IDC-FIS	-58.33
85226	CP NORDEA BANK ABP	65558KZB3	09/12/2019	2.025000	30,000,000.00	29,875,158.33	32,062.50	0.00
			12/11/2019	2.035304	29,848,125.00	99.583861	IDC-FIS	-5,029.17
85232	CP CREDIT SUISSE	2254EBZJ3	09/16/2019	2.060000	20,000,000.00	19,908,566.67	17,166.68	0.00
			12/18/2019	2.071023	19,893,566.60	99.542833	IDC-FIS	-2,166.61
85233	SO CP CHEVRON CORP	16677KXG3	09/16/2019	2.000000	3,400,000.00	3,397,025.00	2,833.34	0.00
			10/16/2019	2.003344	3,394,333.32	99.912500	IDC-FIS	-141.66
85234	SO CP CHEVRON CORP	16677KXG3	09/16/2019	2.000000	2,500,000.00	2,497,812.50	2,083.34	0.00
			10/16/2019	2.003345	2,495,833.32	99.912500	IDC-FIS	-104.16

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85235	SO CP CHEVRON CORP	16677KXG3	09/16/2019	2.000000	750,000.00	749,343.75	625.00	0.00
			10/16/2019	2.003339	748,750.00	99.912500	IDC-FIS	-31.25
85236	SO CP CHEVRON CORP	16677KXG3	09/16/2019	2.000000	10,900,000.00	10,890,462.50	9,083.35	0.00
			10/16/2019	2.003343	10,881,833.30	99.912500	IDC-FIS	-454.15
85241	CP TOYOTA MOTOR CRE	89233HZK3	09/23/2019	2.010000	30,000,000.00	29,861,091.67	13,400.00	0.00
			12/19/2019	2.019811	29,854,275.00	99.536972	IDC-FIS	-6,583.33
85242	CP TOYOTA MOTOR CRE	89233HZD9	09/23/2019	2.010000	30,000,000.00	29,871,641.67	13,400.00	0.00
			12/13/2019	2.019132	29,864,325.00	99.572139	IDC-FIS	-6,083.33
85243	CP TOYOTA MOTOR CRE	89233HZG2	09/23/2019	2.010000	30,000,000.00	29,866,366.67	13,400.00	0.00
			12/16/2019	2.019471	29,859,300.00	99.554556	IDC-FIS	-6,333.33
			Subtotal	2.121045	874,496,000.00	872,065,882.83	2,656,748.28	31,367.39
				2.133459	869,436,652.60	99.722112		-58,885.44

Inv Type: 72 NEGOTIABLE CERT OF DEPOSIT

84682	PW NCD MUFG UNION B	62478TQ28	11/02/2018	2.810000	1,610,000.00	1,611,053.77	41,847.93	1,053.77
			11/01/2019	2.810000	1,610,000.00	100.065452	IDC-FIS	0.00
85115	YCD NORDEA BANK	65558TJU0	06/25/2019	2.190000	30,000,000.00	30,001,974.34	178,850.00	1,974.34
			10/15/2019	2.190000	30,000,000.00	100.006581	IDC-FIS	0.00
85119	YCD NORDEA BANK	65558TJV8	06/26/2019	2.190000	30,000,000.00	30,002,765.30	177,025.00	2,765.30
			10/21/2019	2.190000	30,000,000.00	100.009218	IDC-FIS	0.00
85123	YCD NORDEA BANK	65558TJX4	06/28/2019	2.190000	30,000,000.00	30,003,296.40	173,375.00	3,296.40
			10/25/2019	2.190000	30,000,000.00	100.010988	IDC-FIS	0.00
85139	YCD SOCIETE GENERAL	83369Y5V4	07/15/2019	2.180000	25,000,000.00	25,003,756.94	118,083.33	3,756.94
			11/05/2019	2.180000	25,000,000.00	100.015028	IDC-FIS	0.00
85148	YCD STANDARD CHARTE	85325T5K7	07/25/2019	2.230000	30,000,000.00	30,009,379.30	126,366.67	9,379.30
			11/25/2019	2.230000	30,000,000.00	100.031264	IDC-FIS	0.00
85150	YCD TORONTO DOMINIO	89114M3C9	07/24/2019	2.200000	30,000,000.00	30,003,284.87	126,500.00	3,284.87
			10/23/2019	2.200000	30,000,000.00	100.010950	IDC-FIS	0.00
85155	YCD TORONTO DOMINIO	89114M3G0	07/26/2019	2.200000	30,000,000.00	30,008,136.98	122,833.33	8,136.98
			11/26/2019	2.200000	30,000,000.00	100.027123	IDC-FIS	0.00
85156	YCD TORONTO DOMINIO	89114M3F2	07/26/2019	2.200000	30,000,000.00	30,005,573.02	122,833.33	5,573.02
			11/08/2019	2.200000	30,000,000.00	100.018577	IDC-FIS	0.00
85160	PW YCD TORONTO DOMI	89114M4A2	08/02/2019	2.200000	4,350,000.00	4,350,666.64	15,950.00	666.64
			11/01/2019	2.200000	4,350,000.00	100.015325	IDC-FIS	0.00
85161	PW YCD TORONTO DOMI	89114M4A2	08/02/2019	2.200000	2,000,000.00	2,000,306.50	7,333.33	306.50
			11/01/2019	2.200000	2,000,000.00	100.015325	IDC-FIS	0.00

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85162	PW YCD TORONTO DOMI	89114M4A2	08/02/2019	2.200000	5,000,000.00	5,000,766.25	18,333.33	766.25
			11/01/2019	2.200000	5,000,000.00	100.015325	IDC-FIS	0.00
85163	PW YCD TORONTO DOMI	89114M4A2	08/02/2019	2.200000	5,000,000.00	5,000,766.25	18,333.33	766.25
			11/01/2019	2.200000	5,000,000.00	100.015325	IDC-FIS	0.00
85165	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	5,350,000.00	5,350,898.53	18,635.83	898.53
			11/04/2019	2.200000	5,350,000.00	100.016795	IDC-FIS	0.00
85166	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	5,380,000.00	5,380,903.57	18,740.33	903.57
			11/04/2019	2.200000	5,380,000.00	100.016795	IDC-FIS	0.00
85167	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	500,000.00	500,083.97	1,741.67	83.97
			11/04/2019	2.200000	500,000.00	100.016795	IDC-FIS	0.00
85168	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	400,000.00	400,067.18	1,393.33	67.18
			11/04/2019	2.200000	400,000.00	100.016795	IDC-FIS	0.00
85169	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	1,900,000.00	1,900,319.10	6,618.33	319.10
			11/04/2019	2.200000	1,900,000.00	100.016795	IDC-FIS	0.00
85170	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	2,350,000.00	2,350,394.68	8,185.83	394.68
			11/04/2019	2.200000	2,350,000.00	100.016795	IDC-FIS	0.00
85171	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	400,000.00	400,067.18	1,393.33	67.18
			11/04/2019	2.200000	400,000.00	100.016795	IDC-FIS	0.00
85172	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	3,370,000.00	3,370,565.99	11,738.83	565.99
			11/04/2019	2.200000	3,370,000.00	100.016795	IDC-FIS	0.00
85173	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	900,000.00	900,151.15	3,135.00	151.15
			11/04/2019	2.200000	900,000.00	100.016795	IDC-FIS	0.00
85174	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	2,600,000.00	2,600,436.67	9,056.67	436.67
			11/04/2019	2.200000	2,600,000.00	100.016795	IDC-FIS	0.00
85175	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	4,000,000.00	4,000,671.80	13,933.33	671.80
			11/04/2019	2.200000	4,000,000.00	100.016795	IDC-FIS	0.00
85176	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	21,500,000.00	21,503,610.91	74,891.67	3,610.91
			11/04/2019	2.200000	21,500,000.00	100.016795	IDC-FIS	0.00
85177	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	1,000,000.00	1,000,167.95	3,483.33	167.95
			11/04/2019	2.200000	1,000,000.00	100.016795	IDC-FIS	0.00
85178	PW YCD TORONTO DOMI	89114M4C8	08/05/2019	2.200000	400,000.00	400,067.18	1,393.33	67.18
			11/04/2019	2.200000	400,000.00	100.016795	IDC-FIS	0.00
85208	YCD CREDIT AGRICOLE	22535CHA2	08/28/2019	2.010000	30,000,000.00	29,999,157.32	56,950.00	0.00
			12/13/2019	2.010000	30,000,000.00	99.997191	IDC-FIS	-842.68
85225	YCD NORDEA BANK AB	65558TLW3	09/12/2019	2.040000	30,000,000.00	30,001,086.87	32,300.00	1,086.87
			12/12/2019	2.040000	30,000,000.00	100.003623	IDC-FIS	0.00
85229	YCD NORDEA BANK ABP	65558TLV5	09/11/2019	2.040000	30,000,000.00	30,001,094.67	34,000.00	1,094.67

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			12/13/2019	2.040000	30,000,000.00	100.003649	IDC-FIS	0.00
85245	YCD BANK OF MONTREA	06370R4F3	09/26/2019	2.070000	30,000,000.00	30,003,573.87	8,625.00	3,573.87
			12/26/2019	2.070000	30,000,000.00	100.011913	IDC-FIS	0.00
85246	YCD BANK OF MONTREA	06370R4F3	09/26/2019	2.070000	30,000,000.00	30,003,573.87	8,625.00	3,573.87
			12/26/2019	2.070000	30,000,000.00	100.011913	IDC-FIS	0.00
85247	YCD BANK OF MONTREA	06370R4M8	09/27/2019	2.070000	30,000,000.00	30,003,459.30	6,900.00	3,459.30
			12/23/2019	2.070000	30,000,000.00	100.011531	IDC-FIS	0.00
85248	YCD NORDEA BANK	65558TML6	09/27/2019	2.010000	30,000,000.00	29,999,271.18	6,700.00	0.00
			12/24/2019	2.010000	30,000,000.00	99.997571	IDC-FIS	-728.82
			Subtotal	2.137198	513,010,000.00	513,071,349.50	1,576,105.39	62,921.00
				2.137198	513,010,000.00	100.011959		-1,571.50

Inv Type: 75 CORPORATE NOTES

82975	CORP WELLS FARGO &	949746RS2	03/07/2016	2.500000	5,000,000.00	5,023,500.00	9,375.00	33,750.00
			03/04/2021	2.543964	4,989,750.00	100.470000	IDC-FIS	0.00
83592	CORP MICROSOFT CORP	594918BV5	02/06/2017	1.850000	10,000,000.00	9,995,200.00	28,263.89	0.00
			02/06/2020	1.850000	10,000,000.00	99.952000	IDC-FIS	-4,800.00
83732	CORP MICROSOFT CORP	594918BP8	05/04/2017	1.550000	8,549,000.00	8,513,179.69	19,508.34	124,131.48
			08/08/2021	2.010124	8,389,048.21	99.581000	IDC-FIS	0.00
83742	CORP APPLE INC	037833CS7	05/12/2017	1.800000	10,000,000.00	9,993,400.00	70,000.00	2,100.00
			05/11/2020	1.829955	9,991,300.00	99.934000	IDC-FIS	0.00
84184	CORP WELLS FARGO BA	94988J5L7	02/06/2018	2.400000	10,000,000.00	10,008,800.00	50,666.67	21,900.00
			01/15/2020	2.469417	9,986,900.00	100.088000	IDC-FIS	0.00
84189	CORP JOHNSON & JOHN	478160CH5	02/12/2018	1.950000	16,850,000.00	16,857,582.50	128,691.88	161,591.50
			11/10/2020	2.295016	16,695,991.00	100.045000	IDC-FIS	0.00
84370	CORP MICROSOFT CORP	594918BA1	04/26/2018	2.375000	10,000,000.00	10,137,300.00	32,326.39	388,600.00
			02/12/2022	3.081219	9,748,700.00	101.373000	IDC-FIS	0.00
84387	CORP MICROSOFT CORP	594918BG8	05/03/2018	2.000000	8,000,000.00	8,013,280.00	65,777.78	147,760.00
			11/03/2020	2.699874	7,865,520.00	100.166000	IDC-FIS	0.00
84499	CORP WALMART INC	931142DY6	06/22/2018	1.750000	15,000,000.00	14,998,500.00	125,416.67	163,155.00
			10/09/2019	2.615066	14,835,345.00	99.990000	IDC-FIS	0.00
84504	CORP WALMART INC	931142DY6	06/25/2018	1.750000	5,000,000.00	4,999,500.00	41,805.56	54,040.00
			10/09/2019	2.615073	4,945,460.00	99.990000	IDC-FIS	0.00
84508	CORP APPLE INC	037833BS8	06/26/2018	2.250000	20,000,000.00	20,091,000.00	47,500.00	411,600.00
			02/23/2021	2.880031	19,679,400.00	100.455000	IDC-FIS	0.00
84528	CORP TOYOTA MOTOR C	89236TDZ5	07/03/2018	2.000000	8,200,000.00	8,158,098.00	911.11	172,446.00

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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
			12/29/2020	3.100913	7,985,652.00	99.489000	IDC-FIS	0.00
84590	CORP JOHNSON AND JO	478160CD4	09/05/2018	2.250000	10,284,000.00	10,404,734.16	17,997.00	322,300.56
			03/03/2022	2.844617	10,082,433.60	101.174000	IDC-FIS	0.00
84596	CORP JOHNSON AND JO	478160CD4	09/07/2018	2.250000	10,000,000.00	10,117,400.00	17,500.00	320,900.00
			03/03/2022	2.867054	9,796,500.00	101.174000	IDC-FIS	0.00
84622	CORP APPLE INC	037833BS8	09/20/2018	2.250000	10,000,000.00	10,045,500.00	23,750.00	215,180.00
			02/23/2021	2.980040	9,830,320.00	100.455000	IDC-FIS	0.00
84646	CORP WALMART INC	931142DY6	10/09/2018	1.750000	20,000,000.00	19,998,000.00	167,222.22	187,900.00
			10/09/2019	2.718905	19,810,100.00	99.990000	IDC-FIS	0.00
84649	CORP EXXON MOBIL CO	30231GAV4	10/11/2018	2.222000	12,640,000.00	12,706,233.60	23,405.07	332,048.00
			03/01/2021	3.142000	12,374,185.60	100.524000	IDC-FIS	0.00
84677	CORP ORACLE CORP	68389XAX3	11/01/2018	2.250000	20,000,000.00	20,000,400.00	216,250.00	106,240.00
			10/08/2019	2.826041	19,894,160.00	100.002000	IDC-FIS	0.00
84761	CORP APPLE INC	037833AR1	12/06/2018	2.850000	15,000,000.00	15,234,600.00	172,187.50	331,860.00
			05/06/2021	3.130008	14,902,740.00	101.564000	IDC-FIS	0.00
84857	CORP WALMART INC	931142DY6	01/31/2019	1.750000	15,530,000.00	15,528,447.00	129,848.06	90,819.44
			10/09/2019	2.624925	15,437,627.56	99.990000	IDC-FIS	0.00
84865	CORP MICROSOFT CORP	594918BV5	02/06/2019	1.850000	15,074,000.00	15,066,764.48	42,604.99	97,981.00
			02/06/2020	2.561438	14,968,783.48	99.952000	IDC-FIS	0.00
84889	CORP MICROSOFT CORP	594918BW3	02/25/2019	2.400000	15,000,000.00	15,209,400.00	55,000.00	331,950.00
			02/06/2022	2.689934	14,877,450.00	101.396000	IDC-FIS	0.00
84957	CORP TOYOTA MOTOR C	89236TCF0	03/29/2019	2.150000	20,000,000.00	20,021,000.00	22,694.44	95,840.00
			03/12/2020	2.549412	19,925,160.00	100.105000	IDC-FIS	0.00
84961	CORP EXXON MOBIL CO	30231GAV4	04/03/2019	2.222000	14,000,000.00	14,073,360.00	25,923.33	141,820.00
			03/01/2021	2.485042	13,931,540.00	100.524000	IDC-FIS	0.00
84964	CORP ORACLE CORP	68389XBL8	04/02/2019	2.400000	20,000,000.00	20,247,000.00	21,333.33	541,200.00
			09/15/2023	2.753116	19,705,800.00	101.235000	IDC-FIS	0.00
85009	CORP CHEVRON CORP	166764AB6	04/18/2019	2.355000	10,000,000.00	10,136,000.00	75,883.33	253,000.00
			12/05/2022	2.695009	9,883,000.00	101.360000	IDC-FIS	0.00
85010	CORP WALMART INC	931142DU4	04/17/2019	2.350000	10,000,000.00	10,141,000.00	69,194.44	251,600.00
			12/15/2022	2.668610	9,889,400.00	101.410000	IDC-FIS	0.00
85013	CORP CHEVRON CORP	166764BG4	04/16/2019	2.100000	10,000,000.00	10,038,600.00	78,750.00	131,440.00
			05/16/2021	2.560006	9,907,160.00	100.386000	IDC-FIS	0.00
85014	CORP EXXON MOBIL CO	30231GAV4	04/16/2019	2.222000	7,984,000.00	8,025,836.16	14,783.71	87,584.48
			03/01/2021	2.536136	7,938,251.68	100.524000	IDC-FIS	0.00
85015	CORP CHEVRON CORP	166764BN9	04/16/2019	2.498000	7,500,000.00	7,612,050.00	14,571.67	135,300.00
			03/03/2022	2.609881	7,476,750.00	101.494000	IDC-FIS	0.00

Inventory by Market Value

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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
85026	CORP CITIBANK NA	17325FAJ7	04/25/2019	2.125000	5,680,000.00	5,685,225.60	53,979.72	52,483.20
			10/20/2020	2.699794	5,634,418.79	100.092000	IDC-FIS	0.00
85027	CORP ORACLE CORP	68389XAP0	04/25/2019	2.500000	10,000,000.00	10,148,700.00	115,277.77	227,400.00
			10/15/2022	2.739017	9,928,244.44	101.487000	IDC-FIS	0.00
			Subtotal	2.151582	385,291,000.00	387,229,591.19	1,978,399.87	5,935,920.66
				2.660392	381,307,091.36	100.503150		-4,800.00
Inv Type: 99 MONEY MARKET ACCOUNTS								
83381	AUHSD MM DREYFUS TR	X9USDDRE0	08/08/2016	.000000	0.00	0.00	0.00	0.00
			10/01/2019	.000000	0.00	.000000	BOOK	0.00
			Subtotal	.000000	0.00	0.00	0.00	0.00
				.000000	0.00	.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	3,362.36	32.46	0.00
			05/24/2020	.400000	3,397.22	98.973924	IDC-FIS	-34.86
			Subtotal	.400000	3,397.22	3,362.36	32.46	0.00
				.400000	3,397.22	98.973867		-34.86
Grand Total			Count 232	2.144570	2,411,254,397.22	2,412,791,455.92	10,004,844.24	10,122,749.68
				2.252599	2,398,619,849.87	100.063745		-306,062.47

Inventory by Market Value

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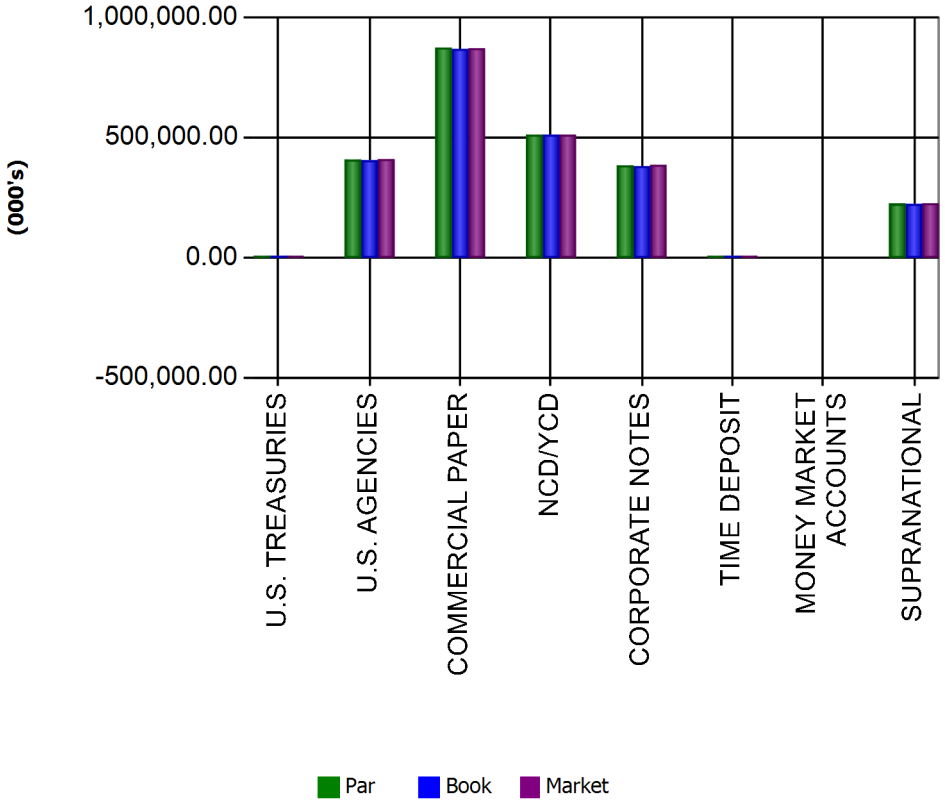
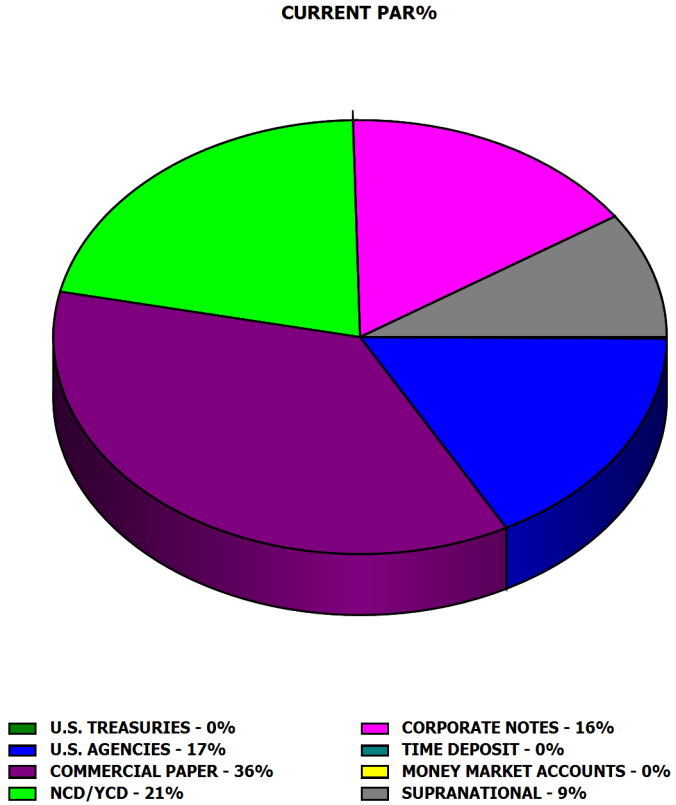
Contra Costa County

Assets (000's)	Current Par	Current Book	Market	MKT/Book	Un Gain/Loss	Yield
U.S. TREASURIES	2,670.00	2,625.77	2,629.17	100.13 %	1.22	1.76 %
U.S. AGENCIES	409,384.00	406,850.32	410,762.61	100.96 %	2,436.83	2.19 %
COMMERCIAL PAPER	874,496.00	869,436.65	872,065.88	100.30 %	-27.52	2.13 %
NCD/YCD	513,010.00	513,010.00	513,071.35	100.01 %	61.35	2.14 %
CORPORATE NOTES	385,291.00	381,307.09	387,229.59	101.55 %	5,931.12	2.66 %
TIME DEPOSIT	3.40	3.40	3.36	98.97 %	-0.03	0.40 %
MONEY MARKET ACCOUNTS	0.00	0.00	0.00	0.00 %	0.00	0.00 %
SUPRANATIONAL	226,400.00	225,386.62	227,029.48	100.73 %	1,413.72	2.39 %
Totals(000's)	2,411,254.40	2,398,619.85	2,412,791.46	100.59 %	9,816.69	2.25 %

Asset Allocation





601 Riverside Avenue, Jacksonville, FL 32204
Tel. 877.482.8786 | Fax. 904.357.1105 | fisglobal.com

October 17, 2019

Ms Belinda Zhu
Assistant County Treasurer
Contra Costa County
625 Court Street, Room 100
Martinez, CA 94533

Via email

Dear Belinda:

Per your request, I am confirming for you the source of the FIS/APS 2 market pricing data for September 30, 2019.

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 GNMAs) 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.

Sincerely,

Karen Tanaka
FIS/APS2

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SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B.1. PFM

Inventory by Market Value

As Of Date: 09/30/2019

Date Basis: Settlement

Run: 10/03/2019 10:36:20 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
Inv Type: 1 SUPRANATIONALS								
83896	CCCSIG SUPRA INTL B	45905UP32	09/19/2017	1.562000	800,000.00	798,240.00	671.35	160.00
			09/12/2020	1.644801	798,080.00	99.780000	IDC-FIS	0.00
83919	CCCCD SUPRA INTL AM	4581X0CD8	10/10/2017	2.125000	100,000.00	100,309.00	838.19	0.00
			11/09/2020	1.814044	100,354.80	100.309000	IDC-FIS	-45.80
84157	CCCCD SUPRA INTL FI	45950KCM0	01/25/2018	2.250000	90,000.00	90,513.90	371.25	778.50
			01/25/2021	2.352073	89,735.40	100.571000	IDC-FIS	0.00
84266	CCCSIG SUP IFC	45950VLQ7	03/16/2018	2.636000	850,000.00	856,307.00	1,379.75	6,944.50
			03/09/2021	2.662227	849,362.50	100.742000	IDC-FIS	0.00
84267	CCCCD SUP IFC	45950VLQ7	03/16/2018	2.636000	170,000.00	171,261.40	275.21	1,388.90
			03/09/2021	2.662227	169,872.50	100.742000	IDC-FIS	0.00
84365	CCCSIG SUPRA IADB	4581X0DB1	04/19/2018	2.625000	975,000.00	987,616.50	11,517.19	14,761.50
			04/19/2021	2.701839	972,855.00	101.294000	IDC-FIS	0.00
84546	CCCCD SUPRA IBRD	459058GH0	07/25/2018	2.750000	725,000.00	738,419.75	3,765.97	15,116.25
			07/23/2021	2.834778	723,303.50	101.851000	IDC-FIS	0.00
84548	CCCCD SUPRA IBRD	459058GH0	07/25/2018	2.750000	160,000.00	162,961.60	831.11	3,336.00
			07/23/2021	2.832094	159,625.60	101.851000	IDC-FIS	0.00
			Subtotal	2.415171	3,870,000.00	3,905,629.15	19,650.02	42,485.65
				2.472104	3,863,189.30	100.920650		-45.80
Inv Type: 12 TREASURY NOTES								
83343	CCCCD GOV US TREASU	912828VF4	09/28/2016	1.375000	1,790,000.00	1,783,914.00	8,271.41	0.00
			05/31/2020	1.001277	1,814,053.13	99.660000	IDC-FIS	-30,139.13
83469	CCCCD GOV US TREAS	912828D72	12/05/2016	2.000000	50,000.00	50,308.50	85.16	234.53
			08/31/2021	1.921700	50,073.97	100.617000	IDC-FIS	0.00
83479	CCCCD GOV US TREASU	912828K58	12/09/2016	1.375000	5,000,000.00	4,985,350.00	28,770.38	6,053.12
			04/30/2020	1.500519	4,979,296.88	99.707000	IDC-FIS	0.00
83480	CCCCD GOV US TREASU	912828G95	12/09/2016	1.625000	3,275,000.00	3,272,183.50	13,449.30	0.00
			12/31/2019	1.391995	3,297,771.48	99.914000	IDC-FIS	-25,587.98
83641	CCCCD GOV US TREASU	912828J43	03/17/2017	1.750000	90,000.00	90,284.40	134.13	1,587.87
			02/28/2022	2.144211	88,696.53	100.316000	IDC-FIS	0.00
83820	CCCCD GOV US TREASU	912828V72	07/12/2017	1.875000	220,000.00	221,221.00	694.97	1,538.97
			01/31/2022	1.908201	219,682.03	100.555000	IDC-FIS	0.00
84046	CCCCD GOV US TREASU	912828W89	12/06/2017	1.875000	390,000.00	392,652.00	20.00	5,488.91
			03/31/2022	2.130845	387,163.09	100.680000	IDC-FIS	0.00

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84121	CCCCD GOV US TREASU	912828W89	01/04/2018	1.875000	220,000.00	221,496.00	11.27	4,185.84
			03/31/2022	2.178392	217,310.16	100.680000	IDC-FIS	0.00
84391	CCCCD GOV US TREASU	9128283C2	05/04/2018	2.000000	230,000.00	232,831.30	1,925.00	10,503.96
			10/31/2022	2.795864	222,327.34	101.231000	IDC-FIS	0.00
84423	CCCSIG GOV US TREAS	912828WN6	05/22/2018	2.000000	820,000.00	823,813.00	5,511.48	21,430.19
			05/31/2021	2.744936	802,382.81	100.465000	IDC-FIS	0.00
84473	CCCSIG GOV US TREAS	912828WR7	06/06/2018	2.125000	1,780,000.00	1,793,207.60	9,559.04	40,255.26
			06/30/2021	2.643910	1,752,952.34	100.742000	IDC-FIS	0.00
84474	CCCCD GOV US TREASU	912828L57	06/06/2018	1.750000	105,000.00	105,520.80	-1.13	3,556.70
			09/30/2022	2.759560	101,964.10	100.496000	IDC-FIS	0.00
84519	CCCCD GOV US TREASU	912828P79	07/05/2018	1.500000	195,000.00	194,489.10	249.11	10,000.82
			02/28/2023	2.741166	184,488.28	99.738000	IDC-FIS	0.00
84531	CCCSIG GOV US TREAS	912828WY2	07/06/2018	2.250000	1,300,000.00	1,313,156.00	4,927.99	28,999.75
			07/31/2021	2.665911	1,284,156.25	101.012000	IDC-FIS	0.00
84561	CCCCD US TREASURY N	912828W89	08/03/2018	1.875000	115,000.00	115,782.00	5.88	4,555.44
			03/31/2022	2.824938	111,226.56	100.680000	IDC-FIS	0.00
84580	CCCSIG GOV US TREAS	9128283X6	08/30/2018	2.250000	985,000.00	991,422.20	2,830.54	12,213.35
			02/15/2021	2.679261	979,208.85	100.652000	IDC-FIS	0.00
84586	CCCCD GOV US TREASU	912828W89	09/06/2018	1.875000	280,000.00	281,904.00	14.34	10,161.81
			03/31/2022	2.748783	271,742.19	100.680000	IDC-FIS	0.00
84591	CCCSIG GOV US TREAS	9128284W7	09/07/2018	2.750000	450,000.00	458,806.50	1,580.50	8,437.36
			08/15/2021	2.720393	450,369.14	101.957000	IDC-FIS	0.00
84621	CCCSIG GOV US TREAS	9128285A4	09/20/2018	2.750000	1,135,000.00	1,159,254.95	1,371.98	28,865.89
			09/15/2021	2.892892	1,130,389.06	102.137000	IDC-FIS	0.00
84626	CCCSIG GOV US TREAS	9128285A4	09/21/2018	2.750000	2,000,000.00	2,042,740.00	2,417.58	50,786.87
			09/15/2021	2.891621	1,991,953.13	102.137000	IDC-FIS	0.00
84644	CCCCD GOV US TREASU	912828P38	10/04/2018	1.750000	100,000.00	100,527.00	294.84	5,300.44
			01/31/2023	2.933296	95,226.56	100.527000	IDC-FIS	0.00
84690	CCCSIG GOV US TREAS	9128285F3	11/07/2018	2.875000	200,000.00	204,882.00	2,655.05	5,452.31
			10/15/2021	2.976704	199,429.69	102.441000	IDC-FIS	0.00
84774	CCCSIG GOV US TREAS	9128285L0	12/11/2018	2.875000	2,050,000.00	2,102,049.50	22,261.71	43,807.14
			11/15/2021	2.726485	2,058,242.36	102.539000	IDC-FIS	0.00
84832	CCCSIG GOV US TREAS	912828V72	01/09/2019	1.875000	5,150,000.00	5,178,582.50	16,268.68	121,523.91
			01/31/2022	2.491027	5,057,058.59	100.555000	IDC-FIS	0.00
84860	CCCCD GOV US TREASU	912828P38	01/31/2019	1.750000	160,000.00	160,843.20	471.74	5,718.20
			01/31/2023	2.556177	155,125.00	100.527000	IDC-FIS	0.00
84864	CCCSIG GOV US TREAS	9128285V8	01/31/2019	2.500000	3,350,000.00	3,414,923.00	17,751.36	69,633.94

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			01/15/2022	2.549468	3,345,289.06	101.938000	IDC-FIS	0.00
84871	CCCSIG GOV US TREAS	9128285V8	02/11/2019	2.500000	1,725,000.00	1,758,430.50	9,140.63	31,611.16
			01/15/2022	2.462067	1,726,819.34	101.938000	IDC-FIS	0.00
84874	CCCSIG US TREASURY	912828V72	02/13/2019	1.875000	435,000.00	437,414.25	1,374.14	9,992.77
			01/31/2022	2.488218	427,421.48	100.555000	IDC-FIS	0.00
84875	CCCCD GOV US TREASU	912828S92	02/12/2019	1.250000	165,000.00	163,008.45	347.58	6,264.90
			07/31/2023	2.439129	156,743.55	98.793000	IDC-FIS	0.00
84876	CCCCD GOV US TREASU	912828Q29	02/12/2019	1.500000	165,000.00	164,620.50	6.76	5,698.43
			03/31/2023	2.443063	158,922.07	99.770000	IDC-FIS	0.00
84906	CCCSIG GOV US TREAS	9128286C9	03/06/2019	2.500000	225,000.00	229,545.00	718.41	4,761.54
			02/15/2022	2.539871	224,783.46	102.020000	IDC-FIS	0.00
84927	CCCSIG GOV US TREAS	912828W55	03/18/2019	1.875000	325,000.00	326,904.50	518.96	7,020.71
			02/28/2022	2.430857	319,883.79	100.586000	IDC-FIS	0.00
85056	CCCCD GOV US TREASU	9128285D8	05/03/2019	2.875000	230,000.00	241,552.90	18.07	5,506.42
			09/30/2023	2.245234	236,046.48	105.023000	IDC-FIS	0.00
85089	CCCSIG GOV US TREAS	9128282P4	06/05/2019	1.875000	3,800,000.00	3,828,348.00	12,004.08	24,785.50
			07/31/2022	1.843971	3,803,562.50	100.746000	IDC-FIS	0.00
85090	CCCSIG GOV US TREAS	9128282P4	06/05/2019	1.875000	1,775,000.00	1,788,241.50	5,607.16	12,825.48
			07/31/2022	1.867010	1,775,416.02	100.746000	IDC-FIS	0.00
85091	CCCCD GOV US TREASU	912828X70	06/05/2019	2.000000	140,000.00	142,662.80	1,171.74	2,041.53
			04/30/2024	1.902590	140,895.18	101.902000	IDC-FIS	0.00
85126	CCCSIG GOV US TREAS	9128282P4	07/03/2019	1.875000	1,750,000.00	1,763,055.00	5,528.19	7,449.53
			07/31/2022	1.767416	1,755,605.47	100.746000	IDC-FIS	0.00
85127	CCCCD GOV US TREASU	9128282D1	07/03/2019	1.375000	290,000.00	287,891.70	339.59	2,219.04
			08/31/2023	1.748274	285,672.66	99.273000	IDC-FIS	0.00
85128	CCCCD GOV US TREASU	912828XX3	07/03/2019	2.000000	280,000.00	285,434.80	1,415.22	2,547.30
			06/30/2024	1.783149	282,933.15	101.941000	IDC-FIS	0.00
85130	CCCSIG GOV US TREAS	912828XR6	07/09/2019	1.750000	2,250,000.00	2,258,437.50	13,232.59	13,183.59
			05/31/2022	1.824938	2,249,449.61	100.375000	IDC-FIS	0.00
85164	CCCSIG GOV US TREAS	912828D72	08/05/2019	2.000000	1,100,000.00	1,106,787.00	1,873.63	814.34
			08/31/2021	1.731657	1,105,972.66	100.617000	IDC-FIS	0.00
85185	CCCCD GOV US TREASU	9128282N9	08/06/2019	2.125000	153,000.00	156,903.03	547.77	1,458.62
			07/31/2024	1.788463	155,497.42	102.551000	IDC-FIS	0.00
85213	CCCSIG GOV US TREAS	912828D56	09/05/2019	2.375000	115,000.00	119,286.05	348.83	0.00
			08/15/2024	1.340843	120,825.00	103.727000	IDC-FIS	-1,383.09
			Subtotal	1.998776	46,363,000.00	46,750,667.53	195,725.66	638,473.44
				2.135976	46,174,028.42	100.836157		-57,110.20

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Inv Type: 22 FEDERAL HOME LOAN BANKS								
84688	CCCSIG GOV FHLB	3130AF5B9	11/06/2018	3.000000	1,075,000.00	1,103,498.25	15,139.58	29,680.75
			10/12/2021	3.039012	1,073,817.50	102.651000	IDC-FIS	0.00
84861	CCCCD GOV FHLB NOTE	3130A0F70	01/31/2019	3.375000	100,000.00	106,992.00	1,059.39	4,044.61
			12/08/2023	2.722000	102,947.39	106.992000	IDC-FIS	0.00
84908	CCCCD GOV US TREASU	912828WE6	03/08/2019	2.750000	275,000.00	287,848.00	2,843.83	10,065.77
			11/15/2023	2.519294	277,782.23	104.672000	IDC-FIS	0.00
			Subtotal	2.978797	1,450,000.00	1,498,338.25	19,042.80	43,791.13
				2.917322	1,454,547.12	103.333672		0.00
Inv Type: 23 FEDERAL NATIONAL MORTGAGE ASSO								
83812	CCCCD GOV FNMA NOTE	3135G0S38	06/29/2017	2.000000	300,000.00	302,148.00	1,433.33	231.00
			01/05/2022	1.851838	301,917.00	100.716000	IDC-FIS	0.00
84766	CCCCD GOV FNMA NOTE	3135G0U43	12/06/2018	2.875000	340,000.00	356,316.60	515.90	17,003.40
			09/12/2023	2.920145	339,313.20	104.799000	IDC-FIS	0.00
84833	CCCCD GOV FNMA NOTE	3135G0U92	01/11/2019	2.625000	150,000.00	153,204.00	875.00	3,312.00
			01/11/2022	2.650125	149,892.00	102.136000	IDC-FIS	0.00
84834	CCCSIG GOV FNMA NOT	3135G0U92	01/11/2019	2.625000	850,000.00	868,156.00	4,958.33	18,768.00
			01/11/2022	2.650125	849,388.00	102.136000	IDC-FIS	0.00
84859	CCCSIG GOV FNMA NOT	3135G0U92	01/31/2019	2.625000	1,000,000.00	1,021,360.00	5,833.33	21,100.00
			01/11/2022	2.615469	1,000,260.00	102.136000	IDC-FIS	0.00
84868	CCCCD GOV FNMA NOTE	3135G0V34	02/08/2019	2.500000	75,000.00	77,827.50	291.67	3,106.50
			02/05/2024	2.579933	74,721.00	103.770000	IDC-FIS	0.00
84877	CCCCD GOV FNMA NOTE	3130AFW94	02/15/2019	2.500000	300,000.00	311,367.00	1,000.00	12,429.00
			02/13/2024	2.576010	298,938.00	103.789000	IDC-FIS	0.00
			Subtotal	2.575048	3,015,000.00	3,090,379.10	14,907.56	75,949.90
				2.579976	3,014,429.20	102.500136		0.00
Inv Type: 26 AGENCY MBS FXD-M 30/360								
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	70,573.25	71,977.04	209.37	0.00
			09/25/2021	2.944966	71,977.04	101.989125	BOOK	0.00
84856	CCCSIG MBS FHMS KP0	3137FKK39	12/17/2018	3.203000	190,764.68	190,764.10	509.18	0.00

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			07/25/2023	3.203060	190,764.10	99.999696	BOOK	0.00
84985	CCCCD MBS FHMS K720	3137BLUR7	04/05/2019	2.716000	100,000.00	100,250.00	226.34	0.00
			06/25/2022	2.634991	100,250.00	100.250000	BOOK	0.00
85065	CCCCD MBS FHMS K718	3137BHXY8	05/21/2019	2.791000	100,000.00	100,625.00	232.59	0.00
			01/25/2022	2.549287	100,625.00	100.625000	BOOK	0.00
85080	CCCSIG ABS FHMS K01	3137ASNJ9	06/03/2019	2.272000	350,000.00	348,728.52	662.67	0.00
			03/25/2022	2.405785	348,728.52	99.636720	BOOK	0.00
85199	CCCSIG MBS FHMS K02	3137B1BS0	08/15/2019	2.510000	500,000.00	509,218.75	1,045.83	0.00
			11/25/2022	1.929072	509,218.75	101.843750	BOOK	0.00
85217	CCCSIG MBS FNA 2013	3136AEGQ4	09/09/2019	2.280000	269,698.22	273,231.54	512.43	0.00
			12/27/2022	1.870309	273,368.19	101.310101	BOOK	0.00
85218	CCCSIG MBS FHMS K02	3137AWQH1	09/09/2019	2.307000	375,000.00	380,537.11	720.94	0.00
			08/25/2022	1.794607	380,729.36	101.476563	BOOK	0.00
85219	CCCCD MBS FHMS K023	3137AWQH1	09/09/2019	2.307000	100,000.00	101,476.56	192.25	0.00
			08/25/2022	1.794608	101,527.83	101.476560	BOOK	0.00
85231	CCCSIG MBS FNA 2013	3136ABPW7	09/13/2019	2.365000	321,260.64	323,732.84	633.11	0.00
			08/25/2022	2.095519	323,986.06	100.769531	BOOK	0.00
			Subtotal	2.519771	2,477,296.79	2,501,393.02	5,202.21	0.00
				2.202756	2,502,026.41	100.972682		0.00

Inv Type: 49 CORP ABS FXD-M 30/360

83825	CCCSIG ABS JOHN DEE	47788BAD6	07/18/2017	1.820000	147,131.26	147,120.50	119.01	0.00
			10/15/2021	1.823435	147,120.50	99.992687	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	2.293406	337,131.26	337,106.84	343.63	0.00
				2.296867	337,106.84	99.992757		0.00

Inv Type: 50 AUTO ABS FXD-M 30/360

83091	CCCSIG ABS CORP NIS	65478VAD9	04/27/2016	1.320000	24,574.88	24,571.07	14.41	0.00
			01/15/2021	1.326574	24,571.07	99.984496	BOOK	0.00
83281	CCCSIG ABS TOYOTA A	89237WAD9	08/10/2016	1.140000	8,591.49	8,591.26	4.35	0.00
			08/17/2020	1.141339	8,591.26	99.997323	BOOK	0.00
83333	CCCSIG ABS HYUNDAI	44891EAC3	09/21/2016	1.290000	110,944.97	110,930.04	63.61	0.00
			04/15/2021	1.295868	110,930.04	99.986543	BOOK	0.00

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83658	CCCSIG ABS ALLY AUT	02007HAC5	03/29/2017	1.780000	29,045.40	29,043.42	22.98	0.00
			08/16/2021	1.785395	29,043.42	99.993183	BOOK	0.00
83659	CCCSIG ABS HYUNDAI	44931PAD8	03/29/2017	1.760000	179,972.12	179,957.56	140.78	0.00
			08/16/2021	1.763698	179,957.56	99.991910	BOOK	0.00
83855	CCCSIG ABS NAROT 20	65478GAD2	08/23/2017	1.750000	393,086.35	393,064.38	305.73	0.00
			10/15/2021	1.752684	393,064.38	99.994411	BOOK	0.00
83939	CCCSIG ABS CARMAX 2	14314RAH5	10/25/2017	1.800000	2,592.97	2,592.78	2.07	0.00
			04/15/2021	1.804194	2,592.78	99.992672	BOOK	0.00
83973	CCCSIG ABS TAOT 201	89238KAD4	11/15/2017	1.930000	225,000.00	224,979.26	193.12	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	101,350.57	101,338.85	105.88	0.00
			06/15/2022	2.355239	101,338.85	99.988436	BOOK	0.00
84176	CCCSIG ABS ALLYA 20	02007MAE0	01/31/2018	2.350000	244,162.75	244,134.53	255.10	0.00
			06/15/2022	2.355236	244,134.53	99.988442	BOOK	0.00
84177	CCCCD ABS TAOT 2018	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	146.67	0.00
			01/17/2023	3.003013	109,992.48	99.993164	BOOK	0.00
84535	CCCSIG ABS GMCAR 20	36255JAD6	07/18/2018	3.020000	250,000.00	249,941.70	314.58	0.00
			05/16/2023	3.029757	249,941.70	99.976680	BOOK	0.00
84540	CCCSIG ABS CARMX 20	14313FAD1	07/25/2018	3.130000	200,000.00	199,972.74	278.22	0.00
			06/15/2023	3.135636	199,972.74	99.986370	BOOK	0.00
84541	CCCSIG ABS MBART 20	58772RAD6	07/25/2018	3.030000	410,000.00	409,984.26	552.13	0.00
			01/17/2023	3.031706	409,984.26	99.996161	BOOK	0.00
84542	CCCCD ABS NAROT 201	65479GAD1	07/25/2018	3.060000	65,000.00	64,997.89	88.40	0.00
			03/15/2023	3.061387	64,997.89	99.996754	BOOK	0.00
84544	CCCCD ABS MBART 201	58772RAD6	07/25/2018	3.030000	70,000.00	69,997.31	94.27	0.00
			01/17/2023	3.031708	69,997.31	99.996157	BOOK	0.00
84628	CCCSIG ABS FORDL 20	34531LAD2	09/21/2018	3.190000	240,000.00	239,979.72	340.27	0.00
			12/15/2021	3.195186	239,979.72	99.991550	BOOK	0.00
84632	CCCSIG ABS GMALT 20	36256GAD1	09/26/2018	3.180000	175,000.00	174,986.18	170.04	0.00

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			06/21/2021	3.185694	174,986.18	99.992103	BOOK	0.00
84654	CCCSIG ABS BMWLT 20	05586CAC8	10/17/2018	3.260000	150,000.00	149,979.15	149.42	0.00
			07/20/2021	3.270188	149,979.15	99.986100	BOOK	0.00
84698	CCCSIG ABS MBALT 20	58769LAC6	11/20/2018	3.210000	500,000.00	499,988.80	713.33	0.00
			09/15/2021	3.211543	499,988.80	99.997760	BOOK	0.00
84837	CCCSIG ABS GMCAR 20	36256XAD4	01/16/2019	2.970000	225,000.00	224,975.09	222.76	0.00
			11/16/2023	2.974624	224,975.09	99.988929	BOOK	0.00
84855	CCCSIG ABS MBALT 20	58772TAC4	01/30/2019	3.100000	155,000.00	154,995.46	213.56	0.00
			11/15/2021	3.102041	154,995.46	99.997071	BOOK	0.00
84872	CCCSIG ABS NAROT 20	65479KAD2	02/13/2019	2.900000	550,000.00	549,916.68	708.89	0.00
			10/16/2023	2.906625	549,916.68	99.984851	BOOK	0.00
84873	CCCSIG ABS ALLYA 20	02004WAC5	02/13/2019	2.910000	325,000.00	324,960.74	420.33	0.00
			09/15/2023	2.915375	324,960.74	99.987920	BOOK	0.00
84885	CCCSIG ABS GMALT 20	36256UAD0	02/21/2019	2.980000	225,000.00	224,964.68	204.88	0.00
			12/20/2021	2.990955	224,964.68	99.984302	BOOK	0.00
84890	CCCSIG ABS FORDL 20	34532FAD4	02/25/2019	2.900000	265,000.00	264,979.28	341.56	0.00
			05/15/2020	2.912229	264,979.28	99.992181	BOOK	0.00
84897	CCCCD ABS HARROT 20	43814WAC9	02/27/2019	2.830000	100,000.00	99,997.32	102.19	0.00
			03/20/2023	2.831301	99,997.32	99.997320	BOOK	0.00
84994	CCCCD ABS HART 2019	44932NAD2	04/10/2019	2.660000	50,000.00	49,993.42	59.11	0.00
			06/15/2023	2.666383	49,993.42	99.986840	BOOK	0.00
84995	CCCSIG ABS HART 201	44932NAD2	04/10/2019	2.660000	175,000.00	174,976.97	206.90	0.00
			06/15/2023	2.666383	174,976.97	99.986840	BOOK	0.00
85007	CCCSIG ABS NALT 201	65479PAD1	04/15/2019	2.760000	75,000.00	74,994.56	92.00	0.00
			03/15/2022	2.764911	74,994.56	99.992747	BOOK	0.00
85059	CCCSIG ABS FITAT 20	31680YAD9	05/08/2019	2.640000	150,000.00	149,967.03	176.00	0.00
			12/15/2023	2.649699	149,967.03	99.978020	BOOK	0.00
85074	CCCCD ABS HAROT 201	43815MAC0	05/29/2019	2.520000	100,000.00	99,996.27	70.00	0.00
			06/21/2023	2.521823	99,996.27	99.996270	BOOK	0.00
85079	CCCCD ABS NAROT 201	65479HAC1	05/28/2019	2.500000	100,000.00	99,977.39	111.11	0.00
			11/15/2023	2.510204	99,977.39	99.977390	BOOK	0.00
85088	CCCCD ABS COPAR 201	14042WAC4	05/30/2019	2.510000	100,000.00	99,979.74	111.56	0.00
			11/15/2023	2.519163	99,979.74	99.979740	BOOK	0.00
85149	CCCSIG ABS NALT 201	65478LAD1	07/24/2019	2.270000	220,000.00	219,987.50	221.96	0.00
			07/15/2022	2.273769	219,987.50	99.994318	BOOK	0.00
85200	CCCSIG ABS TAOT 201	89238UAD2	08/14/2019	1.910000	275,000.00	274,997.75	218.85	0.00
			09/15/2023	1.910409	274,997.75	99.999182	BOOK	0.00

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85203	CCCSIG ABS GMALT 20	38013TAD3	08/14/2019	2.030000	175,000.00	174,980.70	108.55	0.00
			06/20/2022	2.116569	174,980.70	99.988971	BOOK	0.00
			Subtotal	2.680728	7,309,321.50	7,308,605.36	8,245.77	0.00
				2.688417	7,308,605.36	99.990202		0.00
Inv Type: 53 CREDIT ABS FXD-SA 30/360								
84172	CCCSIG ABS CCCIT 20	17305EGK5	01/31/2018	2.490000	350,000.00	349,951.56	1,718.79	0.00
			01/20/2023	2.495080	349,951.56	99.986160	BOOK	0.00
85214	CCCSIG ABS COMET 20	14041NFU0	09/05/2019	1.720000	825,000.00	824,792.27	1,024.83	0.00
			08/15/2024	1.760138	824,792.27	99.974821	BOOK	0.00
			Subtotal	1.949380	1,175,000.00	1,174,743.83	2,743.62	0.00
				1.979074	1,174,743.83	99.978198		0.00
Inv Type: 72 NEGOTIABLE CERT OF DEPOSIT								
83976	CCCSIG YCD SWEDBANK	87019U6D6	11/17/2017	2.270000	800,000.00	800,000.00	6,961.33	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	1,957.88	0.00
			11/16/2020	2.270000	225,000.00	100.000000	BOOK	0.00
84188	CCCCD CREDIT SUISSE	22549LFR1	02/08/2018	2.670000	110,000.00	110,220.94	4,895.00	220.94
			02/07/2020	2.670000	110,000.00	100.200851	IDC-FIS	0.00
84192	CCCSIG CREDIT SUISS	22549LFR1	02/08/2018	2.670000	755,000.00	756,516.42	33,597.50	1,516.42
			02/07/2020	2.670000	755,000.00	100.200851	IDC-FIS	0.00
84246	CCCSIG YCD UBS AG S	90275DHG8	03/06/2018	2.900000	1,200,000.00	1,204,456.27	2,706.67	4,456.27
			03/02/2020	2.900000	1,200,000.00	100.371356	IDC-FIS	0.00
84328	CCCSIG YCD CANADIAN	13606BVF0	04/10/2018	2.983999	800,000.00	804,355.58	5,503.82	4,355.58
			04/10/2020	2.983999	800,000.00	100.544447	IDC-FIS	0.00
84965	CCCSIG YCD CREDIT A	22535CDV0	04/04/2019	2.830000	800,000.00	800,000.00	11,320.00	0.00
			04/01/2022	2.830000	800,000.00	100.000000	BOOK	0.00
			Subtotal	2.722281	4,690,000.00	4,700,549.21	66,942.20	10,549.21
				2.722281	4,690,000.00	100.224930		0.00
Inv Type: 74 CERT OF DEPOSIT MEDIUM TERM								
84559	CCCCD YCD BANK OF M	06370REU9	08/03/2018	3.190000	175,000.00	172,149.59	883.90	0.00
			08/03/2020	3.190000	175,000.00	98.371194	IDC-FIS	-2,850.41

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84560	CCCSIG YCD BANK OF	06370REU9	08/03/2018	3.190000	775,000.00	762,376.76	3,914.40	0.00
			08/03/2020	3.190000	775,000.00	98.371194	IDC-FIS	-12,623.24
84655	CCCSIG YCD SUMITOMO	86565BPC9	10/18/2018	3.390000	750,000.00	748,980.00	11,865.00	0.00
			10/16/2020	3.476115	748,980.00	99.864000	BOOK	0.00
84656	CCCCD YCD SUMITOMO	86565BPC9	10/18/2018	3.390000	110,000.00	109,850.40	1,740.20	0.00
			10/16/2020	3.476115	109,850.40	99.864000	BOOK	0.00
84893	CCCSIG YCD MUFG BAN	55379WZT6	02/28/2019	2.970000	800,000.00	800,000.00	14,190.00	0.00
			02/26/2021	2.970000	800,000.00	100.000000	BOOK	0.00
84894	CCCCD YCD MUFG BANK	55379WZT6	02/28/2019	2.970000	115,000.00	115,000.00	2,039.81	0.00
			02/26/2021	2.970000	115,000.00	100.000000	BOOK	0.00
85209	CCCSIG YCD NORDEA B	65558TLL7	08/29/2019	1.850000	825,000.00	825,000.00	1,399.06	0.00
			08/26/2022	1.850000	825,000.00	100.000000	BOOK	0.00
85210	CCCCD YCD NORDEA BA	65558TLL7	08/29/2019	1.850000	170,000.00	170,000.00	288.29	0.00
			08/26/2022	1.850000	170,000.00	100.000000	BOOK	0.00
85215	CCCCD YCD SKANDINAV	83050PDR7	09/03/2019	1.860000	170,000.00	170,000.00	245.93	0.00
			08/26/2022	1.860000	170,000.00	100.000000	BOOK	0.00
85216	CCCSIG YCD SKANDINA	83050PDR7	09/03/2019	1.860000	825,000.00	825,000.00	1,193.50	0.00
			08/26/2022	1.860000	825,000.00	100.000000	BOOK	0.00
			Subtotal	2.620148	4,715,000.00	4,698,356.75	37,760.09	0.00
				2.635838	4,713,830.40	99.647015		-15,473.65

Inv Type: 75 CORPORATE NOTES

83177	CCCCD CORP JP MORGA	48127HAA7	06/22/2016	2.200000	1,100,000.00	1,100,022.00	10,688.33	0.00
			10/22/2019	1.726909	1,116,775.00	100.002000	IDC-FIS	-16,753.00
83307	CCCCD CORP WELLS FA	949746RS2	09/02/2016	2.500000	240,000.00	241,128.00	450.00	0.00
			03/04/2021	1.900017	246,189.60	100.470000	IDC-FIS	-5,061.60
83589	CCCCD CORP MORGAN S	61747YDW2	02/03/2017	2.650000	240,000.00	240,360.00	1,130.67	0.00
			01/27/2020	2.393173	241,764.00	100.150000	IDC-FIS	-1,404.00
83668	CCCSIG CORP CHEVRON	166764BP4	04/05/2017	1.991000	725,000.00	725,043.50	1,122.69	0.00
			03/03/2020	1.873043	725,432.57	100.006000	IDC-FIS	-389.07
83739	CCCSIG CORP APPLE I	037833CS7	05/11/2017	1.800000	530,000.00	529,650.20	3,710.00	190.80
			05/11/2020	1.835100	529,459.40	99.934000	IDC-FIS	0.00
83793	CCCSIG CORP WALT DI	25468PDU7	06/06/2017	1.800000	625,000.00	624,381.25	3,625.00	0.00
			06/05/2020	1.839965	624,818.15	99.901000	IDC-FIS	-436.90
83824	CCCSIG CORP AMERI H	02665WBT7	07/20/2017	1.950000	505,000.00	504,712.15	1,942.15	222.20
			07/20/2020	1.984846	504,489.95	99.943000	IDC-FIS	0.00

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83839	CCCSIG CORP MORGAN	61761JB32	08/03/2017	2.800000	750,000.00	753,787.50	6,125.00	0.00
			06/16/2020	2.122846	764,055.00	100.505000	IDC-FIS	-10,267.50
83842	CCCCD CORP GOLDMAN	38141GWG5	08/04/2017	2.600000	225,000.00	225,272.25	1,527.50	0.00
			12/27/2020	2.319822	227,045.25	100.121000	IDC-FIS	-1,773.00
83851	CCCSIG CORP EXXON M	30231GAG7	08/17/2017	1.912000	400,000.00	399,812.00	531.11	0.00
			03/06/2020	1.719253	401,916.00	99.953000	IDC-FIS	-2,104.00
83863	CCCSIG CORP VISA IN	92826CAB8	08/30/2017	2.200000	210,000.00	210,779.10	1,373.17	0.00
			12/14/2020	1.853307	212,310.00	100.371000	IDC-FIS	-1,530.90
83879	CCCCD CORP CITIGRP	172967LC3	08/31/2017	2.900000	250,000.00	253,687.50	2,275.69	0.00
			12/08/2021	2.488448	254,137.50	101.475000	IDC-FIS	-450.00
83885	CCCSIG CORP CATERPI	14913Q2A6	09/07/2017	1.850000	295,000.00	294,604.70	409.31	0.00
			09/04/2020	1.879031	294,917.01	99.866000	IDC-FIS	-312.31
83890	CCCCD CORP BANK OF	06406FAA1	09/07/2017	2.500000	125,000.00	125,957.50	1,440.97	0.00
			04/15/2021	2.072430	126,846.25	100.766000	IDC-FIS	-888.75
83894	CCCSIG CORP BOFA CA	06051GGS2	09/18/2017	2.328000	545,000.00	545,610.40	6,343.80	610.40
			10/01/2021	2.328000	545,000.00	100.112000	IDC-FIS	0.00
83921	CCCSIG CORP PEPSICO	713448DX3	10/10/2017	2.000000	375,000.00	376,162.50	3,458.33	1,237.50
			04/15/2021	2.005881	374,925.00	100.310000	IDC-FIS	0.00
83922	CCCCD CORP PEPSICO	713448DX3	10/10/2017	2.000000	70,000.00	70,217.00	645.56	231.00
			04/15/2021	2.005881	69,986.00	100.310000	IDC-FIS	0.00
83940	CCCSIG CORP BB&T MT	05531FAZ6	10/26/2017	2.150000	215,000.00	215,354.75	770.43	453.65
			02/01/2021	2.165131	214,901.10	100.165000	IDC-FIS	0.00
83952	CCCCD CORP BANK OF	06051GFW4	11/03/2017	2.625000	110,000.00	110,982.30	1,299.38	158.40
			04/19/2021	2.398027	110,823.90	100.893000	IDC-FIS	0.00
83964	CCCCD CORP BB T MTN	05531FAZ6	11/06/2017	2.150000	110,000.00	110,181.50	394.16	316.80
			02/01/2021	2.189947	109,864.70	100.165000	IDC-FIS	0.00
83971	CCCSIG CORP UNITED	911312BP0	11/14/2017	2.050000	475,000.00	475,365.75	4,868.75	1,116.25
			04/01/2021	2.098958	474,249.50	100.077000	IDC-FIS	0.00
84087	CCCSIG CORP CITIGRO	172967KB6	12/11/2017	2.650000	600,000.00	603,672.00	6,845.83	1,164.00
			10/26/2020	2.497862	602,508.00	100.612000	IDC-FIS	0.00
84126	CCCSIG CORP JOHN DE	24422ETZ2	01/08/2018	2.350000	305,000.00	306,775.10	1,652.51	1,933.70
			01/08/2021	2.368059	304,841.40	100.582000	IDC-FIS	0.00
84200	CCCSIG BANK OF NY M	06406HDD8	02/21/2018	2.600000	500,000.00	502,365.00	1,588.89	4,820.00
			08/17/2020	2.805542	497,545.00	100.473000	IDC-FIS	0.00
84202	CCCSIG CORP PACCAR	69371RN93	02/27/2018	2.800000	500,000.00	506,035.00	1,166.67	6,280.00
			03/01/2021	2.817011	499,755.00	101.207000	IDC-FIS	0.00
84225	CCCCD CORP CICSO SY	17275RBD3	03/05/2018	2.200000	130,000.00	130,673.40	262.17	2,914.60

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			02/28/2021	2.806895	127,758.80	100.518000	IDC-FIS	0.00
84247	CCCSIG NATIONAL RUR	63743HER9	02/26/2018	2.900000	330,000.00	334,134.90	425.33	4,501.20
			03/15/2021	2.937862	329,633.70	101.253000	IDC-FIS	0.00
84255	CCCSIG CORP JOHN DE	24422EUD9	03/13/2018	2.875000	400,000.00	405,184.00	606.94	5,456.00
			03/12/2021	2.898871	399,728.00	101.296000	IDC-FIS	0.00
84277	CCCSIG CORP UNILEVE	904764AZ0	03/22/2018	2.750000	650,000.00	657,462.00	446.88	10,783.50
			03/22/2021	2.929170	646,678.50	101.148000	IDC-FIS	0.00
84290	CCCSIG CORP HSBC US	40428HPR7	03/29/2018	2.350000	400,000.00	400,532.00	678.89	5,628.00
			03/05/2020	3.032909	394,904.00	100.133000	IDC-FIS	0.00
84307	CCCCD CORP NATL RUR	637432NM3	04/05/2018	2.400000	115,000.00	116,121.25	1,196.00	4,266.50
			04/25/2022	3.122993	111,854.75	100.975000	IDC-FIS	0.00
84308	CCCCD CORP CATERPIL	14912L5Q0	04/05/2018	2.625000	60,000.00	61,234.80	131.25	2,777.40
			03/01/2023	3.195058	58,457.40	102.058000	IDC-FIS	0.00
84309	CCCCD CORP HOME DEP	437076AZ5	04/05/2018	2.700000	100,000.00	102,932.00	1,350.00	4,832.00
			04/01/2023	3.114098	98,100.00	102.932000	IDC-FIS	0.00
84399	CCCSIG CORP HERSHEY	427866AY4	05/10/2018	2.900000	350,000.00	351,694.00	3,834.44	1,925.00
			05/15/2020	2.933837	349,769.00	100.484000	IDC-FIS	0.00
84402	CCCSIG CORP GENERAL	369550BA5	05/11/2018	2.875000	460,000.00	462,396.60	5,143.06	4,025.00
			05/11/2020	3.058819	458,371.60	100.521000	IDC-FIS	0.00
84411	CCCSIG CORP AMERICA	025816BU2	05/17/2018	3.375000	785,000.00	800,692.15	9,861.56	15,825.60
			05/17/2021	3.381007	784,866.55	101.999000	IDC-FIS	0.00
84421	CCCSIG CORP CHARLES	808513AW5	05/22/2018	3.250000	500,000.00	510,315.00	5,868.06	10,330.00
			05/21/2021	3.251084	499,985.00	102.063000	IDC-FIS	0.00
84470	CCCSIG CORP BBT COR	05531FBD4	06/05/2018	3.200000	150,000.00	153,105.00	373.33	3,283.50
			09/03/2021	3.235931	149,821.50	102.070000	IDC-FIS	0.00
84511	CCCSIG CORP WALMART	931142EJ8	06/27/2018	3.125000	595,000.00	608,429.15	5,061.63	13,458.90
			06/23/2021	3.126857	594,970.25	102.257000	IDC-FIS	0.00
84592	CCCSIG CORP CATERPI	14913Q2N8	09/07/2018	3.150000	100,000.00	102,069.00	210.00	2,146.00
			09/07/2021	3.177112	99,923.00	102.069000	IDC-FIS	0.00
84593	CCCSIG CORP UNILEVE	904764BF3	09/07/2018	3.000000	100,000.00	102,519.00	200.00	3,003.00
			03/07/2022	3.147126	99,516.00	102.519000	IDC-FIS	0.00
84594	CCCSIG CORP PFIZER	717081EM1	09/07/2018	3.000000	250,000.00	255,062.50	333.33	5,400.00
			09/15/2021	3.046915	249,662.50	102.025000	IDC-FIS	0.00
84618	CCCSIG CORP 3M COMP	88579YBA8	09/14/2018	3.000000	185,000.00	188,361.45	262.08	3,740.70
			09/14/2021	3.072054	184,620.75	101.817000	IDC-FIS	0.00
84645	CCCSIG CORP AMERICA	02665WCP4	10/10/2018	3.375000	300,000.00	308,412.00	3,121.88	8,556.00
			12/10/2021	3.392166	299,856.00	102.804000	IDC-FIS	0.00

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84757	CCCSIG CORP HOME DE	437076BV3	12/06/2018	3.250000	225,000.00	232,679.25	609.38	8,295.75
			03/01/2022	3.341128	224,383.50	103.413000	IDC-FIS	0.00
84830	CCCSIG CORP TOYOTA	89236TFQ3	01/08/2019	3.050000	235,000.00	238,529.70	1,652.51	3,670.70
			01/08/2021	3.081164	234,859.00	101.502000	IDC-FIS	0.00
84863	CCCCD CORP TOYOTA M	89236TFS9	01/31/2019	3.350000	145,000.00	152,830.00	1,119.92	6,707.70
			01/08/2024	3.179008	146,122.30	105.400000	IDC-FIS	0.00
84887	CCCSIG CORP 3M COMP	88579YBF7	02/22/2019	2.750000	245,000.00	251,007.40	561.46	6,122.55
			03/01/2022	2.766133	244,884.85	102.452000	IDC-FIS	0.00
84915	CCCSIG CORP PFIZER	717081ER0	03/11/2019	2.800000	170,000.00	173,247.00	264.44	3,257.20
			03/11/2022	2.802099	169,989.80	101.910000	IDC-FIS	0.00
84923	CCCSIG CORP MERCK A	589331AT4	03/15/2019	2.400000	300,000.00	304,674.00	320.00	7,740.00
			09/15/2022	2.708028	296,934.00	101.558000	IDC-FIS	0.00
84926	CCCSIG CORP GOLDMAN	38141GWC4	03/18/2019	3.000000	325,000.00	328,532.75	4,197.92	5,284.50
			04/26/2022	3.182983	323,248.25	101.087000	IDC-FIS	0.00
84932	CCCSIG CORP JPMORGA	46647PBB1	03/22/2019	3.207000	800,000.00	819,496.00	13,469.40	19,496.00
			04/01/2023	3.207000	800,000.00	102.437000	IDC-FIS	0.00
84968	CCCCD CORP PFIZER I	717081ES8	04/04/2019	2.950000	120,000.00	124,678.80	157.34	3,226.80
			03/15/2024	2.686880	121,452.00	103.899000	IDC-FIS	0.00
84969	CCCCD CORP JPMORGAN	46647PBB1	04/04/2019	3.207000	110,000.00	112,680.70	1,852.04	2,072.40
			04/01/2023	3.058406	110,725.89	102.437000	IDC-FIS	0.00
85003	CCCSIG CORP TOYOTA	89236TFX8	04/12/2019	2.650000	600,000.00	610,458.00	7,464.17	10,836.00
			04/12/2022	2.671993	599,622.00	101.743000	IDC-FIS	0.00
85057	CCCSIG CORP BOEING	097023CG8	05/02/2019	2.700000	125,000.00	127,448.75	1,396.88	2,670.00
			05/01/2022	2.761957	124,778.75	101.959000	IDC-FIS	0.00
85060	CCCSIG CORP PACCAR	69371RP83	05/10/2019	2.650000	100,000.00	101,562.00	1,037.92	1,616.00
			05/10/2022	2.668850	99,946.00	101.562000	IDC-FIS	0.00
85073	CCCSIG CORP VISA IN	92826CAG7	05/24/2019	2.150000	250,000.00	252,560.00	238.89	5,857.50
			09/15/2022	2.567904	246,702.50	101.024000	IDC-FIS	0.00
85099	CCCSIG CORP MORGAN	61744YAH1	06/07/2019	2.750000	400,000.00	405,808.00	4,033.33	4,184.00
			05/19/2022	2.605838	402,174.00	101.452000	IDC-FIS	0.00
85100	CCCSIG CORP GOLDMAN	38141GWC4	06/07/2019	3.000000	400,000.00	404,348.00	5,166.67	1,832.00
			04/26/2022	2.771065	403,882.67	101.087000	IDC-FIS	0.00
85121	CCCSIG CORP AMERICA	02665WCY5	06/27/2019	2.200000	500,000.00	501,845.00	2,872.22	2,305.00
			06/27/2022	2.231876	499,540.00	100.369000	IDC-FIS	0.00
85136	CCCCD CORP WALMART	931142EL3	07/12/2019	2.850000	190,000.00	197,446.10	1,248.46	1,516.20
			07/08/2024	2.186228	195,990.07	103.919000	IDC-FIS	0.00
85143	CCCCD CORP US BANCO	91159HHV5	07/22/2019	3.375000	190,000.00	199,845.80	997.50	1,362.30

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			02/05/2024	2.331824	198,483.50	105.182000	IDC-FIS	0.00
85154	CCCSIG CORP US BANC	91159HHC7	07/26/2019	3.000000	300,000.00	307,197.00	400.00	1,236.00
			03/15/2022	2.219159	305,961.00	102.399000	IDC-FIS	0.00
85158	CCCSIG CORP BOEING	097023CL7	07/31/2019	2.300000	225,000.00	225,978.75	876.88	987.75
			02/07/2020	2.308128	224,991.00	100.435000	IDC-FIS	0.00
85189	CCCSIG CORP BURLING	12189LAF8	08/13/2019	3.450000	300,000.00	307,494.00	460.00	15.00
			09/15/2021	2.221338	307,479.00	102.498000	IDC-FIS	0.00
85190	CCCSIG CORP NORTHER	665859AN4	08/13/2019	2.375000	300,000.00	303,192.00	1,167.71	0.00
			08/02/2022	1.952099	303,859.71	101.064000	IDC-FIS	-450.00
85192	CCCSIG CORP HONEYWE	438516BT2	08/08/2019	2.150000	170,000.00	171,417.80	538.10	1,589.50
			08/08/2022	2.184966	169,828.30	100.834000	IDC-FIS	0.00
85205	CCCSIG CORP 3M COMP	88579YBL4	08/26/2019	1.750000	400,000.00	398,688.00	680.56	212.00
			02/14/2023	1.864079	398,476.00	99.672000	IDC-FIS	0.00
85206	CCCSIG CORP BANK OF	06406RAK3	08/23/2019	1.950000	375,000.00	375,202.50	771.88	322.50
			08/23/2022	1.961036	374,880.00	100.054000	IDC-FIS	0.00
85211	CCCSIG CORP CATERPI	14913Q3A5	09/06/2019	1.900000	340,000.00	339,439.00	448.61	0.00
			09/06/2022	1.947926	339,527.40	99.835000	IDC-FIS	-88.40
85212	CCCSIG CORP THE WAL	254687FJ0	09/06/2019	1.650000	225,000.00	224,493.75	257.81	0.00
			09/01/2022	1.724903	224,511.75	99.775000	IDC-FIS	-18.00
85227	CCCSIG CORP JOHN DE	24422EVA4	09/12/2019	1.950000	75,000.00	75,039.00	77.19	135.75
			06/13/2022	1.998849	74,903.25	100.052000	IDC-FIS	0.00
85228	CCCSIG CORP APPLE I	037833DL1	09/11/2019	1.700000	200,000.00	199,688.00	188.89	0.00
			09/11/2022	1.705837	199,966.00	99.844000	IDC-FIS	-278.00
85244	CCCSIG CORP PACCAR	69371RQ33	09/26/2019	2.000000	225,000.00	225,301.50	62.50	576.00
			09/26/2022	2.042132	224,725.50	100.134000	IDC-FIS	0.00
			Subtotal	2.557780	24,550,000.00	24,796,057.70	159,343.31	234,714.70
				2.488949	24,605,860.57	101.002272		-42,205.43

Inv Type: 78 NEGOTIABLE CD 30/360 EUR

83844	CCCSIG YCD WESTPAC	96121T4A3	08/07/2017	2.050000	1,460,000.00	1,434,974.38	4,489.50	0.00
			08/03/2020	2.050000	1,460,000.00	98.285917	IDC-FIS	-25,025.62
			Subtotal	2.050000	1,460,000.00	1,434,974.38	4,489.50	0.00
				2.050000	1,460,000.00	98.285916		-25,025.62

Inventory by Market Value

As Of Date: 09/30/2019

Date Basis: Settlement

Run: 10/03/2019 10:36:20 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
Inv Type: 79 YCD/NCD 30/360								
84476	CCCCSIG YCD BANK OF	06417GU22	06/07/2018	3.080000	800,000.00	789,198.22	7,939.56	0.00
			06/05/2020	3.099862	799,696.00	98.649778	IDC-FIS	-10,497.78
84477	CCCCD YCD BANK OF N	06417GU22	06/07/2018	3.080000	150,000.00	147,974.67	1,488.66	0.00
			06/05/2020	3.099862	149,943.00	98.649778	IDC-FIS	-1,968.33
84486	CCCSIG ROYAL BANK O	78012UEE1	06/08/2018	3.240000	1,000,000.00	1,000,000.00	10,260.00	0.00
			06/07/2021	3.240000	1,000,000.00	100.000000	BOOK	0.00
			Subtotal	3.162066	1,950,000.00	1,937,172.89	19,688.22	0.00
				3.171741	1,949,639.00	99.342199		-12,466.11
Grand Total			Count 213	2.323432	103,361,749.55	104,133,974.01	554,084.59	1,045,964.03
				2.363904	103,248,006.45	100.747109		-152,326.81

Inventory by Market Value

As Of Date: 09/30/2019

Date Basis: Settlement

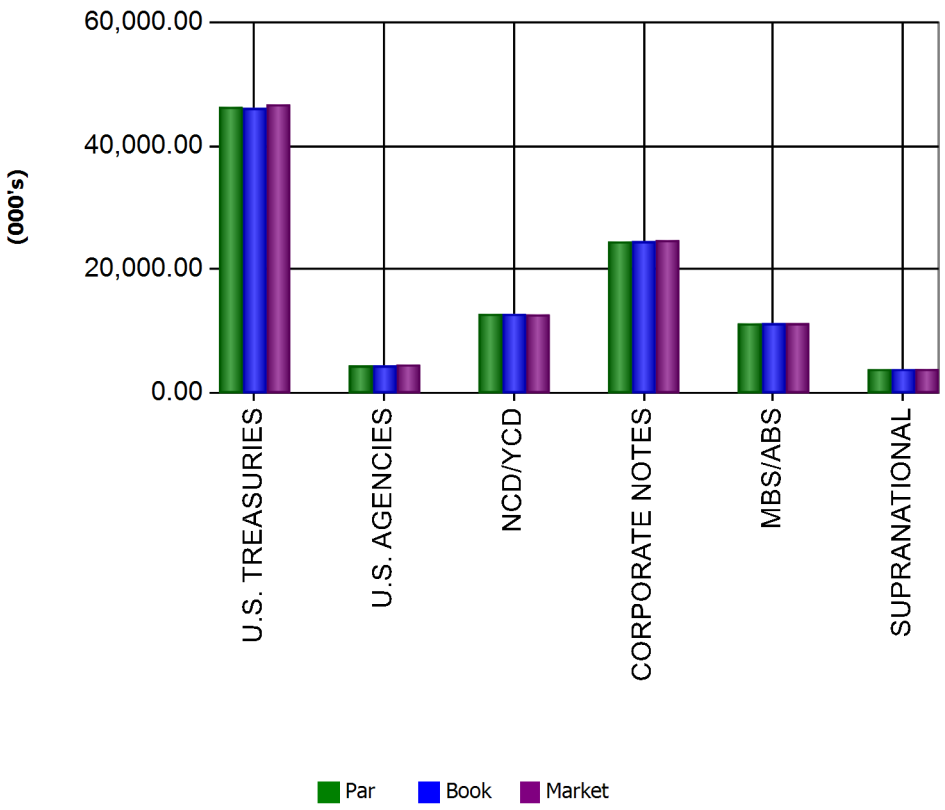
Run: 10/03/2019 10:36:20 AM

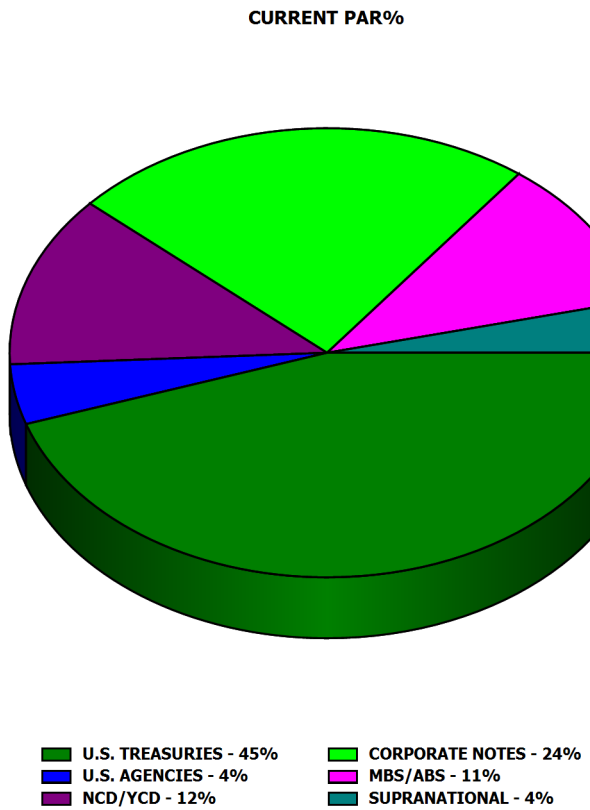
Reporting Currency: Local

Contra Costa County

Assets (000's)	Current Par	Current Book	Market	MKT/Book	Un Gain/Loss	Yield
U.S. TREASURIES	46,363.00	46,174.03	46,750.67	101.25 %	581.36	2.14 %
U.S. AGENCIES	4,465.00	4,468.98	4,588.72	102.68 %	119.74	2.69 %
NCD/YCD	12,815.00	12,813.47	12,771.05	99.67 %	-42.42	2.68 %
CORPORATE NOTES	24,550.00	24,605.86	24,796.06	100.77 %	192.51	2.49 %
MBS/ABS	11,298.75	11,322.48	11,321.85	99.99 %	0.00	2.50 %
SUPRANATIONAL	3,870.00	3,863.19	3,905.63	101.10 %	42.44	2.47 %
Totals(000's)	103,361.75	103,248.01	104,133.97	100.86 %	893.64	2.36 %

Asset Allocation





SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B.2. STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)

CONTRA COSTA COUNTY
AS OF SEPTEMBER 30, 2019

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CALIFORNIA STATE LOCAL AGENCY INVESTMENT ACCOUNTS	STATE CONTROLLER ACCOUNT NUMBER	ACCOUNT BALANCE	ESTIMATED FAIR VALUE
ACALANES UNION HIGH SCHOOL	75-07-010	996,115.52	997,751.96
ANTIOCH UNIFIED SCHOOL DISTRICT	75-07-005	867,563.87	868,989.12
BRENTWOOD UNION SCHOOL DISTRICT	75-07-013	8,156,313.42	8,169,712.75
BYRON UNION SCHOOL DISTRICT	75-07-017	173,801.95	174,087.47
CANYON ELEMENTARY SCHOOL DISTRICT	75-07-018	202,059.01	202,390.96
CENTRAL CONTRA COSTA SANITARY DISTRICT	70-07-001	45,900,000.00	45,975,405.30
CONTRA COSTA COMMUNITY COLLEGE	75-07-001	646,565.99	647,628.18
CONTRA COSTA COUNTY	99-07-000	65,000,000.00	65,106,783.11
CONTRA COSTA COUNTY OFFICE OF EDUCATION	75-07-007	1,346,171.71	1,348,383.22
CONTRA COSTA COUNTY SCHOOL INSURANCE GROUP	35-07-001	2,343,477.36	2,347,327.26
CROCKETT COMMUNITY SERVICES DISTRICT	16-07-004	4,398,450.93	4,405,676.78
DELTA DIABLO SANITATION DISTRICT	70-07-003	76,223.63	76,348.85
EAST CONTRA COSTA REG FEE & FINANCING AUTH	40-07-006	1,059,846.72	1,061,587.85
KENSINGTON FIRE PROTECTION DISTRICT	17-07-011	4,401,498.70	4,408,729.56
KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT	16-07-003	2,400,115.46	2,404,058.41
LAFAYETTE SCHOOL DISTRICT	75-07-012	5,110,156.39	5,118,551.44
MARTINEZ UNIFIED SCHOOL DISTRICT	75-07-011	23,409,586.54	23,448,044.21
MORAGA ORINDA FIRE DISTRICT	17-07-003	27,189.58	27,234.25
MORAGA SCHOOL DISTRICT	75-07-016	2,807.46	2,812.07
MT DIABLO UNIFIED SCHOOL DISTRICT	75-07-008	3,602,098.20	3,608,015.79
MT VIEW SANITARY DISTRICT	70-07-008	7,279,290.28	7,291,248.82
OAKLEY UNION SCHOOL DISTRICT	75-07-009	259,595.23	260,021.70
ORINDA UNION SCHOOL DISTRICT	75-07-015	3,241,543.77	3,246,869.03
PITTSBURG UNIFIED SCHOOL DISTRICT	75-07-002	36,919.71	36,980.36
RECLAMATION DISTRICT 799	60-07-001	86,267.40	86,409.12
RECLAMATION DISTRICT 800	60-07-003	2,988,818.00	2,993,728.08
RECLAMATION DISTRICT 2026	60-07-005	250,000.00	250,410.70
REDEVELOPMENT AGENCY	65-07-015	0.00	-
RODEO -HERCULES FIRE PROTECTION DISTRICT	17-07-001	1,111,140.14	1,112,965.54
SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT	75-07-004	251,536.39	251,949.62
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT	75-07-014	42,917,737.91	42,988,243.90
	TOTAL	228,542,891.27	228,918,345.42

SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

ASSET MANAGEMENT FUNDS

B.3. WELLS CAPITAL MANAGEMENT
B.4. CalTRUST (SHORT TERM)*
B.5. CalTRUST (LIQUIDITY)

***No investments in the CalTRUST Short Term fund currently

WELLS FARGO Asset Management

WFAM GAAP Monthly Report

30 September 2019

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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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.

Risk Summary

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Balance Sheet

Book Value + Accrued	44,530,540.08
Net Unrealized Gain/Loss	62,853.46
Market Value + Accrued	44,593,393.54

Cash and Fixed Income Summary

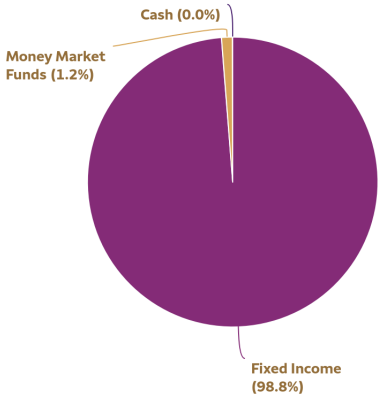
Risk Metric	Value
Cash	1,530.47
MMFund	546,992.24
Fixed Income	44,044,870.83
Duration	0.44
Convexity	0.00
WAL	0.56
Years to Final Maturity	0.76
Years to Effective Maturity	0.54
Yield	1.98
Book Yield	2.33
Avg Credit Rating	AA+/Aa1/AA+

Issuer Concentration

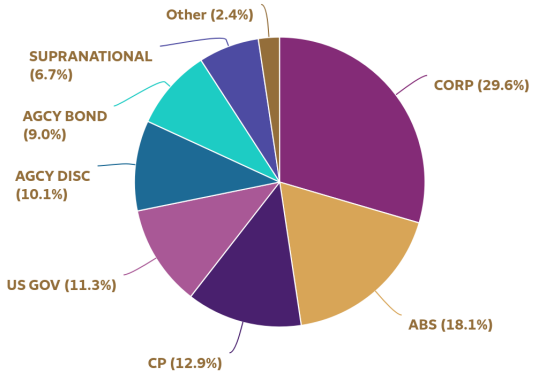
Issuer Concentration	% of Base Market Value + Accrued
Other	59.70%
United States	11.31%
Farm Credit System	8.96%
Citigroup Inc.	4.64%
Federal National Mortgage Association	4.48%
International Bank for Reconstruction and Development	4.48%
Federal Home Loan Banks	3.40%
JPMorgan Chase & Co.	3.03%
---	100.00%

Footnotes: 1,2

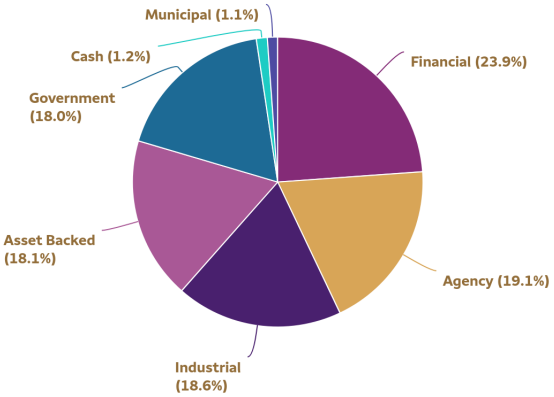
Asset Class



Security Type



Market Sector



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Risk Summary

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

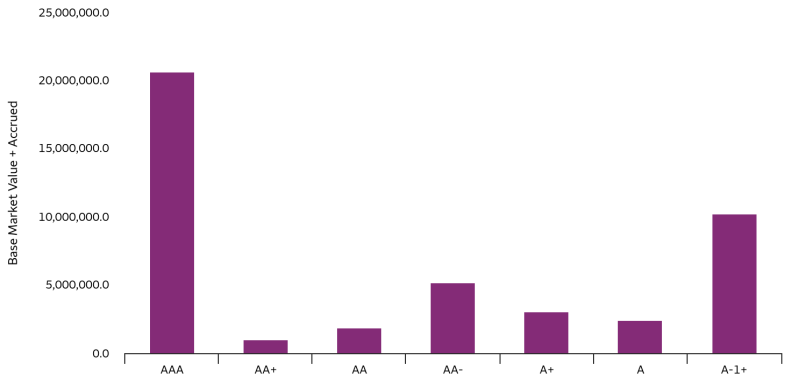
Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

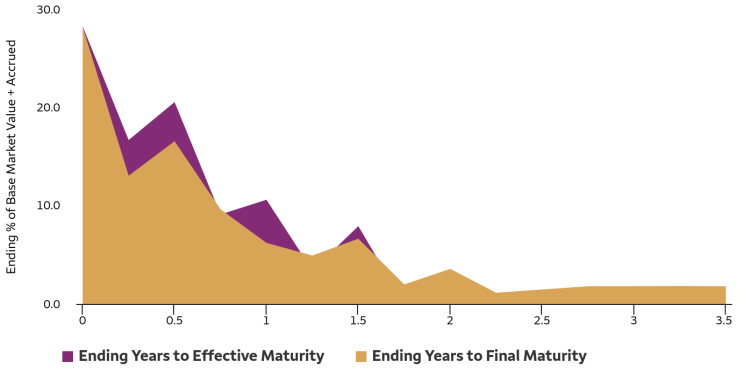
Credit Rating



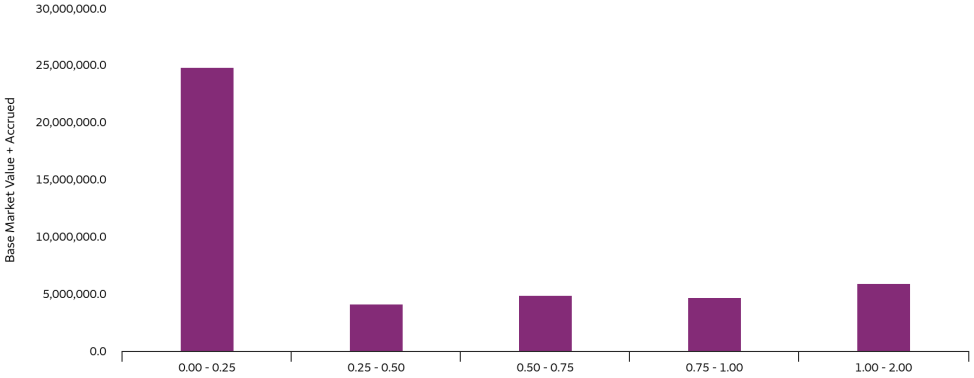
Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	61.80%	7.51%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
AA	14.03%	4.26%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A	10.81%	1.59%	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

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

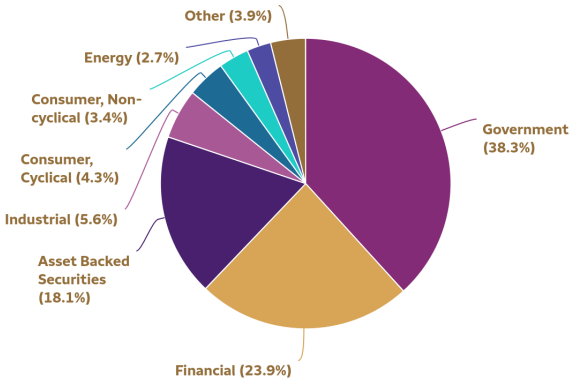
Account: XXX235

Investment Strategy: Short Duration Fixed Income

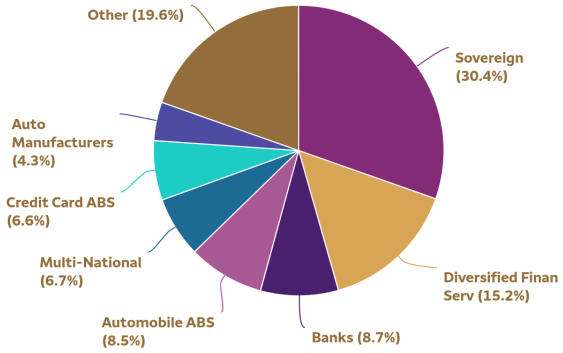
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

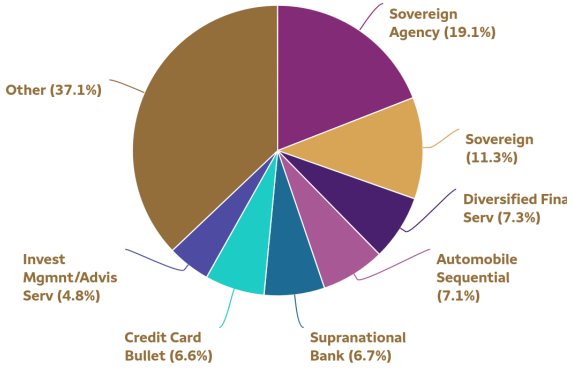
Base Exposure - Industry Sector



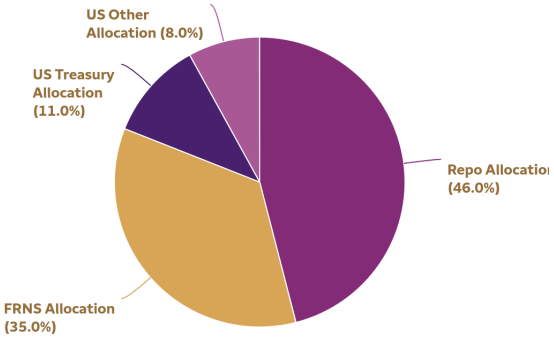
Base Exposure - Industry Group



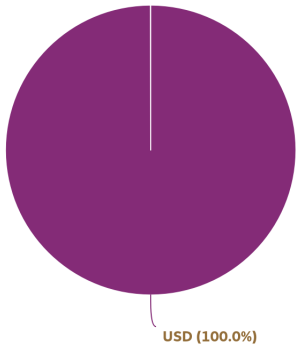
Base Exposure - Industry Subgroup



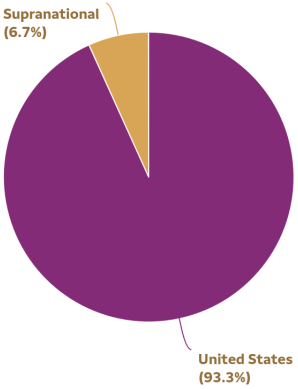
MMF Asset Allocation



Currency



Country



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Risk Summary

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County
Account: XXX235
Investment Strategy: Short Duration Fixed Income
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

1: * Grouped by: Issuer Concentration. 2: * Groups Sorted by: % of Base Market Value + Accrued.

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Performance Summary Gross of Fees

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Period	Period Begin	Period End	Total Return, Gross of Fees	Weighted Average Index Return	Excess Total Return, Gross of Fees
Month to Date	09/01/2019	09/30/2019	0.15%	0.17%	-0.03%
Quarter to Date	07/01/2019	09/30/2019	0.59%	0.63%	-0.04%
Year to Date	01/01/2019	09/30/2019	2.15%	2.02%	0.13%
Prior Month	08/01/2019	08/31/2019	0.28%	0.26%	0.02%
Prior Quarter	04/01/2019	06/30/2019	0.78%	0.72%	0.05%
Prior Year	01/01/2018	12/31/2018	2.02%	1.92%	0.10%
Trailing Month	09/01/2019	09/30/2019	0.15%	0.17%	-0.03%
Trailing Quarter	07/01/2019	09/30/2019	0.59%	0.63%	-0.04%
Trailing Year	10/01/2018	09/30/2019	2.77%	2.64%	0.12%

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	---

Gross of Fees (includes trading).

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Performance Summary Gross of Fees

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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.

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Performance Summary Net of Fees

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County
Account: XXX235
Investment Strategy: Short Duration Fixed Income
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Period	Period Begin	Period End	Total Return, Net of Fees	Weighted Average Index Return	Excess Total Return, Net of Fees
Month to Date	09/01/2019	09/30/2019	0.14%	0.17%	-0.04%
Quarter to Date	07/01/2019	09/30/2019	0.56%	0.63%	-0.06%
Year to Date	01/01/2019	09/30/2019	2.06%	2.02%	0.04%
Prior Month	08/01/2019	08/31/2019	0.27%	0.26%	0.01%
Prior Quarter	04/01/2019	06/30/2019	0.75%	0.72%	0.02%
Prior Year	01/01/2018	12/31/2018	1.90%	1.92%	-0.02%
Trailing Month	09/01/2019	09/30/2019	0.14%	0.17%	-0.04%
Trailing Quarter	07/01/2019	09/30/2019	0.56%	0.63%	-0.06%
Trailing Year	10/01/2018	09/30/2019	2.65%	2.64%	0.00%

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	---

Net of Fees (includes management and trading).

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Performance Summary
Net of Fees

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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.

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GAAP FX Financials

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County
Account: XXX235
Investment Strategy: Short Duration Fixed Income
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Balance Sheet	WC-Contra Costa County	
As of:	06/30/2019	09/30/2019
Book Value	44,391,290.20	44,381,459.61
Accrued Balance	145,499.67	149,080.47
Book Value + Accrued	44,536,789.87	44,530,540.08
Net FX Unrealized Accrued Gain/Loss	0.00	0.00
Net FX Unrealized Security Gain/Loss	0.00	0.00
Net Market Unrealized Gain/Loss	78,326.41	62,853.46
Market Value + Accrued	44,615,116.28	44,593,393.54

Income Statement	WC-Contra Costa County	
	Begin Date End Date	07/01/2019 09/30/2019
Net Amortization/Accretion Income		90,927.63
Interest Income	187,838.46	
Dividend Income	0.00	
Foreign Tax Withheld Expense	0.00	
Misc Income	0.00	
Market Allowance Expense	0.00	
FX Allowance Expense	0.00	
Income Subtotal		187,838.46
Net FX Realized Gain/Loss	0.00	
Net Market Realized Gain/Loss	-0.99	
Net Total Holding Gain/Loss	0.00	
Total Impairment Loss	0.00	
Net Total Gain/Loss		-0.99
Expense	-13,119.37	
Net Income		265,645.73
Transfers In/Out		-271,895.53
Change in FX Unrealized Gain/Loss		0.00
Change in Market Unrealized Gain/Loss		-15,472.95

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GAAP FX Financials

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Statement of Cash Flows	WC-Contra Costa County Begin Date End Date	 07/01/2019 09/30/2019
Net Income		265,645.73
Amortization/Accretion on MS	-75,286.38	
Change in Accrued on MS	31,788.68	
Net Gain/Loss on MS	0.99	
Change in Unrealized G/L on CE	-207.44	
Subtotal		-43,704.15
Purchase of MS	-11,026,036.10	
Purchased Accrued of MS	-37,790.31	
Sales of MS	2,399,387.30	
Sold Accrued of MS	2,420.83	
Maturities of MS	12,550,000.00	
Net Purchases/Sales		3,887,981.72
Transfers of Cash & CE		-271,895.53
Total Change in Cash & CE		3,838,027.77
Beginning Cash & CE		2,005,233.62
Ending Cash & CE		5,843,261.39

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Income Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Identifier, Description	Ending 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
02665WCL3 AMERICAN HONDA FINANCE CORP	700,000.00 2.30	02/21/2020 02/21/2020	0.00 10/03/2018	4,484.42 -124.73	0.00	0.00 4,359.70
02587AAJ3 AMXCA 171 A	500,000.00 1.93	02/18/2020 02/18/2020	0.00 05/25/2018	2,412.51 1,082.66	0.00	0.00 3,495.17
037833DH0 APPLE INC	500,000.00 1.80	11/13/2019 11/13/2019	0.00 11/30/2018	2,250.00 1,410.40	0.00	0.00 3,660.40
05522RCW6 BACCT 171 A	750,000.00 1.95	03/15/2020 03/16/2020	0.00 02/27/2019	3,656.25 1,365.25	0.00	0.00 5,021.50
06050TML3 BANK OF AMERICA NA	500,000.00 2.48	05/24/2020 05/24/2021	0.00 05/24/2019	3,482.49 0.00	0.00	0.00 3,482.49
06406FAA1 BANK OF NEW YORK MELLON CORP	700,000.00 2.50	03/15/2021 04/15/2021	0.00 08/27/2019	1,652.77 -395.64	0.00	0.00 1,257.14
05531FAS2 BB&T CORP	250,000.00 2.45	12/15/2019 01/15/2020	0.00 11/15/2018	1,531.25 411.95	0.00	0.00 1,943.20
084670BL1 BERKSHIRE HATHAWAY INC	0.00 2.10	08/14/2019 08/14/2019	0.00 05/22/2018	1,551.66 317.49	-0.99	0.00 1,868.17
09247XAE1 BLACKROCK INC	700,000.00 5.00	12/10/2019 12/10/2019	0.00 06/08/2018	8,750.00 -3,752.76	0.00	0.00 4,997.24
055657AC4 BMWLT 171 A3	0.00 1.98	08/20/2019 05/20/2020	0.00 06/08/2018	183.49 69.11	-0.01	0.00 252.60
05588CAB8 BMWOT 19A A2	800,000.00 2.05	08/30/2020 05/25/2022	0.00 09/18/2019	592.22 0.34	0.00	0.00 592.56
CCYUSD Cash	-3.94 0.00	09/30/2019 09/30/2019	-271,895.53 ---	0.00 0.00	0.00	-13,119.37 -13,119.37
14913Q2J7 CATERPILLAR FINANCIAL SERVICES CORP	500,000.00 2.95	05/15/2020 05/15/2020	0.00 05/29/2019	3,687.50 -481.43	0.00	0.00 3,206.07
17305EFS9 CCCIT 14A6 A6	0.00 2.15	07/15/2019 07/15/2019	0.00 05/23/2018	334.44 81.64	0.00	0.00 416.08
17305EFW0 CCCIT 16A1 A1	450,000.00 1.75	11/19/2019 11/19/2019	0.00 04/26/2018	1,968.75 1,116.76	0.00	0.00 3,085.51
17305EGB5 CCCIT 17A3 A3	400,000.00 1.92	04/06/2020 04/07/2020	0.00 07/29/2019	1,322.67 205.53	0.00	0.00 1,528.20
161571FK5 CHAIT 124 A	0.00 1.58	08/15/2019 08/15/2019	0.00 04/19/2018	917.28 625.79	0.00	0.00 1,543.07
161571GX6 CHAIT 154 A	850,000.00 1.84	04/14/2020 04/15/2020	0.00 08/21/2019	1,737.77 137.28	0.00	0.00 1,875.05
166764AR1 CHEVRON CORP	200,000.00 1.96	02/03/2020 03/03/2020	0.00 11/05/2018	980.50 511.32	0.00	0.00 1,491.82
17325FAN8 CITIBANK NA	700,000.00 3.05	04/01/2020 05/01/2020	0.00 03/22/2019	5,337.50 -436.21	0.00	0.00 4,901.29
14041NFF3 COMET 164 A	0.00 1.33	08/15/2019 08/15/2019	0.00 09/21/2018	650.22 685.98	0.00	0.00 1,336.19
14042WAB6 COPAR 191 A2	650,000.00 2.58	06/18/2020 04/15/2022	0.00 05/30/2019	4,192.50 7.72	0.00	0.00 4,200.22

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Income Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Identifier, Description	Ending 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
12619UW64 CRC Funding, LLC	0.00 0.00	09/06/2019 09/06/2019	0.00 08/26/2019	0.00 323.89	0.00	0.00 323.89
12619UYC9 CRC Funding, LLC	500,000.00 0.00	11/12/2019 11/12/2019	0.00 09/06/2019	0.00 736.11	0.00	0.00 736.11
22546QAC1 CREDIT SUISSE FIRST BOSTON NEW YORK BRANCH	0.00 5.30	08/13/2019 08/13/2019	0.00 10/05/2018	4,019.17 -1,859.75	0.00	0.00 2,159.42
30229BX36 Exxon Mobil Corporation	1,000,000.00 0.00	10/03/2019 10/03/2019	0.00 09/19/2019	0.00 683.33	0.00	0.00 683.33
313312LV0 FEDERAL FARM CREDIT BANKS	0.00 0.00	09/17/2019 09/17/2019	0.00 09/25/2018	0.00 5,568.33	0.00	0.00 5,568.33
313312NG1 FEDERAL FARM CREDIT BANKS	500,000.00 0.00	10/22/2019 10/22/2019	0.00 10/23/2018	0.00 3,360.56	0.00	0.00 3,360.56
313312NS5 FEDERAL FARM CREDIT BANKS	1,000,000.00 0.00	11/01/2019 11/01/2019	0.00 11/13/2018	0.00 6,848.89	0.00	0.00 6,848.89
313312QL7 FEDERAL FARM CREDIT BANKS	1,000,000.00 0.00	12/13/2019 12/13/2019	0.00 12/14/2018	0.00 6,823.33	0.00	0.00 6,823.33
3133EFLA3 FEDERAL FARM CREDIT BANKS FUNDING CORP	500,000.00 1.24	10/22/2019 10/22/2019	0.00 10/18/2018	1,550.00 1,837.51	0.00	0.00 3,387.51
3133EKR73 FEDERAL FARM CREDIT BANKS FUNDING CORP	1,000,000.00 2.16	09/23/2021 09/23/2021	0.00 09/23/2019	479.75 0.00	0.00	0.00 479.75
3130ACLX0 FEDERAL HOME LOAN BANKS	500,000.00 1.63	10/30/2019 10/30/2019	0.00 09/27/2018	2,031.25 1,343.71	0.00	0.00 3,374.96
313384LA5 FEDERAL HOME LOAN BANKS	0.00 0.00	08/29/2019 08/29/2019	0.00 12/06/2018	0.00 4,293.89	0.00	0.00 4,293.89
313370US5 FEDERAL HOME LOAN BANKS	1,000,000.00 2.88	09/11/2020 09/11/2020	0.00 03/22/2019	1,517.36 -186.84	0.00	0.00 1,330.52
313370US5 FEDERAL HOME LOAN BANKS	0.00 2.88	09/11/2020 09/11/2020	0.00 03/22/2019	5,670.14 -717.87	0.00	0.00 4,952.27
313384MB2 FEDERAL HOME LOAN BANKS	0.00 0.00	09/23/2019 09/23/2019	0.00 04/17/2019	0.00 5,588.34	0.00	0.00 5,588.34
313384LN7 FEDERAL HOME LOAN BANKS	0.00 0.00	09/10/2019 09/10/2019	0.00 04/18/2019	0.00 4,733.34	0.00	0.00 4,733.34
313384KT5 FEDERAL HOME LOAN BANKS	0.00 0.00	08/22/2019 08/22/2019	0.00 05/31/2019	0.00 3,372.78	0.00	0.00 3,372.78
313384LX5 FEDERAL HOME LOAN BANKS	0.00 0.00	09/19/2019 09/19/2019	0.00 06/06/2019	0.00 2,555.56	0.00	0.00 2,555.56
313384LW7 FEDERAL HOME LOAN BANKS	0.00 0.00	09/18/2019 09/18/2019	0.00 09/17/2019	0.00 125.00	0.00	0.00 125.00
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	0.00 1.25	07/26/2019 07/26/2019	0.00 05/07/2018	434.03 379.21	0.00	0.00 813.24
313396NJ8 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 0.00	10/24/2019 10/24/2019	0.00 05/23/2019	0.00 5,980.00	0.00	0.00 5,980.00
3135G0D75 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00 1.50	06/22/2020 06/22/2020	0.00 07/03/2019	3,666.67 1,211.83	0.00	0.00 4,878.50

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Income Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Identifier, Description	Ending 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
313588NZ4 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00 0.00	11/08/2019 11/08/2019	0.00 08/20/2019	0.00 2,251.67	0.00	0.00 2,251.67
369550BA5 GENERAL DYNAMICS CORP	250,000.00 2.88	05/11/2020 05/11/2020	0.00 09/14/2018	1,796.88 57.79	0.00	0.00 1,854.66
369550BA5 GENERAL DYNAMICS CORP	500,000.00 2.88	05/11/2020 05/11/2020	0.00 03/21/2019	3,593.75 -269.16	0.00	0.00 3,324.59
38346MW34 Gotham Funding Corporation	0.00 0.00	09/03/2019 09/03/2019	0.00 07/31/2019	0.00 1,593.75	0.00	0.00 1,593.75
38346MX17 Gotham Funding Corporation	1,000,000.00 0.00	10/01/2019 10/01/2019	0.00 09/03/2019	0.00 1,648.89	0.00	0.00 1,648.89
438124AC3 HAROT 163 A3	0.00 1.16	08/18/2019 05/18/2020	0.00 01/25/2018	22.93 13.19	0.00	0.00 36.12
438124AC3 HAROT 163 A3	0.00 1.16	08/18/2019 05/18/2020	0.00 06/06/2019	62.48 69.32	0.00	0.00 131.80
43815HAB3 HAROT 183 A2	302,353.92 2.67	12/15/2019 12/21/2020	0.00 02/28/2019	2,656.95 -22.17	0.01	0.00 2,634.79
438516BP0 HONEYWELL INTERNATIONAL INC	500,000.00 2.31	10/30/2019 10/30/2019	0.00 03/14/2019	3,073.91 -91.40	0.00	0.00 2,982.51
40428HPN6 HSBC USA INC (NEW)	500,000.00 2.38	11/13/2019 11/13/2019	0.00 10/10/2018	2,968.75 792.03	0.00	0.00 3,760.78
4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	1,000,000.00 1.75	10/15/2019 10/15/2019	0.00 09/17/2018	4,375.00 2,319.90	0.00	0.00 6,694.90
45905UK60 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	0.00 2.47	07/19/2019 07/19/2019	0.00 01/10/2019	616.48 14.21	0.00	0.00 630.69
459058FK4 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	0.00 0.88	08/15/2019 08/15/2019	0.00 02/01/2019	537.22 1,077.69	0.00	0.00 1,614.92
45905UV43 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1,000,000.00 2.07	03/18/2020 03/18/2020	0.00 05/24/2019	5,796.70 -30.77	0.00	0.00 5,765.93
459058FA6 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1,000,000.00 1.38	03/30/2020 03/30/2020	0.00 09/20/2019	415.41 183.96	0.00	0.00 599.38
47788CAB8 JDOT 2018 A2	16,054.25 2.42	10/14/2019 10/15/2020	0.00 02/28/2018	208.05 0.46	0.00	0.00 208.50
24422ETZ2 JOHN DEERE CAPITAL CORP	700,000.00 2.35	01/08/2021 01/08/2021	0.00 04/22/2019	4,112.50 523.83	0.00	0.00 4,636.33
48125LRK0 JPMORGAN CHASE BANK NA	500,000.00 2.60	02/01/2020 02/01/2021	0.00 05/14/2019	3,255.00 118.47	0.00	0.00 3,373.47
48306BWB7 Kaiser Foundation Hospitals, Inc.	0.00 0.00	09/11/2019 09/11/2019	0.00 06/05/2019	0.00 3,872.00	0.00	0.00 3,872.00
48306BXG5 Kaiser Foundation Hospitals, Inc.	800,000.00 0.00	10/16/2019 10/16/2019	0.00 09/11/2019	0.00 906.67	0.00	0.00 906.67

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Income Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Identifier, Description	Ending 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
53127UUF5 Liberty Street Funding LLC	0.00 0.00	07/15/2019 07/15/2019	0.00 06/24/2019	0.00 688.33	0.00	0.00 688.33
53127UYC8 Liberty Street Funding LLC	750,000.00 0.00	11/12/2019 11/12/2019	0.00 07/15/2019	0.00 3,591.25	0.00	0.00 3,591.25
544351MK2 LOS ANGELES CALIF	0.00 4.00	09/01/2019 09/01/2019	0.00 07/12/2018	5,000.00 -1,800.76	0.00	0.00 3,199.24
58772TAC4 MBALT 19A A3	500,000.00 3.10	10/07/2020 11/15/2021	0.00 07/29/2019	2,669.45 -590.83	0.00	0.00 2,078.62
58772RAB0 MBART 181 A2A	229,343.62 2.71	12/19/2019 04/15/2021	0.00 07/25/2018	1,974.08 3.36	0.00	0.00 1,977.44
65478GAD2 NAROT 17B A3	353,777.72 1.75	03/15/2020 10/15/2021	0.00 04/26/2018	1,756.44 1,509.89	0.00	0.00 3,266.33
65478GAD2 NAROT 17B A3	235,851.81 1.75	03/15/2020 10/15/2021	0.00 11/08/2018	1,170.96 1,095.06	0.00	0.00 2,266.02
637432MU6 NATIONAL RURAL UTILITIES COOP FINANCE CORP	700,000.00 2.35	05/15/2020 06/15/2020	0.00 04/12/2019	4,112.50 319.00	0.00	0.00 4,431.50
63763QU13 National Securities Clearing Corporation	0.00 0.00	07/01/2019 07/01/2019	0.00 06/24/2019	0.00 0.00	0.00	0.00 0.00
63763QW45 National Securities Clearing Corporation	0.00 0.00	09/04/2019 09/04/2019	0.00 08/05/2019	0.00 530.00	0.00	0.00 530.00
63763QZ59 National Securities Clearing Corporation	700,000.00 0.00	12/05/2019 12/05/2019	0.00 09/04/2019	0.00 1,050.00	0.00	0.00 1,050.00
67983UUR2 Old Line Funding, LLC	0.00 0.00	07/25/2019 07/25/2019	0.00 01/25/2019	0.00 1,806.67	0.00	0.00 1,806.67
69371RM78 PACCAR INC	700,000.00 2.50	08/14/2020 08/14/2020	0.00 03/29/2019	2,236.11 -13.06	0.00	0.00 2,223.06
69371RM78 PACCAR INC	0.00 2.50	08/14/2020 08/14/2020	0.00 03/29/2019	2,138.89 -12.50	0.00	0.00 2,126.39
69353RFD5 PNC BANK NA	680,000.00 2.48	04/19/2020 05/19/2020	0.00 02/06/2019	4,682.61 -264.24	0.00	0.00 4,418.37
CCYUSD Receivable	1,534.41 0.00	09/30/2019 09/30/2019	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	3,390.00 0.00	0.00	0.00 3,390.00
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	0.00 2.01	07/01/2019 07/01/2019	0.00 12/28/2017	0.00 0.00	0.00	0.00 0.00
857477AS2 STATE STREET CORP	700,000.00 2.55	08/18/2020 08/18/2020	0.00 04/16/2019	2,082.50 47.30	0.00	0.00 2,129.80
857477AS2 STATE STREET CORP	0.00 2.55	08/18/2020 08/18/2020	0.00 04/16/2019	2,380.00 53.90	0.00	0.00 2,433.90
798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	0.00 2.10	08/01/2019 08/01/2019	0.00 01/29/2018	262.25 25.24	0.00	0.00 287.49

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Income Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Identifier, Description	Ending 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
89237WAD9 TAOT 16C A3	13,217.66 1.14	10/14/2019 08/17/2020	0.00 09/13/2017	30.23 7.82	0.00	0.00 38.04
89237WAD9 TAOT 16C A3	0.00 1.14	10/14/2019 08/17/2020	0.00 09/13/2017	69.32 25.11	0.00	0.00 94.44
89231AAD3 TAOT 18C A3	800,000.00 3.02	01/25/2021 12/15/2022	0.00 07/29/2019	4,160.88 -839.06	0.00	0.00 3,321.82
88602UXH8 Thunder Bay Funding LLC	1,000,000.00 0.00	10/17/2019 10/17/2019	0.00 08/15/2019	0.00 2,780.83	0.00	0.00 2,780.83
88602UVF4 Thunder Bay Funding, LLC	0.00 0.00	08/15/2019 08/15/2019	0.00 05/17/2019	0.00 3,100.00	0.00	0.00 3,100.00
89236TCZ6 TOYOTA MOTOR CREDIT CORP	500,000.00 1.90	04/08/2021 04/08/2021	0.00 08/30/2019	818.06 -49.34	0.00	0.00 768.72
9128282K5 UNITED STATES TREASURY	0.00 1.38	07/31/2019 07/31/2019	0.00 10/10/2017	1,139.50 103.14	0.00	0.00 1,242.64
912828U73 UNITED STATES TREASURY	1,000,000.00 1.38	12/15/2019 12/15/2019	0.00 11/28/2018	3,456.28 3,424.41	0.00	0.00 6,880.70
912828U32 UNITED STATES TREASURY	1,000,000.00 1.00	11/15/2019 11/15/2019	0.00 01/17/2019	2,500.00 3,891.25	0.00	0.00 6,391.25
912828XM7 UNITED STATES TREASURY	500,000.00 1.63	07/31/2020 07/31/2020	0.00 04/30/2019	1,346.81 611.31	0.00	0.00 1,958.12
912828XM7 UNITED STATES TREASURY	0.00 1.63	07/31/2020 07/31/2020	0.00 04/30/2019	695.42 310.67	0.00	0.00 1,006.09
9128286D7 UNITED STATES TREASURY	500,000.00 2.50	02/28/2021 02/28/2021	0.00 05/03/2019	3,136.57 -183.19	0.00	0.00 2,953.38
912828C57 UNITED STATES TREASURY	1,000,000.00 2.25	03/31/2021 03/31/2021	0.00 07/22/2019	4,364.76 -776.38	0.00	0.00 3,588.37
9128285G1 UNITED STATES TREASURY	1,000,000.00 2.88	10/31/2020 10/31/2020	0.00 08/30/2019	2,500.00 -990.07	0.00	0.00 1,509.93
90331HNK5 US BANK NA	700,000.00 2.43	12/17/2019 01/17/2020	0.00 01/23/2018	4,432.46 0.00	0.00	0.00 4,432.46
92868LAB7 VALET 181 A2A	381,086.04 2.81	02/01/2020 07/20/2021	0.00 07/03/2018	3,232.31 0.99	-0.01	0.00 3,233.30
92826CAB8 VISA INC	675,000.00 2.20	11/14/2020 12/14/2020	0.00 04/16/2019	3,712.50 601.59	0.00	0.00 4,314.09
92348XAB1 VZOT 18A A1B	800,000.00 2.28	04/26/2021 04/20/2023	0.00 10/10/2018	5,062.59 0.00	0.00	0.00 5,062.59
931142EF6 WALMART INC	700,000.00 2.20	06/23/2020 06/23/2020	0.00 06/27/2018	4,280.83 0.00	0.00	0.00 4,280.83
94975P405 WELLS FRGO GOVERNMENT CL I MMF	546,992.24 2.04	09/30/2019 09/30/2019	0.00 ---	4,507.56 0.00	0.00	0.00 4,507.56
--- ---	**44,385,207.72 1.74**	**04/14/2020 07/04/2020**	**-271,895.53 ---**	**187,838.46 90,927.63**	**-0.99**	**-13,119.37 265,645.73**

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Income Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

* Weighted by: Ending Base Market Value + Accrued. * Holdings Displayed by: Lot.

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Balance Sheet Classification

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

CE

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	546,992.24 1.0000	09/30/2019 2.04	09/30/2019	AAA Cash	1.75 1.75	546,992.24 546,992.24 0.00	546,992.24 0.00 546,992.24
CCYUSD Cash	-3.94 1.0000	09/30/2019 0.00	09/30/2019	AAA Cash	0.00 0.00	-3.94 -3.94 0.00	-3.94 0.00 -3.94
CCYUSD Receivable	1,534.41 1.0000	09/30/2019 0.00	09/30/2019	AAA Cash	0.00 0.00	1,534.41 1,534.41 0.00	1,534.41 0.00 1,534.41
38346MX17 Gotham Funding Corporation	1,000,000.00 99.9945	10/01/2019 0.00	10/01/2019	A-1+ Financial	0.00 1.98	998,351.11 1,000,000.00 -55.19	999,944.81 0.00 999,944.81
88602UXH8 Thunder Bay Funding LLC	1,000,000.00 99.9037	10/17/2019 0.00	10/17/2019	A-1+ Financial	2.15 2.04	996,272.50 999,053.33 -16.19	999,037.14 0.00 999,037.14
313588NZ4 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00 99.8016	11/08/2019 0.00	11/08/2019	A-1+ Agency	1.94 1.83	995,711.11 997,962.78 52.78	998,015.56 0.00 998,015.56
30229BX36 Exxon Mobil Corporation	1,000,000.00 99.9813	10/03/2019 0.00	10/03/2019	A-1+ Industrial	2.06 2.24	999,202.78 999,886.11 -73.19	999,812.92 0.00 999,812.92
12619UYC9 CRC Funding, LLC	500,000.00 99.7512	11/12/2019 0.00	11/12/2019	A-1+ Financial	2.14 2.14	498,027.22 498,763.33 -7.35	498,755.98 0.00 498,755.98
48306BXG5 Kaiser Foundation Hospitals, Inc.	800,000.00 99.8965	10/16/2019 0.00	10/16/2019	A-1+ Industrial	2.05 2.33	798,413.33 799,320.00 -147.73	799,172.26 0.00 799,172.26
--- ---	**5,848,522.71** **90.6167**	**10/16/2019** **0.19**	**10/16/2019**	**AAA** ---	**1.68** **2.05**	**5,834,500.76** **5,843,508.26** **-246.87**	**5,843,261.39** **0.00** **5,843,261.39**

ST

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
09247XAE1 BLACKROCK INC	700,000.00 100.5440	12/10/2019 5.00	12/10/2019	AA- Financial	2.81 2.16	722,435.00 702,855.36 952.64	703,808.00 10,791.67 714,599.67
313370US5 FEDERAL HOME LOAN BANKS	1,000,000.00 100.9466	09/11/2020 2.88	09/11/2020	AAA Agency	2.51 1.86	1,005,300.42 1,003,402.50 6,063.99	1,009,466.49 1,597.22 1,011,063.71

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Balance Sheet Classification

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
637432MU6 NATIONAL RURAL UTILITIES COOP FINANCE CORP	700,000.00 100.1569	06/15/2020 2.35	05/15/2020	A+ Financial	2.53 2.10	698,509.00 699,105.40 1,993.07	701,098.47 4,843.61 705,942.08
40428HPN6 HSBC USA INC (NEW)	500,000.00 100.0223	11/13/2019 2.38	11/13/2019	AA- Financial	3.02 2.17	496,565.00 499,629.81 481.51	500,111.32 4,552.08 504,663.40
05531FAS2 BB&T CORP	250,000.00 100.0644	01/15/2020 2.45	12/15/2019	A+ Financial	3.12 2.10	248,092.50 249,525.36 635.52	250,160.89 1,293.06 251,453.94
166764AR1 CHEVRON CORP	200,000.00 100.0182	03/03/2020 1.96	02/03/2020	AA Industrial	3.00 1.91	197,310.00 199,144.09 892.33	200,036.42 305.04 200,341.46
3135G0D75 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00 99.7213	06/22/2020 1.50	06/22/2020	AAA Agency	2.00 1.89	995,220.00 996,431.83 781.09	997,212.92 4,125.00 1,001,337.92
161571GX6 CHAIT 154 A	850,000.00 99.8927	04/15/2020 1.84	04/14/2020	AAA Asset Backed	1.99 2.05	849,203.13 849,340.41 -252.12	849,088.29 695.11 849,783.40
912828XM7 UNITED STATES TREASURY	500,000.00 99.8086	07/31/2020 1.63	07/31/2020	AAA Government	2.37 1.86	495,410.16 496,953.47 2,089.53	499,043.00 1,368.89 500,411.89
69371RM78 PACCAR INC	700,000.00 100.5263	08/14/2020 2.50	08/14/2020	A+ Industrial	2.48 1.89	700,140.00 700,088.33 3,596.03	703,684.36 2,284.72 705,969.08
857477AS2 STATE STREET CORP	700,000.00 100.4724	08/18/2020 2.55	08/18/2020	AA- Financial	2.61 2.01	699,461.00 699,645.80 3,660.74	703,306.54 2,132.08 705,438.62
3133EFLA3 FEDERAL FARM CREDIT BANKS FUNDING CORP	500,000.00 99.9647	10/22/2019 1.24	10/22/2019	AAA Agency	2.73 1.81	492,630.00 499,580.57 243.03	499,823.59 2,738.33 502,561.93
459058FA6 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1,000,000.00 99.6696	03/30/2020 1.38	03/30/2020	AAA Government	1.99 2.04	996,789.00 996,972.96 -277.46	996,695.50 38.19 996,733.69
89237WAD9 TAOT 16C A3	13,217.66 99.9586	08/17/2020 1.14	10/14/2019	AAA Asset Backed	1.34 2.14	13,161.90 13,216.64 -4.44	13,212.19 6.70 13,218.89
912828U32 UNITED STATES TREASURY	1,000,000.00 99.8710	11/15/2019 1.00	11/15/2019	AAA Government	2.57 2.03	987,226.56 998,096.67 613.33	998,710.00 3,777.17 1,002,487.17
17305EFW0 CCCIT 16A1 A1	450,000.00 99.9500	11/19/2019 1.75	11/19/2019	AAA Asset Backed	2.74 2.11	443,056.64 449,405.20 369.75	449,774.96 2,887.50 452,662.46
912828U73 UNITED STATES TREASURY	1,000,000.00 99.8945	12/15/2019 1.38	12/15/2019	AAA Government	2.76 1.88	985,781.25 997,208.36 1,736.64	998,945.00 4,057.38 1,003,002.38

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Balance Sheet Classification

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
02587AAJ3 AMXCA 171 A	500,000.00 99.9208	02/18/2020 1.93	02/18/2020	AAA Asset Backed	2.82 2.56	492,539.06 498,352.47 1,251.48	499,603.95 428.89 500,032.84
05522RCW6 BACCT 171 A	750,000.00 99.9398	03/16/2020 1.95	03/15/2020	AAA Asset Backed	2.69 2.09	744,316.41 747,521.78 2,026.35	749,548.13 650.00 750,198.13
17305EGB5 CCCIT 17A3 A3	400,000.00 99.9340	04/07/2020 1.92	04/06/2020	AAA Asset Backed	2.22 2.05	399,187.50 399,393.03 342.85	399,735.88 3,712.00 403,447.88
69353RFD5 PNC BANK NA	680,000.00 100.1389	05/19/2020 2.48	04/19/2020	A+ Financial	2.37 2.06	681,258.00 680,577.30 367.50	680,944.81 2,017.36 682,962.16
3130ACLX0 FEDERAL HOME LOAN BANKS	500,000.00 99.9820	10/30/2019 1.63	10/30/2019	AAA Agency	2.71 1.83	494,187.00 499,576.44 333.72	499,910.16 3,407.99 503,318.14
438516BP0 HONEYWELL INTERNATIONAL INC	500,000.00 100.0101	10/30/2019 2.31	10/30/2019	A Industrial	2.27 2.18	500,228.50 500,028.81 21.71	500,050.52 2,017.53 502,068.05
037833DH0 APPLE INC	500,000.00 99.9720	11/13/2019 1.80	11/13/2019	AA+ Industrial	2.94 2.02	494,665.00 499,340.79 519.00	499,859.79 3,450.00 503,309.79
4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	1,000,000.00 99.9898	10/15/2019 1.75	10/15/2019	AAA Government	2.69 1.98	990,090.00 999,646.97 250.71	999,897.68 8,069.44 1,007,967.12
90331HNK5 US BANK NA	700,000.00 100.0284	01/17/2020 2.43	12/17/2019	AA- Financial	2.48 2.12	700,000.00 700,000.00 198.57	700,198.57 3,588.41 703,786.98
17325FAN8 CITIBANK NA	700,000.00 100.5066	05/01/2020 3.05	04/01/2020	AA- Financial	2.79 2.03	701,925.00 701,009.91 2,535.95	703,545.86 8,895.83 712,441.70
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	500,000.00 100.0470	11/01/2019 2.71	11/01/2019	AA+ Municipal	2.71 2.16	500,000.00 500,000.00 235.00	500,235.00 5,650.00 505,885.00
369550BA5 GENERAL DYNAMICS CORP	250,000.00 100.5209	05/11/2020 2.88	05/11/2020	A+ Industrial	2.97 2.02	249,620.00 249,859.93 1,442.31	251,302.24 2,795.14 254,097.38
369550BA5 GENERAL DYNAMICS CORP	500,000.00 100.5209	05/11/2020 2.88	05/11/2020	A+ Industrial	2.65 2.02	501,220.00 500,652.42 1,952.07	502,604.49 5,590.28 508,194.77
14913Q2J7 CATERPILLAR FINANCIAL SERVICES CORP	500,000.00 100.5695	05/15/2020 2.95	05/15/2020	A Industrial	2.56 2.03	501,842.00 501,187.88 1,659.44	502,847.32 5,572.22 508,419.54
931142EF6 WALMART INC	700,000.00 100.0040	06/23/2020 2.20	06/23/2020	AA Industrial	2.23 1.94	700,000.00 700,000.00 28.12	700,028.12 342.05 700,370.17

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Balance Sheet Classification

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
45905UV43 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1,000,000.00 99.9950	03/18/2020 2.07	03/18/2020	AAA Government	2.08 1.87	1,000,100.00 1,000,056.52 -106.52	999,950.00 747.82 1,000,697.82
02665WCL3 AMERICAN HONDA FINANCE CORP	700,000.00 100.0464	02/21/2020 2.30	02/21/2020	A Industrial	2.28 2.08	700,686.00 700,193.87 130.94	700,324.81 1,834.81 702,159.61
313312NG1 FEDERAL FARM CREDIT BANKS	500,000.00 99.8903	10/22/2019 0.00	10/22/2019	A-1+ Agency	2.68 1.80	486,703.89 499,232.92 218.75	499,451.66 0.00 499,451.66
313312NS5 FEDERAL FARM CREDIT BANKS	1,000,000.00 99.8381	11/01/2019 0.00	11/01/2019	A-1+ Agency	2.73 1.88	973,721.11 997,692.22 688.89	998,381.11 0.00 998,381.11
313312QL7 FEDERAL FARM CREDIT BANKS	1,000,000.00 99.6208	12/13/2019 0.00	12/13/2019	A-1+ Agency	2.73 1.85	973,003.33 994,585.83 1,622.23	996,208.06 0.00 996,208.06
313396NJ8 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 99.8799	10/24/2019 0.00	10/24/2019	A-1+ Agency	2.37 1.80	989,990.00 998,505.00 293.89	998,798.89 0.00 998,798.89
53127UYC8 Liberty Street Funding LLC	750,000.00 99.7512	11/12/2019 0.00	11/12/2019	A-1+ Financial	2.23 2.14	744,475.00 748,066.25 67.73	748,133.98 0.00 748,133.98
63763QZ59 National Securities Clearing Corporation	700,000.00 99.6179	12/05/2019 0.00	12/05/2019	A-1+ Financial	2.02 2.12	696,422.22 697,472.22 -146.69	697,325.53 0.00 697,325.53
--- ---	**26,393,217.66 100.0389**	**02/19/2020 1.76**	**02/15/2020**	**AA+ ---**	**2.50 2.00**	**26,242,471.58 26,363,555.35 39,509.14**	**26,403,064.49 106,263.53 26,509,328.02**

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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
912828C57 UNITED STATES TREASURY	1,000,000.00 100.7344	03/31/2021 2.25	03/31/2021	AAA Government	1.84 1.75	1,006,757.81 1,005,981.43 1,362.57	1,007,344.00 61.48 1,007,405.48
92826CAB8 VISA INC	675,000.00 100.3712	12/14/2020 2.20	11/14/2020	AA- Industrial	2.56 1.85	671,024.25 672,122.81 5,382.82	677,505.63 4,413.75 681,919.38
06406FAA1 BANK OF NEW YORK MELLON CORP	700,000.00 100.7661	04/15/2021 2.50	03/15/2021	AA- Financial	1.90 1.97	706,398.00 706,002.36 -639.37	705,362.99 8,069.44 713,432.44
89236TCZ6 TOYOTA MOTOR CREDIT CORP	500,000.00 100.0269	04/08/2021 1.90	04/08/2021	AA- Industrial	1.78 1.88	500,905.00 500,855.66 -721.40	500,134.27 4,565.28 504,699.54

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Balance Sheet Classification

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
65478GAD2 NAROT 17B A3	353,777.72 99.8668	10/15/2021 1.75	03/15/2020	AAA Asset Backed	3.20 2.05	347,655.70 350,873.60 2,432.84	353,306.45 275.16 353,581.61
65478GAD2 NAROT 17B A3	235,851.81 99.8668	10/15/2021 1.75	03/15/2020	AAA Asset Backed	3.33 2.05	232,286.39 233,745.58 1,792.05	235,537.63 183.44 235,721.07
24422ETZ2 JOHN DEERE CAPITAL CORP	700,000.00 100.5815	01/08/2021 2.35	01/08/2021	A Industrial	2.66 1.88	696,430.00 697,352.39 6,718.17	704,070.56 3,792.64 707,863.20
48125LRK0 JPMORGAN CHASE BANK NA	500,000.00 100.1658	02/01/2021 2.60	02/01/2020	AA Financial	2.70 2.07	499,190.00 499,370.29 1,458.60	500,828.89 2,170.00 502,998.89
47788CAB8 JDOT 2018 A2	16,054.25 100.0075	10/15/2020 2.42	10/14/2019	AAA Asset Backed	2.44 2.25	16,053.55 16,054.20 1.25	16,055.45 17.27 16,072.72
92868LAB7 VALET 181 A2A	381,086.04 100.2015	07/20/2021 2.81	02/01/2020	AAA Asset Backed	2.83 2.22	381,082.92 381,084.82 769.11	381,853.93 327.20 382,181.13
58772RAB0 MBART 181 A2A	229,343.62 100.1157	04/15/2021 2.71	12/19/2019	AAA Asset Backed	2.73 2.19	229,335.89 229,341.48 267.42	229,608.90 276.23 229,885.13
89231AAD3 TAOT 18C A3	800,000.00 101.3741	12/15/2022 3.02	01/25/2021	AAA Asset Backed	2.10 1.97	812,218.75 811,379.69 -387.05	810,992.64 1,073.78 812,066.42
43815HAB3 HAROT 183 A2	302,353.92 100.1308	12/21/2020 2.67	12/15/2019	AAA Asset Backed	2.66 2.06	302,389.35 302,369.66 379.64	302,749.30 224.25 302,973.55
92348XAB1 VZOT 18A A1B	800,000.00 99.8628	04/20/2023 2.28	04/26/2021	AAA Asset Backed	2.30 1.85	800,000.00 800,000.00 -1,097.44	798,902.56 558.37 799,460.93
9128285G1 UNITED STATES TREASURY	1,000,000.00 101.1250	10/31/2020 2.88	10/31/2020	AAA Government	1.72 1.82	1,013,242.19 1,012,252.12 -1,002.12	1,011,250.00 12,031.25 1,023,281.25
58772TAC4 MBALT 19A A3	500,000.00 101.0462	11/15/2021 3.10	10/07/2020	AAA Asset Backed	2.14 2.07	505,234.38 504,643.55 587.65	505,231.20 688.89 505,920.09
9128286D7 UNITED STATES TREASURY	500,000.00 101.0234	02/28/2021 2.50	02/28/2021	AAA Government	2.35 1.76	501,328.13 501,027.46 4,089.54	505,117.00 1,064.56 506,181.56
06050TML3 BANK OF AMERICA NA	500,000.00 100.0904	05/24/2021 2.48	05/24/2020	AA Financial	2.48 1.96	500,000.00 500,000.00 452.00	500,452.00 1,206.65 501,658.65
14042WAB6 COPAR 191 A2	650,000.00 100.3780	04/15/2022 2.58	06/18/2020	AAA Asset Backed	2.60 2.06	649,945.01 649,955.42 2,501.77	652,457.19 745.33 653,202.53

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Balance Sheet Classification

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
05588CAB8 BMWOT 19A A2	800,000.00 100.0186	05/25/2022 2.05	08/30/2020	AAA Asset Backed	2.06 2.04	799,983.12 799,983.46 165.34	800,148.80 592.22 800,741.02
3133EKR73 FEDERAL FARM CREDIT BANKS FUNDING CORP	1,000,000.00 99.9078	09/23/2021 2.16	09/23/2021	AAA Agency	2.19 1.67	1,000,000.00 1,000,000.00 -922.21	999,077.79 479.75 999,557.54
--- ---	**12,143,467.35 100.4520**	**08/27/2021 2.44**	**11/17/2020**	**AA+ ---**	**2.28 1.92**	**12,171,460.44 12,174,395.99 23,591.20**	**12,197,987.19 42,816.94 12,240,804.13**

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
--- ---	**44,385,207.72 98.9177**	**07/04/2020 1.74**	**04/14/2020**	**AA+ ---**	**2.33 1.98**	**44,248,432.78 44,381,459.61 62,853.46**	**44,444,313.07 149,080.47 44,593,393.54**

* 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. * Holdings Displayed by: Lot.

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

* 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
09/10/2019 09/18/2019	05588CAB8 BMWOT 19A A2	BARCLAYS CAPITAL INC. 05/25/2022 2.05	800,000.00 800,000.00 100.00	0.00 799,983.12	0.00 0.00	0.00 -799,983.12
08/23/2019 08/27/2019	06406FAA1 BANK OF NEW YORK MELLON CORP	KEYBANC CAPITAL MARKETS INC 04/15/2021 2.50	700,000.00 700,000.00 100.91	0.00 706,398.00	0.00 6,416.67	0.00 -712,814.67
08/23/2019 08/26/2019	12619UW64 CRC Funding, LLC	J.P. Morgan Securities Inc. (AU) 09/06/2019 0.00	500,000.00 500,000.00 99.94	0.00 499,676.11	0.00 0.00	0.00 -499,676.11
09/06/2019 09/06/2019	12619UYC9 CRC Funding, LLC	J.P. Morgan Securities Inc. (AU) 11/12/2019 0.00	500,000.00 500,000.00 99.61	0.00 498,027.22	0.00 0.00	0.00 -498,027.22
08/19/2019 08/21/2019	161571GX6 CHAIT 154 A	TORONTO DOMINION BK 04/15/2020 1.84	850,000.00 850,000.00 99.91	0.00 849,203.13	0.00 260.67	0.00 -849,463.80
07/25/2019 07/29/2019	17305EGB5 CCCIT 17A3 A3	TORONTO DOMINION BK 04/07/2020 1.92	400,000.00 400,000.00 99.80	0.00 399,187.50	0.00 2,389.33	0.00 -401,576.83
09/19/2019 09/19/2019	30229BX36 Exxon Mobil Corporation	CITIGROUP GLOBAL MARKET 10/03/2019 0.00	1,000,000.00 1,000,000.00 99.92	0.00 999,202.78	0.00 0.00	0.00 -999,202.78
09/17/2019 09/17/2019	313384LW7 FEDERAL HOME LOAN BANKS	APX Asset 09/18/2019 0.00	1,000,000.00 1,000,000.00 99.99	0.00 999,875.00	0.00 0.00	0.00 -999,875.00
09/17/2019 09/23/2019	3133EKR73 FEDERAL FARM CREDIT BANKS FUNDING CORP	APX Asset 09/23/2021 2.16	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
08/19/2019 08/20/2019	313588NZ4 FEDERAL NATIONAL MORTGAGE ASSOCIATION	APX Asset 11/08/2019 0.00	1,000,000.00 1,000,000.00 99.57	0.00 995,711.11	0.00 0.00	0.00 -995,711.11
07/02/2019 07/03/2019	3135G0D75 FEDERAL NATIONAL MORTGAGE ASSOCIATION	KEYBANC CAPITAL MARKETS INC 06/22/2020 1.50	1,000,000.00 1,000,000.00 99.52	0.00 995,220.00	0.00 458.33	0.00 -995,678.33
07/31/2019 07/31/2019	38346MW34 Gotham Funding Corporation	J.P. Morgan Securities Inc. (AU) 09/03/2019 0.00	750,000.00 750,000.00 99.79	0.00 748,406.25	0.00 0.00	0.00 -748,406.25
09/03/2019 09/03/2019	38346MX17 Gotham Funding Corporation	J.P. Morgan Securities Inc. (AU) 10/01/2019 0.00	1,000,000.00 1,000,000.00 99.84	0.00 998,351.11	0.00 0.00	0.00 -998,351.11
09/18/2019 09/20/2019	459058FA6 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	CastleOak Securities LP 03/30/2020 1.38	1,000,000.00 1,000,000.00 99.68	0.00 996,789.00	0.00 6,497.78	0.00 -1,003,286.78

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
09/11/2019 09/11/2019	48306BXG5 Kaiser Foundation Hospitals, Inc.	J.P. Morgan Securities Inc. (AU) 10/16/2019 0.00	800,000.00 800,000.00 99.80	0.00 798,413.33	0.00 0.00	0.00 -798,413.33
07/15/2019 07/15/2019	53127UYC8 Liberty Street Funding LLC	Bank of America 11/12/2019 0.00	750,000.00 750,000.00 99.26	0.00 744,475.00	0.00 0.00	0.00 -744,475.00
07/25/2019 07/29/2019	58772TAC4 MBALT 19A A3	J.P. Morgan Securities Inc. (AU) 11/15/2021 3.10	500,000.00 500,000.00 101.05	0.00 505,234.38	0.00 602.78	0.00 -505,837.16
08/05/2019 08/05/2019	63763QW45 National Securities Clearing Corporation	RBC CAPITAL MARKETS 09/04/2019 0.00	300,000.00 300,000.00 99.82	0.00 299,470.00	0.00 0.00	0.00 -299,470.00
09/04/2019 09/04/2019	63763QZ59 National Securities Clearing Corporation	Dain Rauscher 12/05/2019 0.00	700,000.00 700,000.00 99.49	0.00 696,422.22	0.00 0.00	0.00 -696,422.22
08/15/2019 08/15/2019	88602UXH8 Thunder Bay Funding LLC	J.P. Morgan Securities Inc. (AU) 10/17/2019 0.00	1,000,000.00 1,000,000.00 99.63	0.00 996,272.50	0.00 0.00	0.00 -996,272.50
07/25/2019 07/29/2019	89231AAD3 TAOT 18C A3	J.P. Morgan Securities Inc. (AU) 12/15/2022 3.02	800,000.00 800,000.00 101.53	0.00 812,218.75	0.00 939.56	0.00 -813,158.31
08/28/2019 08/30/2019	89236TCZ6 TOYOTA MOTOR CREDIT CORP	Piper Jaffray Inc 04/08/2021 1.90	500,000.00 500,000.00 100.18	0.00 500,905.00	0.00 3,747.22	0.00 -504,652.22
08/29/2019 08/30/2019	9128285G1 UNITED STATES TREASURY	Goldman Sachs & Co. (AU) 10/31/2020 2.88	1,000,000.00 1,000,000.00 101.32	0.00 1,013,242.19	0.00 9,531.25	0.00 -1,022,773.44
07/19/2019 07/22/2019	912828C57 UNITED STATES TREASURY	BARCLAYS CAPITAL INC. 03/31/2021 2.25	1,000,000.00 1,000,000.00 100.68	0.00 1,006,757.81	0.00 6,946.72	0.00 -1,013,704.53
07/01/2019 07/01/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	1,008,135.00 1,008,135.00 1.00	1,008,135.00 1,008,135.00	0.00 0.00	0.00 -1,008,135.00
07/08/2019 07/08/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	8,225.00 8,225.00 1.00	8,225.00 8,225.00	0.00 0.00	0.00 -8,225.00
07/15/2019 07/15/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	812,078.51 812,078.51 1.00	812,078.51 812,078.51	0.00 0.00	0.00 -812,078.51
07/16/2019 07/16/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	400,443.33 400,443.33 1.00	400,443.33 400,443.33	0.00 0.00	0.00 -400,443.33
07/17/2019 07/17/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	4,800.50 4,800.50 1.00	4,800.50 4,800.50	0.00 0.00	0.00 -4,800.50
07/19/2019 07/19/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	558,249.24 558,249.24 1.00	558,249.24 558,249.24	0.00 0.00	0.00 -558,249.24

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
07/19/2019 07/19/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	2,985.00 2,985.00 1.00	2,985.00 2,985.00	0.00 0.00	0.00 -2,985.00
07/22/2019 07/22/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	59,721.94 59,721.94 1.00	59,721.94 59,721.94	0.00 0.00	0.00 -59,721.94
07/22/2019 07/22/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	49,168.87 49,168.87 1.00	49,168.87 49,168.87	0.00 0.00	0.00 -49,168.87
07/23/2019 07/23/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	46,270.77 46,270.77 1.00	46,270.77 46,270.77	0.00 0.00	0.00 -46,270.77
07/25/2019 07/25/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	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
07/26/2019 07/26/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	503,125.00 503,125.00 1.00	503,125.00 503,125.00	0.00 0.00	0.00 -503,125.00
07/30/2019 07/30/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	34,619.84 34,619.84 1.00	34,619.84 34,619.84	0.00 0.00	0.00 -34,619.84
07/31/2019 07/31/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	6,875.00 6,875.00 1.00	6,875.00 6,875.00	0.00 0.00	0.00 -6,875.00
07/31/2019 07/31/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	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
08/01/2019 08/01/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	159,009.36 159,009.36 1.00	159,009.36 159,009.36	0.00 0.00	0.00 -159,009.36
08/13/2019 08/13/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	17,225.00 17,225.00 1.00	17,225.00 17,225.00	0.00 0.00	0.00 -17,225.00
08/13/2019 08/13/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	650,000.00 650,000.00 1.00	650,000.00 650,000.00	0.00 0.00	0.00 -650,000.00
08/14/2019 08/14/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	463,475.00 463,475.00 1.00	463,475.00 463,475.00	0.00 0.00	0.00 -463,475.00
08/15/2019 08/15/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	2,439,918.80 2,439,918.80 1.00	2,439,918.80 2,439,918.80	0.00 0.00	0.00 -2,439,918.80
08/15/2019 08/15/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	15,720.35 15,720.35 1.00	15,720.35 15,720.35	0.00 0.00	0.00 -15,720.35
08/15/2019 08/15/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	58,292.92 58,292.92 1.00	58,292.92 58,292.92	0.00 0.00	0.00 -58,292.92

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
08/16/2019 08/16/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	1,844.17 1,844.17 1.00	1,844.17 1,844.17	0.00 0.00	0.00 -1,844.17
08/19/2019 08/19/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	49,955.77 49,955.77 1.00	49,955.77 49,955.77	0.00 0.00	0.00 -49,955.77
08/20/2019 08/20/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	80.99 80.99 1.00	80.99 80.99	0.00 0.00	0.00 -80.99
08/20/2019 08/20/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	52,716.38 52,716.38 1.00	52,716.38 52,716.38	0.00 0.00	0.00 -52,716.38
08/21/2019 08/21/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	4,779.70 4,779.70 1.00	4,779.70 4,779.70	0.00 0.00	0.00 -4,779.70
08/22/2019 08/22/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	1,058,814.09 1,058,814.09 1.00	1,058,814.09 1,058,814.09	0.00 0.00	0.00 -1,058,814.09
08/27/2019 08/27/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	3,793.07 3,793.07 1.00	3,793.07 3,793.07	0.00 0.00	0.00 -3,793.07
08/29/2019 08/29/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	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
09/03/2019 09/03/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	1,525,258.32 1,525,258.32 1.00	1,525,258.32 1,525,258.32	0.00 0.00	0.00 -1,525,258.32
09/04/2019 09/04/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	300,000.00 300,000.00 1.00	300,000.00 300,000.00	0.00 0.00	0.00 -300,000.00
09/06/2019 09/06/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	500,000.00 500,000.00 1.00	500,000.00 500,000.00	0.00 0.00	0.00 -500,000.00
09/10/2019 09/10/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	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
09/11/2019 09/11/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	814,375.00 814,375.00 1.00	814,375.00 814,375.00	0.00 0.00	0.00 -814,375.00
09/16/2019 09/16/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	43,900.52 43,900.52 1.00	43,900.52 43,900.52	0.00 0.00	0.00 -43,900.52
09/16/2019 09/16/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	72,278.97 72,278.97 1.00	72,278.97 72,278.97	0.00 0.00	0.00 -72,278.97
09/17/2019 09/17/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	1,014,339.17 1,014,339.17 1.00	1,014,339.17 1,014,339.17	0.00 0.00	0.00 -1,014,339.17

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
09/18/2019 09/18/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	200,016.88 200,016.88 1.00	200,016.88 200,016.88	0.00 0.00	0.00 -200,016.88
09/19/2019 09/19/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	501,840.00 501,840.00 1.00	501,840.00 501,840.00	0.00 0.00	0.00 -501,840.00
09/20/2019 09/20/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	48,202.80 48,202.80 1.00	48,202.80 48,202.80	0.00 0.00	0.00 -48,202.80
09/23/2019 09/23/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	4,263.15 4,263.15 1.00	4,263.15 4,263.15	0.00 0.00	0.00 -4,263.15
09/24/2019 09/24/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	58,074.39 58,074.39 1.00	58,074.39 58,074.39	0.00 0.00	0.00 -58,074.39
09/30/2019 09/30/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	6,880.00 6,880.00 1.00	6,880.00 6,880.00	0.00 0.00	0.00 -6,880.00
09/30/2019 09/30/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	11,250.00 11,250.00 1.00	11,250.00 11,250.00	0.00 0.00	0.00 -11,250.00
--- ---	**--- ---**	**--- 02/22/2020 1.58**	**36,421,002.80 36,421,002.80 ---**	**17,571,002.80 36,430,444.31**	**0.00 37,790.31**	**0.00 -36,468,234.62**

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
08/14/2019 08/14/2019	084670BL1 BERKSHIRE HATHAWAY INC	Maturity 08/14/2019 2.10	-450,000.00 -450,000.00 100.00	0.00 -450,000.00	0.00 0.00	0.00 450,000.00
09/06/2019 09/06/2019	12619UW64 CRC Funding, LLC	Maturity 09/06/2019 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
08/15/2019 08/15/2019	14041NFF3 COMET 164 A	Maturity 08/15/2019 1.33	-400,000.00 0.00 100.00	0.00 0.00	0.00 0.00	0.00 0.00
08/15/2019 08/15/2019	161571FK5 CHAIT 124 A	Maturity 08/15/2019 1.58	-475,000.00 0.00 100.00	0.00 0.00	0.00 0.00	0.00 0.00
07/15/2019 07/15/2019	17305EFS9 CCCIT 14A6 A6	Maturity 07/15/2019 2.15	-400,000.00 0.00 100.00	0.00 0.00	0.00 0.00	0.00 0.00

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
08/13/2019 08/13/2019	22546QAC1 CREDIT SUISSE FIRST BOSTON NEW YORK BRANCH	Maturity 08/13/2019 5.30	-650,000.00 -650,000.00 100.00	0.00 -650,000.00	0.00 0.00	0.00 650,000.00
09/17/2019 09/17/2019	313312LV0 FEDERAL FARM CREDIT BANKS	Maturity 09/17/2019 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
08/22/2019 08/22/2019	313384KT5 FEDERAL HOME LOAN BANKS	Maturity 08/22/2019 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
08/29/2019 08/29/2019	313384LA5 FEDERAL HOME LOAN BANKS	Maturity 08/29/2019 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
09/10/2019 09/10/2019	313384LN7 FEDERAL HOME LOAN BANKS	Maturity 09/10/2019 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
09/18/2019 09/18/2019	313384LW7 FEDERAL HOME LOAN BANKS	Maturity 09/18/2019 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
09/19/2019 09/19/2019	313384LX5 FEDERAL HOME LOAN BANKS	Maturity 09/19/2019 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/23/2019 09/23/2019	313384MB2 FEDERAL HOME LOAN BANKS	Maturity 09/23/2019 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
07/26/2019 07/26/2019	3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	Maturity 07/26/2019 1.25	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/03/2019 09/03/2019	38346MW34 Gotham Funding Corporation	Maturity 09/03/2019 0.00	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
08/15/2019 08/15/2019	459058FK4 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	Maturity 08/15/2019 0.88	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
07/19/2019 07/19/2019	45905UK60 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	Maturity 07/19/2019 2.47	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/11/2019 09/11/2019	48306BWB7 Kaiser Foundation Hospitals, Inc.	Maturity 09/11/2019 0.00	-800,000.00 -800,000.00 100.00	0.00 -800,000.00	0.00 0.00	0.00 800,000.00
07/15/2019 07/15/2019	53127UUF5 Liberty Street Funding LLC	Maturity 07/15/2019 0.00	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
09/01/2019 09/01/2019	544351MK2 LOS ANGELES CALIF	Maturity 09/01/2019 4.00	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
07/01/2019 07/01/2019	63763QU13 National Securities Clearing Corporation	Maturity 07/01/2019 0.00	-250,000.00 -250,000.00 100.00	0.00 -250,000.00	0.00 0.00	0.00 250,000.00

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
09/04/2019 09/04/2019	63763QW45 National Securities Clearing Corporation	Maturity 09/04/2019 0.00	-300,000.00 -300,000.00 100.00	0.00 -300,000.00	0.00 0.00	0.00 300,000.00
07/25/2019 07/25/2019	67983UUR2 Old Line Funding, LLC	Maturity 07/25/2019 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
07/01/2019 07/01/2019	797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	Maturity 07/01/2019 2.01	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
08/01/2019 08/01/2019	798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	Maturity 08/01/2019 2.10	-150,000.00 -150,000.00 100.00	0.00 -150,000.00	0.00 0.00	0.00 150,000.00
08/15/2019 08/15/2019	88602UVF4 Thunder Bay Funding, LLC	Maturity 08/15/2019 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
07/31/2019 07/31/2019	9128282K5 UNITED STATES TREASURY	Maturity 07/31/2019 1.38	-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
--- ---	**--- ---**	**Maturity 08/21/2019 0.75**	**-18,375,000.00 -17,100,000.00 100.00**	**0.00 -17,100,000.00**	**0.00 0.00**	**0.00 17,100,000.00**

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
07/20/2019 07/20/2019	055657AC4 BMWLT 171 A3	Direct 05/20/2020 1.98	0.00 -49,007.02 ---	0.00 -49,007.02	0.00 0.00	0.00 49,007.02
08/20/2019 08/20/2019	055657AC4 BMWLT 171 A3	Direct 05/20/2020 1.98	0.00 -49,084.02 ---	0.00 -49,084.02	0.00 0.00	0.00 49,084.02
08/15/2019 08/15/2019	14041NFF3 COMET 164 A	Direct 08/15/2019 1.33	0.00 -400,000.00 ---	0.00 -400,000.00	0.00 0.00	0.00 400,000.00
08/15/2019 08/15/2019	161571FK5 CHAIT 124 A	Direct 08/15/2019 1.58	0.00 -475,000.00 ---	0.00 -475,000.00	0.00 0.00	0.00 475,000.00
07/15/2019 07/15/2019	17305EFS9 CCCIT 14A6 A6	Direct 07/15/2019 2.15	0.00 -400,000.00 ---	0.00 -400,000.00	0.00 0.00	0.00 400,000.00
07/18/2019 07/18/2019	438124AC3 HAROT 163 A3	Direct 05/18/2020 1.16	0.00 -56,150.08 ---	0.00 -56,150.08	0.00 0.00	0.00 56,150.08

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
08/18/2019 08/18/2019	438124AC3 HAROT 163 A3	Direct 05/18/2020 1.16	0.00 -36,081.03 ---	0.00 -36,081.02	-0.01 0.00	0.00 36,081.02
07/21/2019 07/21/2019	43815HAB3 HAROT 183 A2	Direct 12/21/2020 2.67	0.00 -56,801.43 ---	0.00 -56,801.43	0.00 0.00	0.00 56,801.43
08/21/2019 08/21/2019	43815HAB3 HAROT 183 A2	Direct 12/21/2020 2.67	0.00 -57,885.13 ---	0.00 -57,885.13	0.00 0.00	0.00 57,885.13
09/21/2019 09/21/2019	43815HAB3 HAROT 183 A2	Direct 12/21/2020 2.67	0.00 -57,274.21 ---	0.00 -57,274.22	0.01 0.00	0.00 57,274.22
07/15/2019 07/15/2019	47788CAB8 JDOT 2018 A2	Direct 10/15/2020 2.42	0.00 -11,030.86 ---	0.00 -11,030.86	0.00 0.00	0.00 11,030.86
08/15/2019 08/15/2019	47788CAB8 JDOT 2018 A2	Direct 10/15/2020 2.42	0.00 -14,132.08 ---	0.00 -14,132.08	0.00 0.00	0.00 14,132.08
09/15/2019 09/15/2019	47788CAB8 JDOT 2018 A2	Direct 10/15/2020 2.42	0.00 -11,807.87 ---	0.00 -11,807.87	0.00 0.00	0.00 11,807.87
07/15/2019 07/15/2019	58772RAB0 MBART 181 A2A	Direct 04/15/2021 2.71	0.00 -41,076.22 ---	0.00 -41,076.22	0.00 0.00	0.00 41,076.22
08/15/2019 08/15/2019	58772RAB0 MBART 181 A2A	Direct 04/15/2021 2.71	0.00 -43,365.68 ---	0.00 -43,365.68	0.00 0.00	0.00 43,365.68
09/15/2019 09/15/2019	58772RAB0 MBART 181 A2A	Direct 04/15/2021 2.71	0.00 -41,890.48 ---	0.00 -41,890.48	0.00 0.00	0.00 41,890.48
07/15/2019 07/15/2019	65478GAD2 NAROT 17B A3	Direct 10/15/2021 1.75	0.00 -49,576.41 ---	0.00 -49,576.41	0.00 0.00	0.00 49,576.41
08/15/2019 08/15/2019	65478GAD2 NAROT 17B A3	Direct 10/15/2021 1.75	0.00 -57,947.35 ---	0.00 -57,947.35	0.00 0.00	0.00 57,947.35
09/15/2019 09/15/2019	65478GAD2 NAROT 17B A3	Direct 10/15/2021 1.75	0.00 -52,846.71 ---	0.00 -52,846.71	0.00 0.00	0.00 52,846.71
07/15/2019 07/15/2019	89237WAD9 TAOT 16C A3	Direct 08/17/2020 1.14	0.00 -14,649.28 ---	0.00 -14,649.28	0.00 0.00	0.00 14,649.28
08/15/2019 08/15/2019	89237WAD9 TAOT 16C A3	Direct 08/17/2020 1.14	0.00 -15,679.30 ---	0.00 -15,679.30	0.00 0.00	0.00 15,679.30
09/15/2019 09/15/2019	89237WAD9 TAOT 16C A3	Direct 08/17/2020 1.14	0.00 -14,313.01 ---	0.00 -14,313.01	0.00 0.00	0.00 14,313.01

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
07/20/2019 07/20/2019	92868LAB7 VALET 181 A2A	Direct 07/20/2021 2.81	0.00 -45,041.58 ---	0.00 -45,041.58	0.00 0.00	0.00 45,041.58
08/20/2019 08/20/2019	92868LAB7 VALET 181 A2A	Direct 07/20/2021 2.81	0.00 -51,592.66 ---	0.00 -51,592.65	-0.01 0.00	0.00 51,592.65
09/20/2019 09/20/2019	92868LAB7 VALET 181 A2A	Direct 07/20/2021 2.81	0.00 -47,199.90 ---	0.00 -47,199.90	0.00 0.00	0.00 47,199.90
--- ---	**--- ---**	**Direct 03/17/2020 1.89**	**0.00 -2,149,432.31 ---**	**0.00 -2,149,432.30**	**-0.01 0.00**	**0.00 2,149,432.30**

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
07/30/2019 07/30/2019	084670BL1 BERKSHIRE HATHAWAY INC	TORONTO DOMINION BK 08/14/2019 2.10	-250,000.00 -250,000.00 99.98	0.00 -249,955.00	-0.99 -2,420.83	0.00 252,375.83
07/03/2019 07/03/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	-995,678.33 -995,678.33 1.00	-995,678.33 -995,678.33	0.00 0.00	0.00 995,678.33
07/15/2019 07/15/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	-676,753.51 -676,753.51 1.00	-676,753.51 -676,753.51	0.00 0.00	0.00 676,753.51
07/22/2019 07/22/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	-1,018,113.44 -1,018,113.44 1.00	-1,018,113.44 -1,018,113.44	0.00 0.00	0.00 1,018,113.44
07/29/2019 07/29/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	-50,824.68 -50,824.68 1.00	-50,824.68 -50,824.68	0.00 0.00	0.00 50,824.68
07/29/2019 07/29/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	-1,720,572.30 -1,720,572.30 1.00	-1,720,572.30 -1,720,572.30	0.00 0.00	0.00 1,720,572.30
07/31/2019 07/31/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.24	-744,343.75 -744,343.75 1.00	-744,343.75 -744,343.75	0.00 0.00	0.00 744,343.75
08/05/2019 08/05/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	-299,470.00 -299,470.00 1.00	-299,470.00 -299,470.00	0.00 0.00	0.00 299,470.00
08/15/2019 08/15/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	-994,082.50 -994,082.50 1.00	-994,082.50 -994,082.50	0.00 0.00	0.00 994,082.50

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
08/20/2019 08/20/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	-942,903.70 -942,903.70 1.00	-942,903.70 -942,903.70	0.00 0.00	0.00 942,903.70
08/21/2019 08/21/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	-853,861.10 -853,861.10 1.00	-853,861.10 -853,861.10	0.00 0.00	0.00 853,861.10
08/26/2019 08/26/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	-499,676.11 -499,676.11 1.00	-499,676.11 -499,676.11	0.00 0.00	0.00 499,676.11
08/27/2019 08/27/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	-712,814.67 -712,814.67 1.00	-712,814.67 -712,814.67	0.00 0.00	0.00 712,814.67
08/30/2019 08/30/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 1.99	-1,527,425.66 -1,527,425.66 1.00	-1,527,425.66 -1,527,425.66	0.00 0.00	0.00 1,527,425.66
09/03/2019 09/03/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	-998,351.11 -998,351.11 1.00	-998,351.11 -998,351.11	0.00 0.00	0.00 998,351.11
09/04/2019 09/04/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	-696,422.22 -696,422.22 1.00	-696,422.22 -696,422.22	0.00 0.00	0.00 696,422.22
09/06/2019 09/06/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	-498,027.22 -498,027.22 1.00	-498,027.22 -498,027.22	0.00 0.00	0.00 498,027.22
09/11/2019 09/11/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	-798,413.33 -798,413.33 1.00	-798,413.33 -798,413.33	0.00 0.00	0.00 798,413.33
09/17/2019 09/17/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	-999,875.00 -999,875.00 1.00	-999,875.00 -999,875.00	0.00 0.00	0.00 999,875.00
09/19/2019 09/19/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	-999,202.78 -999,202.78 1.00	-999,202.78 -999,202.78	0.00 0.00	0.00 999,202.78
09/20/2019 09/20/2019	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2019 2.04	-1,005,938.25 -1,005,938.25 1.00	-1,005,938.25 -1,005,938.25	0.00 0.00	0.00 1,005,938.25
--- ---	--- ---	--- 09/29/2019 2.08	-17,282,749.66 -17,282,749.66 ---	-17,032,749.66 -17,282,704.66	-0.99 -2,420.83	0.00 17,285,125.49

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

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Trading Activity

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
---	---	---	763,253.14	538,253.14	-0.99	0.00
---	---	12/07/2019	-111,179.17	-101,692.65	35,369.48	66,323.17
		1.51	---			

* 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

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

* Does not Lock Down.

Receivable

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/30/2019 09/30/2019	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	---	1,534.41
09/30/2019 09/30/2019	**Money Market Funds**	**0.00**	**94975P405 WELLS FRGO GOVERNMENT CL I MMF**	**2.04**	**09/30/2019**	**---**	**1,534.41**

Settled

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/15/2019 07/15/2019	Coupon	0.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	---	804.17
08/15/2019 08/15/2019	Coupon	0.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	---	804.17
09/15/2019 09/15/2019	Coupon	0.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	---	804.17
08/21/2019 08/21/2019	Coupon	0.00	02665WCL3 AMERICAN HONDA FINANCE CORP	2.30	02/21/2020	---	4,779.70
07/15/2019 07/15/2019	Coupon	0.00	05522RCW6 BACCT 171 A	1.95	03/16/2020	---	1,218.75
08/15/2019 08/15/2019	Coupon	0.00	05522RCW6 BACCT 171 A	1.95	03/16/2020	---	1,218.75
09/15/2019 09/15/2019	Coupon	0.00	05522RCW6 BACCT 171 A	1.95	03/16/2020	---	1,218.75
07/15/2019 07/15/2019	Coupon	0.00	05531FAS2 BB&T CORP	2.45	01/15/2020	---	3,062.50
07/20/2019 07/20/2019	Coupon	0.00	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	161.85
07/20/2019 07/20/2019	Principal Paydown	-49,007.02	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	49,007.02
08/20/2019 08/20/2019	Coupon	0.00	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	80.99
08/20/2019 08/20/2019	Principal Paydown	-49,084.02	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	49,084.02
09/10/2019 09/18/2019	Buy	800,000.00	05588CAB8 BMWOT 19A A2	2.05	05/25/2022	100.00	-799,983.12
08/26/2019 08/26/2019	Coupon	0.00	06050TML3 BANK OF AMERICA NA	2.87	05/24/2021	---	3,793.07
08/23/2019 08/27/2019	Buy	700,000.00	06406FAA1 BANK OF NEW YORK MELLON CORP	2.50	04/15/2021	100.91	-712,814.67
07/30/2019 07/30/2019	Sell	-250,000.00	084670BL1 BERKSHIRE HATHAWAY INC	2.10	08/14/2019	99.98	252,375.83
08/14/2019 08/14/2019	Coupon	0.00	084670BL1 BERKSHIRE HATHAWAY INC	2.10	08/14/2019	---	4,725.00

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/14/2019 08/14/2019	Maturity	-450,000.00	084670BL1 BERKSHIRE HATHAWAY INC	2.10	08/14/2019	100.00	450,000.00
08/23/2019 08/26/2019	Buy	500,000.00	12619UW64 CRC Funding, LLC	0.00	09/06/2019	99.94	-499,676.11
09/06/2019 09/06/2019	Maturity	-500,000.00	12619UW64 CRC Funding, LLC	0.00	09/06/2019	100.00	500,000.00
09/06/2019 09/06/2019	Buy	500,000.00	12619UYC9 CRC Funding, LLC	0.00	11/12/2019	99.61	-498,027.22
07/15/2019 07/15/2019	Coupon	0.00	14041NFF3 COMET 164 A	1.33	08/15/2019	---	443.33
08/15/2019 08/15/2019	Coupon	0.00	14041NFF3 COMET 164 A	1.33	08/15/2019	---	443.33
08/15/2019 08/15/2019	Maturity	0.00	14041NFF3 COMET 164 A	1.33	08/15/2019	100.00	0.00
08/15/2019 08/15/2019	Principal Paydown	-400,000.00	14041NFF3 COMET 164 A	1.33	08/15/2019	---	400,000.00
07/15/2019 07/15/2019	Coupon	0.00	14042WAB6 COPAR 191 A2	2.58	04/15/2022	---	1,397.50
08/15/2019 08/15/2019	Coupon	0.00	14042WAB6 COPAR 191 A2	2.58	04/15/2022	---	1,397.50
09/15/2019 09/15/2019	Coupon	0.00	14042WAB6 COPAR 191 A2	2.58	04/15/2022	---	1,397.50
07/15/2019 07/15/2019	Coupon	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	625.42
08/15/2019 08/15/2019	Coupon	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	625.42
08/15/2019 08/15/2019	Principal Paydown	-475,000.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	475,000.00
08/15/2019 08/15/2019	Maturity	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	100.00	0.00
08/19/2019 08/21/2019	Buy	850,000.00	161571GX6 CHAIT 154 A	1.84	04/15/2020	99.91	-849,463.80
09/15/2019 09/15/2019	Coupon	0.00	161571GX6 CHAIT 154 A	1.84	04/15/2020	---	1,303.33
09/03/2019 09/03/2019	Coupon	0.00	166764AR1 CHEVRON CORP	1.96	03/03/2020	---	1,961.00
07/15/2019 07/15/2019	Coupon	0.00	17305EFS9 CCCIT 14A6 A6	2.15	07/15/2019	---	4,300.00
07/15/2019 07/15/2019	Maturity	0.00	17305EFS9 CCCIT 14A6 A6	2.15	07/15/2019	100.00	0.00
07/15/2019 07/15/2019	Principal Paydown	-400,000.00	17305EFS9 CCCIT 14A6 A6	2.15	07/15/2019	---	400,000.00
07/25/2019 07/29/2019	Buy	400,000.00	17305EGB5 CCCIT 17A3 A3	1.92	04/07/2020	99.80	-401,576.83

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/13/2019 08/13/2019	Coupon	0.00	22546QAC1 CREDIT SUISSE FIRST BOSTON NEW YORK BRANCH	5.30	08/13/2019	---	17,225.00
08/13/2019 08/13/2019	Maturity	-650,000.00	22546QAC1 CREDIT SUISSE FIRST BOSTON NEW YORK BRANCH	5.30	08/13/2019	100.00	650,000.00
07/08/2019 07/08/2019	Coupon	0.00	24422ETZ2 JOHN DEERE CAPITAL CORP	2.35	01/08/2021	---	8,225.00
09/19/2019 09/19/2019	Buy	1,000,000.00	30229BX36 Exxon Mobil Corporation	0.00	10/03/2019	99.92	-999,202.78
09/17/2019 09/17/2019	Maturity	-1,000,000.00	313312LV0 FEDERAL FARM CREDIT BANKS	0.00	09/17/2019	100.00	1,000,000.00
09/11/2019 09/11/2019	Coupon	0.00	313370US5 FEDERAL HOME LOAN BANKS	2.88	09/11/2020	---	14,375.00
08/22/2019 08/22/2019	Maturity	-1,000,000.00	313384KT5 FEDERAL HOME LOAN BANKS	0.00	08/22/2019	100.00	1,000,000.00
08/29/2019 08/29/2019	Maturity	-1,000,000.00	313384LA5 FEDERAL HOME LOAN BANKS	0.00	08/29/2019	100.00	1,000,000.00
09/10/2019 09/10/2019	Maturity	-1,000,000.00	313384LN7 FEDERAL HOME LOAN BANKS	0.00	09/10/2019	100.00	1,000,000.00
09/17/2019 09/17/2019	Buy	1,000,000.00	313384LW7 FEDERAL HOME LOAN BANKS	0.00	09/18/2019	99.99	-999,875.00
09/18/2019 09/18/2019	Maturity	-1,000,000.00	313384LW7 FEDERAL HOME LOAN BANKS	0.00	09/18/2019	100.00	1,000,000.00
09/19/2019 09/19/2019	Maturity	-500,000.00	313384LX5 FEDERAL HOME LOAN BANKS	0.00	09/19/2019	100.00	500,000.00
09/23/2019 09/23/2019	Maturity	-1,000,000.00	313384MB2 FEDERAL HOME LOAN BANKS	0.00	09/23/2019	100.00	1,000,000.00
09/17/2019 09/23/2019	Buy	1,000,000.00	3133EKR73 FEDERAL FARM CREDIT BANKS FUNDING CORP	2.16	09/23/2021	100.00	-1,000,000.00
07/26/2019 07/26/2019	Coupon	0.00	3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	1.25	07/26/2019	---	3,125.00
07/26/2019 07/26/2019	Maturity	-500,000.00	3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	1.25	07/26/2019	100.00	500,000.00
08/19/2019 08/20/2019	Buy	1,000,000.00	313588NZ4 FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.00	11/08/2019	99.57	-995,711.11
07/02/2019 07/03/2019	Buy	1,000,000.00	3135G0D75 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.50	06/22/2020	99.52	-995,678.33
07/31/2019 07/31/2019	Buy	750,000.00	38346MW34 Gotham Funding Corporation	0.00	09/03/2019	99.79	-748,406.25
09/03/2019 09/03/2019	Maturity	-750,000.00	38346MW34 Gotham Funding Corporation	0.00	09/03/2019	100.00	750,000.00
09/03/2019 09/03/2019	Buy	1,000,000.00	38346MX17 Gotham Funding Corporation	0.00	10/01/2019	99.84	-998,351.11

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/18/2019 07/18/2019	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	89.16
07/18/2019 07/18/2019	Principal Paydown	-56,150.08	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	56,150.08
08/18/2019 08/18/2019	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	34.88
08/18/2019 08/18/2019	Principal Paydown	-36,081.03	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	36,081.02
07/21/2019 07/21/2019	Coupon	0.00	43815HAB3 HAROT 183 A2	2.67	12/21/2020	---	1,055.35
07/21/2019 07/21/2019	Principal Paydown	-56,801.43	43815HAB3 HAROT 183 A2	2.67	12/21/2020	---	56,801.43
08/21/2019 08/21/2019	Coupon	0.00	43815HAB3 HAROT 183 A2	2.67	12/21/2020	---	928.97
08/21/2019 08/21/2019	Principal Paydown	-57,885.13	43815HAB3 HAROT 183 A2	2.67	12/21/2020	---	57,885.13
09/21/2019 09/21/2019	Coupon	0.00	43815HAB3 HAROT 183 A2	2.67	12/21/2020	---	800.17
09/21/2019 09/21/2019	Principal Paydown	-57,274.21	43815HAB3 HAROT 183 A2	2.67	12/21/2020	---	57,274.22
07/30/2019 07/30/2019	Coupon	0.00	438516BP0 HONEYWELL INTERNATIONAL INC	2.31	10/30/2019	---	3,314.86
09/18/2019 09/20/2019	Buy	1,000,000.00	459058FA6 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1.38	03/30/2020	99.68	-1,003,286.78
09/30/2019 09/30/2019	Coupon	0.00	459058FA6 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1.38	03/30/2020	---	6,880.00
08/15/2019 08/15/2019	Coupon	0.00	459058FK4 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	0.88	08/15/2019	---	2,190.00
08/15/2019 08/15/2019	Maturity	-500,000.00	459058FK4 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	0.88	08/15/2019	100.00	500,000.00
07/19/2019 07/19/2019	Coupon	0.00	45905UK60 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	2.47	07/19/2019	---	2,985.00
07/19/2019 07/19/2019	Maturity	-500,000.00	45905UK60 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	2.47	07/19/2019	100.00	500,000.00
07/18/2019 07/18/2019	Coupon	0.00	45905UV43 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	2.33	03/18/2020	---	2,009.79
08/19/2019 08/19/2019	Coupon	0.00	45905UV43 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	2.21	03/18/2020	---	2,070.00

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/18/2019 09/18/2019	Coupon	0.00	45905UV43 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	2.07	03/18/2020	---	1,840.00
07/15/2019 07/15/2019	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	106.93
07/15/2019 07/15/2019	Principal Paydown	-11,030.86	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	11,030.86
08/15/2019 08/15/2019	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	84.69
08/15/2019 08/15/2019	Principal Paydown	-14,132.08	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	14,132.08
09/15/2019 09/15/2019	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	56.19
09/15/2019 09/15/2019	Principal Paydown	-11,807.87	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	11,807.87
08/01/2019 08/01/2019	Coupon	0.00	48125LRK0 JPMORGAN CHASE BANK NA	2.60	02/01/2021	---	6,510.00
09/11/2019 09/11/2019	Maturity	-800,000.00	48306BWB7 Kaiser Foundation Hospitals, Inc.	0.00	09/11/2019	100.00	800,000.00
09/11/2019 09/11/2019	Buy	800,000.00	48306BXG5 Kaiser Foundation Hospitals, Inc.	0.00	10/16/2019	99.80	-798,413.33
07/15/2019 07/15/2019	Maturity	-750,000.00	53127UUF5 Liberty Street Funding LLC	0.00	07/15/2019	100.00	750,000.00
07/15/2019 07/15/2019	Buy	750,000.00	53127UYC8 Liberty Street Funding LLC	0.00	11/12/2019	99.26	-744,475.00
09/01/2019 09/01/2019	Coupon	0.00	544351MK2 LOS ANGELES CALIF	4.00	09/01/2019	---	15,000.00
09/01/2019 09/01/2019	Maturity	-750,000.00	544351MK2 LOS ANGELES CALIF	4.00	09/01/2019	100.00	750,000.00
07/15/2019 07/15/2019	Coupon	0.00	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	803.23
07/15/2019 07/15/2019	Principal Paydown	-41,076.22	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	41,076.22
08/15/2019 08/15/2019	Coupon	0.00	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	710.47
08/15/2019 08/15/2019	Principal Paydown	-43,365.68	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	43,365.68
09/15/2019 09/15/2019	Coupon	0.00	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	612.54
09/15/2019 09/15/2019	Principal Paydown	-41,890.48	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	41,890.48
07/25/2019 07/29/2019	Buy	500,000.00	58772TAC4 MBALT 19A A3	3.10	11/15/2021	101.05	-505,837.16
08/15/2019 08/15/2019	Coupon	0.00	58772TAC4 MBALT 19A A3	3.10	11/15/2021	---	1,291.67

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/15/2019 09/15/2019	Coupon	0.00	58772TAC4 MBALT 19A A3	3.10	11/15/2021	---	1,291.67
07/01/2019 07/01/2019	Maturity	-250,000.00	63763QU13 National Securities Clearing Corporation	0.00	07/01/2019	100.00	250,000.00
08/05/2019 08/05/2019	Buy	300,000.00	63763QW45 National Securities Clearing Corporation	0.00	09/04/2019	99.82	-299,470.00
09/04/2019 09/04/2019	Maturity	-300,000.00	63763QW45 National Securities Clearing Corporation	0.00	09/04/2019	100.00	300,000.00
09/04/2019 09/04/2019	Buy	700,000.00	63763QZ59 National Securities Clearing Corporation	0.00	12/05/2019	99.49	-696,422.22
07/15/2019 07/15/2019	Principal Paydown	-49,576.41	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	49,576.41
07/15/2019 07/15/2019	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	1,093.75
08/15/2019 08/15/2019	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	1,021.45
08/15/2019 08/15/2019	Principal Paydown	-57,947.35	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	57,947.35
09/15/2019 09/15/2019	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	936.94
09/15/2019 09/15/2019	Principal Paydown	-52,846.71	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	52,846.71
07/25/2019 07/25/2019	Maturity	-1,000,000.00	67983UUR2 Old Line Funding, LLC	0.00	07/25/2019	100.00	1,000,000.00
08/19/2019 08/19/2019	Coupon	0.00	69353RFD5 PNC BANK NA	2.48	05/19/2020	---	4,949.76
08/14/2019 08/14/2019	Coupon	0.00	69371RM78 PACCAR INC	2.50	08/14/2020	---	8,750.00
07/01/2019 07/01/2019	Coupon	0.00	797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	2.01	07/01/2019	---	7,541.25
07/01/2019 07/01/2019	Maturity	-750,000.00	797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	2.01	07/01/2019	100.00	750,000.00
08/01/2019 08/01/2019	Coupon	0.00	798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	2.10	08/01/2019	---	1,573.50
08/01/2019 08/01/2019	Maturity	-150,000.00	798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	2.10	08/01/2019	100.00	150,000.00
08/18/2019 08/18/2019	Coupon	0.00	857477AS2 STATE STREET CORP	2.55	08/18/2020	---	8,925.00
08/15/2019 08/15/2019	Maturity	-1,000,000.00	88602UVF4 Thunder Bay Funding, LLC	0.00	08/15/2019	100.00	1,000,000.00
08/15/2019 08/15/2019	Buy	1,000,000.00	88602UXH8 Thunder Bay Funding LLC	0.00	10/17/2019	99.63	-996,272.50

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/25/2019 07/29/2019	Buy	800,000.00	89231AAD3 TAOT 18C A3	3.02	12/15/2022	101.53	-813,158.31
08/15/2019 08/15/2019	Coupon	0.00	89231AAD3 TAOT 18C A3	3.02	12/15/2022	---	2,013.33
09/15/2019 09/15/2019	Coupon	0.00	89231AAD3 TAOT 18C A3	3.02	12/15/2022	---	2,013.33
08/28/2019 08/30/2019	Buy	500,000.00	89236TCZ6 TOYOTA MOTOR CREDIT CORP	1.90	04/08/2021	100.18	-504,652.22
07/15/2019 07/15/2019	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	54.97
07/15/2019 07/15/2019	Principal Paydown	-14,649.28	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	14,649.28
08/15/2019 08/15/2019	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	41.05
08/15/2019 08/15/2019	Principal Paydown	-15,679.30	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	15,679.30
09/15/2019 09/15/2019	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	26.15
09/15/2019 09/15/2019	Principal Paydown	-14,313.01	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	14,313.01
07/17/2019 07/17/2019	Coupon	0.00	90331HNK5 US BANK NA	2.43	01/17/2020	---	4,800.50
07/31/2019 07/31/2019	Coupon	0.00	9128282K5 UNITED STATES TREASURY	1.38	07/31/2019	---	6,875.00
07/31/2019 07/31/2019	Maturity	-1,000,000.00	9128282K5 UNITED STATES TREASURY	1.38	07/31/2019	100.00	1,000,000.00
08/29/2019 08/30/2019	Buy	1,000,000.00	9128285G1 UNITED STATES TREASURY	2.88	10/31/2020	101.32	-1,022,773.44
08/31/2019 08/31/2019	Coupon	0.00	9128286D7 UNITED STATES TREASURY	2.50	02/28/2021	---	6,250.00
07/19/2019 07/22/2019	Buy	1,000,000.00	912828C57 UNITED STATES TREASURY	2.25	03/31/2021	100.68	-1,013,704.53
09/30/2019 09/30/2019	Coupon	0.00	912828C57 UNITED STATES TREASURY	2.25	03/31/2021	---	11,250.00
07/31/2019 07/31/2019	Coupon	0.00	912828XM7 UNITED STATES TREASURY	1.63	07/31/2020	---	4,062.50
07/22/2019 07/22/2019	Coupon	0.00	92348XAB1 VZOT 18A A1B	2.51	04/20/2023	---	1,865.16
08/20/2019 08/20/2019	Coupon	0.00	92348XAB1 VZOT 18A A1B	2.41	04/20/2023	---	1,618.52
09/20/2019 09/20/2019	Coupon	0.00	92348XAB1 VZOT 18A A1B	2.28	04/20/2023	---	1,661.69
07/20/2019 07/20/2019	Coupon	0.00	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	1,229.19
07/20/2019 07/20/2019	Principal Paydown	-45,041.58	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	45,041.58

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/20/2019 08/20/2019	Coupon	0.00	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	1,123.72
08/20/2019 08/20/2019	Principal Paydown	-51,592.66	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	51,592.65
09/20/2019 09/20/2019	Coupon	0.00	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	1,002.90
09/20/2019 09/20/2019	Principal Paydown	-47,199.90	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	47,199.90
09/23/2019 09/23/2019	Coupon	0.00	931142EF6 WALMART INC	2.20	06/23/2020	---	4,263.15
07/01/2019 07/01/2019	Buy	1,008,135.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-1,008,135.00
07/03/2019 07/03/2019	Sell	-995,678.33	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	995,678.33
07/08/2019 07/08/2019	Buy	8,225.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-8,225.00
07/15/2019 07/15/2019	Buy	812,078.51	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-812,078.51
07/15/2019 07/15/2019	Sell	-676,753.51	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	676,753.51
07/16/2019 07/16/2019	Buy	400,443.33	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-400,443.33
07/17/2019 07/17/2019	Buy	4,800.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-4,800.50
07/19/2019 07/19/2019	Buy	2,985.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-2,985.00
07/19/2019 07/19/2019	Buy	558,249.24	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-558,249.24
07/22/2019 07/22/2019	Sell	-1,018,113.44	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	1,018,113.44
07/22/2019 07/22/2019	Buy	49,168.87	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-49,168.87
07/22/2019 07/22/2019	Buy	59,721.94	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-59,721.94
07/23/2019 07/23/2019	Buy	46,270.77	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-46,270.77
07/25/2019 07/25/2019	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-1,000,000.00
07/26/2019 07/26/2019	Buy	503,125.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-503,125.00
07/29/2019 07/29/2019	Sell	-50,824.68	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	50,824.68
07/29/2019 07/29/2019	Sell	-1,720,572.30	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	1,720,572.30
07/29/2019 07/29/2019	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	---	925.86

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/30/2019 07/30/2019	Buy	34,619.84	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-34,619.84
07/31/2019 07/31/2019	Buy	6,875.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-6,875.00
07/31/2019 07/31/2019	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	-1,000,000.00
07/31/2019 07/31/2019	Sell	-744,343.75	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.24	09/30/2019	1.00	744,343.75
08/01/2019 08/01/2019	Buy	159,009.36	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-159,009.36
08/05/2019 08/05/2019	Sell	-299,470.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	299,470.00
08/13/2019 08/13/2019	Buy	17,225.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-17,225.00
08/13/2019 08/13/2019	Buy	650,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-650,000.00
08/14/2019 08/14/2019	Buy	463,475.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-463,475.00
08/15/2019 08/15/2019	Buy	2,439,918.80	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-2,439,918.80
08/15/2019 08/15/2019	Buy	15,720.35	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-15,720.35
08/15/2019 08/15/2019	Sell	-994,082.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	994,082.50
08/15/2019 08/15/2019	Buy	58,292.92	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-58,292.92
08/16/2019 08/16/2019	Buy	1,844.17	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-1,844.17
08/19/2019 08/19/2019	Buy	49,955.77	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-49,955.77
08/20/2019 08/20/2019	Buy	80.99	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-80.99
08/20/2019 08/20/2019	Sell	-942,903.70	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	942,903.70
08/20/2019 08/20/2019	Buy	52,716.38	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-52,716.38
08/21/2019 08/21/2019	Sell	-853,861.10	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	853,861.10
08/21/2019 08/21/2019	Buy	4,779.70	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-4,779.70
08/22/2019 08/22/2019	Buy	1,058,814.09	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-1,058,814.09
08/26/2019 08/26/2019	Sell	-499,676.11	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	499,676.11
08/27/2019 08/27/2019	Buy	3,793.07	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-3,793.07

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/27/2019 08/27/2019	Sell	-712,814.67	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	712,814.67
08/29/2019 08/29/2019	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	-1,000,000.00
08/30/2019 08/30/2019	Sell	-1,527,425.66	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	1.00	1,527,425.66
08/30/2019 08/30/2019	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.99	09/30/2019	---	2,047.32
09/03/2019 09/03/2019	Buy	1,525,258.32	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-1,525,258.32
09/03/2019 09/03/2019	Sell	-998,351.11	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	998,351.11
09/04/2019 09/04/2019	Buy	300,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-300,000.00
09/04/2019 09/04/2019	Sell	-696,422.22	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	696,422.22
09/06/2019 09/06/2019	Buy	500,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-500,000.00
09/06/2019 09/06/2019	Sell	-498,027.22	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	498,027.22
09/10/2019 09/10/2019	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-1,000,000.00
09/11/2019 09/11/2019	Sell	-798,413.33	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	798,413.33
09/11/2019 09/11/2019	Buy	814,375.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-814,375.00
09/16/2019 09/16/2019	Buy	43,900.52	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-43,900.52
09/16/2019 09/16/2019	Buy	72,278.97	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-72,278.97
09/17/2019 09/17/2019	Sell	-999,875.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	999,875.00
09/17/2019 09/17/2019	Buy	1,014,339.17	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-1,014,339.17
09/18/2019 09/18/2019	Buy	200,016.88	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-200,016.88
09/19/2019 09/19/2019	Buy	501,840.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-501,840.00
09/19/2019 09/19/2019	Sell	-999,202.78	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	999,202.78
09/20/2019 09/20/2019	Sell	-1,005,938.25	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	1,005,938.25
09/20/2019 09/20/2019	Buy	48,202.80	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-48,202.80
09/23/2019 09/23/2019	Buy	4,263.15	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-4,263.15

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Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/24/2019 09/24/2019	Buy	58,074.39	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-58,074.39
09/30/2019 09/30/2019	Buy	6,880.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-6,880.00
09/30/2019 09/30/2019	Buy	11,250.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	2.04	09/30/2019	1.00	-11,250.00
07/22/2019 07/22/2019	Management Fee	0.00	CCYUSD US DOLLAR	0.00	09/30/2019	---	-4,408.91
07/29/2019 07/29/2019	Cash Transfer	0.00	CCYUSD US DOLLAR	0.00	09/30/2019	---	-271,895.53
08/21/2019 08/21/2019	Management Fee	0.00	CCYUSD US DOLLAR	0.00	09/30/2019	---	-4,397.30
09/20/2019 09/20/2019	Management Fee	0.00	CCYUSD US DOLLAR	0.00	09/30/2019	---	-4,313.16
--- ---	---	-111,179.17	--- ---	---	12/07/2019	---	-593.97

Summary

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
--- ---	---	-111,179.17	--- ---	---	12/07/2019	---	940.44

* 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

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

* Does not Lock Down.

Receivable

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
09/30/2019	09/30/2019	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,534.41
09/30/2019	**09/30/2019**	**Money Market Funds**	**0.00**	**94975P405**	**GVIXX**	**WELLS FRGO GOVERNMENT CL I MMF**	**1,534.41**

Settled

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
07/01/2019	07/01/2019	Buy	1,008,135.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,008,135.00
07/03/2019	07/03/2019	Sell	-995,678.33	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	995,678.33
07/08/2019	07/08/2019	Buy	8,225.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-8,225.00
07/15/2019	07/15/2019	Buy	812,078.51	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-812,078.51
07/15/2019	07/15/2019	Sell	-676,753.51	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	676,753.51
07/16/2019	07/16/2019	Buy	400,443.33	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-400,443.33
07/17/2019	07/17/2019	Buy	4,800.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-4,800.50
07/19/2019	07/19/2019	Buy	2,985.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-2,985.00
07/19/2019	07/19/2019	Buy	558,249.24	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-558,249.24
07/22/2019	07/22/2019	Sell	-1,018,113.44	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,018,113.44
07/22/2019	07/22/2019	Buy	49,168.87	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-49,168.87
07/22/2019	07/22/2019	Buy	59,721.94	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-59,721.94
07/23/2019	07/23/2019	Buy	46,270.77	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-46,270.77
07/25/2019	07/25/2019	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
07/26/2019	07/26/2019	Buy	503,125.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-503,125.00
07/29/2019	07/29/2019	Sell	-50,824.68	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	50,824.68
07/29/2019	07/29/2019	Sell	-1,720,572.30	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,720,572.30
07/29/2019	07/29/2019	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	925.86
07/30/2019	07/30/2019	Buy	34,619.84	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-34,619.84
07/31/2019	07/31/2019	Buy	6,875.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-6,875.00
07/31/2019	07/31/2019	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
07/31/2019	07/31/2019	Sell	-744,343.75	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	744,343.75
08/01/2019	08/01/2019	Buy	159,009.36	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-159,009.36
08/05/2019	08/05/2019	Sell	-299,470.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	299,470.00
08/13/2019	08/13/2019	Buy	17,225.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-17,225.00
08/13/2019	08/13/2019	Buy	650,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-650,000.00
08/14/2019	08/14/2019	Buy	463,475.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-463,475.00
08/15/2019	08/15/2019	Buy	2,439,918.80	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-2,439,918.80
08/15/2019	08/15/2019	Buy	15,720.35	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-15,720.35
08/15/2019	08/15/2019	Sell	-994,082.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	994,082.50
08/15/2019	08/15/2019	Buy	58,292.92	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-58,292.92
08/16/2019	08/16/2019	Buy	1,844.17	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,844.17

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MMF Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
08/19/2019	08/19/2019	Buy	49,955.77	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-49,955.77
08/20/2019	08/20/2019	Buy	80.99	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-80.99
08/20/2019	08/20/2019	Sell	-942,903.70	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	942,903.70
08/20/2019	08/20/2019	Buy	52,716.38	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-52,716.38
08/21/2019	08/21/2019	Sell	-853,861.10	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	853,861.10
08/21/2019	08/21/2019	Buy	4,779.70	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-4,779.70
08/22/2019	08/22/2019	Buy	1,058,814.09	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,058,814.09
08/26/2019	08/26/2019	Sell	-499,676.11	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	499,676.11
08/27/2019	08/27/2019	Buy	3,793.07	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-3,793.07
08/27/2019	08/27/2019	Sell	-712,814.67	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	712,814.67
08/29/2019	08/29/2019	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
08/30/2019	08/30/2019	Sell	-1,527,425.66	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,527,425.66
08/30/2019	08/30/2019	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	2,047.32
09/03/2019	09/03/2019	Buy	1,525,258.32	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,525,258.32
09/03/2019	09/03/2019	Sell	-998,351.11	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	998,351.11
09/04/2019	09/04/2019	Buy	300,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-300,000.00
09/04/2019	09/04/2019	Sell	-696,422.22	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	696,422.22
09/06/2019	09/06/2019	Buy	500,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-500,000.00
09/06/2019	09/06/2019	Sell	-498,027.22	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	498,027.22
09/10/2019	09/10/2019	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
09/11/2019	09/11/2019	Sell	-798,413.33	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	798,413.33
09/11/2019	09/11/2019	Buy	814,375.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-814,375.00
09/16/2019	09/16/2019	Buy	43,900.52	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-43,900.52
09/16/2019	09/16/2019	Buy	72,278.97	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-72,278.97
09/17/2019	09/17/2019	Sell	-999,875.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	999,875.00
09/17/2019	09/17/2019	Buy	1,014,339.17	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,014,339.17
09/18/2019	09/18/2019	Buy	200,016.88	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-200,016.88
09/19/2019	09/19/2019	Buy	501,840.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-501,840.00
09/19/2019	09/19/2019	Sell	-999,202.78	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	999,202.78
09/20/2019	09/20/2019	Sell	-1,005,938.25	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,005,938.25
09/20/2019	09/20/2019	Buy	48,202.80	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-48,202.80
09/23/2019	09/23/2019	Buy	4,263.15	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-4,263.15
09/24/2019	09/24/2019	Buy	58,074.39	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-58,074.39
09/30/2019	09/30/2019	Buy	6,880.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-6,880.00
09/30/2019	09/30/2019	Buy	11,250.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-11,250.00
---	---	---	538,253.14	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-535,279.96

Summary

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MMF Transaction Detail

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
---	---	---	538,253.14	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-533,745.55

* 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

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
084670BL1 BERKSHIRE HATHAWAY INC	705,344.97 0.00	-249,955.00 -450,000.00	0.00 0.00	317.49 -5,594.17	-0.99 -112.31	0.00 0.00
92868LAB7 VALET 181 A2A	526,658.93 0.00	0.00 0.00	-143,834.13 0.00	0.99 -123.50	-0.01 -521.15	0.00 382,181.13
055657AC4 BMWLT 171 A3	98,103.53 0.00	0.00 0.00	-98,091.04 0.00	69.11 -59.35	-0.01 -22.25	0.00 0.00
65478GAD2 NAROT 17B A3	448,970.71 0.00	0.00 0.00	-96,222.28 0.00	1,509.89 -74.84	0.00 -601.86	0.00 353,581.61
65478GAD2 NAROT 17B A3	299,313.80 0.00	0.00 0.00	-64,148.19 0.00	1,095.06 -49.89	0.00 -489.71	0.00 235,721.07
89237WAD9 TAOT 16C A3	57,787.94 0.00	0.00 0.00	-44,641.59 0.00	32.93 -22.62	0.00 62.23	0.00 13,218.89
438124AC3 HAROT 163 A3	67,424.09 0.00	0.00 0.00	-67,471.07 0.00	69.32 -28.26	0.00 5.92	0.00 0.00
438124AC3 HAROT 163 A3	24,742.79 0.00	0.00 0.00	-24,760.03 0.00	13.19 -10.37	0.00 14.42	0.00 0.00
94975P405 WELLS FRGO GOVERNMENT CL I MMF	8,739.10 17,571,002.80	-17,032,749.66 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 546,992.24
CCYUSD Cash	1.28 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	-5.22 -3.94
CCYUSD Receivable	593.78 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	940.63 1,534.41
9128282K5 UNITED STATES TREASURY	1,005,009.50 0.00	0.00 -1,000,000.00	0.00 0.00	103.14 -5,735.50	0.00 622.86	0.00 0.00
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	757,541.25 0.00	0.00 -750,000.00	0.00 0.00	0.00 -7,541.25	0.00 0.00	0.00 0.00
90331HNK5 US BANK NA	704,417.06 0.00	0.00 0.00	0.00 0.00	0.00 -368.04	0.00 -262.03	0.00 703,786.98
798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	151,312.75 0.00	0.00 -150,000.00	0.00 0.00	25.24 -1,311.25	0.00 -26.74	0.00 0.00
161571FK5 CHAIT 124 A	474,844.88 0.00	0.00 0.00	-475,000.00 0.00	625.79 -333.56	0.00 -137.11	0.00 0.00
17305EFW0 CCCIT 16A1 A1	450,013.84 0.00	0.00 0.00	0.00 0.00	1,116.76 1,968.75	0.00 -436.90	0.00 452,662.46
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	502,770.00 0.00	0.00 0.00	0.00 0.00	0.00 3,390.00	0.00 -275.00	0.00 505,885.00
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	502,343.47 0.00	0.00 -500,000.00	0.00 0.00	379.21 -2,690.97	0.00 -31.71	0.00 0.00
17305EFS9 CCCIT 14A6 A6	403,922.84 0.00	0.00 0.00	-400,000.00 0.00	81.64 -3,965.56	0.00 -38.92	0.00 0.00
02587AAJ3 AMXCA 171 A	499,406.39 0.00	0.00 0.00	0.00 0.00	1,082.66 0.00	0.00 -456.21	0.00 500,032.84

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Roll Forward

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
09247XAE1 BLACKROCK INC	710,404.57 0.00	0.00 0.00	0.00 0.00	-3,752.76 8,750.00	0.00 -802.14	0.00 714,599.67
931142EF6 WALMART INC	700,275.37 0.00	0.00 0.00	0.00 0.00	0.00 17.68	0.00 77.12	0.00 700,370.17
544351MK2 LOS ANGELES CALIF	761,995.00 0.00	0.00 -750,000.00	0.00 0.00	-1,800.76 -10,000.00	0.00 -194.24	0.00 0.00
369550BA5 GENERAL DYNAMICS CORP	252,238.01 0.00	0.00 0.00	0.00 0.00	57.79 1,796.88	0.00 4.71	0.00 254,097.38
4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	1,002,014.44 0.00	0.00 0.00	0.00 0.00	2,319.90 4,375.00	0.00 -742.22	0.00 1,007,967.12
3130ACLX0 FEDERAL HOME LOAN BANKS	500,414.24 0.00	0.00 0.00	0.00 0.00	1,343.71 2,031.25	0.00 -471.05	0.00 503,318.14
14041NFF3 COMET 164 A	399,699.24 0.00	0.00 0.00	-400,000.00 0.00	685.98 -236.44	0.00 -148.78	0.00 0.00
313312LV0 FEDERAL FARM CREDIT BANKS	995,320.00 0.00	0.00 -1,000,000.00	0.00 0.00	5,568.33 0.00	0.00 -888.33	0.00 0.00
02665WCL3 AMERICAN HONDA FINANCE CORP	702,610.98 0.00	0.00 0.00	0.00 0.00	-124.73 -295.28	0.00 -31.37	0.00 702,159.61
92348XAB1 VZOT 18A A1B	799,923.07 0.00	0.00 0.00	0.00 0.00	0.00 -82.78	0.00 -379.36	0.00 799,460.93
22546QAC1 CREDIT SUISSE FIRST BOSTON NEW YORK BRANCH	665,269.58 0.00	0.00 -650,000.00	0.00 0.00	-1,859.75 -13,205.83	0.00 -204.00	0.00 0.00
40428HPN6 HSBC USA INC (NEW)	501,445.83 0.00	0.00 0.00	0.00 0.00	792.03 2,968.75	0.00 -543.21	0.00 504,663.40
3133EFLA3 FEDERAL FARM CREDIT BANKS FUNDING CORP	500,031.33 0.00	0.00 0.00	0.00 0.00	1,837.51 1,550.00	0.00 -856.91	0.00 502,561.93
313312NG1 FEDERAL FARM CREDIT BANKS	496,657.00 0.00	0.00 0.00	0.00 0.00	3,360.56 0.00	0.00 -565.89	0.00 499,451.66
166764AR1 CHEVRON CORP	200,884.54 0.00	0.00 0.00	0.00 0.00	511.32 -980.50	0.00 -73.91	0.00 200,341.46
05531FAS2 BB&T CORP	252,891.06 0.00	0.00 0.00	0.00 0.00	411.95 -1,531.25	0.00 -317.81	0.00 251,453.94
313312NS5 FEDERAL FARM CREDIT BANKS	992,825.00 0.00	0.00 0.00	0.00 0.00	6,848.89 0.00	0.00 -1,292.78	0.00 998,381.11
912828U73 UNITED STATES TREASURY	997,437.09 0.00	0.00 0.00	0.00 0.00	3,424.41 3,456.28	0.00 -1,315.41	0.00 1,003,002.38
037833DH0 APPLE INC	500,504.00 0.00	0.00 0.00	0.00 0.00	1,410.40 2,250.00	0.00 -854.61	0.00 503,309.79
313384LA5 FEDERAL HOME LOAN BANKS	996,378.00 0.00	0.00 -1,000,000.00	0.00 0.00	4,293.89 0.00	0.00 -671.89	0.00 0.00
313312QL7 FEDERAL FARM CREDIT BANKS	990,512.00 0.00	0.00 0.00	0.00 0.00	6,823.33 0.00	0.00 -1,127.27	0.00 996,208.06

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Roll Forward

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
45905UK60 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	502,370.52 0.00	0.00 -500,000.00	0.00 0.00	14.21 -2,368.52	0.00 -16.21	0.00 0.00
912828U32 UNITED STATES TREASURY	997,058.17 0.00	0.00 0.00	0.00 0.00	3,891.25 2,500.00	0.00 -962.25	0.00 1,002,487.17
67983UUR2 Old Line Funding, LLC	998,249.50 0.00	0.00 -1,000,000.00	0.00 0.00	1,806.67 0.00	0.00 -56.17	0.00 0.00
69353RFD5 PNC BANK NA	684,506.07 0.00	0.00 0.00	0.00 0.00	-264.24 -267.15	0.00 -1,012.52	0.00 682,962.16
05522RCW6 BACCT 171 A	749,134.70 0.00	0.00 0.00	0.00 0.00	1,365.25 0.00	0.00 -301.82	0.00 750,198.13
438516BP0 HONEYWELL INTERNATIONAL INC	502,336.48 0.00	0.00 0.00	0.00 0.00	-91.40 -240.95	0.00 63.92	0.00 502,068.05
369550BA5 GENERAL DYNAMICS CORP	504,476.03 0.00	0.00 0.00	0.00 0.00	-269.16 3,593.75	0.00 394.15	0.00 508,194.77
17325FAN8 CITIBANK NA	707,347.43 0.00	0.00 0.00	0.00 0.00	-436.21 5,337.50	0.00 192.97	0.00 712,441.70
313370US5 FEDERAL HOME LOAN BANKS	1,019,820.72 0.00	0.00 0.00	0.00 0.00	-904.71 -7,187.50	0.00 -664.80	0.00 1,011,063.71
69371RM78 PACCAR INC	709,751.62 0.00	0.00 0.00	0.00 0.00	-25.56 -4,375.00	0.00 618.01	0.00 705,969.08
637432MU6 NATIONAL RURAL UTILITIES COOP FINANCE CORP	701,144.81 0.00	0.00 0.00	0.00 0.00	319.00 4,112.50	0.00 365.76	0.00 705,942.08
92826CAB8 VISA INC	676,760.32 0.00	0.00 0.00	0.00 0.00	601.59 3,712.50	0.00 844.97	0.00 681,919.38
857477AS2 STATE STREET CORP	709,705.38 0.00	0.00 0.00	0.00 0.00	101.20 -4,462.50	0.00 94.54	0.00 705,438.62
24422ETZ2 JOHN DEERE CAPITAL CORP	709,994.64 0.00	0.00 0.00	0.00 0.00	523.83 -4,112.50	0.00 1,457.24	0.00 707,863.20
313384MB2 FEDERAL HOME LOAN BANKS	994,960.00 0.00	0.00 -1,000,000.00	0.00 0.00	5,588.34 0.00	0.00 -548.34	0.00 0.00
313384LN7 FEDERAL HOME LOAN BANKS	995,740.00 0.00	0.00 -1,000,000.00	0.00 0.00	4,733.34 0.00	0.00 -473.33	0.00 0.00
912828XM7 UNITED STATES TREASURY	501,729.16 0.00	0.00 0.00	0.00 0.00	921.98 -2,020.27	0.00 -218.98	0.00 500,411.89
9128286D7 UNITED STATES TREASURY	509,744.49 0.00	0.00 0.00	0.00 0.00	-183.19 -3,113.43	0.00 -266.31	0.00 506,181.56
48125LRK0 JPMORGAN CHASE BANK NA	505,974.50 0.00	0.00 0.00	0.00 0.00	118.47 -3,255.00	0.00 160.91	0.00 502,998.89
88602UVF4 Thunder Bay Funding, LLC	996,885.33 0.00	0.00 -1,000,000.00	0.00 0.00	3,100.00 0.00	0.00 14.67	0.00 0.00
06050TML3 BANK OF AMERICA NA	501,853.73 0.00	0.00 0.00	0.00 0.00	0.00 -310.58	0.00 115.50	0.00 501,658.65

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Roll Forward

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
14042WAB6 COPAR 191 A2	653,197.26 0.00	0.00 0.00	0.00 0.00	7.72 0.00	0.00 -2.46	0.00 653,202.53
45905UV43 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1,000,800.91 0.00	0.00 0.00	0.00 0.00	-30.77 -123.09	0.00 50.77	0.00 1,000,697.82
313396NJ8 FEDERAL HOME LOAN MORTGAGE CORP	993,196.00 0.00	0.00 0.00	0.00 0.00	5,980.00 0.00	0.00 -377.11	0.00 998,798.89
14913Q2J7 CATERPILLAR FINANCIAL SERVICES CORP	504,664.72 0.00	0.00 0.00	0.00 0.00	-481.43 3,687.50	0.00 548.75	0.00 508,419.54
313384KT5 FEDERAL HOME LOAN BANKS	996,808.00 0.00	0.00 -1,000,000.00	0.00 0.00	3,372.78 0.00	0.00 -180.78	0.00 0.00
48306BWB7 Kaiser Foundation Hospitals, Inc.	795,700.00 0.00	0.00 -800,000.00	0.00 0.00	3,872.00 0.00	0.00 428.00	0.00 0.00
313384LX5 FEDERAL HOME LOAN BANKS	497,600.00 0.00	0.00 -500,000.00	0.00 0.00	2,555.56 0.00	0.00 -155.56	0.00 0.00
53127UUF5 Liberty Street Funding LLC	749,140.44 0.00	0.00 -750,000.00	0.00 0.00	688.33 0.00	0.00 171.23	0.00 0.00
63763QU13 National Securities Clearing Corporation	249,951.02 0.00	0.00 -250,000.00	0.00 0.00	0.00 0.00	0.00 48.98	0.00 0.00
3135G0D75 FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.00 995,220.00	0.00 0.00	0.00 0.00	1,211.83 4,125.00	0.00 781.09	0.00 1,001,337.92
53127UYC8 Liberty Street Funding LLC	0.00 744,475.00	0.00 0.00	0.00 0.00	3,591.25 0.00	0.00 67.73	0.00 748,133.98
912828C57 UNITED STATES TREASURY	0.00 1,006,757.81	0.00 0.00	0.00 0.00	-776.38 61.48	0.00 1,362.57	0.00 1,007,405.48
17305EGB5 CCCIT 17A3 A3	0.00 399,187.50	0.00 0.00	0.00 0.00	205.53 3,712.00	0.00 342.85	0.00 403,447.88
89231AAD3 TAOT 18C A3	0.00 812,218.75	0.00 0.00	0.00 0.00	-839.06 1,073.78	0.00 -387.05	0.00 812,066.42
58772TAC4 MBALT 19A A3	0.00 505,234.38	0.00 0.00	0.00 0.00	-590.83 688.89	0.00 587.65	0.00 505,920.09
38346MW34 Gotham Funding Corporation	0.00 748,406.25	0.00 -750,000.00	0.00 0.00	1,593.75 0.00	0.00 0.00	0.00 0.00
63763QW45 National Securities Clearing Corporation	0.00 299,470.00	0.00 -300,000.00	0.00 0.00	530.00 0.00	0.00 0.00	0.00 0.00
88602UXH8 Thunder Bay Funding LLC	0.00 996,272.50	0.00 0.00	0.00 0.00	2,780.83 0.00	0.00 -16.19	0.00 999,037.14
161571GX6 CHAIT 154 A	0.00 849,203.13	0.00 0.00	0.00 0.00	137.28 695.11	0.00 -252.12	0.00 849,783.40
313588NZ4 FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.00 995,711.11	0.00 0.00	0.00 0.00	2,251.67 0.00	0.00 52.78	0.00 998,015.56
06406FAA1 BANK OF NEW YORK MELLON CORP	0.00 706,398.00	0.00 0.00	0.00 0.00	-395.64 8,069.44	0.00 -639.37	0.00 713,432.44

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Roll Forward

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
12619UW64 CRC Funding, LLC	0.00 499,676.11	0.00 -500,000.00	0.00 0.00	323.89 0.00	0.00 0.00	0.00 0.00
89236TCZ6 TOYOTA MOTOR CREDIT CORP	0.00 500,905.00	0.00 0.00	0.00 0.00	-49.34 4,565.28	0.00 -721.40	0.00 504,699.54
9128285G1 UNITED STATES TREASURY	0.00 1,013,242.19	0.00 0.00	0.00 0.00	-990.07 12,031.25	0.00 -1,002.12	0.00 1,023,281.25
38346MX17 Gotham Funding Corporation	0.00 998,351.11	0.00 0.00	0.00 0.00	1,648.89 0.00	0.00 -55.19	0.00 999,944.81
63763QZ59 National Securities Clearing Corporation	0.00 696,422.22	0.00 0.00	0.00 0.00	1,050.00 0.00	0.00 -146.69	0.00 697,325.53
12619UYC9 CRC Funding, LLC	0.00 498,027.22	0.00 0.00	0.00 0.00	736.11 0.00	0.00 -7.35	0.00 498,755.98
05588CAB8 BMWOT 19A A2	0.00 799,983.12	0.00 0.00	0.00 0.00	0.34 592.22	0.00 165.34	0.00 800,741.02
48306BXG5 Kaiser Foundation Hospitals, Inc.	0.00 798,413.33	0.00 0.00	0.00 0.00	906.67 0.00	0.00 -147.73	0.00 799,172.26
3133EKR73 FEDERAL FARM CREDIT BANKS FUNDING CORP	0.00 1,000,000.00	0.00 0.00	0.00 0.00	0.00 479.75	0.00 -922.21	0.00 999,557.54
313384LW7 FEDERAL HOME LOAN BANKS	0.00 999,875.00	0.00 -1,000,000.00	0.00 0.00	125.00 0.00	0.00 0.00	0.00 0.00
459058FA6 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	0.00 996,789.00	0.00 0.00	0.00 0.00	183.96 38.19	0.00 -277.46	0.00 996,733.69
30229BX36 Exxon Mobil Corporation	0.00 999,202.78	0.00 0.00	0.00 0.00	683.33 0.00	0.00 -73.19	0.00 999,812.92
47788CAB8 JDOT 2018 A2	53,077.85 0.00	0.00 0.00	-36,970.81 0.00	0.46 -39.76	0.00 4.99	0.00 16,072.72
459058FK4 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	500,707.28 0.00	0.00 -500,000.00	0.00 0.00	1,077.69 -1,652.78	0.00 -132.19	0.00 0.00
58772RAB0 MBART 181 A2A	356,476.71 0.00	0.00 0.00	-126,332.38 0.00	3.36 -152.16	0.00 -110.40	0.00 229,885.13
43815HAB3 HAROT 183 A2	475,259.22 0.00	0.00 0.00	-171,960.78 0.00	-22.17 -127.54	0.01 -175.19	0.00 302,973.55
--- **---**	**44,615,116.28** **36,430,444.31**	**-17,282,704.66** **-17,100,000.00**	**-2,149,432.30** **0.00**	**90,927.63** **3,580.80**	**-0.99** **-15,472.95**	**935.41** **44,593,393.54**

* Weighted by: Ending Base Market Value + Accrued. * Holdings Displayed by: Lot.

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Shock Analysis

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
02587AAJ3 AMXCA 171 A	ABS	499,603.95	2.82 2.56	0.78	501,542.43 503,480.95 507,358.10	497,665.51 495,727.10 491,850.40
02665WCL3 AMERICAN HONDA FINANCE CORP	CORP	700,324.81	2.28 2.08	0.14	700,801.05 701,277.32 702,229.97	699,848.60 699,372.44 698,420.20
037833DH0 APPLE INC	CORP	499,859.79	2.94 2.02	0.12	500,157.21 500,454.65 501,049.56	499,562.38 499,264.98 498,670.22
05522RCW6 BACCT 171 A	ABS	749,548.13	2.69 2.09	0.45	751,234.65 752,921.24 756,294.66	747,861.68 746,175.31 742,802.79
05531FAS2 BB&T CORP	CORP	250,160.89	3.12 2.10	0.22	250,437.12 250,712.95 251,263.45	249,884.26 249,607.24 249,052.02
05588CAB8 BMWOT 19A A2	ABS	800,148.80	2.06 2.04	0.90	803,741.60 807,334.66 814,521.55	796,556.26 792,963.98 785,780.21
06050TML3 BANK OF AMERICA NA	CORP	500,452.00	2.48 1.96	0.12	500,757.46 501,063.28 501,650.86	500,146.91 499,842.17 499,233.80
06406FAA1 BANK OF NEW YORK MELLON CORP	CORP	705,362.99	1.90 1.97	1.43	710,388.66 715,414.24 725,113.36	700,337.24 695,311.39 685,259.44
09247XAE1 BLACKROCK INC	CORP	703,808.00	2.81 2.16	0.19	704,483.66 705,159.35 706,510.76	703,132.35 702,456.72 701,105.52
12619UYC9 CRC Funding, LLC	CP	498,755.98	2.14 2.14	0.12	499,047.76 499,339.55 499,923.17	498,464.22 498,172.47 497,589.00
14042WAB6 COPAR 191 A2	ABS	652,457.19	2.60 2.06	0.71	654,760.44 657,063.84 661,671.06	650,154.09 647,851.14 643,245.67
14913Q2J7 CATERPILLAR FINANCIAL SERVICES CORP	CORP	502,847.32	2.56 2.03	0.61	504,381.05 505,914.86 508,982.76	501,313.68 499,780.13 496,713.29
161571GX6 CHAIT 154 A	ABS	849,088.29	1.99 2.05	0.53	851,355.41 853,622.63 858,157.40	846,821.28 844,554.37 840,020.88
166764AR1 CHEVRON CORP	CORP	200,036.42	3.00 1.91	0.36	200,401.40 200,766.23 201,426.16	199,671.27 199,305.96 198,574.87
17305EFW0 CCCIT 16A1 A1	ABS	449,774.96	2.74 2.11	0.14	450,080.81 450,386.67 450,998.43	449,469.11 449,163.28 448,551.66
17305EGB5 CCCIT 17A3 A3	ABS	399,735.88	2.22 2.05	0.51	400,755.23 401,774.63 403,813.59	398,716.58 397,697.33 395,658.97

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Shock Analysis

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
17325FAN8 CITIBANK NA	CORP	703,545.86	2.79 2.03	0.49	705,283.58 707,021.20 710,496.19	701,808.06 700,070.17 696,594.13
24422ETZ2 JOHN DEERE CAPITAL CORP	CORP	704,070.56	2.66 1.88	1.25	708,453.60 712,837.02 720,587.85	699,687.92 695,305.66 686,542.30
30229BX36 Exxon Mobil Corporation	CP	999,812.92	2.06 2.24	0.01	999,852.91 999,892.91 999,972.89	999,772.93 999,732.93 999,652.95
3130ACLX0 FEDERAL HOME LOAN BANKS	AGCY BOND	499,910.16	2.71 1.83	0.08	500,112.62 500,315.11 500,650.85	499,707.70 499,505.25 499,100.40
313312NG1 FEDERAL FARM CREDIT BANKS	AGCY DISC	499,451.66	2.68 1.80	0.06	499,601.50 499,751.34 499,990.17	499,301.83 499,151.99 498,852.32
313312NS5 FEDERAL FARM CREDIT BANKS	AGCY DISC	998,381.11	2.73 1.88	0.09	998,815.42 999,249.75 1,000,016.84	997,946.83 997,512.57 996,644.13
313312QL7 FEDERAL FARM CREDIT BANKS	AGCY DISC	996,208.06	2.73 1.85	0.20	997,209.26 998,210.49 999,916.64	995,206.88 994,205.73 992,203.50
313370US5 FEDERAL HOME LOAN BANKS	AGCY BOND	1,009,466.49	2.51 1.86	0.93	1,014,175.82 1,018,885.47 1,027,005.68	1,004,757.49 1,000,048.82 990,632.47
313396NJ8 FEDERAL HOME LOAN MORTGAGE CORP	AGCY DISC	998,798.89	2.37 1.80	0.07	999,123.50 999,448.11 999,970.08	998,474.28 998,149.67 997,500.45
3133EFLA3 FEDERAL FARM CREDIT BANKS FUNDING CORP	AGCY BOND	499,823.59	2.73 1.81	0.06	499,973.54 500,123.49 500,365.80	499,673.65 499,523.70 499,223.81
3133EKR73 FEDERAL FARM CREDIT BANKS FUNDING CORP	AGCY BOND	999,077.79	2.19 1.67	0.19	1,000,036.97 1,000,996.27 1,002,276.17	998,118.74 997,159.81 995,242.33
313588NZ4 FEDERAL NATIONAL MORTGAGE ASSOCIATION	AGCY DISC	998,015.56	1.94 1.83	0.11	998,544.52 999,073.51 999,956.97	997,486.62 996,957.71 995,899.97
3135G0D75 FEDERAL NATIONAL MORTGAGE ASSOCIATION	AGCY BOND	997,212.92	2.00 1.89	0.72	1,000,788.04 1,004,363.39 1,010,699.45	993,638.02 990,063.35 982,914.68
369550BA5 GENERAL DYNAMICS CORP	CORP	753,906.73	2.76 2.02	0.60	756,168.52 758,430.44 762,954.67	751,645.08 749,383.56 744,860.91
38346MX17 Gotham Funding Corporation	CP	999,944.81	0.00 1.98	0.00	999,959.81 999,974.81 1,000,004.21	999,929.81 999,914.81 999,884.81
40428HPN6 HSBC USA INC (NEW)	CORP	500,111.32	3.02 2.17	0.12	500,408.89 500,706.48 501,301.68	499,813.76 499,516.21 498,921.16

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Shock Analysis

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
43815HAB3 HAROT 183 A2	ABS	302,749.30	2.66 2.06	0.21	303,068.71 303,388.13 304,027.03	302,429.91 302,110.53 301,471.82
438516BP0 HONEYWELL INTERNATIONAL INC	CORP	500,050.52	2.27 2.18	0.08	500,253.05 500,455.59 500,860.70	499,848.01 499,645.50 499,240.54
4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	SUPRANATIONAL	999,897.68	2.69 1.98	0.04	1,000,102.66 1,000,307.64 1,000,708.99	999,692.70 999,487.72 999,077.76
459058FA6 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	SUPRANATIONAL	996,695.50	1.99 2.04	0.49	999,152.42 1,001,609.46 1,006,523.91	994,238.71 991,782.04 986,869.08
45905UV43 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	SUPRANATIONAL	999,950.00	2.08 1.87	0.04	1,000,159.99 1,000,369.98 1,000,734.10	999,740.01 999,530.02 999,110.04
47788CAB8 JDOT 2018 A2	ABS	16,055.45	2.44 2.25	0.04	16,058.74 16,062.03 16,068.62	16,052.16 16,048.87 16,042.29
48125LRK0 JPMORGAN CHASE BANK NA	CORP	500,828.89	2.70 2.07	0.39	501,801.33 502,770.45 504,698.69	499,853.11 498,874.00 496,905.79
48306BXG5 Kaiser Foundation Hospitals, Inc.	CP	799,172.26	2.05 2.33	0.04	799,344.09 799,515.91 799,859.55	799,000.44 798,828.62 798,484.98
53127UYC8 Liberty Street Funding LLC	CP	748,133.98	2.23 2.14	0.12	748,571.65 749,009.33 749,884.76	747,696.33 747,258.70 746,383.49
58772RAB0 MBART 181 A2A	ABS	229,608.90	2.73 2.19	0.22	229,859.18 230,109.47 230,610.09	229,358.63 229,108.38 228,607.90
58772TAC4 MBALT 19A A3	ABS	505,231.20	2.14 2.07	0.99	507,732.19 510,233.37 515,236.29	502,730.40 500,229.79 495,229.14
637432MU6 NATIONAL RURAL UTILITIES COOP FINANCE CORP	CORP	701,098.47	2.53 2.10	0.64	703,331.03 705,562.71 710,023.45	698,865.03 696,630.72 692,159.46
63763QZ59 National Securities Clearing Corporation	CP	697,325.53	2.02 2.12	0.18	697,949.65 698,573.78 699,822.10	696,701.43 696,077.35 694,829.24
65478GAD2 NAROT 17B A3	ABS	588,844.08	3.26 2.05	0.45	590,174.90 591,505.80 594,167.82	587,513.33 586,182.65 583,521.52
69353RFD5 PNC BANK NA	CORP	680,944.81	2.37 2.06	0.13	681,373.83 681,802.93 682,661.33	680,515.84 680,086.95 679,229.37
69371RM78 PACCAR INC	CORP	703,684.36	2.48 1.89	0.86	706,703.27 709,722.39 715,084.88	700,665.66 697,647.17 691,610.82

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Shock Analysis

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	MUNI	500,235.00	2.71 2.16	0.10	500,472.62 500,710.25 501,185.55	499,997.39 499,759.80 499,284.65
857477AS2 STATE STREET CORP	CORP	703,306.54	2.61 2.01	0.87	706,359.00 709,411.66 715,517.63	700,254.30 697,202.26 691,098.83
88602UXH8 Thunder Bay Funding LLC	CP	999,037.14	2.15 2.04	0.05	999,266.92 999,496.70 999,956.25	998,807.36 998,577.58 998,118.03
89231AAD3 TAOT 18C A3	ABS	810,992.64	2.10 1.97	1.28	816,191.35 821,390.54 831,499.16	805,794.42 800,596.69 790,202.68
89236TCZ6 TOYOTA MOTOR CREDIT CORP	CORP	500,134.27	1.78 1.88	1.48	503,832.95 507,532.00 514,058.05	496,435.96 492,738.03 485,343.29
89237WAD9 TAOT 16C A3	ABS	13,212.19	1.34 2.14	0.04	13,214.90 13,217.61 13,223.03	13,209.48 13,206.78 13,201.36
90331HNK5 US BANK NA	CORP	700,198.57	2.48 2.12	0.04	700,338.63 700,478.72 700,759.01	700,058.55 699,918.56 699,638.69
9128285G1 UNITED STATES TREASURY	US GOV	1,011,250.00	1.72 1.82	1.05	1,016,584.55 1,021,919.50 1,030,691.03	1,005,915.86 1,000,582.12 989,915.86
9128286D7 UNITED STATES TREASURY	US GOV	505,117.00	2.35 1.76	1.39	508,617.62 512,118.58 517,454.66	501,616.70 498,116.73 491,117.78
912828C57 UNITED STATES TREASURY	US GOV	1,007,344.00	1.84 1.75	1.47	1,014,743.31 1,022,143.34 1,033,274.38	999,945.42 992,547.58 977,754.08
912828U32 UNITED STATES TREASURY	US GOV	998,710.00	2.57 2.03	0.13	999,334.21 999,958.44 1,001,206.97	998,085.82 997,461.66 996,213.42
912828U73 UNITED STATES TREASURY	US GOV	998,945.00	2.76 1.88	0.21	999,973.93 1,001,002.88 1,002,809.77	997,916.10 996,887.22 994,829.55
912828XM7 UNITED STATES TREASURY	US GOV	499,043.00	2.37 1.86	0.82	501,094.14 503,145.41 506,657.51	496,992.00 494,941.14 490,839.83
92348XAB1 VZOT 18A A1B	ABS	798,902.56	2.30 1.85	0.11	799,349.95 799,797.33 800,561.47	798,455.17 798,007.79 797,113.02
92826CAB8 VISA INC	CORP	677,505.63	2.56 1.85	1.12	681,292.77 685,079.67 691,547.15	673,718.26 669,930.65 662,354.71
92868LAB7 VALET 181 A2A	ABS	381,853.93	2.83 2.22	0.33	382,489.73 383,125.56 384,397.31	381,218.16 380,582.41 379,311.01

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Shock Analysis

US Dollar

01 July 2019 to 30 September 2019

WC-Contra Costa County

Account: XXX235

Investment Strategy: Short Duration Fixed Income

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

WELLS FARGO Asset Management

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
931142EF6 WALMART INC	CORP	700,028.12	2.23 1.94	0.22	700,787.68 701,547.29 702,981.57	699,268.61 698,509.16 696,990.42
94975P405 WELLS FRGO GOVERNMENT CL I MMF	MMFUND	546,992.24	1.75 1.75	0.00	546,992.26 546,992.32 546,992.49	546,992.26 546,992.32 546,992.57
CCYUSD Cash	CASH	-3.94	0.00 0.00	0.00	-3.94 -3.94 -3.94	-3.94 -3.94 -3.94
CCYUSD Receivable	CASH	1,534.41	0.00 0.00	0.00	1,534.41 1,534.41 1,534.41	1,534.41 1,534.41 1,534.41
--- **---**	**---**	**44,444,313.07**	**2.33** **1.98**	**0.44**	**44,540,938.07** **44,637,564.05** **44,814,406.76**	**44,347,689.03** **44,251,065.97** **44,057,822.76**

* Weighted by: Ending 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

09/01/2019 through 09/30/2019

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Sep 30 ($)	Value on Sep 30 ($)	Average Cost Amount ($)	Cumulative Unrealized Gain/(Loss) ($)
CONTRA COSTA COUNTY	**20100000410**					
CalTRUST Liquidity Fund	20100000410	102,610,805.750	1.00	102,610,805.75	102,610,805.75	0.00
	Portfolios Total value as of 09/30/2019			**102,610,805.75**		

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) ($)
CalTRUST Liquidity Fund			**CONTRA COSTA COUNTY**				**Account Number: 20100000410**	
Beginning Balance	09/01/2019			77,610,805.750	1.00	77,610,805.75		
Redemption	09/03/2019	5,000,000.00	5,000,000.000	72,610,805.750	1.00	72,610,805.75	5,000,000.00	0.00
Purchase	09/12/2019	25,000,000.00	25,000,000.000	97,610,805.750	1.00	97,610,805.75	0.00	0.00
Redemption	09/18/2019	25,000,000.00	25,000,000.000	72,610,805.750	1.00	72,610,805.75	25,000,000.00	0.00
Purchase	09/19/2019	15,000,000.00	15,000,000.000	87,610,805.750	1.00	87,610,805.75	0.00	0.00
Purchase	09/20/2019	15,000,000.00	15,000,000.000	102,610,805.750	1.00	102,610,805.75	0.00	0.00
Accrual Income Div Cash	09/30/2019	167,979.55	0.000	102,610,805.750	1.00	102,610,805.75	0.00	0.00
Unrealized Gain/(Loss)						0.00		
Closing Balance as of	**Sep 30**			**102,610,805.750**	**1.00**	**102,610,805.75**		

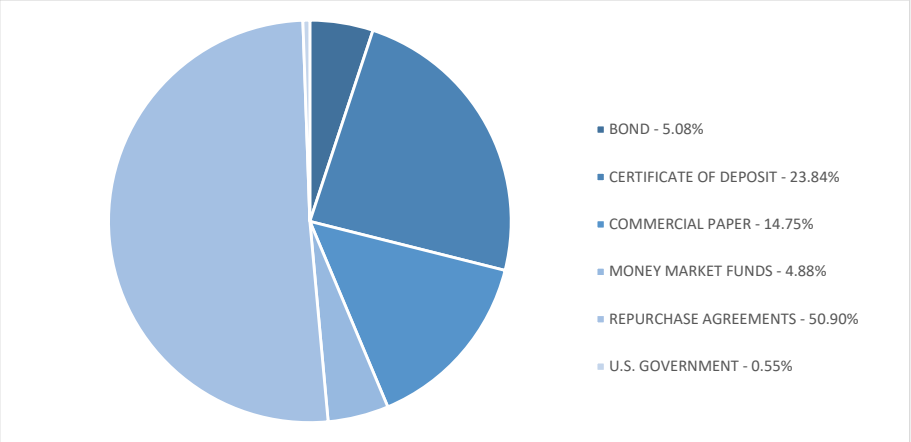
Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.

CalTRUST Liquidity Fund
Month End Portfolio Statistics
September 30, 2019

	CalTRUST Liquidity	BofAML 3-Month US Treasury Bill Index
Net Assets	$359,373,425.00	N/A
NAV per Share	$1.00	N/A
30 Day SEC Yield	2.21%	N/A
Period Net Total Return	0.17%	0.17%
Effective Duration	0.09 yrs	0.25 yrs
Weighted Average Maturity	31 days	N/A
Weighted Average Life	61 days	N/A

	CalTRUST Liquidity Return	BofAML 3-Month US Treasury Bill Index
One Month	0.17%	0.17%
Three Month	0.57%	0.57%
Six Month	1.20%	1.20%
One Year*	2.41%	2.39%
Two Year*	NA	NA
Three Year*	NA	NA
Five Year*	NA	NA
Ten Year*	NA	NA
Since Inception*	2.31%	2.31%

*Annualized



	CalTRUST Historical Liquidity 30 day SEC Yield
9/19	2.21%
8/19	2.17%
7/19	2.37%
6/19	2.38%
5/19	2.47%
4/19	2.48%
3/19	2.53%
2/19	2.51%
1/19	2.50%
12/18	2.40%
11/18	2.26%
10/18	2.14%

Rated AAAm by S&P Global Ratings

Account
- Select
- Balance
- Activity
- General Information
- Audit Documents
- Statements
- Bank Information

Fund
- Yield and NAV History
- Holdings
- Assets by Fund

Transactions
- Online Purchase
- Online Redemption
- Online Transfer
- Transaction Request Form
- Pending Trades

User Maintenance
- Change Password

Account Number: 20100000410
Account Name: CONTRA COSTA COUNTY

Log Out

CalTRUST Shareholder Summits Now Open for Registration at www.caltrust.org. Southern California - October 29, 2019 Northern California - October 30, 2019

Holdings

Data

Fund : CalTRUST Liquidity Fund

As Of Date : 9/30/2019

Options

Requery

Export

Holdings

CUSIP	Description	Fitch Rating 9/30/2019	Moodys 9/30/2019	Mat. Date	Years	Shares	Price	Value
00084CZL9	ABN AMRO FDG USA LLC CP 0			12/20/2019	0.2	5,000,000.00	99.4489	$4,972,444.44
02665WCW9	HNDA FLOAT 05/13/20			05/13/2020	0.1	3,000,000.00	100.0000	$3,000,000.00
06050TMQ2	BANK OF AMERICA NA			10/06/2020	0.0	1,000,000.00	100.0000	$1,000,000.00
06370RQX0	BANK OF MONTREAL CHICAGO			12/10/2019	0.0	2,000,000.00	100.0000	$2,000,000.00
06370RS26	BMO FLOAT 07/13/20			07/13/2020	0.0	3,000,000.00	100.0000	$3,000,000.00
06417G3K2	BNS FLOAT 12/09/19			12/09/2019	0.0	2,000,000.00	100.0504	$2,001,008.72
06417GU22	BNS 3.08 06/05/20			06/05/2020	0.7	2,500,000.00	100.7408	$2,518,519.65
06417MAD7	BNS FLOAT 04/09/20			04/09/2020	0.0	3,000,000.00	100.0000	$3,000,000.00
07644ABK9	BEDFORD ROW FDG CORP CP			02/19/2020	0.4	2,000,000.00	99.2167	$1,984,333.33
09248U700	BLACKROCK LIQ FDS FEDFUND			0	0.0	17,539,335.66	100.0000	$17,539,335.66
14913Q2Y4	CAT FLOAT 06/19/20			06/19/2020	0.2	1,500,000.00	99.9731	$1,499,596.41
15963RBD4	CHARIOT FUNDING LLC			02/05/2020	0.0	4,500,000.00	100.0050	$4,500,222.85
17305TJ86	CITIBANK N.A., NY BRANCH			12/03/2019	0.2	5,000,000.00	100.0000	$5,000,000.00
17325FAE8	C 2.1 06/12/20	A+	A1	06/12/2020	0.6	4,000,000.00	99.9123	$3,996,492.82
19121BXR5	COCA COLA CO 0% CP			10/25/2019	0.1	2,250,000.00	99.8280	$2,246,130.00
20271RAK6	CBAAU 2.3 03/12/20	AA-	Aa3	03/12/2020	0.4	4,776,000.00	99.8248	$4,767,634.75
21684L4M1	RABOBK FLOAT 05/08/20			05/08/2020	0.0	2,500,000.00	100.0000	$2,500,000.00
22549LUC7	CREDIT SUISSE AG			11/04/2019	0.1	2,000,000.00	100.0000	$2,000,000.00
22549LVZ5	CREDIT SUISSE AG			05/01/2020	0.6	2,000,000.00	100.0000	$2,000,000.00
22845ALM0	CPSERA CLCP 2.35 01/08/20			01/08/2020	0.2	4,000,000.00	100.0000	$4,000,000.00
22845ALV0	PP9W6XZF M-MKT			02/03/2020	0.2	2,000,000.00	100.0000	$2,000,000.00
23341VUL3	DNBNO FLOAT 10/16/19			10/16/2019	0.0	1,000,000.00	100.0000	$1,000,000.00

CUSIP	Description	Fitch Rating 9/30/2019	Moodys 9/30/2019	Mat. Date	Years	Shares	Price	Value
44988GAB4	INGFDL 0 12/02/19 CP			12/02/2019	0.0	4,000,000.00	100.0000	$4,000,000.00
48803MPC7	KELLS FUNDING LLC: CP			03/05/2020	0.4	3,000,000.00	99.1160	$2,973,480.00
48803TMC5	KELLS FUNDING LLC CP			10/09/2019	0.0	3,000,000.00	99.9540	$2,998,620.00
55379WP91	MUFG FLOAT 05/29/20			05/29/2020	0.1	2,000,000.00	100.0000	$2,000,000.00
55379WZM1	MUFG FLOAT 02/24/20			02/24/2020	0.2	1,200,000.00	100.0000	$1,200,000.00
59157TBM4	METLIFE SHORT TERM FDG CP			02/21/2020	0.4	2,000,000.00	99.2056	$1,984,111.11
59157UZ29	METLIFE SHORT TERM FDG			12/02/2019	0.2	4,500,000.00	99.5763	$4,480,935.00
60710A5K4	MIZUHO FLOAT 11/08/19			11/08/2019	0.0	2,000,000.00	100.0000	$2,000,000.00
60710A5Z1	MIZUHO FLOAT 11/18/19			11/18/2019	0.0	5,000,000.00	100.0000	$5,000,000.00
60710AAP7	MIZUHO NY CD 2.31 3/6/20			03/06/2020	0.4	2,000,000.00	100.0913	$2,001,826.12
6117P5X44	MONT BLANC CAP CORP 0% CP			10/04/2019	0.0	2,000,000.00	99.9796	$1,999,591.67
62479LAM7	MUFG BK LTD N Y BRH DISC			01/21/2020	0.3	3,000,000.00	99.1942	$2,975,826.67
62479LBM6	MUFG BK LTD N Y BHR DISC			02/21/2020	0.4	5,000,000.00	99.0069	$4,950,347.22
63763QZ42	NATL SEC CLEARING CORP			12/04/2019	0.2	2,000,000.00	99.6000	$1,992,000.00
63873NR37	NATIXIS NEW YORK BRANCH			04/03/2020	0.5	3,000,000.00	100.0000	$3,000,000.00
63873NZ38	KNFP FLOAT 06/05/20 CORP			06/05/2020	0.0	2,000,000.00	100.0000	$2,000,000.00
69033MFL6	OCBCSP FLOAT 11/07/19			11/07/2019	0.1	2,000,000.00	100.0000	$2,000,000.00
69033MJF5	OVERSEA CHINESE BANKING			10/15/2019	0.0	5,000,000.00	100.0000	$5,000,000.00
76582KXR7	RIDGEFIELD FDG CO LLC CP			10/25/2019	0.1	2,000,000.00	99.8467	$1,996,933.33
83050PAB5	SKANDINAVISKA ENSKILDA CD			10/11/2019	0.0	1,000,000.00	100.0000	$1,000,000.00
83050PDC0	SKANDINAVISKA ENSKILDA CD			08/19/2020	0.1	3,000,000.00	100.0000	$3,000,000.00
85325T3A1	STANDARD CHARTERED BANK			10/23/2019	0.1	2,500,000.00	100.0000	$2,500,000.00
86564FVS9	SUMITOMO MITSUI TRUST BAN			10/04/2019	0.0	1,500,000.00	100.0000	$1,500,000.00
86564FWT6	SUMITR FLOAT 05/18/20			05/18/2020	0.1	2,000,000.00	100.0000	$2,000,000.00
86565BJ85	SUMIBK FLOAT 03/09/20			03/09/2020	0.0	2,000,000.00	100.0000	$2,000,000.00
86565BM81	SUMIBK FLOAT 02/24/20			02/24/2020	0.1	1,500,000.00	100.0000	$1,500,000.00
86565BYG0	SUMITOMO MITSUI BANKING C			11/12/2019	0.0	2,000,000.00	100.0000	$2,000,000.00
86565BYT2	SUMIBK FLOAT 10/18/19			10/18/2019	0.0	4,500,000.00	100.0000	$4,500,000.00
86958J2S7	SHBASS FLOAT 12/19/19			12/19/2019	0.2	3,000,000.00	100.0000	$3,000,000.00
86958JC98	SHBASS FLOAT 10/21/19			10/21/2019	0.1	2,000,000.00	100.0074	$2,000,148.20
88602TAT0				01/27/2020	0.3	1,000,000.00	99.2854	$992,854.45

CUSIP	Description	Fitch Rating 9/30/2019	Moodys 9/30/2019	Mat. Date	Years	Shares	Price	Value
	THUNDER BAY FDG LLC 0% CP							
88602TB36	THUNDER BAY FDG LLC 0% CP			02/03/2020	0.3	1,000,000.00	99.2708	$992,708.33
89114M2D8	TD FLOAT 07/10/20			07/10/2020	0.0	1,500,000.00	100.0000	$1,500,000.00
89114M2P1	TD FLOAT 07/16/20			07/16/2020	0.0	2,500,000.00	100.0000	$2,500,000.00
89114M3K1	TORONTO-DOMINION BANK CD			07/29/2020	0.8	2,000,000.00	100.0000	$2,000,000.00
89114MQ26	TD FLOAT 06/10/20			06/10/2020	0.0	3,500,000.00	100.0000	$3,500,000.00
89114N5K7	TD FLOAT 9/28/2020			09/28/2020	0.2	1,500,000.00	100.0000	$1,500,000.00
89233AW54	TOYOTA MOTOR CREDIT CORP			01/07/2020	0.0	2,500,000.00	100.0000	$2,500,000.00
90261XHK1	UBS 2.35 03/26/20	AA-	Aa3	03/26/2020	0.5	3,000,000.00	99.8307	$2,994,920.06
912796TK5	B 0 03/12/20			03/12/2020	0.4	1,000,000.00	99.1737	$991,736.80
9128287G9	TF FLOAT 07/31/21			07/31/2021	0.0	1,000,000.00	99.9666	$999,666.39
BOFAREP 09/30/2019	BOFA 1.81 30-SEP-2019			09/30/2019	0.0	0.00	0.0000	$0.00
BOFAREP 10/01/2019	BOFA 2.32 01-OCT-2019			10/01/2019	0.0	40,000,000.00	100.0000	$40,000,000.00
CITREP 09/30/2019	CGI 1.82 30-SEP-2019			09/30/2019	0.0	0.00	0.0000	$0.00
CITREP 10/01/2019	CGI 2.37 01-OCT-2019			10/01/2019	0.0	60,000,000.00	100.0000	$60,000,000.00
MIZREP 09/30/2019	MIZ 1.82 30-SEP-2019			09/30/2019	0.0	0.00	0.0000	$0.00
MIZREP 10/01/2019	MIZ 2.37 01-OCT-2019			10/01/2019	0.0	20,000,000.00	100.0000	$20,000,000.00
TDSREP 09/30/2019	TDS 1.82 30-SEP-2019			09/30/2019	0.0	0.00	0.0000	$0.00
TDSREP 10/01/2019	TDS 2.37 01-OCT-2019			10/01/2019	0.0	63,000,000.00	100.0000	$63,000,000.00
USD	US DOLLARS			0	0.0	0.00	1.0000	$0.00

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. 6. EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY (EBRCS)

EBRCS TRANSACTIONS*

For the Quarter Ending

September 30, 2019

FY 2019-2020

FUND NUMBER	BALANCE @ 06/30/19	TJ/Date	TJ/Date	TJ/Date	TJ/Date	TJ/Date	TJ/Date	BALANCE @ 09/30/19
100300	1,602,439.52							1,602,439.52
TOTALS	1,602,439.52	0.00	0.00	0.00	0.00	0.00	0.00	1,602,439.52

* East Bay Regional Communications System Authority

EXHIBITS

Exhibit I

CONTRA COSTA COUNTY
Portfolio Summary Report
AS OF SEPTEMBER 30, 2019

Portfolio Characteristics

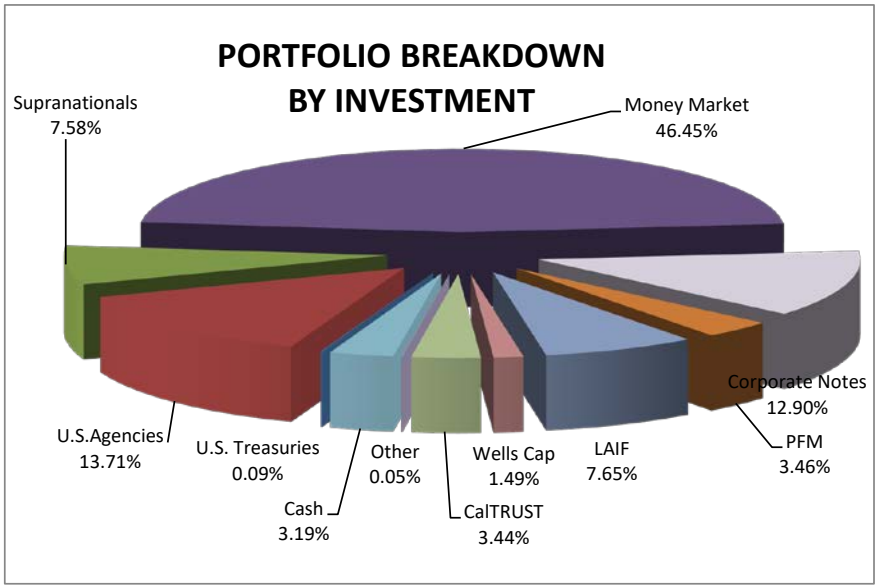
Par	*$2,987,049,501.07*
Cost	*$2,974,164,435.68*
Market Value	*$2,989,942,424.20*
Weighted Yield to Maturity	*2.25%*
Weighted Average Days to Maturity	*183*
Weighted Duration	*0.48* yr

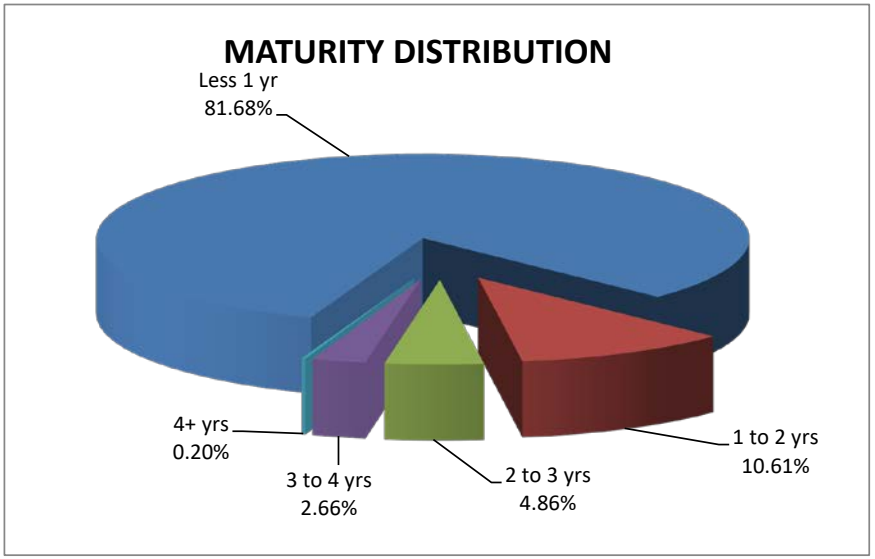
Portfolio Breakdown by Investment

Investments	Par Value	Percent of Total	
U.S. Treasuries	$2,670,000.00	0.09%	
U.S.Agencies	409,384,000.00	13.71%	
Supranationals	226,400,000.00	7.58%	
Money Market	1,387,509,397.22	46.45%	
Corporate Notes	385,291,000.00	12.90%	
PFM	103,361,749.55	3.46%	
LAIF	228,542,891.27	7.65%	
Wells Cap	44,385,207.72	1.49%	
CalTRUST	102,610,805.75	3.44%	
Other	1,602,439.52	0.05%	
Cash	95,292,010.04	3.19%	
TOTAL*	$2,987,049,501.07	100.00%	**

Maturity Distribution

Time	Par Value	Percent of Total	
Less 1 yr	$2,439,728,436.13	81.68%	
1 to 2 yrs	316,885,541.42	10.61%	
2 to 3 yrs	145,228,621.10	4.86%	
3 to 4 yrs	79,341,462.90	2.66%	
4+ yrs	5,865,439.52	0.20%	
TOTAL*	$2,987,049,501.07	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*

Exhibit II

CONTRA COSTA COUNTY INVESTMENT POOL
PERFORMANCE SUMMARY
AS OF SEPTEMBER 30, 2019

	PAR ($)	[3] PERCENT OF PORTFOLIO (%)	YTM (%)		WEIGHTED AVERAGE DAYS TO MATURITY AT END-OF-QUARTER (day)	DURATION (year)	
A. Investments Managed by Treasurer's Office[1]	$2,411,254,397.22	80.77%	2.2540%		190	0.51	[2]
B. Investments Managed by Outside Contractors[3]							
1. PFM	$103,361,749.55	3.46%	2.3430%		720	1.60	[2]
2. Local Agency Investment Fund	$228,542,891.27	7.66%	2.3400%		1	0.00	
3. Wells Capital Management	$44,385,207.72	1.49%	1.9800%		277	0.44	[4]
4. CalTRUST Short-Term Fund	$0.00	0.00%	0.0000%		N/A	0.00	
5. CalTRUST Liquidity Fund	$102,610,805.75	3.44%	2.2100%	[5]	0	0.00	
C. Cash	$95,292,010.04	3.19%	1.95%	[6]	0	0.00	

[3] Yield to Maturity on Portfolio at End-of-Quarter = 2.25%
[3] Weighted Average Days to Maturity on Portfolio at End-of-Quarter = 183
[3] Weighted Duration (yr) at End-of-Quarter = 0.48

1. Excludes the funds managed by PFM.
2. Data is provided by FIS.
3. Excludes: Section B.6.a (EBRCS Bond) of the Investment Pool summary report and Futuris Public Entity Trust.
4. Data provided by Wells Capital Management.
5. 30 day SEC Yield.
6. Wells Fargo Bank Average Earnings Credit Rate on Investable Balance for the quarter.

LAIF and CalTRUST Short Term Fund are subject to a one day call of principal provision. CalTRUST Liquidity Fund provides a same day liquidity provision.

CONTRA COSTA COUNTY INVESTMENT POOL

TYPE	As of September 30, 2019 PAR VALUE	As of June 30, 2019 PAR VALUE	CHANGE IN VALUE FROM PREV. QTR.	% CHANGE
A. Investments Managed by Treasurer's Office				
1. U.S. Treasuries (STRIPS, Bills, Notes)	$2,670,000.00	$18,230,000.00	($15,560,000.00)	*-85.35%*
2. U.S. Agencies				
Federal Home Loan Banks	182,832,000.00	254,786,000.00	(71,954,000.00)	*-28.24%*
Federal National Mortgage Association	42,639,000.00	42,805,000.00	(166,000.00)	*-0.39%*
Federal Farm Credit Banks	109,682,000.00	125,978,000.00	(16,296,000.00)	*-12.94%*
Federal Home Loan Mortgage Corporation	74,231,000.00	99,781,000.00	(25,550,000.00)	*-25.61%*
Subtotal	409,384,000.00	523,350,000.00	(113,966,000.00)	*-21.78%*
3. Supranationals	226,400,000.00	353,779,000.00	(127,379,000.00)	*-56.26%*
4. Money Market Instruments				
Commercial Paper	874,496,000.00	1,015,500,000.00	(141,004,000.00)	*-13.89%*
Negotiable Certificates of Deposit	513,010,000.00	821,656,000.00	(308,646,000.00)	*-37.56%*
Time Deposit	3,397.22	3,397.22	0.00	*0.00%*
Subtotal	1,387,509,397.22	1,837,159,397.22	(449,650,000.00)	*-24.48%*
5. Corporate Notes	385,291,000.00	400,145,000.00	(14,854,000.00)	*-3.71%*
TOTAL (Section A)	2,411,254,397.22	3,132,663,397.22	-721,409,000.00	*-23.03%*
B. Investments Managed by Outside Contractors				
1. PFM	103,361,749.55	112,437,095.19	(9,075,345.64)	*-8.07%*
2. Local Agency Investment Fund	228,542,891.27	244,502,765.20	(15,959,873.93)	*-6.53%*
3. Wells Capital Management	44,385,207.72	44,495,451.48	(110,243.76)	*-0.25%*
4. CalTRUST (Short Term Fund)	-	-	0.00	*0.00%*
5. CalTRUST (Liquidity Fund)	102,610,805.75	102,610,805.75	0.00	*0.00%*
6. Other				
a. EBRCS Bond	1,602,439.52	1,602,439.52	0.00	*0.00%*
TOTAL (Section B)	480,503,093.81	505,648,557.14	(25,145,463.33)	*-4.97%*
C. Cash	95,292,010.04	128,875,848.79	(33,583,838.75)	*-26.06%*
*** GRAND TOTAL (FOR A , B, & C)**	$2,987,049,501.07	$3,767,187,803.15	($780,138,302.08)	*-20.71%*

* Excludes the Futuris Public Entity Trust of the Contra Costa Community College District Retirement Board of Authority

Exhibit IV

CONTRA COSTA INVESTMENT POOL

INVESTMENTS MANAGED BY TREASURER'S OFFICE

QUARTERLY COUPON RATES, YIELD TO MATURITY

		Quarter Ending			
Fiscal Year		**September**	**December**	**March**	**June**
2019/20	Coupon Rate	2.1446%			
	Yield to Maturity	*2.2526%*			
2018/19	Coupon Rate	2.0195%	2.4143%	2.3996%	2.3203%
	Yield to Maturity	*2.0983%*	*2.4912%*	*2.4951%*	*2.4161%*
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%*

Source: All data is calculated by Sungard.
Excludes funds managed by PFM beginging 9/2018

Exhibit IV (a)

CONTRA COSTA INVESTMENT POOL

INVESTMENTS MANAGED BY OUTSIDE CONTRACTOR

LAIF QUARTERLY APPORTIONMENT RATES

		Quarter Ending			
Fiscal Year		**September**	**December**	**March**	**June**
2019/20	Apportionment Rate	2.45%			
2018/19	Apportionment Rate	2.16%	2.40%	2.55%	2.57%
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%

Source: Contra Costa County Treasurer's Quarterly Investment Report - LAIF Statements

Exhibit IV (b)

Contra Costa County Investment Pool

as of September 30, 2019

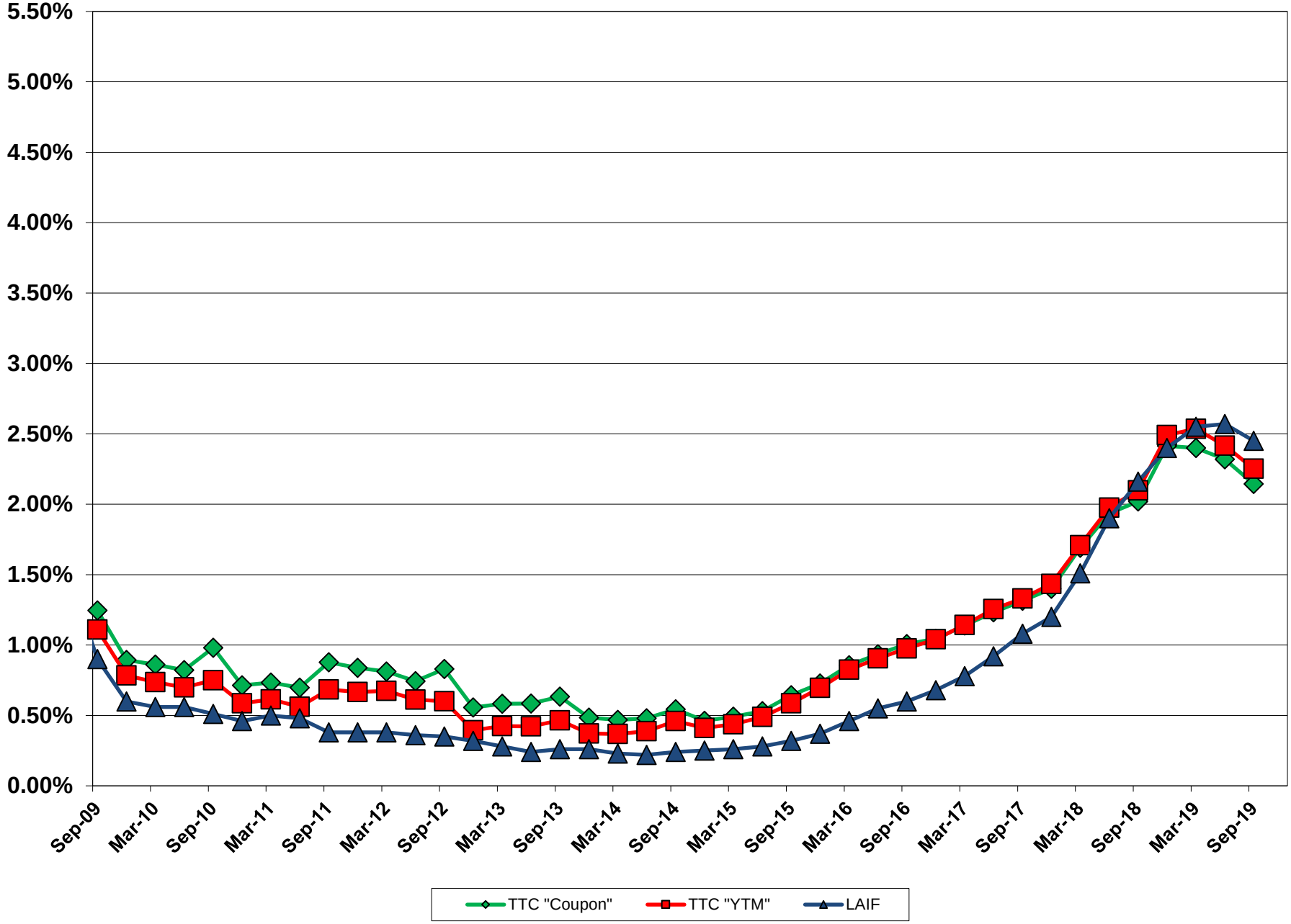
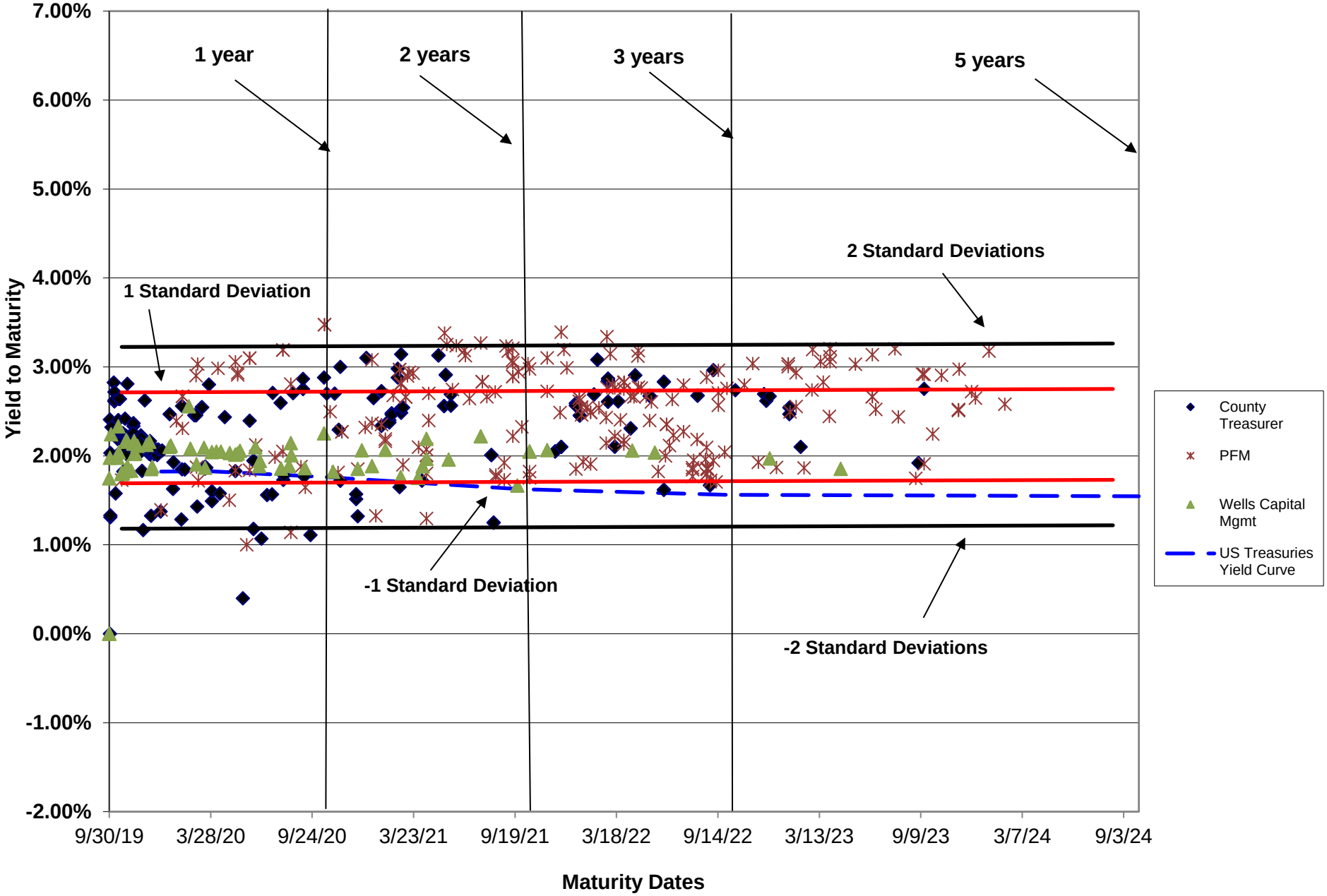


Exhibit IV (c)

Risk Assessment

as of September 30, 2019



Risk Assessment

(Securities Greater Than or Less Than Two Standard Deviations)

As of September 30, 2019

CUSIP	DESCRIPTION	PAR	COST	MARKET	COUPON (%)	MATURITY DATE	YTM (%)
121101042	CCCCD CD BERTA KAMM	3,397.22	3,397.22	3,362.36	0.40%	5/24/2020	0.40%
912828VF4	CCCCD GOV US TREASUR	1,790,000.00	1,814,053.13	1,783,914.00	1.38%	5/31/2020	1.00%
3136G16D6	RM GOV FNMA NOTES	2,465,000.00	2,491,622.00	2,455,559.05	1.35%	6/26/2020	1.07%
89237WAD9	CCCSIG ABS TOYOTA AU	8,591.49	8,591.26	8,591.26	1.14%	8/17/2020	1.14%
3133EGUT0	RM GOV FFCB NOTES	4,690,000.00	4,700,880.80	4,661,578.60	1.17%	9/21/2020	1.11%
86565BPC9	CCCSIG YCD SUMITOMO B	750,000.00	748,980.00	748,980.00	3.39%	10/16/2020	3.48%
86565BPC9	CCCCD YCD SUMITOMO	110,000.00	109,850.40	109,850.40	3.39%	10/16/2020	3.48%
025816BU2	CCCSIG CORP AMERICAN	785,000.00	784,866.55	800,692.15	3.38%	5/17/2021	3.38%
02665WCP4	CCCSIG CORP AMERICAN	300,000.00	299,856.00	308,412.00	3.38%	12/10/2021	3.39%
437076BV3	CCCSIG CORP HOME DEP	225,000.00	224,383.50	232,679.25	3.25%	3/1/2022	3.34%

CONTRA COSTA COUNTY INVESTMENT POOL

AVERAGE INFORMATION
July 1, 2019 through September 30, 2019

	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 Office[1]	$2,521,250,952.65	81.48%	2.2807%	167.84	206
B. Investments Managed by Outside Contractors[2]					
1. PFM	$108,540,114.56	3.51%	2.2837%	24.33	694
2. Local Agency Investment Fund[3]	$229,462,670.14	7.42%	2.3333%	0.07	1
3. Wells Capital Management	$44,338,017.02	1.43%	2.0667%	3.88	271
4. CalTRUST Short Term Fund	$0.00	0.00%	0.0000%	n/a	n/a
5. CalTRUST Liquidity Fund[4]	$115,376,038.72	3.73%	2.2500%	0.00	0
C. Cash[5]	$75,516,025.60	2.44%	0.3396%	0.00	0
Total	$3,094,483,818.71	100.00%			
* Weighted Average YTM of Portfolio =			2.23%	196	

Notes:
1. Excludes the funds managed by PFM.
2. Excludes: Section B.6.a (EBRCS Bond) of the Investment Pool Summary and Futuris Public Entity Trust.
3. LAIF is subject to a one day call of principal provision
4. CalTRUST Liquidity Fund provides a same day liquidity provision.
5. The average of Investable Balances and the average of Earnings Allowance Rates of all four banks, WFB, BofA, Bank of the West, and Mechanics.

CONTRA COSTA COUNTY INVESTMENT POOL
SUMMARY OF POOL RATES AND BENCHMARKS
AS OF SEPTEMBER 30, 2019

Pool Rates:	YTM as of 9/30/19	Quarterly Ave.	Quarterly Average DTM
Total County Portfolio (w/ Cash)	2.25%	2.23%	212 *1
Investments Managed by Treasurer's Office	2.25%	2.28%	206
PFM	2.34%	2.28%	694
Wells Capital Management	1.98%	2.07%	271
CalTRUST Short Term Fund	n/a *4	n/a *4	n/a *4
CalTRUST Liquidity Fund	2.21%	2.25%	49 *3
	Quarterly Apportionment Rate	PMIA Ave. Effective Yield	
Local Agency Investment Fund (LAIF)	2.45%	2.33%	185 *2

Benchmarks:	9/30/19	7/1/19 - 9/30/19 High	Ave.	Low
Federal Fund Rates Index	1.9000%	2.4100%	2.1747%	1.8000%
Six Month Treasury Bill	1.7825%	2.0750%	1.9001%	1.7750%
Six Month LIBOR	2.0556%	2.2624%	2.1073%	1.9873%
Vanguard Prime Money Mkt Fund	0.5500%			

*1. Cash is included in the calculation.

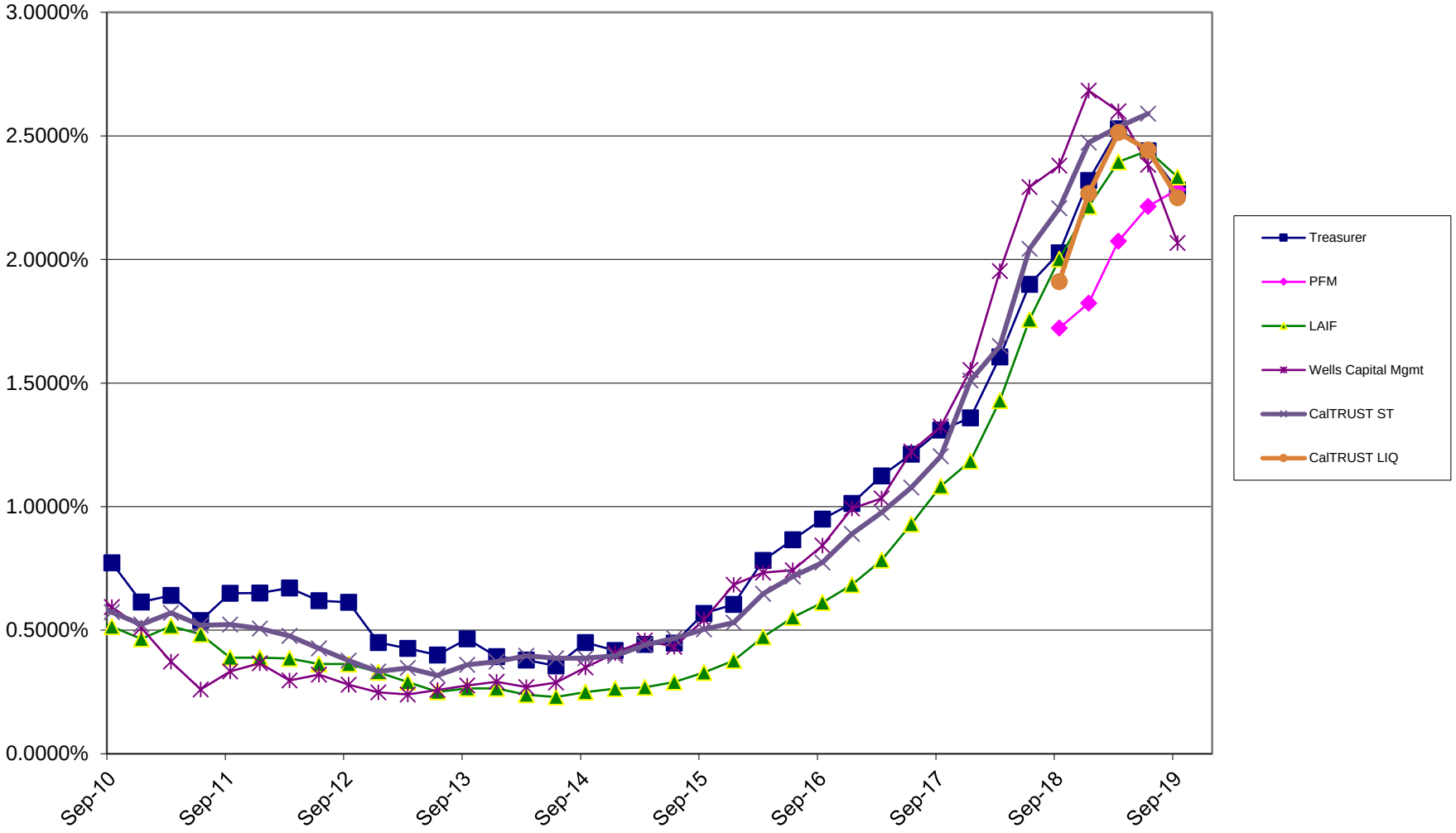
*2. Average days to maturity with a one day call of principal provision.

*3. Average days to maturity with a same day liquidity provision.

*4. No investment in the CalTRUST Short-Term fund as of 9/30/19,

Exhibit V (b)

Contra Costa County Investment Pool
Average Quarterly YTM
as of September 30, 2019



CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
STRUCTURED SECURITIES
September 30, 2019

Exhibit VI

Description	CUSIP	Maturity Date	Coupon Rate	Par ($)	Market ($)	Cost ($)	Provisions	Fund #
CORP MICROSOFT CORP	594918BV5	2/6/2020	1.85%	10,000,000.00	9,995,200.00	10,000,000.00	Make-whole call +10 bps	8177
CCCSIG CORP CHEVRON	166764BP4	3/3/2020	1.99%	725,000.00	725,043.50	725,432.57	Make-whole call +10 bps	6911
CORP MICROSOFT CORP	594918BP8	8/8/2021	1.55%	8,549,000.00	8,513,179.69	8,389,048.21	Make-whole call +10 bps	8177
CCCSIG CORP APPLE IN	037833CS7	5/11/2020	1.80%	530,000.00	529,650.20	529,459.40	Make-whole call +10 bps	6911
CORP APPLE INC	037833CS7	5/11/2020	1.80%	10,000,000.00	9,993,400.00	9,991,300.00	Make-whole call +10 bps	8177
CCCSIG CORP WALT DIS	25468PDU7	6/5/2020	1.80%	625,000.00	624,381.25	624,818.15	Make-whole call +6 bps	6911
CCCSIG CORP AMERI HO	02665WBT7	7/20/2020	1.95%	505,000.00	504,712.15	504,489.95	Make-whole call +10 bps	6911
CCCSIG ABS JOHN DEER	47788BAD6	10/15/2021	1.82%	147,131.26	147,120.50	147,120.50	10% collateral call	6911
CCCCD CORP GOLDMAN S	38141GWG5	12/27/2020	2.60%	225,000.00	225,272.25	227,045.25	Make-whole call +20 bps	7903
CCCSIG CORP EXXON MO	30231GAG7	3/6/2020	1.91%	400,000.00	399,812.00	401,916.00	Make-whole call +5 bps	6911
CCCSIG ABS NAROT 201	65478GAD2	10/15/2021	1.75%	393,086.35	393,064.38	393,064.38	5% collateral call	6911
CCCSIG CORP VISA INC	92826CAB8	12/14/2020	2.20%	210,000.00	210,779.10	212,310.00	Make-whole call +10 bps	6911
CCCCD CORP CITIGRP I	172967LC3	12/8/2021	2.90%	250,000.00	253,687.50	254,137.50	Make-whole call +20 bps	7903
CCCSIG CORP CATERPIL	14913Q2A6	9/4/2020	1.85%	295,000.00	294,604.70	294,917.01	Make-whole call +10 bps	6911
CCCCD CORP BANK OF N	06406FAA1	4/15/2021	2.50%	125,000.00	125,957.50	126,846.25	Call on and anytime after 3/15/21	7903
CCCSIG CORP BOFA CAL	06051GGS2	10/1/2021	2.33%	545,000.00	545,610.40	545,000.00	Make-whole call +15 bps	6911
CCCSIG CORP PEPSICO	713448DX3	4/15/2021	2.00%	375,000.00	376,162.50	374,925.00	Make-whole call +10 bps	6911
CCCCD CORP PEPSICO I	713448DX3	4/15/2021	2.00%	70,000.00	70,217.00	69,986.00	Make-whole call +10 bps	7903
CCCSIG ABS CARMAX 20	14314RAH5	4/15/2021	1.80%	2,592.97	2,592.79	2,592.78	10% collateral call	6911
CCCSIG CORP BB&T MTN	05531FAZ6	2/1/2021	2.15%	215,000.00	215,354.75	214,901.10	Call on and anytime after 1/1/2021	6911
CCCCD CORP BANK OF A	06051GFW4	4/19/2021	2.63%	110,000.00	110,982.30	110,823.90	Make-whole call +25 bps	7903
CCCCD CORP BB T MTN	05531FAZ6	2/1/2021	2.15%	110,000.00	110,181.50	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	475,365.75	474,249.50	Make-whole call +10 bps	6911
CCCSIG ABS TAOT 2017	89238KAD4	1/18/2022	1.93%	225,000.00	224,979.26	224,979.26	5% collateral call	6911
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%	101,350.57	101,338.85	101,338.85	10% collateral call	7903
CCCSIG ABS ALLYA 201	02007MAE0	6/15/2022	2.35%	244,162.75	244,134.53	244,134.53	10% collateral call	6911
CCCCD ABS TAOT 2018	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	16,857,582.50	16,695,991.00	Make-whole call +7.5bps	8177
CCCSIG BANK OF NY ME	06406HDD8	8/17/2020	2.60%	500,000.00	502,365.00	497,545.00	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	130,673.40	127,758.80	Make-whole call +15bps	7903
CCCSIG CORP UNILEVER	904764AZ0	3/22/2021	2.75%	650,000.00	657,462.00	646,678.50	Make-whole call +10bps	6911
CCCCD CORP HOME DEPO	437076AZ5	4/1/2023	2.70%	100,000.00	102,932.00	98,100.00	Make-whole call +15 bps	7903
CCCCD MBS FHMS K721	3137BM6P6	8/25/2022	3.09%	100,000.00	100,851.56	100,851.56	1% cleanup call	6911
CORP MICROSOFT CORP	594918BA1	2/12/2022	2.38%	10,000,000.00	10,137,300.00	9,748,700.00	Make-whole call +10 bps	8177
CORP MICROSOFT CORP	594918BG8	11/3/2020	2.00%	8,000,000.00	8,013,280.00	7,865,520.00	Make-whole call +7.5 bps	8177
CCCSIG CORP HERSHEY	427866AY4	5/15/2020	2.90%	350,000.00	351,694.00	349,769.00	Make-whole call +10 bps	6911
CCCSIG CORP GENERAL	369550BA5	5/11/2020	2.88%	460,000.00	462,396.60	458,371.60	Make-whole call +10 bps	6911
CCCSIG ABS HART 2018	44891KAD7	7/15/2022	2.79%	130,000.00	129,980.42	129,980.42	5% collateral call	6911
CCCSIG CORP AMERICAN	025816BU2	5/17/2021	3.38%	785,000.00	800,692.15	784,866.55	Callable on and anytime after 4/17/21	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 BBT CORP	05531FBD4	9/3/2021	3.20%	150,000.00	153,105.00	149,821.50	Callable on and anytime after 8/3/21	6911
CORP WALMART INC	931142DY6	10/9/2019	1.75%	15,000,000.00	14,998,500.00	14,835,345.00	Make-whole call +5 bps	8177
CORP WALMART INC	931142DY6	10/9/2019	1.75%	5,000,000.00	4,999,500.00	4,945,460.00	Make-whole call +5 bps	8177
CORP APPLE INC	037833BS8	2/23/2021	2.25%	20,000,000.00	20,091,000.00	19,679,400.00	Make-whole call +15 bps	8801
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 WALMART	931142EJ8	6/23/2021	3.13%	595,000.00	608,429.15	594,970.25	Make-whole call +10 bps	6911
CCCSIG ABS CARMX 201	14313FAD1	6/15/2023	3.13%	200,000.00	199,972.74	199,972.74	10% collateral call	6911
CCCSIG ABS MBART 201	58772RAD6	1/17/2023	3.03%	410,000.00	409,984.26	409,984.26	5% collateral call	6911
CCCCD ABS NAROT 201	65479GAD1	3/15/2023	3.06%	65,000.00	64,997.89	64,997.89	5% collateral call	7903
CCCCD ABS MBART 2018	58772RAD6	1/17/2023	3.03%	70,000.00	69,997.31	69,997.31	5% collateral call	7903
CORP JOHNSON AND JOH	478160CD4	3/3/2022	2.25%	10,284,000.00	10,404,734.16	10,082,433.60	Make-whole call +7.5 bps	8177
CCCSIG CORP CATERPIL	14913Q2N8	9/7/2021	3.15%	100,000.00	102,069.00	99,923.00	Make-whole call +10 bps	6911
CCCSIG CORP UNILEVER	904764BF3	3/7/2022	3.00%	100,000.00	102,519.00	99,516.00	Make-whole call +10 bps	6911
CCCSIG CORP PFIZER I	717081EM1	9/15/2021	3.00%	250,000.00	255,062.50	249,662.50	Make-whole call +5 bps	6911
CORP JOHNSON AND JOH	478160CD4	3/3/2022	2.25%	10,000,000.00	10,117,400.00	9,796,500.00	Make-whole call +7.5 bps	8177
CCCSIG CORP 3M COMPA	88579YBA8	9/14/2021	3.00%	185,000.00	188,361.45	184,620.75	Make-whole call +5 bps	6911
CORP APPLE INC	037833BS8	2/23/2021	2.25%	10,000,000.00	10,045,500.00	9,830,320.00	Make-whole call +15 bps	8177
CCCSIG ABS FORDL 201	34531LAD2	12/15/2021	3.19%	240,000.00	239,979.72	239,979.72	5% deal call	6911
CCCSIG CORP AMERICAN	02665WCP4	12/10/2021	3.38%	300,000.00	308,412.00	299,856.00	Make-whole call	6911
CORP WALMART INC	931142DY6	10/9/2019	1.75%	20,000,000.00	19,998,000.00	19,810,100.00	Make-whole call +5bps	8177
CORP EXXON MOBIL COR	30231GAV4	3/1/2021	2.22%	12,640,000.00	12,706,233.60	12,374,185.60	Make-whole call +15bps	8177

CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
STRUCTURED SECURITIES
September 30, 2019

Exhibit VI

Description	CUSIP	Maturity Date	Coupon Rate	Par ($)	Market ($)	Cost ($)	Provisions	Fund #
CORP MICROSOFT CORP	594918BV5	2/6/2020	1.85%	10,000,000.00	9,995,200.00	10,000,000.00	Make-whole call +10 bps	8177
CCCSIG ABS BMWLT 201	05586CAC8	7/20/2021	3.26%	150,000.00	149,979.15	149,979.15	5% deal call	6911
CORP ORACLE CORP	68389XAX3	10/8/2019	2.25%	20,000,000.00	20,000,400.00	19,894,160.00	Make-whole call +10bps	8177
CCCSIG ABS MBALT 201	58769LAC6	9/15/2021	3.21%	500,000.00	499,988.80	499,988.80	5% deal call	6911
CCCSIG CORP HOME DEP	437076BV3	3/1/2022	3.25%	225,000.00	232,679.25	224,383.50	Make-whole call +10bps	6911
CORP APPLE INC	037833AR1	5/6/2021	2.85%	15,000,000.00	15,234,600.00	14,902,740.00	Make-whole call +10bps	8177
CCCSIG ABS GMCAR 201	36256XAD4	11/16/2023	2.97%	225,000.00	224,975.09	224,975.09	10% collateral call	6911
CCCSIG ABS MBALT 201	58772TAC4	11/15/2021	3.10%	155,000.00	154,995.46	154,995.46	5% deal call	6911
CCCSIG MBS FHMS KP05	3137FKK39	7/25/2023	3.20%	190,764.68	190,764.12	190,764.10	1% cleanup call	6911
CORP WALMART INC	931142DY6	10/9/2019	1.75%	15,530,000.00	15,528,447.00	15,437,627.56	Make-whole call +5bps	8177
CCCCD CORP TOYOTA MO	89236TFS9	1/8/2024	3.35%	145,000.00	152,830.00	146,122.30	Make-whole call +15bps	7903
CORP MICROSOFT CORP	594918BV5	2/6/2020	1.85%	15,074,000.00	15,066,764.48	14,968,783.48	Make-whole call +10bps	8177
CCCSIG ABS NAROT 201	65479KAD2	10/16/2023	2.90%	550,000.00	549,916.68	549,916.68	5% collateral call	6911
CCCSIG ABS ALLYA 201	02004WAC5	9/15/2023	2.91%	325,000.00	324,960.74	324,960.74	10% collateral call	6911
CCCSIG ABS GMALT 201	36256UAD0	12/20/2021	2.98%	225,000.00	224,964.68	224,964.68	10% collateral call	6911
CCCSIG CORP 3M COMPA	88579YBF7	3/1/2022	2.75%	245,000.00	251,007.40	244,884.85	Make-whole call +5bps	6911
CORP MICROSOFT CORP	594918BW3	2/6/2022	2.40%	15,000,000.00	15,209,400.00	14,877,450.00	Make-whole call +10bps	8177
CCCSIG ABS FORDL 201	34532FAD4	5/15/2020	2.90%	265,000.00	264,979.28	264,979.28	5% deal call	6911
CCCCD ABS HARROT 201	43814WAC9	3/20/2023	2.83%	100,000.00	99,997.32	99,997.32	10% collateral call	7903
CCCSIG CORP PFIZER I	717081ER0	3/11/2022	2.80%	170,000.00	173,247.00	169,989.80	Make-whole call +5bps	6911
CCCSIG CORP MERCK AN	589331AT4	9/15/2022	2.40%	300,000.00	304,674.00	296,934.00	Make-whole call +12.5bps	6911
CCCSIG CORP GOLDMAN	38141GWC4	4/26/2022	3.00%	325,000.00	328,532.75	323,248.25	Make-whole call +20bps	6911
CCCSIG CORP JPMORGAN	46647PBB1	4/1/2023	3.21%	800,000.00	819,496.00	800,000.00	One time call: 4/1/22	6911
CORP TOYOTA MOTOR CR	89236TCF0	3/12/2020	2.15%	20,000,000.00	20,021,000.00	19,925,160.00	Make-whole call +10bps	8177
CORP EXXON MOBIL COR	30231GAV4	3/1/2021	2.22%	14,000,000.00	14,073,360.00	13,931,540.00	Make-whole call +15bps; Callable on and after 2/1/21	8177
CORP ORACLE CORP	68389XBL8	9/15/2023	2.40%	20,000,000.00	20,247,000.00	19,705,800.00	Make-whole call +20bps; Callable on and after 7/15/23	8177
CCCCD CORP PFIZER IN	717081ES8	3/15/2024	2.95%	120,000.00	124,678.80	121,452.00	Make-whole call +8bps; Callable on and after 2/15/24	7903
CCCCD CORP JPMORGAN	46647PBB1	4/1/2023	3.21%	110,000.00	112,680.70	110,725.89	Float quarterly: LIBOR +69.5bps on and after 4/1/22	7903
CCCCD MBS FHMS K720	3137BLUR7	6/25/2022	2.72%	100,000.00	100,250.00	100,250.00	1% cleanup call	7903
CORP CHEVRON CORP	166764AB6	12/5/2022	2.36%	10,000,000.00	10,136,000.00	9,883,000.00	Make-whole call +12bps; Callable on and after 9/5/22	8177
CORP WALMART INC	931142DU4	12/15/2022	2.35%	10,000,000.00	10,141,000.00	9,889,400.00	Make-whole call +10bps; Callable on and after 11/15/22	8177
CORP CHEVRON CORP	166764BG4	5/16/2021	2.10%	10,000,000.00	10,038,600.00	9,907,160.00	Make-whole call +15bps; Callable on and after 4/15/21	8177
CORP EXXON MOBIL COR	30231GAV4	3/1/2021	2.22%	7,984,000.00	8,025,836.16	7,938,251.68	Make-whole call +15bps; Callable on and after 2/1/21	8177
CORP CHEVRON CORP	166764BN9	3/3/2022	2.50%	7,500,000.00	7,612,050.00	7,476,750.00	Make-whole call +10bps; Callable on and after 2/3/22	8177
CORP CITIBANK NA	17325FAJ7	10/20/2020	2.13%	5,680,000.00	5,685,225.60	5,634,418.79	Callable on and after 9/20/20	8177
CORP ORACLE CORP	68389XAP0	10/15/2022	2.50%	10,000,000.00	10,148,700.00	9,928,244.44	Make-whole call +12.5bps	8177
CCCSIG CORP BOEING C	097023CG8	5/1/2022	2.70%	125,000.00	127,448.75	124,778.75	Make-whole call +10bps	6911
CCCSIG ABS FITAT 201	31680YAD9	12/15/2023	2.64%	150,000.00	149,967.03	149,967.03	10% collateral call	6911
CCCCD MBS FHMS K718	3137BHXY8	1/25/2022	2.79%	100,000.00	100,625.00	100,625.00	1% cleanup call	7903
CCCSIG CORP VISA INC	92826CAG7	9/15/2022	2.15%	250,000.00	252,560.00	246,702.50	Make-whole call +10bps; Callable on and after 8/15/22	6911
CCCCD ABS HAROT 2019	43815MAC0	6/21/2023	2.52%	100,000.00	99,996.27	99,996.27	10% collateral call	7903
CCCCD ABS COPAR 2019	14042WAC4	11/15/2023	2.51%	100,000.00	99,979.74	99,979.74	10% collateral call	7903
CCCSIG CORP GOLDMAN	38141GWC4	4/26/2022	3.00%	400,000.00	404,348.00	403,882.67	Make-whole call +20bps; Callable on 4/26/21 and 10/26/21	6911
CCCCD CORP WALMART I	931142EL3	7/8/2024	2.85%	190,000.00	197,446.10	195,990.07	Make-whole call +10bps; Callable on and afte 6/8/24	7903
CCCCD CORP US BANCOR	91159HHV5	2/5/2024	3.38%	190,000.00	199,845.80	198,483.50	Call on and after 1/5/24	7903
CCCSIG ABS NALT 2019	65478LAD1	7/15/2022	2.27%	220,000.00	219,987.50	219,987.50	10% collateral call	6911
CCCSIG CORP US BANCO	91159HHC7	3/15/2022	3.00%	300,000.00	307,197.00	305,961.00	Call on and after 2/15/22	6911
CCCSIG CORP BOEING C	097023CL7	2/7/2020	2.30%	225,000.00	225,978.75	224,991.00	Make-whole call +10bps	6911
CCCSIG CORP BURLINGT	12189LAF8	9/15/2021	3.45%	300,000.00	307,494.00	307,479.00	Make-whole call +20bps; Callable on and after 6/15/21	6911
CCCSIG CORP HONEYWEL	438516BT2	8/8/2022	2.15%	170,000.00	171,417.80	169,828.30	Make-whole call +6bps; Callable on and after 7/8/22	6911
CCCSIG MBS FHMS K026	3137B1BS0	11/25/2022	2.51%	500,000.00	509,218.75	509,218.75	1% collateral call	6911
CCCSIG ABS TAOT 2019	89238UAD2	9/15/2023	1.91%	275,000.00	274,997.75	274,997.75	5% collateral call	6911
CCCSIG ABS GMALT 201	38013TAD3	6/20/2022	2.03%	175,000.00	174,980.70	174,980.70	10% deal call	6911
CCCSIG CORP 3M COMPA	88579YBL4	2/14/2023	1.75%	400,000.00	398,688.00	398,476.00	Make-whole call +10bps; Callable on and after 1/14/23	6911
CCCSIG CORP CATERPIL	14913Q3A5	9/6/2022	1.90%	340,000.00	339,439.00	339,527.40	Make-wole call +10bps	6911
CCCSIG CORP THE WALT	254687FJ0	9/1/2022	1.65%	225,000.00	224,493.75	224,511.75	Make-whole call +7bps	6911
CCCSIG ABS COMET 201	14041NFU0	8/15/2024	1.72%	825,000.00	824,792.27	824,792.27	5% collateral call	6911
CCCSIG MBS FHMS K023	3137AWQH1	8/25/2022	2.31%	375,000.00	380,537.11	380,729.36	1% collateral call	6911
CCCCD MBS FHMS K023	3137AWQH1	8/25/2022	2.31%	100,000.00	101,476.56	101,527.83	1% collateral call	7903
CCCSIG CORP APPLE IN	037833DL1	9/11/2022	1.70%	200,000.00	199,688.00	199,966.00	Make-whole call +10bps	6911
				$ 387,300,088.58	**$ 389,445,228.70**	**$ 383,592,150.17**		

Note:
6911 - CCCSIG; 7913 - CCCCD; 8177 - County Treasurer

CONTRA COSTA COUNTY
WELLS CAP MANAGEMENT
STRUCTURED SECURITIES
September 30, 2019

DESCRIPTION	CUSIP	MATURITY DATE	PAR ($)	MARKET ($)	COST ($)	PROVISIONS
AMXCA 171 A	02587AAJ3	2/18/2020	500,000.00	500,032.84	492,539.06	5% collateral call
AMERICAN HONDA FINANCE CORP	02665WCL3	2/21/2020	700,000.00	702,159.61	700,686.00	Float quarterly: LIBOR +15bps
APPLE INC	037833DH0	11/13/2019	500,000.00	503,309.79	494,665.00	Make-whole call +5bps
BACCT 171 A	05522RCW6	3/16/2020	750,000.00	750,198.13	744,316.41	5% collateral call
BB&T CORP	05531FAS2	1/15/2020	250,000.00	251,453.94	248,092.50	Callable on and anytime after 12/15/19
BMWOT 19A A2	05588CAB8	5/25/2022	800,000.00	800,741.02	799,983.12	5% collateral call
BANK OF AMERICA NA	06050TML3	5/24/2021	500,000.00	501,658.65	500,000.00	Float quarterly: LIBOR +35bps
BANK OF NEW YORK MELLON CORP	06406FAA1	4/15/2021	700,000.00	713,432.44	706,398.00	Make-whole call; Callable on and after 3/15/21
BLACKROCK INC	09247XAE1	12/10/2019	700,000.00	714,599.67	722,435.00	Make-whole call +25bps
COPAR 191 A2	14042WAB6	4/15/2022	650,000.00	653,202.53	649,945.01	10% collateral call
CATERPILLAR FINANCIAL SERVICES CORP	14913Q2J7	5/15/2020	500,000.00	508,419.54	501,842.00	Make-whole call +7bps
CHAIT 154 A	161571GX6	4/15/2020	850,000.00	849,783.40	849,203.13	10% collateral call
CHEVRON CORP	166764AR1	3/3/2020	200,000.00	200,341.46	197,310.00	Make-whole call +7.5bps
CCCIT 16A1 A1	17305EFW0	11/19/2019	450,000.00	452,662.46	443,056.64	5% collateral call
CCCIT 17A3 A3	17305EGB5	4/7/2020	400,000.00	403,447.88	399,187.50	5% collateral call
CITIBANK NA	17325FAN8	5/1/2020	700,000.00	712,441.70	701,925.00	Make-whole call +10bps
FEDERAL HOME LOAN BANKS	3130ACLX0	10/30/2019	500,000.00	503,318.14	494,187.00	One time call on 10/30/18
GENERAL DYNAMICS CORP	369550BA5	5/11/2020	250,000.00	254,097.38	249,620.00	Make-whole call +10bps
HAROT 183 A2	43815HAB3	12/21/2020	302,353.92	302,973.55	302,389.35	10% collateral call
HONEYWELL INTERNATIONAL INC	438516BP0	10/30/2019	500,000.00	502,068.05	500,228.50	Float quarterly: LIBOR +4bps
INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	45905UV43	3/18/2020	1,000,000.00	1,000,697.82	1,000,100.00	Float monthly: LIBOR +3bps
JDOT 2018 A2	47788CAB8	10/15/2020	16,054.25	16,072.72	16,053.55	10% collateral call
JPMORGAN CHASE BANK NA	48125LRK0	2/1/2021	500,000.00	502,998.89	499,190.00	Float quarterly: LIBOR +28bps on and after 2/1/20
MBALT 19A A3	58772TAC4	11/15/2021	500,000.00	505,920.09	505,234.38	5% deal call
NATIONAL RURAL UTILITIES COOP FINANCE CORP	637432MU6	6/15/2020	700,000.00	705,942.08	698,509.00	Make-whole call +15bps
NAROT 17B A3	65478GAD2	10/15/2021	353,777.72	353,581.61	347,655.70	5% collateral call
PNC BANK NA	69353RFD5	5/19/2020	680,000.00	682,962.16	681,258.00	Float quarterly: LIBOR +36bps
TAOT 18C A3	89231AAD3	12/15/2022	800,000.00	812,066.42	812,218.75	5% collateral call
TOYOTA MOTOR CREDIT CORP	89236TCZ6	4/8/2021	500,000.00	504,699.54	500,905.00	Make-whole call +15bps
TAOT 16C A3	89237WAD9	8/17/2020	13,217.66	13,218.89	13,161.90	5% collateral call
US BANK NA	90331HNK5	1/17/2020	700,000.00	703,786.98	700,000.00	Float quarterly: LIBOR +12.5bps
VZOT 18A A1B	92348XAB1	4/20/2023	800,000.00	799,460.93	800,000.00	10% collateral call
VISA INC	92826CAB8	12/14/2020	675,000.00	681,919.38	671,024.25	Make-whole call +10bps
			17,940,403.54	**18,063,669.69**	**17,943,319.74**	

CONTRA COSTA COUNTY
CALTRUST LIQUIDITY FUND
STRUCTURED SECURITIES
September 30, 2019

DESCRIPTION	CUSIP	MATURITY DATE	PAR ($)	MARKET ($)	PROVISIONS
HNDA FLOAT 05/13/20	02665WCW9	5/13/2020	3,000,000.00	3,000,000.00	Float Quarterly: LIBOR +9bps
BANK OF MONTREAL CHICAGO	06370RQX0	12/10/2019	2,000,000.00	2,000,000.00	Float Monthly: LIBOR +40bps
BMO FLOAT 07/13/20	06370RS26	7/13/2020	3,000,000.00	3,000,000.00	Float FEDL01 +31bps
BNS FLOAT 12/09/19	06417G3K2	12/9/2019	2,000,000.00	2,001,008.72	Float Monthly: LIBOR +38bps
BNS FLOAT 04/09/20	06417MAD7	4/9/2020	3,000,000.00	3,000,000.00	Float Monthly: LIBOR +16bps
CAT FLOAT 06/19/20	14913Q2Y4	6/19/2020	1,500,000.00	1,499,596.41	Float Quarterly: LIBOR +10bps
CHARIOT FUNDING LLC	15963RBD4	2/5/2020	4,500,000.00	4,500,222.85	Float Monthly: LIBOR +19bps
C 2.1 06/12/20	17325FAE8	6/12/2020	4,000,000.00	3,996,492.82	Callable on and anytime after 5/20/20
RABOBK FLOAT 05/08/20	21684L4M1	5/8/2020	2,500,000.00	2,500,000.00	Float Monthly: LIBOR +18bps
CPSERA CLCP 2.35 01/08/20	22845ALM0	1/8/2020	4,000,000.00	4,000,000.00	Callable: 12/4/19-1/6/20
PP9W6XZF M-MKT	22845ALV0	2/3/2020	2,000,000.00	2,000,000.00	Callable: 12/30/19-1/30/20
DNBNO FLOAT 10/16/19	23341VUL3	10/16/2019	1,000,000.00	1,000,000.00	Float Quarterly: LIBOR flat
INGFDL 0 12/02/19 CP	44988GAB4	12/2/2019	4,000,000.00	4,000,000.00	Float Monthly: LIBOR +18bps
MUFG FLOAT 05/29/20	55379WP91	5/29/2020	2,000,000.00	2,000,000.00	Float Monthly: LIBOR +26bps
MUFG FLOAT 02/24/20	55379WZM1	2/24/2020	1,200,000.00	1,200,000.00	Float Quarterly: LIBOR +18bps
MIZUHO FLOAT 11/08/19	60710A5K4	11/8/2019	2,000,000.00	2,000,000.00	Float Monthly: LIBOR +14bps
MIZUHO FLOAT 11/18/19	60710A5Z1	11/18/2019	5,000,000.00	5,000,000.00	Float Monthly: LIBOR +15bps
KNFP FLOAT 06/05/20 CORP	63873NZ38	6/5/2020	2,000,000.00	2,000,000.00	Float O/N SOFR +30bps
OCBCSP FLOAT 11/07/19	69033MFL6	11/7/2019	2,000,000.00	2,000,000.00	Float Quarterly: LIBOR Flat
SKANDINAVISKA ENSKILDA CD	83050PAB5	10/11/2019	1,000,000.00	1,000,000.00	Float Quarterly: LIBOR Flat
SKANDINAVISKA ENSKILDA CD	83050PDC0	8/19/2020	3,000,000.00	3,000,000.00	Flaot Monthly: LIBOR +25bps
SUMITR FLOAT 05/18/20	86564FWT6	5/18/2020	2,000,000.00	2,000,000.00	Float Quarterly: LIBOR +20bps
SUMIBK FLOAT 03/09/20	86565BJ85	3/9/2020	2,000,000.00	2,000,000.00	Float Monthly: LIBOR +19bps
SUMIBK FLOAT 02/24/20	86565BM81	2/24/2020	1,500,000.00	1,500,000.00	Float Monthly: LIBOR +19bps
SUMITOMO MITSUI BANKING C	86565BYG0	11/12/2019	2,000,000.00	2,000,000.00	Float Monthly: LIBOR +14bps
SUMIBK FLOAT 10/18/19	86565BYT2	10/18/2019	4,500,000.00	4,500,000.00	Float Quarterly: LIBOR +4bps
SHBASS FLOAT 12/19/19	86958J2S7	12/19/2019	3,000,000.00	3,000,000.00	Float Quarterly: LIBOR +21bps
SHBASS FLOAT 10/21/19	86958JC98	10/21/2019	2,000,000.00	2,000,148.20	Float Quarterly: LIBOR +27bps
TD FLOAT 07/10/20	89114M2D8	7/10/2020	1,500,000.00	1,500,000.00	Float FEDL01 +31bps
TD FLOAT 07/16/20	89114M2P1	7/16/2020	2,500,000.00	2,500,000.00	Float FEDL01 +31bps
TD FLOAT 06/10/20	89114MQ26	6/10/2020	3,500,000.00	3,500,000.00	Float Monthly: LIBOR +20bps
TD FLOAT 9/28/2020	89114N5K7	9/28/2020	1,500,000.00	1,500,000.00	Float Quarterly: LIBOR +19bps

Exhibit VII
State of California

Pooled Money Investment Account

Portfolio as of 09-30-19

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	$ 4,550	$ 4,000	$ 2,100	$ 4,750	$ 4,450	$ 2,950	$ 400	$ 3,650	$ 10,050	$ 12,050	$ 600		
REPO													
TDs	$ 1,593	$ 1,175	$ 1,178	$ 361	$ 278	$ 250							
AGENCY	$ 4,370	$ 4,900	$ 1,950	$ 100	$ 350	$ 1,590	$ 1,175	$ 425	$ 827	$ 2,226	$ 450	$ 50	
CP	$ 2,400	$ 1,850	$ 1,395	$ 150	$ 300	$ 1,100	$ 250						
CDs + BNs	$ 7,050	$ 3,175	$ 2,000	$ 200	$ 400	$ 3,250	$ 1,200	$ 200	$ 550				
CORP BND													
TOTAL $ 98,268	$ 19,963	$ 15,100	$ 8,623	$ 5,561	$ 5,778	$ 9,140	$ 3,025	$ 4,275	$ 11,427	$ 14,276	$ 1,050	$ 50	$ -
PERCENT	20.3%	15.4%	8.8%	5.7%	5.9%	9.3%	3.1%	4.4%	11.6%	14.5%	1.1%	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
9/30/2019

	Description	Carrying Cost Plus Accrued Interest Purch.	Amortized Cost	Fair Value	Accrued Interest
1*	United States Treasury:				
	Bills	$ 19,962,799,548.19	$ 20,149,631,218.46	$ 20,170,090,000.00	NA
	Notes	$ 29,230,407,269.94	$ 29,224,407,968.98	$ 29,342,840,500.00	$ 124,119,915.50
1*	Federal Agency:				
	SBA	$ 620,381,235.24	$ 620,381,235.24	$ 617,521,687.16	$ 1,426,589.91
	MBS-REMICs	$ 20,423,873.00	$ 20,423,873.00	$ 21,069,725.56	$ 95,454.83
	Debentures	$ 2,293,822,254.52	$ 2,293,719,546.19	$ 2,306,791,550.00	$ 9,880,630.25
	Debentures FR	$ -	$ -	$ -	$ -
	Debentures CL	$ 450,000,000.00	$ 450,000,000.00	$ 450,819,500.00	$ 1,309,916.50
	Discount Notes	$ 13,081,447,402.81	$ 13,155,472,340.33	$ 13,157,427,000.00	NA
1*	Supranational Debentures	$ 539,155,502.87	$ 539,155,502.87	$ 543,537,100.00	$ 2,598,084.50
1*	Supranational Debentures FR	$ 200,220,716.29	$ 200,220,716.29	$ 200,322,832.09	$ 789,345.53
2*	CDs and YCDs FR	$ 400,000,000.00	$ 400,000,000.00	$ 400,000,000.00	$ 965,740.06
2*	Bank Notes	$ 650,000,000.00	$ 650,000,000.00	$ 649,844,510.98	$ 4,031,486.11
2*	CDs and YCDs	$ 16,975,000,000.00	$ 16,975,000,000.00	$ 16,978,243,253.92	$ 122,495,097.25
2*	Commercial Paper	$ 7,386,012,069.47	$ 7,418,124,113.81	$ 7,418,575,176.70	NA
1*	Corporate:				
	Bonds FR	$ -	$ -	$ -	$ -
	Bonds	$ -	$ -	$ -	$ -
1*	Repurchase Agreements	$ -	$ -	$ -	$ -
1*	Reverse Repurchase	$ -	$ -	$ -	$ -
	Time Deposits	$ 4,833,740,000.00	$ 4,833,740,000.00	$ 4,833,740,000.00	NA
	AB 55 & GF Loans	$ 795,980,000.00	$ 795,980,000.00	$ 795,980,000.00	NA
	TOTAL	$ 97,439,389,872.33	$ 97,726,256,515.17	$ 97,886,802,836.41	$ 267,712,260.44

Fair Value Including Accrued Interest $ 98,154,515,096.85

* 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 (1.001642817).
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 $20,032,856.33 or $20,000,000.00 x 1.001642817.

All investments are in U.S. Dollars according to 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 September 30, 2019

**** 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

	Amount
a. Callable Agency	$300.000 million
b. LIBOR Agency Floater	$200.000 million
c. 3 month LIBOR Corporate Floater	$0.000 million
d. 3 month LIBOR Bank Floater	$400.000 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. $900.000 million As of: 09/30/19

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

	Amount
a. Small Business Administration Pools	$620.381 million
b. Agency MBS-REMIC'S	$20.424 million
(Medium term sub-total)	$640.805 million
c. Commercial Paper (Short term sub-total)	$542.575 million

U.S. $1,183.380 million As of: 09/30/19

Total Portfolio As of: 09/30/19 $97,439,389,872.33

Structured notes and Medium-term Asset-backed securities as a percent of portfolio:
1.58%

Short-term Asset-Backed Commercial Paper (ABCP) as a percent of portfolio:
0.56% *

Total Medium-term and Short-term Structured notes and Asset-backed securities
as a percent of portfolio:
2.14%

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.

Exhibit VIII

Portfolio Stress Test[1]

as of September 30, 2019

Par Value	2,411,254,397.22	Book Price	99.476
Book Value	2,398,619,849.87	Average Days to Maturity	190
Market Value	2,412,791,455.92	Coupon	2.1446%
Market Price	100.064	YTM	2.2540%

Yield Change	Market Value	Market Price	Gain/Loss[2]
(bps)	($)	($)	(bps)
-50	2,419,038,718.36	100.323	85.15
-25	2,415,906,967.14	100.193	72.08
-10	2,414,035,720.10	100.115	64.24
0	2,412,791,455.88	100.064	59.11
10	2,411,549,768.80	100.012	53.88
25	2,409,692,051.94	99.935	46.14
50	2,406,608,624.09	99.807	33.27

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 85.15 bps. If the yield were to go up by 50 bps, the market value of the portfolio would increase by 33.27 bps.

1. The stress test is conducted on the portfolio managed by the Treasurer's Office. Portfolios managed by external investment managers are excluded. All data is provided by FIS.

2. Gain/Loss is calcuated based on the book value/price.

Contra Costa County

To: Board of Supervisors

From: Sharon L. Anderson, County Counsel

Date: December 10, 2019

Subject: Conflict of Interest Code for the Clerk-Recorder-Elections Department

RECOMMENDATION(S):
APPROVE amended list of designated positions for the Conflict of Interest Code for the Clerk-Recorder-Elections Department ("Department").

FISCAL IMPACT:
None.

BACKGROUND:
The Department has amended the list of designated positions in its Conflict of Interest Code and submitted the revised list, attached as Exhibit A, to the Board for approval pursuant to Government Code section 87306 and 87306.5. The changes include the addition and deletion 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 Department. A strike-out version of the list of designated positions is attached as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:
None.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

Contact: Cynthia Schwerin, Deputy County Counsel, 925-335-1800

By: , Deputy

cc: Cynthia Schwerin, Deputy County Counsel, David Twa, Clerk of the Board of Supervisors, Debi Cooper, Acting Clerk-Recorder/Registrar of Voters

ATTACHMENTS

Exhibit A: COI Code Designated Positions

Exhibit B: COI Code Designated Positions STRIKEOUT

EXHIBIT A

CLERK-RECORDER DEPARTMENT
CONFLICT-OF-INTEREST CODE

FILING LIST

Designated Positions	Disclosure Category
County Clerk-Recorder[1]	1
Deputy County Clerk-Recorder	1
Administrative Analyst	1
Assistant County Clerk-Recorder	1
Assistant County Registrar	1
Clerk-Recorder Services Manager (2)	1
Elections Processing Supervisors (4)	1
Elections Services Manager (2)	1
Executive Secretary	1
Network Administrator II	1
Outreach Coordinator	1
Voter Education and Engagement Specialist	1

[1] County Clerk-Recorder files with Clerk of the Board of Supervisors under Government Code §87500(0). Amended October 10, 1996.

EXHIBIT A

CLERK-RECORDER DEPARTMENT
CONFLICT-OF-INTEREST CODE

FILING LIST

Designated Positions	Disclosure Category
County Clerk-Recorder[1]	1
Deputy County Clerk-Recorder	1
~~Assistant County Recorder~~	~~1~~
Assistant County Registrar	1
Executive Secretary	1
~~Clerk-Recorder Services Manager~~	~~1~~
~~Elections Services Manager~~	~~1~~
Elections Processing Supervisors (4)	1
~~Elections Services Reimbursement Technician~~	~~1~~
Network Administrator II	1
Outreach Coordinator	1
Voter Education and Engagement Specialist	1
Assistant County Clerk-Recorder	1
Administrative Analyst	1
Clerk-Recorder Services Manager (2)	1
Elections Services Manager (2)	1

[1] County Clerk-Recorder files with Clerk of the Board of Supervisors under Government Code §87500(0). Amended October 10, 1996.

Contra Costa County

To: Board of Supervisors

From: Melinda Cervantes, County Librarian

Date: December 10, 2019

Subject: Oakley Library Closure for Active Shooter Training

RECOMMENDATION(S):
APPROVE and AUTHORIZE the County Librarian to close the Oakley Library on January 2, 2020 at the request of the Freedom High School Principal and the Oakley Police Department, to accommodate active shooter training that will be conducted on the Freedom High School campus where the Oakley Library is located.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The Oakley Police Department has requested to have the entire campus of the Freedom High School closed for the day in order to conduct Active Shooter Training from 7 a.m. until 6 p.m. Police, fire and paramedics will be practicing live drills with sirens, simulated gunfire, entering and exiting different doors, and other simulation drills. The Oakley Library is located on the school campus where the training will occur.

CONSEQUENCE OF NEGATIVE ACTION:
If the library is not closed the library would have to operate in an environment that is unsafe and uncomfortable for staff and library users, and the training exercise will be canceled and or postponed and the time and effort spent coordinating the drill will have been wasted.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Walt Beveridge (925) 608-7730

cc:

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: 2019 Annual Report for the North Richmond Mitigation Fee Joint Expenditure Planning Committee

RECOMMENDATION(S):
ACCEPT the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee Annual Report for 2019 (Exhibit A).

FISCAL IMPACT:
There is no fiscal impact associated with the recommended action.

BACKGROUND:
On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, on the second Tuesday in December.

The 2019 Annual Report for the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee (Committee) is attached as Exhibit A. This Committee was formed in 2006, pursuant to the terms of a Memorandum of Understanding between the County and the City of Richmond. This Committee was formed to develop recommendations for the use of funding derived from the collection of the North Richmond Waste & Recovery Mitigation Fee, which is subject to the joint-control of the City and County.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Justin Sullivan, (925) 674-7812

cc:

BACKGROUND: (CONT'D)

The Waste & Recovery Mitigation Fee was established by the City and County as permitting conditions of approval to mitigate potential impacts on North Richmond from the proposed expansion of waste processing and resource recovery operations located at the foot of Parr Boulevard in North Richmond ("Project"). One of the mitigation measures in the 2003 Environmental Impact Report (EIR) for this Project called for the establishment of a Mitigation Fee to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond and adjacent areas.

This Committee is charged with preparing an Expenditure Plan to facilitate joint administration of this funding for the benefit of unincorporated and incorporated North Richmond. Each Expenditure Plan recommended by the Committee is subject to the final approval of the Richmond City Council and the Contra Costa County Board of Supervisors. A copy of the current Expenditure Plan for 2019/2020 (covering July 2019 thru June 2020), is attached as Exhibit B. A recommendation by the Committee on a new Expenditure Plan for the 2020/2021 fiscal year is expected to be made in May 2020.

CONSEQUENCE OF NEGATIVE ACTION:

The 2019 Advisory Body Annual Report submitted on behalf of the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee in accordance with Resolution No. 2002/377 would not be formally accepted.

ATTACHMENTS

Exhibit A: 2019 Annual Report

Exhibit B: 2019/2020 Expenditure Plan

2019 Advisory Body Annual Report

Advisory Body Name:

North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee (NRMFC)

Advisory Body Meeting Time/Location:

Meetings are regularly scheduled for twice a year, with special meetings scheduled from time to time at the discretion of the Committee. The meeting dates and times for the 2019 calendar year are identified in Section 3 of this document (page 2). This year, all meetings were held at Richmond City Hall located at 440 Civic Center Drive in Richmond.

Chair (during the reporting period):

Eduardo Martinez, Richmond City Councilmember

Staff persons (during the reporting period):

Contra Costa County Department of Conservation & Development:

- Deidra Dingman, & Justin Sullivan

Richmond City Manager's Office:

- Lori Reese-Brown & LaShonda Wilson

Reporting Period: January 1, 2019 – December 31, 2019

1. Activities

The NRMFC made recommendations to the County Board of Supervisors and Richmond City Council on the use of money collected through a Waste & Recovery Mitigation Fee established as result of an Environmental Impact Report to mitigate impacts from the expansion of the West Contra Costa Sanitary Landfill (WCCSL) Bulk Materials Processing Center (BMPC) located in the North Richmond area. The Committee provided feedback to City/County Committee staff about recommended uses of the mitigation fee for the purpose of defraying the annual costs associated with the collection and disposal of illegally dumped waste in the North Richmond area as a result of the BMPC expansion.

2. Accomplishments

In 2019, the NRMFC received a Tonnage & Revenue update along with informational reports on all expenditure plan strategies. Projected tonnage revenue reports indicated similar revenue for the 2019/2020 fiscal year as was provided in 2018/2019. Staff provided a recommended 2019-20 budget based in part on actual 2018-19 costs. Based on staff's suggestions, the committee recommended adoption of the 2019/20 Expenditure Plan (Attached as Exhibit B), which includes the changes shown in the table below:

Expenditure Plan Strategy	Budget Changes in the 2019/20 Expenditure Plan
Strategy 1 – Bulky Item Pick-ups	No Change
Strategy 2 – Neighborhood Clean-ups	No Change
Strategy 3 – Prevention Service Coordinator	No Change
Strategy 4 – City/County Right-of-Way Pick-up & Tagging Abatement	No Change
Strategy 5 – Code Enforcement (County)	No Change
Strategy 6 – Illegal Dumping Law Enforcement	No Change
Strategy 7 – Surveillance Cameras	Increased by $10,000

Expenditure Plan Strategy	Budget Changes in the 2019/20 Expenditure Plan
Strategy 8 – Community Services Coordinator	No Change
Strategy 9 – Community-Based Projects	Decreased by $29,199.76
Strategy 10 – North Richmond Green Community Service Programs	No Change
Strategy 11 – North Richmond Green Campaign	No Change
Strategy 12 – Community Garden Projects	No Change
Contingency	Decreased by $8,906.19

The Committee recommended approval of the Amended 2018-2019 Expenditure Plan, which provided shifting of funds from contingency to strategy 2, strategy 4, & staff costs. The Committee also recommended approval of the Amended 2019-2020 Expenditure Plan to correct a rounding error for strategy 9 and include minor language changes. The Amended 2018-2019 & 2019-2020 Expenditure Plans have yet to be approved by the Board of Supervisors and the Richmond City Council.

3. Attendance/Representation

The seven-member Committee is comprised of three Richmond City Council members, one member of the Board of Supervisors, two North Richmond Municipal Advisory Council (MAC) members that are residents of unincorporated North Richmond, and one incorporated North Richmond (NR) resident. The Committee's Amended Bylaws provide for designation of alternates and procedures for removal of members based upon number of absences without prior notification. The level of participation for each Committee member is outlined in the table below as well as the status of a quorum being achieved for each meeting date.

The Alternate seat for the North Richmond MAC member was filled in April 2019. The Alternate seat for the Incorporated North Richmond Resident remains vacant. The City will continue seeking volunteers that can be appointed to fill the vacant seat in 2020.

2019 Meeting Dates & Attendance

Committee Members & Alternates	**May 31** 2-4:30 pm	**Oct 30** 2-4 pm	**Appointed By**
Dr. Henry Clark – North Richmond MAC	Yes	No	County
John Gioia, Supervisor – Board of Supervisors	No	No	County
Beverly Scott, VICE CHAIR – North Richmond MAC	Yes	No	County
Nathaniel Bates – Richmond City Councilmember	Yes	Yes	City
Demnlus Johnson – Richmond City Councilmember	No	Yes	City
Annie King-Meredith – Incorporated N. Richmond Resident	Yes	Yes	City
Eduardo Martinez, CHAIR – Richmond City Councilmember	Yes	Yes	City
Karen Garcia - North Richmond MAC Member, Alternate	No	Yes	County
Robert Rogers – Board of Supervisors, Alternate	Yes	Yes	County
Melvin Willis - Richmond City Councilmember, Alternate	No	No	City
Incorporated N. Richmond Resident, Alternate	VACANT	VACANT	City
Quorum achieved	**Yes**	**Yes**	

4. Training/Certification

The County appointed Committee Members/Alternates have completed and submitted the required training certificates (Attachment A-1).

5. Proposed Work Plan/Objectives for Next Year

The Committee will have its next meeting on May 29, 2020. Anticipated topics to be discussed at this meeting include budget planning for the next Expenditure Plan cycle (FY 2020/2021), including future revenue projections, proposed funding allocations for existing and potential new strategies. The committee will also consider recommending approval of a new 2020/2021 Expenditure Plan to the County Board of Supervisors and Richmond City Council.

G:\Conservation\Deidra\Illegal Dumping\BMPC Mitigation Fee Committee\BOs and Annual Reports\Annual Reports - 2019\ExhibitA_NRMFC Annual Report_2019_Final.doc

Aug. 19, 2017

Training Certification
For
Members of a County Advisory Body

By signing below, I certify that on 8/19/17, I watched the entire Brown Act and Better Government Ordinance video, which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

By signing below, I certify that on _____, I watched the entire Ethics Orientation for County officials video which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

Henry Clark
(Name of Member)

8/19/2017
(Date)

NRMACA
(Name of Advisory Body)

Council member
(Member's Seat Name)

Return this certification to the chair or staff of your advisory body. The advisory body staff should keep the original and send a copy to the Clerk of the Board of Supervisors. This certification should be included in your advisory body's annual report to the Board of Supervisors. All newly appointed members have 90 days to complete this training, and, it is recommended that the training be reviewed at two year intervals.

Training Certification
For
Members of a County Advisory Body

By signing below, I certify that on 3/4/19, I watched the entire Brown Act and Better Government Ordinance video, which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

By signing below, I certify that on 3/4/19, I watched the entire Ethics Orientation for County officials video which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

print → Karen Garcia
sign →

Karen Garcia
(Name of Member)

March 6, 2019
(Date)

(NRMAC)
North Richmond Municipal Advisory Council
(Name of Advisory Body)

Unincorporated Resident
(Member's Seat Name)

Return this certification to the chair or staff of your advisory body. The advisory body staff should keep the original and send a copy to the Clerk of the Board of Supervisors. This certification should be included in your advisory body's annual report to the Board of Supervisors. All newly appointed members have 90 days to complete this training, and, it is recommended that the training be reviewed at two year intervals.

Training Certification
For
Members of a County Advisory Body

By signing below, I certify that on 12/2/15, I watched the entire Brown Act and Better Government Ordinance video, which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

By signing below, I certify that on 12/2/15, I watched the entire Ethics Orientation for County officials video which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

Robert Rogers
(Name of Member)

12/2/15
(Date)

North Richmond Mitigation Fund
(Name of Advisory Body)

Sup. John Gioia's seat
(Member's Seat Name)

Return this certification to the chair or staff of your advisory body. The advisory body staff should keep the original and send a copy to the Clerk of the Board of Supervisors. This certification should be included in your advisory body's annual report to the Board of Supervisors. All newly appointed members have 90 days to complete this training, and, it is recommended that the training be reviewed at two year intervals.

Training Certification
For
Members of a County Advisory Body

By signing below, I certify that on 8/30/2017, I watched the entire Brown Act and Better Government Ordinance video, which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

By signing below, I certify that on 8/30/2017, I watched the entire Ethics Orientation for County officials video which is available on: 1) the Contra Costa County website, 2) CCTV, or 3) by requesting a copy from the County Administrator's Office.

Beverly A. Scott-Washington
(Name of Member)

8/31/2017
(Date)

NRMAC
(Name of Advisory Body)

NRMAC
(Member's Seat Name)

Return this certification to the chair or staff of your advisory body. The advisory body staff should keep the original and send a copy to the Clerk of the Board of Supervisors. This certification should be included in your advisory body's annual report to the Board of Supervisors. All newly appointed members have 90 days to complete this training, and, it is recommended that the training be reviewed at two year intervals.

North Richmond Waste & Recovery Mitigation Fee 2019/2020 Expenditure Plan

The Waste & Recovery Mitigation Fee was established as a result of the Draft Environmental Impact Report (EIR) dated November 2003 for the WCCSL Bulk Materials Processing Center (BMPC) and Related Actions (Project). The Project involved new and expanded processing and resource recovery operations on both the incorporated and unincorporated area of the Project site, which the EIR concluded would impact the host community. To mitigate this impact Mitigation Measure 4-5 called for a Mitigation Fee to benefit the host community, described as follows:

> "Mitigation Fee. The facility operator shall pay a Mitigation Fee of an amount to be determined by the applicable permitting authority(ies) ***to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond and adjacent areas*.** The mitigation fee should be subject to the joint-control of the City and County and should be collected on all solid waste and processible materials received at the facility consistent with the existing mitigation fee collected at the Central IRRF."

In July 2004, the City of Richmond and Contra Costa County entered into a Memorandum of Understanding (MOU) agreeing to jointly administer Mitigation Fee monies collected from the BMPC for the benefit of the incorporated and unincorporated North Richmond area. This North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee (Committee) was formed pursuant to the terms of the MOU for the specific purpose of preparing a recommended Expenditure Plan. This Expenditure Plan provides a means to jointly administer the Mitigation Fee funding for the benefit of the host community, as described in the EIR. The Expenditure Plan is subject to final approval of the Richmond City Council and the Contra Costa County Board of Supervisors.

By approving this Expenditure Plan, the City Council and Board of Supervisors authorize the use of Mitigation Fee funding for only the purposes and in the amounts specified herein. The City and County have each designated their respective staff persons responsible for administering the development and implementation of the approved Expenditure Plan, which includes responsibility for drafting and interpreting Expenditure Plan language. However, the City and County have not delegated to the Committee or to staff the authority to expend funding for purposes not clearly identified in the Expenditure Plan document officially approved by their respective decision-making bodies.

Activities which can be funded in this Expenditure Plan period with the Mitigation Fee amounts specified within this Expenditure Plan are described herein as "Strategies" or "Staff Costs". Strategies are categorized as either "Core Services" or "Supplemental Enhancements". Core Services includes the higher funding priority strategies that most directly address the intended purpose of this City/County approved Mitigation Fee*, "to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond"*.

All references to the "Mitigation Fee Primary Funding Area" or "Mitigation Fee Funding Area" pertain to the geographic area shown in the attached map (Attachment 4).

Expenditure Plan Period:	July 1, 2019 - June 30, 2020 *(unless otherwise specified herein)*

BUDGET

The funding allocation amounts included in this document apply to the Expenditure Plan Period specified on the first page unless otherwise specified herein. The total amount of funding allocated in the Expenditure Plan Budget is based on revenue projections provided by the BMPC operator, Republic Service, which are dependent upon multiple variables (e.g. number of tons of recovered materials vs. solid waste, per ton gate rate charged and amount of CPI-adjusted per ton Mitigation Fee). Actual Mitigation Fee revenue may deviate from revenue projections provided by Republic and used to prepare this Budget. A “Contingency” line item is included in the Budget to help accommodate variations between projected and actual revenue. Excess funding allocated to strategies and not expended by the end of each Expenditure Plan period is treated as “roll-over” funding for reallocation in a subsequent Expenditure Plan period.

The Budget includes some line items that are based on fixed costs, however there are other line items which are scalable and/or dependent on utilization thereby providing flexibility to reallocate amounts if and when a significant need is identified. Allocated funding may remain unspent due to under-utilization of a particular program. If the amount allocated to a particular line item is determined to exceed needs based upon usage, the remaining funding can only be reallocated by officially amending the Expenditure Plan. This Expenditure Plan may only be adjusted upon official action taken by both the City and County. Although there has been some interest in allowing flexibility for staff to adjust funding allocations under specific circumstances, the authority to approve or modify the Expenditure Plan rests solely with the City Council and Board of Supervisors.

Annual fiscal year Expenditure Plan cycle is expected to reduce margin of error of Mitigation Fee revenue projects, streamline financial reconciliation/budgeting process and minimize need to amend Expenditure Plans mid-cycle. Amending Expenditure Plans involve administrative burden and costs due to the joint approval needed from both the Richmond City Council and County Board of Supervisors. In order to minimize the amount of funding needed to cover staff costs incurred to amend the Expenditure Plan, staff will only recommend changes to the Expenditure Plan when necessary to address a significant and time-sensitive need.

	#	**Expenditure Plan (EP) Strategy** *(EP Cycle: July 1, 2019 thru June 30, 2020)*	**Recommended Allocations**
Core Services	1	Bulky Item Pick-ups & Disposal Vouchers	**$ 2,000.00**
	2	Neighborhood Clean-ups	**$ 30,000.00**
	3	Prevention Services Coordinator	**$ 50,726.75**
	4	City/County Right-of-Way Pick-ups	**$ 30,000.00**
	5	Code Enforcement - County	**$ 102,056.22**
	6	Illegal Dumping Law Enforcement	**$ 195,349.22**
	7	Surveillance Cameras	**$ 12,000.00**
Supplemental Enhancements	8	Community Services Coordinator	**$ 90,909.09**
	9	Community-Based Projects (See Attachment 2)	**$ 142,981.09**
	10	North Richmond Green Community Service Programs	**$ 20,042.00**
	11	North Richmond Green Campaign	**$ 10,500.00**
	12	Neighborhood Community Garden Projects (See Attachment 3)	**$ 46,733.25**
		Contingency *(10% of Projected Revenue)*	**$ 76,459.10**
Subtotal (without Committee Staffing)			**$ 809,756.72**
	X	Committee Administration/Staffing	**$ 109,246.17**
Total Projected Revenue in 2019/20 (July 1, 2019 thru June 30, 2020)			**$ 764,591.00**
Roll-over Funding from Prior EP Cycle(s)			**$ 154,411.89**
Total 2019/20 Expenditure Plan Budget			**$ 919,002.89**

DESCRIPTION OF STRATEGIES RECOMMENDED FOR FUNDING

Funding allocation amounts for each strategy are specified in the Budget table on page 3. The following Strategies describe the activities allowed to be funded with the amounts allocated to each in the Budget (associated allowable agency staff costs are described in the Staff Costs section). Strategies are grouped based on relative funding priority levels and the "Core Services" category contains higher priority Strategies than the "Supplemental Enhancements" category. Higher funding priority Strategies are those which best address the Fee's intended purpose, ***"to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond"***) and "Supplemental Enhancements".

Level 1 Priority - PRIMARY CORE SERVICES STRATEGIES

- 1 - Bulky Item Pick-ups & Disposal Vouchers
- 2 - Neighborhood Clean-up Events
- 4 - City/County Right-of-Way Trash
- 5 - Code Enforcement - County
- 6 - Illegal Dumping Law Enforcement

Level 2 Priority - SECONDARY CORE SERVICES STRATEGIES

- 3 - Prevention Services Coordinator
- 7 - Surveillance Cameras

Level 3 Priority - PRIMARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 8 - Community Services Coordinator
- 9 - Community Based Projects (SOME)
- 11 - North Richmond Green Campaign
- 12 – Neighborhood Community Garden Projects

Level 4 Priority - SECONDARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 9 - Community Based Projects (SOME)
- 10 - North Richmond Green Community Service Programs

CORE SERVICES

1. Bulky Item Pick-ups & Disposal Vouchers

Provide residents in the Mitigation Fee Primary Funding Area, who prove eligibility consistent with City/County procedures, with the option of choosing to:

- Request up to one on-call pick-up service per household per calendar year for bulky items through Richmond Sanitary Service (RSS), only available to those with an active account with RSS; or
- Request up to twelve $5 vouchers per household for disposal at Republic's transfer station on Parr Blvd. per calendar year (vouchers expire after six months, Mitigation Fees only pay for vouchers that are actually redeemed).

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity(ies):

Community Housing Development Corporation *(processes requests and issues Disposal Vouchers/arranges Bulky Item Pick-ups)*

Republic Services - Golden Bear Transfer Station & Richmond Sanitary Service *(reimbursed for Disposal Vouchers redeemed and Bulky Item Pick-ups provided)*

Reporting/Payment Requirements: Effective July 1, 2012, CHDC and Republic Services shall provide required data pertinent to Strategy 1 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

2. Neighborhood Clean-ups

Provide at least one neighborhood and/or creek clean-up event in the Mitigation Fee Funding Area; additional clean-up event may be scheduled as funding allows. *[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]*

Administering Agency: City of Richmond

Implementing Entity(ies):

City Manager's Office *(coordinates scheduling of clean-up dates and associated arrangements in conjunction with partner entities)*

Republic Services - Richmond Sanitary Service *(reimbursed for providing/servicing clean-up boxes and disposing of debris placed in clean-up boxes)*

Reporting/Payment Requirements: Effective July 1, 2012, the City Manager's Office and Republic Services shall provide required data pertinent to Strategy 2 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

3. Prevention Services Coordinator

Fund at least a portion of a Prevention Services Coordinator (PSC) position (including salary/benefits/overhead and administering agency contracting charge[1]) on a contract basis to assist the City and County in implementing Strategy 1 as the point of contact for community members interested in claiming Disposal Vouchers or Bulky-Item Pick ups. Assist community members interested in reporting illegal dumping and seeking referral/resources. Track and report data related to illegally dumped waste collected by Republic Services Hot Spot Crew and handle associated referrals to applicable public agencies, including right-of-way referrals for Strategy 4.

[1] Administering agency contracting charge applies ($3,000 per contract)

The PSC may also assist City and County with administering funding allocated to selected non-profit organizations under Strategies 9 and 12.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: Community Housing Development Corporation (CHDC)
(reimbursed actual cost for part-time position and issues Disposal Vouchers/arranges Bulky Item Pick-ups)

Reporting/Payment Requirements: Effective July 1, 2012, CHDC shall provide required data pertinent to Strategy 1 and Strategy 3 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

4. City/County Right-of-Way Pick-up

Fund consolidated pick-up program (including personnel, mileage, equipment rental and administrative costs) for removal of illegal dumping and tagging abatement* in the public right-of-way located within the unincorporated & incorporated Mitigation Fee Primary Funding Area. Funding is intended to pay for removal of illegal dumping that occurs as a result of referrals from the Prevention Services Coordinator for items/debris not collected by the designated Republic Services Hot Spot Route crew.

* Allocation of funding under this Strategy for this Expenditure Plan cycle is primarily intended to cover the cost incurred for City/County Right-of-Way Pick-up activities throughout the Primary Funding Area. Funds for Tagging Abatement are not proposed to be allocated in this Expenditure Plan cycle.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Richmond Department of Infrastructure Management & Operations

Reporting/Payment Requirements: Effective July 1, 2012, the Richmond Police Department's Code Enforcement Division shall provide required data pertinent to Strategy 4 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

5. Code Enforcement Staff - County

Fund at least a portion of County code enforcement position (including salary/benefits/overhead and related vehicle, cell phone and equipment costs), to assist with vacant/abandoned lot abatements and fencing as well as other health/building/zoning violations related to illegal dumping and blight throughout the unincorporated Mitigation Funding Area.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Department of Conservation & Development's Building Inspection Division

Reporting/Payment Requirements: Effective July 1, 2012, the County Department of Conservation & Development's Building Inspection Division shall provide required data pertinent to Strategy 5 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

6. Illegal Dumping Law Enforcement

Fund majority of a full-time Sheriff Deputy (between approximately 90-100% of salary/benefits, overtime, uniform and related cell phone, equipment, and vehicle costs) to assist with law enforcement investigations and patrols to combat illegal dumping within the Mitigation Fee Primary Funding Area.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Sheriff's Office

Reporting/Payment Requirements: Effective July 1, 2012, the County Sheriff's Office shall provide required data pertinent to this Strategy based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

7. Surveillance Cameras

Fund the purchase of cameras, camera infrastructure, camera signage and costs related to maintenance, warranty, repair & relocation of surveillance camera system equipment within the Mitigation Fee Primary Funding Area to assist the dedicated Illegal Dumping Law Enforcement officer in targeting specific locations where illegal dumping occurs most regularly.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity(ies):

County Sheriff's Department *(coordinate monitoring of FlashCams located throughout NR and identify/request relocation of surveillance cameras throughout NR as needed)*

County Public Works Department (*install/clean/move FlashCam cameras located within the unincorporated NR area upon request if funding is available)*

Reporting/Payment Requirements: Effective July 1, 2012, each Implementing Entity shall provide required data pertinent to each entity's applicable Strategy 8 responsibilities based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers) now or in the future.

SUPPLEMENTAL ENHANCEMENTS

8. Community Services Coordinator

Fund at least a portion of a Community Services Coordinator (CSC) position to be staffed on a contract basis (including salary/benefits/overhead and administering agency contracting charge[2]). The CSC shall:

- serve as a link between the community of North Richmond, the City of Richmond, and Contra Costa County for issues related to beautification, illegal dumping, and blight using referral process identified by the City and County;
- coordinate outreach activities related to illegal dumping and beautification within the Primary Funding area, as specified by the City/County, including North Richmond Green community service programs and outreach activities described under Strategies 10 & 11; and
- be bilingual in order to assist with Spanish translation as needed.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: Community Housing Development Corporation (CHDC).

Reporting/Payment Requirements: CHDC shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

9. Community Based Projects

Fund the development, implementation and oversight of a variety of community-based projects with specific focuses on anti-littering, blight reduction and/or beautification (including personnel/labor, administrative oversight, materials, equipment and related maintenance costs plus administering agency contracting charges[3]). Up to 15% of the Non-Profit Implementer Award Amount in Attachment 2 may be used for a fiscal sponsor or administrative oversite. Rather than funding stipend programs separately (including stipends, administrative oversight and related materials/equipment), new community-based projects/programs should include component for stipends, where appropriate, to pay local youth and/or other community members for assisting with illegal dumping prevention/abatement or beautification activities within the Mitigation Fee Primary Funding Area. Community Based Projects to be funded were solicited through an open Funding

[2]Administering agency contracting charge is $3,000 per contract.

[3]Administering agency contracting charge is $3,000 per contract if directly contracting with City or County (in addition to the 20% allocation described in Administering Agencies section below).

Request Proposal & Application process. Details, including recommended allocation amounts, for each of the selected Community Based Projects to be funded under this Expenditure Plan are contained in the Community Based Projects Table included as Attachment 2.
[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agencies: Contra Costa County and Community Housing Development Corporation (CHDC) on behalf of the County. CHDC may, under contract with the County as a Administering Agency, administer Community Based Project contracts funded under this Strategy for some or all of the Community Based Projects listed in the Attachment 2. CHDC shall use no more than twenty (20) percent (%) of the total amount awarded to each Community-Based Project as shown in Attachment 2 to oversee project implementation, including facilitating review/assessment of reports' and deliverables. Payments to Implementing Entities for Community-Based Projects shall not be issued by CHDC without the written approval of City and County Committee Staff.

Implementing Entity: Various Non-Profit Organizations and/or Agencies (see Community Based Projects Tables in Attachment 2)

Reporting/Payment Requirements: Any Community Based Project contracts issued or amended by the City/County shall incorporate Reporting & Invoicing Requirements equivalent with those shown in Attachment 1. Community-Based Project contracts being administered by CHDC on behalf of the County shall also incorporate Reporting and Invoicing Requirements equivalent with those shown in Attachment 1. Attachment 1 only applies to Community-Based Project contracts with the Implementing Entities. The County will issue advance payments to CHDC, as needed, to ensure there is adequate funding available to payments requested by Implementing Entities if and when authorized by City and County Staff. Additionally, CHDC would be subject to contractual payment and reporting provisions that differ from those in Attachment 1 due to the nature of the services to be provided.

10. North Richmond Green Community Services Programs

Fund the following North Richmond Green programs on a contract basis[4] to the extent the specific details submitted are determined to align with the purpose of the Mitigation Fee and Expenditure Plan:

- *NR Little League Baseball Program* - Includes cost of registration and uniforms with customized North Richmond Green patches for up to 5-6 teams, season kick-off event/parade, equipment, stipends for game monitoring and oversight, food and transportation.
- *NR Adult Softball program* - Includes cost of registration, jerseys with North Richmond Green patches and hats for the men's and women's team.
- *NR Youth Twilight Basketball Program* - Includes cost of registration and uniforms with North Richmond Green patches for up to 5-6 teams, equipment, stipends for game monitoring and oversight, food and transportation.

- *NR Youth Eco Academy* - Youth projects to include school gardens, recycling efforts, habitat restoration, creek/bay/ocean water quality monitoring, beach/creek/neighborhood clean-ups and ecological field trips. May fund the cost of materials, transportation and fees associated with pre-approved community beautification projects such landscaping and murals.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: Community Housing Development Corporation (CHDC).

Reporting/Payment Requirements: CHDC shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

11. North Richmond Green Campaign

Fund the design, printing and/or distribution of education and outreach materials on a contract basis[4] which must align with the purpose of the Mitigation Fee and Expenditure Plan and be pre-approved by Committee Staff. Outreach materials must include "Jointly funded by City of Richmond & Contra Costa County" unless otherwise specified herein. Outreach materials may be any of the types specified below, however must clearly intend to directly:

- Inform the community about Mitigation Fee funded programs/efforts,
- Increase participation in Mitigation funded programs/efforts,
- Reduce illegal dumping and blight in the Mitigation Fee Funding Area, and/or
- Promote beautification in the Mitigation Fee Funding Area.

The following type of outreach material expenditures may be funded if reviewed and pre-approved by Committee Staff:

- STIPENDS – Pay local community members (youth and adults) to distribute printed outreach materials door-to-door to promote mitigation-funded strategies *(Jointly Funded text not applicable to stipend expenses, only materials)*
- HANDOUTS/MAILERS – Newsletters, flyers, brochures or other documents intended to be handed out or mailed to local residents/organizations.
- T-SHIRTS - Shirts shall include the NRGreen.org website to encourage people to learn more about Mitigation funded programs/efforts *(local phone number should also be included when possible, however inclusion of Jointly Funded text may not be required)*
- NR GREEN FESTIVAL – Event held once per year and generally include information booths to raise awareness about mitigation-funded efforts and other local beautification efforts as well as fun activities for kids and food. Materials promoting the event shall include the NRGreen.org website as well as a local phone number.
- SIGNAGE – Printed or manufactured signage, which includes promotional

[4] Administering agency contracting charge applies ($3,000 per contract)

banners for local events/parades, which should include the NRGreen.org website for Community members to learn more about Mitigation funded programs/efforts. Repair, replacement and removal of NRMF-funded Light Pole Banners.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: Community Housing Development Corporation (CHDC).

Reporting/Payment Requirements: CHDC shall provide required data pertinent to Strategies 8, 10 & 11 based upon the strategy-specific invoicing/reporting requirements and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

12. Neighborhood Community Garden Projects

Fund on-going maintenance and up-keep of existing community gardens within the Primary Funding Area, which may include a component for stipends, where appropriate, to pay local youth and/or other community members for assisting with Community Garden upkeep and maintenance. Up to 15% of the Non-Profit Implementer Award Amount specified in Attachment 3 may be used for a fiscal sponsor or administrative oversite.

Neighborhood Community Garden Projects to be funded were solicited through an open Funding Request Proposal & Application process. Projects selected under this Strategy could be funded on an on-going basis if separately awarded funding in multiple Expenditure Plan cycles.

Details, including recommended allocation amounts, for each of the selected Neighborhood Community Garden Projects are included in Attachment 3.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agencies: Contra Costa County and Community Housing Development Corporation (CHDC)[5] on behalf of the County. CHDC may, under contract with the County as the Administering Agency, administer Neighborhood Community Garden Project contracts being funded under this Strategy for some or all of the Neighborhood Community Garden Projects listed in Attachment 3. CHDC shall use no more than twenty (20) percent (%) of the total amount awarded to each Project to oversee project implementation, including facilitating review/assessment of reports and deliverables. Payments to Implementing Entities for Neighborhood Community Garden Projects shall not be issued by CHDC without the written approval of both City and County Committee Staff.

Implementing Entity: Various Non-Profit Organizations and/or Agencies (see Neighborhood Community Garden Projects Table in Attachment 3)

[5] Administering agency contracting charge applies ($3,000 per contract)

Reporting/Payment Requirements: Any Neighborhood Community Garden Project contracts issued or amended by the County shall incorporate Reporting & Invoicing Requirements equivalent with those shown in Attachment 1. Neighborhood Community Garden Project contracts being administered by CHDC on behalf of the County shall also incorporate Reporting & Invoicing Requirements equivalent with those shown in Attachment 1. Attachment 1 only applies to the Neighborhood Community Garden Project contracts with the Implementing Entities. CHDC would be subject to contractual payment and reporting provisions that differ from those in Attachment 1 due to the nature of the services to be provided. The County will issue advance payments to CHDC, as needed, to ensure there is adequate funding available to payments requested by Implementing Entities if and when authorized by City and County Staff.

STAFF COSTS

Committee Administration/Staffing Funding: The funding allocated for Committee Administration/Staffing may not be adequate to cover the full cost of staff time necessary for jointly staffing the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee as well as developing, administering and overseeing this Expenditure Plan for the specified period. Supplemental funding allocation may be necessary upon determining actual costs exceed the amount budgeted to cover the intended City/County costs for joint staffing.

Strategy-Specific Funding: The cost of City/County staff time spent providing direct implementation assistance and/or coordination for specific Strategies may be covered with a portion of the NRMF funding budgeted for each applicable Strategy. Additionally, a portion of the NRMF funding budgeted for Strategies will be used to pay fixed administering agency contracting charge for each applicable contract (Currently $3,000 per contract. An additional $3,000 may be added to a contract amendment to add additional funding or nonprofits to a contract during an existing contract cycle) unless otherwise specified herein.

Community-Based Project & Neighborhood Community Garden Project Reporting and Invoicing Requirements

Substantially equivalent language to be included in all NRMF-funded Community Project Agreements/Amendments

Agreements providing for payments using funding allocated for Community Projects must include provisions that address the requirements contained herein. Contractor shall submit Progress Reports covering each invoice period, using a City/County provided template similar to the attached, in conjunction with each monthly invoice in order to be eligible for payment. Contractor shall monitor, document, and report all Project activities associated with the tasks and deliverables described in the agreement and any eligible Project costs for which reimbursement will be requested. Upon completion of work or the end of the contract's term, Contractor shall submit a Final Report, using a City/County provided template similar to the attached, in conjunction with the final invoice.

Task Deliverables

The agreement shall assign a dollar amount for each deliverable within each task. Contractor shall only be paid for completed deliverables submitted with all associated supporting documentation. The agreement may include assignment of one dollar amount to multiple deliverables for a specific task when appropriate to substantiate completion of the required task. The Contracting entity (City of County) may authorize partial payment to Contractor for submittal of incomplete deliverables if solely incomplete due to unusual and unforeseen circumstances beyond the control of the Contractor. Contractor must submit written request asking to receive payment for incomplete deliverable containing an explanation as to what factors beyond the Contractor's control specifically precluded the Contractor from submitting the completed deliverable and why such could not have been foreseen or avoided by Contractor.

Timely Submittal of Invoices

A separate Reporting & Invoicing budget line item shall be included in the agreement to facilitate timely submittal of invoices, progress reports and other deliverables. Submittal of monthly invoices shall be included as a deliverable and the exact amount that is payable upon timely submittal of each invoice complete with all required supporting documentation shall be specified. The agreement shall provide that no portion of the Reporting & Invoicing budget line item be paid to Contractor for invoices submitted beyond 30 days of any monthly invoice period, or without the required documentation including completed Progress Reports.

Pre-approval Required for Supplies and Materials

Unless the exact supplies and materials are specified as preauthorized in the Agreement, Contractor shall obtain pre-approval from the Contracting entity (City or County) prior to incurring supplies and materials expenses for which reimbursement will be requested. To request pre-approval, contractor shall provide written request identifying all proposed supplies and materials as well as an explanation demonstrating its reasonable cost and how said items will aid in the completion of each applicable required task.

Attendance of Community Meetings and Events

Contractor shall attend one North Richmond Green meeting per quarter during the contract period. Documentation substantiating attendance of required meetings shall be included as a deliverable for this task and be included with all applicable monthly invoice(s). Contractor shall

attend first Mitigation Committee meeting following the end of the Expenditure cycle in which their project was funded to present their project outcomes.

Acknowledgment Required on Outreach & Promotional Materials
Any printed outreach materials or promotional items must include "Jointly funded by City of Richmond & Contra Costa County", with the exception of T-Shirts, which Contractor may request Contracting entity pre-approve to include only the NRGreen.org website address.

Authorized Advance Payments
In order to receive any potential payment in advance, such must be authorized for the specified Project in Attachment 2 or Attachment 3 of the Expenditure Plan approved by both the County Board of Supervisors and Richmond City Council. No Contractor authorized for advance payment may receive more than ten (10) percent (%) of the approved Implementing Entity Award for this Project. In order to receive any advance payment(s) provided for in the City and County approved Expenditure Plan, the Contractor shall submit a written request to both the City and County Committee Staff detailing the reason(s) advance payment is necessary and itemizing each specific cost that the requested advance payment amount (not to exceed 10% of total award) would pay for and how such costs will aid in the completion of each applicable required task.

Conflict of Interest Provisions
Contractor shall not employ, subcontract with, or make payment to any person, for the purpose of implementing a specified Project in Attachment 2 or Attachment 3 of the Expenditure Plan that is at the same time employed by Contra Costa County, City of Richmond or any entity that receives Expenditure Plan funding from the County or the City of Richmond, except upon written approval by the Contracting entity (either City or County).

Payment Provisions
Contractor shall submit invoices and required deliverables on a monthly basis consistent with the amounts and frequency contained in the "Eligible Costs" Section, which together may not total more than $ (enter applicable contract amount). Contractor will only receive payment for eligible costs if such amounts are included on invoices adequately substantiated with required supporting documentation that are all submitted to the Contracting entity on or before July 30th. Invoices or portions thereof for which required supporting documentation has not been submitted by July 30th (or 30 days after any contract end date prior to June 30th) shall not be eligible for payment.

1. **Invoices:** Invoices shall be submitted monthly and contain the following information in sufficient detail and be submitted in a form, which adequately demonstrates consistency with the "Service Plan" specified in the contract. Invoices shall be accompanied by the applicable deliverables.

    a. Itemization of any tasks partially or fully completed during the applicable calendar month for which completed deliverables are submitted and associated deliverable payment amount is being requested.
    b. Itemization of any supplies & materials expenses incurred for which reimbursement is being requested within that invoice period.

2. **Supporting Documentation**: The following required supporting documentation must be submitted with invoices when applicable as described below.

a. Every invoice must be accompanied by a Progress Report, with the exception of the final invoice, which must be accompanied by a Final Report. Both types of Reports must contain all of the information specified in the City/County provided Report templates, as well as any applicable details specified in the Service Plan as a Contractor's Obligation.

b. All applicable required deliverables associated with the requested payment amounts itemized on each monthly invoice.

c. If an invoice is requesting reimbursement of any supplies or materials not pre-authorized in the budget contained in the agreement, such invoice must be accompanied by copies of pre-approval from the Contracting entity, as well as actual itemized invoices or receipts for all applicable supplies and materials. If an invoice is requesting reimbursement for copying or printing, at least one copy of the printed item should accompany the invoice.

City/County shall review submitted invoices and supporting documentation within a reasonable period of time and remit payment to Contractor promptly upon determining the purpose and amount of payment requested are authorized under the Agreement.

G:\Conservation\Deidra\Illegal Dumping\BMPC Mitigation Fee Committee_EPs\2018-2019 Exp Plan\Post-Committee EP Changes - Final Versions\NRMF 2018-19 Exp Plan Attachment 1-Final-CLEAN-postCommittee.doc

North Richmond Waste & Recovery Mitigation Fee Community-Based Project

Progress Report

Organization: _____

Contact Person: _____

Progress Report Period: _____ - _____

Project Expenses to Date: *Attach completed Progress Report to each Invoice being submitted for any reimbursable costs incurred during this Progress Report Period.*

Brief Description of the Project:

Provide a brief description of the project activities/services your Organization is providing with this North Richmond Mitigation Fee (NRMF) funding. Funded activities must be consistent with the signed Agreement.

_____

Tasks Accomplished to Date:

Describe the various tasks that your Organization has completed in whole or in part during the Progress Report Period (can be bullet points). [Save for use/reference when preparing Final Progress Report.]

_____

Materials Produced to Date:

Provide a listing of any materials/documents produced during this Progress Report period as a part of this project (e.g. pictures, surveys, handouts, work products, etc.) and attach copies of each.

_____

Number of Persons Served to Date:

Provide total number served from the NRMF Funding Area during this Progress Report period. _____

Provide total number served from outside the NR Funding Area during this period. _____

Provide total number of residents paid with NRMF funding during this period. _____

North Richmond Green Meeting Attendance to Date:

Specify which monthly North Richmond Green meetings (list meeting dates) your Community Based Project representative(s) attended during this Progress Report period. [Must attend at least once per quarter]

MEETING DATE(s): _____ *ATTENDEE NAME(s):* _____

Successes to Date:

Identify whether and how your project is addressing the intended problems associated with illegal dumping (be specific). Describe any other beneficial outcomes/success stories resulting from your project activities to date.

_____

Challenges to Date:

List any and all issues/problems (e.g. change in personnel, inadequate public awareness, applicability of regulatory restrictions/requirements, etc.) identified during this period which may impact the project's ability to achieve the intended outcome(s) identified by your Organization. Include all challenges/obstacles/barriers that may inhibit or compromise your ability to address the intended illegal dumping problem(s).

_____

Lessons Learned to Date & Feedback from Participants/Community:

Share any lessons learned from participants, staff and/or the community during this Progress Report period.

_____

Provide any feedback about the NRMF-funded project/program received from participants and/or community members (such as copies of quotes, emails/letters and completed surveys/evaluations).

_____

Other Project Information:

Provide any additional information about your organization's work that did not fit in any of the other sections, including description(s) of any additional services or enhanced activities provided beyond those specified.

_____

North Richmond Waste & Recovery Mitigation Fee Community-Based Project

Final Progress Report

Organization: _____

Contact Person: _____

Contract Period: _____ - _____

Final Project Expenses: *Attach completed Final Progress Report to the Final Invoice being submitted for any reimbursable costs not included on invoice(s) submitted with prior Progress Report(s).*

Brief Description of the Project:
Provide a brief description of the project activities/services your Organization provided with this North Richmond Mitigation Fee (NRMF) funding. Funded activities must be consistent with the terms of your signed Agreement.

_____

Tasks Accomplished:
Describe all project tasks/activities that your Organization completed during the entire contract period. Summarize any work completed not previously reported and consolidate with updated information from prior Progress Reports.

_____

Materials Produced:
Provide a listing of any materials/documents produced as a part of the program (e.g. pictures, surveys, handouts, work products, etc.). Attach copies of anything not included with prior Progress Reports submitted.

_____

Number of Persons Served:
Provide total number served from the NRMF Funding Area during the entire contract period. _____
Provide total number served from outside the NR Funding Area during the entire contract period. _____
Provide total number of residents paid with NRMF funding during the entire contract period. _____

North Richmond Green Meeting Attendance:
Specify which monthly North Richmond Green meetings (list all meeting dates) your Community Based Project representative(s) attended during the contract period. [Must attend at least once per quarter]
MEETING DATE(s): _____ *ATTENDEE NAME(s):* _____

Successes:
Identify extent to which your project addressed the intended problems associated with illegal dumping and how (be specific). Describe any other beneficial outcomes/success stories resulting from your project activities.

_____

Challenges:
Explain why your Organization was not able to achieve the intended project outcomes and/or address the illegal dumping problems previously identified, if applicable. Include any challenges/obstacles/barriers (e.g. personnel changes, lack of public awareness, previously unknown regulatory restrictions/requirements, etc.) that compromised or inhibited your project's success in addressing problems associated with illegal dumping.

_____

Lessons Learned & Feedback from Participants/Community:
Share any lessons learned from participants, staff and/or the community during the contract period.

_____

Summarize all participant and/or community feedback received about this NRMF-funded project/program (attach any findings/summary of final project evaluation and copies of related documents not previously submitted).

_____

Other Project Information:
Provide any additional information about your organization's work that did not fit in any of the other sections, including description(s) of any additional services or enhanced activities provided beyond those specified.

_____

Attachment 2 - Community Based Projects Table (Strategy 9)

2019/20 Expenditure Plan Funding Allocations for Projects recommended for City/County approval by the North Richmond Mitigation Fee Committee

The NRMF Committee recommended at total of **$142,981.09 be allocated in the 2019/2020 Fiscal Year for Community Based Projects (Strategy 9)**. The Committee recommended allocation of this funding based on a Funding Request Proposal released on February 9, 2018 by Committee Staff and Proposals submitted by eligible non-profit organizations and Agencies on March 6, 2018.[1] The project selections, funding recommendations and number of implementing entities selected by the Committee are shown below for the 2019/2020 Expenditure Plan.

New Community Based Projects Recommended for Funding in 2019/2020

Implementing Entity Organization / *Fiscal Sponsor* *(if applicable)*	Project Title	Advance Payment Allowed (Up to 10% of Implementer Award Amount)	Requested Amount	Total Award Amount	County Contracting Costs[2]	CHDC Contracting Cost (20%) to Manage Non-Profits	Non-Profit Implementer Award Amount for Project[1]	Notes
City of Richmond	**Richmond Tool Lending Library**	**No**	**$ 18,050.00**	**$ 21,050.00**	**$ 3,000.00**	**n/a**	**$ 18,050.00**	Contracts between County & Implementing Entity (City)
City of Richmond	**Love Your Block**	**No**	**$ 17,490.00**	**$ 20,490.00**	**$ 3,000.00**	**n/a**	**$ 17,490.00**	
Urban Tilth	**Water is Life**	**No**	**$ 29,290.80**	**$ 27,116.73**	**$ 801.95**	**$ 5,262.96**	**$ 21,051.83**	County Contract with CHDC Contracts between CHDC & Implementing Entities (Non-Profits
Soal Progress Inc. / Greater Richmond Inter-Faith Program	**Brighter Beginnings in North Richmond**	**Yes**	**$ 29,999.76**	**$ 27,116.73**	**$ 801.95**	**$ 5,262.96**	**$ 21,051.83**	
Watershed Project	**Curb Appeal**	**No**	**$ 29,986.25**	**$ 27,116.73**	**$ 801.95**	**$ 5,262.96**	**$ 21,051.83**	
Men & Women of Valor	**Community Working Together**	**Yes**	**$ 20,000.00**	**$ 20,090.90**	**$ 594.16**	**$ 3,899.35**	**$ 15,597.39**	
Total Funding Requested/Allocated			**$ 144,816.81**	**$ 142,981.09**	**$ 9,000.00**	**$ 19,688.22**	**$ 114,292.88**	

[1] Funding Proposal Application received by Men & Women of Valor was the wrong application. At their meeting on March 23, 2018, the NRMF Committee gave Men & Women of Valor 30 days to re-submit their application to the NRMF Committee using the correct application and submittal requirements. On April 22, Committee staff received the correct Funding Proposal application. The Men & Women of Valor Proposal application was considered at the NRMF Committee Meeting on June 8th and allocated funding as shown in this Attachment.

[2] For the non-profit entities, costs to have 3rd party organization (CHDC) manage and oversee contracts with Organizations selected for funding is up to twenty (20) percent (%) of award amount after first taking out City/County Contracting cost for $3,000 for City/County to contract directly with CHDC to have CHDC administer non-profit contracts. Amounts not needed for contracting costs may be made available to pay implementing entities for additional CBP costs.

Attachment 3 - Neighborhood Community Garden Projects (Strategy 12)

Funding Allocations for 2019/20 Neighborhood Community Garden Projects recommended for City/County approval by the North Richmond Mitigation Fee Committee

The NRMF Committee recommended an allocation of **$46,733.25 for Neighborhood Community Garden Projects** . The Committee recommended allocation of this funding based on a Funding Request Proposal released on February 9, 2018 by Committee Staff and Proposals submitted by eligible non-profit organizations on March 6, 2018. The project selections, funding recommendations and number of non-profits selected by the Committee are shown below for the 2019/2020 Expenditure Plan.

New Neighborhood Community Garden Projects Recommended for Funding in 2019/2020

Implementing Entity / *Fiscal Sponsor* *(if applicable)*	Project Title	Advance Payment Allowed (Up to 10% of Implementer Award Amount) Yes/No	Requested Amount	Total Award Amount	County Contracting Cost with CHDC[1]	CHDC Contracting Cost (20%) to Manage Non-Profits	Non-Profit Implementer Award Amount for Project	Notes
Urban Tilth	**Cultivating Hope: Maintaining North Richmond Gardens**	**No**	$ 19,894.60	**$ 26,574.15**	$ 1,705.90	$ 4,973.65	$ 19,894.60	
Communities United Restoring Mother Earth (CURME) / Greater Richmond Interfaith Program	**Lots of Crops**	**No**	$ 15,092.00	**$ 20,159.10**	$ 1,294.10	$ 3,773.00	$ 15,092.00	
Total Funding Requested/Allocation Recommended			**$ 34,986.60**	**$ 46,733.25**	**3,000.00**	**8,746.65**	**$ 34,986.60**	

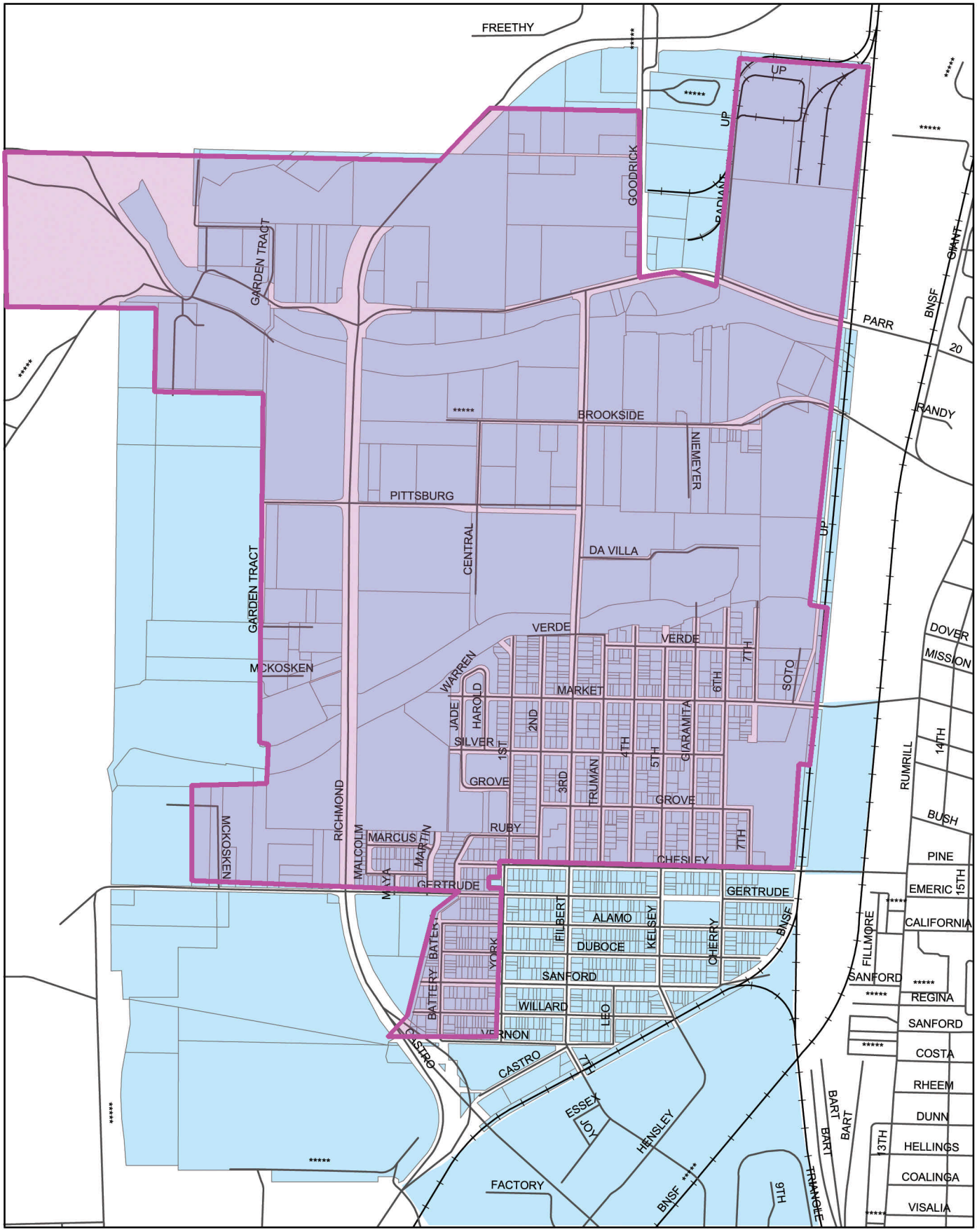
[1] Costs to have 3rd party organization (CHDC) manage and oversee contracts with Organizations selected for funding is up to twenty (20) percent (%) of award amount after first taking out City/County Contracting cost of $3,000 for City/County to contract directly with CHDC to have CHDC administer non-profit contracts.

Attachment 4

North Richmond Waste & Recovery Mitigation Fee Funding Area

Incorporated (City)

Unincorporated (County)

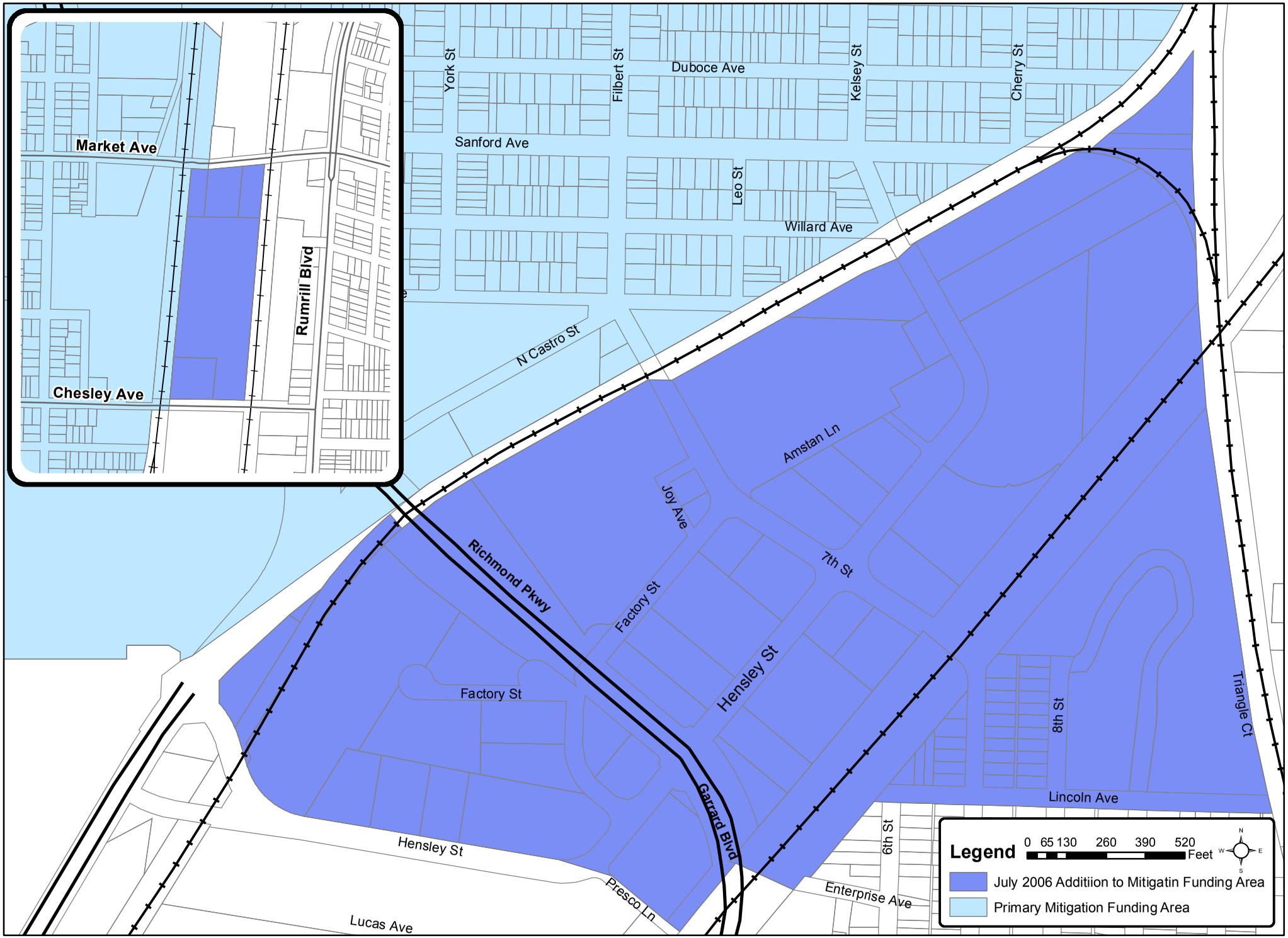


Contra Costa County
Community Development Department

Southern boundary shown on back side

Map contains copyrighted information
Revised on 7/28/2006

Committee Approved Additions to Primary Mitigation Funding Area



Contra Costa County

To: Board of Supervisors

From: FAMILY & HUMAN SERVICES COMMITTEE

Date: December 10, 2019

Subject: Annual Report to the California Department of Health Care Services on Contra Costa's Assisted Outpatient Treatment Program

RECOMMENDATION(S):
ACCEPT the Annual Report of the Assisted Outpatient Treatment Program for the period January 1 through December 31, 2018.

FISCAL IMPACT:
None, as funds are authorized and budgeted for the AOT Program for the balance of FY 2019/20, and MHSA revenue is expected to sustain the CCBHS portion of the program costs.

BACKGROUND:
The Assisted Outpatient Treatment Demonstration Project Act (AB 1421), known as Laura's Law, was signed into California law in 2002 and was authorized until January 1, 2017. Laura's Law is named after a 19 year-old woman who worked at a Nevada County mental health clinic. She was one of three individuals who died after a shooting by a psychotic individual who had not engaged in treatment.

AB 1421 allows court-ordered intensive outpatient treatment called Assisted Outpatient Treatment (AOT) for a clearly defined set of individuals that must meet specific criteria. AB 1421 also specifies which individuals may request the County Mental Health Director to file a petition with the superior court for a hearing to determine if a person should be court-ordered to receive the services specified under the law. The County Mental Health Director or his licensed designee is required to perform a clinical investigation and, if the request is confirmed, file a petition to the court for AOT.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☑ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc: HSD, FHS Staff

If the court finds that the individual meets the statutory criteria, the recipient will be provided intensive community treatment services and supervision by a multidisciplinary team of mental health professionals with staff-to-client rations of not more that 1 to 10. Treatment is to be client-directed and employ psychosocial rehabilitation and recovery principles. The law specifies various rights of the recipient as well as due process hearing rights.

If a person refuses treatment under AOT, treatment cannot be forced. The court orders a meeting with the treatment team to gain cooperation and can authorize a 72-hour hospitalization to gain cooperation. A Laura's Law petition does not allow for involuntary medication.

BACKGROUND: (CONT'D)

> AB 1421 requires that a county Board of Supervisors adopt Laura's Law by resolution to authorize the legislation within that county. AB 1421 also requires the Board of Supervisors to make a finding that no voluntary mental health program serving adults or children would be reduced as a result of implementation.

At its June 3, 2013 meeting, the Legislation Committee requested that this matter be referred to the Family and Human Services Committee (FHS) for consideration of whether to develop a program in the Behavioral Health Division of the Health Services Department that would implement assisted outpatient treatment options here in Contra Costa County. On July 9, 2013, the Board of Supervisors referred the matter to FHS for consideration. FHS received reports on the implementation of Laura's Law on October 16, 2013 and March 10, 2014, and on February 3, 2015, the Board of Supervisors adopted Resolution No. 2015/9 to direct the implementation of Assisted Outpatient Treatment (Laura's Law) for a three-year period and directed the Health Services Department (HSD) to develop a program design with stakeholder participation. The Board further authorized the Health Services Director to execute a contract with Resource Development Associates, Inc. to provide consultation and technical assistance with regard to the evaluation of the County's Assisted Outpatient Treatment (AOT) Program for persons with serious mental illness who demonstrate resistance to voluntarily participating in behavioral health treatment.

On February 3, 2015 the Contra Costa Board of Supervisors adopted Resolution No. 2015/9 to direct the implementation of Assisted Outpatient Treatment (Laura's Law) for a three year period and directed the Health Services Department (HSD) to develop a program design with stakeholder participation. The Board further authorized the Health Services Director to execute a contract with Resource Development Associates, Inc. to provide consultation and technical assistance with regard to the evaluation of the County's Assisted Outpatient Treatment (AOT) Program for persons with serious mental illness who demonstrate resistance to voluntarily participating in behavioral health treatment.

On September 25, 2017 the Family and Human Services Committee received and discussed the AOT Program reports for fiscal year 2016-17 as provided by the Health Service Department and Resource Development Associates. Contra Costa Behavioral Health Services was directed to coordinate with the Health, Housing and Homeless Services Division and develop a plan to maximize enrollment in Assertive Community Treatment (ACT) of persons who are eligible for the AOT Program and are homeless or at risk of homelessness. Mental Health Systems is the contract agency providing Assertive Community Treatment to fidelity.

On October 17, 2017 the Board of Supervisors accepted the Plan for Maximum Enrollment of Persons Eligible for the AOT Program, as well as the July, 2016 through June 30, 2017 evaluation report from Resource Development Associates.

On December 3, 2018 the Family and Human Services Committee accepted the Behavioral Health Services Cumulative Evaluation Report on Contra Costa's Assisted Outpatient Treatment Program and recommended to the Board of Supervisors (and was subsequently adopted) that the AOT Program be extended beyond its three year pilot period and incorporated as part of Behavioral Health Services' ongoing service delivery.

On April 26, 2019 the annual report for the California Department of Health Care Services (reporting period: January 1 – December 31, 2018) was presented and discussed at the AOT Workgroup Meeting. Community members were in attendance and had the opportunity to question and comment upon the report results, as well as receive an update from Behavioral Health, the contract service provider, Mental

Health Systems, and representatives of the court and public defender's office. On October 7, 2019, that report was shared with the Family and Human Services Committee.

The report's Summary of Findings highlighted the following:

- A high degree of collaboration exists between CCBHS and Mental Health Systems to identify and engage eligible consumers in Assertive Community Treatment (ACT) services.
- The County's AOT program connected the majority of referred individuals to the appropriate level of mental health services, including ACT.
- A majority of consumers experienced benefits from participating in the program.
- The implementation of the new health care billing system (ShareCare) caused limitations on the availability of quality of service data.

During 2018, 200 individuals received services and the current caseload, at 75, is full. Most referrals came from family members and more than 80% of the individuals had co-occurring disorders -- usually drug abuse and mental illness. The program outcomes were positive, seeing a decline in crisis episodes, hospitalizations, incarceration, and homelessness, and an increase in patient satisfaction as evidenced through patient surveys. The "front door" model implemented by the County has been deemed very successful, helping families to better navigate the array of available services and be directed to the most appropriate level of care for their family member. However, more step down, e.g. Assertive Community Treatment (ACT), programming is needed. We also recommend that eligibility for AOT be broadened, if possible, to serve more people.

The attached report is provided to the Board for informational purposes.

ATTACHMENTS

Contra Costa County Assisted Outpatient Treatment (AOT) 2018 Annual Report for the California Department of Health Care Services

Contra Costa County Assisted Outpatient Treatment (AOT)

Annual Report for the California Department of Health Care Services

Reporting Period: January 1 - December 31, 2018

Prepared by:

Resource Development Associates

March 2019

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Introduction

Background Information

In 2002, the California legislature passed Assembly Bill (AB) 1421 (also known as "Laura's Law"), which authorized the provision of Assisted Outpatient Treatment (AOT) in counties that adopt a resolution for its implementation. AOT is designed to interrupt the repetitive cycle of hospitalization, incarceration, and homelessness for people with serious mental illness who have been unable and/or unwilling to engage in voluntary services. AOT uses an expanded referral and outreach process that may include civil court involvement, whereby a judge may order participation in outpatient treatment. The California Welfare and Institutions Code[1] defines the target population, intended goals, and specific suite of services required to be available for AOT consumers in California (see Appendix I).

On February 3, 2015, the Contra Costa County Board of Supervisors adopted a resolution to authorize the implementation of AOT. Currently, Contra Costa County Behavioral Health Services (CCBHS) provides behavioral health services to AOT consumers through an Assertive Community Treatment (ACT) team operated by Mental Health Systems (MHS), a contracted provider organization. Contra Costa's AOT program represents a collaborative partnership between CCBHS, the Superior Court, County Counsel, the Public Defender, and MHS. Community mental health stakeholders and advocates have remained involved in providing feedback and supporting the program to meet its intended objectives. The County's AOT program became operational on February 1, 2016 and accepted its first consumer in March 2016.

ACT is an evidence-based service delivery model for people with serious mental illness who are at-risk of or would otherwise be served in institutional settings or experience homelessness. ACT has the strongest evidence base of any mental health practice for people with serious mental illness and, when implemented to fidelity, ACT produces reliable results for consumers. Such results include decreased negative outcomes (e.g., hospitalization, incarceration, and homelessness) and improved psychosocial outcomes (e.g., improved life skills and increased involvement in meaningful activities).

Contra Costa County's AOT Program Model

Contra Costa County has designed an AOT program model that responds to the needs of its communities and exceeds the requirements set forth in the legislation. The Contra Costa County AOT program includes a Care Team comprised of CCBHS Forensic Mental Health (FMH) and MHS staff. Figure 1 below depicts the County's AOT program stages from pre-enrollment (Referral and Investigation; Outreach and Engagement) through enrollment.

[1] Welfare and Institutions Code, Section 5346

Figure 1. Contra Costa County AOT Program Stages

AOT Process

As originally designed, the first stage of engagement with Contra Costa County's AOT program is through a telephone call referral whereby any "qualified requestor" can make an AOT referral.[2] Since October 2017, the County has also conducted frequent outreach meetings with the Martinez Detention Center, the Psychiatric Inpatient Unit at Contra Costa Regional Medical Center (4C), and Contra Costa County Health, Housing, and Homeless Services (H3) in order to identify additional potentially eligible consumers to be referred. Within five business days, a CCBHS mental health clinician connects with the requestor to gather additional information on the referral and then reaches out to the referred individual to begin determining if they meet AOT eligibility criteria (see Appendix I).

If the person initially appears to meet eligibility criteria, a CCBHS investigator from the FMH staff facilitates a face-to-face meeting with the consumer and/or support networks to gather information; attempts to engage the consumer; and develops an initial care plan. If the consumer continues to meet all nine eligibility criteria, FMH investigators share the consumer's information with the MHS team. MHS then conducts outreach and engagement activities with the consumer to encourage their participation in ACT. If at any time the consumer accepts voluntary services and continues to meet eligibility criteria MHS begins the ACT enrollment process. If the person does not meet all nine AOT eligibility criteria but is in need of mental health services, FMH staff work to connect them to the appropriate type and level of behavioral health services. Such service linkages include connections to:

- FSPs;
- Clinical case management and/or medication management;
- Private providers or Kaiser;
- Medical care; and
- Alcohol and other drug services.

[2] Qualified requestors include: An adult who lives with the individual; Parent, spouse, adult sibling, or adult child of the individual; Director of an institution or facility where the individual resides; Director of the hospital where the person is hospitalized; Treating or supervising mental health provider; Probation, parole, or peace officer.

However, if after a period of outreach and engagement, the consumer does not accept voluntary services and continues to meet eligibility criteria, the County mental health director or designee may choose to complete a declaration and request that County Counsel file a petition with the court. Utilizing a collaborative court model that combines judicial supervision with community mental health treatment and other support services, Contra Costa County then holds one to two court hearings. At the first hearing, the consumer has the option to enter into a voluntary settlement agreement with the court to participate in AOT.

If the consumer continues to refuse AOT and is unwilling to enter into a voluntary settlement agreement, then he/she may be court ordered into AOT for a period of no longer than six months at the second court hearing. After six months, if the judge deems that the person continues to meet AOT criteria, they may authorize an additional six-month period of mandated participation. Consumers may also choose to voluntarily continue with services. At every stage of this process, CCBHS' FMH and MHS staff continue to offer the individual opportunities to engage voluntarily in services. Conversely, the AOT Care Team may recommend a 72-hour 5150 hold if the consumer meets existing criteria and is resistant to services.

Organization of the Report

The following report of Contra Costa County's AOT program implementation and outcomes is broken into four sections, highlighted below:

- Methodology
- Pre-ACT Enrollment Findings
- ACT Enrollment Findings
- Summary of Findings

The *Methodology* section provides a brief description of the data sources and analysis techniques used to address the required DHCS outcomes. This is followed by a discussion of findings from our evaluation of Contra Costa County's processes for AOT referral, investigation, and outreach and engagement in the *Pre-ACT Enrollment Findings* section. The *ACT Enrollment Findings* section then describes the consumer profile in Contra Costa County, as well as consumers' service engagement and outcomes during ACT enrollment. Finally, the *Summary of Findings* section highlights key findings from the County's AOT implementation during the 2018 calendar year.

Methodology

RDA worked closely with CCBHS and MHS to assess the implementation of the County's AOT program, as well as the extent to which individuals receiving AOT services during 2018 experienced decreases in hospitalization, incarceration, and homelessness, and improvements in psychosocial outcomes such as social functioning and independent living skills. This evaluation is intended to meet regulatory DHCS requirements. In order to report on these requirements for consumers receiving AOT services during 2018, the following consumers were included in the analysis:

- **Evaluation Period:** January 1, 2018 through December 31, 2018
- **Consumers Included:** Any consumer who was referred to FMH, found to be AOT eligible, and received ACT services during the evaluation period
- **Consumers Excluded:** Any consumer who was referred to FMH and closed to the AOT process before the end of the evaluation period

This report includes findings for all consumers in Contra Costa County's AOT program, followed by findings for court-involved AOT consumers only. As previously stated, this version of the report contains protected health information (PHI) and should not be distributed publicly.

Data Measures and Sources

RDA worked with CCBHS and MHS staff to obtain the data necessary to address the DHCS reporting requirements for the 2018 calendar year from several data sources. Table 1 presents the County departments or agencies that provided data for this evaluation, as well as the data sources and elements captured by each data source. Appendix II provides additional information on each data source.

Table 1. Data Sources and Elements

County Department/Agency	Data Source	Data Element
Contra Costa County Behavioral Health Care Services	CCBHS FMH AOT Request Log	• Individuals referred • Qualified requestor information
	CCBHS FMH AOT Investigation Tracking Log	• CCBHS investigation attempts
	Contra Costa County PSP and ShareCare Billing Systems	• Behavioral health service episodes and encounters, including hospitalizations and crisis episodes • Consumer diagnoses and demographics
Mental Health Systems	MHS Outreach and Engagement Log	• Outreach and engagement encounters

County Department/Agency	Data Source	Data Element
	FSP Forms in Microsoft Access Database	• Residential status, including homelessness • Employment • Education • Financial support
	MHS Outcomes Spreadsheet	• Social Functioning • Independent Living • Recovery
Contra Costa County Sheriff's Office	Sheriff's Office Jail Management System	• Booking and release dates • Booking offense

In order to ensure the reporting process met the requirements stated in Section 5348 of the Welfare and Institutions Code, RDA mapped the data source onto each reporting requirement (see Table 2).

Table 2. DHCS Reporting Requirements and Corresponding Data Sources

DHCS Reporting Requirement	Data Source
The number of persons served by the program	Contra Costa PSP and ShareCare Billing Systems
The extent to which enforcement mechanisms are used by the program, when applicable	CCBHS Care Team (FMH and ACT teams) Communications
The number of persons in the program who maintain contact with the treatment system	Contra Costa PSP and ShareCare Billing Systems
Adherence/engagement to prescribed treatment by persons in the program	Contra Costa PSP and ShareCare Billing Systems
Substance abuse by persons in the program	Contra Costa PSP and ShareCare Billing Systems, and CCBHS Care Team Communications
Type, intensity, and frequency of treatment of persons in the program	Contra Costa PSP and ShareCare Billing Systems
The days of hospitalization of persons in the program that have been reduced or avoided	Contra Costa PSP and ShareCare Billing Systems
The number of persons in the program with contacts with local law enforcement, and the extent to which local and state incarceration of persons in the program has been reduced or avoided	Contra Costa County Sheriff's Office Jail Management System
The number of persons in the program able to maintain housing	FSP Partnership Assessment Form (PAF) and Key Event Tracking (KET)
The number of persons in the program participating in employment services programs, including competitive employment	FSP PAF and KET and Care Communications
Social functioning of persons in the program	Self Sufficiency Matrix (SSM)
Skills in independent living of persons in the program	Self Sufficiency Matrix (SSM)

DHCS Reporting Requirement	Data Source
Victimization of persons in the program	MacArthur Abbreviated Community Violence Instrument
Violent behavior of persons in the program	MacArthur Abbreviated Community Violence Instrument
Satisfaction with program services both by those receiving them and by their families, when relevant	MHS Consumer Satisfaction Surveys

Data Analysis

Throughout the data analysis process, RDA collaborated with CCBHS and MHS staff to vet analytic decisions and findings. RDA matched clients across the disparate data sources described above and used descriptive statistics (e.g., frequencies, mean, and median) for all analyses, including pre- and post-enrollment outcome analyses. As the Contra Costa County's AOT program has been active since February 2016, some consumers have had the opportunity to engage in the program, close, and re-enroll. In order to accurately capture the variation in their experiences, RDA made the following analytic choices regarding consumers with multiple enrollments:

- **Service Participation**: Consumers' multiple enrollments were treated as unique enrollments to determine the intensity and frequency of their service experiences.
- **Consumer Outcomes**: The date of consumers' first ACT enrollment was used to distinguish pre- and post-enrollment consumer outcomes for individuals with multiple enrollments. This means that for all consumers, outcomes (e.g., hospitalization) that occurred after a first enrollment were treated as post-enrollment outcomes.

In order to compare pre- and post-enrollment outcomes (i.e., hospitalizations, crisis episodes, and criminal justice involvement), RDA analyzed the rate (per 180 days) at which consumers experienced hospitalization, crisis, and incarceration outcomes prior to and after enrolling in ACT. To calculate rates of occurrence in the three years prior to a consumer's enrollment, RDA identified the oldest hospitalization, crisis, and jail bookings for that consumer that took place within three years of their program enrollment date. Starting with this first date of occurrence, the number of pre-enrollment days were determined and used to standardize the rate of occurrence prior to AOT enrollment (per 180 days). During enrollment, the rate of occurrence was determined by the number of days a consumer was enrolled in the ACT program.

RDA did not conduct this standardization with any self-reported data. Additionally, when conducting the service participation analyses, RDA removed consumers who had less than 30 days of enrollment data. These consumers were included in consumer outcomes analyses.

Limitations and Considerations

As is the case with all "real-world" evaluations, there are important limitations to consider when reading this report. One important limitation is that Contra Costa County implemented a new billing system during 2018, shifting from the PSP billing system to ShareCare on July 1, 2018. According to data RDA received from the PSP and ShareCare systems, there were substantially fewer MHS encounters per consumer after July 1 compared to the first half of the year. However, it is unclear whether these differences demonstrate true differences in the number of encounters consumers experienced, if data from ShareCare underestimated consumer encounters due to issues with data entry or data extraction from the new system, or whether it is a combination of both. Contra Costa County will look further into this issue for the 2020 report to DHCS; however, data on service intensity, frequency, type, and adherence should be interpreted cautiously in this report.

Another consideration is that only 85 consumers participated in the AOT treatment program during 2018. While this number is in alignment with the County's expectations for program participation, the relatively few individuals enrolled in 2018 can lead to significant shifts in the data based on the experiences of relatively few individuals. This is particularly true when assessing the proportion of individuals who experienced crisis, hospitalization, and criminal justice involvement. Thus, findings should be interpreted with caution.

It is also important to note that there is more data available for the longer pre-enrollment periods compared to the shorter post-enrollment periods. Therefore, ACT consumers had greater opportunities to experience various outcomes prior to program enrollment than after program enrollment. To account for differences in the pre- and post-time periods, RDA standardized outcomes measures to rates per 180 days for all data that were not self-reported. Nevertheless, because most consumers spent less time in ACT than in the pre-enrollment period, there is less opportunity for them to experience outcomes such as hospitalization, arrest, and/or incarceration during their ACT participation period. As a result, these outcomes may be underestimated if a large number of consumers experienced zero negative outcomes during shorter periods while they were enrolled in ACT. On the other hand, if consumers experienced a number of negative outcomes for lengthy periods during their ACT enrollment period, these estimations may be overestimated.

Lastly, for the assessment of housing and employment outcomes for ACT consumers relied on self-reported data. Self-reported data often have reliability and validity issues, as consumers may not be able to recall experiences or be willing to share them for fear of stigmatization or negative consequences. This limitation is primarily a concern for measuring consumers' pre-enrollment experiences. MHS staff did closely track changes in consumers' housing and employment statuses while they were enrolled in ACT.

Findings

Pre-ACT Enrollment Findings

In 2018, Contra Costa County received 201 referrals to AOT for 174 unique individuals.[3] Approximately two-thirds of those consumers were either still under investigation or were connected to mental health services. The following sections report on Contra Costa County's processes for AOT referral, investigation, and outreach and engagement, and highlight key findings across each area.

Referral for AOT

The majority of AOT referrals (55%) continue to come from consumers' family members.

As Table 3 demonstrates, almost 95% of all referrals to AOT were made by family members, mental health providers, or law enforcement officials. Family members made over half (55%) of the 201 referrals to AOT, while mental health providers and law enforcement officials made 29% and 11% of referrals to AOT, respectively. An additional 5% of referrals came from a director of a hospital, another adult that lives with the individual, an unknown requestor, or an unqualified requestor.

Table 3. Summary of Requestor Type (N = 201)

Requestor	Percent of Total Referrals (N = 201)
Parent, spouse, adult sibling, or adult child	55% (n = 111)
Treating or supervising mental health provider	29% (n = 58)
Probation, parole, or peace officer	11% (n = 22)
Director of hospital where individual is hospitalized	2% (n = 4)
Not a qualified requestor	1% (n = 2)
Adult who lives with individual	1% (n = 2)
Other/Unknown	1% (n = 2)

Care Team

Contra Costa County's Care Team consists of CCBHS' FMH and MHS staff. CCBHS FMH receives all AOT referrals and conducts an investigation for each individual referred in order to determine AOT eligibility (see Appendix I. AOT Eligibility Requirements). CCBHS FMH refers AOT-eligible consumers to MHS staff, who conduct outreach and engagement to enroll consumers in ACT services.

[3] In 2018, FMH experienced a fire that compromised some data. Data that FMH sent to RDA indicates there were 201 request calls for AOT received in 2018. However, data from MHS' Outreach and Engagement log shows an additional 10 consumers who received an AOT referral and received Outreach and Engagement in 2018 that are unaccounted for in the FMH data.

Investigation

After CCBHS receives an AOT referral, the FMH team conducts an investigation to determine if the individual meets the eligibility criteria for the AOT program. In addition to consulting prior hospitalization and mental health treatment records for the individual and gathering information from the qualified requestor, the FMH investigation team also attempts to make contact with the referred individual in the field.

Approximately 31% (n = 63) of consumers were identified as eligible for AOT and referred to MHS for outreach and engagement.

As shown in Table 4, FMH received and investigated 201 referrals for AOT in 2018. Of those referrals, approximately one-third (31%, n = 63) were referred to MHS for outreach and engagement and potential enrollment in ACT. FMH connected or re-connected 33 (16%) consumers to a mental health provider, while 40 (20%) consumers were still under investigation at the end of the year.

Table 4. Outcome of CCBHS Investigations for Consumers Referred in 2018 (N = 201)

Investigation Outcome	Referred Consumers	% of Referred Consumers
Referred to MHS	63	31%
Engaged or Re-Engaged with a Provider	33	16%
Investigated and Closed	65	32%
Ongoing Investigation	40	20%

Approximately one-third of individuals (32%, n = 65) referred to AOT were investigated and closed. Of those 65 consumers determined to be ineligible, the majority either did not meet all nine eligibility requirements (34%, n = 22) or were unable to be located (37%, n = 24). The remaining 19 consumers (29%) were closed for one of the following reasons:

- They were unable to be assessed for eligibility (i.e., moved out of County, extended incarceration, or extended hospitalization);
- The qualified requestor withdrew the referral; or
- The qualified requestor could not be reached.

CCBHS FMH worked to connect individuals who were ineligible for AOT to the appropriate level of mental health treatment and also provided resources and education for family members of these individuals.

The County's investigation team was persistent in their efforts to locate consumers, determine consumers' eligibility for AOT, and connect eligible consumers to MHS.

In order to capture the complete efforts of the FMH team, RDA included all investigation data for consumers who were under investigation in 2018; so if a consumer's eligibility investigation began in late 2017 and carried over into 2018, RDA included all of that consumer's investigation data. On average, CCBHS FMH's investigation team made six contact attempts to reach each individual referred to AOT. The

investigation team worked to meet consumers "where they're at," as evidenced by the variety of locations where investigation contacts occurred. Investigation teams attempted to connect with consumers in the field 17% of the time. They also met consumers at inpatient or licensed care (9%) and correctional (4%) facilities, as well as consumers' homes (7%). Just over half (56%) of investigation encounters occurred either over the phone or in a County office. One-fourth of these phone or office contacts represent the initial two contact attempts made by the FMH investigation team.

Outreach and Engagement

If the CCBHS FMH team determines that a consumer is eligible for AOT, the consumer is connected with MHS. The MHS team then conducts outreach and engagement activities with those individuals and their family to engage the individual in AOT services. As per the County's AOT program design, MHS is charged with providing opportunities for the consumer to participate on a voluntary basis. If, after a period of outreach and engagement, the person remains unable and/or unwilling to voluntary enroll in ACT and continues to meet AOT eligibility criteria, MHS may refer the individual back to FMH to file a petition to compel court ordered participation.

MHS' diverse team provided intensive outreach and engagement to consumers in a variety of settings.

During 2018, MHS served 114 consumers in some capacity, either providing outreach and engagement or ACT services. While some consumers only received outreach and engagement services in 2018, others were also enrolled in ACT at some point during the year. As shown in Table 5, 73 consumers received outreach and engagement services in 2018.[4] Of those who received outreach and engagement services in 2018, 44 enrolled in ACT. Another 41 consumers received outreach and engagement prior to 2018 and were ACT-enrolled during 2018.

In order to capture the total effort of MHS's team, RDA included all outreach and engagement efforts for ACT-enrolled consumers who were enrolled in 2018 in the following analyses. In other words, for all consumers who were part of the ACT program in 2018 but received outreach and engagement services in 2017 or 2016, RDA included their outreach and engagement data. As shown in Table 5, 44 of the 73 (60%) consumers who received outreach and engagement during this time period subsequently enrolled in ACT services, and an additional 11 consumers (15%) were still in the outreach and engagement process as of December 31, 2018.

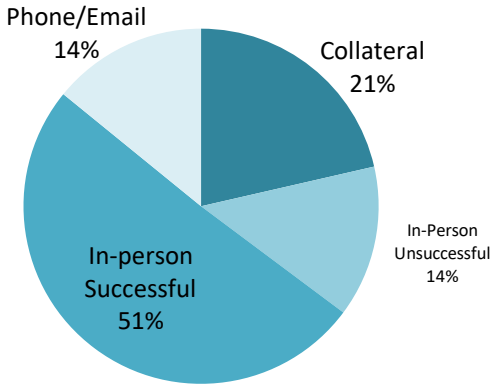
Table 5. MHS Service Summary (N = 114)

[4] MHS data indicates that 73 consumers received outreach in 2018, which is ten additional consumers than indicated in the FMH data.

Consumer Status	Number of Consumers	% of Consumers
Received Outreach in 2018	**73**	64%
Outreach is Ongoing	*11*	
Outreach Closed	*18*	
Enrolled in ACT	*44*	
Received Outreach in 2016/17; ACT services in 2018	**41**	36%

MHS provided outreach and engagement services to consumers and their support networks. MHS made 906 outreach attempts with the consumers either enrolled in AOT or referred to MHS for AOT in 2018. The ACT team conducted the majority (65%) of its consumer outreach attempts in-person. Just under one-quarter (21%) of their outreach efforts were with consumers' family members or other community service providers (see Figure 2).

Figure 2. MHS Outreach and Engagement Attempts (N = 906)



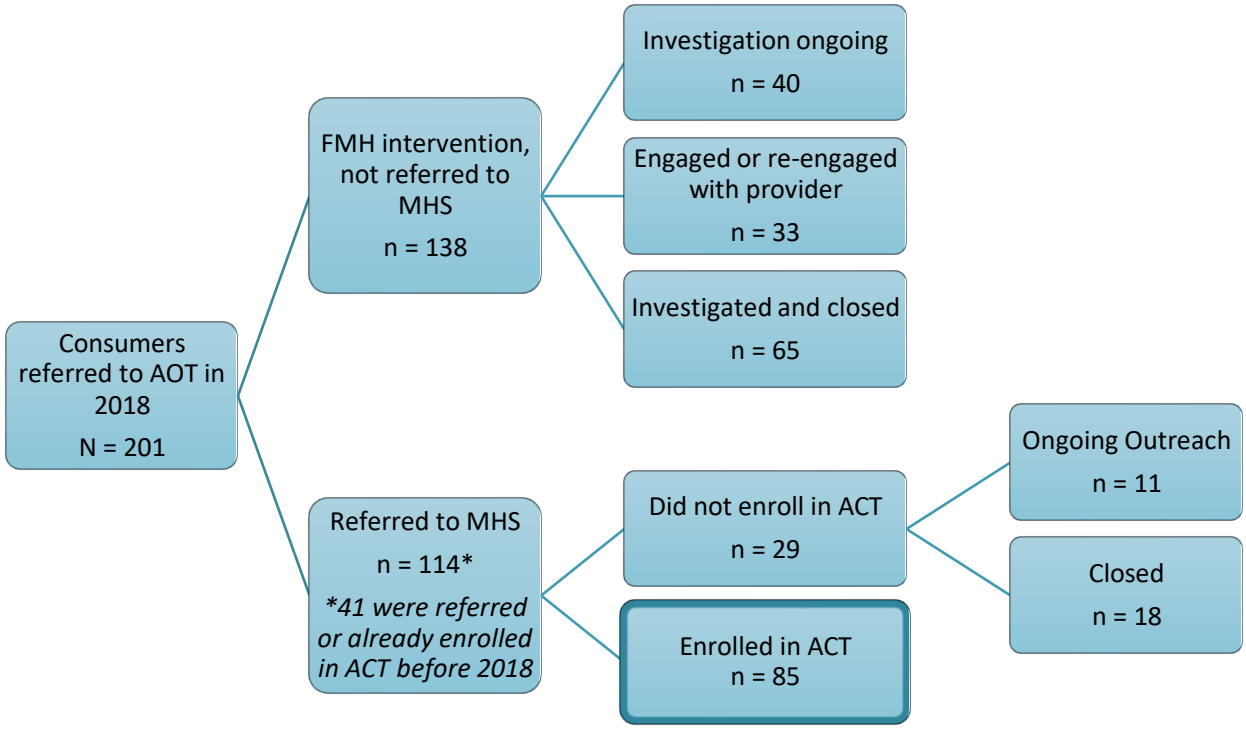
MHS relies on a diverse multidisciplinary team to conduct outreach and engagement. Just over half (52%) of outreach attempts were by a peer partner, while one in five outreach attempts were made by the ACT team leader (19%). A family partner, alcohol and drug specialist, clinician, nurse, psychiatrist, or team supervisor also made outreach attempts during the evaluation period. As with the County's investigation team, MHS persisted in their efforts to meet consumers "where they're at." One in five attempts (20%) occurred in the community, while about one in four (24%) attempts occurred at a consumer's home. The ACT team also attempted to connect with consumers at a hospital or crisis stabilization facility, other community service provider locations, and criminal justice sites, such as jail, police stations, and the courthouse.

Referral to Enrollment Summary

The average length of time from AOT referral to enrollment is 119 days, and most consumers (80%, n = 68) enrolled in ACT voluntarily.

Contra Costa County designed an AOT program model that sought to engage and enroll consumers in ACT within 120 days of referral. Collectively, it took the Care Team approximately 119 days to conduct investigation, outreach and engagement, and enrollment of consumers in AOT in 2018. Figure 3 summarizes the outcomes of all referrals to AOT following the Care Team's investigation, outreach, and engagement efforts. At the end of 2018, 85 consumers were enrolled in ACT. Of those 85 consumers, 20% (n = 17) enrolled with court involvement and the remaining consumers enrolled voluntarily.

Figure 3. Referral to ACT Enrollment Summary[5]



ACT Enrollment Findings

The ACT team served 114 unique consumers in 2018, either by outreach and engagement, or enrollment in ACT. The following section provides information on the profile of enrolled consumers as well as service engagement and consumer outcomes during enrollment.

Consumer Profile

Contra Costa County is reaching the identified target population.

Demographic Information

As shown in Table 6, 41% of all consumers enrolled in ACT services during 2018 were female. The majority of consumers identified as White/Caucasian (53%, n = 45), while 19% (n = 16) identified as Black/African American and 13% (n = 11) identified as Hispanic. An additional 12% (n = 10) of consumers identified as some "Other" race and 4% (n = 3) did not report their race/ethnicity. The majority of consumers (64%, n = 54) were between the ages of 26 and 49 years old.

[5] As noted previously, in 2018 FMH experienced a fire that compromised some data. Data FMH sent to RDA indicates there were 201 request calls for AOT received in 2018. However, data from MHS' Outreach and Engagement log shows an additional 10 consumers who received an AOT referral and received Outreach and Engagement in 2018 that are unaccounted for in the FMH data.

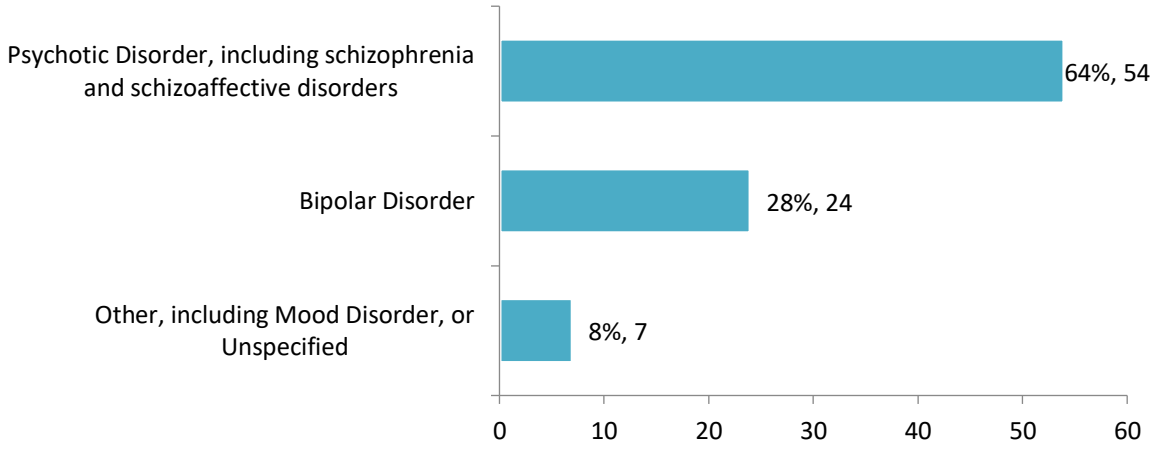
Table 6. AOT Consumer Demographics (N = 85)

Category	Percent of Consumers	Number of Consumers
Gender		
Female	41%	35
Male	59%	50
Race/Ethnicity		
White	53%	45
Black/African American	19%	16
Hispanic or Latino	13%	11
Other	12%	10
Unknown/Not reported	4%	3
Age		
18 – 25	21%	18
26 – 49	64%	54
50+	15%	13

Diagnosis and Substance Use

Consumers enrolled in ACT are reflective of the intended AOT population of individuals with serious mental illness (see Figure 4). The majority of consumers (64%, n = 54) had a primary diagnosis of a psychotic disorder, including schizophrenia and schizoaffective disorders. Another 28% (n = 24) had a primary diagnosis of bipolar disorder. Furthermore, 68% (n = 58) of consumers had a co-occurring substance use disorder.

Figure 4. Primary Diagnosis (N = 85)



Employment and Financial Support

Partnership Assessment Form (PAF) data were available for 83 ACT consumers. Of those 83 consumers, 74% (n = 72) were unemployed at some point in the 12 months prior to enrolling in ACT (see Figure 5). As

shown in Figure 6, 81% (n = 67) of the consumers with available data were unemployed when they were enrolled in ACT services.

Figure 5. Employment 12 months before ACT (N = 83)

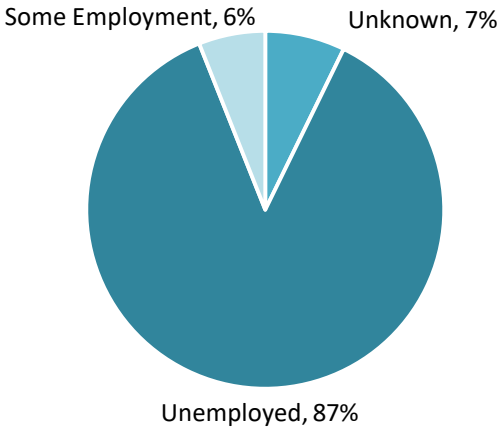
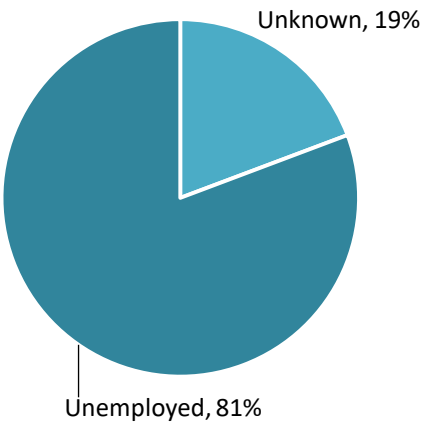


Figure 6. Employment at ACT Enrollment (N = 83)



Financial support data were available for 83 consumers. Table 7 depicts the different sources of financial support and income for consumers in the 12 months prior to enrollment, as well as at the time of enrollment. The "Other" category includes retirement/Social Security income, tribal benefits, wages or savings, housing subsidy, and food stamps. The majority of consumers received Supplemental Security Income/State Supplementary Payment (SSI/SSP) or Social Security Disability Income prior to (59%) and at the time of (55%) enrollment. Approximately 13% of consumers reported having no financial support or income prior to enrollment, while 16% of consumers reported having no financial support at the time of enrollment.

Table 7. Sources of Financial Support for ACT Consumers (N = 83)[6]

Source of Financial Support	Received in the 12 Months Prior to Enrollment	Receiving at Enrollment
Supplemental Security or Disability Income	59%	55%
Support from family or friends	23%	23%
Other	4%	2%
No Financial Support	13%	16%
Unknown	7%	8%

Service Participation

The following sections describe the type, intensity, and frequency of service participation, as well as adherence to treatment. Of the consumers enrolled in ACT during 2018, four were enrolled for less than one month, and 16 consumers had no MHS encounter data available to determine service participation. Therefore, the following analyses include service data for 65 out of 85 consumers who received MHS services in 2018.

[6] Total percentages are greater than 100 because some consumers had more than one source of support.

It is important to note that Contra Costa County implemented a new billing system during 2018, shifting from the PSP billing system to ShareCare on July 1, 2018. According to data RDA received from the PSP and ShareCare systems, there were substantially fewer MHS encounters per consumer after July 1 compared to the first half of the year. However, it is unclear whether these differences demonstrate true differences in the number of encounters consumers experienced, if data from ShareCare underestimated consumer encounters due to issues with data entry or data extraction from the new system, or whether it is a combination of both. Contra Costa County will look further into this issue for the 2020 report to DHCS; however, data on service intensity, frequency, type, and adherence should be interpreted cautiously in this report.

Type, Intensity, and Frequency of Treatment

The multidisciplinary ACT team provides wrap-around behavioral health services to consumers.

ACT consumers in Contra Costa County received services from a multidisciplinary ACT team who provide wrap-around behavioral health services. When implemented to fidelity, ACT produces reliable results including decreased negative outcomes, (e.g., hospitalization, incarceration, and homelessness) and improved psychosocial outcomes. In 2018, consumers were enrolled and receiving ACT services for an average of 437 days. On average, they received two in-person service encounters per week for a total average of two hours of in-person services per week (see Table 8).

Table 8. ACT Service Engagement (N = 65)

	Average	Range
Length of ACT Enrollment	437 days	52 – 1014 days
Frequency of ACT Service Encounters	2 face-to-face contacts per week	<1 to 10 face-to-face contacts per week
Intensity of ACT Services	2 hours of face-to-face contact per week	<1 – 9 hours of face-to-face contact per week

Treatment Adherence

Approximately one-third of consumers were adherent with ACT services.

Using the ACT fidelity guidelines as a reference, consumers were considered "treatment adherent" if they received at least one hour of face-to-face engagement with their ACT team at least two times per week. Twenty-three of 65 consumers included in the service analysis (35%) met this standard of adherence (see Figure 7 and Figure 8).[7] However, as noted above, these findings should be interpreted cautiously, because it is unclear whether the PSP and ShareCare billing data that RDA received to track MHS service participation reflects true service participation or whether service participation is underestimated due to errors in data entry or extraction from the new ShareCare system.

[7] 15 consumers met the standard for intensity but not frequency of service.

Figure 7. Intensity of ACT Contacts per Week

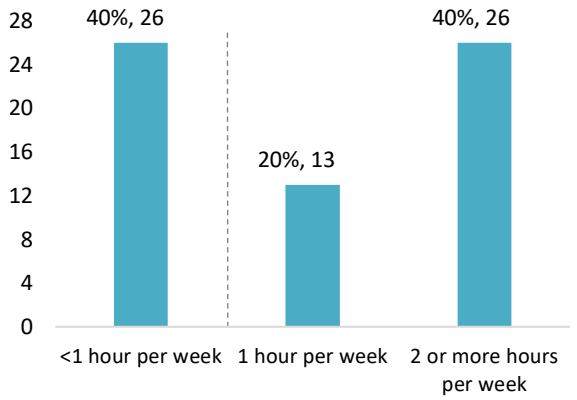
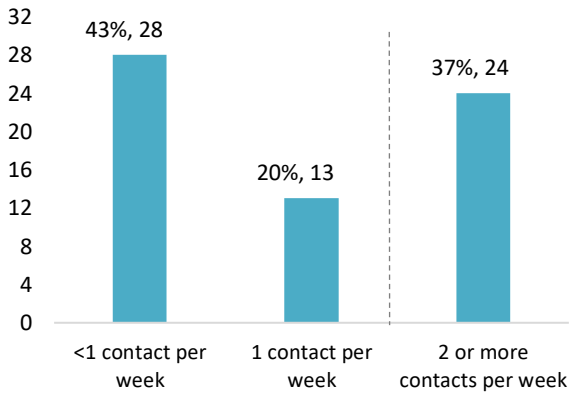


Figure 8. Frequency of ACT Contacts per Week



ACT Consumer Outcomes

The following sections provide a summary of consumers' experiences with psychiatric hospitalizations, crisis episodes, criminal justice involvement, and homelessness before and during ACT enrollment. When appropriate, these outcomes are standardized to rates per 180 days in order to account for variance in length of enrollment and pre-enrollment data. All 85 consumers served during 2018 were included in the following outcomes analyses. To calculate rates of occurrence in the three years prior to a consumer's enrollment, RDA identified the oldest hospitalization, crisis, and jail bookings for that consumer that took place within three years of their program enrollment date. Starting with this first date of occurrence, the number of pre-enrollment days were determined and used to standardize the rate of occurrence prior to AOT enrollment (per 180 days). During enrollment, the rate of occurrence was determined by the number of days a consumer was enrolled in the ACT program.

Crisis and Psychiatric Hospitalization

The County's PSP Billing System was used to identify consumers' hospital and crisis episodes in the 36 months prior to and during AOT enrollment through June 30, 2018. The County's new billing system, ShareCare, was used to identify consumers' hospital and crisis episodes from July through December, 2018.

The number of consumers experiencing crisis episodes and psychiatric hospitalization decreased during ACT.

The number of consumers experiencing a crisis episode decreased during ACT, as did the rate of their crisis experiences. Almost all consumers (94%, n = 80) experienced at least one crisis episode in the three years before ACT with episodes lasting an average of just over one day. Fewer consumers had a crisis episode during ACT (48%, n = 41). Among those who did have crisis episodes, they experienced approximately three episodes every six months both prior to and during ACT participation. The average length of crisis episodes remained steady prior to and during ACT enrollment (see Table 9).

Table 9. Consumers' Crisis Episodes before and during ACT

Crisis Episodes		
	Before ACT enrollment	**During ACT enrollment**
Number of Consumers (N = 85)	n = 80	n = 41
Number of Crisis Episodes	2.8 episodes per 180 days	3.1 episodes per 180 days
Average Length of Stay	1.2 days	1.2 days

Similar to those experiencing crisis episodes, the number of consumers who experienced a psychiatric hospitalization decreased during ACT. Approximately 53% (n = 45) of consumers were hospitalized in the 36 months before ACT, compared to 18% of consumers (n = 15) who experienced a hospitalization during ACT. Those with at least one hospitalization before ACT experienced approximately 1.1 hospitalizations every 180 days, lasting an average of 13.7 days each. Consumers were hospitalized fewer times (0.8 hospitalizations per 180 days) while enrolled in ACT, and the average hospitalization lengths were similar prior to (13.7 days) and while enrolled (15.8 days) in ACT (see

Table 10).

Table 10. Consumers' Psychiatric Hospitalizations before and during ACT

Psychiatric Hospitalizations		
	Before ACT enrollment	**During ACT enrollment**
Number of Consumers (N = 85)	n = 45	n = 15
Number of Hospitalizations	1.1 hospitalizations per 180 days	0.8 hospitalization per 180 days
Average Length of Stay	13.7 days	15.8 days

Incarceration

This section describes consumers' criminal justice system involvement utilizing data from the Sheriff's Office to assess the number and the average lengths of jail bookings for each consumer in the 36 months prior to and during ACT enrollment.

The number of consumers incarcerated in County jails decreased during ACT.

Over half of ACT consumers (54%, n = 46) were arrested and booked into County jail at least once in the three years prior to ACT enrollment. On average, prior to ACT enrollment, they were arrested and booked into County jail approximately two times per 180 days and were in jail for an average of 23.8 days. During ACT participation, however, just over one-quarter of consumers (26%, n = 22) were arrested and booked into County jail. Among these individuals, on average, they were arrested and booked at slightly higher rates per 180 days during ACT enrollment, and the average length of their incarcerations following an arrest increased slightly as well, from 23.8 to 28.5 days (see Table 11).

Table 11. Consumers' Bookings before and during ACT

Bookings and Incarcerations		
	Before ACT enrollment	**During ACT enrollment**
Number of Consumers (N = 85)	n = 46	n = 22
Number of Bookings	2 bookings per 180 days	2.5 bookings per 180 days

Average Length of Incarceration	23.8 days	28.5 days

Over 80% of consumers were in stable housing at the conclusion of the evaluation period.

At enrollment, 61% of consumers were in stable housing.[8] RDA compared consumers' baseline housing status to their last known residence in 2018 to explore changes in consumers' housing status during ACT enrollment. Housing information was taken from consumers' Partnership Assessment Form (PAF) at intake and the subsequent Key Event Tracking (KET) form that were used to note changes in a consumer's status. This analysis contains information from 52 consumers due to limited data availability.[9] As shown in Figure 9, 79% (n = 41) of consumers had stable housing at the end of their ACT enrollment or the reporting period. The remaining 21% (n = 11) of consumers either lost their housing while in ACT or never had nor gained stable housing.

Figure 9. Consumers' Housing Status before and during ACT

Consumers who obtained or maintained housing	Consumers who were not stably housed
•**79%** of consumers were not housed before ACT but obtained housing while enrolled or were housed before ACT and continued to maintain housing while enrolled	•**21%** of consumers were not housed before or during ACT enrollment or were housed before ACT but did not maintain housing during ACT

Employment Service Engagement

ACT enrollment provides consumers with support for their employment and education.

All ACT consumers have access to vocational services provided by the ACT team. However, during the evaluation period, less than one-quarter of ACT consumers (n = 18) accessed these services through ACT. Employment services included: support developing résumés, searching for job openings, preparing for interviews, and submitting applications. The ACT team also worked with consumers to identify their vocational goals and discuss how employment can lead to independent living for consumers. The number of consumers with some form of employment (either part- or full-time, or volunteer work) increased during ACT. While no consumers had employment at enrollment, four consumers held competitive employment at some point during ACT in 2018. An additional five ACT consumers attended school or completed a degree in 2018.

[8] RDA used the Department of Housing and Urban Development (HUD) definition of stable housing to determine which categories from the FSP PAF and KET forms should be considered "housed."
[9] Two consumers were missing a PAF and were not included in this analysis. An additional 23 consumers who were enrolled for more than two-months and did not have a KET were also excluded. Eight consumers housing status was unknown.

Social Functioning and Independent Living

When implemented to fidelity, ACT programs can enhance consumers' abilities to function independently and participate in activities of daily living. Throughout consumers' enrollment in ACT, the MHS team administered the Self Sufficiency Matrix (SSM) to assess consumers' social functioning and independent living on a quarterly basis. The SSM consists of 18 domains scored on a scale of one ("in crisis") to five ("thriving").

ACT consumers experienced slight increases in their self-sufficiency while enrolled in ACT.

The MHS team assessed consumers at intake, every 90 days, and upon discharge. Intake data were available for 48 consumers enrolled in ACT during 2018, 34 of whom also had at least one reassessment.

Table 12 reports the average scores for consumers at intake, as well as at 3, 6, 12, and 18 months after enrollment.[10]

Table 12. Self Sufficiency Matrix Scores

Domain	Intake Average Score	3-month Average Score	6-month Average Score	12-month Average Score	18-month Average Score
Housing	3.08	3.35	3	3	3.63
Employment	1.08	1.12	1.16	1.36	1.43
Income	1.79	2.24	1.97	2.73	2.25
Food	2.65	2.85	2.72	2.8	3.25
Child Care	4.5	4	4	4	3
Children's Education	4.75	5	5	5	5
Adult Education	3.6	3.21	3.41	3	3.25
Health Care Coverage	4.02	4.38	3.88	3.36	3.63
Life Skills	3	3.47	3.47	3.09	3.63
Family/Social Relations	2.56	3.94	2.78	2.82	2.5
Mobility	2.73	3.03	3.09	3.36	2.38
Community Involvement	2.42	3.12	2.44	3.27	2.38
Parenting Skills	3	2.6	3.67	1.67	4
Legal	3.74	3.94	4.17	3.64	4.57
Mental Health	2.15	2.15	2.25	2.91	2.38
Substance Abuse	3.17	3.15	3.25	3.27	4.13
Safety	3.73	4.06	3.94	3.64	4.38
Disabilities	2.52	2.47	2.6	3	2.88
Total Score	43.44	47.82	44.75	45.73	49.63
	n=48	n=34	n=31	n=10	n=7

[10] "n/a" indicates where no scores were given for SSM domains

Consumers' average scores across domains at each SSM administration were higher than the average scores at intake.

Violent Behavior and Victimization

Consumers who meet the eligibility requirements for AOT often have perpetrated violence towards others and/or experienced violence and victimization. The team administered the MacArthur Abbreviated Community Violence Instrument (MacArthur tool) at intake, every 180 days, and at discharge to determine if consumers were either perpetrators of violence and/or victims of violence. The assessment asks consumers about the following types of violence:

- Throwing things at someone
- Pushing, grabbing, or shoving someone
- Slapping someone
- Kicking, biting, or choking someone
- Hitting someone with a fist or object, or beating someone up
- Forcing someone to have sex against their will
- Threatening someone with a gun, knife, or other lethal weapon
- Using a knife on or firing a gun at someone

Consumers were asked if they had either perpetrated and/or been victims of each type of violence in the prior month.

Few ACT consumers perpetrated violence towards others and/or experience victimization.

The MacArthur tool includes 17 questions that assess the frequency of violence, victimization or perpetration of assaultive behavior by consumers during the last month. Victimization and violent behaviors include behaviors that cause physical or emotional harm to themselves or others. These behaviors can range from verbal abuse to physical harm to self, others, or property.

MHS administered the MacArthur Tool with 48 ACT clients during 2018. The majority of ACT clients at baseline reported that they had not been victimized nor perpetrated violence towards someone in the month prior to enrollment. No consumers (n = 28) reported being victimized or perpetrating violence in the prior month for MacArthur assessments taken between three and twenty-four months after ACT enrollment. However, given the sensitive nature of these questions and that very few individuals reporting experiencing either activity during both time points, these results are likely an underrepresentation of these outcomes and should be interpreted with caution.

Consumer Satisfaction

Understanding both consumers' satisfaction with ACT services is an important way to ensure ACT services are meeting the needs and expectations of the individuals the program serves. MHS' client satisfaction survey tool was used to assess consumer satisfaction with ACT services.

Overall, ACT consumers are very satisfied with ACT services and consumers' recovery while enrolled in ACT.

In 2018, MHS collected program satisfaction surveys from 42 consumers. Clients were asked to rate their overall satisfaction with the services they received from MHS on a scale of 1 to 5, 5 being the most positive. Forty-one consumers responded to this question with an average score of 4.7.

MHS connected consumers with many resources and supported them in acquiring assistance for their everyday needs. The greatest number of consumers noted that MHS helped them with the following resources:

- Housing (n = 25)
- Transportation (n = 28)
- Counseling (n = 30)
- Medication Support (n = 30)

AOT Enforcement Mechanisms

No AOT enforcement mechanisms were used during 2018.

The primary enforcement mechanism occurs when AOT consumers (e.g., consumers who have a voluntary settlement agreement or AOT court order) refuse to engage and a judge orders the consumer to meet with the treatment team or issues a mental health evaluation order at a designated facility for a consumer who does not meet 5150 criteria established in the Welfare and Institutions Code. These enforcement mechanisms were not used in 2018 in Contra Costa County's AOT program.

Summary of Findings

This 2018 report to California's DHCS was written in recognition of the collaborative efforts of those involved in the implementation of the AOT program in Contra Costa County. The following discussion summarizes implementation activities and consumer accomplishments during 2018.

CCBHS FMH and MHS collaborate to identify and engage eligible consumers in ACT services.

After almost three years of implementation, FMH and MHS have made important strides in their collaborative efforts to effectively and efficiently identify and engage eligible AOT consumers. Both teams are persistent in their efforts to work with consumers who may be difficult to find and engage by nature of their diagnoses and co-occurring substance use disorders. The FMH and MHS teams meet consumers in a variety of locations and use cultural and age-specific approaches to engage both consumers and their support networks.

CCBHS FMH and MHS have a demonstrated commitment to this program and making data-driven improvements. They regularly assess ways to improve their collaboration in service of consumer needs. In 2018, FMH and MHS began joint case reviews on a monthly basis of every referred consumer who has not yet enrolled in the program to determine if and when court involvement should take place in order to ensure that consumers who require court involvement to participate are promptly identified. Furthermore, both FMH and MHS have strong and positive working relationships with the Contra Costa County Court system, which enables all parties to ensure consumers who are eligible for AOT services to receive the support they need.

The County's AOT program connected a majority (59%) of referred individuals to the appropriate level of mental health services, including ACT.

In 2018, the County received 201 referrals for AOT. At the conclusion of the year, 20% (n = 40) were still being investigated for AOT eligibility. Of those referrals that were closed, 33 were ineligible for AOT but connected to another provider, that they worked with in the past or a new mental health provider. This indicates that the AOT program in Contra Costa County also provides opportunities for consumers who are not eligible for AOT to access mental health services. Forty-four of the consumers referred to MHS in 2018 for outreach and engagement services were ultimately enrolled in ACT and 11 consumers were still receiving outreach and engagement at the end of the evaluation period. In 2018, less than a third of consumers were closed without connection to services; the majority of those who were closed either did not meet all of the nine AOT eligibility criteria, could not be located, or the qualified requestor was unavailable or withdrew the request.

Data limitations mostly stemming from the implementation of a new health care billing system (ShareCare) during 2018 impacted the quality of service data available for this report.

According to the data that RDA received from the PSP and ShareCare billing systems, there were substantially fewer MHS encounters per consumer during the second half of 2018 compared to the first half of the year. However, it is unclear whether these differences demonstrate true differences in the number of encounters consumers experienced, if data from ShareCare underestimated consumer encounters due to issues with data entry or data extraction from the new system, or whether it is a combination of both. From RDA's perspective, whenever new data systems are being implemented across large service agencies, it is natural for there to be data-related issues for both inputting and extraction. Contra Costa County will look further into this issue for the 2020 report to DHCS.

The majority of ACT consumers experienced benefits from participating in the AOT treatment program.

Consumers experienced a range of benefits from their participation in ACT. For the following outcomes, fewer consumers experienced these negative outcomes during their ACT enrollment compared to the years prior to their ACT enrollment:

- Crisis episodes,
- Psychiatric hospitalizations,
- Arrests and incarcerations,
- Homelessness,
- Victimization, and
- Violence towards others.

Additionally, ACT consumers' average total scores on their Self-Sufficiency Matrix (SSM) reassessments were higher than their average scores at intake, suggesting that consumers are improving in their social functioning and independent living skills through program participation. Lastly, consumers expressed satisfaction with ACT services while enrolled in ACT. In survey responses, consumers rated their level of satisfaction very high (4.7 on average on a scale of 1 - 5). In particular, ACT consumers noted that MHS helped them with housing (n = 25), transportation (n = 28), counseling (n = 30), and medication support (n = 30).

Appendices

Appendix I. AOT Eligibility Requirements[11]

In order to be eligible, the person must be referred by a qualified requestor and meet the defined criteria:

- The person is 18 years of age or older.
- The person is suffering from a mental illness.
- There has been a clinical determination that the person is unlikely to survive safely in the community without supervision.
- The person has a history of lack of compliance with treatment for his or her mental illness, in that at least one of the following is true:
    a. At least 2 hospitalizations within the last 36 months, including mental health services in a forensic environment.
    b. One or more acts of serious and violent behavior toward himself or herself or another, or threats, or attempts to cause serious physical harm to himself or herself or another within the last 48 months.
- The person has been offered an opportunity to participate in a treatment plan by the director of the local mental health department, or his or her designee, provided the treatment plan includes all of the services described in Section 5348, and the person continues to fail to engage in treatment.
- The person's condition is substantially deteriorating.
- Participation in the assisted outpatient treatment program would be the least restrictive placement necessary to ensure the person's recovery and stability.
- In view of the person's treatment history and current behavior, the person is in need of assisted outpatient treatment in order to prevent a relapse or deterioration that would be likely to result in grave disability or serious harm to himself or herself, or to others, as defined in Section 5150.
- It is likely that the person will benefit from assisted outpatient treatment.

[11] Welfare and Institutions Code, Section 5346

Appendix II. Description of Evaluation Data Sources

CCBHS AOT Request Log: This spreadsheet includes the date of each AOT referral, as well as the demographic characteristics of each individual referred to AOT and the disposition of each referral upon CCBHS' last contact with the individual referred (e.g., unqualified requestor, open AOT investigation, voluntarily accept MHS services, court-involved MHS participation). These data were used to identify the total number of referrals to the County's AOT program during.

CCBHS Blue Notes: CCBHS staff converted the Blue Notes (i.e., field notes from successful outreach events) into a spreadsheet tracking the date, location, and length of each CCBHS Investigation Team outreach encounter. These data were used to assess the average frequency and length (i.e., days and encounters) of investigation attempts provided by the CCBHS Investigation Team per referral.

MHS Outreach and Engagement Log: This spreadsheet tracks the date and outcome of each MHS outreach encounter, including information on who provided outreach (e.g., family partner, peer partner, clinician) to whom (consumer or collateral contact such as friend, family, or physician), and the location and length of each outreach encounter. Data from this source were used to calculate the average number of outreach encounters the MHS team provided each consumer, as well as the average length of each outreach encounter, the location (e.g., community, secure setting, telephone) of outreach attempts, and the average number of days of outreach provided for reach referral.

Contra Costa County PSP and ShareCare Billing Systems: These data track all services provided to ACT participants, as well as diagnoses. PSP and ShareCare service claims data were used to identify the clinical diagnoses of ACT participants at enrollment, as well as the types of services consumers received pre- and during-ACT enrollment (e.g., outpatient, inpatient, residential, and crises), the average frequency with which consumers received ACT FSP services, and the average duration of each service encounter.

FSP Partnership Assessment Form (PAF), Key Event Tracking (KET), and Quarterly Assessment Form (3M): Though the PAF, KET, and 3M are entered into the Data Collection and Reporting (DCR) system, data queries were unreliable and inconsistent; therefore, MHS staff entered PAF, KET, and 3M data manually into a Microsoft Access database. These data were used in this report to generate consumer profile measures and self-reported changes in outcome measures such as homelessness before and during ACT.

MHS Outcomes Files: These files include assessment data for a number of clinical assessments MHS conducts on ACT participants. For the purposes of this evaluation, the Self Sufficiency Matrix (SSM) was used to assess consumers' social functioning and independent living. Future reports will include findings from the MacArthur Abbreviated Community Violence Instrument to address consumers' experiences of victimization and violence.

Contra Costa County Sheriff's Office Jail Management System: Data from this system included consumers' booking offenses, dates, and release dates for the three years prior to ACT-enrollment and

the time following ACT enrollment through the end of 2018. They were used to examine consumers' arrests and jail stays before and during ACT.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: Approve Payment for the Martin Luther King Jr Celebration Catering

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Auditor-Controller's Office to issue payments totaling $4,770.00 to Gaye Williams (dba Nika's Catering) to provide catering for the Martin Luther King, (MLK) Jr. celebration on January 21, 2020, as recommended by the MLK Advisory Committee.

FISCAL IMPACT:
There will be two payments made: one on January 6, 2020 in the amount of $2,350.00 and another for the remaining balance of $2,350.00 on January 21, 2020. The total will not exceed $4,770. (100% General Fund)

BACKGROUND:
For the past 42 years, the Contra Costa County Board of Supervisors have hosted the annual birthday celebration for Dr. Martin Luther King, Jr. On January 21, 2020, we will continue the tradition by honoring his life and legacy, which offers a unique opportunity to further develop the concept of community engagement and reflection. The celebration includes a keynote speaker, live entertainment, food and the announcement and presentation of the Adult and Student Humanitarians of the Year. The event had been catered by the Employment and Human Services Department Community Services Bureau for many years. Since the retirement of the lead cook, the Martin Luther King, Jr. Planning Committee opted to have the affair catered to maintain the authentic flavors of southern cooking.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Antoine Wilson (925) 335-1455

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The celebration will be incomplete without the intermingling of the food component.

Contra Costa County

To: Board of Supervisors

From: David Twa, County Administrator

Date: December 10, 2019

Subject: Transfer of Crockett Co-Generation Plant Property Taxes to Various Crockett Community Projects

RECOMMENDATION(S):
APPROVE and AUTHORIZE the allocation of $132,156 from the Crockett Co-Generation Property Tax Allocation for four projects, as recommended by the Crockett Community Foundation and Supervisor Glover.

FISCAL IMPACT:
100% General Fund.

BACKGROUND:
In September 1995, the Board of Supervisors appointed the Crockett Community Foundation as the advisory council to the Board regarding expenditures from the Community Benefits Program funded from property tax assessments on the Crockett Co-Generation Plant.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Laura Strobel (925) 335-1091

cc:

BACKGROUND: (CONT'D)

On November 7, 2019, by the attached Resolution 2019-1, the Crockett Community Foundation recommended that $132,156 in property taxes obtained from the Crockett Co-Generation Plant be allocated to the Crockett Community Foundation as follows:

1. $20,000 for the benefit of the Crockett Library to continue to provide six additional hours of operation and special library programs;
2. $42,968 for the benefit of the Crockett Recreation Department for capital improvements and maintenance at the Crockett Community Center, swimming pool, park facility, and utilities and landscaping at the Veteran's Hall;
3. $33,110 for the benefit of the Crockett Carquinez Fire Department for capital equipment and facility projects;
4. $36,078 for the benefit of the Crockett Sanitary Department for capital improvements in wastewater collection and treatment.

This request for the release of funds was forwarded to the County Administrator's Office for approval and processing.

CONSEQUENCE OF NEGATIVE ACTION:

If the action is not approved, the community benefit plan developed by the Crockett Community Foundation for the allocation of return-to-source funds would be disrupted, resulting in a decreased amount of public services in Crockett.

ATTACHMENTS

Crockett Community Foundation Resolution 2019-1

CROCKETT COMMUNITY FOUNDATION
Est.1994

P.O. Box 155, Crockett, CA 94525

Phone: (510) 787-9708
Fax: (510) 787-1346

CONTRA COSTA COUNTY
RECEIVED
NOV 18 2019
OFFICE OF
COUNTY ADMINISTRATOR

November 7, 2019

Contra Costa County Board of Supervisors
651 Pine Street
Martinez, CA 94553

RE: ALLOCATION OF CROCKETT COGENERATION PLANT PROPERTY TAXES

Honorable Supervisors:

This letter transmits the attached Resolution No. 2019-1 of the Board of Directors of the Crockett Community Foundation.

Resolution No. 2019-1 requests the immediate allocation of FY 2019/20 property taxes from the Crockett Cogeneration Plant for specified uses of benefit to Crockett.

Sincerely,

Gaunt Murdock
Chairperson of the Board

cc: Federal D. Glover, Supervisor District 5
Laura Strobel, County Administrator's Office
Ron Wilson, Crockett Recreation Department
Dean Colombo, Crockett-Carquinez Fire District
Dale McDonald, Crockett Sanitary Department
Lynne Noone, Contra Costa County Library

Attachment

RESOLUTION NO. 2019-1

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CROCKETT COMMUNITY FOUNDATION RECOMMENDING THE ALLOCATION OF PROPERTY TAXES TO SPECIFIC USES OF BENEFIT TO CROCKETT

WHEREAS, the Crockett Community Foundation desires to allocate $132,156 in Crockett Cogeneration Return-to-Source funds for projects and services of benefit to Crockett; and

WHEREAS, the Crockett Library has demonstrated the need to augment available funding for operating the Crockett Library, so as to continue to provide six (6) additional hours of operation benefiting Crockett; and

WHEREAS, the Crockett Recreation Department has demonstrated the need to augment available funding for capital improvements and maintenance at the Crockett Community Center, swimming pool, Alexander park facility, along with utilities and landscaping at Crockett's Memorial Hall park; and

WHEREAS, the Crockett Carquinez Fire Department has demonstrated the need to augment available funding for capital equipment and projects at its facilities; and

WHEREAS, the Crockett Sanitary Department has demonstrated the need to augment available funding for capital improvements in wastewater collection and treatment; and

WHEREAS, each of these four agencies regularly relies on property taxes to fund a portion of its annual budget and is empowered by law and/or local voters to receive property tax revenues to provide public services in Crockett; and

WHEREAS, the Board of Supervisors of Contra Costa County did on September 19, 1995, appoint the Crockett Community Foundation as the advisory council to the Board of Supervisors regarding expenditures from the Community Benefits Program funded from new property tax increment of the Crockett Cogeneration Plant; and

WHEREAS, the Board of Supervisors of Contra Costa County did on December 12, 1995, commit 100% of new property tax increment of the Crockett Cogeneration Plant to Crockett programs, with 57% for new police services in Crockett and 43% for unspecified community benefits; and

WHEREAS, the Crockett Community Foundation has developed a five-year plan for the allocation of return-to-source funds for community benefits.

NOW, THEREFORE, BE IT RESOLVED THAT the Crockett Community Foundation recommends that Crockett Cogeneration FY 2019/2020 property taxes in the amount of $132,156 be immediately allocated as follows:

1. Crockett Community Foundation: **$20,000,** for benefit of the Crockett Library.

2. Crockett Community Foundation: **$42,968**, for benefit of Crockett Recreation Dept.

3. Crockett Community Foundation: **$33,110**, for benefit of the Crockett Carquinez Fire Department.

4. Crockett Community Foundation: **$36,078**, for benefit of the Crockett Sanitary Dept.

BE IT FURTHER RESOLVED THAT the Secretary of the Crockett Community Foundation be directed to transmit this Resolution No. 2019-1 to the Board of Supervisors of Contra Costa County immediately.

THE FOREGOING RESOLUTION was passed and adopted at the Regular Meeting of the Crockett Community Foundation held on November 7, 2019 by the following vote:

AYES: MURDOCK, FRANKEL, CLERICI, RIESER, PARADA, SPOON HILLER

NOES: Ø

ABSTAIN: Ø

ABSENT: Ø

Gaunt Murdock
Chairperson of the Board

ATTEST:

Nancy Miller, Secretary

Contra Costa County

To: Board of Supervisors

From: Anna Roth, Health Services Director

Date: December 10, 2019

Subject: Implementation Plan for Ordinance 2019-34

RECOMMENDATION(S):
ACCEPT report from the Health Services Community Wellness and Prevention Program on the Implementation Timeline and Enforcement Plan for Ordinance 2019-34.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
On September 10, 2019 the Board of Supervisors directed staff to prepare an ordinance that would prohibit the sale of vaping products in the unincorporated county to address mounting concerns related to the rapid increase in use of these product by minors and the co-occurring epidemic of serious lung disease that has been linked to the use of vaping devices.

On October 07, 2019, staff presented a report to the Family and Human Services Committee regarding the proposed prohibition on the sale of vaping products. The Committee accepted the report and discussed the recommendations presented by staff. The Committee recommended that staff review the FDA approval process for new tobacco products, including e-cigarettes, and to address cannabis vaping products in the

☑ APPROVE ☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☑ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

Contact: Dan Peddycord, (925)313-6712

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

proposed ordinance. The Committee further recommended that the proposed ordinance prohibit the sale of flavored tobacco products in the entire unincorporated county.

On November 12, 2019, the Board of Supervisors unanimously introduced Ordinance No. 2019-34, waived its reading, and fixed November 19, 2019 for adoption of the ordinance.
Adoption of this ordinance was unanimously approved by the Board of Supervisors on November 19, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this report is not accepted, Ordinance 2019-34 will not have an established implementation timeline and enforcement plan.

ATTACHMENTS

Ordinance No. 2019-34

Implementation & Enforcement Plan- Ordinance 2019-34

ORDINANCE NO. 2019-34

SALE OF ELECTRONIC SMOKING DEVICES AND E-LIQUIDS PROHIBITED

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

SECTION I. SUMMARY. This ordinance amends Division 445 of the County Ordinance Code to prohibit the sale of any e-liquid or electronic smoking device that is required to obtain, but has not yet obtained, a premarket review order from the U.S. Food and Drug Administration pursuant to the federal Family Smoking Prevention and Tobacco Control Act. This ordinance also amends Chapter 413-4 of the County Ordinance Code to prohibit the sale or delivery of any e-liquid that contains tetrahydrocannabinol or any other cannabinoid, and to prohibit the sale or delivery of any electronic smoking device that can be used to deliver tetrahydrocannabinol or any other cannabinoid in aerosolized or vaporized form. This ordinance also amends Division 445 of the County Ordinance Code to prohibit the sale of flavored tobacco products and menthol cigarettes.

SECTION II. Section 445-2.006 of the County Ordinance Code is amended to read:

445-2.006 Definitions. For the purposes of this division, the following words and phrases have the following meanings:

(a) "Characterizing flavor" means a distinguishable taste or aroma imparted by a tobacco product or any byproduct produced by the tobacco product that is perceivable by an ordinary consumer by either the sense of taste or smell, other than the taste or aroma of tobacco. A "characterizing flavor" includes, but is not limited to, a taste or aroma relating to a fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverage, menthol, mint, wintergreen, herb, or spice.

(b) "Cigar" means any roll of tobacco other than a cigarette wrapped entirely or in part in tobacco or any substance containing tobacco and weighing more than three pounds per thousand.

(c) "Constituent" means any ingredient, substance, chemical, or compound, other than tobacco, water, or reconstituted tobacco sheet, that is added by the manufacturer to a tobacco product during the processing, manufacture, or packing of the tobacco product.

(d) "Consumer" means a person who purchases a tobacco product for consumption and not for sale to another.

(e) "E-liquid " means any substance that is intended to be consumed in aerosolized or vaporized form using an electronic smoking device, regardless of the nicotine content of the substance.

(f) “Electronic smoking device” means any device or delivery system that can be used to deliver to a person, in aerosolized or vaporized form, nicotine, tetrahydrocannabinol, or any other cannabinoid, including but not limited to an electronic cigarette, electronic cigar, electronic pipe, electronic hookah, or vape pen. “Electronic smoking device” includes any component, part, or accessory of such a device, including but not limited to a cartridge, that is used during the operation of the device.

(g) "Enclosed" means all space between a floor and ceiling where the space is closed in on all sides by solid walls or windows that extend from the floor to the ceiling. An enclosed space may have openings for ingress and egress, such as doorways or passageways. An enclosed space includes all areas within that space, such as hallways and areas screened by partitions that do not extend to the ceiling or are not solid.

(h) "Flavored tobacco product" means any tobacco product, other than cigarettes as defined by federal law, that contains a constituent that imparts a characterizing flavor. A tobacco product whose labeling or packaging contains text or an image indicating that the product imparts a characterizing flavor is presumed to be a flavored tobacco product.

(i) "Little cigar" means any roll of tobacco other than a cigarette wrapped entirely or in part in tobacco or any substance containing tobacco and weighing no more than three pounds per thousand. "Little cigar" includes, but is not limited to, any tobacco product known or labeled as "small cigar" or "little cigar."

(j) "Package" or "packaging" means a pack, box, carton, or container of any kind, or any wrapping, in which a tobacco product is sold or offered for sale to a consumer.

(k) "Menthol cigarettes" means cigarettes as defined by federal law, that have a characterizing flavor of menthol, mint, or wintergreen, including cigarettes advertised, labeled, or described by the manufacturer as possessing a menthol characterizing flavor.

(l) "Multi-unit residence" means a building that contains two or more dwelling units, including but not limited to apartments, condominiums, senior citizen housing, nursing homes, and single room occupancy hotels. A primary residence with an attached or detached accessory dwelling unit permitted pursuant to Chapter 82-24 is not a multi-unit residence for purposes of this division.

(m) "Multi-unit residence common area" means any indoor or outdoor area of a multi-unit residence accessible to and usable by residents of different dwelling units, including but

not limited to halls, lobbies, laundry rooms, common cooking areas, stairwells, outdoor eating areas, play areas, swimming pools, and carports.

(n) "Place of employment" means any area under the control of an employer, business, or nonprofit entity that an employee, volunteer, or the public may have cause to enter in the normal course of operations, regardless of the hours of operation. Places of employment include, but are not limited to: indoor work areas; bars; restaurants; hotels and motels, including all guest rooms; vehicles used for business purposes; taxis; employee lounges and breakrooms; conference and banquet rooms; bingo and gaming facilities; long-term health care facilities; warehouses; retail or wholesale tobacco shops; and private residences used as licensed child-care or health-care facilities when employees, children, or patients are present and during business hours. The places specified in subdivisions (e)(1), (2), (6), and (7) of Labor Code section 6404.5 are places of employment for the purposes of this division and are regulated as specified in this division. The places specified in subdivisions (e)(3), (4), and (5) of Labor Code section 6404.5 are not places of employment for the purposes of this division.

(o) "Public place" means any area to which the public is invited or in which the public is permitted. A private residence is not a public place.

(p) "Self-service display" means the open display or storage of tobacco products or tobacco paraphernalia in a manner that is physically accessible in any way to the general public without the assistance of the retailer or employee of the retailer. A vending machine is a form of self-service display.

(q) "Service area" means any area designed to be or regularly used by one or more persons to receive or wait to receive a service, enter a public place, or make a transaction, whether or not the service involves the exchange of money. "Service areas" include but are not limited to automatic teller machine waiting areas, bank teller windows, ticket lines, bus stops and taxi stands.

(r) "Smoke" means the gases, particles, or vapors released into the air as a result of combustion, electrical ignition, or vaporization when the apparent or usual purpose of the combustion, electrical ignition, or vaporization is human inhalation of the byproducts, except when the combusting or vaporizing material contains no tobacco or nicotine or illegal substances, and the purpose of inhalation is solely olfactory, such as, for example, smoke from incense. The term "smoke" includes, but is not limited to, tobacco smoke, electronic smoking device vapors, marijuana smoke, and smoke from any illegal substance.

(s) "Smoking" means inhaling, exhaling, burning, or carrying any lighted, heated, or ignited cigar, cigarette, cigarillo, pipe, hookah, electronic smoking device, or any plant product

intended for human inhalation.

(t) "Tobacco paraphernalia" means any item designed or marketed for the consumption, use, or preparation of tobacco products.

(u) "Tobacco product" means any of the following:

(1) Any product containing, made from, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including but not limited to cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, and snuff.

(2) Any electronic smoking device that contains nicotine or can be used to deliver nicotine in aerosolized or vaporized form.

(3) Any component, part, or accessory of a tobacco product, whether or not it is sold separately.

(4) "Tobacco product" does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for that approved purpose.

(v) "Tobacco retailer" means any individual or entity who sells, offers for sale, or exchanges or offers to exchange for any form of consideration, tobacco, tobacco products, or tobacco paraphernalia. "Tobacco retailing" means the doing of any of these things. This definition is without regard to the quantity of tobacco products or tobacco paraphernalia sold, offered for sale, exchanged, or offered for exchange. (Ords. 2019-34 § 2, 2018-07 § 7, 2017-01 § 2, 2013-10 § 2, 2010-10 § 2, 2006-66 § 4, 98-43 § 2, 91-44 § 2.)

SECTION III. Section 445-6.014 is added to the County Ordinance Code, to read:

445-6.014 Electronic smoking devices and e-liquids. No tobacco retailer may sell, offer for sale, or exchange or offer to exchange for any form of consideration, to a consumer any electronic smoking device or e-liquid where the electronic smoking device or e-liquid:

(a) Is a new tobacco product as defined in Section 387j(a)(1) of Title 21 of the U.S. Code;

(b) Requires premarket review under Section 387j of Title 21 of the U.S. Code; and

(c) Does not have a premarket review order issued under Section 387j(c)(1)(A)(i) of Title 21

of the U.S. Code. (Ord. 2019-34 § 3.)

SECTION IV. Section 413-4.608 of the County Ordinance Code is amended to read:

413-4.608 Retail sale standards. A permittee that sells cannabis or cannabis products shall comply with all of the following standards in addition to the standards specified in Sections 413-4.602 and 413-4.604.

(a) Within each building in which cannabis or cannabis products are sold, the permittee shall prominently display a sign including the following statement in bold print:

> "GOVERNMENT WARNING: CANNABIS IS A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. CANNABIS MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. THE INTOXICATING EFFECTS OF CANNABIS MAY BE DELAYED UP TO TWO HOURS. CANNABIS USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF CANNABIS IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION."

(b) Within each building in which cannabis or cannabis products are sold, the permittee shall establish a waiting area that persons must enter prior to entering the retail area. No person may be admitted to the waiting area without first verifying through examination of a government-issued identification card that he or she is at least the minimum age under state law to enter the premises. The waiting area must be physically separated from the retail area. No cannabis or cannabis product may be accessible to customers in the waiting area.

(c) The permittee or at least one employee shall be physically present in the retail area at all times when any non-employee is in the retail area. Within the retail area, the number of non-employees may not exceed twice the number of employees at any time.

(d) The sale of any non-cannabis food or beverage, alcohol or alcohol product, or tobacco or tobacco product from the permitted premises is prohibited.

(e) The sale of more than eight hundred milligrams of tetrahydrocannabinol in the form of edible cannabis products to a single cannabis customer in a single day is prohibited.

(f) The sale of any cannabis product listed in Section 40300 of Division 1 of Title 17 of the California Code of Regulations is prohibited.

(g) The sale of any flavored cannabis product for which the primary use is human inhalation of the gases, particles, vapors, or byproducts released as a result of combustion, electrical ignition, or vaporization of the flavored cannabis product, is prohibited.

(h) A permittee shall not sell, permit to be sold, offer for sale, or display for sale any cannabis or cannabis product by means of self-service display, vending machine, rack, counter-top, or shelf that allows self-service sales for any cannabis or cannabis product. All cannabis and cannabis products must be offered for sale only by means of permittee or employee assistance.

(i) The sale of any electronic smoking device that contains tetrahydrocannabinol or any other cannabinoid, or can be used to deliver tetrahydrocannabinol or any other cannabinoid in aerosolized or vaporized form, is prohibited. For purposes of this subsection, "electronic smoking device" has the meaning set forth in Section 445-2.006. This subsection does not apply to any device regulated by the federal Family Smoking Prevention and Tobacco Control Act.

(j) The sale of any e-liquid that contains tetrahydrocannabinol or any other cannabinoid is prohibited. For purposes of this subsection, "e-liquid" has the meaning set forth in Section 445-2.006. This subsection does not apply to any substance regulated by the federal Family Smoking Prevention and Tobacco Control Act. (Ords. 2019-34 § 4, 2018-23 § 2.)

SECTION V. Section 413-4.610 of the County Ordinance Code is amended to read:

413-4.610 Retail delivery standards. A permittee that delivers cannabis or cannabis products from a retail location in the unincorporated area of the county to any location in the unincorporated area of the county shall comply with all of the following standards in addition to the standards specified in Sections 413-4.602 and 413-4.604. A permittee that delivers cannabis or cannabis products from a location outside the unincorporated area of the county to any location in the unincorporated area of the county shall comply with all of the following standards in addition to the standards specified in Section 413-4.602.

(a) The delivery of more than eight hundred milligrams of tetrahydrocannabinol in the form of edible cannabis products to a single cannabis customer in a single day is prohibited.

(b) The delivery of any cannabis product listed in Title 17, California Code of Regulations, section 40300, is prohibited.

(c) The delivery of any flavored cannabis product for which the primary use is human inhalation of the gases, particles, vapors, or byproducts released as a result of combustion, electrical ignition, or vaporization of the flavored cannabis product, is prohibited.

(d) A permittee may not display any advertisement upon any vehicle that is used for the delivery of cannabis or cannabis products that promotes any activity related to cannabis or that identifies the permittee or the business conducting the delivery.

(e) A delivery employee who delivers cannabis or cannabis products to a customer shall have in his or her possession a copy of the permit issued under this chapter authorizing the delivery, which shall be made available upon request to law enforcement.

(f) No delivery employee may deliver cannabis or cannabis products to a customer without first examining a government-issued identification card of the recipient to confirm that the recipient is the customer who requested the delivery and that the recipient is at least the minimum age under state law to purchase the cannabis or cannabis product.

(g) A delivery employee who delivers cannabis or cannabis products to a customer shall at the time of delivery provide the customer with a written warning that includes the following statement in bold print:

> "GOVERNMENT WARNING: CANNABIS IS A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. CANNABIS MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. THE INTOXICATING EFFECTS OF CANNABIS MAY BE DELAYED UP TO TWO HOURS. CANNABIS USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF CANNABIS IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION."

(h) The delivery of any electronic smoking device that contains tetrahydrocannabinol or any other cannabinoid, or can be used to deliver tetrahydrocannabinol or any other cannabinoid in aerosolized or vaporized form, is prohibited. For purposes of this subsection, “electronic smoking device” has the meaning set forth in Section 445-2.006. This subsection does not apply to any device regulated by the federal Family Smoking Prevention and Tobacco Control Act.

(i) The delivery of any e-liquid that contains tetrahydrocannabinol or any other cannabinoid is prohibited. For purposes of this subsection, “e-liquid” has the meaning set forth in Section 445-2.006. This subsection does not apply to any substance regulated by the federal Family Smoking Prevention and Tobacco Control Act. (Ords. 2019-34 § 5, 2018-23 § 2.)

SECTION VI. Section 445-6.006 of the County Ordinance Code is amended to read:

445-6.006 Flavored tobacco products and menthol cigarettes. No tobacco retailer may sell, offer for sale, or exchange or offer to exchange for any form of consideration, to a consumer any flavored tobacco product or menthol cigarette. (Ords. 2019-34 § 6, 2017-01 § 4.)

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

PASSED on _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

_____
Board Chair

By: _____
Deputy

[SEAL]

KCK:
H:\Client Matters\2019\HS\Ordinance No. 2019-34 Sale of Electronic Smoking Devices and E-Liquids Prohibited.wpd

Implementation Timeline

Nov 19, 2019
Ordinance No. 2019-34 adopted

Dec 10, 2019
Report to BOS on Implementation Timeline and Enforcement Plan

Dec 19, 2019
Ordinance goes into effect

By Dec 31, 2019
Notify the Tobacco retailers and Cannabis stakeholders about Ordinance and compliance

By April 1, 2020
All retailers must be in compliance

April 2020-Onward
Enforcement and Compliance checks

Enforcement Plan

Summary of Ordinance 2019-34	Tobacco Prevention Program	Environmental Health	Sherriff's Department
Prohibit the sale of any electronic smoking device or e-liquid that is required to obtain, but has not yet obtained, a premarket review order from the U.S. Food and Drug Administration.	• Notify all tobacco retailers in writing by Dec 31, 2019 • Conduct retailer education workshops starting February 2020 • Field questions and inquiries through hotline and email • Provide TA to Sheriff's Dept • Conduct Compliance checks starting April 2020	• Participate in retailer education workshops	• Participate in retailer education workshops • Conduct Youth Decoys and Shoulder taps starting April 2020
Prohibit the sale or delivery of any e-liquid that contains tetrahydrocannabinol or any other cannabinoid, and to prohibit the sale or delivery of any electronic smoking device that can be used to deliver tetrahydrocannabinol or any other cannabinoid in aerosolized or vaporized form.	• Notify all cannabis stakeholders by Dec 31, 2019 • Provide TA to Environmental Health on Compliance Checklist January 2020 • Field questions and inquiries through hotline and email (on-going)	• Develop Compliance checklist completed by March 31, 2020 • Conduct Compliance checks starting April 2020	
Prohibit the sale of flavored tobacco products and menthol cigarettes. Currently, the sale of these products is only prohibited within 1,000 feet of a public or private school, playground, park, or library. The proposed ordinance will make the prohibition effective in all of the unincorporated County.	• Notify all tobacco retailers in writing by Dec 31, 2019 • Conduct retailer education workshops starting February 2020 • Field questions and inquiries through hotline and email • Provide TA to Sheriff's Dept • Conduct Compliance checks starting April 2020		• Conduct Youth Decoys and Shoulder taps starting April 2020

Contra Costa County

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: December 10, 2019

Subject: Fish and Wildlife Committee 2019 Annual Report

RECOMMENDATION(S):
ACCEPT the Contra Costa County Fish and Wildlife Committee 2019 Annual Report, as recommended by the Fish and Wildlife Committee.

FISCAL IMPACT:
None

BACKGROUND:
On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee report annually to the Board of Supervisors. The attached report presented for Board consideration was approved by the Fish and Wildlife Committee on November 20, 2019.

CONSEQUENCE OF NEGATIVE ACTION:
The annual reporting requirement to the Board of Supervisors would not be fulfilled.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Maureen Parkes (925) 674-7831

cc:

ATTACHMENTS

FWC 2019 Annual Report

Advisory Body Name: Contra Costa County Fish and Wildlife Committee
Advisory Body Meeting Time/Location: 3rd Wednesday of the month, 6 meetings per year, 3 – 5 pm
2475 Waterbird Way, County Public Works Department Road Maintenance Division lunch room
Chair: Daniel Pellegrini
Staff: Maureen Parkes
Reporting Period: January 2019 – December 2019

1. Activities and Accomplishments The Fish and Wildlife Committee met six times to discuss matters related to fish and wildlife issues in Contra Costa County (CCC). The Committee administered a grant program that expends the Fish and Wildlife Propagation Funds (funds that are collected by the CA Department of Fish and Wildlife for code violations). The Committee also hosted the annual Fall Forum to raise awareness among people working in law enforcement, environmental restoration, education and outreach about fish and wildlife issues. Additional details on these activities are provided below.

Grant Program: The Committee received 13 proposals requesting Fish and Wildlife Propagation Fund grant funds during the regular grant cycle and two out-of-cycle grant requests. The Committee reviewed the proposals, interviewed applicants and selected 11 proposals for full or partial funding totaling $72,228.18 to recommend to the Board of Supervisors. This funding included a grant to assist with funding for the Sixth Quadrennial Contra Costa County Creek and Watershed Symposium which was on the 2019 list of FWC projects to support. Grant awards ranged from $1,025 – $21,580. The Committee reviewed progress and final reports from previous grant cycles and extended invitations to grantees to give presentations.

Outreach: 1) The Committee hosted the annual Fall Forum on September 19th. The Forum was open to the public and invitations encouraged people involved in fish and wildlife law enforcement issues in CCC to attend. Invited attendees included representatives of the U.S House of Representatives, California Senate and State Assembly, the California Department of Fish and Wildlife, Sheriff's Department, District Attorney's Office, Superior Court, Public Defender's Office, the East Bay Regional Park District Police, the Board of Supervisors and members of the public. Past participants have indicated that the Fall Forums have been helpful in raising awareness and fostering cooperation on fish and wildlife issues and law enforcement. Approximately 100 people attended the event in 2019. 2) Distributed Wildlife in Your Backyard brochure. 3) Updated website.

Volunteer Activities: Several members volunteered in the community with other organizations that are interested in fish and wildlife issues. Rhonda Gehlke – California Water Environment Association - San Francisco Bay Section Communications Committee, Aquarium in the Classroom Program and Director of the Delta Science Center; Susan Heckly - Lindsay Wildlife Experience, CCC Master Gardener, International Wildlife Rehabilitation Council and the FWC representative on the CCC Integrated Pest Management Advisory Committee; Kathleen Jennings - Co-chair of the Peyton Slough Wetlands Advisory Committee; Danny Pellegrini - Contra Costa Mosquito and Vector Control District Board of Trustees - Secretary, Sheriff's Posse of CCC (Barbeque Captain) and the Martinez Sportsmen's Club; Heather Rosmarin – Friends of Pleasant Hill Creeks.

Committee members were regularly updated on activities related to fish and wildlife in CCC which included three presentations and an update by guest speakers and grant recipients. The presentations and update are listed below:

- Update on the California Waterfix project. (Ryan Hernandez, CCC Department of Conservation and Development)
- Presentation on nutria and their potential effects on native wildlife. (Chad Rynearson, California Department of Fish and Wildlife)
- Presentation on The Watershed Project's project "Monitoring Water Quality in Contra Costa County Watersheds" (Helen Fitanides, The Watershed Project)
- Presentation on the Native Bees in Urban and Agricultural Brentwood (Gordon Frankie, UC Berkeley)

2. Attendance/Representation The FWC is composed of ten members. Each County Supervisor appoints a member and the Internal Operations Committee appoints four At-large members and one At-large Alternate. The FWC met six times at which a quorum was always present. The members were: Judy Bendix (D-1), Susan Heckly (D-II), Clark Dawson (D-III), Brett Morris (D-IV), Daniel Pellegrini (D-V), Rhonda Gehlke (At-large), Kathleen Jennings (At-large), Jeff Skinner (At-large), Heather Rosmarin (At-large), and Nicole Kozicki (At-large Alternate).

3. Training/Certification Committee members were regularly updated on activities related to fish and wildlife in CCC which included four presentations/updates from guest speakers and grant applicants (see Activities/Accomplishments). All members have viewed the required videos: "The Brown Act and Better Government Ordinance – What You Need to Know as a Commission, Board or Committee Member" and "Ethics Orientation for County Officials." Certifications are on file for all of the members.

4. Proposed Work Plan/Objectives for Next Year

(a) FWC Operations:

- Develop and refine Work Plan (working document).
- Maintain FWC membership by advertising vacancies and forwarding applications to the Internal Operations Committee.
- Seek to coordinate with other Fish and Wildlife Committees on regional matters.
- Coordinate with the Contra Costa Watershed Forum.

(b) Make recommendations to the Board of Supervisors via the Internal Operations Committee for the appropriation of funds from the Fish and Wildlife Propagation Fund to support fish and wildlife projects in the community:

- Conduct grant program to solicit proposals, evaluate their relative merits, and recommend funding for projects which will contribute most to the fish and wildlife resources of the County.
- Develop and advertise FWC grant program by: 1) Reviewing past Request for Proposals (RFP), funding applications; and 2) Developing new RFP, funding application deadline, and funding priorities; and 3) posting to the County website, distributing these materials to the media, the FWC mailing list and RFP mailing list, and to anyone who requests them.
- Work with agencies, organizations, and individuals to help them plan and develop projects suitable for support from the Fish and Wildlife Propagation Fund.
- Monitor the efficiency and effectiveness of the grant disbursement process.
- Review funding applications received. Make recommendations to the Board of Supervisors via the Internal Operations Committee for the awarding of grants.
- Follow-up on projects that receive funding to assure that projects proceed as proposed. One way the FWC will do this is to extend invitations to prior Fish and Wildlife Propagation Fund Grant recipients to future meetings to give status reports, outcomes and presentations regarding their projects.
- Send out a letter to grant recipients requesting project status reports.

(c) FWC priorities for 2019/2020:

- Make recommendations to the Board to approve Fish and Wildlife Propagation Fund grant applications for projects that increase collaboration with law enforcement agencies, the court, and community cultural organizations on enforcement issues and increase education focusing on communities that may be unaware of local fish and game laws.
- Provide public forum opportunities for open discussion on wildlife issues that affect CCC residents and impact natural resources in our County, increase outreach efforts and provide advisory updates to Board of Supervisors as needed.
- Disseminate "Wildlife in Your Backyard" booklet and develop other projects for involvement of the FWC and the community in CCC.
- Develop a resource document regarding invasive species.
- Update website with information on invasive species and a list of awarded Fish and Wildlife Propagation Fund grants.

(d) FWC projects (develop and prioritize a list of projects for potential FWC involvement; select projects for FWC involvement and provided appropriate support, including: initiation, planning, consultation, and/or funding):

- Make recommendations to the Board on awarding Certificates of Appreciation for significant contributions to the fish and wildlife resources of the County.
- Consider hosting a forum about wildlife.

(e) Improve enforcement of fish and game laws and regulations; increase flow of money into the Fish and Wildlife Propagation Fund:

- Help assure that, when appropriate, a portion of fines from violations of laws designed to protect fish and wildlife resources is deposited in the Fish and Wildlife Propagation Fund. Promote awareness of the harm caused by violation of fish and wildlife regulations and the value of enforcement.
- Host a Fall Forum with law enforcement officials (CA Dept. of Fish and Wildlife, Sheriff's Dept., District Attorney's Office, Superior Court, Public Defender's Office, the East Bay Regional Park District Police) to discuss fish and wildlife issues and enforcement.

(f) Monitor and advise the Board on projects that may affect fish and wildlife resources in the County:

- Attend field trips to see major restoration projects and prior Fish and Wildlife Propagation Fund Grant recipients' projects in the County.
- Consider tours of East CCC Habitat Conservancy properties, Marsh Creek Fish Ladder, Walnut Creek Drop Structure, Dow Wetlands and Chelsea Wetlands at Pinole.

(g) Develop policy recommendations ("white papers") on fish and wildlife issues:

- Discuss impacts of invasive species.
- Discuss wildlife and human interaction / interface.
- Discuss public education on reducing the impact of free-roaming cats on wildlife.
- Discuss the California WaterFix and proposal for water conveyance tunnels.

Contra Costa County

To: West Contra Costa Healthcare District

From: David Twa, County Administrator

Date: December 10, 2019

Subject: WEST CONTRA COSTA HEALTHCARE DISTRICT - RESOLUTION UPDATING APPOINTMENTS TO DISTRICT OFFICER POSITIONS

RECOMMENDATION(S):
Acting as the Governing Board of the West Contra Costa Healthcare District:

1. ADOPT Resolution No. 2019/668 updating appointments to the Executive Director, Secretary and Treasurer of the West Contra Costa Healthcare District.

FISCAL IMPACT:
No fiscal impact.

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.

☑ APPROVE ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Timothy M. Ewell, (925) 335-1036

cc:

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.

BACKGROUND: (CONT'D)

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 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.

Board of Supervisors as Governing Board

On September 11, 2018, the Board of Supervisors determined that it would serve as the governing board of the District effective January 1, 2019. Government Code section 54954(a) requires local agencies (including special districts) to provide for the time and place for holding regular meetings.

On January 15, 2019, the Board of Directors adopted Resolution No. 2019/14 setting the time and place of the District's regular meetings consistent with that of the Board of Supervisors' meeting schedule. In addition, the Board appointed the Executive Director, Secretary and Treasurer of the District. As is common with other special districts governed by the Board of Supervisors, the appointments were tied to the following positions in Contra Costa County: the County Administrator as Executive Director, the Chief Assistant Clerk of the Board as Secretary and the Auditor-Controller as Treasurer of the District.

Today's action seeks to update the appointment of the District Treasurer from the County Auditor-Controller to the the County Treasurer-Tax Collector and confirm officer appointments previously made by the Board of Directors on January 15, 2019. The County Treasurer-Tax Collector has expertise in managing banking relationships, and appointing the County Treasurer-Tax Collector as the District Treasurer will facilitate management of the District's funds.

CONSEQUENCE OF NEGATIVE ACTION:
The office appointments previously made would remain in place.

CHILDREN'S IMPACT STATEMENT:
No impact.

Contra Costa County

To: Board of Supervisors

From: POTENTIAL SALES TAX MEASURE AD HOC COMMITTEE

Date: December 10, 2019

Subject: Countywide Sales Tax Update and Direction

RECOMMENDATION(S):

1. DIRECT staff to work with the California Department of Tax and Fee Administration (CDTFA) on logistics of listing a ballot measure and set up and collection contracts, if approved
2. DIRECT staff to begin discussions with the County's lobbyist regarding special legislation needed to list a measure on the ballot, and begin drafting language and engaging legislators, and
3. ACKNOWLEDGE that the Governor would need to sign special legislation by May/June timeframe for the ballot measure to be feasible.

FISCAL IMPACT:

This is an administrative report and has no specific fiscal impact. The attached October 7, 2019, Finance Committee report provides current projections for annual revenues for a countywide transaction and use tax. A 1/2 cent sales tax would generate approximately $93 million.

BACKGROUND:

On May 21, 2019, while considering whether to accept a report on the Contra Costa Transportation Authority's (CCTA) development of a Transportation Expenditure Plan and potential sales tax ballot measure, the Board of Supervisors referred to the Finance Committee the concept of a countywide sales tax (non-transportation) measure.

- [x] APPROVE
- [x] RECOMMENDATION OF CNTY ADMINISTRATOR
- [ ] OTHER
- [ ] RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** [ ] APPROVED AS RECOMMENDED [ ] OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: December 10, 2019

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

By: , Deputy

Contact: Timothy Ewell, Chief Assistant County Administrator (925) 335-1036

cc: Thomas Geiger, Assistant County Counsel

BACKGROUND: (CONT'D)

> On July 5, 2019, the Finance Committee met and discussed the feasibility of a sales tax measure. County Counsel provided two attachments to supplement the discussion. The first attachment is a document outlining the procedural steps necessary to bring a general or special sales tax measure to the voters for approval. The second attachment discusses the limitations on the use of public resources in relation to ballot measure campaigns for a tax. Both documents are also attached to this agenda item for reference as attachments A and B, respectively.

At the July 2019, Finance Committee meeting, staff was asked to provide several follow up information items to the Committee at its next regular meeting, including: 1) information regarding the composition of parcels throughout the County, 2) County Counsel was asked to assemble information related to parcel taxes similar to what has been provided to the Committee for a sales tax (essentially a "Guide"), and 3) provide updated information as to what a 0.5% and 0.25% sales tax would generate if passed.

The attached report was presented to the Finance Committee on October 7, 2019. After deliberation, the Finance Committee directed staff to present these materials to the full Board of Supervisors on October 22, along with the following recommendations:

1. Determine that a sales tax should be pursued over a parcel tax for the entire County (unincorporated and cities),
2. Direct that an expenditure plan be developed prior to the ballot measure being listed,
3. Acknowledge that a general tax is not bound to be spent on specific services,
4. Create an ad hoc committee of Supervisors Mitchoff and Gioia to work on development of the expenditure plan,
5. Direct the ad hoc committee to create a workgroup composed of labor, community based organizations, Budget Justice Coalition, East Bay Leadership Council, and County Administrator staff.
6. Direct that meetings shall be open meetings governed by the Brown Act,
7. Direct staff to work with the California Department of Tax and Fee Administration (CDTFA) on logistics of listing a ballot measure and set up and collection contracts, if approved,
8. Direct staff to begin discussions with County lobbyist regarding special legislation needed to list measure on the ballot, but shall not begin drafting language or engaging legislators, and
9. Acknowledge that the Governor would need to sign special legislation by May/June timeframe for the ballot measure to be feasible.

At the October 22, 2019, Board of Supervisors meeting, the Board created a Potential Sales Tax Measure Ad Hoc Committee and referred the other recommendations to that body through the Finance Committee.

At the November 4, 2019, Finance Committee meeting, the Committee scheduled the first meeting of the Potential Sales Tax Measure Ad Hoc Committee and considered hiring a facilitator to work with the group.

At the first meeting of the Potential Sales Tax Measure Ad Hoc Committee on November 18, 2019, the Committee directed staff to return to the full Board of Supervisors with the recommendation to work with the California Department of Tax and Fee Administration on logistics of listing a ballot measure and set up and collection contracts and to begin discussions with the County's lobbyist regarding special legislation needed to list a measure on the ballot.

CONSEQUENCE OF NEGATIVE ACTION:

There will be insufficient time for development of proposed legislation and other time sensitive actions prior to the November 2020 election.

ATTACHMENTS

Report to Finance Committee of Proposed Sales Tax Measures (10/7/19)

Attachment A - Sales Tax Measures-General, Special, Voter-Initiated, Etc.

Attachment B - Use of Public Resrouces in Relation to Tax Measure Campaigns

Attachment C - Detailed District Taxes, Rates and Effective Dates

Attachment D - Summary Parcel Count (Uninforporated & City), by Use Code

Attachment E - County Counsel Memorandum - Uniformity in Parcel Tax Measures, October 1, 2019

Contra Costa County Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE **5.**

Meeting Date: 10/07/2019
Subject: Sales Tax
Submitted For: David Twa, County Administrator
Department: County Administrator
Referral No.: 5/21/2019 D.7
Referral Name: Sales Tax
Presenter: Supervisor John Gioia **Contact:** Timothy Ewell, Chief Assistant County Administrator (925) 335-1036

Referral History:
On May 21, 2019, while considering whether to accept a report on the Contra Costa Transportation Authority's (CCTA) development of a Transportation Expenditure Plan and potential sales tax ballot measure, the Board of Supervisors referred to the Finance Committee the concept of a countywide sales tax (non-transportation) measure.

On July 5, 2019, the Finance Committee met and discussed the feasibility of a sales tax measure. County Counsel provided two attachments to supplement the discussion. The first attachment is a document outlining the procedural steps necessary to bring a general or special sales tax measure to the voters for approval. The second attachment discusses the limitations on the use of public resources in relation to ballot measure campaigns for a tax. Both documents are also attached to this agenda item for reference as attachments A and B, respectively.

Referral Update:
At the July 2019 Finance Committee meeting, staff was asked to provide several follow up information items to the Committee at it's next regular meeting, including: 1) information regarding the composition of parcels throughout the County, 2) County Counsel was asked to assemble information related to parcel taxes similar to what has been provided to the Committee for a sales tax (essentially a "Guide"), and 3) provide updated information as to what a 0.5% and 0.25% sales tax would generate if passed.

General

In California, the maximum sales, use and transactions tax rate is 9.25%. This includes a statewide base sales and use tax rate of 7.25% and up to 2.00% for local district transaction and use taxes. The maximum rate can be increased by special legislation, which was covered in County Counsel's staff report at the July 2019 meeting. For this reason, details about that issue are not being covered directly in today's update, but are available is the attachments to this agenda packet for reference.

As additional background, as of the October 1, 2018, there were 270 transactions and use tax districts in California. Of these, 53 are countywide and 217 are in cities. The taxes are used to finance a variety of needs including public safety services, local hospitals, road repairs, capital projects, and parks and recreation activities. Approximately 90% of the state's population resides in one or more transactions and use tax districts. A statewide listing of approved transaction and use taxes, both countywide and within city limits, is included in Attachment C.

Economics of Countywide Transaction and Use Tax

At the July 2019 meeting, the Committee requested information regarding an updated projection of how much revenue both 0.5% and 0.25% transactions and use tax measures may generate. Previously, an estimate of approximately $78 million had been widely circulated based on 0.5% tax sought by the CCTA. Staff has worked in consultation with HdL Companies, the County's sales tax consultants, to determine updated projections to assist the Committee in its discussions.

Current projections for annual revenues for a countywide transactions and use tax are:

- 0.5% (1/2 Cent): **$93 million**
- 0.25% (1/4 Cent): **$46.5 million**

Current projections for annual revenues for an unincorporated area transactions and use tax are:

- 0.5% (1/2 Cent): **$8.32 million**
- 0.25% (1/4 Cent): **$4.16 million**

Logistics

Assuming the electorate approves a new transactions and use tax throughout the County, the County will be required to enter into a new contract with the California Department of Tax and Fee Administration (CDTFA) (formerly the State Board of Equalization) for the administration of the approved ordinance imposing the tax. The County already has a such a contract in place with the CDTFA for administration current taxes, but that does no cover a new transactions and use tax.

Specifically, two contracts are required by the state; one to set up the newly established tax and one for ongoing administration. In addition the State will required an updated *Resolution of Confidentiality* for access to the allocation data by appropriate staff within the County.

The CDTFA has a team established internally to provide assistance to entities that are contemplating a ballot measure, including review of ordinance language and processing of the contract documents described above. Should the Committee and ultimately the full Board of Supervisors be interested in listing a ballot measure, it may be prudent to also direct staff to reach out to the CDTFA to seek guidance and ensure that all proper steps are being taken early on in the process prior to listing the measure on the ballot.

Parcel Tax vs. Sales Tax Considerations

The Committee also requested staff to provide information related to a parcel tax; specifically, the composition of parcels throughout the County. Earlier this year, the County Administrator's Office assembled an analysis of parcels throughout the County using data received from the

Assessor's Office in April 2019. In summary, there are 391,804 parcels in the County. A summary of the analysis is included as Attachment D.

For illustrative purposes, to generate the same $93 million projected under a 0.5% countywide transactions and use tax, the County would need to seek a uniform countywide parcel tax of $238 per parcel on all parcels identified in Attachment D. This would include all vacant, unbuildable, government and other parcels.

County Counsel has included a memorandum discussing the uniformity requirements of parcel taxes as Attachment E and will be available at today's meeting to answer questions of the Committee.

Recommendation(s)/Next Step(s):

Consider the attached information, begin the discussion of the issues involved in a sales tax measure, and provide staff direction on next steps.

Attachments

Attachment A - Sales Tax Measures-General, Special, Voter-Initiated, Etc.

Attachment B - Use of Public Resources in Relation to Tax Measure Campaigns

Attachment C - Detailed District Taxes, Rates and Effective Dates

Attachment D - Summary Parcel Count (Unincorporated & City), by Use Code

Attachment E - County Counsel Memorandum - Uniformity in Parcel Tax Measures, October 1 ,2019

Attachment A

Office of the County Counsel
651 Pine Street, 9th Floor
Martinez, CA 94553

Contra Costa County
Phone: (925) 335-1800
Fax: (925) 646-1078

Date: July 29, 2019

To: Finance Committee

From: Sharon L. Anderson, County Counsel

Re: **SALES TAX MEASURES - GENERAL, SPECIAL, VOTER-INITIATED, COUNTYWIDE, OR UNINCORPORATED AREA ONLY**

SUMMARY

This Office has been asked to outline the procedural steps necessary to bring a general or special sales tax measure[1] to the voters for approval. An ordinance proposing a local sales tax increase must be approved by a supermajority, four-fifths vote of the board of supervisors. This is true both for an ordinance proposing that the revenues be used for any county purpose (i.e., a general tax) or for a specific purpose (i.e., a special tax). A general sales tax measure must be approved by a majority of the electorate. A special sales tax requires a two-thirds vote of the electorate.

A "general" sales tax measure can only be placed on the ballot when consolidated with a "regularly scheduled general election for members of the governing body," unless an emergency is unanimously declared by the governing body.[2] The next potential dates for a general sales tax measure would be March or November of 2020.[3] A "special" sales tax election could be scheduled for the second Tuesday in April in even-numbered years (April 2020); the first Tuesday after the first Monday in March of odd-numbered years (March 2021), the first Tuesday after the first Monday in November of each year (November 2019), and the first Tuesday after the first Monday in March in each even-numbered year (March 2020), or any other date permitted by law.[4] Mailed ballot election dates are the first Tuesday after the first Monday in May of each year (May 2020) and the last Tuesday in August of each year (August 2019).[5] There are no published decisions that discuss the submission of a sales tax measure to the voters through a mailed ballot election. In the abstract, an all mail ballot election might be permissible

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[1] A locally enacted sales tax is known as a "transactions and use tax." See Rev. & Tax. Code, § 7285et seq., for county transaction and use taxes.

[2] Cal. Const., art. XIII C, § 2, subd. (b).

[3] Elec. Code, §§ 1001, 1300, 1405

[4] Gov. Code, § 53724(d).

[5] Elec. Code, § 1500.

for a countywide special sales tax measure under Elections Code section 4000(c)(8), but further review would be needed to determine if there are practical limitations to this approach.

Theoretically, a citizen sales tax initiative could be scheduled on any of the dates authorized for a general or special sales tax countywide election.[6] But, because some cities in this county are already at the statutory 9.25% sales tax cap, a countywide sales tax increase could not be proposed unless the cap for this county were first increased by legislative action. It is unlikely that a citizen sales tax initiative could be proposed for the unincorporated area only. That question would require further research. This memorandum pertains only to sales tax measures authorized by Revenue and Taxation Code sections 7285 and 7285.5. Different laws may apply to other types of tax measures.

This procedural guide has been divided into the following independent sections and subsections to assist the reader.

I. General Sales Tax Measures Initiated by the Board of Supervisors — Page 5

A. Countywide General Sales Tax Measures — Page 5
B. Unincorporated Area General Sales Tax Measures — Page 7

II. Special Sales Tax Measures Initiated by the Board of Supervisors — Page 8

A. Countywide Special Sales Tax Measures — Page 8
B. Unincorporated Area Special Sales Tax Measures. — Page 10

III. Citizen-Initiated Sales Tax Measures — Page 10

BACKGROUND

Local governments levy many types of taxes, such as property taxes, parcel taxes, hotel taxes, utility taxes, sales taxes and other types of taxes, including Mello-Roos and property transfer taxes. Since 1978, the state's voters have amended the California Constitution several times, most significantly through the approval of Proposition 218 in 1996, to require that local government tax increases be approved by the local electorate. Proposition 218 added article XIII C and article XIII D to the California Constitution. Subsequent voter initiatives[7] and legislative action,[8] as well as guidance supplied by California courts, have resulted in a complex system of voter approval requirements for local taxes. The laws directly governing voter approval of local

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[6] This was the holding in *California Cannabis Coalition v. City of Upland* (2017) 39 Cal.5th 282.

[7] Proposition 26, which amended article XIIIA, section 3 of the California Constitution (adopted by Proposition 13 and relating to state taxes) and article XIII C section 1 (adopted by proposition 218) to add new definitions of state and local "taxes" and define all revenue measures imposed by the government as "taxes" unless within one of seven express exemptions for local government.

[8] Including the Proposition 218 Omnibus Implementation Act, Gov. Code, §§ 53750-53758.

sales tax measures are found at Revenue and Taxation Code sections 7285 and 7285.5. These statutes specify that a four-fifths vote of the board of supervisors is required to place either a general or a special sales tax measure on the ballot. Thereafter, a simple majority of voters may approve the levy of a sales tax for general governmental purposes; however, a sales tax for a specific purpose requires that the tax and an expenditure plan for the projects to be funded by the tax be approved by a supermajority of two-thirds vote of the electorate.

Section 3 of article XIII C of the California Constitution addresses the role of citizen initiatives in matters affecting local taxes assessments, fees, and charges.[9] Over the years it has generally been understood that citizen initiatives to increase taxes must secure the same vote of the electorate as those placed on the ballot by local governing bodies, i.e., a majority vote for general taxes and a two-thirds vote for special taxes.

On August 28, 2017, the California Supreme Court issued its decision in *California Cannabis Coalition v. City of Upland* (2017) 3 Cal.5th 924. The court held that a citizen-initiated general tax, as compared with a general tax initiated by a city council alone, does not have to comply with the Proposition 218 requirement that a general tax must be approved by the voters at a general election. The case involved an initiative to legalize medical marijuana dispensaries and impose a $75,000 per year "annual Licensing and Inspection fee," which the City of Upland concluded was a general tax, i.e., a tax to fund any lawful purpose of the city. Because article XIII C, section 2(b) only permits general tax measures to appear on ballots when city council seats are contested, the city council set the measure for the 2016 general election. The coalition supporting the initiative sued to compel an earlier special election. The trial court agreed with the city that the general tax measure could not be set for a special election. The Court of Appeal reversed and concluded that the article XIII C, section 2(b) requirement that general tax measures be on a regularly scheduled general election ballot does not apply to initiatives. The city obtained Supreme Court review. The Supreme Court affirmed the appellate decision.

Neither the Court of Appeal nor the Supreme Court decided whether the measure under consideraion imposed a tax, but the Supreme Court concluded that even if it was a tax it was not subject to the general-election rule because that rule only applies to taxes proposed by the city council, not by initiative. Specifically, the 5-2 ruling stated that article XIII C, section 2(b) of the California Constitution does not restrict the provision of the state's laws governing local initiatives that allows petitioners to collect enough signatures to qualify a tax measure for a special election ballot.

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[9] "Notwithstanding any other provision of this Constitution, including, but not limited to, Sections 8 and 9 of Article II, the initiative power shall not be prohibited or otherwise limited in matters of reducing or repealing any local tax, assessment, fee or charge. The power of initiative to affect local taxes, assessments, fees, and charges shall be applicable to all local governments and neither the Legislature nor any local government charter shall impose a signature requirement higher than that applicable to statewide statutory initiatives." Cal. Const., art XIII C, § 3.

The *Upland* case did not say whether other portions of article XIII C, such as the requirement that special taxes be approved by a supermajority of two-thirds of the voters, would still apply to citizen initiatives. The only guidance we have on the issue are the following arguments made by the majority in support of the ruling: (1) the citizen initiative process is separate from the actions of *local government* as defined by Proposition 218; (2) article XIII C, section 2 does not explicitly mention initiatives; (3) article XIII C, section 2(d) was not specifically intended to apply to initiatives either by proponents of Proposition 218 or by the voters that approved Proposition 218; and (4) the court's obligation to "protect and liberally construe the initiative power and to narrowly construe provisions that would burden or limit its exercise" means it must err on the side of not applying restrictions to citizen initiatives.

It may take years of litigation involving citizen-initiated tax measures, and potentially additional legislation, to fully understand which Proposition 218 requirements carry over to the citizen initiative process. In the *Upland* case, the Supreme Court specifically declined to address a hypothetical situation where signature gatherers would gather enough signatures to qualify a tax for the ballot and then a city council would adopt the tax without submitting it to a vote of the people.[10] However, given that California voters have explicitly imposed voter approval requirements on themselves through article XIII C, section 2(c) and (d) of the state Constitution, we expect the courts to confirm that a legislative body cannot adopt a citizen-initiated sales tax without submitting the ordinance to the voters for approval.

On July 5, 2019, in *Howard Jarvis Taxpayers Association, et al., v. City and County of San Francisco, et al.,* San Francisco Superior Court Case No. CGC-18-568657, a San Francisco Superior Court judge ruled that city officials did not violate state law or the City Charter by allowing two special tax measures to pass with a simple majority vote, rather than the supermajority, two-thirds vote requirement ordinarily applied to special tax measures. A copy of that decision is attached. It is anticipated that this ruling will be appealed, potentially all the way to the California Supreme Court. A complete resolution of the case could take as long as three years. Given the uncertainty in the law, for the foreseeable future it is likely that any effort to impose a citizen-initiated special purpose sales tax by majority vote under the *Upland* decision (as opposed to the two-thirds vote required by Propositions 13 and 218) will face immediate legal challenge.[11]

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[10] *Upland, supra* at 947.

[11] In November 2018, a charter amendment proposing a parcel tax to fund education services and career readiness was approved by 62% of the voters in the City of Oakland. The ballot measure, Measure AA, was placed on the ballot through a citizens' initiative. The city council certified the measure as approved on December 11, 2018, based on the argument that after the *Upland* case, a voter-initiated ballot tax measure only requires the approval of a majority of the city's voters. The city council's decision is being challenged in court. On April 16, 2019 the city council will decide whether to begin collecting the parcel tax or to wait for the outcome of the pending litigation. (See, East Bay Times, "Oakland Sued Over Measure AA Parcel Tax," by Ali Tadayon, February 1, 2019, updated February 4, 2019, and East Bay Times "Oakland City Council to Decide Whether to Collect Parcel Tax," by Ali Tadayon, April 3, 2109.)

DISCUSSION

I. GENERAL SALES TAX MEASURES INITIATED BY THE BOARD OF SUPERVISORS

A. *Countywide* General Sales Tax Measures.

1. The Board of Supervisors Must Adopt a Countywide General Sales Tax Ordinance by a Four-Fifths Vote. To initiate a countywide general sales tax measure, the board of supervisors must adopt an ordinance proposing a countywide transactions and use tax under Revenue and Taxation Code section 7285. The board must introduce the proposed tax ordinance at one regular meeting and adopt it at a second regular meeting held at least five days after the date of its introduction.[12] A general sales tax ordinance must be approved by at least four members of the board of supervisors.[13]

2. Contents of a Countywide General Sales Tax Ordinance. The ordinance proposing the tax must include the type of tax and rate of tax to be levied, the method of collection and the date upon which an election shall be held on the issue.[14] The form of the ordinance is supplied by the California Department of Tax and Fee Administration.

3. The Countywide General Sales Tax Ballot Measure Must Be Approved by A Majority of all Voters in the County. A proposed countywide general sales tax ordinance would be submitted to the voters of the entire county for approval. A majority of the electors voting on the measure must approve it.[15] The ordinance is not effective until after it is approved by the voters.[16]

4. Election Dates for a Countywide General Sales Tax Measure. The timing of general sales tax measures is governed by Proposition 218. Proposition 218 requires that a general tax measure be on a regularly scheduled election date for members of the

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[12] Gov. Code, § 25131.

[13] Gov. Code, § 53724(b); Rev. & Tax. Code, § 7285.

[14] Gov. Code, § 53724(a).

[15] Cal. Const., art. XIII C, § 2, subd. (b); Rev. & Tax. Code, §7285: "The board of supervisors of any county may levy, increase, or extend a transactions and use tax throughout the entire county or within the unincorporated area of the county for general purposes at a rate of 0.125 percent or a multiple thereof, if the ordinance proposing that tax is approved by a two-thirds vote of all members of the board of supervisors and the tax is *approved by a majority vote of the qualified voters of the entire county if levied on the entire county or the unincorporated area of the county if levied on the unincorporated area of the county*, voting in an election on the issue. The board of supervisors may levy, increase, or extend more than one transaction and use tax under this section, if the adoption of each tax is in the manner prescribed in this section. The transactions and use tax shall conform to Part 1.6 (commencing with Section 7251). The revenues derived from the imposition of a tax pursuant to this section shall only be used for general purposes within the area for which the tax was approved by the qualified voters."

[16] Gov. Code, § 53723.

board of supervisors, except in cases of emergency declared by a unanimous vote of the governing body.[17] Pursuant to Government Code section 24202 and Elections Code section 1300, the election dates for boards of supervisors are on the same schedule as statewide elections. Elections Code section 1001 establishes these election dates to be March and November of even numbered years. *Silicon Valley Taxpayers Association v. Garner* (2013) 216 Cal.App.4th 402, clarified that either the March date or the November date is appropriate, even if a supervisor is not, in fact, on the November ballot because the race was decided at the primary election. The next two available dates would be March or November of 2020.

5. Mailed Ballots for an Election on a Countywide General Sales Tax. Elections Code section 4000 specifies nine distinct situations under which elections may be conducted entirely by mailed ballot. One of the nine situations, identified in subsection (c)(8) of Section 4000, is "[a]n election or assessment ballot proceeding required or authorized by article XIII C or XIII D of the California Constitution." In *Greene v. Marin County Flood Control & Water Conservation District* (2010) 49 Cal.4th 277, 297, the California Supreme Court noted in dicta that: "The elections authorized by Proposition 218 may be conducted by mail alone, while most other elections may not be."

When considering the possibility of a mailed ballot election, however, the Proposition 218 requirement that elections on a general tax be consolidated with "regularly scheduled general election of members of the governing body" must also be considered.[18] We are not aware of any other county that has held a countywide general tax election by mailed ballot. If an all mail ballot election to approve a general sales tax is something that this county wishes to pursue, we recommend that the costs, and legal, and logistical concerns, be further reviewed by the County Administrator's Office, the Elections Department, and this Office before proceeding.

6. Legislation is Required Before a Countywide General Sales Tax Can be Levied. The Revenue and Taxation Code caps the sales tax rate at 9.25%, which is composed of a 7.25% statewide tax rate plus a 2% local tax rate cap. The cities of Antioch, El Cerrito, Martinez, Moraga, Pinole, and Richmond each have their own locally-imposed sales tax which, combined with existing state and county sales taxes, puts the sales tax rate in these cities at or above the 9.25% cap.[19] This means that legislation to increase the cap would be required before a countywide sales tax increase could be proposed to the voters. A copy of the California Sales and Use Tax Rate Schedule, effective April 1, 2019, is attached.

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[17] Cal. Const., art. XIII C § 2, subd. (b).

[18] Cal. Const., art. XIII C, § 2, subd. (b).

[19] The cap in El Cerrito is 9.75% (presumably due to special legislation). The other cities are at the 9.25% cap.

B. *Unincorporated Area* General Sales Tax Measure.

1. The Board of Supervisors Must Adopt an Ordinance by a Four-Fifths Vote to Initiate an Unincorporated-Area-Only General Sales Tax. The process to initiate a general sales tax measure in the unincorporated area is the same as for a countywide general sales tax.[20] The proposed tax ordinance would be introduced at one regular meeting of the board of supervisors and adopted by a four-fifths vote at a second regular meeting held at least five days after the date of its introduction.[21]

2. Contents of an Unincorporated-Area-Only General Sales Tax Ordinance. The contents of an ordinance proposing an unincorporated area only general sales tax would be similar to the ordinance for a countywide tax measure. The form of the ordinance is supplied by the California Department of Tax and Fee Administration.

3. The Unincorporated-Area-Only General Sales Tax Measure must be Approved by Voters in the Unincorporated Area. The ordinance would only need to be submitted to the voters in the *unincorporated* area of the county and approved by majority vote of those voters. The ordinance is not effective until after it is approved by the voters.[22]

4. Unincorporated-Area-Only General Sales Tax Election Dates. The election dates would be the same as for a countywide general sales tax measure. The next two available dates would be March or November of 2020.

5. Mailed Ballots for an Election on an Unincorporated-Area-Only General Sales Tax. A mailed ballot election for a general sales tax measure in the unincorporated area theoretically may be possible, but potentially would not be practical due to the constitutional requirement that an election on a general tax measure be consolidated with a regularly scheduled general election of members of the governing body.[23]

6. Ability to Levy an Unincorporated-Area-Only General Sales Tax. Because the unincorporated area sales tax rate is only at 8.25%, the voters could authorize a general sales tax of up to 1% in the unincorporated area only.

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[20] Rev. & Tax. Code, § 7285; Elec. Code, § 9140.

[21] Gov. Code, § 25131; Gov. Code, § 53724(b).

[22] Cal. Const., art. XIII C, § 2, subd. (b); Rev. & Tax. Code, § 7285; Gov. Code, § 53723.

[23] Cal. Const. art. XIII C, § 2, subd. (b).

II. SPECIAL SALES TAX MEASURES INITIATED BY THE BOARD OF SUPERVISORS

A. *Countywide* Special Sales Tax Measures.

1. The Board Must Adopt a Countywide Special Sales Tax Ordinance by a Four-Fifths Vote. To initiate a countywide special sales tax measure, the board of supervisors must adopt an ordinance proposing a countywide sales tax for a specific purpose under Revenue and Taxation Code section 7285.5.[24] The proposed tax ordinance would be introduced at a first regular board of supervisors meeting and adopted at a second regular meeting held at least five days after the date of its introduction.[25] A special sales tax ordinance must be approved by at least four members of the board of supervisors.[26]

2. Contents of a Countywide Special Sales Tax Ordinance. The ordinance proposing a countywide special sales tax must include the type of tax and rate of tax to be levied, the method of collection, the date upon which an election shall be held on the issue, the purpose or service for which its imposition is sought and "an expenditure plan describing the specific projects for which the revenues from the tax may be expended."[27] The form of the ordinance is supplied by the California Department of Tax and Fee Administration.

3. Two-thirds Voter Approval Required to Pass a Countywide Special Sales Tax Ordinance. The ordinance proposing the countywide special sales tax must be submitted to the voters of the entire county for approval. Two-thirds of the electors voting on

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[24] Rev. & Tax. Code §7285.5 provides: "(a) As an alternative to the procedure set forth in Section 7285, the board of supervisors of any county may levy, increase, or extend a transactions and use tax throughout the entire county or within the unincorporated area of the county, as applicable, for specific purposes. The tax may be levied, increased, or extended at a rate of 0.125 percent, or a multiple thereof, for the purpose for which it is established, if all of the following requirements are met:

(1) The ordinance proposing that tax is approved by a two-thirds vote of all members of the board of supervisors and is subsequently approved by a two-thirds vote of the qualified voters of the entire county if levied on the entire county or the unincorporated area of the county if levied on the unincorporated area of the county, voting in an election on the issue.

(2) The transactions and use tax conforms to the Transactions and Use Tax Law Part 1.6 (commencing with Section 7251).

(3) The ordinance includes an expenditure plan describing the specific projects for which the revenues from the tax may be expended.

(b) A county shall be deemed to be an authority for purposes of Chapter 1 (commencing with Section 55800) of Part 3 of Division 2 of Title 5 of the Government Code.

(c) The revenues derived from the imposition of a tax pursuant to this section shall only be used for specific purposes within the area for which the tax was approved by the qualified voters."

[25] Gov. Code, § 25131.

[26] Rev. & Tax. Code, § 7285.5; Gov. Code, § 53274.

[27] Gov. Code, § 53274; Rev. & Tax. Code, § 7285.5.

the measure must approve it. The ordinance is not effective until after it is approved by the voters.[28]

4. Election Dates for a Countywide Special Sales Tax Ordinance. Proposition 218 does not regulate the timing of an election to approve a special tax. Those requirements are set forth in Government Code section 53724, enacted as part of Proposition 62.[29] The ordinance proposing the special tax "shall be consolidated with a statewide primary election, a statewide general election, or a regularly scheduled local election at which all of the electors of the [county] are entitled to vote."[30] Pursuant to this authority, the board of supervisors could order a countywide special sales tax election on the following dates: the second Tuesday in April in even-numbered years; the first Tuesday after the first Monday in March of odd-numbered years, the first Tuesday after the first Monday in November of each year, and the first Tuesday after the first Monday in March in each even-numbered year.[31] Alternatively, the board of supervisors could call the election on any other date "otherwise permitted by law" but would need to bear all of the costs of that election.[32] If the board of supervisors calls a special election, the measure must appear on the ballot before the next statewide election for which it would qualify. The special election must be held not less than 88 days nor more than 103 days after the order of the election.[33]

5. Mailed Ballots for a Countywide Special Sales Tax Ordinance. A mailed ballot election on a countywide special sales tax measure may theoretically be possible under Elections Code section 4000(c)(8), provided that the election was held on a date permitted by law and the county was willing to pay the cost of the mailed ballot. If an all mail ballot election to approve a special sales tax is something that this county wishes to pursue, we recommend that the costs, and legal and logistical concerns, be reviewed with the County Administrator's Office, the Elections Department, and this Office before proceeding.

6. Legislation is Required Before a Countywide Special Sales Tax Can be Levied. A countywide special sales tax election presents the same problem as a countywide general sales tax election. Because Antioch, El Cerrito, Martinez, Moraga, Pinole, and Richmond each have their own locally-imposed sales tax which, combined with existing state and county taxes, puts the sales and use tax rates in these cities at or above the 9.25% cap, the county cannot levy a countywide sales tax absent legislation that increases the cap.

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[28] Cal. Const., art. XIII C, § 2 subd. (d); Rev. & Tax. Code, § 7285.5.

[29] Government Code sections 53720 - 53730 were added by initiative measure (Prop. 62) approved by the voters on November 4, 1986.

[30] Gov. Code, § 53724(c); Rev. & Tax. Code, § 7285.5.

[31] Elec. Code, §§ 1000, 1002.

[32] Gov. Code, § 53724(d).

[33] Elec. Code, § 1405, subd. (b).

B. *Unincorporated Area* Special Sales Tax Measure.

1. The Board of Supervisors Must Adopt an Ordinance by a Four-Fifths Vote to Initiate an Unincorporated-Area-Only Special Sales Tax. Revenue and Taxation Code section 7285.5 authorizes a county board of supervisors to adopt an ordinance proposing a sales tax for a specific purpose on the unincorporated area of the county. The proposed tax ordinance is introduced at a first regular meeting of the board of supervisors and adopted at a second meeting held at least five days after the date of its introduction.[34] The special sales tax ordinance must be approved by at least four members of the board of supervisors.[35]

2. Contents of Ordinance for an Unincorporated-Area-Only Special Sales Tax. The form of the ordinance would be similar to a countywide special sales tax, including the necessity of an expenditure plan. The form of the ordinance is supplied by the California Department of Tax and Fee Administration.

3. Two-Thirds Voter Approval Required to Approve an Unincorporated-Area-Only Special Sales Tax. The ordinance must be submitted to the voters of the unincorporated area of the county for approval. Two-thirds of the electors voting on the measure must approve it.[36] The ordinance is not effective until after it is approved by the voters.

4. Election Dates for an Unincorporated-Area-Only Special Sales Tax. The election on the ordinance proposing a special sales tax in the unincorporated area only would be the same as for a countywide special sales tax, discussed above.

5. Mailed Ballots for an Election on a Special Sales Tax Ordinance in the Unincorporated Area Only. A mailed ballot election on a special sales tax measure for the unincorporated area may theoretically be possible under Elections Code section 4000(c)(8), provided the election were held on a date permitted by law and the county was willing to pay the cost of the mailed ballot. This question would require further investigation.

6. Ability to Levy a Special Sales Tax in Just the Unincorporated Area. Because the unincorporated area sales tax rate is only at 8.25%, the voters could authorize a special sales tax of up to 1% in the unincorporated area only.

III. CITIZEN-INITIATED SALES TAX MEASURES

The laws governing county initiative petitions are set forth in Elections Code sections 9100-9126. A detailed discussion of the initiative process is beyond the scope of this memorandum. However, a few issues are worth noting.

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[34] Gov. Code, § 25131.

[35] Rev. & Tax. Code, § 7285.5.

[36] Cal. Const., art. XIII C, § 2 subd. (b); Rev. & Tax. Code, § 7285.5; Gov. Code, § 53722.

A. Ability to Levy. As was noted above, the Revenue and Taxation Code caps the sales tax rate at 9.25%. The most significant impediment to a citizen initiative to increase the sales tax in Contra Costa County is likely to be the fact that, to date, five cities in this County are at or above the statutory cap on sales taxes. The cities of Antioch, El Cerrito, Martinez, Moraga, Pinole and Richmond each have their own locally-imposed sales tax which, combined with existing state and county sales taxes, puts the sales tax rates in these cities at or above the 9.25% cap.[37] As such, legislation to increase the sales tax cap would be necessary before a countywide sales tax measure could be proposed to the voters.

B. Tax in the Unincorporated Area Only. Although Revenue and Taxation Code sections 7285 and 7285.5 give county boards of supervisors the authority to levy, increase, or extend transactions and use taxes throughout the county or within the unincorporated area, there is no general authority in the Elections Code to divide up the county electorate in this manner for purposes of a sales tax initiative. The Elections Code defines a "local election" as "a municipal, county, or district election."[38] In defining a "county measure," the Elections Code refers to any "question or proposition submitted to the voters of a county at any election held throughout an entire single county."[39] We think it highly questionable that the law could be read to authorize a citizen-initiated ballot measure proposing a sales tax increase in the unincorporated area only.[40]

C. Procedural Matters. Article XIII C, section 3 prohibits local governments from imposing "a signature requirement higher than that applicable to statewide statutory initiatives" for fiscal initiatives. This means that the number of signatures necessary to qualify a citizen-initiated county sales tax measure for the ballot can be no higher than five percent of the votes cast in the county for all candidates for governor at the last gubernatorial election preceding the publication of the notice of intention to circulate an initiative petition.[41]

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[37] The cap in El Cerrito is 9.75% (presumably due to special legislation). The other cities are at the 9.25% cap.

[38] Cal. Elec. Code, § 328.

[39] Cal. Elec. Code, § 312.

[40] When the City of San Diego authorized a special tax on hotels, it submitted the tax to a specially defined electorate consisting solely of owners of real property in the city on which a hotel is located and the lessees of government-owned real property on which a hotel is located. The court held the election was invalid because the tax should have been submitted to the "electorate" consisting of all registered voters in the city. (*City of San Diego v. Shapiro* (2014) 228 Cal.App.4th 756, 761, 771.) The court explained: "There is nothing in either the text or the constitutional history of Proposition 13 that suggests that voters intended for local governments to be able to exclude large numbers of registered voters from voting in a special tax election by limiting who would be deemed 'qualified electors' for purposes of the election." (*Id.* at 776.) While that decision is not directly on point because it did not concern a tax imposed only in an unincorporated area of a county submitted to a vote by persons residing in the unincorporated area, it weighs against defining the electorate as a subset of the voters of a county.

[41] Cal. Const., art. II, § 9, subd. (b); Elec. Code, § 9035. The total number of votes cast for Governor in the November 6, 2018 election was 416,150.

The proponents have 180 days to circulate the petition.[42] The Registrar of Voters is responsible for verifying whether the initiative petition meets the required number of signatures. Upon receipt of a verified petition, a county board of supervisors' actions would be guided by Elections Code section 9118 and Revenue and Taxation Code section 7285 (for a general sales tax) or Revenue and Taxation Code section 7285.5 (for a special sales tax), meaning that the board could either: (1) adopt the ordinance without alteration by four-fifths vote at a regular meeting and submit it to the voters without alteration; (2) submit the ordinance directly to the voters without adopting it and without alteration; or (3) first order a report under Elections Code section 9111 and then adopt the ordinance or submit it to the voters. Pursuant to Elections Code section 1405, the election date for a county citizen initiative that qualifies for the ballot would be the next statewide election unless the board of supervisors decides to call a special election, i.e., in March and November of even numbered years.[43]

D. ***California Cannabis Coalition v. City of Upland.*** The *Upland* case, discussed more fully in the Background section of this memorandum, may not have the profound impact that some hope and others potentially fear. Few taxes are proposed by initiative. Moreover, the initiative process can be expensive. The Los Medanos Healthcare District recently paid a signature gatherer $11 per signature in an effort to acquire enough signatures to force the issue of its dissolution to an election. The total number of votes cast for Governor in this county in the November 6, 2018, election was 416,150. This means that it could cost in the vicinity of $250,000 for a paid signature gatherer to collect the five percent of signatures necessary to qualify a sales tax initiative for the ballot at a regularly scheduled election.

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[42] Elec. Code, §§ 9110, 9113.

[43] Elec, Code, § 1001.

Attachment A

California Sales and Use Tax Rates by County and City*

Operative April 1, 2019 (includes state, county, local, and district taxes)

ALAMEDA CO. 9.25%
City of Alameda 9.75%
City of Albany 9.75%
City of Hayward 9.75%
City of Newark 9.75%
City of San Leandro 9.75%
City of Union City 9.75%

ALPINE CO. 7.25%

AMADOR CO. 7.75%

BUTTE CO. 7.25%
City of Oroville 8.25%
Town of Paradise 7.75%

CALAVERAS CO. 7.25%
City of Angels Camp 7.75%

COLUSA CO. 7.25%
City of Williams 7.75%

CONTRA COSTA CO. 8.25%
City of Antioch 9.25%
City of Concord 8.75%
City of El Cerrito 9.75%
City of Hercules 8.75%
City of Martinez 9.25%
Town of Moraga 9.25%
City of Orinda 8.75%
City of Pinole 9.25%
City of Pittsburg 8.75%
City of Pleasant Hill 8.75%
City of Richmond 9.25%
City of San Pablo 8.75%

DEL NORTE CO. 7.50%

EL DORADO CO. 7.25%
City of Placerville 8.25%
City of So. Lake Tahoe 7.75%

FRESNO CO. 7.975%
City of Coalinga 8.975%
City of Fowler 8.975%
City of Huron 8.975%
City of Kerman 8.975%
City of Kingsburg 8.975%
City of Reedley 8.475%
City of Sanger 8.725%
City of Selma 8.475%

GLENN CO. 7.25%
City of Orland 7.75%

HUMBOLDT CO. 7.75%
City of Arcata 8.50%
City of Eureka 8.50%
City of Fortuna 8.50%
City of Rio Dell 8.75%
City of Trinidad 8.50%

IMPERIAL CO. 7.75%
City of Calexico 8.25%
City of El Centro 8.25%

INYO CO. 7.75%

KERN CO. 7.25%
City of Arvin 8.25%
City of Bakersfield 8.25%
City of Delano 8.25%
City of Ridgecrest 8.25%
City of Wasco 8.25%

KINGS CO. 7.25%
City of Corcoran 8.25%

LAKE CO. 7.25%
City of Clearlake 8.75%
City of Lakeport 8.75%

LASSEN CO. 7.25%

LOS ANGELES CO. 9.50%
City of Avalon 10.00%
City of Burbank 10.25%
City of Commerce 10.00%
City of Compton 10.25%
City of Covina 10.25%
City of Cudahy 10.25%
City of Culver City 10.25%
City of Downey 10.00%
City of El Monte 10.00%
City of Glendale 10.25%
City of Hawthorne 10.25%
City of Huntington Park 10.25%
City of Inglewood 10.00%
City of La Puente 10.00%
City of Lawndale 10.25%
City of Long Beach 10.25%
City of Lynwood 10.25%
City of Pico Rivera 10.25%
City of Pasadena 10.25%
City of Pomona 10.25%
City of San Fernando 10.00%
City of Santa Fe Springs 10.50%
City of Santa Monica 10.25%
City of So. El Monte 10.00%
City of South Gate 10.25%

MADERA CO. 7.75%
City of Chowchilla 8.75%
City of Madera 8.25%

MARIN CO. 8.25%
Town of Corte Madera 9.00%
Town of Fairfax 9.00%
City of Larkspur 9.00%
City of Novato 8.50%
Town of San Anselmo 8.75%
City of San Rafael 9.00%
City of Sausalito 8.75%

MARIPOSA CO. 7.75%

MENDOCINO CO. 7.875%
City of Fort Bragg 8.875%
City of Point Arena 8.375%
City of Ukiah 8.875%
City of Willits 8.375%

MERCED CO. 7.75%
City of Atwater 8.25%
City of Gustine 8.25%
City of Los Banos 8.75%
City of Merced 8.25%

MODOC CO. 7.25%

MONO CO. 7.25%
Town of Mammoth Lakes 7.75%

MONTEREY CO. 7.75%
City of Carmel-by-the-Sea 8.75%
City of Del Rey Oaks 9.25%
City of Gonzales 8.25%
City of Greenfield 9.50%
City of King City 8.75%
City of Marina 9.25%
City of Monterey 8.75%
City of Pacific Grove 8.75%
City of Salinas 9.25%
City of Sand City 8.75%
City of Seaside 9.25%
City of Soledad 8.75%

NAPA CO. 7.75%
City of St. Helena 8.25%

NEVADA CO. 7.50%
City of Grass Valley 8.50%
City of Nevada City 8.375%
Town of Truckee 8.25%

ORANGE CO. 7.75%
City of Fountain Valley 8.75%
City of Garden Grove 8.75%
City of La Habra 8.25%
City of La Palma 8.75%
City of Placentia 8.75%
City of Santa Ana 9.25%
City of Seal Beach 8.75%
City of Stanton 8.75%
City of Westminster 8.75%

PLACER CO. 7.25%
Town of Loomis 7.50%
City of Roseville 7.75%

PLUMAS CO. 7.25%

RIVERSIDE CO. 7.75%
City of Cathedral City 8.75%
City of Coachella 8.75%
City of Hemet 8.75%
City of Indio 8.75%
City of La Quinta 8.75%
City of Menifee 8.75%
City of Murrieta 8.75%
City of Norco 8.75%
City of Palm Springs 9.25%
City of Riverside 8.75%
City of Temecula 8.75%
City of Wildomar 8.75%

SACRAMENTO CO. 7.75%
City of Galt 8.25%
City of Isleton 8.75%
City of Rancho Cordova 8.25%
City of Sacramento 8.75%

SAN BENITO CO. 8.25%
City of Hollister 9.25%
City of San Juan Bautista 9.00%

SAN BERNARDINO CO. 7.75%
City of Barstow 8.75%
City of Montclair 8.00%
City of San Bernardino 8.00%
Town of Yucca Valley 8.75%

SAN DIEGO CO. 7.75%
City of Chula Vista 8.75%
City of Del Mar 8.75%
City of El Cajon 8.25%
City of La Mesa 8.50%
City of National City 8.75%
City of Oceanside 8.25%
City of Vista 8.25%

SAN FRANCISCO CO. 8.50%

*(For more details, refer to *www.cdtfa.ca.gov/taxes-and-fees/sales-use-tax-rates.htm.*)

Please note: Some communities located within a county or a city may not be listed. If you are in doubt about the correct rate or if you cannot find a community, please call our toll-free number at 1-800-400-7115 (TTY:711), or call the local California Department of Tax and Fee Administration office nearest you for assistance.

SAN JOAQUIN CO. 7.75%
City of Lathrop 8.75%
City of Lodi 8.25%
City of Manteca 8.25%
City of Stockton 9.00%
City of Tracy 8.25%

SAN LUIS OBISPO CO. 7.25%
City of Arroyo Grande 7.75%
City of Atascadero 7.75%
City of Grover Beach 7.75%
City of Morro Bay 7.75%
City of Paso Robles 7.75%
City of Pismo Beach 7.75%
City of San Luis Obispo 7.75%

SAN MATEO CO. 8.75%
City of Belmont 9.25%
City of Burlingame 9.00%
City of East Palo Alto 9.25%
City of Redwood City 9.25%
City of San Mateo 9.00%
City of So. San Francisco 9.25%

SANTA BARBARA CO. 7.75%
City of Carpinteria 9.00%
City of Guadalupe 8.00%
City of Santa Barbara 8.75%
City of Santa Maria 8.75%

SANTA CLARA CO. 9.00%
City of Campbell 9.25%
City of Los Gatos 9.125%
City of San Jose 9.25%

SANTA CRUZ CO. 8.50%
City of Capitola 9.00%
City of Santa Cruz 9.25%
City of Scotts Valley 9.00%
City of Watsonville 9.25%
Santa Cruz (Unincorporated Area) 9.00%

SHASTA CO. 7.25%
City of Anderson 7.75%

SIERRA CO. 7.25%

SISKIYOU CO. 7.25%
City of Dunsmuir 7.75%
City of Mount Shasta 7.50%
City of Weed 7.50%
City of Yreka 7.75%

SOLANO CO. 7.375%
City of Benicia 8.375%
City of Fairfield 8.375%
City of Rio Vista 8.125%
City of Suisun City 8.375%
City of Vacaville 8.125%
City of Vallejo 8.375%

SONOMA CO. 8.25%
City of Cotati 9.25%
City of Healdsburg 8.75%
City of Rohnert Park 8.75%
City of Santa Rosa 9.00%
City of Sebastopol 9.00%
City of Sonoma 8.75%

STANISLAUS CO. 7.875%
City of Ceres 8.375%
City of Oakdale 8.375%

SUTTER CO. 7.25%

TEHAMA CO. 7.25%
City of Corning 7.75%
City of Red Bluff 7.50%

TRINITY CO. 7.25%

TULARE CO. 7.75%
City of Dinuba 8.50%
City of Farmersville 8.75%
City of Lindsay 8.75%
City of Porterville 9.25%
City of Tulare 8.25%
City of Visalia 8.50%
City of Woodlake 8.75%

TUOLUMNE CO. 7.25%
City of Sonora 7.75%

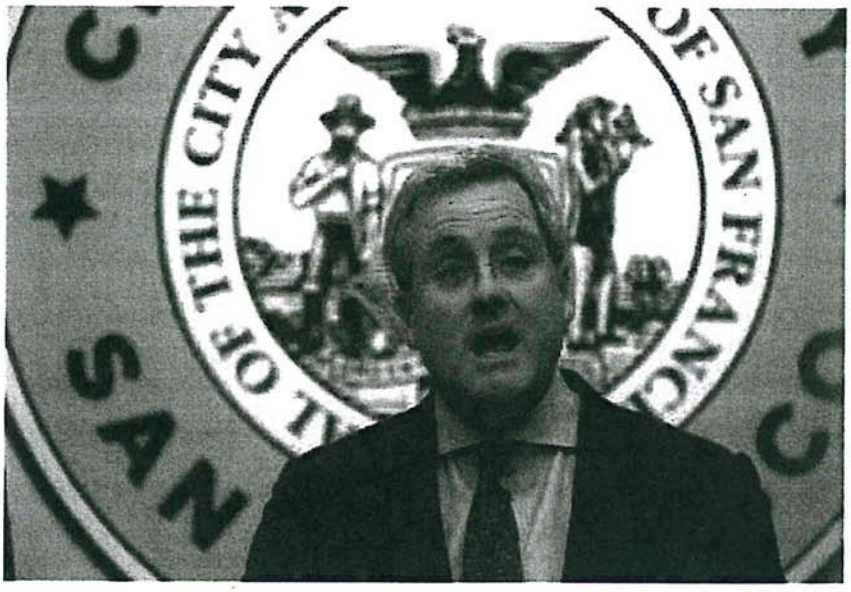
VENTURA CO. 7.25%
City of Oxnard 7.75%
City of Port Hueneme 8.75%
City of Santa Paula 8.25%
City of Ventura 7.75%

YOLO CO. 7.25%
City of Davis 8.25%
City of W. Sacramento 8.25%
City of Woodland 8.00%

YUBA CO. 7.25%
City of Marysville 8.25%
City of Wheatland 7.75%
Yuba (Unincorporated Area) 8.25%

Editorial: Fate of SF citizen initiatives far from settled

JULY 08, 2019



This is no way to resolve an election in which more than 61% percent of San Franciscans made their intention clear, with neither doubt about the accuracy of the count nor any other allegations of irregularities. The only question was whether the threshold was passage should be a simple majority or two-thirds vote.

That question moved a significant step toward an answer Friday when a Superior Court judge agreed with City Attorney Dennis Herrera's office that two tax measures from last year required only a simple majority. November's Proposition C, taxing the city's largest businesses to raise $300 million a year for housing and services for the homeless, received 61.3% of the vote; June's

Proposition C, taxing commercial landlords to raise $146 million a year for child care programs, received just under 51% of the vote.

The delegation of the outcome to the courts was regrettable but inevitable because of the ambiguity about whether initiatives resulting from citizen petitions are subject to the same threshold as those put on the ballot by elected officials. Two constitutional amendments passed by state voters decades ago (Propositions 13 and 218) had set a two-thirds standard for tax increases.

The state Supreme Court has not directly addressed this issue. But its 2017 ruling on an Upland (San Bernardino County) cannabis-tax measure that citizen initiatives can be decided in a primary election — instead of a general election, as required of government-sponsored measures — was interpreted by Herrera as a green light for citizen initiatives to pass with a simple majority.

This dispute goes beyond San Francisco. Across the bay, 62.4% of Oakland voters last year supported Measure AA, a $198 parcel tax increase to raise $30 million a year for pre-K through college readiness programs. Unlike Herrera, Oakland City Attorney Barbara Parker had interpreted state law as requiring a two-thirds vote for passage — which underscores the lack of clarity in state law. The Oakland City Council nevertheless certified Measure AA's passage, but voted 5-2 to hold off collecting the tax until the court challenge is settled.

San Francisco is collecting those taxes, though not spending the money until they get a final go-ahead from the courts. That could take years, with

business and anti-tax groups promising to appeal Friday's ruling. **Attachment A**

The status quo is unfair all around. For individual voters considering the merits of a new tax, the threshold for passage might not make any difference on what they decide. It makes a huge difference, however, to the approach of a campaign. The two-thirds barrier is daunting even in the most progressive of cities. It requires a greater infusion of money for voter education — and more intensive collaboration with potential opponents.

Indeed, one of our criticisms of Prop. C, for all our concern about the homelessness crisis, was the deficiency of accountability on the $300 million surge in spending and the absence of input from all relevant interests in the ballot measure. If faced with a two-thirds threshold, the advocates of Prop. C might have gone to greater lengths to address those issues.

But fair is fair. The Prop. C campaign was assured by the city attorney's office *before* the election that it needed a simple majority to prevail. It did. It would be eminently unfair for the courts to invalidate that result after the vote, especially with all the ambiguity in the law.

It seems likely that either side that loses the court case will go back to California voters to make state law crystal clear. The unfortunate reality is that campaigns in the meantime are certain to face two battles, one at the ballot box and the other in courts.

This commentary is from The Chronicle's editorial board. We invite you to express your views in a letter to the editor. Please submit your letter via our online form: SFChronicle.com/letters.

Attachment A

FILED
San Francisco County Superior Court
JUL 05 2019
CLERK OF THE COURT
BY: Deputy Clerk

SUPERIOR COURT OF THE STATE OF CALIFORNIA

COUNTY OF SAN FRANCISCO

HOWARD JARVIS TAXPAYERS ASSOCIATION, BUILDING OWNERS AND MANAGERS OF CALIFORNIA, CALIFORNIA BUSINESS PROPERTIES ASSOCIATION, and CALIFORNIA BUSINESS ROUNDTABLE, Plaintiffs, v. CITY AND COUNTY OF SAN FRANCISCO and ALL PERSONS INTERESTED IN THE MATTER OF Proposition C of the June 5, 2018 San Francisco ballot, a commercial rent tax for childcare and early education in San Francisco and other matters related thereto, Defendants.	Case No. CGC-18-568657 **ORDER ON CROSS-MOTIONS FOR SUMMARY JUDGMENT**

On July 3, 2019, this matter came on regularly for hearing before the Court pursuant to the motion for summary judgment filed by Plaintiffs Howard Jarvis Taxpayers Association, Building Owners and Managers Association of California, California Business Properties Association, and California Business Roundtable (Plaintiffs) and the cross-motion for summary judgment filed by Defendant City and County of San Francisco (the City). All parties appeared by their respective counsel of record, as reflected in the minutes and reporter's transcript. Having fully considered the papers filed in support of and in opposition to the cross-motions for summary judgment on the pleadings, and the arguments of counsel presented at the hearing, this Court rules as follows:

I. Introduction

Plaintiffs brought this reverse validation action following the June 5, 2018 Consolidated Statewide Direct Primary Election in the City and County of San Francisco to obtain a ruling concerning the validity of Proposition C, a voter initiative that appeared on the ballot in that election. Proposition C, which in the Voter Information Guide bears the short title, "Additional Tax on Commercial Rents Mostly to Fund Child Care and Education," would add Article 21, the "Early Care and Education Commercial Rents Ordinance," to the City's Business and Tax Regulations Code. (Prop. C, Legal Text, in Voter Information Pamphlet, Arntz Decl., Ex. F at 141-144.) Article 21 would impose additional gross receipts taxes on revenues that certain local businesses receive from the lease of warehouse and other commercial spaces in the City; would use 15% of funds collected from these additional taxes for any general purpose; and would devote the remaining 85% of the funds to fund quality early care and education for young children and other related purposes. (*Id.* at 143.) Proposition C received the affirmative votes of 50.87% of the 236,284 City voters who voted on that measure. (Arntz Decl., Ex. G at 16; Compl., pg. 1.)[1]

Plaintiffs' verified Complaint to Invalidate Special Tax, filed on August 3, 2018, contains a single cause of action. Plaintiffs allege that Proposition C is invalid because it imposed a special

[1] The Court grants the City's unopposed request for judicial notice of various provisions of the San Francisco and Municipal Elections Code.

tax that required the approval of two-thirds of the voters under two different provisions of the California Constitution—Article XIII C, section 2(d) and Article XIII A, section 4. (Compl. ¶¶ 8, 9.) Thus, Plaintiffs contend that the tax enacted by Proposition C is "invalid for failing to receive two-thirds voter approval under the California Constitution." (*Id.* ¶ 14.)

Plaintiffs also allege that the proponents of Proposition C were individual members of the City's Board of Supervisors, and that after the proponents obtained the requisite number of signatures for a citizens' initiative, the City placed Proposition C on the June 2018 ballot as a citizens' initiative. (*Id.* ¶ 10.) Plaintiffs allege that the City proposed Proposition D, a tax on commercial rent for the purpose of funding affordable housing and homeless programs, on the same ballot, and that because the two propositions both contained provisions that only the one receiving the most affirmative votes would take effect, "this is evidence of a degree of coordination between the supervisors who served as proponents of Proposition C and the City." (*Id.* ¶ 11.) Plaintiffs assert that "[w]hether City leadership places a special tax measure on the ballot by incubating an initiative or by going directly through its Board of Supervisors, the measure requires a two-thirds vote under the California Constitution to pass." (*Id.* ¶ 12.) Plaintiffs' complaint makes no reference to the San Francisco Charter.

In their motion for summary judgment, Plaintiffs abandon their contention in their complaint that Proposition C required a supermajority (two-thirds) vote under either Article XIII C, section 2(d) or Article XIII A, section 4 of the California Constitution. Apparently anticipating the City's reliance on the California Supreme Court's decision in *California Cannabis Coalition v. City of Upland* (2017) 3 Cal.5th 924, they assert "it is unnecessary for the Court to reach that argument." Instead, Plaintiffs contend that the San Francisco Charter requires a two-thirds vote on all special taxes, whether they are proposed by the Mayor or Board of Supervisors or by citizens' initiative. Plaintiffs' motion for summary judgment on this ground is procedurally improper

because they did not raise the issue in their complaint.[2] Nevertheless, because the City does not object on this ground, and because the issue presents a pure question of law on undisputed facts, the Court will deem Plaintiffs' complaint amended to present the issue and will address it on its merits.

Plaintiffs' second argument is that Proposition C was not a "real" citizens' initiative, but instead must be treated as having been proposed by the Board of Supervisors and therefore subject to the two-thirds vote requirement.

The material facts are undisputed. For the following reasons, Plaintiffs' motion for summary judgment is denied, and the City's cross-motion is granted.

II. Proposition C Is Not Invalid Under The San Francisco Charter.

Plaintiffs contend first that the San Francisco Charter required a two-thirds vote on Proposition C. That contention is based on the following reasoning: (1) Article XVII of the Charter defines "initiative" to include "a proposal by the voters with respect to any ordinance, act or other measure which is within the powers conferred upon the Board of Supervisors to enact"; (2) by virtue of article XIII A, section 4 and article XIII C, section 2(d) of the California Constitution, the Board of Supervisors is not empowered to enact a special tax without the concurrences of two-thirds of the electors; (3) therefore, the voters' initiative power is similarly constrained.

This argument is foreclosed by a long line of California Supreme Court authority, which draws a critical distinction between *substantive* limitations on the Board of Supervisors' legislative authority and *procedural* requirements that the Board must follow to enact certain kinds of laws. While the Charter restricts the voters from using their reserved power of initiative to enact any measure that, because of its nature or subject matter, is *substantively* beyond the power of the

[2] Plaintiffs appear "oblivious to the role of the pleadings as the outer measure of materiality in a summary judgment proceeding," treating them instead as "a ticket to the courtroom which may be discarded upon admission." (*FPI Development, Inc. v. Nakashima* (1991) 231 Cal. App. 3d 367, 381; see also *Bostrom v. County of San Bernardino* (1995) 35 Cal.App.4th 1654, 1663 ["Summary judgment cannot be granted on a ground not raised by the pleadings. [Citation.] Conversely, summary judgment cannot be *denied* on a ground not raised by the pleadings."].)

Board of Supervisors to enact, the Charter does not require the voters, when they legislate by initiative, to follow the *procedures* the Board would have to follow in order to enact similar legislation. In other words, "*procedural* requirements imposed on the Legislature or local governments are presumed not to apply to the initiative power absent evidence that such was the intended purpose of the requirements." (*California Cannabis Coalition*, 3 Cal.5th at 942.)

California Cannabis Coalition addressed this very question. In that case, the California Supreme Court held that article XIII C of the California Constitution, which limits the ability of local governments to impose taxes, "does not limit voters' 'power to raise taxes by statutory initiative.'" (3 Cal.5th at 931, quoting *Kennedy Wholesale, Inc. v. State Bd. of Equalization* (1991) 53 Cal.3d 245, 251.) In particular, the Court concluded that "local government" as that term is used in article XIII C does not include the electorate, based on the common understanding of that term; how it is used in the text, findings, and declarations of article XIII C; and the ballot materials for Proposition 218, by which that article was enacted, as well as those for Propositions 13 and Proposition 26. (*Id.* at 936-941.)

The City of Upland argued that even if "local government" does not directly encompass the electorate, "article XIII C, section 2, subdivision (b) *indirectly* applies to voters for two reasons," both of which the Court rejected. (*Id.* at 941.) First, Upland contended that the provision applies to the electorate because, in its view, "the voters are the ones who ultimately impose *every* local tax." (*Id.*) But, the Court observed, "that does not transform voters into the 'local government' referenced in article XIII C, section 2." (*Id.* at 942.) Nor does the requirement of voter approval necessarily mean it is the electorate that imposes the tax. (*Id.*)

Second, Upland argued, in terms nearly identical to Plaintiffs' position here, that the provision at issue "constrains voter initiatives because 'statutory and constitutional limits on the power of local government apply equally to local initiatives.'" (*Id.*) The Court rejected that argument, underlining the distinction summarized above between limits on the substantive authority of the legislative body and procedural requirements governing its exercise of such power:

> When a local government lacks authority to legislate in an area, perhaps because the state has occupied the field [citation], that limitation also applies to the people's local initiative power. [Citation.] In contrast, where legislative bodies retain lawmaking authority subject to procedural limitations, e.g., notice and hearing requirements [citation] or *two-thirds vote requirements* [citation], we presume such limitations do not apply to the initiative power absent evidence that such was the restrictions' intended purpose.

(*Id.* [emphasis added].) Numerous other cases reach the same conclusion. (See, e.g., *Kennedy Wholesale, Inc.*, 53 Cal.3d at 249 [while "the voters' power is presumed to be coextensive with the Legislature's," that does not mean that "legislative *procedures*, such as voting requirements, apply to the electorate"]; *DeVita v. County of Napa* (1995) 9 Cal.4th 763, 785 ["it is well established in our case law that the existence of procedural requirements for the adoptions of local ordinances generally does not imply a restriction of the power of initiative or referendum."]; *Associated Home Builders of the Greater Eastbay, Inc. v. City of Livermore* (1976) 18 Cal.3d 582, 594 ["Procedural requirements which govern *council* action . . . generally do not apply to initiatives, any more than the provisions of the initiative law govern the enactment of ordinances in council."].)

Plaintiffs attempt to distinguish these cases, arguing that the only procedural requirements that do not apply to voter initiatives are those where "voters literally can't do those things," such as introducing bills. Plaintiffs contend that the "common feature" of these cases is that "impossible and unavailable duties or conditions precedent will not be imposed on the electorate so as to nullify their ability to propose legislation in the first instance." However, in *California Cannabis Coalition*, the Supreme Court rejected a nearly identical contention by the concurring and dissenting Justices, who interpreted those cases "more narrowly, as applying *exclusively* when the procedural requirements at issue are 'incompatible with initiative procedures.'" (3 Cal.5th at 943; see *id.* at 957-958 [conc. and dis. opn. of Kruger, J.].) The majority disagreed with that reading, observing that it "proves too cramped an understanding of these cases' holdings or their significance. While our cases noted that the restrictions at issue made little sense in light of the distinct initiative process [citation], nothing suggests that those observations formed the metes and bounds of our holding. To the contrary, our reasoning was broader and grew out of our presumption in favor of the initiative power." (*Id.*)

Plaintiffs' argument is also inconsistent with the overall reasoning and thrust of the California Supreme Court's decision in *California Cannabis Coalition*. There, the Court addressed a broadly similar issue to that presented here: whether these provisions, which limit the ability of state and local *governments* to impose taxes, "also restrict[] the ability of *voters* to impose taxes via initiative." (*Id.* at 930.) It answered the question in the negative, concluding that "article XIII C does not limit voters' 'power to raise taxes by statutory initiative.'" (*Id.* at 931, quoting *Kennedy Wholesale, Inc. v. State Bd. of Equalization* (1991) 53 Cal.3d 245, 251.) As it explained,

> A contrary conclusion would require an unreasonably broad construction of the term "local government" at the expense of the people's constitutional right to direct democracy, undermining our longstanding and consistent view that courts should protect and liberally construe it. . . . Without a direct reference in the text of a provision—or a similarly clear, unambiguous indication that it was within the ambit of a provision's purpose to constrain the people's initiative power—we will not construe a provision as imposing such a limitation.

(*Id.*) The Court based its analysis in part on the text of article XIII C, section 2, which applies only to actions taken by a "local government." (*Id.* at 936.) Article XIII C defines that term to mean "any county, city, city and county, including a charter city or county, any special district, or any other local or regional governmental entity." (Cal. Const., art. XIII C, § 1(b).) The Court rejected Upland's argument that this definition is broad enough to include the electorate. (3 Cal.5th at 937.) It adopted a "clear statement" rule in order to protect the initiative power, which is liberally construed. "Without an unambiguous indication that a provision's purpose was to constrain the initiative power, we will not construe it to impose such limitations. Such evidence might include an explicit reference to the initiative power in a provision's text, or sufficiently unambiguous statements regarding such a purpose in ballot materials." (*Id.* at 945-946.) The Court found no such indication in either the text of Proposition 218 (by which article XIII C was enacted) or the ballot materials of that initiative or of Proposition 13 (by which article XIII C was enacted). "To the contrary: The crux of the concern repeatedly reflected in the ballot materials is with local governments and politicians—not the electorate—imposing taxes. Nowhere in the materials is

there any suggestion that Proposition 218 would rescue voters from measures they might, through a majority vote, impose on themselves." (*Id.* at 940.)

Plaintiffs insist that Proposition 218 must be construed to apply to voter initiatives because the voters who enacted that proposition in 1996 must have been aware of *Altadena Library Dist. v. Bloodgood* (1987) 192 Cal.App.3d 585, which Plaintiffs contend applied Proposition 13's two-thirds vote requirement to a local special tax brought as a citizens' initiative. However, that case held only that a library district was a "special district" within the meaning of Proposition 13 (in addition to rejecting a novel claim that the supermajority requirement triggered close scrutiny as a matter of equal protection). (*Id.* at 588.) It did not address the issue presented here (which was not raised): whether the two-thirds vote requirement of Proposition 13 applies to special taxes enacted by voter initiative. The case is not authority for that proposition. (See *People v. Brown* (2012) 54 Cal.4th 314, 330 [it is axiomatic that "cases are not authority for propositions not considered."].)[3] In any event, of course, *Altadena* long predated the Supreme Court's 2017 decision in *California Cannabis Coalition*, which is binding on this court. (*Auto Equity Sales, Inc. v. Superior Court* (1962) 57 Cal.2d 450, 455; see *Newport Harbor Offices & Marina, LLC v. Morris Cerullo World Evangelism* (2018) 23 Cal.App.5th 28, 41 [regardless of whether a recent California Supreme Court decision may be characterized as an intervening change in law, lower courts are bound to follow it].)

In short, the procedural two-thirds vote requirement in articles XIII A, section 4 and XIII C, section 2(d) of the California Constitution that limit the Board of Supervisors' authority to impose new taxes does not apply to the voters' initiative power, either directly under those provisions or indirectly under the San Francisco Charter.

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[3] *City of Dublin v. County of Alameda* (1993) 14 Cal.App.4th 264, which Plaintiffs also cite, is even less helpful to them. The court there held that a surcharge on waste disposal imposed by a voter initiative was not a special tax within the meaning of Proposition 13, but rather was a valid regulatory fee. (*Id.* at 280-285.) As a result, the court did not reach the question whether the initiative required a two-thirds vote. Plaintiffs' reliance on the dissenting opinion is misplaced.

III. Plaintiffs' Claim That Proposition C Is Not A "True" Citizens' Initiative Is Legally and Factually Meritless.

Plaintiffs' second argument, to which they devote the bulk of their briefing,[4] is that Proposition C was not imposed by a "true" citizens' initiative. Rather, Plaintiffs contend that in reality, "it was a proposal of the Board of Supervisors, the Tax's true creator." Plaintiffs cite as evidence for this proposition that the Board of Supervisors had previously considered a closely similar if not identical initiative, that Supervisor Norman Yee was the initiative's proponent, and that he assertedly used his position and resources as a supervisor to place the initiative on the ballot. Because the Board of Supervisors, as a local government entity, may not impose a special tax absent two-thirds approval by the voters, Plaintiffs contend, the Court should ignore Proposition C's designation as a voter initiative and invalidate it as a legislative initiative. Plaintiffs rely for this argument entirely on the California Supreme Court's decision in *Boling v. Public Employment Relations Board* (2018) 5 Cal.5th 898. However, neither that decision nor any other pertinent authority supports Plaintiffs' novel contention.

At the outset, Plaintiffs' argument is inconsistent with the plain language of the Charter and of the governing provisions of the California Elections Code, which draw a clear distinction between measures proposed by the voters by initiative petition and measures proposed by a legislative body such as the San Francisco Board of Supervisors or by the Mayor. Thus, as to voter initiatives, Article XIV of the Charter, entitled "Initiative, Referendum and Recall," declares that "the voters of the City and County shall have the power to enact initiatives . . . ." (Charter § 14.100.) The Charter provides that "[a]n initiative may be proposed by presenting to the Director of Elections a petition containing the initiative and signed by voters in a number equal to at least five percent of the votes cast for all candidates for mayor in the last preceding general municipal election for Mayor." (Charter § 14.101.) In contrast, Section 2.113 of the Charter provides that the

[4] Notably, Plaintiffs discuss this argument in only 4 pages of their moving papers, but devote nearly all of their 20-page opposition brief to it.

Board of Supervisors, or four or more members of the Board, may submit to the voters declarations of policy, and any matter (such as a proposed ordinance) which the Board is empowered to pass. (Charter § 2.113(a).) That provision, entitled "Legislative Initiative," is contained in Article II of the Charter, which governs the City's legislative branch. Likewise, the Mayor herself may also submit a proposed initiative to the Board of Supervisors. (Charter § 3.100(16).) The Board must assign a legislative or mayoral initiative to a committee for a public hearing. (*Id.* § 2.113(b).) Measures proposed by initiative petition are also subject to a different timeline than those submitted by the Mayor, Board of Supervisors, or four or more supervisors. (S.F. Muni. Elec. Code § 300(b), (c).) Nothing in the Charter prevents a single member of the Board of Supervisors from proposing an initiative and, by definition, so long as the initiative is proposed by less than than four members of the Board, it is a citizens' initiative subject to the rules governing such initiatives, not a legislative initiative.

These provisions parallel those contained in the state Elections Code. Under the California Constitution, either the Legislature or the voters may place a measure, including a proposed constitutional amendment, on the ballot. (See Cal. Const., art. II, § 8; art. IV, § 8.5; art. XVIII, §§1, 3, 4.) Thus, the Legislature itself may propose an initiative constitutional amendment to be submitted to the voters, in which case it is the official "proponent." (See, e.g., *Californians for an Open Primary v. McPherson* (2006) 38 Cal.4th 735 [Legislature proposed constitutional amendment for submission to the voters on the November 2004 ballot as Proposition 60].) If, on the other hand, the measure is proposed by a private organization or an individual, as here, that organization or individual is the measure's proponent. (See generally *Perry v. Brown* (2011) 52 Cal.4th 1116, 1139-1143 [discussing the initiative power and the constitutional and statutory basis for official initiative proponents' standing under California law].) The California Elections Code defines the proponent of a local initiative measure as "the person or persons who publish a notice or intention to circulate petitions, or, where publication is not required, who file petitions with the elections official or legislative body." (Elec. Code § 342.)

Here, the record establishes beyond dispute that Proposition C had a single proponent, who submitted a notice of intention to circulate petitions for the proposed initiative, caused the notice and ballot title and summary to be published in a local newspaper, and turned in initiative petitions containing the requisite number of voter signatures. (Arntz Decl. ¶¶ 5-8 & Exs. A-E.) Thus, Proposition C was a citizens' initiative as defined in the San Francisco Charter. In contrast, Proposition D on the same ballot was placed on the ballot by five members of the Board of Supervisors, and therefore was a legislative initiative. (Arntz Decl., Ex. F at 98-104, 144-147 [text].) That the proponent of Proposition C happened to be a member of the San Francisco Board of Supervisors, Supervisor Norman Yee, or that he allegedly used his title or City resources to advance the initiative, does not somehow transform a citizens' initiative into a legislative petition. Nor does the fact that other members of the Board of Supervisors had previously considered a similar proposed legislative initiative, or that they expressed their support for Proposition C by signing the proponent's argument in the Voter Information Pamphlet (Arntz Decl. Ex. F at 92).[5]

Indeed, to articulate the latter argument is to reject it. It is common knowledge, and the Court may take judicial notice, that municipal and statewide legislators routinely serve as proponents of ballot measures or express their support for such measures, including in proponents' arguments included in voter information pamphlets. For example, in May 2002, then-member of the Board of Supervisors (now Governor) Gavin Newsom was one of two proponents of an initiative entitled Care Not Cash that was enacted on the November 2002 ballot as Proposition N. (See *McMahan v. City and County of San Francisco* (2005) 127 Cal.App.4th 1368, 1371.) Two

[5] Plaintiffs devote much of their papers to attacking the motives and good faith of Supervisor Yee and the entire Board of Supervisors. Thus, Plaintiffs insist that Proposition C was "a special tax devised by the Board of Supervisors masquerading as [a] citizens' initiative in the hopes of evading the two-thirds vote required by the San Francisco Charter and the California Constitution"; they charge "City politicians" with "trampl[ing] the established rule" of Propositions 13 and 218 and attempting to "circumvent[]" those provisions; they make factually unsupported charges against Supervisor Yee; and they even accuse him of committing a criminal offense by illegally misusing the seal of the City and County of San Francisco. The Court disapproves of Plaintiffs' intemperate political rhetoric, which has no place in contested litigation involving important issues. A lawsuit is not an election campaign.

other examples appear on the very same June 2018 ballot on which Proposition C appeared. There, the voters were presented with Proposition E, a proposed ordinance that would have prohibited the sale of flavored tobacco products in San Francisco, and Proposition G, a proposed parcel tax to provide funding to support the San Francisco Unified School District. (Arntz Decl., Ex. F at 105-109, 147-149 [text]; 118-124, 149-152 [text].) The proponents' argument in favor of the former proposition was signed by then-Supervisor Malia Cohen; in favor of the latter, by then-Mayor Mark Farrell and then-President of the Board of Supervisors (now Mayor) London Breed. Neither then-Supervisor's Newsom's role as a proponent of Care Not Cash nor the other Supervisors' support for Propositions E and G transformed those propositions from citizens' initiatives into legislative initiatives, as Plaintiffs' argument would have it, nor do Plaintiffs cite any authority that would compel that unprecedented conclusion.

The single case upon which Plaintiffs rely, *Boling v. Public Employment Relations Board* (2018) 5 Cal.5th 898, does not support their position.[6] In *Boling*, San Diego's mayor sponsored a citizens' initiative to eliminate pensions for new municipal employees and rebuffed union demands to meet and confer over the measure. The Public Employment Relations Board (PERB) held that the city's failure to meet and confer constituted an unfair labor practice in violation of the Meyers-

[6] At oral argument, Plaintiffs also cited *Rider v. County of San Diego* (1991) 1 Cal.4th 1, but that case does not advance their position. There, a county board of supervisors sought the voters' two-thirds approval of a new sales tax to fund the county's justice facilities and, when that effort failed, directed a local legislator to introduce legislation creating a special district with limited tax powers to impose a sales tax increase upon approval by the county's voters. The initial version of the bill named the county's entire board of supervisors as the agency's board of directors, although under the final version only two county supervisors were included among the agency's seven directors. The county retained substantial control over the agency's operations and expenditures; the act required compliance with the county's master plan; and the agency's boundaries were coterminous with the county's. After the tax scheme was approved by a bare majority of county voters, the agency began operations, hiring several county employees for its staff and incurring expenses paid from funds advanced by the county. (*Id.* at 9.) The Court concluded that the agency was a "special district" within the meaning of Proposition 13 because it was "created to raise funds for city or county purposes to replace revenues lost by reason of the restrictions of Proposition 13." (*Id.* at 11.) It held that in the future, courts could infer an intent to circumvent Proposition 13 "whenever the plaintiff has proved the new tax agency is *essentially controlled* by one or more cities or counties that otherwise would have had to comply with the supermajority provision of [article XIII A] section 4." (*Id.*) Thus, *Rider* did not involve a voter initiative, but instead an action by a taxing agency controlled by "local government."

Milias-Brown Act, Gov. Code § 3500 *et seq.* (the MMBA), and the Supreme Court granted review to settle two questions: (1) the standards of review that apply on appeal to PERB's decisions; and (2) "When a public agency itself does not propose a policy change affecting the terms and conditions of employment, but its designated bargaining agent lends official support to a citizens' initiative to create such a change, is the agency obligated to meet and confer with employee representatives?" (*Id.* at 903-904; see also id. at 914 ["The question is whether the mayor's pursuit of pension reform by drafting and promoting a citizens' initiative required him to meet and confer with the unions."].)

As to the second question, the Court held that under the circumstances presented in the case, "the MMBA applies to the mayor's official pursuit of pension reform as a matter of policy," and the city therefore was required to meet and confer with the union. (*Id.* at 904.) The Court's analysis focused on the Government Code provision requiring governing bodies "or other representatives as may be properly designated" to engage with unions on matters within the scope of representation "prior to arriving at a determination of policy or course of action." (Gov. Code § 3505; see *id.* at 904, 913-919.) The Court concluded that these key statutory terms extended to the mayor's sponsorship of the initiative because he was "using the powers and resources of his office to alter the terms and conditions of employment," emphasizing his invocation of his position as mayor and use of city resources and employees to draft, promote, and support the initiative, which concerned a determination of policy on pension reform. (*Id.* at 918-919.) Thus, the Court held, "when a local official with responsibility over labor relations uses the powers and resources of his office to play a major role in the promotion of a ballot initiative affecting terms and conditions of employment, the duty to meet and confer arises." (*Id.* at 919.)

Boling thus was decided entirely on statutory grounds under the MMBA. Nothing in the decision addressed any issue under the California Constitution, nor did the Court even mention its own recent decision in *California Cannabis Coalition*. The Court decidedly did *not* hold that the mayor's active involvement in the development and promotion of the ballot initiative transformed

it from a voter initiative into a legislative initiative. To the contrary, it repeatedly referred to the citizens' initiative as such, including referring to the individual proponents of the initiative (who did not include the mayor), the signature-gathering campaign, and the certification of voter signatures that led to its being placed on the ballot. (See *id.* at 907-908.) Indeed, the Court specifically recognized that it was required to decide the case because it was unlike a prior decision, *People ex rel. Seal Beach Police Officers Assn. v. City of Seal Beach* (1984) 36 Cal.3d 591, which "involved a city council's own decision to place a proposal on the ballot, rather than a citizen-sponsored initiative." (*Id.* at 915; see also *id.* at 914 [*Seal Beach* "involved a related but distinct issue: whether the meet-and-confer provisions of section 3505 applied when a city exercised its *own* constitutional power to propose charter amendments to its voters." [emphasis original]].)[7] Nor, finally, did the Court suggest that the mayor's involvement in the genesis and development of the citizens' initiative invalidated the results of the election, in which the voters approved the initiative. To the contrary, PERB modified the ALJ's proposed remedy to vacate the results of the election, and instead directed the city to pay its employees compensation for the net value of their lost pension benefits, which payments were "to continue for as long as the Initiative was in effect." (*Id.* at 910.) The Court did not decide that issue, but directed the Court of Appeal on remand to address the appropriate judicial remedy for the statutory violation identified in its opinion. (*Id.* at 920.)[8]

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[7] Plaintiffs refer in passing to the *California Cannabis Coalition* Court's brief discussion of a hypothetical situation in which a city council "could conceivably collude with a public employee union to place a levy on the ballot as a means of raising revenue for a goal supported by both," but with the council adopting the ordinance without submitting it to the voters. (3 Cal.5th at 947.) However, that hypothetical does not advance Plaintiffs' argument, both because it is not what occurred here and because the Court declined to address how it would decide the issue. (*Id.*) In any event, as the City pointed out at argument, its Charter would make such a situation impossible.

[8] On remand, the Court of Appeal held that "the City's failure to comply with the [Meyers-Milias Brown] Act before placing the Initiative on the ballot does not necessarily invalidate the Initiative," and held further that PERB lacked power to invalidate the initiative, explaining that "any action by PERB effectively invalidating the Initiative or assuming the Initiative is or will be invalidated impermissibly encroaches on constitutional law, statutory law, and policy matters involving initiatives, elections, and the doctrine of preemption." (*Boling v. Public Employment Relations Bd.* (2019) 33 Cal.App.5th 376, 385, 388.)

In short, Plaintiffs' contention that "the City's admitted use of public offices and resources violates *Boling* and invalidates its efforts" is unsupported by *Boling* or any other cited authority, and must be rejected. Proposition C was a valid citizens' initiative under the express terms of the San Francisco Charter and state law, and neither the Charter nor the California Constitution required a two-thirds vote for its passage.

IV. Conclusion

For the foregoing reasons, Plaintiffs' motion for summary judgment is denied, and the City's cross-motion for summary judgment is granted.

IT IS SO ORDERED.

Dated: July 5, 2019

ETHAN P. SCHULMAN
JUDGE OF THE SUPERIOR COURT

CGC-18-568657 HOWARD JARVIS TAXPAYERS ASSN. ET AL VS. CITY AND COUNTY OF SAN FRANCISCO ET AL

I, the undersigned, certify that I am an employee of the Superior Court of California, County Of San Francisco and nót a party to the above-entitled cause and that on July 05, 2019 I served the foregoing **Order on Cross-motions for summary judgment** on each counsel of record or party appearing in propria persona by causing a copy thereof to be enclosed in a postage paid sealed envelope and deposited in the United States Postal Service mail box located at 400 McAllister Street, San Francisco CA 94102-4514 pursuant to standard court practice.

Date: July 05, 2019

By: SHIRLEY LE

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Attachment B

Date: July 16, 2019

To: Finance Committee

From: Sharon L. Anderson, County Counsel
by: Mary Ann McNett Mason, Chief Assistant County Counsel M.A.M.

Re: **Use Of Public Resources In Relation to Tax Measure Campaigns**

This memorandum discusses the limitations on the use of public resources in relation to ballot measure campaigns for a tax.

A. May public resources be used in ballot measure campaigns for a tax?

1. General Prohibition.

Government Code section 54964 generally prohibits local agencies from using agency funds, including i.e., staff, facilities, equipment, supplies, and time, to support or oppose the approval or rejection of a ballot measure. However, in limited circumstances, the County may use County resources to engage in a *neutral* evaluation of the merits and effects of a proposed ballot measure and to inform the public of these findings.[1]

2. Prohibited Communications.

The County and its employees and officials, including Board, committee and commission members, are not permitted to use County resources to campaign for or against a ballot measure.[2] Officials, in their official capacity, may not engage in communications traditionally associated with political campaigns such as:

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[1] *Vargas v. City of Salinas* (2009) 46 Cal.4th 1.

[2] Historically, courts have disapproved the use of public funds in political campaigns on the basis that political expenditures are unauthorized by law and likely are unconstitutional. Public agencies may not 'take sides' in an election contest. (See, e.g. *Stanson v. Mott* (1976) 17 Cal.3d 206; *Mines v. Del Valle* (1927) 201 Cal. 273; *Miller v. Miller* (1978) 87 Cal.App.3d 762; *League of Women Voters of California v. Countywide Criminal Justice Coordination Committee* (1988) 203 Cal.App.3d 529; and *Vargas v. City of Salinas* (2009) 46 Cal.4th 1.)

- Advertising through bumper stickers, posters, television, radio, and billboards;

- Preparing advocacy materials;

- Disseminating advocacy materials prepared internally or by others; and

- Circulating promotional campaign materials such as brochures, even if the materials contain some useful factual information.[3]

3. Limited Permissible Communications

If the Board of Supervisors votes to place a tax measure on the ballot, County officials may make *neutral*, informational communications about the ballot measure, including:

- Take a position on the ballot measure at a properly noticed public meeting of the Board of Supervisors;

- Prepare neutral, informational reports and other analyses to help voters determine the impacts of the measure, when use of funds for this purpose has been authorized by the Board of Supervisors; and

- Respond to inquiries about the ballot measure in a manner that provides a fair, neutral presentation of the facts.[4]

Information must be communicated in a way that does not use inflammatory language or argumentative rhetoric, and does not urge the public to adopt a particular position or to take any other actions supporting or opposing the measure.[5] When sharing information related to a ballot measure, County officials must deliver the information through the County's regular communications channels (for example, through the County's existing website or existing newsletter).[6] No special expenditure should be made by the County to publicize a position on a tax measure. For example, the County may not send out a special mailing about the ballot measure to area residents. Expenditures related to the ballot measure require the Board of Supervisors approval.

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[3] *Vargas* at 24,32,39, 42.

[4] *Id.* at 24, 25, 35-37.

[5] *Id.* at 30, 34, 40.

[6] *Id.*

4. Reporting Requirements.

Government entities that engage in ballot measure-related activities must file campaign expenditure reports when required by law to do so. The Political Reform Act requires agencies that make certain ballot measure-related communications to report expenditures for these communications.[7]

Please be advised that the Fair Political Practices Commission is aggressively pursuing allegations involving the use of public funds for campaign purposes. The FPPC recently fined the Bay Area Rapid Transit District ("BART") for failing to disclose campaign activity in support of a ballot measure. When the Board considers any use of public resources or expenditures related to the parcel tax measure, the Board and staff should err on the side of caution.

5. Activities as Private Citizens.

In their capacity as private citizens, County officials are permitted to campaign for or against local ballot measures and to join citizens' groups that advocate for or against local ballot measures.[8] When doing so, they should specifically state that their comments are not made in their capacity as County officials. If, in their capacity as private citizens, officials make contributions and independent expenditures related to a County tax measure, they should consider whether their expenditures are reportable and file reports as required by law.[9]

MAM/am

cc: David Twa, County Administrator

H:\MAM\finance committee tax measure memo 07-16-19.wpd

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[7] Gov. Code, §§ 82013, 82015, 82025, 82031. Public agencies must report payments of public resources made in connection with a communication that expressly advocates the passage or defeat of a clearly identified ballot measure (2 Cal. Code Regs. §§ 18420 (d), 18420.1 (a).) However, certain communications are exempted from the expenditure reporting requirements: the preparation of an agency report providing the agency's internal evaluation of a measure made available to a member of the public upon the individual's request; the announcement of the agency's position at a public meeting or with the agenda or hearing minutes prepared for a meeting; a written argument filed by the agency for publishing in the voter information pamphlet; a departmental view presented by an agency employee upon request by a public or private organization at the meeting of that organization; and a communication clearly and unambiguously authorized by law. (2 Cal. Code Regs. §18420.1 (e).)

[8] *League of Women Voters of California v. Countywide Criminal Justice Coordination Committee,* (1988) 203 Cal.App.3d 529, 555-56.

[9] Gov't Code, § 82013.

District Taxes, Rates, and Effective Dates

(City): Indicates district tax applies within the city limits and is in addition to other applicable state, local, and transit district taxes. Certain cities provide addresses located within a special taxing jurisdiction.

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Alameda County	Alameda County Essential Health Care Services Transactions and Use Tax (ACHC)	0.50%	07-01-2004	
	Alameda County Transportation Commission 2002 (ACTI)	0.50%	04-01-2002	
	Alameda County Transportation Commission Transactions and Use Tax (ACTC)	0.50%	04-01-2015	
	Bay Area Rapid Transit District (BART)	0.50%	04-01-1970	
Alameda (City)	City of Alameda Transactions and Use Tax (ALTG)	0.50%	04-01-2019	
Albany (City)	City of Albany Transactions and Use Tax (ALBG)	0.50%	04-01-2013	
Hayward (City)	City of Hayward Transactions and Use Tax (HWDG)	0.50%	10-01-2014	
Newark (City)	City of Newark Transactions and Use Tax (NEGT)	0.50%	04-01-2017	
San Leandro (City)	City of San Leandro 2015 Transactions and Use Tax (SLDG)	0.50%	04-01-2015	
Union City (City)	City of Union City Transactions and Use Tax (UCGF)	0.50%	04-01-2011	
Amador County	Amador County Fire Protection and Emergency Med. Services Transactions and Use Tax (AMCG)	0.50%	04-01-2009	
Butte County				
Oroville (City)	City of Oroville Transactions and Use Tax (OVTG)	1.00%	04-01-2019	
Paradise (Town)	Town of Paradise Temporary Transactions and Use Tax (PTTG)	0.50%	04-01-2015	
Calaveras County				
Angels Camp (City)	City of Angels Camp Transactions and Use Tax (ACGT)	0.50%	04-01-2019	
Colusa County				
Williams (City)	City of Williams Transactions and Use Tax (WLMS)	0.50%	04-01-2007	
Contra Costa County	Bay Area Rapid Transit District (BART)	0.50%	04-01-1970	
	Contra Costa Transportation Authority (CCTA)	0.50%	04-01-1989	
Antioch (City)	City of Antioch Increase Transactions and Use Tax (ANIT)	1.00%	04-01-2019	
Antioch (City)	City of Antioch Transactions and Use Tax (ANTG)	0.50%	04-01-2014	03-21-2019
Concord (City)	City of Concord Transactions and Use Tax (CNCD)	0.50%	04-01-2011	
El Cerrito (City)	City of El Cerrito 2015 Transactions and Use Tax (ELCG)	1.00%	04-01-2015	
El Cerrito (City)	City of El Cerrito Street Improvements Transactions and Use Tax (ECSI)	0.50%	07-01-2008	
Hercules (City)	City of Hercules Temporary Transactions and Use Tax (HTGT)	0.50%	10-01-2012	
Martinez (City)	City of Martinez Road Maintenance and Improvement Transactions and Use Tax (MRMS)	0.50%	04-01-2017	
Martinez (City)	City of Martinez Transactions and Use Tax (MZGT)	0.50%	04-01-2019	
Moraga (Town)	Town of Moraga Transactions and Use Tax (MGAG)	1.00%	04-01-2013	
Orinda (City)	City of Orinda Transactions and Use Tax (ORGT)	0.50%	04-01-2013	
Pinole (City)	City of Pinole 2014 Transactions and Use Tax (PNGT)	0.50%	04-01-2015	
Pinole (City)	City of Pinole Transactions and Use Tax (PNLE)	0.50%	04-01-2007	
Pittsburg (City)	City of Pittsburg Preservation of Citywide Service Temporary Transactions and Use Tax (PPTG)	0.50%	10-01-2012	
Pleasant Hill (City)	City of Pleasant Hill Transactions and Use Tax (PLGT)	0.50%	04-01-2017	

Attachment C

District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Richmond (City)	City of Richmond 2014 Transactions and Use Tax (RHMG)	0.50%	04-01-2015	
Richmond (City)	City of Richmond Transactions and Use Tax (RMGT)	0.50%	04-01-2005	
San Pablo (City)	City of San Pablo (EMS) Transactions and Use Tax (SPES)	0.25%	10-01-2014	
San Pablo (City)	City of San Pablo Transactions and Use Tax (SPGT)	0.50%	10-01-2012	09-30-2017
San Pablo (City)	City of San Pablo Transactions and Use Tax (SPRS)	0.25%	10-01-2017	
Del Norte County	Del Norte County Fairgrounds Transactions and Use Tax (DNCF)	0.25%	04-01-2015	
El Dorado County				
Placerville (City)	City of Placerville Public Safety Transactions and Use Tax (PLPS)	0.25%	04-01-1999	
Placerville (City)	City of Placerville Special Transactions and Use Tax (PLST)	0.25%	04-01-2011	
Placerville (City)	City of Placerville Special Transactions and Use Tax for Water, Sewer, Drains, Street Facilities (PVWS)	0.50%	04-01-2017	
South Lake Tahoe (City)	City of South Lake Tahoe Transactions and Use Tax (SLTG)	0.50%	04-01-2005	
Fresno County	Fresno County Public Library Transactions and Use Tax (FCPL)	0.125%	04-01-1999	
	Fresno County Transportation Authority (FCTA)	0.50%	07-01-1987	
	Fresno County Zoo Authority (FCZA)	0.10%	04-01-2005	
Coalinga (City)	Coalinga General Transactions and Use Tax (COLG)	1.00%	04-01-2019	
Fowler (City)	City of Fowler Transactions and Use Tax (FWLG)	1.00%	04-01-2019	
Huron (City)	City of Huron Public Safety Special Transactions and Use Tax (HPST)	1.00%	04-01-2014	
Kerman (City)	City of Kerman Transactions and Use Tax (KERM)	1.00%	04-01-2019	
Kingsburg (City)	City of Kingsburg Transactions and Use Tax (KBTG)	1.00%	10-01-2018	
Reedley (City)	City of Reedley Public Safety Transactions and Use Tax (RDPS)	0.50%	07-01-2008	
Sanger (City)	City of Sanger Public Safety Transactions and Use Tax (SGPS)	0.75%	07-01-2008	
Selma (City)	City of Selma Public Safety Transactions and Use Tax (SLMA)	0.50%	04-01-2008	
Glenn County				
Orland (City)	City of Orland Transactions and Use Tax (ORDG)	0.50%	04-01-2017	
Humboldt County	Humboldt County Transactions and Use Tax (HBGT)	0.50%	04-01-2015	
Arcata (City)	City of Arcata Transactions and Use Tax (ARGF)	0.75%	04-01-2009	
Eureka (City)	City of Eureka Supplemental Transactions and Use Tax (ERST)	0.50%	04-01-2011	
Eureka (City)	City of Eureka Transactions and Use Tax (ERKA)	0.25%	04-01-2009	
Fortuna (City)	City of Fortuna Police and Essential Services Transactions and Use Tax (FOGT)	0.75%	04-01-2017	
Rio Dell (City)	City of Rio Dell Transactions and Use Tax (RDGT)	1.00%	04-01-2015	
Trinidad (City)	City of Trinidad Transactions and Use Tax (TRGF)	0.75%	04-01-2009	
Imperial County	Imperial County Local Transportation Authority (IMTA)	0.50%	04-01-1990	
Calexico (City)	Calexico General Fund Transactions and Use Tax (CXGF)	0.50%	10-01-2010	
El Centro (City)	City of El Centro Transactions and Use Tax (ECTG)	0.50%	04-01-2017	
Inyo County	Inyo County Rural Counties Transactions Tax (INRC)	0.50%	10-01-1988	
Kern County				
Arvin (City)	City of Arvin Transactions and Use Tax (ARVN)	1.00%	04-01-2009	
Bakersfield (City)	City of Bakersfield Safety/Vital City Services and Use Tax (BSVG)	1.00%	04-01-2019	

District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Delano (City)	City of Delano Transactions and Use Tax (DLNO)	1.00%	04-01-2008	
Ridgecrest (City)	City of Ridgecrest Public Safety and Essential City Services Transactions and Use Tax (RIDG)	1.00%	04-01-2017	
Ridgecrest (City)	City of Ridgecrest Temporary Transactions and Use Tax (RTGT)	0.75%	10-01-2012	03-31-2017
Wasco (City)	City of Wasco Transactions and Use Tax (WASG)	1.00%	04-01-2017	
Kings County				
Corcoran (City)	City of Corcoran Transaction and Use Tax (CRCG)	1.00%	10-01-2017	
Lake County				
Clearlake (City)	City of Clearlake Public Safety Transactions and Use Tax (CLPS)	0.50%	07-01-1995	
Clearlake (City)	City of Clearlake Road Maintenance and Improvement Transactions and Use Tax (CRMI)	1.00%	04-01-2017	
Lakeport (City)	City of Lakeport Public Safety and Essential City Services Transactions and Use Tax (LAKG)	1.00%	04-01-2017	
Lakeport (City)	City of Lakeport Transactions and Use Tax (LPGT)	0.50%	04-01-2005	
Los Angeles County	Los Angeles County Measure H Homeless (LACH)	0.25%	10-01-2017	
	Los Angeles County Metro Transportation Authority (LAMT)	0.50%	07-01-2009	
	Los Angeles County Traffic Improvement Plan (LAMA)	0.50%	07-01-2017	
	Los Angeles County Transportation Commission (LACT)	0.50%	07-01-1982	
	Los Angeles County Transportation Commission (LATC)	0.50%	04-01-1991	
Avalon (City)	City of Avalon Municipal Hospital and Clinic Transactions and Use Tax (AMHC)	0.50%	10-01-2000	
Burbank (City)	City of Burbank Infrastructure/Comm Sers Transactions and Use Tax (BURB)	0.75%	04-01-2019	
Commerce (City)	City of Commerce Transactions and Use Tax (CMMG)	0.50%	04-01-2013	
Compton (City)	City of Compton Transactions and Use Tax (COMG)[1]	1.00%	10-01-2016	
Covina (City)	City of Covina 2018 Transactions and Use Tax (COGT)	0.75%	04-01-2019	
Cudahy (City)	City of Cudahy Temporary Transactions and Use Tax (CDHG)	0.75%	04-01-2019	
Culver City (City)	City of Culver City Essential City Services Transactions and Use Tax (CLEG)	0.50%	04-01-2013	
Culver City (City)	City of Culver City Safety and Protection Transactions and Use Tax (CULG)	0.25%	04-01-2019	
Downey (City)	City of Downey Transactions and Use Tax (DWYG)	0.50%	04-01-2017	
El Monte (City)	City of El Monte Transactions and Use Tax (EMGF)	0.50%	04-01-2009	
Glendale (City)	City of Glendale Essential City Services Transactions and Use Tax (GNDG)	0.75%	04-01-2019	
Glendora (City)	City of Glendora Transactions and Use Tax (GLDA)	0.75%	07-01-2019	
Hawthorne (City)	City of Hawthorne Transactions and Use Tax (HAWG)	0.75%	04-01-2018	
Huntington Park (City)	City of Huntington Park Transactions and Use Tax (HTPG)	0.75%	10-01-2018	
Inglewood (City)	City of Inglewood Vital City Services Transactions and Use Tax (IGWD)	0.50%	04-01-2007	
La Mirada (City)	City of La Mirada Transactions and Use Tax (LMGT)[1]	1.00%	04-01-2013	03-31-2018
La Puente (City)	City of La Puente Safety and Protection Transactions and Use Tax (LUPG)	0.50%	04-01-2019	
Lawndale (City)	City of Lawndale Vital City Services Transactions and Use Tax (LAWG)	0.75%	04-01-2019	
Long Beach (City)	City of Long Beach Transactions and Use Tax (LBTG)[1]	1.00%	01-01-2017	
Lynwood (City)	City of Lynwood Transactions and Use Tax (LWDG)[1]	1.00%	04-01-2017	
Pasadena (City)	City of Pasadena Transactions and Use Tax (PSGD)	0.75%	04-01-2019	

District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Pico Rivera (City)	City of Pico Rivera Transactions and Use Tax (PCRV)[1]	1.00%	04-01-2009	
Pomona (City)	City of Pomona Transactions and Use Tax (PMAG)	0.75%	04-01-2019	
San Fernando (City)	City of San Fernando Temporary Transactions and Use Tax (SNFE)	0.50%	10-01-2013	
Santa Fe Springs (City)	City of Santa Fe Springs 2018 Transactions and Use Tax (SFSG)[2]	1.00%	04-01-2019	
Santa Monica (City)	City of Santa Monica Transactions and Use Tax (SAMG)	1.00%	04-01-2017	
Santa Monica (City)	City of Santa Monica Transactions and Use Tax (STMA)	0.50%	04-01-2011	03-31-2017
South El Monte (City)	City of South El Monte Vital City Services Protection Transactions and Use Tax (SEMT)	0.50%	04-01-2011	
South Gate (City)	City of South Gate Transactions and Use Tax (SGTE)[1]	1.00%	10-01-2008	
Madera County	Madera County 2006 Transportation Authority (MCTC)	0.50%	04-01-2007	
Chowchilla (City)	City of Chowchilla Public Safety Transactions and Use Tax (CHCS)	1.00%	04-01-2019	
Madera (City)	City of Madera Transactions and Use Tax (MADG)	0.50%	04-01-2017	
Marin County	Marin Parks/Open Space/Farmland Preservation Transactions and Use Tax (MPSF)	0.25%	04-01-2013	
	Sonoma-Marin Area Rail Transit District (SMRT)	0.25%	04-01-2009	
	Transportation Authority of Marin County Transactions and Use Tax (TAMC)	0.50%	04-01-2005	
Corte Madera (Town)	Town of Corte Madera 2018 Transactions and Use Tax (CTMG)	0.75%	10-01-2018	
Corte Madera (Town)	Town of Corte Madera Transactions and Use Tax (CMGT)	0.50%	04-01-2014	09-30-2018
Fairfax (Town)	Town of Fairfax Transactions and Use Tax (FAXG)	0.75%	04-01-2017	
Fairfax (Town)	Town of Fairfax Transactions and Use Tax (FFGT)	0.50%	04-01-2012	03-31-2017
Larkspur (City)	City of Larkspur Essential Transactions and Use Tax (LSGT)	0.75%	04-01-2018	
Larkspur (City)	City of Larkspur Transactions and Use Tax (LKSG)	0.50%	04-01-2014	03-31-2018
Novato (City)	City of Novato 2016 Transactions and Use Tax (NOTO)	0.25%	04-01-2016	
San Anselmo (Town)	Town of San Anselmo Transactions and Use Tax (SAGT)	0.50%	04-01-2014	
San Rafael (City)	City of San Rafael Transactions and Use Tax (SREF)	0.75%	04-01-2014	
Sausalito (City)	City of Sausalito 2014 Transactions and Use Tax (SAUG)	0.50%	04-01-2015	
Mariposa County	Mariposa County Healthcare Transactions and Use Tax (MCHC)	0.50%	04-01-2005	
Mendocino County	Mendocino County Mental Health Treatment Act Tax (MMHT)	0.50%	04-01-2018	
	Mendocino Library Special Transactions and Use Tax (MLST)	0.125%	04-01-2012	
Fort Bragg (City)	City of Fort Bragg CV Starr Center Special Transactions and Use Tax (FBSS)	0.50%	07-01-2012	
Fort Bragg (City)	City of Fort Bragg Maintain City Streets Transactions and Use Tax (FBCS)	0.50%	01-01-2005	
Point Arena (City)	City of Point Arena Transactions and Use Tax (PARS)	0.50%	04-01-2004	
Ukiah (City)	City of Ukiah Transactions and Use Tax (UKGT)	0.50%	10-01-2005	
Ukiah (City)	City of Ukiah Transactions and Use Tax (UKHG)	0.50%	04-01-2017	
Willits (City)	City of Willits Road System Transactions and Use Tax (WCRS)	0.50%	10-01-2003	
Merced County	Merced County Transportation Authority (META)	0.50%	04-01-2017	
Atwater (City)	City of Atwater Public Safety Transactions and Use Tax (ATWS)	0.50%	07-01-2013	
Gustine (City)	City of Gustine Community Enhancement to Services Transactions and Use Tax (GSTG)	0.50%	04-01-2010	
Los Banos (City)	City of Los Banos Essential City Services Transactions and Use Tax (LSBS)	0.50%	04-01-2019	

Attachment C

District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Los Banos (City)	City of Los Banos Public Safety Transactions and Use Tax (LBPS)	0.50%	04-01-2005	
Merced (City)	City of Merced Transactions and Use Tax (MRCD)	0.50%	04-01-2006	
Mono County				
Mammoth Lakes (Town)	Town of Mammoth Lakes Parks, Recreation and Trails Transactions and Use Tax (MLPR)	0.50%	10-01-2008	
Monterey County	Monterey-Salinas MST Special Transit District (MSTD)	0.125%	04-01-2015	
	Monterey Transportation Safety Transactions and Use Tax (MTSF)	0.375%	04-01-2017	
Carmel-by-the-Sea (City)	City of Carmel-by-the-Sea Transactions and Use Tax (CBSG)	1.00%	04-01-2013	
Del Rey Oaks (City)	City of Del Rey Oaks General Transactions and Use Tax (DROG)	0.50%	04-01-2015	
Del Rey Oaks (City)	City of Del Rey Oaks Transactions and Use Tax (DLRY)	1.00%	04-01-2007	
Gonzales (City)	City of Gonzales Quality of Life Transactions and Use Tax (GZGT)	0.50%	04-01-2015	
Greenfield (City)	City of Greenfield 2015 City Services Transactions and Use Tax (GRFD)	0.75%	04-01-2016	
Greenfield (City)	City of Greenfield Transactions and Use Tax (GFGT)	1.00%	10-01-2012	
King City (City)	City of King City General Transactions and Use Tax (KNGG)	1.00%	04-01-2019	
King City (City)	City of King City Transactions and Use Tax (KING)	0.50%	04-01-2015	03-31-2019
Marina (City)	City of Marina New Transactions and Use Tax (MRGT)	1.50%	04-01-2019	
Marina (City)	City of Marina Transactions and Use Tax (MRNA)	1.00%	04-01-2011	3-31-2019
Monterey (City)	City of Monterey Special Transactions and Use Tax (MTRS)	1.00%	04-01-2015	
Pacific Grove (City)	City of Pacific Grove Transactions and Use Tax (PGRV)	1.00%	10-01-2008	
Salinas (City)	City of Salinas Measure G Transactions and Use Tax (SLGT)	1.00%	04-01-2015	
Salinas (City)	City of Salinas Temporary Transactions and Use Tax (SLNS)	0.50%	04-01-2006	
Sand City (City)	City of Sand City 2015 Spec Purpose Transactions and Use Tax (SANG)	1.00%	04-01-2015	
Seaside (City)	City of Seaside 2017 Transactions and Use Tax (SEDG)	0.50%	10-01-2017	
Seaside (City)	City of Seaside Transactions and Use Tax (SEAS)	1.00%	07-01-2008	
Soledad (City)	City of Soledad Temporary Emergency Transactions and Use Tax (STEG)	1.00%	10-01-2012	
Napa County	Napa County Flood Protection Authority Tax (NCFP)	0.50%	07-01-1998	06-30-2018
	Napa Valley Transportation Authority Transaction and Use Tax (NVTA)	0.50%	07-01-2018	
St. Helena (City)	City of St. Helena Transactions and Use Tax (SHGT)	0.50%	04-01-2017	
Nevada County	Nevada County Public Library Transactions and Use Tax (NEVL)	0.25%	04-01-2017	
	Nevada County Public Library Transactions and Use Tax (NVPL)	0.125%	10-01-1998	03-31-2017
Grass Valley (City)	City of Grass Valley 2018 Transactions and Use Tax (GRVG)	1.00%	10-01-2018	
Grass Valley (City)	City of Grass Valley Transactions and Use Tax (GVGT)	0.50%	04-01-2013	09-30-2018
Nevada City (City)	City of Nevada City Fire and Police Transactions and Use Tax (NVSP)	0.375%	04-01-2017	
Nevada City (City)	City of Nevada City Street Improvements Transactions and Use Tax (NVSI)	0.50%	04-01-2007	
Nevada City (City)	City of Nevada City Transactions and Use Tax (NVGT)	0.375%	04-01-2013	03-31-2018
Truckee (Town)	Town of Truckee Trails Transactions and Use Tax (TTRS)	0.25%	10-01-2014	
Truckee (Town)	Town of Truckee Transactions and Use Tax (TRSR)	0.50%	10-01-1998	
Orange County	Orange County Local Transportation Authority (OCTA)	0.50%	04-01-1991	
Fountain Valley (City)	City of Fountain Valley Transactions and Use Tax (FVGT)	1.00%	04-01-2017	

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District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Garden Grove (City)	City of Garden Grove 2018 Transactions and Use Tax (GGGT)	1.00%	04-01-2019	
La Habra (City)	City of La Habra Transactions and Use Tax (LHBR)	0.50%	04-01-2009	
La Palma (City)	City of La Palma Transactions and Use Tax (LAPG)	1.00%	04-01-2017	
Placentia (City)	City of Placentia Transactions and Use Tax (PLCT)	1.00%	04-01-2019	
Santa Ana (City)	City of Santa Ana Transactions and Use Tax (SATA)	1.50%	04-01-2019	
Seal Beach (City)	City of Seal Beach Transactions and Use Tax (SEAL)	1.00%	04-01-2019	
Stanton (City)	City of Stanton Transactions and Use Tax (STGT)	1.00%	04-01-2015	
Westminster (City)	City of Westminster Transactions and Use Tax (WESG)	1.00%	04-01-2017	
Placer County				
Loomis (Town)	Town of Loomis Transactions and Use Tax (LOOG)	0.25%	04-01-2017	
Roseville (City)	City of Roseville Transactions and Use Tax (ROSG)	0.50%	04-01-2019	
Riverside County	Riverside County Transportation Commission (RCTC)	0.50%	07-01-1989	
Cathedral City (City)	City of Cathedral City Transactions and Use Tax (CCGT)	1.00%	10-01-2010	
Coachella (City)	City of Coachella Transactions and Use Tax (COAC)	1.00%	04-01-2015	
Hemet (City)	City of Hemet Transactions and Use Tax (HMGT)	1.00%	04-01-2017	
Indio (City)	City of Indio Transactions and Use Tax (INGT)	1.00%	04-01-2017	
La Quinta (City)	City of La Quinta Transactions and Use Tax (LQUG)	1.00%	04-01-2017	
Menifee (City)	City of Menifee Transactions and Use Tax (MENG)	1.00%	04-01-2017	
Murrieta (City)	City of Murrieta Transactions and Use Tax (MURG)	1.00%	04-01-2019	
Norco (City)	City of Norco Transactions and Use Tax (NOGT)	1.00%	04-01-2019	
Palm Springs (City)	City of Palm Springs 2018 Transactions and Use Tax (PLSS)	0.50%	04-01-2018	
Palm Springs (City)	City of Palm Springs Transactions and Use Tax (PSGT)	1.00%	04-01-2012	
Riverside (City)	City of Riverside Transactions and Use Tax (RIVG)	1.00%	04-01-2017	
Temecula (City)	City of Temecula Transactions and Use Tax (TEMG)	1.00%	04-01-2017	
Wildomar (City)	City of Wildomar Transactions and Use Tax (WILG)	1.00%	04-01-2019	
Sacramento County	Sacramento Transportation Authority (STAT)	0.50%	04-01-1989	
Galt (City)	City of Galt Public Safety Transactions and Use Tax (GLTS)	0.50%	04-01-2009	
Isleton (City)	City of Isleton General Transactions and Use Tax (ISGT)	0.50%	04-01-2017	
Isleton (City)	City of Isleton Special Transactions and Use Tax (ISLS)	0.50%	10-01-2016	
Ranch Cordova (City)	City of Rancho Cordova Transactions and Use Tax (RHCG)	0.50%	04-01-2015	
Sacramento (City)	City of Sacramento 2018 Transactions and Use Tax (SARG)	1.00%	04-01-2019	
Sacramento (City)	City of Sacramento Transactions and Use Tax (SACG)	0.50%	04-01-2013	03-31-2019
San Benito County	San Benito County Safety Transactions and Use Tax (SBRT)	1.00%	04-01-2019	
Hollister (City)	City of Hollister Transactions and Use Tax (HLST)	1.00%	04-01-2008	
San Juan Bautista (City)	City of San Juan Bautista Transactions and Use Tax (SJBG)	0.75%	04-01-2005	
San Bernardino County	San Bernardino County Transportation Authority (SBER)	0.50%	04-01-1990	
Barstow (City)	City of Barstow Transactions and Use Tax (BARS)	1.00%	04-01-2019	
Montclair (City)	City of Montclair Transactions and Use Tax (MTGR)	0.25%	04-01-2005	

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District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
San Bernardino (City)	City of San Bernardino Transactions and Use Tax (SBRN)	0.25%	04-01-2007	
Yucca Valley (Town)	Town of Yucca Valley Essential Services Transactions and Use Tax (YUCG)	0.50%	04-01-2017	
Yucca Valley (Town)	Town of Yucca Valley Sewer Improvement & Assessment Transactions and Use Tax (YCST)	0.50%	04-01-2017	
San Diego County	San Diego County Regional Transportation Commission (SDTC)	0.50%	04-01-1988	
Chula Vista (City)	City of Chula Vista 2018 Transactions and Use Tax (CLVT)	0.50%	10-01-2018	
Chula Vista (City)	City of Chula Vista Temporary Transactions and Use Tax (CVGT)	0.50%	04-01-2017	
Del Mar (City)	City of Del Mar Transactions and Use Tax (DELG)	1.00%	04-01-2017	
El Cajon (City)	City of El Cajon Service Preservation Transactions and Use Tax (ECGF)	0.50%	04-01-2009	
La Mesa (City)	City of La Mesa Transactions and Use Tax (LMSA)	0.75%	04-01-2009	
National City (City)	City of National City Transactions and Use Tax (NCGT)	1.00%	10-01-2006	
Oceanside (City)	City of Oceanside Temporary Transactions and Use Tax (OTGT)	0.50%	04-01-2019	
Vista (City)	City of Vista Transactions and Use Tax (VSTA)	0.50%	04-01-2007	
San Francisco City and County	Bay Area Rapid Transit District (BART)	0.50%	04-01-1970	
	San Francisco County Public Finance Authority (SFPF)	0.25%	10-01-1993	
	San Francisco County Transportation Authority (SFTA)	0.50%	04-01-1990	
San Joaquin County	San Joaquin Transportation Authority (SJTA)	0.50%	04-01-1991	
Lathrop (City)	City of Lathrop Public Safety/Essentials Services Transactions and Use Tax (LTHG)	1.00%	04-01-2013	
Lodi (City)	City of Lodi 2018 General Transactions and Use Tax (LOGT)	0.50%	04-01-2019	
Manteca (City)	City of Manteca Public Safety Transactions and Use Tax (MTPS)	0.50%	04-01-2007	
Stockton (City)	City of Stockton Public Safety Transactions and Use Tax (SPFG)	0.25%	04-01-2005	
Stockton (City)	City of Stockton Special Library and Recreation Transactions and Use Tax (SSLR)	0.25%	04-01-2017	
Stockton (City)	City of Stockton Transactions and Use Tax (STKN)	0.75%	04-01-2014	
Tracy (City)	City of Tracy Transactions and Use Tax (TRCG)	0.50%	04-01-2017	
San Luis Obispo County				
Arroyo Grande (City)	City of Arroyo Grande Transactions and Use Tax (ARGD)	0.50%	04-01-2007	
Atascadero (City)	City of Atascadero Transactions and Use Tax (ATAC)	0.50%	04-01-2015	
Grover Beach (City)	City of Grover Beach Transactions and Use Tax (GRBH)	0.50%	04-01-2007	
Morro Bay (City)	City of Morro Bay Transactions and Use Tax (MRBY)	0.50%	04-01-2007	
Paso Robles (City)	City of Paso Robles Transactions and Use Tax (PRBG)	0.50%	04-01-2013	
Pismo Beach (City)	City of Pismo Beach Transactions and Use Tax (PSMO)	0.50%	10-01-2008	
San Luis Obispo (City)	City of San Luis Obispo Essential Services Transactions and Use Tax (SLOG)	0.50%	04-01-2007	
San Mateo County	San Mateo County Retail Transactions and Use Tax (SMGT)	0.50%	04-01-2013	
	San Mateo County Transit District (SMCT)	0.50%	07-01-1982	
	San Mateo County 2018 Transit District (SMTD)	0.50%	07-01-2019	
	San Mateo County Transportation Authority (SMTA)	0.50%	01-01-1989	
Belmont (City)	City of Belmont Transactions and Use Tax (BMTG)	0.50%	04-01-2017	
Burlingame (City)	City of Burlingame Essential Services Transactions and Use Tax (BUEG)	0.25%	04-01-2018	
East Palo Alto (City)	City of East Palo Alto Transactions and Use Tax (EPAG)	0.50%	04-01-2017	

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District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Redwood (City)	City of Redwood City Transactions and Use Tax (REDG)	0.50%	04-01-2019	
So. San Francisco (City)	So. San Francisco Fiscal Stability and Essential Services Transactions and Use Tax (SSFR)	0.50%	04-01-2016	
San Mateo (City)	City of San Mateo Transactions and Use Tax (SMTG)	0.25%	04-01-2010	
Santa Barbara County	Santa Barbara County Local Transportation Authority (SBAB)	0.50%	04-01-1990	
Carpinteria (City)	City of Carpinteria Local Transactions and Use Tax (CARG)	1.25%	04-01-2019	
Guadalupe (City)	City of Guadalupe Transactions and Use Tax (GUAD)	0.25%	04-01-2015	
Santa Barbara (City)	City of Santa Barbara Infrastructure Services Transactions and Use Tax (SBIG)	1.00%	04-01-2018	
Santa Maria (City)	City of Santa Maria Public Safety Transactions and Use Tax (SMPG)	1.00%	04-01-2019	
Santa Maria (City)	City of Santa Maria Transactions and Use Tax (SMAG)	0.25%	10-01-2012	3-31-19
Santa Clara County	Santa Clara County Retail Transactions and Use Tax (SCCR)	0.125%	04-01-2013	
	Santa Clara County Transit District (SCCT)	0.50%	10-01-1976	
	Santa Clara County Valley Transportation Authority (SCVT)	0.50%	04-01-2006	
	Santa Clara VTA BART Operating and Maintenance Transactions and Use Tax (SVTB)	0.125%	07-01-2012	
	Silicon Valley Transportation Solutions Tax (Santa Clara TA) (SVTS)	0.50%	04-01-2017	
Campbell (City)	City of Campbell Vital City Services, Maintenance and Protection Transactions and Use Tax (CMPL)	0.25%	04-01-2009	
Los Gatos (City)	City of Los Gatos Transactions and Use Tax (LGTG)	0.125%	04-01-2019	
San Jose (City)	City of San Jose Transactions and Use Tax (SJGT)	0.25%	10-01-2016	
Santa Cruz County	Santa Cruz County Public Library Transactions and Use Tax (SZPL)	0.25%	04-01-1997	
	Santa Cruz County Transportation Transactions and Use Tax (SCZT)	0.50%	04-01-2017	
	Santa Cruz County Unincorporated Area Transactions and Use Tax (SCUG)	0.50%	04-01-2019	
	Santa Cruz Metropolitan Transit District (SCMT)	0.50%	01-01-1979	
Capitola (City)	City of Capitola Permanent Retail Transactions and Use Tax (CPRG)	0.25%	04-01-2013	
Capitola (City)	City of Capitola Transactions and Use Tax (CPGT)	0.25%	04-01-2005	
Santa Cruz (City)	City of Santa Cruz 2018 Transactions and Use Tax (SCGT)	0.25%	10-01-2018	
Santa Cruz (City)	City of Santa Cruz Replacement Transactions and Use Tax (STCZ)	0.50%	04-01-2007	
Scotts Valley (City)	City of Scotts Valley Temporary Transactions and Use Tax (SVLY)	0.50%	04-01-2014	
Watsonville (City)	City of Watsonville Public Safety Transactions and Use Tax (WTPS)	0.50%	10-01-2014	
Watsonville (City)	City of Watsonville Transactions and Use Tax (WTVL)	0.25%	04-01-2007	
Shasta County				
Anderson (City)	City of Anderson Transactions and Use Tax (ANDG)	0.50%	10-01-2014	
Siskiyou County				
Dunsmuir (City)	City of Dunsmuir Transactions and Use Tax (DUNS)	0.50%	04-01-2016	
Mount Shasta (City)	City of Mt. Shasta Libraries Transactions and Use Tax (MTSH)	0.25%	10-01-2011	
Yreka (City)	City of Yreka Transactions and Use Tax (YRKG)	0.50%	04-01-2017	
Weed (City)	City of Weed Transactions and Use Tax (WEED)	0.25%	07-01-2015	
Solano County	Solano County Public Library Transactions and Use Tax (SLPL)	0.125%	10-01-1998	
Benicia (City)	City of Benicia Transactions and Use Tax (BNCG)	1.00%	04-01-2015	

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District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Fairfield (City)	City of Fairfield Transactions and Use Tax (FLDG)	1.00%	04-01-2013	
Rio Vista (City)	City of Rio Vista General Transactions and Use Tax (RVGG)	0.75%	04-01-2013	
Suisun (City)	City of Suisun Transactions and Use Tax (SUGT)	1.00%	04-01-2017	
Vacaville (City)	City of Vacaville 2017 Transactions and Use Tax (VCGT)	0.75%	04-01-2018	
Vacaville (City)	City of Vacaville Transactions and Use Tax (VACG)	0.25%	04-01-2013	03-31-2018
Vallejo (City)	City of Vallejo Transactions and Use Tax (VJGT)	1.00%	04-01-2012	
Sonoma County	County of Sonoma Measure F (SAPD)	0.25%	04-01-2011	
	Sonoma County Library Maintenance, Restoration, Enhancement Act (SCLM)	0.125%	04-01-2017	
	Sonoma County Parks and Safety Transactions and Use Tax (SCPS)	0.125%	04-01-2019	
	Sonoma County Transportation Authority (SNTA)	0.25%	04-01-2005	
	Sonoma-Marin Area Rail Transit District (SMRT)	0.25%	04-01-2009	
Cotati (City)	City of Cotati 2014 Transactions and Use Tax (COTI)	1.00%	10-01-2014	
Healdsburg (City)	City of Healdsburg Transactions and Use Tax (HDBG)	0.50%	04-01-2013	
Rohnert Park (City)	City of Rohnert Park Transactions and Use Tax (RPGF)	0.50%	10-01-2010	
Santa Rosa (City)	City of Santa Rosa 2010 Transactions and Use Tax (SRGF)	0.25%	04-01-2011	
Santa Rosa (City)	City of Santa Rosa 2018 Transactions and Use Tax (SATG)	0.25%	04-01-2019	
Santa Rosa (City)	City of Santa Rosa Public Safety Transactions and Use Tax (SRPS)	0.25%	04-01-2005	
Sebastopol (City)	City of Sebastopol Community Transactions and Use Tax (SEBG)	0.25%	04-01-2005	
Sebastopol (City)	City of Sebastopol Increase in the Community Transactions and Use Tax (SBCGS)	0.50%	04-01-2013	
Sonoma (City)	City of Sonoma Transactions and Use Tax (SOGT)	0.50%	10-01-2012	
Stanislaus County	Stanislaus County Library Transactions and Use Tax (STCL)	0.125%	07-01-1995	
	Stanislaus Measure L Local Roads First Transportation (SLFR)	0.50%	04-01-2017	
Ceres (City)	City of Ceres Public Safety Transactions and Use Tax (CRPS)	0.50%	04-01-2008	
Oakdale (City)	City of Oakdale Transactions and Use Tax (ODGT)	0.50%	04-01-2012	
Tehama County				
Corning (City)	City of Corning Transactions and Use Tax (CORG)	0.50%	10-01-2016	
Red Bluff (City)	City of Red Bluff 2014 Transactions and Use Tax (RDBF)	0.25%	04-01-2015	
Tulare County	Tulare County Transportation Authority (TCTA)	0.50%	04-01-2007	
Dinuba (City)	City of Dinuba Police and Fire Protection Transactions and Use Tax (DNBA)	0.75%	04-01-2006	
Farmersville (City)	City of Farmersville Transactions and Use Tax (FAMG)	0.50%	04-01-2018	
Farmersville (City)	City of Farmersville Transactions and Use Tax (FMGT)	0.50%	04-01-2005	
Lindsay (City)	City of Lindsay Transaction and Use Tax (LDSG)	1.00%	10-01-2017	
Porterville (City)	City of Porterville 2018 Transactions and Use Tax (PVGT)	1.00%	04-01-2019	
Porterville (City)	City of Porterville Public Safety, Police and Fire Protection Transactions and Use Tax (PTVL)	0.50%	04-01-2006	
Tulare (City)	City of Tulare Transactions and Use Tax (TLRE)	0.50%	04-01-2006	
Visalia (City)	City of Visalia Public Safety Transactions and Use Tax (VPST)	0.25%	07-01-2004	
Visalia (City)	City of Visalia Transactions and Use Tax (VISG)	0.50%	04-01-2017	

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District Taxes, Rates, and Effective Dates

Tax Area	District Name and Acronym	Rate	Effective Date	End Date
Woodlake (City)	City of Woodlake Transactions and Use Tax (WLKG)	1.00%	04-01-2018	
Tuolumne County				
Sonora (City)	City of Sonora Transactions and Use Tax (SPFW)	0.50%	01-01-2005	
Ventura County				
Oxnard (City)	City of Oxnard Vital Services Transactions and Use Tax (OXND)	0.50%	04-01-2009	
Port Hueneme (City)	City of Port Hueneme Essential Services Transactions and Use Tax (PHEG)	1.00%	04-01-2019	
Port Hueneme (City)	City of Port Hueneme Transactions and Use Tax (PTHN)	0.50%	04-01-2009	
Santa Paula (City)	City of Santa Paula Transactions and Use Tax (SPLT)	1.00%	04-01-2017	
Ventura (City)	City of Ventura Transactions and Use Tax (SBVT)	0.50%	04-01-2017	
Yolo County				
Davis (City)	City of Davis Transactions and Use Tax (DVSG)	1.00%	10-01-2014	
West Sacramento (City)	City of West Sacramento 2018 Transactions and Use Tax (WSGT)	0.25%	04-01-2019	
West Sacramento (City)	City of West Sacramento Transactions and Use Tax (WSCG)	0.25%	04-01-2017	
West Sacramento (City)	City of West Sacramento Transactions and Use Tax (WSTU)	0.50%	04-01-2003	
Woodland (City)	City of Woodland Supplemental Transactions and Use Tax (WOSF)	0.25%	10-01-2010	
Woodland (City)	City of Woodland Transactions and Use Tax (WDLD)	0.50%	10-01-2006	
Yuba County	Yuba County Unincorporated Area Transactions and Use Tax (YBUA)	1.00%	04-01-2019	
Marysville (City)	City of Marysville Transactions and Use Tax (MARG)	1.00%	10-01-2016	
Wheatland (City)	City of Wheatland Transactions and Use Tax (WTLD)	0.50%	04-01-2011	

[1] The 0.25 percent tax **will not** be imposed in the cities of Compton, Long Beach, Lynwood, Pico Rivera, Santa Monica, and South Gate because doing so would cause the rate in those cities to exceed the 10.25 percent maximum tax rate allowed under the law in Los Angeles County. If and when an existing tax in one of these cities expires, the Measure H tax will be imposed in that city immediately.

[2] Santa Fe Springs may exceed the maximum rate of 10.25 percent in Los Angeles County by 0.50 percent per Revenue and Taxation Code section 7286.27.

Contra Costa County
Summary Parcel Count (Unincorporated & City), by Use Code *as of April 12, 2019*

Use Code Type	Use Code	Description	Countywide
Residential	10	Vacant, Unbuildable	1,722
	11	Single Family: 1 Res. On 1 Site	228,068
	12	Single Family: 1 Res. On 2+ Sites	1,036
	13	Single Family: 2+ Res. On 1+ Sites	2,851
	14	Single Family: Other than Single Family Land	8,196
	15	Misc. Improvements, 1 Site	953
	16	Misc. Improvements, On 2 or more sites	21,228
	17	Vacant, 1 Site (Includes PUD Sites)	8,026
	18	Vacant, 2 or More Sites	388
	19	Single Family Res, Detached, w/ Com. Area	46,482
Multiple	20	Vacant	260
	21	Duplex	3,089
	22	Triplex	463
	23	Fourplex	1,499
	24	Combinations; e.g. Single & Double	410
	25	Apartments, 5-12 Units, Inclusive	950
	26	Apartments, 13-24 Units, Inclusive	265
	27	Apartments, 25-59 Units, Inclusive	243
	28	Apartments, 60 Units or more	282
	29	Attached PUD's, Cluster Homes, Co-ops, Condos	33,423
Commercial	30	Vacant Land	917
	31	Commercial Stores (not Supermarkets)	1,966
	32	Small Grocery Stores (e.g. 7-11, Quick Stop)	56
	33	Office Buildings	1,253
	34	Medical; Dental	349
	35	Service Stations; Car Washes; Bulk Plants, Mini Lube	318
	36	Auto Repair	488
	37	Community Facilities; Recreational; Swim Pool	107
	38	Golf Courses	247
	39	Bowling Alleys	7
	40	Boat Harbors	192
	41	Supermarkets (not in shopping centers)	32
	42	Shopping Centers	720
	43	Financial Buildings (Ins./Title Comp., Banks)	93
	44	Motels, Hotels, & Mobile Home Parks	161
	45	Theaters	20
	46	Drive-In Restaurants (Hamburger, Taco, etc.)	174
	47	Restaurants (not drive-in; inside serv. only)	177
	48	Multiple and Commercial; Misc. Improved	208
	49	Auto Agencies	118

Contra Costa County
Summary Parcel Count (Unincorporated & City), by Use Code *as of April 12, 2019*

Use Code Type	Use Code	Description	Countywide
Industrial	50	Vacant Land	703
	51	Industrial Park (w/ structures)	432
	52	Research and Development, w/ or w/out structures	28
	53	Light Industrial	749
	54	Heavy Industrial	169
	55	Mini-Warehouse	105
	56	Misc. Imps.	162
Land	61	Rural, Residential Improved (1A up to 10A)	1,261
	62	Rural, w/ or w/out Misc. Structures (1A up to 10A)	717
	63	Urban Acreage (10A up to 40A)	296
	64	Urban Acreage (40A and over)	97
	65	Orchards, Vineyards, Row Crops, Irrig. Past (10A up to 40A)	427
	66	Orchards, Vineyards, Row Crops, Irrig. Past (40A and more)	111
	67	Dry Farming, Farming, Grzing & Pasturing (10A up to 40A)	263
	68	Dry Farming, Farming, Grzing & Pasturing (40A and more)	227
	69	Agricultural Preserves	380
Institutional	70	Intermediate Care Fac. (Rehab, Nursing)	45
	71	Churches	682
	72	Schools & Colleges (Public or Private)	518
	73	Acute Care Hospitals, w/ or w/out imps	23
	74	Cemeteries & Mortuaries	59
	75	Fraternal & Service Orgs.; Group Homes, Shelters	63
	76	Res. Care Facilities	69
	77	Cultural Uses (Libraries, Museums)	14
	78	Parks and Playgrounds	231
	79	Gov't owned, w/ or w/out Bldgs.	7,025
Miscellaneous	81	Private Roads	318
	82	Pipelines & Canals	30
	83	State Board Assessed Parcels	291
	84	Utilities, w/ or w/out bldgs. (not assessed by State Board of Equal.	14
	85	Public and Private Parking	430
	86	Taxable Municipally-Owned Property	242
	87	Cmn Area Pcls in PUD's (Open Spaces, Rec. Fac.)	5,829
	88	Manufactured Housing	2,223
	89	Other; Split Parcels in different tax code areas	134
		Total Parcel Count	**391,804**

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Date: October 1, 2019

To: Finance Committee

From: Sharon L. Anderson, County Counsel
By: Thomas L. Geiger, Assistant County Counsel

Re: **ANALYSIS OF UNIFORMITY REQUIREMENT IN PARCEL TAX MEASURES**

SUMMARY

This responds to the Finance Committee's request for an analysis of *Borikas v. Alameda Unified School District* (2013) 214 Cal.App.4th 135, a case involving a school district parcel tax with different rates for different types of properties. In *Borikas*, the Court of Appeal invalidated the district's parcel tax because the same tax rate was not applied to all parcels regardless of the parcel's size or characteristics. The Court invalidated the tax because the statute authorizing the tax required the tax to be applied uniformly to all property and taxpayers. But not all enabling statutes include a requirement that parcel taxes must be applied uniformly. Whether a court upholds a parcel tax measure with different tax rates based on a parcel's use or size depends on whether the tax measure's authorizing statute includes a uniformity requirement.

DISCUSSION

1. Parcel Taxes Generally

A parcel tax is a tax collected on the property tax roll that is based on either a flat, per-parcel rate or a rate that varies based on other factors such as parcel size, use, or other physical attributes other than value. (*Heckendorn v. City of San Marino* (1986) 42 Cal.3d 481, 487.) Parcel taxes based upon the value of the property are invalid as a violation of Proposition 13's limits on ad valorem property taxes -- i.e., taxes based on the assessed value of property. (Cal. Const., art. XIII A, § 1; see *City of Oakland v. Digre* (1988) 205 Cal.App.3d 99, 110.) Section 3 of article XIII D limits the types of taxes that can be imposed upon a parcel of property to two types -- the ad valorem property tax imposed pursuant to article XIII and article XIII A, and any special tax receiving a two-thirds vote pursuant to Section 4 of article XIII A. Accordingly, a parcel tax may be imposed only as a special tax. (*Nielson v. City of California City* (2006) 133 Cal.App.4th 1296, 1312.) A special tax means "any tax imposed for specific purposes," including a tax imposed for specific purposes and placed into a general fund. (Cal. Const., art. XIII C, § 1(d).) The California Supreme Court has described a special tax as a tax "levied to fund a specific governmental project or program." (*Rider v. County of San Diego* (1991) 1

Cal.4th 1, 15.)[1]

2. Analysis of *Borikas v. Alameda Unified School District*

In *Borikas*, the First District Court of Appeal considered whether it was appropriate to impose a parcel tax with varied rates based on different property types. The lawsuit arose out of a 2008 vote on Measure H, a parcel tax measure for the Alameda Unified School District that was narrowly approved by the voters. The measure imposed a parcel tax with differing rates based on use and size of the parcel. A taxpayer sued, arguing that the tax had to be the same rate for each parcel because the law that authorized the tax included a uniformity requirement. The school district's defense was that rationally-based classifications were permissible.

The Court of Appeal agreed with the plaintiff, noting that with limited exceptions, the statute on which the tax was based required that it "apply uniformly" to all taxpayers or all real property within the school district.[2] In reviewing the legislative intent behind the statute, the court concluded: "It is … apparent that when the Legislature added the 'apply uniformly' language to these enabling statutes, it also viewed classification and differential tax rates as matters requiring *express* authorization." (*Borikas, supra*, 214 Cal.App.4th at pp. 163-164.) Based on this analysis, the Court concluded that the enabling statute at issue did not empower school districts to classify taxpayers and property, and impose different tax rates. (*Borikas, supra*, 214 Cal.App.4th at p. 151.) The Alameda Unified School District appealed to the California Supreme Court; however, the Supreme Court denied the request for rehearing, which meant that the District was required to repay about $7 million in taxes it collected under the invalid tax measure.

3. Other Authorizing Statutes

A county's power to tax arises from statute. (*Santa Clara County Local Transportation Authority v. Guardino* (1995) 11 Cal.4th 220, 247-249.) Like the statute at issue in *Borikas*, some statutes that authorize counties to impose a parcel tax include a uniformity requirement. For example, a library tax levied under Government Code section 53717 must "apply uniformly to all taxpayers or all real property within the city, county, city and county, or library district." Similarly, the parcel tax authorization found in the County Service Area Law, Government Code section 25215.2, specifically requires that special taxes imposed to support County Service Area services must be "applied uniformly to all taxpayers or all real property within the county service area, except that unimproved property may be taxed at a lower rate than improved property."

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[1] The analysis on tax uniformity in this memo applies only to parcel taxes. It does not apply to sales taxes, the "transactions and use tax" imposed under Division 2, Part 1.7, Chapter 2 of the Revenue and Taxation Code.

[2] The statute at issue in *Borikas* was Government Code section 50079, which provides in pertinent part: "(a) Subject to Section 4 of Article XIII A of the California Constitution, any school district may impose qualified special taxes within the district pursuant to the procedures established in Article 3.5 (commencing with Section 50075) and any other applicable procedures provided by law. (b) (1) As used in this section, "qualified special taxes" means special taxes *that apply uniformly to all taxpayers or all real property within the school district*, except that unimproved property may be taxed at a lower rate than improved property." [Emphasis added.]

In contrast, other parcel tax enabling statutes do not include a uniformity requirement. For example, a Mello-Roos Community Facilities District special parcel tax may "be on or based on a benefit received by parcels of real property, the cost of making facilities or authorized services available to each parcel, or some other reasonable basis as determined by the legislative body." (Gov. Code, § 53325.3.) Similarly, a special tax for police or fire under Government Code section 53978 can be applied in zones and can vary based on the class of improvement on property or the use of property.

CONCLUSION

Whether to adopt an ordinance to authorize the levy of a special parcel tax is a policy decision for the Board of Supervisors, subject to final approval by the voters. If the Board of Supervisors authorizes the preparation of a parcel tax measure to be placed on an upcoming ballot, this office will work with the County Administrator's Office to prepare the ordinance and analyze whether the authorizing statute for the Board's proposed measure includes a uniformity requirement.

TLG:
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