FINANCE COMMITTEE

February 3, 2020
9:00 A.M.
651 Pine Street, Room 101, Martinez

Supervisor John Gioia, Chair
Supervisor Karen Mitchoff, Vice Chair

Agenda Items:	Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions

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

3. CONSIDER approving the Record of Action for the December 16, 2019, Finance Committee meeting (Lisa Driscoll, County Finance Director)

4. CONSIDER accepting the semi-annual Capital Projects Report (Ramesh Kanzaria, Capital Projects Division Manager/Public Works)

5. POSTPONE presentation on Municipal Regional Permit funding options (Tim Jensen, Assistant Public Works Director)

6. The next meeting is currently scheduled for April 6, 2020.

7. Adjourn

The Finance Committee will provide reasonable accommodations for persons with disabilities planning to attend Finance Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Finance Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours.

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

For Additional Information Contact:

Lisa Driscoll, Committee Staff
Phone (925) 335-1021, Fax (925) 646-1353
lisa.driscoll@cao.cccounty.us

Contra Costa County
Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE 3.

Meeting Date: 02/03/2020

Subject: Record of Action for December 16, 2019 Finance Committee Meeting

Submitted For: FINANCE COMMITTEE,

Department: County Administrator

Referral No.: N/A

Referral Name: Record of Action

Presenter: Lisa Driscoll, County Finance Director **Contact:** Lisa Driscoll (925) 335-1023

Referral History:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the discussions made in the meetings.

Referral Update:

Attached for the Committee's consideration is the Record of Action for its December 16, 2019 meeting.

Recommendation(s)/Next Step(s):

Staff recommends approval of the Record of Action for the December 16, 2019 meeting.

Fiscal Impact (if any):

No fiscal impact.

Attachments

Draft Record of Action December 16, 2019

D R A F T

	FINANCE COMMITTEE **RECORD OF ACTION FOR** **December 16, 2019**

Supervisor Karen Mitchoff, Chair
Supervisor John Gioia, Vice Chair

Present:	Karen Mitchoff, Chair
Absent:	John Gioia, Vice Chair
Staff Present:	Lisa Driscoll, Finance Director Eric Angstadt, Chief Assistant County Administrator Timothy Ewell, Chief Assistant County Administrator Paul Reyes, Sr. Deputy County Administrator Ramsey AlQaisi, Sr. Management Analyst Arturo Castillo, ASO-Animal Services Kathy Mills, Animal Services Manny Morales, Animal Services Lieutenant Jane Andreotti, Animal Services Captain
Attendees:	Peter Wilson, Project Delta View Cats

1. Introductions

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

   There were no comments from the Public.

3. Staff recommends approval of the Record of Action for the November 4, 2019 meeting.

   The Record of Action for the November 4, 2019 meeting was approved as recommended.

   AYE: Chair Karen Mitchoff

4. CONSIDER recommending to the Board of Supervisors refunding of the County's 2010 Lease Revenue Bonds Series A and B for cost savings and take related actions. 1. PROCEED with a current refunding of the 2010 Bonds; 2. SELECT Barclays to serve as senior managing underwriter of the bonds; and 3. AUTHORIZE a retail sales pilot project as part of this bond transaction.

The Committee accepted the report and recommendations, and directed staff to take the refunding action to the full Board in 2020.

AYE: Chair Karen Mitchoff

5. ACCEPT an informational report from the Animal Services Department on a study of the contracted city services and fees for animal control; and DIRECT the Animal Services Department to discuss proposed changes to contract fees with the cities and prepare a new contract and fee schedule for contract cities for consideration by the Board of Supervisors at a noted public hearing on a date to be determined.

The Committee accepted the report and recommendations included in the report, and directed staff to bring the topic of inadequate resources up at the next Public Managers' Meeting. Additional direction included County Administration staff joining Beth Ward to attend individual meetings with city managers to discuss new contracts and fees. Peter Wilson from Project Delta View Cats, spoke in support of additional resources to address the needs of the community. Staff was directed to bring the recommendations to the full Board of Supervisors.

AYE: Chair Karen Mitchoff

6. Adjourn

For Additional Information Contact:

Lisa Driscoll, County Finance Director
Phone (925) 335-1021, Fax (925) 646-1353
lisa.driscoll@cao.cccounty.us

Contra Costa County Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE **4.**

Meeting Date: 02/03/2020
Subject: SEMI-ANNUAL CAPITAL PROJECTS REPORT
Submitted For: FINANCE COMMITTEE,
Department: County Administrator
Referral No.: 1/6/2009 SD.2
Referral Name: Capital Projects Report
Presenter: Ramesh Kanzaria, Capital Projects Division Manager
Contact: Brian Balbas (925) 313-2284

Referral History:

On January 6, 2009, the Board of Supervisors approved recommendations for Board Member appointments to local, regional and statewide boards, committees and commissions for the 2009 calendar year. One of the adopted recommendations was to combine the Capital Facilities Committee with the Finance Committee.

On February 2, 2009, the Finance Committee met and planned committee meetings and schedules for the coming year. One of the recommendations was for the Finance Committee to receive regular capital facility update reports. The first report was presented to Finance on March 4, 2009 by the Director of General Services, Mike Lango. The Committee reviewed the initial report and requested that additional financing and appropriation information be added to make the report more meaningful. The final report format was accepted at the April 6, 2009 meeting and staff was directed to include on future Finance Committee agendas. Reports were submitted at each Finance Committee meeting through December 2010.

Beginning in 2011, the Finance Committee requested that Capital Facility Reports be reviewed quarterly.

On December 3, 2018, the Committee asked that future reports be presented semi-annually.

Referral Update:

Semi-annual update. Per Committee request the report elements have been updated. The Capital Projects report is now broken-out by stages - feasibility, design and estimates. Projects under construction are also identified. The FLIP Projects report now break-outs the “in progress” projects for both Capital projects and Facilities Maintenance, and “completed” projects for both Capital projects and Facilities Maintenance are identified and include a completion date.

Recommendation(s)/Next Step(s):

ACCEPT semi-annual Capital Projects update.

Attachments

Semi-Annual Capital Projects Report 7-1-19 thru 12-31-19

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE
SUMMARY PAGE

Funding Source	Projects		
AB109	0		
Airport Enterprise Fund	0		
Capital Facilities Fund - Sheriff's	0		
CCFPD Capital Outlay Fund	0		
CSA R-9	0		
Conservation & Development	0		
County Drainage Maintenance	0		
DCD/Redevelopment	0		
Energy Fund	0		
Enterprise 1 Fund	0		
State/Federal Funds	2		
Federal, State, and County General Funds	1		
Fire Protection Fund	6		
Fire Protectuion Fund/EMS Transport Fund	1		
Fire Protection Fund/City of San Pablo Funding	1		
General Fund	17		
General Fund - HSD	2		
General Fund - EHSD	2		
Health Services Capital Budget	0		
HEAP (Homeless Emergendcy Aid Program)	2		
Hospital Enterprise Fund	26		
Land Development Fund	0		
Measure WW	0		
Mental Health Realignment Funds	0		
MHSA Funds	1		
PG&E On Bill Financing Loan	0		
Probation	0		
Risk Management	1		
Sale of Property	0		
Sheriff Law Enforcement Training Center	1		
State/County Funds	1		
Stormwater Utility Assessment #17 (PWD)	0		
TLC Fund/Park Dedication Fees	1		
Various HSD	0		
Whole Person Care Initiative & HSD General Fund	0		
FUNDED PROJECTS:	65	$	333,374,500
FLIP/Projects in Progress	13	$	10,648,105
Job Order Contract (JOC), As Needed	1	$	14,700,000
TOTAL PROJECTS:	79	$	358,722,605

PROJECT SIZE	Projects
Up to - $100,000	4
Between $100,001 - $250,000	6
Between $250,001 - $500,000	5
Between $500,001 - $1,000,000	6
Projects over $1,000,001	19
To Be Determined	25
TOTAL PROJECTS:	65

14 NEW PROJECTS since last report:		APPROX. PROJECT VALUE
Provide Alt Power Source for Fire Pump at CCRMC		TBD
Roof Repair at 55 Castlewood Dr., Pittsburg		TBD
Design Blueprint for Comm Kitchen/Classroom at 968 23rd St.,Richmond		TBD
PHC Resurfacing Parking Lot at 2311 Loveridge Rd., Pittsburg	$	275,000
Replace Liquid 02 Tanks at CCRMC		TBD
Install WIFI Access 1 at 1000 Ward Street, Martinez		TBD
Install WIFI Access 2 at 5555 Giant Highway, Richmond		TBD
Relocate Finance Personnel at 255 Glacier Dr. Martinez	$	375,000
Restore Vets Kitchen at 968 23rd St,. Richmond	$	375,000
Generator Feasibility Cost at Various Locations		TBD
Estimate Lobby Design at 50 Douglas Dr., Martinez	$	1,250,000
Development Strategy at 651 Pine St., Martinez		TBD
Estimate for 2 Exam Rooms at CCRMC	$	1,250,000
Estimate for 3 Cooling Towers at CCRMC		TBD
TOTAL VALUE OF NEW PROJECTS:	**$**	**3,525,000**

19 COMPLETED PROJECTS since last report		APPROX. PROJECT VALUE
Analize Resurface Parking Lot, 2311 Loveridge Road, Pittsburg	$	275,000
Redesign Intake Desk at CCRMC	$	-
Install Dehumidification System at CCRMC	$	80,000
Relocation of Sheriff's Delta Substation, 9100 Brentwood Blvd, Brentwood	$	250,000
Danville Blvd., UST Removal at 1193 Danville Blvd., Danville	$	120,000
Emergency Supply Storage at 555 Escobar St., Martinez	$	65,957
HSD Mobile Clinic Lot Improvements at 220 Glacier Drive, Martinez	$	287,701
Roof Repair at 55 Castlewood Dr., Pittsburg	$	132,519
Sheriff's Vehicle Storage at 555 Glacier Drive, Martinez	$	148,847
Expand Onsite Storage for TI at 40 Muir Road, Martinez	$	710,696
Secure 5th Floor at CCRMC	$	1,400,000
Design Blueprint for Comm Kitchen/Class at 968 23rd St.,Richmond	$	-
ADA Survey for PW Real Estate at 4071 Port Chicago Hwy	$	-
Install Controlled Access System on 2nd Floor at CCRMC	$	160,000
Safety Improvements Est at Psych Emergency for BH at CCRMC	$	490,000
PHC Resurfacing Parking Lot at 2311 Loveridge Rd., Pittsburg	$	275,000
Life Safety Drawings for all HSD Health Centers	$	165,000
Assess ADA Parking Feasibility at CCRMC	$	350,000
Estimate Electric Vehicle Chargers at CCRMC	$	-
TOTAL VALUE OF COMPLETED PROJECTS:	**$**	**4,910,720**

3 CANCELLED PROJECTS since last report		APPROX. PROJECT VALUE
Lawrence Livermore National Laboratories at Various Locations	$	-
Plan/Estimate Projects (DOIT)	$	-
Records Room Compliance at CCRMC	$	-
TOTAL VALUE OF COMPLETED PROJECTS:	**$**	**-**

CAPITAL PROJECTS REPORT

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
PROJECTS IN THE ESTIMATE AND FEASIBILITY/DESIGN PHASES								
	Animal Services							
1	Additional Parking Lot and Play Area	4800 Imhoff Place, Martinez	Bidding Phase	75%	6/30/2020	$1,000,000	General Fund	Contractor Bidding
2	Estimate to Renovate Lobby	910 San Pablo Avenue, San Pablo	Schematic Design	15%	TBD	$290,000	General Fund	Pending additional funding. Project on hold
	Contra Costa Fire District							
3	F/S 2 Roof Repair	2012 Geary Rd., Pleasant Hill	Close-Out	95%	12/31/2019	$650,000	Fire Protection Fund	Punchlist
4	F/S 6 Roof Repair	2210 Willow Pass Road, Concord	Close-Out	95%	12/31/2019	$400,000	Fire Protection Fund	Punchlist
5	New Fire Station No. 9 (CCCFPD)	550 Sally Ride Drive, Concord	Construction Documents	60%	6/1/2021	$20,000,000	Fire Protection Fund	RRM Working on Design.
6	New Fire Station No. 86 (CCCFPD)	Willow Pass Rd. and Goble Dr. Bay Point	Construction Documents	70%	5/1/2021	$14,000,000	Fire Protection Fund	RRM Working on Design.
7	Tenant Improvement at CCCFPD Office	2010 Geary Road, Pleasant Hill	Schematic Design	20%	TBD	$1,400,000	Fire Protection Fund/EMS Transport Fund	Awaiting District approval to move on to design devopement
	Child Support Services							
8	Estimate Lobby Design	50 Douglas Drive	Feasibility	15%	12/31/2020	$1,250,000	Federal and State Funds	Initiated feasibliity & Shematic design services by Kava Massih
	County Administration							
9	Development Strategy	651 Pine Street, Martinez	Feasibility	5%	6/30/2020	$105,000	General Fund	
10	Demolition of the Old Detention Facility	650 Pine Street, Martinez	Construction Documents	40%	TBD	$1,600,000	General Fund	On hold

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
11	Remodel Suite 200 for CCTV	10 Douglas Drive, Martinez	Bidding Phase	55%	9/2/2020	$1,662,000	General Fund	
12	M Module Remodel	1000 Ward Street, Martinez	DBE Award	0%	2/28/2021	TBD	General Fund	HP was the only RFQ responder. Need BOS Award
	Employment & Human Services							
13	Remodeling and Expand EHSD-Form Storage and Probation Area	1275 - A Hall Avenue, Richmond	Bidding Phase	50%	3/30/2019	$40,000	General Fund	Awaiting for JOC proposal
14	Modernize Elevator	4545 Delta Fair Blvd., Antioch	Bidding Phase	60%	6/30/2020	$150,000	Federal, State, and County General Funds	Awaiting JOC proposal
15	Relocation of CSB Kitchen	Countywide	Feasibility	15%	TBD	TBD	Federal and State Funds	Project scope under review. Currently on hold
	Health Services							
16	Estimate for 3 Cooling Towers	2500 Alhambra Avenue, Martinez	Feasibility	4%	TBD	TBD	Hospital Enterprise Fund	Looking for appropriat as-needed architect to lead fesibility study
17	Estimate for 2 Exam Rooms	2500 Alhambra Avenue, Martinez	Feasibility	4%	TBD	TBD	Hospital Enterprise Fund	Looking for appropriat as-needed architect to lead fesibility study
18	Generator Feasibility Cost	Various Locations	Feasibility	4%	TBD	TBD	Hospital Enterprise Fund	On hold until HSD evaluates priority of this project among other projects
19	CoGen Viability	2500 Alhambra Avenue, Martinez	Feasibility	4%	TBD	TBD	Hospital Enterprise Fund	Starting initail process of searching for documentation for utility and system maintenance costs
20	Install WIFI Access 1	1000 Ward Street, Martinez	Feasibility	15%	2/14/2020	TBD	General Fund	
21	Install WIFI Access 2	5555 Giant Highway, Richmond	Bidding Phase	50%	3/25/2020	TBD	General Fund	
22	Replace Liquid 02 Tanks	2500 Alhambra Avenue, Martinez	Feasibility	15%	TBD	TBD	Hospital Enterprise Fund	Gathering information & Conducting site investigations
23	Provide ALT Power Source for Fire Pump	2500 Alhambra Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	On hold

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
24	Wayfinding Analysis Estimate	2500 Alhambra Avenue, Martinez	Feasibility	5%	TBD	$100,000	Hospital Enterprise Fund	On hold
25	Ventilation Upgrade	2500 Alhambra Avenue, Martinez	Feasibility	15%	TBD	TBD	Hospital Enterprise Fund	Waiting for proposal from mechanical sub contractor and HSD directive to move forward
26	Replace Program Logic Controller (PLC)	2500 Alhambra Avenue, Martinez	Feasibility	5%	TBD	$600,000	Hospital Enterprise Fund	On hold
27	New Antioch Care Center	Antioch	Feasibility	2%	TBD	TBD	HEAP (Homeless Emergency Aid Program)	On hold
28	Concord Care Center Improvements	2047 Arnold Industrial Way Suite, A, Concord	Construction Documents	55%	6/1/2020	$2,100,000	HEAP (Homeless Emergency Aid Program)	Preparing CD's. new design consultant on board
29	Estimate for Residential Youth Treatment Facility	1034 Oak Grove Rd, Concord	Schematic Design	15%	9/1/2020	$3,000,000	MHSA Funds	Initial construction cost estimate high. Project on hold for now
30	Renovate Monument Signs	2500 Alhambra Avenue, Martinez	Feasibility	15%	TBD	$75,000	Hospital Enterprise Fund	On hold
31	Estimate for Survey of all Structures at the CCRMC Campus	2500 Alhambra Avenue, Martinez	Feasibility	15%	TBD	TBD	Hospital Enterprise Fund	Waiting on direction from HSD
32	Estimate to Convert G Ward Basement to Office Space	2500 Alhambra Avenue, Martinez	Feasibility	5%	TBD	$1,625,000	Hospital Enterprise Fund	On hold
33	Estimate to Increase Parking Capacity	2500 Alhambra Avenue, Martinez	Feasibility	10%	TBD	$8,100,000	Hospital Enterprise Fund	On hold
34	Additional CT Trailer	2500 Alhambra Avenue, Martinez	Feasibility	10%	TBD	$675,000	Hospital Enterprise Fund	Scope: Determine location. Currently on hold
35	Estimate to Install Dental Operatory Bldg. 1	2500 Alhambra Avenue, Martinez	Feasibility	15%	TBD	$199,000	Hospital Enterprise Fund	On hold
36	Evaluation of Hospital Emergency Electrical	2500 Alhambra Avenue, Martinez	Predesign	2%	TBD	TBD	Hospital Enterprise Fund	On hold
37	201- Segregate Sewer Lines	2500 Alhambra Avenue, Martinez	Design Development	25%	TBD	TBD	Hospital Enterprise Fund	Design underway
38	Medical Air Dryer Replacement	2500 Alhambra Avenue, Martinez	Permits	45%	TBD	$72,500	Hospital Enterprise Fund	In review for OSHPD permit

CAPITAL PROJECTS REPORT - FINANCE COMMITTEE

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
39	Project to Replace Surgical Lights	2500 Alhambra Avenue, Martinez	Construction Documents	35%	TBD	TBD	Hospital Enterprise Fund	KMD to submit a fee proposal for construction documents
40	Construct Data Center	2380 Bisso Lane, Concord	Bidding Phase	50%	6/1/2020	$1,000,000	Hospital Enterprise Fund	Approval of plans and specs for bidding on 12/17/19 BOS agenda
41	Upgrade Access Control	2500 Alhambra Avenue, Martinez	Feasibility	0%	TBD	TBD	Hospital Enterprise Fund	On hold
42	Espansion of Mental Health Center	2500 Alhambra Avenue, Martinez	Feasibility	TBD	TBD	TBD	Hospital Enterprise Fund	Identify the priority of this project with HSD in relation to list of other HSD projects. On hold
	Public Works							
43	Five Year Capital Facilties Plan	Countywide	Feasibility	20%	TBD	$200,000	General Fund	DBA continuing data gathering and analysis - Project currently on hold
44	Public Works Expansion Project	255 Glacier Drive, Martinez	Feasibility	15%	TBD	TBD	General Fund	Work Request submitted to CAO. Project currently on hold
45	Organization of Archive Documents	255 Glacier Drive, Martinez	Feasibility	90%	TBD	TBD	General Fund	Ongoing
46	EV Studies for Multiple Sites in Downtown Martinez	800 Ferry Street, Martinez	Feasibility	15%	TBD	TBD	General Fund	Consultant on board. CPM in process of reviewing three sites
	Risk Management							
47	Structural Repairs at Hope House	300 Illene Street, Martinez	Feasibility	10%	TBD	TBD	Risk Management	Geosphere to continually monitor for movement.
	Sheriff Coroner							
48	Infrared Perimeter Intrusion System (IPID)	5555 Giant Highway, Richmond	Feasibility	0	TBD	TBD	General Fund	Assigned to KMD
49	Expansion of the West County Detention Facility (WRTH)	5555 Giant Highway, Richmond	Design Development	25%	4/24/2023	$99,500,000	$70M from State Funds, $25M County matched	50% DD completed. Need approval from BSCC to proceed with RFP. SOQ's rec'd from 3 DB teams
50	Relocation of the Sheriff Training Center	45 John Glenn Drive, Concord	Feasibility	0%	TBD	TBD	Sheriff Law Enforcement Training Center	On hold

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
51	Modify Existing Lighting, Module D, MDF	1000 Ward Street, Martinez	Feasibility	0%	8/30/2019	TBD	General Fund	
52	Replace Camera System	1000 Ward Street, Martinez	Feasibility	0%	TBD	$1,500,000	General Fund	This Project is on hold per Sheriff Fiscal
					Subtotal	***$161,293,500***		
PROJECTS IN CONSTRUCTION								
	Contra Costa Fire District							
53	New Fire Station No. 16 (CCCFPD)	4007 Los Arabis Road, Lafayette	Close-Out	95%	12/31/2019	$5,500,000	Fire Protection Fund	
54	New Fire Station No. 70 (CCCFPD)	1800 23rd Street, San Pablo	Construction	65%	1/28/2021	$13,000,000	Fire Protection Fund/City of San Pablo Funding $2.5 M	In construction
55	Restoration of the Training Tower at Fire Station No. 10 (CCCFPD)	2945 Treat Blvd., Concord	Construction	90%	12/31/2019	$650,000	Fire Protection Fund	
	County Administration							
56	Replacement of the County Administration Building	1025 Escobar Street, Martinez	Construction	70%	5/7/2020	$75,000,000	General Fund	In construction.
	Employment & Human Services							
57	Restore Vets Kitchen	968 23rd Street, Richmond	Construction	75%	2/7/2020	$375,000	General Fund	
	Health Services							
58	West County Health Center Expansion	13585 San Pablo Avenue	Construction	85%	3/15/2020	$17,000,000	Hospital Enterprise Fund	In construction
59	Install Clean Room in MIP Compounding Area at Inpatient Pharmacy	2500 Alhambra Avenue, Martinez	Construction	50%	12/31/2019	$245,000	Hospital Enterprise Fund	Waiting for info from HSD; MSC in process of developing and submitting submittals for review

	Project Name	Address	Phase	% Proj. Comp	Est. Proj. Compl. Date	Estimated Proj. Budget	Funding Source	Comments
60	Install Doors at All Patient Sleeping Areas on 3C and 4C	2500 Alhambra Avenue, Martinez	Construction	95%	4/25/2020	$245,000	Hospital Enterprise Fund	Ratcliff working on finalizing Construction Documents
61	Elevator Modernization	2311 Loveridge Road, Pittsburg	Construction	65%	8/12/2020	$2,750,000	Hospital Enterprise Fund	Construction started in December 2019
	Public Defender's							
62	Remodeling for the Public Defender's Juvenile Unit	2020 North Broadway, Walnut Creek	Post Construction	100%	12/31/2019	$1,091,000	General Fund	Abatement done on 5/8/19, interior and exterior demo complete, framing in progress
	Public Works							
63	Estimate Personnel Move to Relocate Personnel/Finance	255 Glacier Drive, Martinez	Construction	50%	3/21/2019	$375,000	General Fund	In Construction
64	Building Improvements	4191 Appian Way, El Sobrante	Close-Out	45%	8/30/2019	$500,000	TLC Fund/Park Dedication Fund	Complete
	Sheriff Coroner							
65	New Emergency Operations Center	1850 Muir Road, Martinez	Construction	75%	3/31/2020	$55,000,000	General Fund	In full swing construction.
					Subtotal	***$171,731,000***		
					GRAND TOTAL	***$333,024,500***		

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM (FLIP) REPORT

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM - FINANCE COMMITTEE

	Project Name	Address	Status	Estimated Proj. Budget/Cost
CAPITAL PROJECTS MANAGEMENT FLIP PROJECTS				
IN PROGRESS				
1	ADA/Fire/Life/Safety & Rooftop Equipment (FLIP)	5555 Giant Highway, Richmond	Mech upgrades & fire/life/safety work complete. Improvement work in construction	$450,000
2	Roof, Roof top Equipment, Accessibility and Fire, Life and Safety Upgrades (FLIP)	50 Douglas Drive, Martinez	Mech upgrades & roofing complete. ADA and fire/life/safety in construction	$1,150,000
3	ADA/Fire/Life/Safety & Rooftop Equipment (FLIP) Juvenile Hall	202 Glacier Drive, Martinez	Awarded and to start Construction	$1,000,000
4	ADA/Fire/Life/Safety & Rooftop Equipment (FLIP) 202 Glacier Dr.	202 Glacier Drive, Martinez	Awarded and to start Construction	Combined w/ above Project
5	ADA/Fire/Life/Safety & Rooftop Equipment (FLIP)	910 San Pablo Ave., San Pablo	Preparing final design and permit drawing	$129,000
6	ADA/FLS (FLIP)	4491 Bixler ADA/FLS, Byron	Project on hold	$1,180,000
7	ADA/Fire/Life/Safety Upgrades (FLIP)	1000 Ward St, Martinez	Proposal under review	$733,889
8	Flip Generator (FLIP)	10 Douglas Drive, Martinez	Proposal phase	$440,000
9	North Richmond Pump Station Capital Renewal (FLIP)	North Richmond	Final report received 12/12/16. Project on hold	$1,700,000
			Subtotal	**$6,782,889**
FACILITIES MAINTENANCE FLIP PROJECTS				
IN PROGRESS				
10	Stair guardrails	1111 Ward Street, Martinez	In progress	$8,332
11	Walls/HVAC/Electrical Upgrades	1000 Ward St Martinez	In progress	$3,856,884
12	Pole Light Upgrade	12000 Marsh Creek	In Progress	Lumped in with multiple projects
13	Interior LED Upgrade	40 Glacier Dr Martinez	In Progress	Lumped in with multiple projects
			Subtotal	***$3,865,216***

FACILITIES LIFE-CYCLE INVESTMENT PROGRAM - FINANCE COMMITTEE

	Project Name	Address	Status	Estimated Proj. Budget/Cost
COMPLETED				
14	Roof Repairs	910 San Pablo Pinole	Complete	$82,780
15	Roof Repairs	1111 Ward Street, Martinez	Complete	$109,280
16	HVAC Upgrade	12000 Marsh Creek	Complete	Lumped in with multiple projects
17	Seismic Shut-off valve	968 23rd Street, Richmond	Complete	$1,851
18	Roofing	920 Mellus St.	Complete	$61,639
19	F Module Rebuild	1000 Ward Martinez	Complete	$785,000
20	9111 Dispatch HVAC Replacement	40 Glacier Dr Martinez	Complete	Lumped in with multiple projects
21	Re-roof	Richmond Pump Station	Complete	$54,480
22	Electrical and Plumbing Upgrades	5555 Giant Highway, Martinez	Complete	$1,500,000
			Subtotal	***$2,595,030***
			Grand Total	***$13,243,135***

POTENTIAL SURPLUS PROPERTY REPORT

Potential Surplus Property – Finance Committee

Potential Surplus Property – Vacant Land

Location	City	Lot Size	Comments	Current Status
Bailey Road/Highway 4	Bay Point	7.5 Acres	CCC as Successor Agency to RDA	DCD negotiating potential sale
Canal Road	Bay Point	1.54 Acres	CCC as Successor Agency to RDA	DCD evaluating marketability

Potential Surplus Property – Improved Sites

Address	City	Lot Size	Comments	Current Status
100 38th Street	Richmond	2.86 Acres	Imp. w / 83,884 sq.ft. 2 story bldg. w/full basement	Reviewing for possible sale to non-profit housing group
210 O'Hare	Oakley	.62 Acres	Sheriff Sub-Station	Reviewing for possible conveyance to the City of Oakley
303 41st Street	Richmond		HSD – Children's Mental Health	Relocating to San Pablo Summer 2020

Contra Costa County Board of Supervisors

Subcommittee Report

FINANCE COMMITTEE 5.

Meeting Date: 02/03/2020

Subject: Stormwater Trash Reduction Funding

Submitted For: Brian M. Balbas, Public Works Director/Chief Engineer

Department: Public Works

Referral No.: 8-6-2019 C.115

Referral Name: GJR 1907

Presenter: Tim Jensen, Assistant Public Works Director **Contact:** Tim Jensen (925) 313-2390

Referral History:

On August 6, 2019 the Board of Supervisors approved a response to grand jury report 1907 with a referral to Finance Committee to work with staff to develop recommendations for additional revenue sources by June 30, 2020. There are insufficient funds for the County to meet MRP 2.0 permit compliance.

On November 4, 2019, Public Works staff presented the attached report that summarized reports provided to the Transportation, Water, and Infrastructure Committee on the funding and permit compliance for MRP 2.0. The report included direction to staff to develop options for additional funding sources and to bring the options back to the Committee in February 2020 for consideration.

Referral Update:

Staff is recommending postponing the planned February presentation on funding options to assist wit compliance for the County's Municipal Regional Permit. Staff anticipates presenting this information to the Finance Committee later in the fiscal year.

Recommendation(s)/Next Step(s):

Staff recommends postponing the planned February presentation on funding options to assist wit compliance for the County's Municipal Regional Permit.

Fiscal Impact (if any):

The County's stormwater trash reduction program is funded primarily with Stormwater Utility Assessments. The assessment is insufficient to meet the needs of stormwater pollution reduction permit compliance.

Attachments

Staff Report regarding Stormwater

Exhibit 1

Exhibit 2

Contra Costa County
Public Works
Department

Brian M. Balbas, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Warren Lai
Carrie Ricci
Joe Yee

Memo

DATE: October 29, 2019

TO: Finance Committee

FROM: Brian M. Balbas, Public Works Director

SUBJECT: Funding Municipal Regional Permit compliance

MESSAGE:

Recommendation
Direct staff to develop options for additional funding sources to comply with Municipal Regional Permit 2.0 and bring the options back to the Committee in February for consideration.

Referral
On August 6, 2019, the Board approved a response to Grand Jury Report 1907, "Stormwater Trash Reduction: Are We Doing All That We Can?" with a referral to the Finance Committee to work with staff and develop recommendations for additional revenue sources by June 30, 2020. Municipal Regional Permit 2.0, issued to the County by the Regional Water Quality Control Board, requires the County to reduce pollutant levels in our waterways and storm drain system. Trash is considered a pollutant and there are specific trash reduction targets in the permit. Meeting the trash reduction targets is a significant permit compliance cost. Although the Grand Jury Report focused on trash, the recommendation to identify additional funding sources referred to the entire permit, not just the trash provision in the permit.

Background
Staff has worked with and reported to the Transportation, Water and Infrastructure Committee on several occasions concerning the fiscal impacts of implementing Municipal Regional Permit (MRP) 2.0. Staff estimates it will cost approximately $5 million annually to comply with all the provisions in the permit (not including PCB load reduction costs). However, the County only receives about $3.2 million each year in discretionary revenue for stormwater related services and projects, and there are currently no additional resources available from the General Fund. Staff identified $510,000 of Road Funds and $75,000 of Flood Control Funds that could be used to help pay for program activities, leaving a shortfall of approximately $1.2 million.

There are insufficient funds to close the $1.2 million gap between available revenue and estimated expenditures. As a result, staff prepared an Implementation Plan that identifies permit tasks that will be completed as well as those tasks that will not be completed during the permit term. It should be noted that, although some tasks will not be completed within the permit timeline, there is still a commitment to complete them eventually. The Implementation Plan was approved by the Board on November 6, 2018. Attached for reference is the Implementation Plan and a supporting budget showing the costs for each task. The budget includes service reductions and funding shifts, with the savings shown in the "Difference" column.

The Implementation Plan has three tiers of tasks. Tier 1 tasks would be completed by the schedule specified in the permit, while Tier 2 and Tier 3 tasks would be completed after the permit expires. The problem with this strategy, of course, is the County will start MRP 3.0 in a financial deficit, and from there things will only get financially worse.

Consequences of Noncompliance

It should be noted that the $5 million estimated cost of compliance cited above does not include the cost to reduce PCB loads through green infrastructure. Those additional costs could be tens of millions of dollars. (We are assuming that all PCB load reduction will be performed by or paid by developers or other local project funds for roads, buildings, parks, etc.) Therefore, the $1.2 million funding gap could be much larger depending on local funds available and the timing. Given there is a funding gap of at least $1.2 million, permit noncompliance is likely. Noncompliance can lead to fines and third-party lawsuits.

The Regional Board must issue the County a stormwater permit as required by and with authority from the Environmental Protection Agency and the federal Clean Water Act. The Regional Board also has authority to issue permits through State statute that is, in many cases, more stringent than the Clean Water Act. When a permittee is in noncompliance, the Regional Board can issue a Notice of Violation and levy fines of $37,500 per violation per day through federal authority, and $10,000 per violation per day through State authority. The County would likely be facing multiple violations. The largest exposure from noncompliance, however, is from third party lawsuits. If the Regional Board finds the County in noncompliance it is highly likely the County would lose any third party lawsuit and face a very expensive settlement agreement or court decision.

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Attachments: Exhibit 1 - MRP 2.0 Implementation Plan for Unincorporated Communities and Exhibit 2 - MRP 2.0 Implementation Plan Budget

c: Allison Knapp, Deputy Public Works Director
Tim Jensen, Assistant Public Works Director

Contra Costa County Municipal Regional Permit 2.0 Implementation Plan For Unincorporated Communities

EXHIBIT 1

Background

The Regional Water Quality Control Board issues the County a stormwater permit that requires the County to reduce pollutants in the stormwater flowing through its drainage systems and waterways. These stormwater permits are issued every five years, the first issued in 1993, and every succeeding permit has more difficult requirements that take more resources to comply with. The current permit has, among its many provisions, four focus areas: green infrastructure, trash, PCBs, and mercury. Green infrastructure includes drainage basins and swales that filter and treat stormwater through special soils and vegetation.

Financial Resources Available

- The Regional Board issued the County a permit to reduce pollution in stormwater
- The estimated cost to comply with the permit is about $5 million
- The County only has about $3.2 million in dedicated annual revenue available for permit compliance
- There are no supplemental resources available from the County General Fund
- Some restricted funding sources have been identified (e.g. Road Fund) that can fund certain tasks

Staff estimated it would cost around $5 million to comply with all provisions in the current stormwater permit, Municipal Regional Permit (MRP) 2.0. However, the County only receives about $3.2 million each year in discretionary revenue for stormwater related services and projects, and there are no additional resources available from the General Fund. Staff did identify $510,000 of Road Funds and $75,000 of Flood Control Funds that could be used to help pay for program activities. It should be noted that if the gas tax is reduced, any contribution from the Road Fund would have to be reconsidered and likely removed. In any event, there are insufficient funds to close the gap (about $1.2 million) between available revenue and estimated expenditures, and a plan is needed to determine how the County will implement permit requirements – an Implementation Plan.

Implementation Plan Objectives

- Maximize effectiveness of permit compliance
- Use a strategic process to decide prioritization within budget limitations
- Demonstrate the County does the right thing and is always trying
- Communicate the importance of stormwater quality to communities

A primary objective of the Implementation Plan is to maximize effectiveness of permit compliance, so our work truly improves water quality. Even though the County does not have sufficient funds to complete every task, the County wants to demonstrate to the Regional Board it is committed to improving water quality and working hard to do so. And the County doesn't mind taking a leadership role in resolving difficult issues, as long as the Regional Board acknowledges that eventual resolution may take longer than expected.

Approach to Implement Permit Requirements

- Identify the most efficient and effective way to address permit compliance with available funding
  - Focus on top tier tasks and reduce resources on low tier tasks
  - Focus resources on top tier tasks, about 60% of total program expenditures
  - Reduce funding to remaining tasks, about 40% of total program expenditures
- Develop a prioritized list of permit requirements grouped into three tiers
- High-priority, Tier 1, requirements will be completed on time
- Low priority tasks, Tier 2 and Tier 3, will be completed but not on time

The approach in developing the Implementation Plan is to identify tasks that will be completed and will be a primary focus, but also identify some work that will be done on all other tasks. So work will be done on all tasks but not all tasks will be completed within the permit timeline.

Task Prioritization

Staff identified key MRP 2.0 tasks and prioritized them using the following criteria:

- Maximizing pollution removal
- Realizing co-benefits and benefits to the community, and improving community value
- Maximizing program effectiveness (staff resources, program objectives, program costs)
- Matching Regional Board priorities

The prioritized list of tasks was divided into three tiers, Tier 1 being top priority and Tier 3 being low priority. Tier 1 tasks will receive full funding, Tier 2 tasks will receive substantial funding, and Tier 3 tasks will receive little funding.

Exhibit 1 is a list of 13 tasks from MRP 2.0 and their ranking. Since trash reduction is a top priority for the Regional Board, trash related tasks are a top priority in the Plan as well, with most in the Tier 1 category.

Service Reductions/Savings

Aside from the MRP 2.0 tasks, there are other baseline tasks and services that have been part of the program for many years. Staff reviewed all of the services and programs that are funded with Stormwater Utility Assessment funds and determined which services could be reduced. Stormwater Utility Assessment funds are the source of dedicated revenue used to fund stormwater services, programs, and projects. In addition, staff reviewed services or programs that could be funded from other sources and would represent a savings. The following service reductions and program savings were identified:

- **Street Sweeping.** Transfer street sweeping to the Road Fund (This would likely not occur if the gas tax is modified)
- **Inspections.** Reduce inspections by 50%
- **Outreach.** Reduce the Public Information and Participation Program by 50%
- **Calendar.** Eliminate the annual calendar

The attached budget (Exhibit 2) includes these service reductions and funding shifts, with the savings shown in the "Difference" column.

Implementation Plan

The Implementation Plan identifies permit tasks that will be completed during the permit term, and tasks that will not be completed during the permit term. It should be noted that, although some tasks will not be completed within the permit timeline, there is still a commitment to complete them eventually. These tasks are shown in Exhibit 2, the proposed budget for the Implementation Plan. The budget lists all of the tasks required in the stormwater permit and shows those that have been prioritized and identified as Tier 1, Tier 2, or Tier 3, and those service reductions or funding shifts that represent a savings. Budget items that are not prioritized or listed as a savings are generally baseline activities from MRP 1.0 that need to be done.

The Constrained Budget represents the estimated cost to comply with all permit provisions, with the exception of PCBs, within the permit timeline. PCB requirements are not included in the estimated budget because there is too much uncertainty around how compliance will be achieved. The County is assuming, in its planning budget scenarios, that PCBs will not be directly addressed by the County but instead through development projects or remediation of source properties. The Constrained Budget costs total about $5 million. The Implementation Plan Budget costs total about $3.2 million, equal to the average annual revenue dedicated for stormwater purposes. It should be noted that about $600,000 of the Implementation Plan Budget is funded by Road Funds or Flood Control Funds. Any change in the ability to use those funds would require modification of the Implementation Plan Budget.

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Exhibit 2: MRP 2.0 Implementation Plan Budget (FY 2018/19)

Tier	Description	Constrained Budget	Implementation Plan Budget	Difference
	Municipal Operations	$32,000	$32,000	$0
Savings	Street Sweeping *(Shift to Road Funds)*	$325,000	$0	$325,000
	Development/LID	$122,000	$122,000	$0
1	Green Infrastructure Planning	$250,000	$250,000	$0
Savings	Industrial/Commercial Inspections *(50%)*	$225,000	$110,000	$115,000
Savings	Illicit Discharges *(Reduce by 25%)*	$148,000	$108,000	$40,000
	Construction Controls	$8,000	$8,000	$0
Savings	Public Outreach *(Reduce by 50%)*	$110,000	$55,000	$55,000
Savings	Calendar *(Eliminate calendar)*	$100,000	$0	$100,000
	Monitoring	$30,000	$30,000	$0
	Pesticide Controls	$25,000	$25,000	$0
1	Trash (Misc tasks)	$525,000	$340,000	$185,000
1	Trash Capture Devices	$300,000	$300,000	$0
2	Trash separator facility	$100,000	$50,000	$50,000
3	Trash Capture on Private Property	$50,000	$15,000	$35,000
1	On-land clean up	$740,000	$740,000	$0
1	Adopt-a-Spot	$25,000	$25,000	$0
2	Plastic bag ban program	$25,000	$10,000	$15,000
1	Polystyrene ban	$75,000	$75,000	$0
1	PCB Building Materials Control	$10,000	$10,000	$0
1	Direct discharge controls	$300,000	$300,000	$0

Exhibit 2: MRP 2.0 Implementation Plan Budget (FY 2018/19)

	Description	Constrained Budget	Implementation Plan Budget	Difference
1	Creek clean-ups	$150,000	$150,000	$0
	Mercury Controls	$15,000	$15,000	$0
	PCB Controls	$110,000	$110,000	$0
2	PCB/GI project	$50,000	$25,000	$25,000
	Identify development treatment	$60,000	$25,000	$35,000
3	Local Source Properties	$25,000	$5,000	$20,000
3	Regional Source Properties	$10,000	$5,000	$5,000
	County CIP Project	$500,000	$100,000	$400,000
	Annual Report	$100,000	$100,000	$0
	RWQCB Fees	$45,000	$45,000	$0
	BIMID Cost Share	$30,000	$30,000	$0
2	Drainage Inventory	$50,000	$25,000	$25,000
	Marina Program	$10,000	$10,000	$0
	Program Admin.	$240,000	$195,000	$45,000
	Subtotal	$4,920,000	$3,445,000	$1,475,000
	Funding Contribution by Others			
	Road Fund (other than streetsweeping) (Note 1)		$185,000	
	Flood Control District (Note 2)		$75,000	
	Total	$4,920,000	$3,185,000	$1,735,000

Note 1: Road Fund cost items are associated with the road system: Municipal Operations ($20,000), Green Infrastructure Planning ($65,000), PCB/GI Project ($25,000), County CIP Project ($50,000), Drainage Inventory ($25,000).

Note 2: Flood Control District Fund cost items are associated with the flood protection system: Direct Discharge Controls ($50,000), Creek Cleanups ($25,000).